



NORTHWEST FIRE DISTRICT

Our Mission is to Save Lives, Protect Property, and Care for Our Community

PHONE: (520) 887-1010 FAX: (520) 887-1034 NorthwestFire.org



REGULAR MEETING AGENDA

**Northwest Fire District Training Facility
5125 W. Camino de Fuego
Tucson, Arizona**

**Tuesday, December 12, 2017
06:00 PM**

The Northwest Fire District Governing Board will meet in Public Session for a Regular Meeting on December 12, 2017, at 6:00 PM, in Building A of the Northwest Fire District Training Facility Located at 5125 W. Camino de Fuego, Tucson, AZ.

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Board.

1. **Call to Order/Roll Call/Affirmation of Quorum**
2. **Salute to the Flag of the United States of America**
3. **Presentation of Service Awards**
4. **Public Forum**

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should complete a Citizen Information Card prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.

5. **Consent Agenda**
 - A. Approval of the minutes of the November 14, 2017, Regular Governing Board Meeting
 - B. Adoption of Resolution No. 2017-044 Ordering the Dove Mountain Resort Lot 49 Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 6083 W. Seven Saguaro Circle (Parcel 218-19-0520) and is North of Dove Mountain Boulevard and East of Secret Springs Drive in Marana, Pima County, Arizona
 - C. Approval of Disclosure Statement Regarding Meeting Notice Posting Locations for Northwest Fire District Governing Board Meetings and Local Pension Board Meetings for 2018

- D. Approval of the Renewal Agreement for Maintenance and Warranty of the District's Station Alerting Systems with US Digital Design in the Amount of \$46,610.72
- E. Approval of the Purchase of 8 (Eight) Portable Radios from Creative Communications in the Amount of \$52,039.08
- F. Approval to Authorize Staff to Release Request for Proposals (RFP) No. 1706 Regarding Grounds Maintenance Remove Extra Space Services

6. **Fire Chief's Report**

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

- A. Fire Chief Report
- B. Support Services Board Report
- C. Operational Services Report
- D. Prevention & Safety Board Report
- E. Human Resources Report
- F. Logistics Board Report
- G. Finance Report
- H. Community Affairs Report

7. **Financial Reports**

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

- A. Finance Reports

8. **Business**

- A. Discussion, Presentation and Possible Action Approving the Comprehensive Annual Financial Report (CAFR) Comprising the District Audited Financial Statements for the Fiscal Year Ended June 30, 2017; Discussion May Include the Audit Process and All Aspects of the Financial Status of the District.

- B. Discussion and Possible Action Approving the Acceptance of the Governor's Office of Highway Safety Grant, Number 2018-EM-001, for the Purchase of Additional Extrication Tools in the Amount of \$31,975.00.
- C. Discussion and Possible Action Approving the Acceptance of the Design and Construction Proposal for Station 41, Provided by WSM Architects.
- D. Discussion and Possible Action Approving the Appointment of Michael J. Brandt as a Citizen Board Member to Serve a Four (4) Year Term on the Northwest Fire District Local Pension Board Beginning January 19, 2018.
- E. Executive [Closed] Session, Pursuant to A.R.S. 38-431.03 (A) (1) and (3), to Discuss and Consider Submitted Resumes for Interest in the Fire Chief's Position, and for Legal Advice from the Board's Attorney Regarding the Board's Rights and Responsibilities in Interviewing and Vetting Candidates.

9. **Future Agenda Items**

A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).

10. **Adjournment**

Two Board Briefing Books containing material related to the Board Meeting are available for public review the day before and the day of the Board Meeting during office hours at the Administration/Prevention and Safety Office located at 5225 W. Massingale Road, Tucson, Arizona 85743 – (520) 887-1010. The two Board Briefing Books are also available for public review at the Board Meetings.

The Northwest Fire District Board may vote to go into Executive Session on any agenda item pursuant to ARS §38-431.03 (A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. Pursuant to Board Policy, from time to time, it might be necessary for a Board Member to attend a Board meeting via speakerphone.

The Northwest Fire District Training Facility is accessible to persons with disabilities. In compliance with the Americans with Disabilities Act (ADA), those persons with special needs, such as large-type face print or other reasonable accommodations, may request those through Heather D'Amico, by calling 887- 1010, ext. 2905, before the meeting.

Posted December 4, 2017



Northwest Fire District Governing Board
5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

CONSENT AGENDA

Date: December 12, 2017
To: Governing Board
From: Heather D'Amico, Management Assistant
Department: Administration
Agenda Item: **Consent Agenda**

RECOMMENDATION:

Approve the consent agenda as presented.

MOTION:

Move to approve items A through F on the December 12, 2017, Consent Agenda as presented.

DISCUSSION:

Use of the Consent Agenda can help streamline the meetings by saving time on routine items allowing more time for in depth discussion of items such as the Budget. Attached to this memo you will find a packet for each item on the Consent Agenda. If the Governing Board wants to treat any items as a regular agenda item, the item can be considered under the Business section. For ease of procedure, if the Board has amendments to the meeting minutes (Item A), that might be handled separately before moving on to the rest of the Consent Agenda items.

If an individual item(s) is selected for removal from the Consent Agenda, the above motion could be modified to approve that item(s) under Business.

ALTERNATIVES:

Move items to Business for further discussion and individual vote, approve only selected items, or table items.



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.A.

SCHEDULED

MEMORANDUM NO. 2017-25

Date: December 12, 2017
To: Governing Board
From: Heather D'Amico, Management Assistant
Type of Action: Formal Action/Motion
Strategic Plan Goals: SP3 ,OTH
Agenda Item: Approval of the minutes of the November 14, 2017, Regular Governing Board Meeting

RECOMMENDATION:

Approve the minutes.

MOTION:

Move to approve the minutes of the November 14, 2017, regular meeting.

DISCUSSION:

The minutes of the November, 2017, regular meeting are attached for review.

ALTERNATIVES:

Approve the minutes with revisions or do not approve the minutes.

Attachments

DRAFT 11-14-17

DRAFT



NORTHWEST FIRE DISTRICT

Our Mission is to Save Lives, Protect Property, and Care for Our Community

PHONE: (520) 887-1010 FAX: (520) 887-1034 NorthwestFire.org



MEETING MINUTES Regular Governing Board Meeting November 14, 2017

Present: George Carter, Chairman
Bruce A. Kaplan, Vice Chair
David Talas, Board Member
Peg Green, Board Member
Becky Hicks, Board Member

1. **Call to Order/Roll Call/Affirmation of Quorum**
George Carter called the meeting to order at 6:00 p.m.
2. **Salute to the Flag of the United States of America**
George Carter led the Pledge of Allegiance to the Flag.
3. **Presentation of Service Awards**
Assistant Chief Bradley administered the loyalty oath. The following personnel received promotional pins:
 - John Young was promoted to Paramedic
 - Jacob Roszko was promoted to Paramedic
 - James Skillman, new hire, was promoted to Firefighter
 - Robert Emans, new hire, was promoted to Firefighter
4. **Public Forum**
No members of the public requested to speak at this time.
5. **Consent Agenda**

MOVE TO APPROVE ITEMS A THROUGH F ON THE NOVEMBER, 2017, CONSENT AGENDA AS PRESENTED.

Motioned by Chairman George Carter
seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- A. Approval of the minutes of the October 24, 2017, Regular Governing Board Meeting.

Motioned by Chairman George Carter
seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- B. Approval of the Purchase of a Pediatric Simulator for the Total Price of \$34,157.66 from Gaumard under RFP 1503.

Motioned by Chairman George Carter

seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- C. Approval of a Final Payment to Kovatch Mobile Equipment Corporation for the Two Recently Received Type 1 Engines in the Amount of \$8,025.61.

Motioned by Chairman George Carter

seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- D. Approval of the Annual Cisco SmartNET Support Agreement with Logicalis in the Amount of \$38,444.31.

Motioned by Chairman George Carter

seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- E. Adoption of Resolution No. 2017-043 Approving the Renewal of the Intergovernmental Ambulance Transportation Agreement Between Northwest Fire District (NWFD) and Avra Valley Fire District (AVFD) for the Purposes of Back-up Ambulance Transportation Services.

Motioned by Chairman George Carter

seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- F. Approval of the 2018 Regular Governing Board Meeting Schedule

Motioned by Chairman George Carter

seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

6. **Fire Chief's Report**

Reports are included in the packet; no further discussion took place.

7. **Financial Reports**

- A. Reports are included in the packet. Dave Gephart, Finance Director, stated the reports cover the first quarter of the first of the fiscal year. Tax collections are behind, but he anticipates collections will catch up by next month. He is available for any questions.

MOVE TO APPROVE THE DISTRICT'S MONTHLY DISBURSEMENTS REPORT AS PRESENTED.

Motioned by Chairman George Carter

seconded by Board Member Becky Hicks

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

8. Business

- A. **Discussion and Possible Action Approving a Master Services Agreement with Hye-Tech Network Solutions and Security, LLC., For Information Technology Services, Including One Full-Time Employee Assigned to the District.**

Assistant Chief Emans stated the initial proposal was brought to the Board in August, 2017. The highlights of the agreement include:

- One full time staff equivalent on site for 40 hours per week
- Complete troubleshooting, configuration and support for voice, network, and security infrastructure
- 24 hour monitoring of all systems and hardware
- Backup and escalation for problem resolution

Chief Emans explained the term of the arrangement is through the end of FY 2018/2019. A brief discussion followed regarding the cost savings.

MOVE TO APPROVE THE MASTER SERVICES AGREEMENT WITH HYE-TECH NETWORK SOLUTIONS AND SECURITY IN THE AMOUNT OF \$196,640 FOR IT SERVICES AND INCLUDING ONE FULL-TIME EMPLOYEE ASSIGNED TO NORTHWEST FIRE DISTRICT.

Motioned by Chairman George Carter

seconded by Vice Chair Bruce A. Kaplan

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

- B. **Overview and Presentation of a Nationwide FirstNet Project, A Federal Initiative to Develop An Interoperable Public Safety Broad-Band Communication Network.**

At the end of September, Fire Chief Brandt, Assistant Chief Emans, and Assistant Chief Bradley attended a conference in Boulder, CO. They were introduced to FirstNet at a very high level. Assistant Chief Emans presented an overview of the FirstNet project. The following items were presented and discussed:

- Purpose of FirstNet
- Brief history
- Public safety alliance
- Three core principles
- House Bill 3630 Title VI
- Allocation of the D Block
- Technical advisory board
- Interoperability requirements
- Funding: allocation of funds
- State and Local: responsibilities and options
- RFP's

- Research and development for public safety communications (PSC) technology
- 9-1-1 grants program

A brief discussion followed regarding switching cell service carriers. Chief Emans stated it would be disadvantageous not to switch carriers. He commented agencies are not required to switch. Additionally, he stated phones will switch to a dual SIM card. Chief Emans does not anticipate changes to occur this fiscal year. He is currently working on setting a meeting with AT&T.

9. **Future Agenda Items**

1) Resumes in December. Chairman Carter requested to see the resumes prior to the meeting.

10. **Adjournment**

MOVE TO ADJOURN THE MEETING AT 7:00 P.M.

Motioned by Chairman George Carter

seconded by Board Member Becky Hicks

AYE: Chairman George Carter, Vice Chair Bruce A. Kaplan, Board Member David Talas, Board Member Peg Green, Board Member Becky Hicks

Minutes approved by the Northwest Fire District Board at its December 12, 2017, Regular Governing Board meeting.

Becky Hicks, Board Clerk



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.B.

SCHEDULED

MEMORANDUM NO. 2017-24

Date: December 12, 2017
To: Governing Board
From: Heather D'Amico, Management Assistant
Type of Action: Formal Action/Motion
Strategic Plan Goals: Other
Agenda Item: Adoption of Resolution No. 2017-044 Ordering the Dove Mountain Resort Lot 49 Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 6083 W. Seven Saguaros Circle (Parcel 218-19-0520) and is North of Dove Mountain Boulevard and East of Secret Springs Drive in Marana, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation.

MOTION:

Move to adopt Resolution No. 2017-044 ordering the Dove Mountain Resort Lot 49 Annexation.

DISCUSSION:

This is an annexation involving property owner, Landmark Title Assurance Agency, and the Trust beneficiary, Dove Mountain Investors, LLC, who both submitted the attached letters dated November 3, 2017. The annexation area is located at 6083 W. Seven Saguaros Circle (Parcel 218-19-0520) and is north of Dove Mountain Boulevard and east of Secret Springs Drive in Marana, Pima County, Arizona.

Ownership and the title of Lot 49 was transferred on November 9, 2017 so when the letters were signed and initially sent to NWFD, Landmark Title and Dove Mountain Investors, LLC, were still the owners of the property. The current owners, James and Mary Mosch, took ownership of Lot 49 with the understanding that the previous owner(s) were going to annex this property into the NWFD.

The parcel will be serviced by Station 337. No additional resources are needed to serve this area.

ALTERNATIVES:

Not approve the annexation; not recommended

Fiscal Impact

Fiscal Year:

Budgeted Y/N:

Amount Requested:

FISCAL IMPACT:

The 2018 Limited Assessed Value of the property is \$14,586; the revenue to the District based on the current combined tax rate would be approximately \$448.23 annually.

Attachments

Dove Mt. Resort Lot 49 Annexation

November 3, 2017

**George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Rd.
Tucson, AZ 85743**

Re: Annexation into the Northwest Fire District

Dear Chairman Carter:

Landmark Title Assurance Agency of Arizona, LLC, an Arizona limited liability company, as Trustee under Trust No. 18355-T, an not in its corporate capacity (the "Trust") is the owner of the property located at 6083 W. Seven Saguaros Circle, Marana, AZ 85658, in Pima county, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), the Trust expressly request that the Northwest Fire District forthwith amend its boundaries to include its property described on Exhibit A.

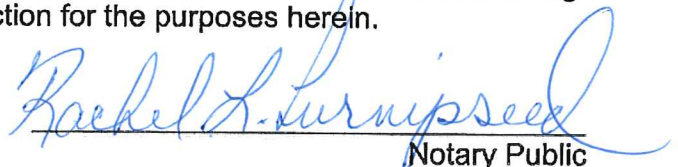
Sincerely,

**Landmark Title Assurance Agency of Arizona, LLC, an Arizona limited liability company,
as Trustee under Trust No. 18355-T**


Trust Officer

STATE OF Arizona)
)ss
County of Pima)

ON this, the 3 day of November, 2017, before me, the undersigned Notary Public, personally appeared, Jayson Boldt, the Authorized Trust Officer for Landmark Title Assurance Agency of Arizona, LLC, an Arizona limited liability company, who acknowledged to me that he is the owner of the property located at , that as such officer being authorized so to do, executed the foregoing instruction for the purposes herein.


Notary Public

My Commission Expires:

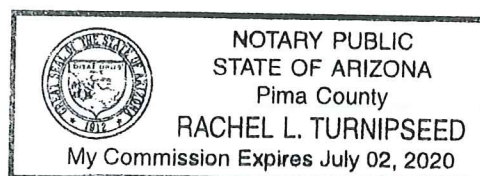


Exhibit A

Legal Description of Property

Lot 49, of DOVE MOUNTAIN RESORT, a subdivision of Pima County, Arizona, according to the map or plat thereof of record in the office of the County Recorder of Pima County, Arizona, in Book 62 of Maps and Plats at page 71 thereof, and as amended by Declaration of Scrivener's Error recorded in Docket 13272 at page 769.

November 3, 2017

**George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Rd.
Tucson, AZ 85743**

Re: Annexation into the Northwest Fire District

Dear Chairman Carter:

I am the owner of the property located at 6083 W. Seven Saguaros Circle, Marana, AZ 85658, in Pima county, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), I expressly request that the Northwest Fire District forthwith amend its boundaries to include my/our property described on Exhibit A.

Sincerely,

Dove Mountain Investors, LLC, an Arizona limited liability company



Scott F. Hess, Authorized Signatory

STATE OF Arizona)
)ss
County of Pima)

ON this, the 6th day of November, 2017, before me, the undersigned Notary Public, personally appeared, Scott F. Hess, the Authorized Signatory for Dove Mountain Investors, LLC, who acknowledged to me that he is the owner of the property located at , that as such officer being authorized so to do, executed the foregoing instruction for the purposes herein.


Notary Public

My Commission Expires: 9-16-20

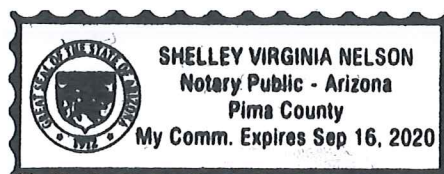


Exhibit A

Legal Description of Property

Lot 49, of DOVE MOUNTAIN RESORT, a subdivision of Pima County, Arizona, according to the map or plat thereof of record in the office of the County Recorder of Pima County, Arizona, in Book 62 of Maps and Plats at page 71 thereof, and as amended by Declaration of Scrivener's Error recorded in Docket 13272 at page 769.

RESOLUTION NO. 2017-044
THE DOVE MOUNTAIN RESORT LOT 49 ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNER IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on November 3, 2017, Dove Mountain Investors, LLC, an Arizona Limited Liability Company, owner of real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include its property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is included within the corporate boundaries of the Town of Marana, and the Town has approved inclusion of the Property within the boundaries of the Northwest Fire District, pursuant to Town of Marana Resolution No. 2004-133; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owner, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on December 12, 2017, by a majority of a quorum of the Governing Board Members.

George Carter
Board Chair

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board
Becky Hicks

Thomas Benavidez
District Attorney

EXHIBIT "A"
[Map & Legal Description]



EXHIBIT "A"
[PROPERTY DESCRIPTION]

Township:	11.0	Section:	14	Range:	12.0E
Map & Plat:	62/71	Block:		Tract:	
Rule B District:	5	Land Measure:	1.00S	Group Code:	000
Census Tract:	4611	File Id:	1	Date of Last Change:	4/5/2012
<u>Use Code:</u>	0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)				
<u>Parcel No.:</u>	218-19-0520				

F. ANN RODRIGUEZ, RECORDER
RECORDED BY: D_K
DEPUTY RECORDER
7864 PE1



DOCKET: 12370
PAGE: 2909
NO. OF PAGES: 1
SEQUENCE: 20041620643
08/20/2004
RES 16:55

SMARA
TOWN OF MARANA
ATTN: TOWN CLERK
13251 N LON ADAMS RD
MARANA AZ 85653

MAIL

AMOUNT PAID \$ 8.00

MARANA RESOLUTION NO. 2004-133

RELATING TO NORTHWEST FIRE DISTRICT; ENDORSING AND AUTHORIZING ANNEXATION OF ANY AND ALL TERRITORY LOCATED WITHIN THE TOWN LIMITS OF MARANA, ARIZONA, AS THEY MAY BE AMENDED FROM TIME TO TIME; AND DECLARING AN EMERGENCY.

WHEREAS, Northwest Fire District has plans to pursue various annexations of property located within the Town limits of the Town of Marana; and

WHEREAS, the Town adopted Marana Resolution No. 98-23 on March 3, 1998, authorizing all Northwest Fire District annexations within the Town limits as it then existed; and

WHEREAS, the Town now desires to grant a blanket authorization for all Northwest Fire District annexations of property located within the Town limits of the Town of Marana as it currently exists and as it is amended from time to time; and

WHEREAS, fire protection is lacking in the areas of the Town of Marana that are not within the boundaries of Northwest Fire District, and it is in the best interests of the citizens of the Town of Marana that fire protection be made available.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, that all annexations proposed by Northwest Fire District of property located within the Town limits of the Town of Marana as it currently exists and as it may be amended from time to time are hereby endorsed and authorized pursuant to A.R.S. § 48-262(F).

BE IT FURTHER RESOLVED THAT since it is necessary for the preservation of the peace, health and safety of the Town of Marana that this resolution become immediately effective, an emergency is hereby declared to exist, and this resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 17th day of August, 2004.

ATTEST:

Jocelyn C. Bronson
Jocelyn C. Bronson, Town Clerk



Bobby Sutton, Jr.
Mayor Bobby Sutton, Jr.

APPROVED AS TO FORM:

Frank Cassidy
Frank Cassidy, Town Attorney

Parcel Number: 218-19-0520

Packet Page 21

Property Address

Street Number	Street Direction	Street Name	Location
6083	W	SEVEN SAGUARIOS CI	Marana

Contact Information

Taxpayer Information:	Property Description:
MOSCH JAMES & MARY KAY CP/RS 15 STODDARD CT SPARKS MD 21152-9367	DOVE MOUNTAIN RESORT LOT 49

Valuation Data

Valuation Year	Legal Class	Assessment Ratio	Total FCV	Limited Value	Limited Assessed
2017	VACANT/AG/GOLF (2)	15.0	\$155,230	\$92,610	\$13,892
2018	VACANT/AG/GOLF (2)	15.0	\$155,230	\$97,241	\$14,586

Property Information

Township:	11.0	Section:	14	Range:	12.0E
Map & Plat:	62/71	Block:		Tract:	
Rule B District:	5	Land Measure:	1.00S	Group Code:	000
Census Tract:	4611	File Id:	1	Date of Last Change:	4/5/2012
Use Code:	0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)				



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.C.

SCHEDULED

MEMORANDUM NO. 2017-22

Date: December 12, 2017
To: Governing Board
From: Heather D'Amico, Management Assistant
Type of Action: Formal Action/Motion
Strategic Plan Goals: Other
Agenda Item: Approval of Disclosure Statement Regarding Meeting Notice Posting Locations for Northwest Fire District Governing Board Meetings and Local Pension Board Meetings for 2018

RECOMMENDATION:

Approve filing the Disclosure Statement for 2018 with the Pima County Board of Supervisors and also posting it on the District's website.

MOTION:

Move to approve the Disclosure Statement for filing with the Clerk of the Pima County Board of Supervisors and for posting on the District's website.

DISCUSSION:

The District is required to execute the attached Disclosure Statement identifying the locations where the District will post notices of its public meetings. In addition to those locations, the District will continue to post its meeting notices and agendas on its website.

ALTERNATIVES:

None

Fiscal Impact

Fiscal Year:

Budgeted Y/N:

Amount Requested:

FISCAL IMPACT:

N/A

Attachments



**STATEMENT OF WHERE ALL NOTICES OF THE MEETINGS OF THE
NORTHWEST FIRE DISTRICT WILL BE POSTED**

Pursuant to A.R.S. § 38-431.02 (A) (3), the Northwest Fire District hereby states that all notices of the meetings of the Northwest Fire District Governing Board and any of its committees and subcommittees, including the Local Pension Board, will be posted at the following locations:

NWFD Website, www.northwestfire.org

NWFD Administration, 5225 W. Massingale Road, Tucson, AZ 85743 in the outside, enclosed bulletin board. Entry area open 8:00 a.m. to 5:00 p.m. Monday through Friday, except holidays.

Station 31 entry area, 4701 N. La Cholla Blvd., Tucson, AZ 85705 daytime hours.

Station 34, 8165 N. Wade Road, Tucson, AZ 85743, in the outside, enclosed bulletin board. Entry area open 8:00 a.m. to 5:00 p.m. Monday through Friday, except holidays.

Nanini Branch Library, 7300 N. Shannon Road, Tucson, AZ 85741. Inside entry area bulletin board, open Monday through Saturday and usually on Sunday. Hours vary according to budget requirements.

Such notices will indicate the date, time and place of the meeting and will include an agenda or information concerning the manner in which the public may obtain an agenda for the meeting. Pursuant to state statutes, these notices must be posted at least 24 hours before the meeting.

Please be advised that, pursuant to A.R.S. 38-431.02 (A)(3)(b), a technological problem or failure that either prevents the posting of public notices on a website or that temporarily or permanently prevents the use of all or part of the website does not preclude the holding of the meeting for which the notice was posted, if NWFD complies with all other public notice requirements.

Dated this _____th day of December, 2017.

NORTHWEST FIRE DISTRICT

By: _____
Becky Hicks, Clerk of the Board



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.D.

SCHEDULED

MEMORANDUM NO. 2017-30

Date: December 12, 2017
To: Governing Board
From: Doug Emans, Assistant Fire Chief
Type of Action: Formal Action/Motion
Strategic Plan Goals: SP1,SP5
Agenda Item: Approval of the Renewal Agreement for Maintenance and Warranty of the District's Station Alerting Systems with US Digital Design in the Amount of \$46,610.72

RECOMMENDATION:

Staff recommends approval of this item.

MOTION:

Move to approve the renewal agreement with US Digital Design in the amount of \$46,610.72.

DISCUSSION:

This item is for annual warranty and maintenance of the station alerting systems in all stations and includes a wireless notification to cellular devices. The system is network based with hardware, software and version control upgrades required from time to time.

This system aligns with Goals 1 and 5 of our strategic plan having created multiple efficiencies and resulting in several seconds of time savings in every dispatch throughout the District.

ALTERNATIVES:

No recommended alternatives.

Fiscal Impact

Fiscal Year: 2017/2018
Budgeted Y/N: Yes
Amount Requested: \$46,610.72

FISCAL IMPACT:

This item is a budgeted expense within the Technology budget.

Attachments

USDD 2018 Service Quote

USDD 2018 Service Agreement

US DIGITAL DESIGNS

Quote

1835 E Sixth Street, Suite 27
 Tempe, Arizona 85281
 Fax # 480-290-7896 Phone # 877-551-USDD
 E-mail: sales@usdd.com

Date	Quote #
28-Nov-17	18-NWFRD-001

This quote is effective until 31 Jan 2018

Name / Address
Northwest Fire/Rescue District 5225 W. Massingale Road Tucson, Arizon 85743 Attn: Doug Emans, Assistant Chief demans@northwestfire.org mrollman@northwestfire.org rthibault@northwestfire.org

ALL AMOUNTS QUOTED ARE IN US DOLLARS		Terms	Rep	Project
		Net 30		
Item	Description	Qty	Cost	Total
SrvcAgrmt_Annl	Annual Service Fee (01 January 2018 to 31 December 2018) Base Amount: \$517,896.90	1	\$ 46,610.72	\$ 46,610.72
Thank you for your business			Total	\$ 46,610.72

US DIGITAL DESIGNS



SERVICE AGREEMENT

This Service Agreement (“Agreement”) is made by and between US Digital Designs, Inc. (“USDD”), with its principal place of business at 1835 East Sixth Street, Suite 27, Tempe, Arizona 85281, and the following entity (“Customer”):

NORTHWEST FIRE DISTRICT

Attn: Doug Emmons, Assistant Chief – Support Services
5225 W. Massingale Road
Tucson, Arizona 85743
Phone: (520) 887-1010
demans@northwestfire.org

1. **Recitals.** The Customer requires USDD to provide software maintenance and hardware repair services for its USDD fire station alerting system. USDD has agreed to service the Customer’s System (as defined below) pursuant to the terms, conditions, and limitations of this Agreement. In consideration of the forgoing, and for other good and valuable consideration, the parties hereby agree to the terms set forth in this Agreement.

2. **Definitions.** For purposes of this Agreement, the following terms shall have the following meanings:

- a. “Additional Services” shall have the meaning set forth in Section 7, below;
- b. “Application or App” shall mean the *Phoenix G2 FSA Mobile Application* for iOS and Android mobile devices.

- c. “Commencement Date” shall be **January 1, 2018**.
 - d. “Hardware” means a physically tangible electro-mechanical system or sub-system and associated documentation provided to Customer by USDD, provided however, Hardware shall not include any televisions or monitors manufactured by third parties;
 - e. “Emergency Support” means telephone access for Customer’s “System Administrator” (as defined below) to USDD’s senior staff and engineers in the event of a Mission Critical Failure.
 - f. “Mission Critical Failure” means a failure in the materials, workmanship or design of the System that causes any fire station served by the System to be incapable of receiving dispatches through all communications paths, provided however, that any such failure caused by operator error, internet or telephony service outages, misuse or neglect of the System or any cause outside of USDD’s direct control does not constitute a Mission Critical Failure.
 - g. “Services” shall have the meaning set forth in Section 3, below;
 - h. “Software” means software programs, including embedded software, firmware, executable code, linkable object code, and source code, including any updates, modifications, revisions, copies, documentation, and design data that are licensed to Customer by USDD;
 - i. “System” means all Hardware and Software purchased by Customer either directly from USDD or authorized USDD Reseller under any contract, purchase order, or arrangement that is used exclusively by Customer as part of its fire station alerting system, provided however, that the term “System” specifically excludes any components, hardware, or software provided by third parties, including without limitation Customer’s computers, lap tops, computer peripherals, monitors, televisions, routers, switches, operating systems, computer programs, applications, internet and network connections, and any other parts or items not provided to Customer directly by USDD;
 - j. “Term” means the period of time during which this Agreement is in effect, including the Initial Term and all Additional Terms, as defined in Section 9, below.
3. **Scope of Services.** During the Term of this Agreement, USDD agrees to provide Hardware repair service and Software updates and maintenance for the System (collectively the “Services”). Subject to all other terms and conditions contained in the Agreement, the Services shall include the following:
- a. Technical phone support Monday through Friday from 08:00 to 17:30 MST, excluding USDD holidays;

- b. Remote access support Monday through Friday from 08:00 to 17:30 MST, excluding USDD holidays;
 - c. Emergency Support, available 24 hours per day, for Customer's System Administrator in the event of a Mission Critical Failure;
 - d. Updates for all System Software, as and when released by USDD;
 - e. Twenty-four (24) App licenses per each ATX Station Controller that is part of the System and covered under this Agreement. Use of the App shall be strictly governed by the *Mobile Application End User's Agreement* that must be accepted by each user at the time the software is downloaded.
 - f. Repair of defective or malfunctioning Hardware (not otherwise covered under the USDD warranty applicable to the Hardware) at USDD's principal place of business; and
 - g. Ground shipping for the return of repaired Hardware.
4. **Hardware Repairs.** If a Hardware component requires repair and a valid claim is made during the Term, at its option, USDD will, at its principal place of business, either (1) repair the Hardware at no charge, using new parts or parts equivalent to new in performance and reliability or (2) exchange the Hardware with a product that is new or equivalent to new in performance and reliability and is at least functionally equivalent to the original Hardware. When a product or part is exchanged, any replacement item becomes the Customer's property and the replaced item becomes the property of USDD. Parts provided by USDD in fulfillment of the Services must be used in the System to which this Agreement applies. Customer shall be responsible for and bear all risks and costs of shipping any Hardware to USDD for repair. USDD shall be responsible for and bear all risks and costs of returning any Hardware to Customer after repair or replacement. Replacement Hardware will be returned to Customer configured as it was when the Hardware was originally purchased, subject to applicable updates.
5. **Claims.** Prior to requesting Services, Customer is encouraged to review USDD's online help resources. Thereafter, to make a valid claim hereunder, Customer must contact USDD technical support and describe the problem or defect with specificity. The first such contact must occur during the Term. USDD's technical support contact information can be found on USDD's web site: <http://stationalerting.com/service-support/>. Customer must use its best efforts to assist in diagnosing defects, follow USDD's technical instructions, and fully cooperate in the diagnostic process. Failure to do so shall relieve USDD of any further obligation hereunder.
6. **Limitations.** The Services specifically and expressly exclude any repair, software installation, update, or other service that is necessitated by the Customer's misuse or neglect of the System, damage arising from Customer's failure to follow instructions relating to the product's use, cosmetic damage, including but not limited to scratches, dents and broken plastic on ports, alterations or repairs to the System made by any person other than an authorized USDD

representative, failure of environmental controls or improper environmental conditions, modification to alter functionality or capability without the written permission of USDD, use with non-USDD products, any damage caused by fire, flood, vandalism, terrorism, riot, storm, lightning, or other acts of nature or civil unrest. The Services shall not include disassembly or re-installation of any Hardware at Customer's site. The Services shall not include the repair of any Hardware that is determined to be obsolete or irreparable in USDD's sole discretion. The Services shall not include repair or replacement of televisions or monitors manufactured by third parties. Repair or replacement of such components shall be subject exclusively to the manufacturer's warranty, if any. USDD shall not be liable to provide Services at any time when Customer is in breach of any obligation to USDD under this Agreement or any other contract.

7. **Additional Services.** Except for the Services, all other acts or performances requested or required of USDD by Customer ("Additional Services") will be charged at USDD's then current rates and will be in addition to all other fees and charges payable by Customer under this Agreement. Additional Services shall include (without limitation) Customer's use of Emergency Support in the absence of a Mission Critical Failure and any Services provided by USDD on a rush basis or during hours not included in the description of the Services set forth above. Customer shall pay all invoices for Additional Services within 30 days. Invoices remaining unpaid for more than 30 days shall bear interest at 18% per annum.

8. **Customer Facilitation of Services.** In order to facilitate USDD's delivery of the Services, Customer will appoint a person from its staff to consult with USDD and provide such information, access, description, and guidance as is necessary for USDD to perform its duties hereunder ("System Administrator"). The Customer will ensure that the System Administrator is reasonably available to USDD. USDD may rely on the direction of the System Administrator in performing its duties hereunder, including without limitation, direction to provide Additional Services. The Customer may replace the person serving as its System Administrator only upon prior written notice to USDD. Without limiting the foregoing, Customer will be responsible for the following:

- a. The provision of VPN or other means for remote access to the System for remote access support;
- b. The procurement and/or provision of all computers, peripherals, and consumables (collectively "Customer Equipment"), including printer paper, toner and ink necessary for the operation, testing, troubleshooting, and functionality of the of the System;
- c. Any configuration and regular maintenance that is normally undertaken by the user or operator as described in the operating manual for the Customer Equipment, including the replacement of UPS batteries as necessary;
- d. Providing a stable means of data transmission between the System Gateway and each fire station serviced by the System necessary for the installation, testing and functionality of the of the System; such means of data transmission may include, but is not limited to, TCP/IP, data modems, leased lines, radios, etc;

- e. The correct use of the System in accordance with USDD's operating instructions; and
- f. The security and integrity of the System.

9. **Ongoing Service Term, Renewal and Termination.** The initial term of this Agreement shall begin on the Commencement Date and shall continue for one year ("Initial Term"). Unless previously terminated as set forth in this Section, Customer may renew this agreement for four (4) additional one-year terms (each an "Additional Term") by giving written notice of Customer's intent to renew at least 30 days prior to the expiration of the Initial Term or any Additional Term, as the case may be, or by timely payment of the "Annual fee" (as defined below). This Agreement may be terminated by either party by providing written notice of termination to the other party at least 30 days prior to the expiration of the Initial Term or any Additional Term. USDD may terminate this Agreement for any breach hereof upon 30 days written notice. The notice shall specify the nature of the breach. If Customer fails to cure the breach within 30 days, this Agreement shall be terminated. Notwithstanding the foregoing, USDD may terminate this Agreement immediately upon non-payment of any sum due to USDD from Customer under this Agreement or any other contract. Upon termination of this Agreement, all sums previously paid to USDD shall be nonrefundable.

10. **Annual Fees.** On or before the first day of the Initial Term and each Additional Term (each a "Due Date"), Customer shall pay USDD an annual fee in advance for the Services to be delivered hereunder ("Annual Fee"). The Annual Fee shall be the product of the total cumulative sales price of all Hardware, Software, and other tangible goods or equipment provided to Customer at any time under any circumstances ("Base Amount"), multiplied by .09. **The Base Amount for the Initial Term is \$517,896.90, and the Annual Fee for the Initial Term shall be \$46,610.72.** Customer acknowledges and agrees that the Base Amount is cumulative and will increase by the purchase price of all Software, Hardware and other tangible goods and equipment purchased in the future. USDD shall calculate the Base Amount, determine the Annual Fee and provide an invoice to Customer therefor within 45 days prior to the subject Due Date. Customer shall pay the Annual Fee on or before the Due Date or 30 days after the date of the invoice, whichever is later. Invoices remaining unpaid shall bear interest at 18% per annum. Annual Fees are nonrefundable.

11. **Limited Warranty.** USDD warrants that the Services performed hereunder will be carried out with due care and attention by qualified personnel. Defective Hardware subject to repair hereunder will be repaired to good working order. **TO THE EXTENT PERMITTED BY LAW, THIS WARRANTY AND REMEDIES SET FORTH ABOVE ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, REMEDIES AND CONDITIONS, WHETHER ORAL OR WRITTEN, STATUTORY, EXPRESS OR IMPLIED. AS PERMITTED BY APPLICABLE LAW, USDD SPECIFICALLY DISCLAIMS ANY AND ALL STATUTORY OR IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND WARRANTIES AGAINST HIDDEN OR LATENT DEFECTS.** If USDD cannot lawfully disclaim statutory or implied warranties then to the extent permitted by law, all such warranties shall be limited in duration to the duration of this express warranty and to repair or replacement service as determined by USDD in its sole discretion. No reseller, agent, or

employee is authorized to make any modification, extension, or addition to this warranty. If any term is held to be illegal or unenforceable, the legality or enforceability of the remaining terms shall not be affected or impaired. EXCEPT AS PROVIDED IN THIS WARRANTY AND TO THE EXTENT PERMITTED BY LAW, USDD IS NOT RESPONSIBLE FOR DIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM ANY BREACH OF WARRANTY OR CONDITION, OR UNDER ANY OTHER LEGAL THEORY, INCLUDING BUT NOT LIMITED TO LOSS OF USE; LOSS OF REVENUE; LOSS OF THE USE OF MONEY; LOSS OF ANTICIPATED SAVINGS; LOSS OF GOODWILL; LOSS OF REPUTATION; and LOSS OF, DAMAGE TO OR CORRUPTION OF DATA. USDD IS NOT RESPONSIBLE FOR ANY INDIRECT LOSS OR DAMAGE HOWSOEVER CAUSED INCLUDING THE REPLACEMENT OF EQUIPMENT AND PROPERTY, ANY COSTS OF RECOVERING PROGRAMMING OR REPRODUCING ANY PROGRAM OR DATA STORED OR USED WITH USDD PRODUCTS, AND ANY FAILURE TO MAINTAIN THE CONFIDENTIALITY OF DATA STORED ON THE PRODUCT. USDD disclaims any representation that it will be able to repair any hardware under this warranty or make a product exchange without risk to or loss of the programs or data stored thereon.

12. **Arbitration.** If the Parties are unable to informally resolve any dispute arising out of this Agreement either during or after its Term, including the question as to whether any particular matter is subject to arbitration, the parties agree to submit the matter to binding arbitration. In the event the parties have not agreed upon an arbitrator within 20 days after either party has demanded arbitration in writing, either party may file a demand for arbitration with the Phoenix regional office of the American Arbitration Association ("AAA") and a single arbitrator shall be appointed in accordance with the then existing Commercial Arbitration Rules of the AAA. Discovery may be conducted either upon mutual consent of the parties, or by order of the arbitrator upon good cause being shown. In ruling on motions pertaining to discovery, the arbitrator shall consider that the purpose of arbitration is to provide for the efficient and inexpensive resolution of disputes, and the arbitrator shall limit discovery whenever appropriate to insure that this purpose is preserved. The dispute between the parties shall be submitted for determination within 60 days after the arbitrator has been selected. The decision of the arbitrator shall be rendered within 30 days after the conclusion of the arbitration hearing. The decision of the arbitrator shall be in writing and shall specify the factual and legal basis for the decision. Upon stipulation of the parties, or upon a showing of good cause by either party, the arbitrator may lengthen or shorten the time periods set forth herein for conducting the hearing or for rendering a decision. The decision of the arbitrator shall be final and binding upon the parties. Judgment to enforce the decision of the arbitrator, whether for legal or equitable relief, may be entered in any court having jurisdiction thereof, and the parties hereto expressly and irrevocably consent to the jurisdiction of the Maricopa County Superior Court of Arizona for such purpose. The arbitrator shall conduct all proceedings pursuant to the then existing Commercial Arbitration Rules of the AAA, to the extent such rules are not inconsistent with the provisions of this Section. In the event a dispute is submitted to arbitration pursuant to this Section, the prevailing party shall be entitled to the payment of its reasonable attorneys' fees and costs, as determined by the arbitrator. Each of the parties shall keep all disputes and arbitration proceedings strictly confidential, except for disclosures of information required by applicable law or regulation.

13. **Force Majeure.** Except for Customer's duty to pay sums due hereunder, neither party will be liable for any act, omission, or failure to fulfill its obligations under this Agreement if such act, omission or failure arises from any cause beyond its control including acts of nature, strikes, lockouts, riots, acts of war, acts of terrorism, epidemics, governmental action after the date of this Agreement, fire communication line failures, power failures, earthquakes or other disasters. The party unable to fulfill its obligations due to Force Majeure will immediately:

- a. Notify the other in writing of the reasons for its failure to fulfill its obligations and the effect of such failure; and
- b. Use all responsible endeavors to avoid or remove the cause and perform its obligations.

14. **Headings and Usage.** The headings, captions, and section numbers contained herein are provided for convenience only and are not part of the terms of this Agreement. When the context of the words used in this Agreement indicate that such is the intent, words in the singular shall include the plural, and vice versa, and the references to the masculine, feminine or neuter shall be construed as the gender of the person, persons, entity or entities actually referred to require.

15. **Waiver.** No failure or delay, in any one or more instances, to enforce or require strict compliance with any term of this Agreement shall be deemed to be a waiver of such term nor shall such failure or delay be deemed a waiver of any other breach of any other term contained in this Agreement.

16. **Governing Law; Parties in Interest.** This Agreement will be governed by and construed according to the laws of the State of Arizona without regard to conflicts of law principles and will bind and inure to the benefit of the successors and assigns of the parties.

17. **Execution in Counterparts.** This Agreement may be executed in counterparts, all of which taken together shall be deemed one original. The date of this Agreement shall be the latest date on which any party executes this Agreement.

18. **Entire Agreement.** This Agreement contains the entire understanding between the parties, and supersedes any prior understandings and agreements between or among them with respect to the subject matter hereof. This Agreement may not be amended, altered, or changed except by the express written agreement of the parties.

19. **Joint Effort.** This Agreement has been drafted through the joint efforts of the parties and shall not be construed against any party on the basis that such party is the drafter of this Agreement or any term thereof.

20. **Savings Clause.** In the event any part, provision, or term of this Agreement is deemed to be illegal or unenforceable, this Agreement shall be construed as if such unenforceable part, provision, or term had not been included herein. Such illegal or unenforceable part, provision, or

term shall be deemed revised to the extent necessary to cure its defect and such revision and the remainder of the Agreement shall be and remain in full force and effect.

21. **Images and Testimonials.** During the term of this Service Agreement, Customer agrees that USDD may take, make or obtain images, pictures, photographs, commentary, and video and audio recordings of Customer’s System and property and reproductions of the same in whole or in part, either digitally or in any other medium now known or later discovered (collectively “Images”). In addition, USDD may request Customer to provide testimonials, endorsements, feedback or other written or oral comments concerning Customer’s experience with the System (collectively “Testimonials”). Customer consents to USDD’s use of such Images and Testimonials for verification, training, and promotional purposes in USDD’s sole discretion and agrees that all such Images and Testimonials shall remain the property of USDD and may be used and exploited in any media format.

22. **Customer Representative.** The undersigned representative of Customer hereby represents and warrants that s/he has the authority to bind Customer and that the execution, delivery and performance by Customer under this Agreement will not violate the provisions of any law, rule, regulation or policy, and will not conflict with or result in the breach or termination or constitute a default under any agreement or instrument to which Customer is a party.

Northwest Fire District:

US Digital Designs, Inc.:

By: _____
Name: _____
Its: _____
Date: _____

By _____
DOMINIC MAGNONI, Vice President
Date: _____



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.E.

SCHEDULED

MEMORANDUM NO. 2017-29

Date: December 12, 2017
To: Governing Board
From: Doug Emans, Assistant Fire Chief
Type of Action: Formal Action/Motion
Strategic Plan Goals: SP1,OTH
Agenda Item: Approval of the Purchase of 8 (Eight) Portable Radios from Creative Communications in the Amount of \$52,039.08

RECOMMENDATION:

Staff recommends the approval to purchase 8 APX 8000 portable radios for operational needs.

MOTION:

Move to approve the purchase of 8 APX 8000 portable radios from Creative Communications in the amount of \$52,039.08.

DISCUSSION:

Operations staff has requested 8 additional portable radios to meet current and immediate future needs. Our current radio inventory has been impacted by damaged units in the course of emergency operations, as well as growth. Our Operations Communication policy includes provisions for safety of all personnel operating on an emergency scene to have radio communications. It should be noted that several staff members will remain without a consistent portable radio option due to cost measures and priority needs. These staff members have alternative communications methods available, however.

This particular purchase involves a lower cost unit which is intended to be issued to overhead personnel who will not operate within a hazard zone as the radio is not rated for hazard zone communications. The radio currently in possession of overhead personnel do meet the hazard zone requirement, and will be reassigned to the appropriate locations. This is a cost saving measure and clear steps are being taken to identify the radio as non-compliant for hazard zone use from a personnel safety perspective.

Pricing is consistent with AZ State Contract ADSPO13-036880.

ALTERNATIVES:

As noted above, prioritization of radio needs, as well as cost saving measures have been considered in meeting the overall communications plan. Our operational plan only requires three basic needs to enter a hazard zone; Appropriate protective gear, a partner and communications. This purchase is critical to mission success. No alternatives.

Fiscal Impact

Fiscal Year: 2017/2018

Budgeted Y/N: N

Amount Requested: \$52,039.08

FISCAL IMPACT:

This item is not an anticipated Capital Improvement Plan item, however, is considered a Capital need. Funds will be transferred from existing Communications line item 4130-52390 to complete the purchase.

Attachments

APX 8000 Quote



Quote Number: QU0000418404

Packet Page 38

Effective: 11 OCT 2017

Effective To: 10 JAN 2018

Bill-To:

NORTHWEST FIRE DISTRICT
5225 W MASSINGALE RD
TUCSON, AZ 85743
United States

Attention:

Name: Mike Rollman
Phone: 5208871010

Sales Contact:

Name: Michael Colvin
Email: mikec@creativecom.com
Phone: 5208895547

Contract Number: ARIZONA STATE

Freight terms: FOB Destination

Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	8	H91TGD9PW7AN	APX 8000 ALL BAND PORTABLE MODEL 3.5	\$8,922.00	\$5,896.76	\$47,174.08
1a	8	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION			
1b	8	HA00022AE	ENH: 3 YEAR SERVICE FROM THE START COMPREHENSIVE			
1c	8	QA01648AA	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY			
1d	8	QA05509AA	DEL: DELETE UHF BAND			
1e	8	H38BS	ADD: SMARTZONE OPERATION			
1f	8	Q361AN	ADD: P25 9600 BAUD TRUNKING			
1g	8	QA00580AA	ADD: TDMA OPERATION			
1h	8	G996AP	ADD: PROGRAMMING OVER P25 (OTAP)			
1i	8	QA00631AB	ADD: DVRS PSU ACTIVATION			
1j	8	QA03399AA	ADD: ENHANCED DATA			
2	8	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	\$150.00	\$109.50	\$876.00

Estimated Tax Amount

\$3,989.00

Total Quote in USD

\$52,039.08

* This quote contains items with approved price exceptions applied against it

Pricing per AZ State Contract ADSP013-036880.

THIS QUOTE IS BASED ON THE FOLLOWING:

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

- 2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.
- 3 Purchaser will be responsible for shipping costs, which will be added to the invoice.
- 4 Prices quoted are valid for thirty(30) days from the date of this quote.
- 5 Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.

MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.F.

SCHEDULED

MEMORANDUM NO. 2017-27

Date: December 12, 2017
To: Governing Board
From: Raymond Thibault, Buyer
Type of Action: Formal Action/Motion
Strategic Plan Goals: Other
Agenda Item: Approval to Authorize Staff to Release Request for Proposals (RFP) No. 1706 Regarding Grounds Maintenance Remove Extra Space Services

RECOMMENDATION:

Authorize Staff to release Request for Proposals for RFP No. 1706 for the purchase of Grounds Maintenance Services.

MOTION:

Move to authorize staff to begin a Request for Proposals for RFP No. 1706 Grounds Maintenance Services.

DISCUSSION:

This solicitation will enable the District to seek competitive pricing for Grounds Maintenance Services. This RFP will allow the District to secure a contract with a vendor(s) for these services since the current contract is set to expire.

ALTERNATIVES:

None.

Fiscal Impact

Fiscal Year:

Budgeted Y/N: Y

Amount Requested:

FISCAL IMPACT:

This is a budgeted annual expense.

Attachments

RFP 1706 Grounds Maintenance



NORTHWEST FIRE DISTRICT NOTICE OF REQUEST FOR PROPOSALS (RFP)

RFP Number: **1706** Title: **Grounds Maintenance**

DUE IN: TUESDAY, JANUARY 9, 2018 AT 11:00 A.M. AZ TIME **OPENING:** SAME DAY AT 11:00 A.M. AZ TIME

Submit Proposal to:

Northwest Fire District Administration
5225 W. Massingale Road
Tucson, Arizona 85743

Pre-Proposal Conference: THURSDAY, DECEMBER 28, 2017 at 11:00 A.M. AZ TIME

Northwest Fire District
Training Center
5125 W. Camino de Fuego
Tucson, Arizona 85743

This solicitation may be obtained from our website at: <http://www.northwestfire.org/public-info/purchasing> Any interested offerors without internet access may obtain a copy of this solicitation by calling (520) 887-1010, or a copy may be picked up during regular business hours at the Northwest Fire District Administration, 5225 W. Massingale Road, Tucson, Arizona 85743. If you experience any problems receiving this Request for Proposals, please call (520) 887-1010.

If you do not wish to bid on this solicitation, please provide written notification of your decision. Failure to respond could result in deletion of your name from the District's vendor listing. This form may be returned to the address above, or faxed to (520) 887-1034. A "No Bid" will be considered a response. Returning this form only does not fulfill bid requirements unless responding with a "No Bid" as shown below.

E-mailed, faxed and verbal offers are not acceptable.

CHECK APPROPRIATE BOX:

- ☐ **I am submitting a "No Bid" at this time.**
Please keep my name on the District's Bidder's List.
- ☐ **I cannot provide services of this nature.**
Please remove my name from this category. I will submit a revised Vendor Registration Form
A copy of the Vendor Registration Form is at <http://www.northwestfire.org/public-info/purchasing>
- ☐ **I no longer wish to do business with Northwest Fire District.**
Please remove my name from the District's Bidder's List.
- ☐ **I am no longer in the business to provide these services.**
Please remove my name from the District's Bidder's List.

Name of Company

Date Signed

Authorized Signature/Local Representative

Telephone/Fax Number

Type Name and Position Held with Company

Mailing Address

City

State

Zip

RFP Notice to be mailed: 12/13/2017



NORTHWEST FIRE DISTRICT NOTICE OF REQUEST FOR PROPOSALS (RFP)

RFP Number: **1706** Title: **Grounds Maintenance**

DUE IN: TUESDAY, JANUARY 9, 2018 **AT 11:00 A.M. AZ TIME** **OPENING:** **SAME DAY AT 11:00 A.M. AZ TIME**

Submit Proposal to:

Northwest Fire District Administration
5225 W. Massingale Road
Tucson, Arizona 85743

Pre-Proposal Conference: THURSDAY, DECEMBER 28, 2017 **at 11:00 A.M. AZ TIME**

Northwest Fire District
Training Center
5125 W. Camino de Fuego
Tucson, Arizona 85743

SOLICITATION: Northwest Fire District (NWFD) is soliciting proposals from Offerors qualified, responsible and willing to provide the following Goods and/or Services in compliance with all solicitation specifications and requirements contained or referenced herein.

GENERAL DESCRIPTION: To provide the Northwest Fire District with Grounds Maintenance per specifications called for herein.

Prospective Offerors may pick up a copy of the RFP packet, Monday through Friday, 8 am to 5 pm MST, at the address listed above.

A Pre-Proposal Conference will be held for the purpose of clarifying requirements and answering prospective offeror questions. It is the responsibility of prospective offeror to familiarize themselves with all requirements of the solicitation and to identify any issues at the conference. Attendance is optional and encouraged.

Proposals must be submitted as defined in the I. Instructions to Offerors, in accordance with the Standard Terms and Conditions, and Special Terms and Conditions. Failure to do so may be cause for rejection as *non-responsive*.

Offerors must complete and return all documents required in the section titled "PROPOSAL SUBMITTAL".

Proposals may not be withdrawn for 60 days after opening.

The following licenses are required: Contractor's license from the Arizona Registrar of Contractors office.

OFFERORS ARE REQUIRED TO READ THE ENTIRE SOLICITATION INCLUDING ALL REFERENCED DOCUMENTS, ASSURE THEY CAN AND ARE WILLING TO COMPLY, AND INCORPORATE ALL ASSOCIATED COSTS IN THEIR PROPOSALS.

David Gephart
Finance Director

THIS PROPOSAL IS OFFERED BY:

Firm/Person _____

Address _____

City _____ **State** _____ **Zip** _____

Phone Number _____

Signature _____

Title _____

Publish: The Arizona Daily Star: 12/15/2017, 12/16/2017, 12/17/2017, and 12/18/2017

I. INSTRUCTIONS TO OFFERORS

1. SUBMISSION OF PROPOSALS

Offerors shall submit one (1) original and three (3) copies of all proposal documents. Please send an electronic copy, in Word, Excel and/or PDF format, on a flash drive or CD-R. The submittal shall include all information requested by the solicitation and utilize, without modification, the forms provided by the solicitation. No substitute document for the forms will be accepted. In case of discrepancy between hard copies of the proposal and the electronic copy of the proposal submitted, the hard copy shall govern.

Telephoned, emailed, or faxed proposals are not acceptable.

Proposals must be received and time stamped at the location on or before the time and date as defined by the *Request for Proposals*. Late proposals will not be accepted and will be returned unopened.

Proposals must be signed by an authorized agent of the offeror and submitted in a sealed envelope marked or labeled with the offeror firm name, solicitation number, title, solicitation due date and time, to the location and not later than the time/date specified by the *Request for Proposals*. Proposals must be submitted in a sealed envelope/container and have "RFP 1706" written on the front.

Proposals and modifications received after the closing time specified will not be accepted.

Failure to comply with the solicitation requirements may be cause for the offeror's proposal to be rejected as *non-responsive*.

2. PREPARATION OF RESPONSES

All proposals shall be made using the forms provided in this package. All prices and notations must be printed in ink or typewritten. **No erasures are permitted.** Errors may be crossed out and corrections printed in ink or typewritten adjacent to error and shall be initialed in ink by person signing the proposal. Typewritten responses are **preferred**.

All proposals shall, as appropriate, indicate the registered trade name, stock number, and packaging of the items included in the proposal.

Surety required by this solicitation may be in the form of a bond, cashier's check or certificate of deposit made payable to *Northwest Fire District*. Personal or company checks are not acceptable.

3. PRICE BID & CERTIFICATION

Offerors shall complete and submit the price bid and certification documents utilizing the forms provided in this RFP. Requested information and data shall be provided in the precise manner requested. Product descriptions shall provide sufficient information to precisely document the product being offered. Failure to comply may cause the proposal to be improperly evaluated or deemed non-responsive.

The certification document must be completed and signed by an authorized representative certifying that the firm can and is willing to meet all requirements of the solicitation. Failure to do so may be cause to reject the proposal as non-responsive.

All unit prices shall remain firm for the initial term of the executed agreement, with the exception that should offeror during the term of the agreement offer to another buyer pricing for like or similar quantity, products or services more favorable than those given to District, that offeror shall offer same pricing to the District, effective the date effective to other buyer. Unit prices given by offeror shall include all costs required to implement and actively conduct cost control and reduction activities.

Unit Prices shall include all costs and, unless otherwise specified, shall be F.O.B. Destination. Unit prices shall prevail in the event of an extension error. Price each item separately. Delivery time, if stated as a number of days, shall mean "calendar" days. Northwest Fire District reserves the right to question and correct obvious errors.

4. GENERAL SPECIFICATIONS & DEVIATIONS

The specifications included in this solicitation are intended to identify the kind and quality of goods and/or services to be provided without being unnecessarily restrictive, and as required to provide the information needed for the development of consistent and comprehensive proposals.

Equipment brand names, models and numbers, when given, are intended to identify a level of quality, equivalent performance and dimensional specifications, and are for reference only, unless otherwise specified in the solicitation.

Failure to examine any drawings, specifications, and instructions will be at the offeror's risk.

Items included in the proposal shall meet the specifications and requirements set forth by the solicitation.

Deviation requests shall be specifically documented and clearly illustrate the deviation to the particular specification or the requirements set forth by this solicitation. The impact of the requested deviation on the end performance of the item shall be fully explained. Deviation requests shall be submitted prior to the initial solicitation due date. Requests submitted within 8 days of the solicitation due date may not be answered. Acceptance or rejection of said deviation request shall be at the sole discretion of the District.

All equipment shall be models of current production, latest design and technology, new and unused unless otherwise specified. Manufacturer and supplier documentation, including and not limited to the following, shall be provided by the successful offeror not later than 14 days after request by the District and at no additional cost: warranty; caution-informational warnings; recommended maintenance schedule and process; recommended spare parts list; operating, technical and maintenance manuals including drawings, if appropriate; product brochures; and material safety data sheets (MSDS).

5. COMPLIANCE WITH AGREEMENT

Northwest Fire District will execute an agreement with the successful offeror by issue of a purchase order or contract.

The offeror agrees to establish, monitor, and manage an effective administration process that assures compliance with all requirements of the agreement. In particular, the offeror agrees that they shall not provide goods or services in excess of the executed agreement items, item quantity, item amount, or agreement amount without prior written authorization by amendment or change order properly executed by the District. Any items provided in excess of the quantity stated in the agreement shall be at the Offeror's own risk. Offerors shall decline verbal requests to deliver items in excess of the agreement and shall report all such requests in writing to the Northwest Fire District Warehouse Supervisor within 1 workday of the request. The report shall include the name of the requesting individual and the nature of the request.

6. INQUIRIES

Results of this procurement will not be given in response to telephone inquiries. Interested parties are invited to attend the public opening at the time and date stated in this solicitation. A tabulation of submittals will be on file at Administration.

No oral interpretations or clarifications will be made to any offeror as to the meaning of any of the solicitation documents.

If a prospective offeror believes a requirement of the solicitation documents to be needlessly restrictive, unfair, or unclear, the offeror shall notify the Northwest Fire District in writing identifying the issue with suggested solution prior to the closing time set for receipt of the solicitation proposal. Responses from Northwest Fire District will be made by written addendum and sent to all known potential offerors. Issues identified less than 8 days prior to the solicitation opening date may not be answered.

7. CONFLICTING INSTRUCTIONS

In the event there are variations or conflicts between these instructions and the special terms and conditions, the special terms and conditions shall govern.

END OF INSTRUCTIONS TO OFFERORS

II. STANDARD TERMS AND CONDITIONS

1. PROPOSAL OPENING:

Proposals will be publicly opened and offeror names will be read on the date and at the location defined in the *Request for Proposals*. No other information contained in the proposals will be disclosed at the opening. All interested parties are invited to attend.

2. PROPOSAL EVALUATION:

Proposals shall be evaluated to determine which response is most advantageous to the District considering price, conformity to the specifications and other factors.

The District reserves the following rights: 1) to waive informalities in the proposal or proposal procedure; 2) to reject the response of any persons or corporations that have previously defaulted on any contract with Northwest Fire District or who have engaged in conduct that constitutes a cause for debarment or suspension; 3) to reject any and all responses; 4) to re-advertise for proposals previously rejected; 5) to otherwise provide for the purchase of such equipment, supplies materials and services as may be required herein; 6) to award the purchase order or contract on the basis of price and other factors, including but not limited to such factors as delivery time, quality, uniformity of product, suitability for the intended task, and offeror's ability to supply; 7) to increase or decrease the quantity herein specified.

3. AWARD NOTICES:

An award notice will be issued by the district following award by the Northwest Fire District Governing Board. A tabulation of responses will be maintained at the Purchasing Department.

4. AWARD:

Awards shall be made by the Fire District Governing Board in accordance with the Northwest Fire District policies. The District reserves the right to reject any or all bids, or to waive irregularities and informalities if it is deemed in the best interest of the District. Resulting agreements are not exclusive, are for the sole convenience of Northwest Fire District, and the District reserves the right to obtain like goods or services from other sources.

In the event that the resulting agreement is terminated for any reason during the initial term of the contract, Northwest Fire District reserves the right to award to an alternate offeror if deemed in the best interest of the District. A fully executed purchase order or contract mailed, or otherwise furnished, to the selected offeror will result in a binding contract without further action by either party.

5. FORM OF CONTRACT:

It shall be understood by the offeror and the District that the proposal received is a signed agreement to furnish all goods and perform all services, including labor (if any), as stipulated in the documents, upon the award of the proposal. The District may issue a numbered purchase order which will serve as an additional Contractual Agreement with the successful offeror.

The two (2) documents (the original bid response bearing the signature of the offeror and the District's signed purchase order) become the forms of Contractual Agreement, agreeing to the performance of all conditions set forth in the solicitation, the standard conditions and special instructions and conditions, including any addenda issued by the solicitation.

If a firm submitting a proposal requires that an additional contract be signed by the District, a copy of the proposed contract must be included with the proposal. Proposed offeror contract documents will be reviewed by the District. A bidder's contract document shall not become part of the purchase contract unless and until it is signed by an authorized representative of the District. The District's contract documents shall govern in event of conflict with the terms of a bidder's contract. No contract exists on the part of the District until a written purchase order is issued. A signed and executed Offer and Acceptance will be considered sufficient notice of acceptance of contract. The Contract may be modified only through a written Contract Amendment agreed to and signed by both parties.

6. WAIVER:

Each offeror, by submission of a proposal, proclaims, agrees, and does waive any and all claims for damages against Northwest Fire District, including its officers and employees, when any of the rights reserved by Northwest Fire District may be exercised.

II. STANDARD TERMS AND CONDITIONS (CONT.)

7. INTERPRETATION; APPLICABLE LAW:

The contract shall be interpreted, construed and given effect in all respects according to the laws of the State of Arizona. If any of offeror terms or conditions are not in agreement with Northwest Fire District's terms and conditions as set forth herein, Northwest Fire District's shall govern. This Agreement incorporates the complete agreement of the parties with respect to the subject matter of this Agreement. No oral agreement or other understanding shall in any way modify these terms and conditions.

8. PRICE WARRANTY:

Offeror shall give Northwest Fire District benefit of any price reduction before actual time of shipment except that should Northwest Fire District permit shipment to be made prior to specified shipping date, Northwest Fire District shall have advantage of any price reduction before shipping date. Offerors agree that all pricing given includes all costs required to conduct aggressive and active cost control and reduction activities.

9. PRICE ESCALATION:

In the event that changes in economic conditions are such that Supplier requires price increases for subsequent renewals of the agreement, the offeror shall submit to the District a unit price escalation request with supporting documents justifying the requested increase not later than 90 days prior to the termination date of the current agreement. The request shall cite sources, specific conditions and in detail how they affect the cost of agreement items and include a listing of those efforts taken to control and reduce costs. The District will review the request and determine if it is in the best interest of the District to extend the agreement.

10. QUANTITY:

The quantity of goods ordered shall not be exceeded or reduced without written permission in the form of a properly executed purchase order or contract change except in conformity with acknowledged industry tolerances. All quantities are estimates and no guarantee regarding actual usage is provided.

11. DELIVERY:

On-time delivery of goods and services is an essential part of the consideration to be received by Northwest Fire District.

All delivery will be made prior to the expiration date of the agreement. Delivery made after the expiration date of the agreement will be at Offeror's sole risk, and invoices for delivery made after the expiration date of the agreement will be rejected.

A guaranteed delivery date, or interval period from order release date to delivery, must be given if requested by the Price Bid document.

Upon receipt of notification of delivery delay, Northwest Fire District at its sole option may cancel the order or extend delivery times. Such extension of delivery times will not be valid unless extended in writing by an authorized representative of the District.

To mitigate or prevent damages caused by delayed delivery, the District may require offeror to deliver additional quantity utilizing express modes of transport, and or overtime, all costs to be contractor responsibility. The District reserves the right to procure from alternate source, and/or refuse receipt of or return delayed deliveries, at no cost to the District.

Offeror will not be held responsible for unforeseen delays caused by fires, strikes, acts of god, or other causes beyond Offeror's control, provided that Contractor provided prompt notice of delay as soon as Offeror had knowledge of said delay.

12. INSPECTION:

All goods and services are subject to inspection and testing at place of manufacture, the destination, or both, by Northwest Fire District. Goods failing to meet specifications of the order or contract shall be held at offeror's risk and may be returned to offeror with costs for transportation, unpacking, inspection, repacking, reshipping, restocking or other like expenses to be the responsibility of offeror.

In lieu of return of nonconforming supplies, Northwest Fire District, at its sole discretion and without prejudice to District's rights under the *Rights and Remedies of Northwest Fire District for Default* clause below, may waive any nonconformity, receive the delivery, and treat the defect(s) as a warranty item, but waiver of any condition shall not be considered a waiver of that condition for subsequent shipments or deliveries.

II. STANDARD TERMS AND CONDITIONS (CONT.)**13. TAXES, FEES, EXPENSES:**

Articles sold to Northwest Fire District are exempt from federal excise taxes. Northwest Fire District will furnish an exemption certificate upon request. No separate charges for delivery, sales tax, drayage, express, parcel post, packing, insurance, license fees, permits, costs of bonds, or proposal preparation, will be paid by Northwest Fire District, unless expressly included and itemized by the solicitation documents. Pricing evaluations will be based on pre-tax pricing offered by vendor.

14. PAYMENT TERMS:

Payment terms are net 30, unless otherwise specified by the solicitation documents.

15. ACCEPTANCE:

Northwest Fire District will not execute an acceptance or authorize payment of any equipment or component prior to delivery and verification that all the specifications have been met.

16. RIGHTS AND REMEDIES OF NORTHWEST FIRE DISTRICT FOR DEFAULT:

In the event any item furnished by the offeror in the performance of the contract or purchase order should fail to conform either to the specifications thereof or to the sample submitted by the vendor with their proposal, Northwest Fire District may reject same, and it shall thereupon become the duty of the offeror to reclaim and remove the same, without expense to Northwest Fire District, and immediately replace all such rejected items with others conforming to the specifications or samples. Should the offeror fail, neglect, or refuse to do so, Northwest Fire District, shall have the right to purchase in the open market, in lieu thereof, a corresponding quantity of any such items and to deduct from any monies due or that may become due to the offeror the difference between the price named in the contract or purchase order and actual cost to Northwest Fire District. In the event the offeror shall fail to make prompt delivery as specified of any item, the same conditions as to the rights of Northwest Fire District to purchase in the open market and invoke the reimbursement condition above shall apply, except when delivery is delayed by fire, strike, freight embargo, or acts of god or of the government. In the event of cancellation of the contract or purchase order, either in whole or in part, by reason of the default or breach by the offeror, any loss or damage sustained by Northwest Fire District in procuring any items which the offeror agreed to supply shall be borne and paid for by the offeror. The rights and remedies of Northwest Fire District provided above shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.

17. FULL AND COMPLETE PERFORMANCE:

The failure of either party to insist on one or more instances upon the full and complete performance with any of the terms or conditions of the blanket contract, purchase order or contract to be performed on the part of the other, or to take any action permitted as a result thereof, shall not be construed as a waiver or relinquishment of the right to insist upon full and complete performance of the same, or any other covenant or condition, either in the past or in the future. The acceptance by either party of sums less than may be due and owing it at any time shall not be construed as an accord and satisfaction.

18. GRATUITIES:

Offeror shall not give, offer to give, nor intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. The District may cancel this contract if it is found that gratuities in the form of entertainment, gifts or otherwise, were offered or given by contractor or any agent or representative of contractor, to any employee of the District with a view toward securing a contract or with respect to the performance of this contract.

19. FRAUD AND COLLUSION:

Each offeror, by submission of a proposal, proclaims and agrees that no officer or employee of Northwest Fire District or of any subdivision thereof has: 1) aided or assisted the offeror in securing or attempting to secure a contract to furnish labor, materials or supplies at a higher price than that proposed by any other offeror; 2) favored one offeror over another by giving or withholding information or by willfully misleading the offeror in regard to the character of the material or supplies called for or the conditions under which the proposed work is to be done; 3) knowingly accepted materials or supplies of a quality inferior to those called for by any contract; 4) any direct or indirect financial interest in the proposal. Additionally, during the conduct of business with Northwest Fire District the offeror will not knowingly certify, or induce others to certify, to a greater amount of labor performed than has been actually performed, or to the receipt of a greater amount or different kind of material or supplies that has been actually received. If at any time it shall be found that the person or entity to whom a contract has been awarded has, in presenting any proposal, or proposals, colluded with any other party or parties for the purpose of preventing any other proposal being made, then the contract so awarded shall be terminated and that person or entity shall be liable for all damages sustained by Northwest Fire District.

II. STANDARD TERMS AND CONDITIONS (CONT.)**20. OTHER PARTICIPATING GOVERNMENTAL ENTITIES:**

Northwest Fire District has entered into cooperative purchasing agreements with other agencies in order to conserve resources, reduce procurement costs and improve the timely acquisition and cost of supplies, equipment and services. The Offeror, to whom a contract or purchase order is awarded, may be requested by other parties to extend to them the right to purchase supplies, equipment and services provided by the Offeror under this contract, pursuant to the terms and conditions stated herein.

21. PATENT INDEMNITY:

Offeror shall hold Northwest Fire District, its officers, agents and employees, harmless from liability of any nature or kind, including costs and expenses, for infringement or use of any copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order. Offerors may be required to furnish a bond or other indemnification to Northwest Fire District against any and all loss, damage, costs, expenses, claims and liability for patent or copyright infringement.

22. UNFAIR COMPETITION AND OTHER LAWS:

Responses shall be in accordance with Arizona trade and commerce laws (Title 44 A.R.S.) and all other applicable District, State, and Federal laws and regulations.

23. CONFLICT OF INTEREST:

All agreements are subject to the provisions of A.R.S. § 38-511, the pertinent provisions of which are incorporated into and made part of all resultant contracts or purchase orders as if set forth in full herein.

24. NON-DISCRIMINATION:

Offeror shall not discriminate against any District employee, client or individual in any way because of the person's age, race, creed, color, religion, sex, disability or national origin in the course of performing the offeror's duties pursuant to any contract or purchase order issued as a result of this solicitation. Offeror shall comply with executive order 75-5, as amended by executive order 2009-09, which is incorporated into this solicitation by reference as if set forth in full herein.

25. NON-APPROPRIATION OF FUNDS:

This agreement may be canceled at the end of each fiscal year (June 30) if for any reason the Northwest Fire District Governing Board does not appropriate funds for the stated purpose of maintaining any agreement. In the event of such cancellation, Northwest Fire District shall have no further obligation, other than for services or goods that have already been received.

26. PUBLIC INFORMATION:

Pursuant to A.R.S. § 39-121.01 et seq., all information submitted in response to this solicitation, including, but not limited to, pricing, product specifications, work plans, and any supporting data becomes public information and upon request, is subject to release and/or review by the general public including competitors.

27. AMERICANS WITH DISABILITIES ACT:

Offeror shall comply with all applicable provisions of the Americans with Disabilities Act (public law 101-336, 42 USC 12101-12213) and all applicable federal regulations under the act, including 28 CFR parts 35 and 36.

28. FEDERAL IMMIGRATION LAW COMPLIANCE:

As mandated by Arizona Revised Statutes § 41-4401, the District is prohibited after September 30, 2008, from awarding a contract to any contractor or subcontractor that fails to comply with A.R.S. § 23-214(A). The District must also ensure that every contractor and subcontractor complies with federal immigration laws and regulations that relate to their employees and A.R.S. § 23-214(A). Therefore, in signing or performing any contract for the District, the Contractor fully understands that:

- A. It warrants that both it and any subcontractors it may use comply with all federal immigration laws and regulations that relate to their employees and their compliance with A.R.S. § 23-214(A);
- B. A breach of the warranty described in subsection A, shall be deemed a material breach of the Contract that is subject to penalties up to and including termination of the Contract; and
- C. The District or its designee retains the legal right to inspect the papers of any contractor or subcontractor employee who works on the Contract to ensure that the contractor or subcontractor is complying with the warranty under subsection A.

II. STANDARD TERMS AND CONDITIONS (CONT.)**29. TERRORISM COUNTRY DIVESTMENTS:**

By entering the contract, Contractor warrants compliance in accordance with A.R.S. 35-392, and hereby certifies that the Contractor is not in violation of the Export Administration Act and is not on the Excluded Parties List.

30. PROTESTS:

An interested party may file a protest regarding any aspect of a solicitation, evaluation, or recommendation for award.

31. NON-EXCLUSIVE:

Agreements resulting from this solicitation are non-exclusive and are for the sole convenience of Northwest Fire District which reserves the right to obtain like goods and services from other sources for any reason.

32. TERMINATION:

District reserves the right to terminate any contract, purchase order, or award, in whole or in part at anytime, when in the best interests of the District, without penalty or recourse. Upon receipt of written notice, contractor shall immediately cease all work as directed by the notice, notify all subcontractors of the effective date of termination and take appropriate actions to minimize further costs to the District. In the event of termination under this paragraph, all documents, data, and reports prepared by the contractor under the contract shall become the property of and be promptly delivered to the District. The contractor shall be entitled to receive just and equitable compensation for work in progress, work completed and materials accepted before the effective date of the termination. The cost principles and procedures defined by A.A.C. R2-7-701 shall apply.

33. CANCELLATION FOR NON-PERFORMANCE OR CONTRACTOR DEFICIENCY:

The District reserves the right to cancel the whole or any part of this contract due to failure by contractor to carry out any obligation, term or condition of the contract. The District may issue a written deficiency notice to contractor for acting or failing to act in any of the following:

- Providing material that does not meet the specifications of the contract
- Providing work and/or material that was not awarded under the contract
- Failing to adequately perform the services set forth in the scope of work and specifications
- Failing to complete required work or furnish required materials within a reasonable amount of time
- Failing to make progress in performance of the contract and/or giving the District reason to believe that contractor will not or cannot perform the requirements of the contract
- Performing work or providing services under the contract prior to receiving a District purchase order for such work

Upon receipt of a written deficiency notice, contractor shall have ten (10) days to provide a satisfactory response to the District. Failure to adequately address all issues of concern may result in contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by contractor under the contract shall become the property of the District on demand.

34. CONFLICTS:

In the event there are inconsistencies between the agreement documents, following is the order of precedence (superior to subordinate); contract or purchase order; special terms and conditions, standard terms and conditions, instructions to offerors, request for proposals.

35. COOPERATIVE USE OF RESULTING CONTRACT OR PURCHASE ORDER:

As allowed by law, the District has entered into cooperative procurement agreements that enable other Public Agencies to utilize procurement agreements developed by the District. The Contractor may be contacted by participating agencies and requested to provide services and products pursuant to the pricing, terms and conditions defined by the District contract. Minor adjustments are allowed subject to agreement by both Contractor and Requesting Party to accommodate additional cost or other factors not present in the District agreement and are required to satisfy particular Public Agency code or functional requirements and are within the intended scope of the solicitation and resulting agreement. Any such usage shall be in accordance with State, District and other Public Agency procurement rules, regulations and requirements and shall be transacted by contract or purchase order between the requesting party and Contractor. Contractor shall hold harmless the District, its officers, employees, and agents from and against all liability, including without limitation payment and performance associated with such use.

END OF STANDARD TERMS AND CONDITIONS

III. SPECIAL TERMS AND CONDITIONS

1. SCOPE:

It is the intention of the district to purchase Grounds Maintenance services. This agreement establishes pricing for Grounds Maintenance as listed in this document for a 12 month period. This contract will go into effect beginning upon award and may be extended for up to five (5) fiscal years. All rates and discounts quoted shall remain firm for the first full year of the contract.

Grounds Maintenance at the following locations:

- Training Center: 5125 W Camino de Fuego, Tucson, AZ 85743
- Administration: 5225 W Massingale Rd., Tucson, AZ 85743
- Fleet: 7375 N Starcommerce Way, Tucson, AZ 85743
- Logistics: 1520 W Orange Grove Rd., Tucson, AZ 85704
- Battalion Chief 31 Office: 4701 N La Cholla Blvd., Tucson, AZ 85705

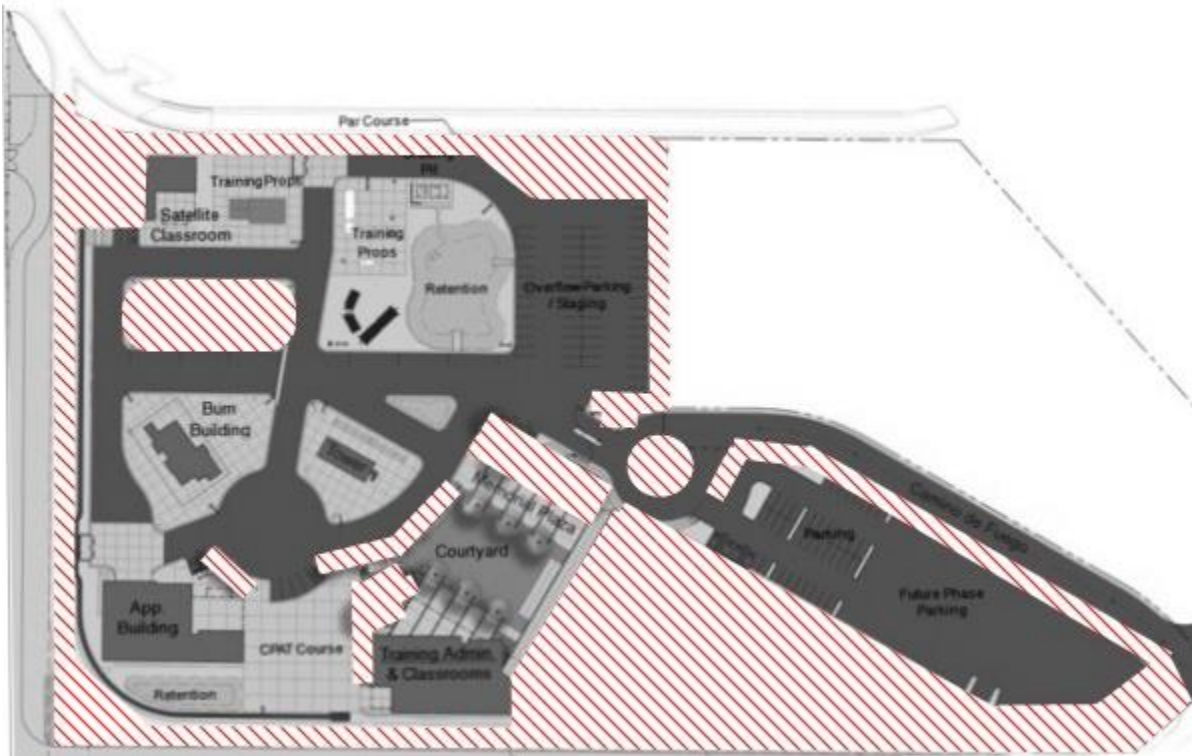
Grounds Maintenance to include:

- Training Center
 - Weed removal and maintenance at water retention basins (monthly)
 - Weed removal and maintenance at ditch (drainage way) on West and North (rear) sides of property (monthly)
 - Weed removal and maintenance at dirt driveway along ditch on West and North sides of property (monthly)
 - Grounds maintenance from storm damage (monthly)
 - General tree trimming (monthly)
 - Rodent holes to be filled and removed (every two weeks)
- Administration
 - Weed removal and maintenance (monthly)
 - Grounds maintenance from storm damage (monthly)
 - General tree trimming (monthly)
 - Sweeping and cleaning of sidewalks (every two weeks)
- Fleet
 - Weed removal and maintenance (monthly)
 - Grounds maintenance from storm damage (monthly)
 - General tree trimming (monthly)
- Logistics
 - Weed removal and maintenance (monthly)
 - Grounds maintenance from storm damage (monthly)
 - General tree trimming (monthly)
- Battalion Chief 31 Office
 - Weed removal and maintenance (monthly)
 - Grounds maintenance from storm damage (monthly)
 - General tree trimming (monthly)
 - Weed maintenance/pre-emergent to the lot west of the building (monthly)

Grounds Maintenance area:

- Training Center (12.5 acres)

Area of coverage: Along drainage channel on West and South sides of property, water retention basins, running track, driveway, open field and planted areas as identified by shaded areas.



- Administration (1.5 acres)

Area of coverage: All within shaded area.



- Fleet (1.5 acres)

Area of coverage: All inside fence and right of way along Starcommerce Way and along both sides of fence on north side of property. All within shaded area.



- Logistics (1.5 acres)

Area of coverage: Inside block wall on North and East sides of property, to easement on Orange Grove Road and consistent with west building edge. All within shaded area.



- Battalion Chief 31 Office (2 acres)

Area of coverage: All within shaded area.



2. MINIMUM QUALIFICATIONS:

Offerors shall meet all minimum qualifications. Failure to provide information required by these Minimum Qualifications may be cause for the respondent's proposal to be rejected as **Non-Responsive**.

- a. Firm must be a licensed contractor in good standing in the State of Arizona. List all licenses in STATEMENT OF QUALIFICATIONS.

Offerors shall submit with their proposals verifiable documents that prove satisfaction of the minimum qualification:

- a. Offerors shall complete the Cost Summary contained in **Appendix I: Cost Summary** and return the form with information/documentation as requested.
- b. Offerors shall meet all Minimum Qualifications contained in the **Appendix II: Minimum Qualifications Verification Form** and return the form with information/documentation as requested.
- c. Offerors shall also provide a minimum of three (3) satisfactory references of current clients. The services and products provided to those clients shall be of those defined in this Request For Proposals. Offerors are to provide references contained in **Appendix III: Reference Form** and return the form with information/documentation as requested.

If you intend to use any subcontractors for this proposal, you shall include the required subcontractors' information in responding to the afore-mentioned minimum requirements and questionnaire. Failure to provide such information may cause your proposal to be deemed **NON-RESPONSIVE**.

3. EVALUATION AND AWARD CRITERIA:

The District intends to contract with the qualified firm(s) and/or individual(s) whose proposals are deemed to be most advantageous to the District. No contract shall be awarded solely on the basis of price. Cost is a factor in selection. However, only those proposals determined to best meet all of the requirements of the Request for Proposals will be given consideration.

Northwest Fire District shall evaluate proposals meeting the minimum qualifications and deemed RESPONSIVE. Proposals shall be evaluated according to the evaluation criteria set forth herein. Evaluation of cost shall be made without regard to applicable taxes.

District reserves the right to request additional information and/or clarification. Any clarification of a proposal shall be in writing. Recommendation for award will be to the responsible and responsive offeror whose proposal is determined to be the most advantageous to the District taking into consideration the evaluation criteria set forth in this RFP.

Responsiveness to this Request for Proposals and responsibility to successfully carry out the contract must be evident. Award will be made as determined to be in the best interest of NWFD, and the District's decision shall be final.

A. Evaluation Criteria and Points

Evaluation of proposals will be by a committee comprised of District personnel. The evaluation may consist of two phases. In Phase One, the Evaluation Committee will evaluate, score and rank the responses utilizing the Phase One Criteria listed below. Each numeric ranking will be weighted based on a relative weighting assigned by the Evaluation Committee.

After final scoring of the Phase One Criteria, a short-list and ranking may be created. The short-listed Offerors may proceed into a Phase Two Evaluation. Vendors no longer being considered will be notified by the District in writing. If the District does not proceed into Phase Two Evaluations, the scoring of Phase One shall determine the ranking for contract award recommendation.

Offerors who move on to Phase Two of the evaluation process may be required to provide the District with a full demonstration of requested items. Demonstrations will be held after proposal opening and prior to award. Vendor demonstrations will be coordinated to occur on the same day to allow District staff to evaluate all of the vendors concurrently. Each vendor will be responsible for all costs associated with providing their demonstration. Vendors will be

notified approximately one week prior to the schedule date of the demonstration. Upon the conclusion of Phase Two, the District may request a Best and Final Offer from the vendors included in Phase Two.

Upon the conclusion of Phase Two activities, the District shall re-score the short-listed vendors according to criteria and/or questions vendors are asked at the Vendor Presentation. Re-scoring shall be based upon the original proposal as well as any additional information obtained during the Phase Two activities. Upon final scoring of the Phase Two activities, a ranking will be established. This ranking will determine the contract award(s).

Evaluation Criteria are listed below in order of relative importance. Your proposal must address these criteria in the order presented. Your response to these criteria must be organized in a clear and explicit manner so as to facilitate the evaluation process.

- | | | |
|----|-------------------------------------|-----|
| 1. | Cost | 40% |
| 2. | Compliance to the Scope of Services | 30% |
| 3. | Experience | 20% |
| 4. | Qualifications | 10% |

SPECIAL TERMS AND CONDITIONS (CONT.)**4. PROPOSAL SUBMITTAL:**

The Northwest Fire District will not assume responsibility for any costs related to the preparation or submission of the proposal. One original and three (3) copies of your proposal must be submitted. The original must be marked as "Original" on the cover, and the three copies, each marked as "Copy" on the cover. Unnecessarily elaborate brochures of other presentations beyond that sufficient to present a complete and effective proposal is not desired. Elaborate artwork, expensive paper, bindings, visuals and other presentation aids are not required. In order for your proposal to be considered, the following should be included and should be referenced with index tabs:

Binders shall be INDEXED and tabbed in the order stated below, with each tab clearly labeled:

- Tab 1. Provide a one page Executive Summary that explains the proposed solution, cost of solution and implementation plan.
- Tab 2. Provide a brief history of your firm including name of firm, address and how long the firm has been in business and if applicable how long you have been providing Grounds Maintenance services.
- Tab 3. Provide a thorough description of your solution and approach as it relates the district's needs as identified in the Scope of Services.
- Tab 4. Provide a STATEMENT OF QUALIFICATIONS.
- Tab 5. Provide a copy of your firm's contractor's license from the Arizona Registrar of Contractors office.
- Tab 6. Provide a thorough description of the experience your firm has of Grounds Maintenance services. Provide information on projects your firm has carried out demonstrating capabilities to perform this work. Include a description of three (3) projects of similar scope completed within the last ten (10) years.
- Tab 7. Provide a thorough description of the total cost of services and complete APPENDIX I: COST SUMMARY. Provide a unit cost schedule of fees for the services you are offering. The schedule of fees must also include travel and lodging.
- Tab 8. Complete APPENDIX II: MINIMUM QUALIFICATION VERIFICATION FORM.
- Tab 9. Complete APPENDIX III: REFERENCE FORM
- Tab 10. Provide any *pertinent* supplementary information regarding your firm's services or experience that may enable NWFD to become aware of the firm's qualifications. **Please use eco-friendly consideration and consumables when preparing your response. Elaborate brochures, expensive paper, bindings, visuals, presentation aids and packaging beyond that sufficient to present a complete and effective proposal is not desired.**
- Tab 11. **Please provide a signed copy of the Offer and Acceptance Page and all addendums. Proposals submitted without an original, signed copy of this document may be considered nonresponsive. Addendums are posted on the District web site <http://www.northwestfire.org/public-info/purchasing>.**

SPECIAL TERMS AND CONDITIONS (CONT.)**5. PRICING:**

Offered pricing must remain firm for 365 days, for the initial term of the contract. The NWFD Purchasing Department will review fully documented requests for price/fee increases prior to any contract renewal. The requested price/fee increase must be based upon a cost increase that was clearly unpredictable at the time of proposal submittal, and can be shown to directly affect the price/fee of the item concerned. The NWFD Purchasing Department will determine through competitive market review, trade publications, independent price indexes, and/or other means, whether the requested price/fee increase or an alternative option is in the best interest of the District. The vendor shall offer NWFD any published price/fee reduction during the contract period. All price/fee adjustments will be effective on acceptance by the NWFD Purchasing Department. Prices/fees, as indicated, shall include all costs associated with the specified service. Any extra or incidental costs must be indicated separately

Offered pricing shall include all incidental and associated costs to comply with the *Instructions to Offerors, Standard Terms and Conditions* and these *Special Terms and Conditions*.

6. WARRANTY/GUARANTEE:

Contractor warrants goods or services to be satisfactory and free from defects.

7. SAMPLES:

May be required after proposal opening for evaluation. The samples received will be used to determine quality, durability and compliance with specifications. All samples are to be of the same quality as those materials to be supplied by successful offeror(s) upon proposal award. They shall be free of charge and be submitted within five (5) days of request and removed by the offeror at their expense. Award samples may be held for comparison with deliveries. The District shall not be held responsible for any samples damaged or destroyed in examination or testing. Samples not removed within thirty (30) days after notice to the offeror will be regarded as abandoned and the District shall have the right to dispose of them as its own property.

8. ACCEPTANCE:

Acceptance of the goods and services shall be made by the Northwest Fire District as designated on the issued Order in accordance with this agreement. Acceptance is required prior to commencement of Payment terms.

9. CONTRACT PERIOD:

It is the intent of the District to award a multi-term contract for the specified services beginning upon award. If this is a multi-term contract and assuming funds are appropriated to support continuation of services for succeeding periods, the original contract may be renewed annually for a total time of contract not to exceed five (5) consecutive years. Renewal shall be a mutual agreement between the awarded firm and the Northwest Fire District. However, no contract exists unless and until a purchase order is issued.

Conditions for renewal of the contract shall include, but not be limited to, satisfactory performance of services during the preceding contract term, ability to continue to provide satisfactory services, continued adherence to the requirements of the proposal documents, and continued competitive prices for the services and/or products provided under the original contract.

10. CONTRACT LIAISON:

The Contract Liaison for any contract awarded under this Request for Proposal will be Jimmy Grimes, (520) 887-1010. The Contract Liaison shall act as the District's contract manager and oversee performance under the contract.

The Contract Liaison may provide the offeror with general guidance as to the contract performance. However, this individual is not authorized to make changes in the contractual or performance requirements of any contract. Changes to an awarded contract shall be effective only upon written approval from the District's Purchasing Department.

SPECIAL TERMS AND CONDITIONS (CONT.)**11. ADDITIONAL SERVICES:**

The District reserves the right to add related services to the contract at any time during the contract period. The District shall contact the contractor for prices prior to adding any service, and may at NWFD's sole option, accept the quoted price or purchase elsewhere those services.

12. PRESENTATIONS:

All offerors may be required to provide the District with a full demonstration of requested items. Demonstrations will be held after proposal opening and prior to award. Vendor demonstrations will be coordinated to occur on the same day to allow District staff to evaluate all of the vendors concurrently. Each vendor will be responsible for all costs associated with providing their demonstration. Vendors will be notified approximately one week prior to the schedule date of the demonstration.

13. COMPENSATION AND METHOD OF PAYMENT:

Any contract shall provide for compensation that the District determines is fair and reasonable, taking into consideration budgetary limitations, and the scope, complexity and professional nature of the services. Contractor will be compensated only for work properly approved in advance by the District.

All proposals shall include a schedule of fees associated with providing the services offered. The successful offeror shall be compensated for services properly rendered in accordance with the schedule of fees. Payment shall be made from detailed invoices, in forms acceptable to the District.

The schedule of fees must be firm for the initial contract term. Fees may be reviewed prior to any contract renewal. Any requested fee increase must be based upon a cost increase that directly affects the cost of services provided. Any requested fee increase that the District determines is not in its best interest will be rejected, and the District may seek an alternative solution. All fee adjustments shall become effective upon acceptance by the District's Purchasing Department.

14. BILLING:

Contractor shall submit Request(s) for Payment/Invoices to the District for goods and services provided in accordance with the contract. Said documents shall reference the District Contract number under which the charges authorized, and assign and reference all charges to a particular line item defined by the contract.

Invoices are not considered received until verified and received by Financial Operations. Invoices must be sent to:

Northwest Fire District
Accounts Payable
5225 W. Massingale Rd.
Tucson, AZ 85743

SPECIAL TERMS AND CONDITIONS (CONT.)**15. BEST AND FINAL OFFER**

District reserves the right to request additional information and/or clarification with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements.

In the event that discussions are held and clarifications are requested, a written request for best and final offers shall be issued. The request shall set forth the date, time, and place for the submission of best and final offers. If offerors fail to respond to the request for best and final offer or fail to submit a notice of withdrawal, their immediate previous offer will be construed as their best and final offer.

16. PROCUREMENT CONTACT:

Questions regarding this solicitation should be submitted in writing to the Purchasing Department, Attention: Raymond Thibault. All offers shall reference the Solicitation Number and Title. Questions submitted within 8 days of the solicitation Due Date may not be answered.

Fax: (520) 887-1034 email: rthibault@northwestfire.org

VERBAL REQUESTS FOR CLARIFICATIONS OR INTERPRETATIONS WILL NOT BE ACCEPTED.

17. PRE-PROPOSAL CONFERENCE:

All interested parties may attend a pre-proposal conference that will be held at the time and place indicated on the cover page. The purpose of the conference is to clarify, if necessary, the terms of this Request for Proposals, and to prevent any misunderstanding of the District's intention in this matter. If anyone should have a discrepancy in, or omission from, the general terms and conditions of this Request for Proposals, or if in doubt as to their meaning, such matters should be presented at this conference so that written addendum may be given if necessary. Oral statements or instructions will not constitute an amendment to this Request for Proposals.

18. INSURANCE CLAUSE:

Certificates of Insurance shall be provided by the successful firm(s) or individual(s) providing Commercial Liability Coverage within ten (10) days after the District issues a notice of award. Liability coverage shall include automobile liability and is required in an amount of not less than \$1 million per claim with a general aggregate of at least \$1 million. The Certificate(s) of Insurance shall name the District as an additional insured. Professional Liability Insurance (for errors, omissions and malpractice coverage) shall be provided with limits of at least \$1 million per claim and \$1 million per aggregate to be maintained by the successful offerors. If the policy is written on a claims-made basis, offeror warrants that any retroactive date under the policy precedes the effective date of this contract and that continuous coverage will be maintained for a period of two years beginning from the time work under the contract is completed. The cost of the Insured's defense will not be deducted from the amount of insurance available to pay claims. Terms of professional liability insurance may be modified upon a showing that the required terms are not readily available in the commercial market.

A certificate of Workers' Compensation Insurance shall be provided by the successful offeror(s). Workers' Compensation Insurance shall be in compliance with State statute.

Each insurance policy required by the District shall not be cancelled or reduced in coverage or limits except after thirty (30) days written notice to the District.

All certificates are to be received and approved by the District prior to the beginning of the contract period. Failure to maintain the required insurance or provide evidence of insurance shall be considered a material breach of contract.

END OF SPECIAL TERMS AND CONDITIONS

APPENDIX I: COST SUMMARY**OFFEROR NAME:** _____

Item #	Description	Estimated Quantity	UOM	Price
1	Grounds Maintenance for Training Center	1	Year	\$
2	Grounds Maintenance for Administration	1	Year	\$
3	Grounds Maintenance for Fleet	1	Year	\$
4	Grounds Maintenance for Logistics	1	Year	\$
5	Grounds Maintenance for BC31 Office	1	Year	\$
6	Grounds Maintenance for Station 30	1	Year	\$
7	Grounds Maintenance for Station 33	1	Year	\$
8	Weed Kill spray for Training Center	1	Year	\$
9	Weed Kill spray for Administration	1	Year	\$
10	Weed Kill spray for Fleet	1	Year	\$
11	Weed Kill spray for Logistics	1	Year	\$
12	Weed Kill spray for BC31 Office	1	Year	\$
13	Weed Kill spray for Station 30	1	Year	\$
14	Weed Kill spray for Station 33	1	Year	\$
15	Pre-emergent spray for Training Center	2	Year	\$
16	Pre-emergent spray for Administration	2	Year	\$
17	Pre-emergent spray for Fleet	2	Year	\$
18	Pre-emergent spray for Logistics	2	Year	\$
19	Pre-emergent spray for BC31 Office	2	Year	\$
20	Pre-emergent spray for Station 30	2	Year	\$
21	Pre-emergent spray for Station 31	2	Year	\$
22	Pre-emergent spray for Station 32	2	Year	\$

23	Pre-emergent spray for Station 33	2	Year	\$
24	Pre-emergent spray for Station 34	2	Year	\$
25	Pre-emergent spray for Station 35	2	Year	\$
26	Pre-emergent spray for Station 36	2	Year	\$
27	Pre-emergent spray for Station 37	2	Year	\$
28	Pre-emergent spray for Station 38	2	Year	\$
29	Pre-emergent spray for Station 39	2	Year	\$
Total:				\$

Item #	Additional Services	Estimated Quantity	UOM	Price
30	Grounds Maintenance cost per additional facility (1.5 acre)	1	Year	\$
31	Pre-emergent spray cost per additional facility (1.5 acre)	1	Year	\$
32	Weed kill spray cost per additional facility (1.5 acre)	1	Year	\$
33	Unscheduled maintenance during the hour of 7:00am – 4:00pm, M-F (per hour)	1	Hour	\$
34	Rodent holes filled at other facilities/stations upon request	1	Each	\$
35	Guaranteed response time for unscheduled service calls (hours)		Hour	

END OF APPENDIX I

APPENDIX II: MINIMUM QUALIFICATIONS VERIFICATION FORM**OFFEROR NAME:** _____

Proposals not meeting the minimum qualifications will be deemed *NON RESPONSIVE* and will not be considered for further evaluation.

If defined in this solicitation, provide documented and verifiable evidence that your firm satisfies the Minimum Requirements, and indicate what/if attachments are submitted.

ITEM NO.	MINIMUM QUALIFICATIONS	COMPLIANCE YES/NO (SELECT ONE)	DOCUMENT TITLE AND NUMBER OF PAGES SUBMITTED FOR EACH DOCUMENT
1	Minimum qualifications of the offeror's company	Yes/No	
2	Minimum qualifications of the proposed key personnel	Yes/No	
3	Provide copies of license, certifications, accreditation, etc.	Yes/No	
4	Additional MQ if any.	Yes/No	

Submitted by (Printed Name and Title): _____ Initial: _____ Date: _____

END OF APPENDIX II

APPENDIX III: REFERENCE FORM**OFFEROR NAME:** _____**REFERENCES: Please provide three preferably Arizona firms, addresses, contact persons and telephone numbers of customers who have done business with your firm:****REFERENCE 1**

Company Name:

Contact Name and Title:

Telephone No:

Fax No:

E-mail address:

REFERENCE 2

Company Name:

Contact Name and Title:

Telephone No:

Fax No:

E-mail address:

REFERENCE 3

Company Name:

Contact Name and Title:

Telephone No:

Fax No:

E-mail address:

END OF APPENDIX III

The following section will be used as an evaluation tool for award. Please complete the checklist to ensure your compliance to requested needs.

VENDOR INFORMATION/SERVICE: All offerors must demonstrate the willingness and capability of providing substantial local service which may require the availability of an on-site sales representative and local stocking facility as may be determined in the District's best interest. All out-of-town vendors must be willing to accept collect telephone calls or provide a toll-free number.

Address and/or E-mail to which purchase orders are to be sent.

COMPLIANCE TO SCOPE OF WORK

Is Descriptive literature enclosed?

Yes ☐

No ☐

Is Offer and Acceptance Page properly signed? Proposals submitted without an original, signed Offer and Acceptance Page may be deemed nonresponsive.

Yes ☐

No ☐

Are addendums signed and attached?

<http://www.northwestfire.org/public-info/purchasing>

Yes ☐

No ☐

PRICE

Please Indicate number of days that prices are firm.

Are prices indicated by unit and totals?

Yes ☐

No ☐

OFFER AND ACCEPTANCE**RESPONDENT SHALL COMPLETE THE FOLLOWING INFORMATION IN INK AND SUBMIT WITH THEIR BID**

Print or type in ink the requested information. **TYPEWRITTEN RESPONSES ARE PREFERRED.**

OFFER**TO THE NORTHWEST FIRE DISTRICT**

The Undersigned hereby offers and agrees to furnish the material or service in compliance with all terms, conditions, specifications, and amendments in the Invitation for Bid and any written exceptions in the offer. Signature also certifies understanding and compliance with paragraph (1) of the Northwest Fire District Standard Terms and Conditions.

For clarification of this offer, contact:

<div style="border-bottom: 1px solid black; text-align: center; margin-bottom: 10px;">Company Name</div> <div style="border-bottom: 1px solid black; text-align: center; margin-bottom: 10px;">Address</div> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 10px;"> City State Zip </div>	<div style="margin-bottom: 10px;">Name: <div style="border-bottom: 1px solid black; width: 100%;"></div></div> <div style="margin-bottom: 10px;">Phone: <div style="border-bottom: 1px solid black; width: 100%;"></div></div> <div style="margin-bottom: 10px;">Fax: <div style="border-bottom: 1px solid black; width: 100%;"></div></div> <div style="margin-bottom: 10px;">E-mail: <div style="border-bottom: 1px solid black; width: 100%;"></div></div> <div style="margin-bottom: 10px; text-align: center;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Signature of Person Authorized to Sign </div> <div style="margin-bottom: 10px; text-align: center;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Printed Name </div> <div style="text-align: center;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Title </div>
---	---

CERTIFICATION

By signature in the Offer Section above, the bidder certifies:

1. The submission of the offer did not involve collusion or other anti-competitive practices.
2. The bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with the submitted offer.

Failure to provide a valid signature affirming the stipulations required by these clauses shall result in rejection of the offer. Signing the offer with a false statement shall void the offer, any resulting contract and may be subject to legal remedies provided by law.

ACCEPTANCE OF OFFER

The Offer is hereby accepted.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the Request For Proposal, including all terms, conditions, specification, amendments, etc. and the Contractor's Offer as accepted by the District.

This contract shall henceforth be referred to as Contract No. 1706. The Contractor has been cautioned not to commence any billable work or to provide any material or service under this contract until Contractor receives purchase order.

NORTHWEST FIRE DISTRICT, a political subdivision

Approved as to form this _____ day of _____, 2017.

Awarded this _____ day of _____, 2017.

Michael J. Brandt
As Northwest Fire District Fire Chief and not personally

George Carter
As Northwest Fire District Chair and not personally

Thomas A. Benavidez



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Michael J. Brandt, Fire Chief
Department: Fire Chief
Agenda Item: Fire Chief Report

ACTIVITIES:

The Administrative, Fleet, and Logistic Offices were closed on Thursday, November 23rd in observance of Thanksgiving.

I, along with AC Chiefs Bradley and Emans, and Captain/PIO Keeley, met with Michael Racy to discuss on going annexation considerations and other regional matters.

Accompanied with AC Chiefs Bradley and Emans, I participated in the Battalion Chief Testing process on November 14th. Congratulations to newly promoted Battalion Chief Alex Sepulveda on a job well done.

Administration staff enjoyed an "Admin 2017 Fall Breakfast" on November 16th. A big thank you to Div. Chief Gary West for cooking a delicious breakfast for all participants.

Also, on Monday, November 20th, Admin Staff celebrated Thanksgiving with a Pot Luck Luncheon.

On Wednesday, November 29, 2017, I attended the Governor's Office of Highway Safety annual kickoff of the Arizona's 2017 Statewide Holiday DUI Enforcement Campaign at the Arizona State Capitol building.

I attended the Greater Tucson Fire Foundation Estate Sale/Resale Store "Soft" Opening on November 30th. The store is located at 4911 E 29th Street, Tucson, AZ. The Greater Tucson Fire Foundation focuses on three main killers of firefighters: cardiac, cancer, and mental health and has provided local fire agencies with resources and donations to support these issues.

I attended the 5th Annual Retired Firefighter Recognition Breakfast sponsored by the Greater Tucson Fire Foundation. Northwest Fire District's (Ret.) Engineer Dale Stephens was recognized at the breakfast.

We will be re-posting for a new Finance Supervisor. The successful candidate will be replacing Phyllis Schumacher who will be retiring at the end of this month.

ROUTINE EXTERNAL MEETINGS:

Town of Marana Mayor and Council Meeting; Marana Community and Regional Update Meeting; Town of Marana Department Head Meetings; Pima County Fire Chiefs

Association Meeting; Greater Tucson Fire Foundation Meetings; PCWIN Meetings; NWFD Governing Board Meeting; Board of Managers YMCA meeting; and associated Boards/Committees.

INTERNAL MEETINGS:

A full schedule of internal meetings included: Executive Staff Meetings, Executive Team Meetings with all members of Senior Staff; General Staff Meeting; Leadership Team Meeting; Meetings with Asst. Chiefs Bradley and Emans on Operational and Support coordination; Operational meetings with Executive Staff – Finance, Operations, Support, HR, and Community Affairs; and General Staff Meeting.

GOALS:

N/A



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Doug Emans, Assistant Fire Chief
Department: Support Services
Agenda Item: Support Services Board Report

ACTIVITIES:

- The escrow process on two pieces of property the District entered are reaching their midpoint. As of this writing, all indications are we are on schedule to close escrow and purchase the properties before the Christmas Holiday. Thus far there have been no discovery items we have not been able to work through in our quest to construct very suitable fire stations according to our budget.
- Support Staff have already begun the budget process and in fact are implementing a system to connect budget, strategic plan and accreditation and quality management programs into one document. Once finalized it is intended to be shared with all divisions and departments as a systematic approach to budget.
- Staff continues to work through design criteria and alternatives for three major development projects including the two mentioned above, Stations 337 and 341, as well as the Administration Building construction project.
- Division reports are also attached for your review.

Planning/Health and Safety

- Chief Hartley and Captain Watson are currently recruiting for Peer Support Team members. This is the focal point of Health and Safety currently with a tremendous effort put forth by both members.
- Division Chief West is fully engaged in our Strategic Plan update. Chief West also has just taken his certification test to become certified as a Strategic Planner. Trina Motto and Chief West are committed to engaged improvement of District services *through* continuous efforts in the strategic planning process.

Logistics

Fleet

- Congratulations to Angel Morales, who has been elected Vice President of the Arizona Fire Mechanics Association; and Ben Davis for successfully passing his first four certification tests on his way to his Emergency Vehicle Technician certification.

Facilities

- Captain Grimes is discovering and implementing new procedures in Facilities targeting better efficiency and service delivery to all our locations.
- The HR offices, which were designed to be temporary spaces many years ago, was

discovered to have a large rodent infestation despite regular pest control services. The entire crawl space area was treated and insulation and barriers replaced.

Warehouse

- All PPE, tools and equipment has been received for the latest recruit class. Distribution is pending according to the scheduled assignment in training to align with live fire training sections.
- Ordering and receiving personnel have been working with Operations personnel to further streamline tasks based on the industry changes we are noting in our region.

Technology

- Two final interviews remain at the time of this document, in selecting a contracted staff resource within the parameters of our new service agreement. The Hye Tech Staff has completed a significant amount of work in transitioning our systems to their Network Operations Center for 24/7 monitoring and service level escalation in the event of a trouble scenario.

GOALS:

- Continue momentum on the three capital construction projects anticipated.
 - Complete the on-boarding process of the IT managed services agreement if approved.
-



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

6.C.

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Brad Bradley, Assistant Fire Chief
Department: Operations
Agenda Item: Operational Services Report

ACTIVITIES:

November was spent coordinating personnel, responsibilities, and activities within Operational Services as follows:

- Paramedic Training Process (PTP) – A badge pinning and swearing in ceremony for two promoted Paramedics occurred during the November Board meeting. The District still has four personnel engaged in certification training for FY17-18 to fill existing Paramedic vacancies within Operations.
- Captains Certification and Testing Processes (CCP) – Promotional test result reviews and feedback sessions for all participants continued throughout November.
- Academy Process – Academy 17-02 began in October following the hiring of 13 personnel to maintain the District's SAFER staffing requirement. To date, at least two recruits have dropped from the academy, which is a normal expectation with each academy process. Academy 17-02 is scheduled for graduation on January 25, 2018.
- Battalion Chief Promotional Process – The Battalion Chief Promotional assessment occurred in November with five candidates participating in the process. Four of the five participants successfully achieved placement on the Battalion Chief eligibility list. As previously reported, there was one Battalion Chief vacancy and Captain Alex Sepulveda was promoted into this vacancy because of his top placement on the eligibility list. The official badge pinning and swearing in ceremony for Chief Sepulveda will occur at the regularly scheduled Board meeting in December. There will be at least two (2) additional vacancies because of scheduled retirements by the end of the current FY.
- New Apparatus – The two KME engines that were ordered as part of the District's FY17/18 vehicle replacement plan that arrived in October are still being readied for service sometime in December 2017.
- New Stations – Operations and Support Services continue to work collaboratively on plans associated with the construction of Station 41 at Tangerine Farms and I-10 and the relocation of Station 37.
- Communications / Dispatch – Optimization of the District's dispatch and call processing system remained ongoing during the month of November, as did a complete review and update of the CAD mapping system. Additional information is provided in Alarm Room Captain Mike Rollman's monthly report.
- Ambulance Transportation – Staff continues work towards the selection of a new

provider of ambulance billing services. This initiative should result in greater billing collections as well as support the process necessary to acquire a basic life support (BLS) certificate of necessity (CON). Finalization of the District's billing process changes and DHS application for a BLS CON is anticipated to occur in the first quarter of 2018.

- ePCR and RMS System – Efforts continued in November towards full implementation of the Image Trend reporting system within EMS, Operations, and Prevention & Safety. In addition, discussions occurred in November between the District and the regions hospitals regarding the establishment of health information exchange (HIE) systems. These systems, once established, would allow for the electronic sharing of billing and outcome data between Fire and EMS agencies and the hospitals.
- Transport Statistics - The November transport total and year to date transport totals are not available given the condensed timeframe associated with Board deadlines for the December 2017 meeting. Monthly data downloads from the City of Tucson dispatch center are not made available until the middle of the following month.
- Budget – Several reallocations occurred across the various Operational Services budgets during the month of November to provide greater clarity and transparency necessary to simplify monthly analysis.
- Memorandum of Understanding (MOU) – Policy adjustments from the recently approved MOU continue to go through administrative review. These adjustments are on the agenda for presentation to the Leadership Team in December and are anticipated to come before the Board in January.
- Regional Automatic Aid – Discussions with the City of Tucson regarding the potential for establishing a limited automatic aid agreement for certain medical calls did not occur in November as anticipated. However, as further discussions occur the Board will remain apprised through the monthly report to the Board.
- Meetings and Events– Activities in November consisted of the following:
 1. Provided a presentation on the District to the “Men’s Lunch Bunch (MLB)” at the Oro Valley Country Club (OVCC). The MLB is a group of 75-100 executive level retirees who are active in their communities and were seeking an executive level presentation on the District and the services it provides within the region.
 2. Participated in an interview with the accounting firm that is producing the District’s comprehensive annual financial report (CAFR).
 3. Attended a presentation on the ATT/FirstNet data network system at Tucson’s Fire Central.
 4. Attended a meeting with Chief Randy Karrer (GRFD) and Chief Jim Critchley (TFD).
 5. Attended a Leadership Team meeting.
 6. Attended the 2017 NWFD Fall Picnic.
 7. Attended an NWFD Governing Board meeting.
 8. Attended the Pima County Fire Chiefs Association meeting.
 9. Attended a Marana Health Care (MHC) Board of Directors meeting.
 10. Attended a committee meeting for the Board of Directors of Marana Health Care (MHC).
 11. Attended a going away celebration for former Marana Town Manager Gilbert Davidson.
 12. Participated in the Battalion Chief selection process.

13. Attended numerous Captain candidate promotional process reviews.
14. Attended several weekly and monthly Operations meetings.
15. Attended several weekly executive staff meetings.

OPERATIONS AND MEDICAL SERVICES BOARD REPORT

Division Chief Mike Duncan

Alarm Room - Captain Mike Rollman

- Started installing updated electronic maps in the fire apparatus.
- Attended NextGen911 training.

Operations - Deputy Chief Brian Gard

- Operation's personnel attended a presentation from AT&T and the State on the FirstNet data network system.
- Significant Incidents in November include 3 Mobile Home Fire and 2 House Fires.
- Met with representatives from Prevention and EMS to make changes to Image Trend to improve work flow between divisions and overall reporting quality. Providing bi-weekly reports to Battalion Chiefs regarding Incident Report Completion and quality.
- Attended weekly meetings with the Town of Marana Events Committee, coordinating NWFD's part in the upcoming Holiday Festival.

EMS - Deputy Chief Scott Draper

- NWFD & GRFD QA meeting.
- Continue work on in-house recertification program with Dr. Gaither and Culliney.
- TOM weekly meetings for special events – Holiday Festival.
- PM Culliney attended PCC's stakeholders meeting on their new Center of Excellence for emergency services.

Training - Deputy Chief Scott Hamblen

- Academy 17-2 is underway. The District started with 11 and are currently at nine. The Casa Grande Fire Department currently has three personnel in this academy.
- Held a Battalion Chief promotional exam. Five captains tested and four made the list. Alex Sepulveda as already been promoted from this process. The list contains the following captains: Steve Noble, Dave Bollinger, and Robert Corbell. We expect the next promotion to occur when Stu Rodeffer retires in January 2018.
- We are continuing feedback sessions for all candidates who participated in the last Captains Assessment Center and have started feedback sessions for the Battalion Chief's test.

GOALS:

Save lives, protect property, and care for our community.

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**FIRE CHIEF'S REPORT**

Date: December 12, 2017
To: Governing Board
From: Donald P. Garcia, Fire Marshal
Department: Prevention & Safety
Agenda Item: Prevention & Safety Board Report

ACTIVITIES:

We continue to evaluate, coordinate, and direct all activities related to inspections, plan reviews, public education, training, strategic planning, and community partnerships.

We continue to build relationships with the Town of Marana and Pima County consistently working towards a more streamlined approach to assist the customer. Fred Durham, Ian Robinson and I met with TOM Building Official David Spurlock to maintain enhance our partnership and discuss current collaboration and future collect projects like the adoption of the 2018 International Fire Code and Building Code.

The District purchased the Image Trend Fire Records Management software for Prevention, EMS, and Suppression. Prevention and Safety is currently beta testing the fire inspections module for residential fire sprinklers only. The Prevention team is manually inputting all business addresses and names while creating inspection checklists for specific inspection types. Our goal is to launch the remainder of the inspections on January 1, 2018.

The Health and Safety Officer, Peer Fitness Officer and I met to discuss annual physical requirements and the on-duty fitness requirements. Chief Roger Moore and Hartley will take the three (3) different tiers to Dr. Peate for final approval. The group is revising the on-duty fitness SOG and will be proposing a new fitness facility use policy.

Three members of the operations division continue to support the Prevention Division by conducting fire inspections. Most of the training has been completed and they are performing fire inspections on single family residences fire sprinkler systems in accordance with NFPA 13D standard and General Inspections on low hazard businesses.

Fred Durham continues to attend the weekly Monsanto meetings. Monsanto still has not provided all the required plans and specifications to progress beyond the underground fire line and foundational footings. We have allowed Monsanto to install steel beams "at risk". We will continue to collaborate and coordinate the code requirements and construction timelines.

I attended a meeting with Pima County Lobbyist Mike Racy and Executive Staff to discuss current and future Pima County and Southern Arizona as it relates to Government Relations and upcoming legislation.

The Prevention Division hosted the quarterly Coffee Forum. The Agenda Topics were:

- “Portable” Hoodless Cooking Appliances
- Hydrostatic Testing – Acceptable Practices
- Cooking Systems – Baffles/Separations
- Tents – Handbook/Guide
- Fire Department Site Plan

Fred Durham and I attended the Arizona Fire Marshal’s Association Meeting. The following items were the discussed Fire Code issues:

- Vertical Openings (Elevator Lobbies)
- Protected Corridors
- High-Rise Fire Alarm Requirements Stairwell Markings

Fire Inspector Rubio attended a Community Risk Reduction Symposium in Glendale. The topics were:

- Community Risk Reduction and Vision 20/20
- Care and Nurturing of Volunteers in the Fire Department
- Car Seat Technicians Continuing Education Units(CEUs)
- Kids in Motion Update 2017
- Choosing the Right Social Media Platforms to present events/programs to the public
- Active Killer Preparedness and Mindset

Fire Inspector Rubio also conducted a Car Seat Class at Ellie Town Center in Flowing Wells. She provided 14 new car seats to families and instructed four (4) employees from Casa De Amor on car seat safety when transporting children.

Fire Inspector Rubio conducted a second Car Seat Class at Homer Davis Head start and issued Booster Seats to 30 families.

The Prevention Division supported the Northwest Hospital Safety Fair for 500 employees over two (2) days. Fire Inspectors Rubio and Ross provided education on fire extinguishers in the workplace.

The Prevention Division provided Fire Extinguisher training to the Groundskeeper Landscaping Company for 30 employees.

The 2017 -2018 school year has started:

Grade	Number of Classes	Number of Students	SYTD Students	
Kindergarten:	10	207	335	
2nd Grade:	27	669	1899	
4th Grade:	11	280	280	
Special Needs	0	0	0	

*School year August 2017-May 2018

DEVELOPMENT

COMMERCIAL PROJECTS

- Arizona Pavilions Project is mostly complete with the all the buildings being complete and inspected. There are still suites that are vacant as they are trying to secure tenants.
- Chick-Fil-A building located in the parking lot of Target on Ina and Thornydale. Chick-Fil-A had their Grand Opening on October 2, 2017.
- 100,000 SF Marana Senior Center moving forward located on Silverbell and Coachline area. Construction has begun with the task of extending the water line for added fire hydrants.
- Sage Desert Assisted Care project is underway and has gone vertical. All intermediate fire sprinkler inspections have been completed (104,000 SF facility located in Pima County) Orange Grove and LA Cholla.
- International Towers – Next to Breakers Water Park. Company manufactures towers used for cell phones, borders etc. Construction is now complete.
- STEM 7-12, 125,000 SF School located at the corner of Moore and Sandra up in the Dove Mountain area. This project is currently not in the District. If the school does not annex into the District, the School will be responsible.
- 100,000 SF High School owned by the Leman Academy located next door to the new Marana Senior Living, 8700 North Silverbell. Approximately 1200 students.
- Circle K-Ina and Silverbell located on the Southeast Corner. Permits have been issued.
- 4-Story Hotel. Across from Outlet Mall. Hampton Inn. 101 Rooms. Building plans approved and construction has begun.
- Northwest Hospital standalone ER. Plans have been approved and construction has begun.
- Villagio Self-Storage –Tangerine/Thornydale – 4 Story, 86,500 SF Approved and construction has gone vertical.
- Top Golf – Costco Drive / Thornydale – 3-Tier, 55,000 SF on about 15 acres. Construction has begun with some fire inspections already complete. They hope to have the building complete the first week in November for a pre-Christmas grand opening.
- Marana Main Gate Retail – Sandario/I-10 – 8,000 SF slated to start after the roadway and water upgrades.
- Marana PD building – Town Center, 2 Story, 44,785 SF Construction has begun.
- HSL Properties – 16 Unit Apartment Complex consisting of 2 and 3 story units. Approximately 304 apartments. Location is across from Chinese Buffet on Crackle Barrel and Golf Course. We are still waiting on the water availability for the project to be resolved. The anticipated start date is January 2018.
- Abrazo Community Health – Marana Micro Hospital. Located on Cortaro Farms Road and North Cerius Stravenue near IHOP. The project is 1-story general care hospital of approximately 32,250 sf. We had a preliminary development meeting and the customers are eager about starting construction
- 160,000 SF Assisted Care Facility in the works, located at the intersection of Dove Mountain and Tangerine. (Behind the old Bashas building) in the development phase.
- 18,000 SF shell building is being proposed on Travel Center Drive.
- Al Coronado Plumbing on Travel Center Drive-Construction has begun.
- Marana Market Place- 6,500 SF shell building and construction is complete.

- Popeye's Chicken- Located at Marana Market Place. Plans approved.
- Monsanto – 600K SF Corn Processing Plant– Twin Peaks and Sanders. Construction has begun.
- Northwest Hospital medical office building located on Cortaro and Silverbell. Construction has begun.

RESIDENTIAL PROJECTS

- Camino De Oeste housing development has been submitted for review. North of Cortaro Between Hartman and Camino de Oeste. (144 SFR) (Pulte) Project is moving forward with start date planned for December.
- Deanza housing Development / Final Plat – West of Hartman, North of Cortaro. (265 SFR) (Richman)
- Del Web Phase V has been approved and construction has begun. (Dove Mountain area) (100 SFR) - Pulte
- Pima Canyon Apartments on Orange Grove and La Cholla (development phase) (240 units) Construction is well under way. Leasing is anticipated in the upcoming weeks.
- La Cholla Station (39) home lots. • Gladden Farms – Block 14 and 15 – 450 homes – KB Homes. 50% complete
- Blue Agave (200+) Construction of homes have begun.
- New subdivision planned for the northeast corner on Sanders and Barnett Roads. Over 200 homes. They would like to break ground ASAP. The was a previously approved project in 2003 and is within the District boundaries.

PREVENTION AND SAFETY STATISTICS

Activity	Marana	Pima	November Total 2017	Fiscal 2017 YTD
Inspections	70	50	120	626
Re-Inspections	19	41	60	434
Construction Inspections	49	15	64	376
Plan Review	32	16	48	264
Fire Investigations	1	4	5	19
Car Seat Inspections	11	44	55	204
Out of District Plan Review				0
Out of District Inspections				1

The above monthly / yearly statistics have been changed to reflect fiscal year data rather than the previous calendar year.

I also attended the following meetings:

- Executive Staff (3)
- General Staff
- Internal Division Meeting (Daily)
- Arizona Fire Marshal Association

- Southern Arizona Homebuilders Association (SAHBA)
- Southern Arizona Fire Marshal's Association

GOALS:

- Continue to organize the Prevention section of the District web site.
 - Work in ImageTrend Records Management System and continue to build fire inspection check sheets and add information that didn't move from Firehouse to the new software.
-



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

6.E.

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Patricia Aguilar, Human Resources Director
Department: Human Resources
Agenda Item: Human Resources Report

ACTIVITIES:

- December 28th, Pension Board Meeting
- Process Deferred Retirement Option Plan (DROP) applications for 2 employees
- Prepare for a PSPRS retirement in January 2018 from the District
- Transition the Annual Physical Program from Human Resources to Health and Safety
- Assignments: None
- Appointments: None
- Realignments: None
- Promotions: None
- Resignations/Terminations: None
- Retirements: None
- New Hire: Finance Supervisor
- Job Offer: Finance Supervisor
- External Recruitment: Accounts Clerk Specialist - Payable
- Internal Recruitment: Fire Chief
- Other meetings with Executive Staff, General Staff, Governing Board, Finance, HR, and Leadership

GOALS:

- Short Term - Preparing Job Analysis to be distributed to employees and supervisors
 - Long Term - Human Resources Information Systems
-



Northwest Fire District Governing Board
5225 West Massingale Rd.
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6.F.

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Dugger Hughes, Deputy Chief
Department: Support Services
Agenda Item: Logistics Board Report

ACTIVITIES:

The properties for Stations 37 and 41 are both in escrow, and on schedule for closing by the end of December.

An Internal Posting has been created, and is currently open, to fill the Facilities Coordinator position. Currently Captain Grimes is filling the position.

ACTIVITIES

Facilities:

- Preventive Maintenance was completed on all Ice Machines in the District.
- All Evaporative Coolers in the District were winterized.
- We had an issue with rodents inhabiting the insulated areas under the Human Resources Office. Due to Safety Issues (Hantavirus, etc), the old insulation was removed, and a new anti-rodent insulation material was installed.
- Backflow testing was completed at all District Facilities. The one at Station 31 was found to be defective and was replaced.
- A new, replacement Data Recorder was installed in the Burn Building
- 109 Work Orders were completed.
- There are currently 25 open Work Orders that are being processed..

Personal Protective Equipment:

- Annual Inspection, Cleaning, and Repair was completed for three crews.
- Received the new turnout sets for the Academy students.
- A total of 159 Work Orders were completed this past month.
- The PPE Technicians are preparing for the annual Hose Testing that will occur the week of December 18.

Warehouse:

- 106 O2 Cylinders replaced and filled.
- There were 29 orders filled for Station and Office Supplies.
- There were 16 In-House Uniform Orders, along with 5 catalog orders.
- There were 48 EMS orders processed by the Warehouse. EMS ordering and Warehouse personnel continue to develop an ordering system that will be efficient and effective in meeting the new EMS requirements.

Fleet:

- EVT Angel Morales has been named Vice-President of the Arizona Fire Mechanics Association.
- Newly hired mechanic Ben Davis has passed four EVT tests, and is only two ASE tests away from gaining his Level 1 EVT certification.
- Pump Testing is ongoing this month.
- Aerial and Ground Ladder testing starts in December.
- There were 27 Scheduled Work Orders, and 71 unscheduled Work Orders completed this month.
- There are currently 58 open Work Orders in the Fleet Department.

GOALS:

Goals are to continue improving efficiencies, and service to the field.



Northwest Fire District Governing Board

5225 West Massingale Rd.
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6.G.

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Dave Gephart, Finance Director
Department: Finance
Agenda Item: Finance Report

ACTIVITIES:

- Continued processing vendor and payroll payments
- Continued processing wildland and other billings
- Completed work on Comprehensive Annual Financial Report
- Started updating budget worksheets

GOALS:

- Continue processing vendor and payroll payments
 - Update payroll system for benefit changes
 - Train Finance Supervisor and if necessary, Accounts Payable clerk
 - Continue processing wildland and other billings
 - Upgrade/convert Incode Accounts Receivable from V. 9 to V. X
 - Find and hire permanent Accounts Payable clerk and Finance Supervisor
-



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

6.H.

SCHEDULED

FIRE CHIEF'S REPORT

Date: December 12, 2017
To: Governing Board
From: Trina Motto, Manager
Department: Community Affairs
Agenda Item: Community Affairs Report

ACTIVITIES:

- Developed a presentation and managed an Annual Strategic Plan External Stakeholders update and conversation with a group of 22 attendees; this event took place in partnership with Planning and Preparedness, Operations, and Support Services
- Met with members of Strategic Plan Goal 3 Committee (Internal Communications) to access and evaluate NWFD's internal communications
- Provided information and lessons learned from NWFD's Strategic Planning efforts to an agency actively engaged in the planning development process
- Coordinated with EMS to develop a communications tool allowing greater access of field members to EMS Administrative Orders
- Began conceiving a role for potential backup PIO's within the current Community Affairs structure
- Coordinated with Support Services to finalize AgendaQuick's visual and informational implementation standards
- Supported event efforts and attended Heroes Day at La Encantada on November 9 as one of our own will be recognized (Jarrett Murray)
- Attended a farewell event for the Town of Marana's outgoing Town Manager, Gilbert Davidson
- Attended a conference sponsored by Land Advisors that discussed the current and future state of new development
- Facilitated annexation requests for board approval; continued annexation communications and workflow efforts
- Worked with staff members to ensure accuracy of district boundary maps, taxed parcels, and dispatch center accuracy
- Coordinated upcoming proactive media stories on multiple topics
- Attended Professional Development Opportunities: *multiple CE classes required for certification maintenance; Attended a PRSA luncheon on "Proving the Value of OR: Measuring the "unmeasurable"*
- Consulted with colleagues on projects requiring editorial or design/ production input
- Coordinated representation at various community events in conjunction with Administration, Support Services, and Operations (*i.e. Marana Citizen's*

Academy Graduation, Holiday related safety Fair events, station tours, etc...)

- Attended internal meetings and events as required or requested; inclusive of Morning Check-ins, Executive, Leadership, & General Staff, Communications, and various internal meetings (*i.e. Strategic Planning sessions, Goal 3 Session, Annexation discussions, presentation meetings and preparations, etc.*)
- Met with neighboring Districts, agencies, organizations, and municipalities to promote information and/or resource sharing in line with cooperative regional teaming plans (*i.e. Town of Marana, Flowing School District, Marana School District, Amphi School District, Pima Community College, Pima County Police, Marana Chamber of Commerce, and many more...*)
- BackOffice items:

1. Posted General Staff Meeting and Leadership Meeting Agendas and Minutes
2. Posted updated Employees by Location and Station Assignments documents as requested
3. Uploaded new Annual Physical Procedure Packet to the Annual Physicals page
4. Tested and deployed updates to WordPress, theme, and plugins- many of these were security based updates

- Public Website Items:

1. Updated lists for Approved Fire Protection Contractors upon notification from Prevention & Safety
2. Posted agenda for next Contractor Coffee Forum; built, tested, and delivered email campaign for the next Contractor Coffee Forum event (Using MailChimp)
3. Updated text on the 'Meet Chief Brandt page.' Renewed the feature card for this content on the home page
4. Created stand-alone page to display EMS Administrative Orders for staff to use in the field when they need to reference these documents. Along with this, created instructions for users showing how to add the webpage as an icon/shortcut on their phones' home screens
5. Tested and deployed updates to WordPress, theme, and plugins- many of these were security based updates.

- Office365 items:

1. Continued testing and refinement of the Facility Safety Inspection app for the Health & Safety Team
2. Adjusted permissions for several Office 365 Groups (and their associated SharePoint sites) as requested
3. Created several new distribution groups/Office 365 groups as requested

Monitored media; managed public safety messaging and press for the following:

11/06/2017: In the early morning hours of November 6th, a full-alarm was dispatched to Kimberly Dr. for a reported mobile home fire. Upon arrival, crews found a mobile home heavily involved in fire and defensive operations were established. Two residents were home at the time and escaped prior to the arrival of responding units. The home was a total loss. Two news agencies reported from the scene of the fire.

11/07/2017: A full-alarm was dispatched to El Uno Minor Ave. for a reported

house fire with an occupant trapped. The first unit on scene found no active signs of fire but proceeded with a rescue profile based upon initial reports. Crews quickly found an elderly male in the back of the home who was unconscious. The victim was pulled from the home and found to be pulseless. Life-saving efforts were performed on the patient, but he succumbed to his conditions. Several news outlets reported from the scene.

11/27/2017: A press release was disseminated announcing a grant presented to Northwest Fire by FM Global for the purchase of an MDT for the Prevention & Safety Division. The grant will be presented to the Governing Board at the December 2017 meeting.

11/27/2017: An illegal oil dump that spilled upward of 300 gallons of used motor oil in the open desert produced a HAZMAT response. All local news agencies picked up the story and reported on the incident.

GOALS:

- Prepare for Q4 Strategic Plan Reporting Session scheduled for December 14; continue project management software evaluation
 - Finalize work on Goal 3, Objective 1 with the Internal Communications Planning Committee
 - Assist with the program development for the Annual Awards Dinner
 - Continue concepting a role for potential backup PIO's within the current Community Affairs structure
 - Coordinate with Divisions to facilitate Strategic Plan Goal #2 and #3 objectives
 - Continue to coordinate with Pima County, CAD, and ISO on mapping updates
 - Continue annual website review and revision process
 - Continue annexation communications and efforts
 - Finalize Phase III 365 training with IT to be offered across the District
-



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.A.

SCHEDULED

FINANCIAL REPORT

Date: December 12, 2017
To: Governing Board
From: Phyllis Schumacher, Finance Supervisor
Department: Finance
Agenda Item: Finance Reports

Attachments

Fund Balance Report
Monthly Budget Report
Pooled Cash Report
Revenue Comparison
Check Listing

Monthly Board Rept Fund Balance

As Of 10/31/2017



NORTHWEST FIRE DISTRICT AZ

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - GENERAL FUND	0.00	15,224,842.72	10,819,320.20	4,405,522.52
110 - MEDICAL SELF INSURANCE	0.00	2,278,590.44	816,320.11	1,462,270.33
200 - WILDLAND FUND	0.00	519,390.81	451,874.00	67,516.81
250 - AMBULANCE FUND	0.00	881,916.24	85,266.42	796,649.82
400 - CAPITAL PROJECTS	0.00	14,678,995.10	310,172.31	14,368,822.79
410 - CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00
450 - CAPITAL RESERVE	0.00	1,207,493.00	0.00	1,207,493.00
480 - GRANT PROGRAM	0.00	1,223,689.56	352,258.73	871,430.83
500 - GO DEBT SERVICE	0.00	1,941,629.20	1,775.00	1,939,854.20
800 - GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00
999 - POOLED CASH	0.00	0.00	0.00	0.00
Report Total:	0.00	37,956,547.07	12,836,986.77	25,119,560.30



NORTHWEST FIRE DISTRICT AZ

Monthly Budget Report

Account Summary

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL FUND							
Revenue							
FinancialRpt: 2 - Community Safety							
Department: 2100 - PREVENTION & SAFETY							
100-2100-42330-000	Prevention Service Fees	0.00	0.00	0.00	-100.00	-100.00	0.00 %
100-2100-42335-000	Prevention Review Fees	150,000.00	150,000.00	14,814.00	43,809.50	-106,190.50	70.79 %
Department: 2100 - PREVENTION & SAFETY Total:		150,000.00	150,000.00	14,814.00	43,709.50	-106,290.50	70.86 %
Department: 2300 - BEHAVIORAL HLTH/COMM SVC							
100-2300-45000-000	Donations & Contributions	0.00	0.00	50.00	105.00	105.00	0.00 %
Department: 2300 - BEHAVIORAL HLTH/COMM SVC Total:		0.00	0.00	50.00	105.00	105.00	0.00 %
FinancialRpt: 2 - Community Safety Total:		150,000.00	150,000.00	14,864.00	43,814.50	-106,185.50	70.79 %
FinancialRpt: 3 - Operational							
Department: 3100 - TRAINING							
100-3100-42700-000	Facility Use Revenue	20,000.00	20,000.00	890.00	4,810.00	-15,190.00	75.95 %
100-3100-44100-000	Training Revenue	3,500.00	3,500.00	0.00	2,347.95	-1,152.05	32.92 %
Department: 3100 - TRAINING Total:		23,500.00	23,500.00	890.00	7,157.95	-16,342.05	69.54 %
Department: 3400 - EMS							
100-3400-42355-000	EMS Ride-A-Long Fees	0.00	0.00	0.00	113.40	113.40	0.00 %
Department: 3400 - EMS Total:		0.00	0.00	0.00	113.40	113.40	0.00 %
FinancialRpt: 3 - Operational Total:		23,500.00	23,500.00	890.00	7,271.35	-16,228.65	69.06 %
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
100-9000-40000-000	Beginning Fund Balance	5,000,000.00	5,000,000.00	0.00	5,450,966.98	450,966.98	109.02 %
100-9000-41100-000	Property Taxes-CY	29,156,442.00	29,156,442.00	7,795,409.35	9,085,282.82	-20,071,159.18	68.84 %
100-9000-41150-000	Property Taxes-PY	400,000.00	400,000.00	34,335.64	228,127.54	-171,872.46	42.97 %
100-9000-41200-000	FDAT-CY	390,000.00	390,000.00	114,256.01	133,369.94	-256,630.06	65.80 %
100-9000-41250-000	FDAT-PY	0.00	0.00	652.18	4,033.22	4,033.22	0.00 %
100-9000-42310-000	Fire Protection Fees	10,000.00	10,000.00	0.00	3,458.54	-6,541.46	65.41 %
100-9000-42360-000	Technology Maint Revenue	25,000.00	25,000.00	5,346.35	21,385.40	-3,614.60	14.46 %
100-9000-42390-000	Dispatch Revenue	600,000.00	600,000.00	48,270.19	204,074.82	-395,925.18	65.99 %
100-9000-42600-000	Rents And Leases	45,000.00	45,000.00	4,500.00	18,000.00	-27,000.00	60.00 %
100-9000-43100-000	Investment Revenue	50,000.00	50,000.00	629.79	12,558.90	-37,441.10	74.88 %
100-9000-46000-000	Miscellaneous Revenue	0.00	0.00	34.62	112.53	112.53	0.00 %
100-9000-46100-000	State Insurance Program	280,000.00	280,000.00	0.00	12,386.18	-267,613.82	95.58 %
Department: 9000 - NON-DEPARTMENTAL Total:		35,956,442.00	35,956,442.00	8,003,434.13	15,173,756.87	-20,782,685.13	57.80 %
FinancialRpt: 9 - Undesignated Total:		35,956,442.00	35,956,442.00	8,003,434.13	15,173,756.87	-20,782,685.13	57.80 %
Revenue Total:		36,129,942.00	36,129,942.00	8,019,188.13	15,224,842.72	-20,905,099.28	57.86 %
Expense							
FinancialRpt: 1 - Administrative Costs							
Department: 1200 - FIRE CHIEF							
100-1200-51110-000	Salaries	165,866.00	165,866.00	12,758.92	47,526.97	118,339.03	71.35 %
100-1200-51190-000	PTO Paid Out	4,976.00	4,976.00	0.00	0.00	4,976.00	100.00 %
100-1200-51211-000	Medical Insurance	10,583.00	10,583.00	0.00	0.00	10,583.00	100.00 %
100-1200-51212-000	Dental Insurance	489.00	489.00	0.00	0.00	489.00	100.00 %
100-1200-51213-000	Vision Insurance	96.00	96.00	0.00	0.00	96.00	100.00 %
100-1200-51215-000	PSPRS-Cancer Insurance	50.00	50.00	0.00	0.00	50.00	100.00 %
100-1200-51216-000	Life Insurance	60.00	60.00	4.80	18.96	41.04	68.40 %
100-1200-51218-000	STD Insurance	583.00	583.00	18.02	71.18	511.82	87.79 %
100-1200-51231-000	Medicare	2,477.00	2,477.00	179.74	669.53	1,807.47	72.97 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-1200-51250-000	PSPRS	52,688.00	52,688.00	1,884.50	7,183.18	45,504.82	86.37 %
100-1200-51270-000	Workers Compensation	8,030.00	8,030.00	0.00	1,388.01	6,641.99	82.71 %
100-1200-51280-000	Deferred Compensation	18,793.00	18,793.00	1,429.00	5,323.03	13,469.97	71.68 %
100-1200-51290-000	PEHP	1,707.00	1,707.00	0.00	381.02	1,325.98	77.68 %
100-1200-52110-000	Office Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
100-1200-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	579.00	921.00	61.40 %
100-1200-52161-000	Organizational Credentialing	0.00	0.00	0.00	100.00	-100.00	0.00 %
100-1200-52170-000	Travel & Per Diem	3,000.00	3,000.00	990.12	6,046.92	-3,046.92	-101.56 %
100-1200-52177-000	Meals & Entertainment	2,000.00	2,000.00	0.00	-960.67	2,960.67	148.03 %
100-1200-52180-000	Training	5,000.00	5,000.00	210.00	1,770.00	3,230.00	64.60 %
100-1200-52196-000	Employee Recognition	1,500.00	1,500.00	0.00	43.66	1,456.34	97.09 %
100-1200-52270-000	Organizational Development	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-1200-52310-000	Cell Phones & Pagers	2,200.00	2,200.00	89.09	764.24	1,435.76	65.26 %
Department: 1200 - FIRE CHIEF Total:		285,198.00	285,198.00	17,564.19	70,905.03	214,292.97	75.14 %
Department: 1220 - FIRE OPERATIONS - ADMIN							
100-1220-51110-000	Salaries	688,210.00	688,210.00	68,441.52	252,648.73	435,561.27	63.29 %
100-1220-51190-000	PTO Paid Out	20,646.00	20,646.00	0.00	0.00	20,646.00	100.00 %
100-1220-51211-000	Medical Insurance	63,498.00	63,498.00	0.00	0.00	63,498.00	100.00 %
100-1220-51212-000	Dental Insurance	2,934.00	2,934.00	0.00	0.00	2,934.00	100.00 %
100-1220-51213-000	Vision Insurance	576.00	576.00	0.00	0.00	576.00	100.00 %
100-1220-51215-000	PSPRS-Cancer Insurance	300.00	300.00	0.00	450.00	-150.00	-50.00 %
100-1220-51216-000	Life Insurance	360.00	360.00	42.39	163.45	196.55	54.60 %
100-1220-51218-000	STD Insurance	2,418.00	2,418.00	159.14	613.58	1,804.42	74.62 %
100-1220-51231-000	Medicare	10,278.00	10,278.00	1,064.59	5,913.75	4,364.25	42.46 %
100-1220-51250-000	PSPRS	212,244.00	212,244.00	18,374.46	203,484.88	8,759.12	4.13 %
100-1220-51270-000	Workers Compensation	33,316.00	33,316.00	0.00	8,059.90	25,256.10	75.81 %
100-1220-51280-000	Deferred Compensation	0.00	0.00	677.90	2,607.85	-2,607.85	0.00 %
100-1220-51290-000	PEHP	7,089.00	7,089.00	0.00	3,429.18	3,659.82	51.63 %
100-1220-52110-000	Office Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
100-1220-52139-000	Operational Equipment	200.00	200.00	0.00	0.00	200.00	100.00 %
100-1220-52140-000	Operational Supplies	200.00	200.00	0.00	0.00	200.00	100.00 %
100-1220-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	0.00	429.00	571.00	57.10 %
100-1220-52170-000	Travel & Per Diem	8,900.00	8,900.00	2,317.53	6,784.87	2,115.13	23.77 %
100-1220-52177-000	Meals & Entertainment	400.00	400.00	46.25	46.25	353.75	88.44 %
100-1220-52180-000	Training	4,200.00	4,200.00	70.00	2,369.92	1,830.08	43.57 %
100-1220-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	208.31	1,138.48	861.52	43.08 %
100-1220-52360-000	Television	1,000.00	1,000.00	73.21	292.84	707.16	70.72 %
Department: 1220 - FIRE OPERATIONS - ADMIN Total:		1,059,869.00	1,059,869.00	91,475.30	488,432.68	571,436.32	53.92 %
Department: 1230 - ADMINISTRATIVE SERVICES							
100-1230-51120-000	Hourly	122,928.00	122,928.00	9,848.47	34,571.26	88,356.74	71.88 %
100-1230-51150-000	Overtime	1,589.00	1,589.00	657.57	2,751.91	-1,162.91	-73.19 %
100-1230-51190-000	PTO Paid Out	3,736.00	3,736.00	0.00	0.00	3,736.00	100.00 %
100-1230-51211-000	Medical Insurance	31,749.00	31,749.00	0.00	0.00	31,749.00	100.00 %
100-1230-51212-000	Dental Insurance	1,467.00	1,467.00	0.00	0.00	1,467.00	100.00 %
100-1230-51213-000	Vision Insurance	288.00	288.00	0.00	0.00	288.00	100.00 %
100-1230-51216-000	Life Insurance	180.00	180.00	14.40	52.80	127.20	70.67 %
100-1230-51218-000	STD Insurance	641.00	641.00	35.85	134.20	506.80	79.06 %
100-1230-51230-000	Social Security	7,952.00	7,952.00	616.82	2,216.10	5,735.90	72.13 %
100-1230-51231-000	Medicare	1,860.00	1,860.00	144.26	518.27	1,341.73	72.14 %
100-1230-51251-000	ASRS	14,723.00	14,723.00	1,208.20	4,292.18	10,430.82	70.85 %
100-1230-51270-000	Workers Compensation	487.00	487.00	0.00	57.96	429.04	88.10 %
100-1230-51290-000	PEHP	1,282.00	1,282.00	0.00	1,143.06	138.94	10.84 %
100-1230-52110-000	Office Supplies	3,500.00	3,500.00	312.32	1,156.63	2,343.37	66.95 %
100-1230-52112-000	Copier Supplies	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-1230-52115-000	Fees	3,600.00	3,600.00	570.00	1,550.00	2,050.00	56.94 %
100-1230-52120-000	Printing & Duplicating	500.00	500.00	0.00	46.70	453.30	90.66 %
100-1230-52130-000	Computer Supplies	200.00	200.00	0.00	0.00	200.00	100.00 %
100-1230-52150-000	Postage & Mailings	7,110.00	7,110.00	128.35	973.14	6,136.86	86.31 %

Monthly Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-1230-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	118.00	1,382.00	92.13 %
100-1230-52170-000	Travel & Per Diem	2,000.00	2,000.00	0.00	588.77	1,411.23	70.56 %
100-1230-52180-000	Training	3,000.00	3,000.00	0.00	380.75	2,619.25	87.31 %
100-1230-52198-000	Books & Periodicals	200.00	200.00	0.00	0.00	200.00	100.00 %
100-1230-52223-000	Consultants-General	29,000.00	29,000.00	2,000.00	8,000.00	21,000.00	72.41 %
100-1230-52227-000	Contract Labor	5,000.00	5,000.00	0.00	2,116.42	2,883.58	57.67 %
100-1230-52230-000	Engineering & Architectural	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-1230-52250-000	Legal Advertising	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
100-1230-52260-000	Legal	63,723.00	63,723.00	2,469.00	11,359.00	52,364.00	82.17 %
100-1230-52310-000	Cell Phones & Pagers	1,275.00	1,275.00	36.85	187.18	1,087.82	85.32 %
100-1230-52320-000	Electric	30,000.00	30,000.00	2,322.95	11,492.07	18,507.93	61.69 %
100-1230-52340-000	Refuse Removal	1,000.00	1,000.00	61.01	301.04	698.96	69.90 %
100-1230-52350-000	Telephone	18,000.00	18,000.00	2,675.06	10,680.05	7,319.95	40.67 %
100-1230-52370-000	Water & Sewer	900.00	900.00	41.42	200.79	699.21	77.69 %
100-1230-52410-000	Claim Settlement	5,000.00	5,000.00	-4,125.38	-5,160.31	10,160.31	203.21 %
100-1230-52430-000	Gen. Liab. & Auto Insurance	134,300.00	134,300.00	505.00	93,222.34	41,077.66	30.59 %
100-1230-52540-000	Building Services	0.00	0.00	81.15	162.30	-162.30	0.00 %
100-1230-52560-000	Equipment Services	500.00	500.00	0.00	0.00	500.00	100.00 %
100-1230-52620-000	Equipment Rental	10,400.00	10,400.00	1,422.38	5,887.54	4,512.46	43.39 %
Department: 1230 - ADMINISTRATIVE SERVICES Total:		524,090.00	524,090.00	21,025.68	189,000.15	335,089.85	63.94 %
Department: 1240 - HUMAN RESOURCES							
100-1240-51110-000	Salaries	118,075.00	118,075.00	9,082.70	34,060.12	84,014.88	71.15 %
100-1240-51120-000	Hourly	144,997.00	144,997.00	7,129.52	36,135.91	108,861.09	75.08 %
100-1240-51150-000	Overtime	2,900.00	2,900.00	1,668.16	11,813.17	-8,913.17	-307.35 %
100-1240-51190-000	PTO Paid Out	7,979.00	7,979.00	0.00	23,219.83	-15,240.83	-191.01 %
100-1240-51211-000	Medical Insurance	42,332.00	42,332.00	0.00	0.00	42,332.00	100.00 %
100-1240-51212-000	Dental Insurance	1,956.00	1,956.00	0.00	0.00	1,956.00	100.00 %
100-1240-51213-000	Vision Insurance	384.00	384.00	0.00	0.00	384.00	100.00 %
100-1240-51216-000	Life Insurance	240.00	240.00	14.40	69.60	170.40	71.00 %
100-1240-51217-000	AD&D Insurance	11,000.00	11,000.00	0.00	5,388.51	5,611.49	51.01 %
100-1240-51218-000	STD Insurance	1,370.00	1,370.00	46.47	227.22	1,142.78	83.41 %
100-1240-51230-000	Social Security	16,985.00	16,985.00	1,075.65	6,389.44	10,595.56	62.38 %
100-1240-51231-000	Medicare	3,972.00	3,972.00	251.55	1,494.28	2,477.72	62.38 %
100-1240-51251-000	ASRS	31,450.00	31,450.00	2,056.25	9,431.12	22,018.88	70.01 %
100-1240-51270-000	Workers Compensation	1,040.00	1,040.00	0.00	210.63	829.37	79.75 %
100-1240-51290-000	PEHP	2,740.00	2,740.00	0.00	1,524.08	1,215.92	44.38 %
100-1240-52110-000	Office Supplies	2,000.00	2,000.00	184.81	524.60	1,475.40	73.77 %
100-1240-52110-015	Office Supplies	0.00	0.00	0.00	459.91	-459.91	0.00 %
100-1240-52120-000	Printing & Duplicating	3,670.00	3,670.00	46.70	265.80	3,404.20	92.76 %
100-1240-52160-000	Dues, Memberships & Subscripti	3,463.00	3,463.00	99.00	690.30	2,772.70	80.07 %
100-1240-52170-000	Travel & Per Diem	2,632.00	2,632.00	8.00	308.81	2,323.19	88.27 %
100-1240-52177-000	Meals & Entertainment	2,500.00	2,500.00	35.75	121.68	2,378.32	95.13 %
100-1240-52177-015	Meals & Entertainment	0.00	0.00	11.72	1,459.74	-1,459.74	0.00 %
100-1240-52180-000	Training	4,612.00	4,612.00	70.00	495.00	4,117.00	89.27 %
100-1240-52198-000	Books & Periodicals	500.00	500.00	0.00	0.00	500.00	100.00 %
100-1240-52220-000	Software	0.00	0.00	0.00	25.93	-25.93	0.00 %
100-1240-52223-000	Consultants-General	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00 %
100-1240-52227-000	Contract Labor	0.00	0.00	675.41	1,473.91	-1,473.91	0.00 %
100-1240-52240-000	Health Services	82,950.00	82,950.00	14,334.60	41,546.58	41,403.42	49.91 %
100-1240-52270-000	Organizational Development	5,793.00	5,793.00	260.00	260.00	5,533.00	95.51 %
100-1240-52280-000	Recruitment	9,000.00	9,000.00	542.65	1,676.75	7,323.25	81.37 %
100-1240-52290-000	Testing & Background Services	11,349.00	11,349.00	186.00	5,510.50	5,838.50	51.45 %
100-1240-52310-000	Cell Phones & Pagers	1,650.00	1,650.00	82.06	424.75	1,225.25	74.26 %
100-1240-52540-000	Building Services	350.00	350.00	81.15	162.30	187.70	53.63 %
100-1240-52620-000	Equipment Rental	4,930.00	4,930.00	740.64	3,499.60	1,430.40	29.01 %
Department: 1240 - HUMAN RESOURCES Total:		562,819.00	562,819.00	38,683.19	188,870.07	373,948.93	66.44 %
Department: 1250 - FINANCE							
100-1250-51110-000	Salaries	191,900.00	191,900.00	14,761.54	55,355.77	136,544.23	71.15 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-1250-51120-000	Hourly	153,608.00	153,608.00	8,219.19	30,802.38	122,805.62	79.95 %
100-1250-51150-000	Overtime	3,072.00	3,072.00	53.28	902.84	2,169.16	70.61 %
100-1250-51190-000	PTO Paid Out	10,457.00	10,457.00	0.00	0.00	10,457.00	100.00 %
100-1250-51211-000	Medical Insurance	52,915.00	52,915.00	0.00	0.00	52,915.00	100.00 %
100-1250-51212-000	Dental Insurance	2,445.00	2,445.00	0.00	0.00	2,445.00	100.00 %
100-1250-51213-000	Vision Insurance	480.00	480.00	0.00	0.00	480.00	100.00 %
100-1250-51216-000	Life Insurance	300.00	300.00	19.20	76.80	223.20	74.40 %
100-1250-51218-000	STD Insurance	1,795.00	1,795.00	64.26	259.36	1,535.64	85.55 %
100-1250-51230-000	Social Security	22,260.00	22,260.00	1,310.95	4,958.43	17,301.57	77.72 %
100-1250-51231-000	Medicare	5,206.00	5,206.00	306.56	1,159.53	4,046.47	77.73 %
100-1250-51251-000	ASRS	41,218.00	41,218.00	2,648.90	10,011.96	31,206.04	75.71 %
100-1250-51270-000	Workers Compensation	1,365.00	1,365.00	0.00	143.48	1,221.52	89.49 %
100-1250-51290-000	PEHP	3,590.00	3,590.00	0.00	1,905.10	1,684.90	46.93 %
100-1250-52110-000	Office Supplies	1,500.00	1,500.00	4.49	249.59	1,250.41	83.36 %
100-1250-52115-000	Fees	6,320.00	6,320.00	385.43	7,088.75	-768.75	-12.16 %
100-1250-52120-000	Printing & Duplicating	700.00	700.00	0.00	208.53	491.47	70.21 %
100-1250-52160-000	Dues, Memberships & Subscripti	1,415.00	1,415.00	0.00	665.00	750.00	53.00 %
100-1250-52170-000	Travel & Per Diem	1,700.00	1,700.00	0.00	0.00	1,700.00	100.00 %
100-1250-52180-000	Training	1,300.00	1,300.00	135.00	160.00	1,140.00	87.69 %
100-1250-52198-000	Books & Periodicals	200.00	200.00	0.00	0.00	200.00	100.00 %
100-1250-52210-000	Accounting & Auditing	18,960.00	18,960.00	13,292.50	13,292.50	5,667.50	29.89 %
100-1250-52227-000	Contract Labor	0.00	0.00	5,149.89	17,806.66	-17,806.66	0.00 %
100-1250-52310-000	Cell Phones & Pagers	300.00	300.00	25.40	101.30	198.70	66.23 %
100-1250-52550-000	Equipment Supplies	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
Department: 1250 - FINANCE Total:		524,206.00	524,206.00	46,376.59	145,147.98	379,058.02	72.31 %
Department: 1280 - COMMUNITY AFFAIRS							
100-1280-51110-000	Salaries	89,675.00	89,675.00	6,675.00	25,031.25	64,643.75	72.09 %
100-1280-51120-000	Hourly	90,946.00	90,946.00	7,175.24	27,216.15	63,729.85	70.07 %
100-1280-51140-000	Holiday Pay	2,000.00	2,000.00	326.96	814.32	1,185.68	59.28 %
100-1280-51150-000	Overtime	9,273.00	9,273.00	153.26	1,681.12	7,591.88	81.87 %
100-1280-51190-000	PTO Paid Out	5,457.00	5,457.00	0.00	0.00	5,457.00	100.00 %
100-1280-51211-000	Medical Insurance	21,166.00	21,166.00	0.00	0.00	21,166.00	100.00 %
100-1280-51212-000	Dental Insurance	978.00	978.00	0.00	0.00	978.00	100.00 %
100-1280-51213-000	Vision Insurance	192.00	192.00	0.00	0.00	192.00	100.00 %
100-1280-51215-000	PSPRS-Cancer Insurance	0.00	0.00	0.00	50.00	-50.00	0.00 %
100-1280-51216-000	Life Insurance	120.00	120.00	9.60	38.44	81.56	67.97 %
100-1280-51218-000	STD Insurance	937.00	937.00	36.04	144.30	792.70	84.60 %
100-1280-51230-000	Social Security	5,727.00	5,727.00	394.94	1,481.03	4,245.97	74.14 %
100-1280-51231-000	Medicare	2,717.00	2,717.00	201.96	921.17	1,795.83	66.10 %
100-1280-51250-000	PSPRS	29,294.00	29,294.00	2,360.95	23,709.60	5,584.40	19.06 %
100-1280-51251-000	ASRS	10,604.00	10,604.00	767.62	2,878.58	7,725.42	72.85 %
100-1280-51270-000	Workers Compensation	8,805.00	8,805.00	0.00	1,345.24	7,459.76	84.72 %
100-1280-51290-000	PEHP	1,872.00	1,872.00	0.00	762.04	1,109.96	59.29 %
100-1280-52110-000	Office Supplies	150.00	150.00	26.38	72.85	77.15	51.43 %
100-1280-52111-000	Photographic Supplies	600.00	600.00	0.00	0.00	600.00	100.00 %
100-1280-52160-000	Dues, Memberships & Subscripti	400.00	400.00	0.00	450.00	-50.00	-12.50 %
100-1280-52170-000	Travel & Per Diem	350.00	350.00	0.00	0.00	350.00	100.00 %
100-1280-52177-000	Meals & Entertainment	520.00	520.00	0.00	0.00	520.00	100.00 %
100-1280-52180-000	Training	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00 %
100-1280-52192-000	Public Affairs	28,558.00	28,558.00	716.50	3,896.68	24,661.32	86.36 %
100-1280-52192-015	Public Affairs	0.00	0.00	0.00	6,183.90	-6,183.90	0.00 %
100-1280-52223-000	Consultants-General	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00 %
100-1280-52310-000	Cell Phones & Pagers	3,500.00	3,500.00	1,207.84	1,505.85	1,994.15	56.98 %
Department: 1280 - COMMUNITY AFFAIRS Total:		317,641.00	317,641.00	20,052.29	98,182.52	219,458.48	69.09 %
FinancialRpt: 1 - Administrative Costs Total:		3,273,823.00	3,273,823.00	235,177.24	1,180,538.43	2,093,284.57	63.94 %

Monthly Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
FinancialRpt: 2 - Community Safety							
Department: 2100 - PREVENTION & SAFETY							
100-2100-51110-000	Salaries	110,600.00	110,600.00	8,507.70	31,903.86	78,696.14	71.15 %
100-2100-51120-000	Hourly	579,547.00	579,547.00	45,121.66	168,222.70	411,324.30	70.97 %
100-2100-51140-000	Holiday Pay	0.00	0.00	413.52	1,016.69	-1,016.69	0.00 %
100-2100-51150-000	Overtime	8,696.00	8,696.00	2,995.73	10,156.70	-1,460.70	-16.80 %
100-2100-51190-000	PTO Paid Out	20,179.00	20,179.00	0.00	0.00	20,179.00	100.00 %
100-2100-51211-000	Medical Insurance	116,413.00	116,413.00	0.00	0.00	116,413.00	100.00 %
100-2100-51212-000	Dental Insurance	5,379.00	5,379.00	0.00	0.00	5,379.00	100.00 %
100-2100-51213-000	Vision Insurance	1,056.00	1,056.00	0.00	0.00	1,056.00	100.00 %
100-2100-51215-000	PSPRS-Cancer Insurance	150.00	150.00	0.00	150.00	0.00	0.00 %
100-2100-51216-000	Life Insurance	660.00	660.00	53.77	213.87	446.13	67.60 %
100-2100-51218-000	STD Insurance	2,356.00	2,356.00	176.62	704.65	1,651.35	70.09 %
100-2100-51230-000	Social Security	28,978.00	28,978.00	2,203.66	8,396.47	20,581.53	71.02 %
100-2100-51231-000	Medicare	10,046.00	10,046.00	795.25	3,428.33	6,617.67	65.87 %
100-2100-51250-000	PSPRS	67,492.00	67,492.00	6,243.09	55,250.12	12,241.88	18.14 %
100-2100-51251-000	ASRS	53,657.00	53,657.00	4,231.43	16,114.12	37,542.88	69.97 %
100-2100-51270-000	Workers Compensation	32,562.00	32,562.00	0.00	4,605.91	27,956.09	85.85 %
100-2100-51290-000	PEHP	6,926.00	6,926.00	0.00	3,810.20	3,115.80	44.99 %
100-2100-52110-000	Office Supplies	2,400.00	2,400.00	299.56	1,954.51	445.49	18.56 %
100-2100-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-2100-52130-000	Computer Supplies	5,000.00	5,000.00	0.00	2,645.67	2,354.33	47.09 %
100-2100-52139-000	Operational Equipment	1,600.00	1,600.00	0.00	0.00	1,600.00	100.00 %
100-2100-52140-000	Operational Supplies	750.00	750.00	0.00	6.51	743.49	99.13 %
100-2100-52148-000	Small Tools & Instruments	750.00	750.00	10.73	10.73	739.27	98.57 %
100-2100-52160-000	Dues, Memberships & Subscripti	4,750.00	4,750.00	90.00	765.00	3,985.00	83.89 %
100-2100-52170-000	Travel & Per Diem	7,622.00	7,622.00	1,196.75	1,506.50	6,115.50	80.23 %
100-2100-52177-000	Meals & Entertainment	1,200.00	1,200.00	167.10	404.38	795.62	66.30 %
100-2100-52180-000	Training	7,500.00	7,500.00	80.00	1,697.57	5,802.43	77.37 %
100-2100-52193-000	Public Education	9,500.00	9,500.00	54.18	178.03	9,321.97	98.13 %
100-2100-52196-000	Employee Recognition	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2100-52198-000	Books & Periodicals	2,000.00	2,000.00	0.00	296.12	1,703.88	85.19 %
100-2100-52227-000	Contract Labor	14,500.00	14,500.00	0.00	2,440.00	12,060.00	83.17 %
100-2100-52310-000	Cell Phones & Pagers	7,500.00	7,500.00	547.53	2,268.18	5,231.82	69.76 %
100-2100-52549-000	Hydrant Maintenance	10,000.00	10,000.00	0.00	3,200.00	6,800.00	68.00 %
100-2100-52560-000	Equipment Services	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-2100-52620-000	Equipment Rental	4,000.00	4,000.00	279.68	1,331.79	2,668.21	66.71 %
Department: 2100 - PREVENTION & SAFETY Total:		1,128,269.00	1,128,269.00	73,467.96	322,678.61	805,590.39	71.40 %
Department: 2200 - SPECIAL PROJECTS							
100-2200-51231-000	Medicare	0.00	0.00	0.00	126.20	-126.20	0.00 %
100-2200-51250-000	PSPRS	0.00	0.00	0.00	8,703.62	-8,703.62	0.00 %
Department: 2200 - SPECIAL PROJECTS Total:		0.00	0.00	0.00	8,829.82	-8,829.82	0.00 %
Department: 2250 - HEALTH & SAFETY							
100-2250-51150-000	Overtime	0.00	0.00	59.22	1,047.87	-1,047.87	0.00 %
100-2250-51216-000	Life Insurance	0.00	0.00	0.07	0.72	-0.72	0.00 %
100-2250-51218-000	STD Insurance	0.00	0.00	0.20	2.64	-2.64	0.00 %
100-2250-51231-000	Medicare	0.00	0.00	0.83	14.54	-14.54	0.00 %
100-2250-51250-000	PSPRS	0.00	0.00	18.26	323.16	-323.16	0.00 %
100-2250-52110-000	Office Supplies	0.00	0.00	83.52	83.52	-83.52	0.00 %
100-2250-52120-000	Printing & Duplicating	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2250-52149-000	Small Fitness Equip & Supplies	3,000.00	3,000.00	71.97	71.97	2,928.03	97.60 %
100-2250-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	210.00	210.00	790.00	79.00 %
100-2250-52170-000	Travel & Per Diem	1,400.00	1,400.00	176.20	636.62	763.38	54.53 %
100-2250-52180-000	Training	4,100.00	4,100.00	495.00	580.00	3,520.00	85.85 %
100-2250-52196-000	Employee Recognition	250.00	250.00	0.00	0.00	250.00	100.00 %
100-2250-52198-000	Books & Periodicals	300.00	300.00	0.00	0.00	300.00	100.00 %
100-2250-52223-000	Consultants-General	6,000.00	6,000.00	0.00	3,510.00	2,490.00	41.50 %
100-2250-52550-000	Equipment Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-2250-52560-000	Equipment Services	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-2250-54130-000	Furniture & Equipment	13,000.00	13,000.00	3,951.53	3,951.53	9,048.47	69.60 %
Department: 2250 - HEALTH & SAFETY Total:		31,550.00	31,550.00	5,066.80	10,432.57	21,117.43	66.93 %
Department: 2300 - BEHAVIORAL HLTH/COMM SVC							
100-2300-51120-000	Hourly	52,625.00	52,625.00	0.00	0.00	52,625.00	100.00 %
100-2300-51130-000	Temporary Or Part-Time	0.00	0.00	3,440.00	11,286.00	-11,286.00	0.00 %
100-2300-51218-000	STD Insurance	208.00	208.00	0.00	0.00	208.00	100.00 %
100-2300-51230-000	Social Security	2,579.00	2,579.00	213.28	699.73	1,879.27	72.87 %
100-2300-51231-000	Medicare	603.00	603.00	49.88	163.63	439.37	72.86 %
100-2300-51270-000	Workers Compensation	1,955.00	1,955.00	0.00	452.78	1,502.22	76.84 %
100-2300-51290-000	PEHP	526.00	526.00	0.00	0.00	526.00	100.00 %
100-2300-52110-000	Office Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2300-52120-000	Printing & Duplicating	250.00	250.00	0.00	0.00	250.00	100.00 %
100-2300-52140-000	Operational Supplies	6,000.00	6,000.00	0.00	3,892.53	2,107.47	35.12 %
100-2300-52160-000	Dues, Memberships & Subscripti	250.00	250.00	0.00	0.00	250.00	100.00 %
100-2300-52170-000	Travel & Per Diem	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-2300-52180-000	Training	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-2300-52198-000	Books & Periodicals	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2300-52310-000	Cell Phones & Pagers	1,200.00	1,200.00	137.90	359.00	841.00	70.08 %
Department: 2300 - BEHAVIORAL HLTH/COMM SVC Total:		70,396.00	70,396.00	3,841.06	16,853.67	53,542.33	76.06 %
FinancialRpt: 2 - Community Safety Total:		1,230,215.00	1,230,215.00	82,375.82	358,794.67	871,420.33	70.83 %
FinancialRpt: 3 - Operational							
Department: 3100 - TRAINING							
100-3100-51110-000	Salaries	91,900.00	91,900.00	0.00	17,830.75	74,069.25	80.60 %
100-3100-51120-000	Hourly	284,333.00	284,333.00	23,390.96	56,553.55	227,779.45	80.11 %
100-3100-51120-015	Hourly	0.00	0.00	0.00	17,173.20	-17,173.20	0.00 %
100-3100-51140-000	Holiday Pay	0.00	0.00	1,176.00	2,136.24	-2,136.24	0.00 %
100-3100-51150-000	Overtime	28,077.00	28,077.00	7,438.96	15,134.78	12,942.22	46.10 %
100-3100-51190-000	PTO Paid Out	12,132.00	12,132.00	0.00	0.00	12,132.00	100.00 %
100-3100-51211-000	Medical Insurance	52,915.00	52,915.00	0.00	0.00	52,915.00	100.00 %
100-3100-51212-000	Dental Insurance	2,445.00	2,445.00	0.00	0.00	2,445.00	100.00 %
100-3100-51213-000	Vision Insurance	480.00	480.00	0.00	0.00	480.00	100.00 %
100-3100-51215-000	PSPRS-Cancer Insurance	200.00	200.00	0.00	150.00	50.00	25.00 %
100-3100-51216-000	Life Insurance	300.00	300.00	24.33	74.38	225.62	75.21 %
100-3100-51216-015	Life Insurance	0.00	0.00	0.00	14.81	-14.81	0.00 %
100-3100-51218-000	STD Insurance	1,501.00	1,501.00	84.98	256.77	1,244.23	82.89 %
100-3100-51218-015	STD Insurance	0.00	0.00	0.00	54.69	-54.69	0.00 %
100-3100-51230-000	Social Security	3,147.00	3,147.00	234.71	832.67	2,314.33	73.54 %
100-3100-51231-000	Medicare	6,039.00	6,039.00	441.20	2,546.81	3,492.19	57.83 %
100-3100-51231-015	Medicare	0.00	0.00	0.00	237.48	-237.48	0.00 %
100-3100-51250-000	PSPRS	109,496.00	109,496.00	8,638.87	112,406.75	-2,910.75	-2.66 %
100-3100-51250-015	PSPRS	0.00	0.00	0.00	5,296.22	-5,296.22	0.00 %
100-3100-51251-000	ASRS	5,830.00	5,830.00	459.31	1,634.27	4,195.73	71.97 %
100-3100-51270-000	Workers Compensation	19,573.00	19,573.00	0.00	7,141.03	12,431.97	63.52 %
100-3100-51290-000	PEHP	4,164.00	4,164.00	0.00	1,524.08	2,639.92	63.40 %
100-3100-52110-000	Office Supplies	3,860.00	3,860.00	414.35	987.03	2,872.97	74.43 %
100-3100-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-3100-52120-015	Printing & Duplicating	0.00	0.00	0.00	154.21	-154.21	0.00 %
100-3100-52139-000	Operational Equipment	5,000.00	5,000.00	289.96	289.96	4,710.04	94.20 %
100-3100-52139-015	Operational Equipment	0.00	0.00	0.00	7.68	-7.68	0.00 %
100-3100-52140-000	Operational Supplies	2,000.00	2,000.00	0.00	880.47	1,119.53	55.98 %
100-3100-52141-015	Uniforms	11,626.00	11,626.00	3,250.64	3,341.71	8,284.29	71.26 %
100-3100-52142-000	Propane Gas	5,268.00	5,268.00	0.00	0.00	5,268.00	100.00 %
100-3100-52145-015	Consumable Rehab Goods	500.00	500.00	93.08	93.08	406.92	81.38 %
100-3100-52146-015	Protective Equipment	32,606.00	32,606.00	1,666.30	6,974.85	25,631.15	78.61 %
100-3100-52150-000	Postage & Mailings	300.00	300.00	0.00	0.00	300.00	100.00 %
100-3100-52160-000	Dues, Memberships & Subscripti	12,500.00	12,500.00	375.00	750.00	11,750.00	94.00 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-3100-52170-000	Travel & Per Diem	10,920.00	10,920.00	177.00	191.99	10,728.01	98.24 %
100-3100-52171-015	Training Materials	1,500.00	1,500.00	29.46	2,678.21	-1,178.21	-78.55 %
100-3100-52173-015	Recruit Issuance	1,332.00	1,332.00	0.00	0.00	1,332.00	100.00 %
100-3100-52175-015	Family Night & Graduation	1,500.00	1,500.00	0.00	1,652.20	-152.20	-10.15 %
100-3100-52177-000	Meals & Entertainment	2,350.00	2,350.00	917.45	1,163.70	1,186.30	50.48 %
100-3100-52180-000	Training	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
100-3100-52186-000	Training - Suppression	15,310.00	15,310.00	580.00	11,863.91	3,446.09	22.51 %
100-3100-52190-000	PCC Tuition	0.00	0.00	0.00	29,122.00	-29,122.00	0.00 %
100-3100-52191-000	Tuition Reimbursement	33,900.00	33,900.00	5,499.70	8,965.38	24,934.62	73.55 %
100-3100-52196-000	Employee Recognition	100.00	100.00	0.00	0.00	100.00	100.00 %
100-3100-52198-000	Books & Periodicals	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
100-3100-52310-000	Cell Phones & Pagers	2,400.00	2,400.00	280.54	1,125.01	1,274.99	53.12 %
100-3100-52320-000	Electric	36,400.00	36,400.00	2,983.18	14,454.06	21,945.94	60.29 %
100-3100-52340-000	Refuse Removal	1,050.00	1,050.00	73.76	737.61	312.39	29.75 %
100-3100-52370-000	Water & Sewer	13,100.00	13,100.00	1,001.43	4,743.06	8,356.94	63.79 %
100-3100-52540-000	Building Services	875.00	875.00	0.00	169.95	705.05	80.58 %
100-3100-52544-000	Preventive Maintenance	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-3100-52546-000	Facility Use/Maintenance	3,000.00	3,000.00	0.00	5.60	2,994.40	99.81 %
100-3100-52620-000	Equipment Rental	10,800.00	10,800.00	729.59	3,398.15	7,401.85	68.54 %
Department: 3100 - TRAINING Total:		848,229.00	848,229.00	60,250.76	334,748.30	513,480.70	60.54 %
Department: 3110 - BATTALION CHIEFS							
100-3110-51231-000	Medicare	0.00	0.00	0.00	258.99	-258.99	0.00 %
100-3110-51250-000	PSPRS	0.00	0.00	0.00	17,861.57	-17,861.57	0.00 %
100-3110-52170-000	Travel & Per Diem	0.00	0.00	0.00	352.00	-352.00	0.00 %
Department: 3110 - BATTALION CHIEFS Total:		0.00	0.00	0.00	18,472.56	-18,472.56	0.00 %
Department: 3210 - TECHNICAL RESCUE TEAM							
100-3210-52139-000	Operational Equipment	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-3210-52140-000	Operational Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-3210-52146-000	Protective Equipment	5,200.00	5,200.00	0.00	275.21	4,924.79	94.71 %
100-3210-52148-000	Small Tools & Instruments	500.00	500.00	0.00	180.34	319.66	63.93 %
100-3210-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-3210-52180-000	Training	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
Department: 3210 - TECHNICAL RESCUE TEAM Total:		12,700.00	12,700.00	0.00	455.55	12,244.45	96.41 %
Department: 3220 - HAZMAT							
100-3220-52139-000	Operational Equipment	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00 %
100-3220-52140-000	Operational Supplies	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-3220-52146-000	Protective Equipment	1,000.00	1,000.00	0.00	13.22	986.78	98.68 %
100-3220-52148-000	Small Tools & Instruments	500.00	500.00	0.00	0.00	500.00	100.00 %
100-3220-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-3220-52180-000	Training	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-3220-52560-000	Equipment Services	500.00	500.00	0.00	0.00	500.00	100.00 %
Department: 3220 - HAZMAT Total:		18,000.00	18,000.00	0.00	13.22	17,986.78	99.93 %
Department: 3300 - FIRE/RESCUE SERVICES							
100-3300-51110-000	Salaries	746,852.00	746,852.00	43,276.92	164,225.98	582,626.02	78.01 %
100-3300-51120-000	Hourly	9,190,659.00	10,055,223.48	847,729.36	3,197,474.47	6,857,749.01	68.20 %
100-3300-51140-000	Holiday Pay	282,514.00	282,514.00	28,989.26	90,566.74	191,947.26	67.94 %
100-3300-51150-000	Overtime	1,298,963.00	434,398.52	63,080.82	274,415.29	159,983.23	36.83 %
100-3300-51190-000	PTO Paid Out	376,151.00	376,151.00	0.00	0.00	376,151.00	100.00 %
100-3300-51211-000	Medical Insurance	1,638,248.00	1,638,248.00	0.00	0.00	1,638,248.00	100.00 %
100-3300-51212-000	Dental Insurance	75,696.00	75,696.00	0.00	0.00	75,696.00	100.00 %
100-3300-51213-000	Vision Insurance	14,861.00	14,861.00	0.00	0.00	14,861.00	100.00 %
100-3300-51215-000	PSPRS-Cancer Insurance	7,740.00	7,740.00	0.00	8,150.00	-410.00	-5.30 %
100-3300-51216-000	Life Insurance	9,288.00	9,288.00	765.90	3,033.95	6,254.05	67.33 %
100-3300-51218-000	STD Insurance	43,921.00	43,921.00	2,683.76	10,611.38	33,309.62	75.84 %
100-3300-51231-000	Medicare	168,534.00	168,534.00	13,551.78	76,877.94	91,656.06	54.38 %
100-3300-51250-000	PSPRS	3,476,037.00	3,476,037.00	290,963.18	2,919,375.83	556,661.17	16.01 %
100-3300-51270-000	Workers Compensation	545,657.00	545,657.00	0.00	87,468.54	458,188.46	83.97 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-3300-51280-000	Deferred Compensation	0.00	0.00	4,011.55	16,225.12	-16,225.12	0.00 %
100-3300-51290-000	PEHP	116,231.00	116,231.00	0.00	64,392.38	51,838.62	44.60 %
100-3300-52110-000	Office Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
100-3300-52120-000	Printing & Duplicating	0.00	0.00	0.00	46.70	-46.70	0.00 %
100-3300-52139-000	Operational Equipment	0.00	0.00	0.00	74.68	-74.68	0.00 %
100-3300-52140-000	Operational Supplies	400.00	400.00	0.00	90.19	309.81	77.45 %
100-3300-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-3300-52170-000	Travel & Per Diem	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-3300-52180-000	Training	3,500.00	3,500.00	140.00	140.00	3,360.00	96.00 %
100-3300-52183-000	Rover Mileage	500.00	500.00	153.56	252.54	247.46	49.49 %
100-3300-52198-000	Books & Periodicals	300.00	300.00	0.00	0.00	300.00	100.00 %
100-3300-52310-000	Cell Phones & Pagers	12,800.00	12,800.00	1,413.00	5,731.24	7,068.76	55.22 %
100-3300-52320-000	Electric	6,000.00	6,000.00	444.49	2,390.60	3,609.40	60.16 %
100-3300-52380-000	Hydrant Fees	2,000.00	2,000.00	177.19	708.76	1,291.24	64.56 %
100-3300-52620-000	Equipment Rental	1,200.00	1,200.00	112.81	334.53	865.47	72.12 %
100-3330-52320-000	Electric	25,987.00	25,987.00	2,255.35	11,049.26	14,937.74	57.48 %
100-3330-52330-000	Natural Gas	3,100.00	3,100.00	148.31	600.36	2,499.64	80.63 %
100-3330-52340-000	Refuse Removal	500.00	500.00	0.00	0.00	500.00	100.00 %
100-3330-52350-000	Telephone	450.00	450.00	34.50	137.46	312.54	69.45 %
100-3330-52370-000	Water & Sewer	3,300.00	3,300.00	401.56	1,695.27	1,604.73	48.63 %
100-3331-52320-000	Electric	15,750.00	15,750.00	1,890.61	9,676.31	6,073.69	38.56 %
100-3331-52330-000	Natural Gas	3,000.00	3,000.00	77.40	319.49	2,680.51	89.35 %
100-3331-52340-000	Refuse Removal	850.00	850.00	89.14	351.64	498.36	58.63 %
100-3331-52350-000	Telephone	450.00	450.00	34.50	137.46	312.54	69.45 %
100-3331-52370-000	Water & Sewer	3,475.00	3,475.00	483.95	1,982.50	1,492.50	42.95 %
100-3332-52142-000	Propane Gas	150.00	150.00	11.97	66.62	83.38	55.59 %
100-3332-52320-000	Electric	18,900.00	18,900.00	2,346.33	7,823.04	11,076.96	58.61 %
100-3332-52340-000	Refuse Removal	660.00	660.00	56.47	225.88	434.12	65.78 %
100-3332-52350-000	Telephone	450.00	450.00	34.50	137.46	312.54	69.45 %
100-3332-52370-000	Water & Sewer	2,500.00	2,500.00	264.97	1,115.68	1,384.32	55.37 %
100-3333-52320-000	Electric	21,000.00	21,000.00	2,028.97	10,159.76	10,840.24	51.62 %
100-3333-52330-000	Natural Gas	2,200.00	2,200.00	101.62	394.91	1,805.09	82.05 %
100-3333-52340-000	Refuse Removal	850.00	850.00	97.14	308.64	541.36	63.69 %
100-3333-52350-000	Telephone	450.00	450.00	34.50	137.46	312.54	69.45 %
100-3333-52370-000	Water & Sewer	4,000.00	4,000.00	578.98	2,516.96	1,483.04	37.08 %
100-3334-52320-000	Electric	12,600.00	12,600.00	1,416.67	5,986.50	6,613.50	52.49 %
100-3334-52330-000	Natural Gas	2,200.00	2,200.00	89.09	330.50	1,869.50	84.98 %
100-3334-52340-000	Refuse Removal	660.00	660.00	37.31	149.23	510.77	77.39 %
100-3334-52350-000	Telephone	450.00	450.00	16.48	65.66	384.34	85.41 %
100-3334-52370-000	Water & Sewer	1,300.00	1,300.00	212.01	793.12	506.88	38.99 %
100-3335-52320-000	Electric	7,875.00	7,875.00	1,182.52	5,199.67	2,675.33	33.97 %
100-3335-52330-000	Natural Gas	1,300.00	1,300.00	39.33	163.85	1,136.15	87.40 %
100-3335-52340-000	Refuse Removal	660.00	660.00	62.61	250.44	409.56	62.05 %
100-3335-52350-000	Telephone	450.00	450.00	34.50	137.46	312.54	69.45 %
100-3335-52370-000	Water & Sewer	750.00	750.00	207.43	1,219.47	-469.47	-62.60 %
100-3336-52142-000	Propane Gas	150.00	150.00	11.02	44.56	105.44	70.29 %
100-3336-52320-000	Electric	18,900.00	18,900.00	1,798.26	9,584.30	9,315.70	49.29 %
100-3336-52330-000	Natural Gas	1,200.00	1,200.00	86.98	330.49	869.51	72.46 %
100-3336-52340-000	Refuse Removal	660.00	660.00	61.57	246.28	413.72	62.68 %
100-3336-52350-000	Telephone	450.00	450.00	36.68	145.28	304.72	67.72 %
100-3336-52370-000	Water & Sewer	2,650.00	2,650.00	250.98	1,088.12	1,561.88	58.94 %
100-3337-52320-000	Electric	14,175.00	14,175.00	1,160.62	4,518.71	9,656.29	68.12 %
100-3337-52330-000	Natural Gas	1,350.00	1,350.00	77.97	300.96	1,049.04	77.71 %
100-3337-52340-000	Refuse Removal	660.00	660.00	62.61	250.44	409.56	62.05 %
100-3337-52350-000	Telephone	45.00	45.00	33.88	135.03	-90.03	-200.07 %
100-3337-52370-000	Water & Sewer	1,650.00	1,650.00	206.95	844.66	805.34	48.81 %
100-3338-52320-000	Electric	20,475.00	20,475.00	2,371.59	10,432.91	10,042.09	49.05 %
100-3338-52330-000	Natural Gas	1,400.00	1,400.00	91.47	348.06	1,051.94	75.14 %

Monthly Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-3338-52340-000	Refuse Removal	660.00	660.00	74.61	298.44	361.56	54.78 %
100-3338-52350-000	Telephone	450.00	450.00	36.68	145.28	304.72	67.72 %
100-3338-52370-000	Water & Sewer	3,500.00	3,500.00	361.36	1,542.96	1,957.04	55.92 %
100-3339-52320-000	Electric	13,125.00	13,125.00	1,651.89	6,610.67	6,514.33	49.63 %
100-3339-52330-000	Natural Gas	1,500.00	1,500.00	46.47	193.37	1,306.63	87.11 %
100-3339-52340-000	Refuse Removal	660.00	660.00	61.09	244.36	415.64	62.98 %
100-3339-52350-000	Telephone	450.00	450.00	35.43	141.18	308.82	68.63 %
100-3339-52370-000	Water & Sewer	2,750.00	2,750.00	294.53	1,481.60	1,268.40	46.12 %
Department: 3300 - FIRE/RESCUE SERVICES Total:		18,245,179.00	18,245,179.00	1,320,574.94	7,024,646.58	11,220,532.42	61.50 %
Department: 3400 - EMS							
100-3400-51110-000	Salaries	91,900.00	91,900.00	7,746.92	29,043.93	62,856.07	68.40 %
100-3400-51120-000	Hourly	231,530.00	249,552.68	20,943.84	80,534.44	169,018.24	67.73 %
100-3400-51140-000	Holiday Pay	5,545.00	5,545.00	1,736.58	3,738.15	1,806.85	32.59 %
100-3400-51150-000	Overtime	27,034.00	9,011.32	3,345.03	18,579.12	-9,567.80	-106.18 %
100-3400-51190-000	PTO Paid Out	10,680.00	10,680.00	0.00	0.00	10,680.00	100.00 %
100-3400-51211-000	Medical Insurance	42,332.00	42,332.00	0.00	0.00	42,332.00	100.00 %
100-3400-51212-000	Dental Insurance	1,956.00	1,956.00	0.00	0.00	1,956.00	100.00 %
100-3400-51213-000	Vision Insurance	384.00	384.00	0.00	0.00	384.00	100.00 %
100-3400-51215-000	PSPRS-Cancer Insurance	200.00	200.00	0.00	300.00	-100.00	-50.00 %
100-3400-51216-000	Life Insurance	240.00	240.00	18.28	67.65	172.35	71.81 %
100-3400-51218-000	STD Insurance	1,251.00	1,251.00	68.25	253.38	997.62	79.75 %
100-3400-51231-000	Medicare	5,317.00	5,317.00	357.44	2,173.23	3,143.77	59.13 %
100-3400-51250-000	PSPRS	109,793.00	109,793.00	10,363.15	101,131.30	8,661.70	7.89 %
100-3400-51270-000	Workers Compensation	17,234.00	17,234.00	0.00	4,713.43	12,520.57	72.65 %
100-3400-51280-000	Deferred Compensation	0.00	0.00	6.75	23.63	-23.63	0.00 %
100-3400-51290-000	PEHP	3,667.00	3,667.00	0.00	762.04	2,904.96	79.22 %
100-3400-52110-000	Office Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
100-3400-52120-000	Printing & Duplicating	0.00	0.00	0.00	46.70	-46.70	0.00 %
100-3400-52139-000	Operational Equipment	2,500.00	2,500.00	0.00	4,745.46	-2,245.46	-89.82 %
100-3400-52140-000	Operational Supplies	2,000.00	2,000.00	121.50	4,367.79	-2,367.79	-118.39 %
100-3400-52160-000	Dues, Memberships & Subscripti	1,687.00	1,687.00	0.00	0.00	1,687.00	100.00 %
100-3400-52170-000	Travel & Per Diem	3,950.00	3,950.00	0.00	2,148.72	1,801.28	45.60 %
100-3400-52180-000	Training	44,529.00	44,529.00	0.00	5,815.00	38,714.00	86.94 %
100-3400-52181-000	Training-Paramedic School	36,085.00	36,085.00	0.00	0.00	36,085.00	100.00 %
100-3400-52198-000	Books & Periodicals	400.00	400.00	0.00	0.00	400.00	100.00 %
100-3400-52220-000	Software	59,600.00	59,600.00	0.00	0.00	59,600.00	100.00 %
100-3400-52223-000	Consultants-General	87,238.00	87,238.00	0.00	0.00	87,238.00	100.00 %
100-3400-52224-000	Exposure Control Program	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-3400-52310-000	Cell Phones & Pagers	5,280.00	5,280.00	286.19	1,094.31	4,185.69	79.27 %
100-3400-52320-000	Electric	4,740.00	4,740.00	409.45	2,045.93	2,694.07	56.84 %
100-3400-52330-000	Natural Gas	474.00	474.00	30.48	121.92	352.08	74.28 %
100-3400-52340-000	Refuse Removal	316.00	316.00	37.30	149.21	166.79	52.78 %
100-3400-52350-000	Telephone	158.00	158.00	16.48	65.66	92.34	58.44 %
100-3400-52370-000	Water & Sewer	1,580.00	1,580.00	212.00	793.09	786.91	49.80 %
100-3400-52550-000	Equipment Supplies	1,000.00	1,000.00	0.00	962.63	37.37	3.74 %
100-3400-52560-000	Equipment Services	300.00	300.00	0.00	31,361.52	-31,061.52	10,353.84 %
100-3400-52620-000	Equipment Rental	2,700.00	2,700.00	579.50	1,843.43	856.57	31.72 %
Department: 3400 - EMS Total:		806,600.00	806,600.00	46,279.14	296,881.67	509,718.33	63.19 %
FinancialRpt: 3 - Operational Total:		19,930,708.00	19,930,708.00	1,427,104.84	7,675,217.88	12,255,490.12	61.49 %
FinancialRpt: 4 - Support Services							
Department: 4100 - INFORMATION TECHNOLOGY							
100-4100-51110-000	Salaries	205,071.00	205,071.00	10,068.74	35,066.05	170,004.95	82.90 %
100-4100-51120-000	Hourly	102,690.00	102,690.00	235.10	4,374.22	98,315.78	95.74 %
100-4100-51150-000	Overtime	3,510.00	3,510.00	1,348.76	2,054.91	1,455.09	41.46 %
100-4100-51190-000	PTO Paid Out	9,338.00	9,338.00	0.00	0.00	9,338.00	100.00 %
100-4100-51211-000	Medical Insurance	52,915.00	52,915.00	0.00	0.00	52,915.00	100.00 %
100-4100-51212-000	Dental Insurance	2,445.00	2,445.00	0.00	0.00	2,445.00	100.00 %

Monthly Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-4100-51213-000	Vision Insurance	480.00	480.00	0.00	0.00	480.00	100.00 %
100-4100-51216-000	Life Insurance	300.00	300.00	10.74	39.54	260.46	86.82 %
100-4100-51218-000	STD Insurance	1,603.00	1,603.00	38.18	141.17	1,461.83	91.19 %
100-4100-51230-000	Social Security	19,878.00	19,878.00	594.82	2,324.02	17,553.98	88.31 %
100-4100-51231-000	Medicare	4,649.00	4,649.00	157.54	561.97	4,087.03	87.91 %
100-4100-51250-000	PSPRS	0.00	0.00	415.96	415.96	-415.96	0.00 %
100-4100-51251-000	ASRS	36,806.00	36,806.00	1,184.94	4,616.83	32,189.17	87.46 %
100-4100-51270-000	Workers Compensation	15,069.00	15,069.00	0.00	1,094.02	13,974.98	92.74 %
100-4100-51290-000	PEHP	3,205.00	3,205.00	0.00	1,143.06	2,061.94	64.34 %
100-4100-52110-000	Office Supplies	400.00	400.00	0.00	0.00	400.00	100.00 %
100-4100-52130-000	Computer Supplies	102,500.00	102,500.00	69.46	70,346.07	32,153.93	31.37 %
100-4100-52139-000	Operational Equipment	0.00	0.00	0.00	1,917.88	-1,917.88	0.00 %
100-4100-52140-000	Operational Supplies	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
100-4100-52160-000	Dues, Memberships & Subscripti	32,000.00	32,000.00	0.00	26,730.00	5,270.00	16.47 %
100-4100-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-4100-52180-000	Training	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
100-4100-52198-000	Books & Periodicals	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-4100-52220-000	Software	237,000.00	237,000.00	815.31	170,367.61	66,632.39	28.11 %
100-4100-52223-000	Consultants-General	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
100-4100-52310-000	Cell Phones & Pagers	6,250.00	6,250.00	3,221.76	11,030.58	-4,780.58	-76.49 %
100-4100-52320-000	Electric	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-4100-52330-000	Natural Gas	340.00	340.00	0.00	0.00	340.00	100.00 %
100-4100-52350-000	Telephone	27,000.00	27,000.00	3,954.76	15,877.83	11,122.17	41.19 %
100-4100-52370-000	Water & Sewer	300.00	300.00	0.00	0.00	300.00	100.00 %
100-4100-52381-000	Radio Parts	2,000.00	2,000.00	0.00	171.59	1,828.41	91.42 %
100-4100-52382-000	Radio Maintenance	15,000.00	15,000.00	356.28	4,802.33	10,197.67	67.98 %
100-4100-52385-000	Transmitter Fees	12,000.00	12,000.00	2,018.33	10,052.09	1,947.91	16.23 %
100-4100-52560-000	Equipment Services	20,000.00	20,000.00	1,123.33	8,971.93	11,028.07	55.14 %
Department: 4100 - INFORMATION TECHNOLOGY Total:		1,000,249.00	1,000,249.00	25,614.01	372,099.66	628,149.34	62.80 %
Department: 4150 - COMMUNICATIONS							
100-4150-51110-000	Salaries	63,250.00	63,250.00	5,086.54	24,725.95	38,524.05	60.91 %
100-4150-51120-000	Hourly	83,126.00	83,126.00	6,431.12	19,631.84	63,494.16	76.38 %
100-4150-51140-000	Holiday Pay	1,974.00	1,974.00	338.48	676.96	1,297.04	65.71 %
100-4150-51150-000	Overtime	9,624.00	9,624.00	0.00	0.00	9,624.00	100.00 %
100-4150-51190-000	PTO Paid Out	4,739.00	4,739.00	0.00	0.00	4,739.00	100.00 %
100-4150-51211-000	Medical Insurance	21,166.00	21,166.00	0.00	0.00	21,166.00	100.00 %
100-4150-51212-000	Dental Insurance	978.00	978.00	0.00	0.00	978.00	100.00 %
100-4150-51213-000	Vision Insurance	192.00	192.00	0.00	0.00	192.00	100.00 %
100-4150-51215-000	PSPRS-Cancer Insurance	50.00	50.00	0.00	50.00	0.00	0.00 %
100-4150-51216-000	Life Insurance	120.00	120.00	9.22	38.23	81.77	68.14 %
100-4150-51218-000	STD Insurance	659.00	659.00	33.96	135.97	523.03	79.37 %
100-4150-51230-000	Social Security	4,039.00	4,039.00	289.62	1,119.66	2,919.34	72.28 %
100-4150-51231-000	Medicare	2,359.00	2,359.00	162.07	773.11	1,585.89	67.23 %
100-4150-51250-000	PSPRS	29,213.00	29,213.00	2,087.74	21,956.48	7,256.52	24.84 %
100-4150-51251-000	ASRS	7,479.00	7,479.00	584.96	2,255.90	5,223.10	69.84 %
100-4150-51270-000	Workers Compensation	7,648.00	7,648.00	0.00	1,171.68	6,476.32	84.68 %
100-4150-51290-000	PEHP	1,628.00	1,628.00	0.00	762.04	865.96	53.19 %
100-4150-52140-000	Operational Supplies	500.00	500.00	0.00	9.00	491.00	98.20 %
100-4150-52160-000	Dues, Memberships & Subscripti	72,000.00	72,000.00	184.00	184.00	71,816.00	99.74 %
100-4150-52170-000	Travel & Per Diem	3,500.00	3,500.00	1,172.76	7,259.96	-3,759.96	-107.43 %
100-4150-52177-000	Meals & Entertainment	250.00	250.00	0.00	0.00	250.00	100.00 %
100-4150-52180-000	Training	3,000.00	3,000.00	4,698.00	7,612.00	-4,612.00	-153.73 %
100-4150-52198-000	Books & Periodicals	150.00	150.00	0.00	42.00	108.00	72.00 %
100-4150-52227-000	Contract Labor	0.00	0.00	3,806.25	6,132.00	-6,132.00	0.00 %
100-4150-52310-000	Cell Phones & Pagers	925.00	925.00	112.25	448.70	476.30	51.49 %
100-4150-52382-000	Radio Maintenance	38,500.00	38,500.00	0.00	0.00	38,500.00	100.00 %
100-4150-52390-000	Dispatch Services	790,823.00	790,823.00	83,177.33	332,709.32	458,113.68	57.93 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-4150-52560-000	Equipment Services	0.00	0.00	0.00	45.00	-45.00	0.00 %
Department: 4150 - COMMUNICATIONS Total:		1,147,892.00	1,147,892.00	108,174.30	427,739.80	720,152.20	62.74 %
Department: 4200 - FLEET SERVICES							
100-4200-51110-000	Salaries	79,875.00	79,875.00	6,144.24	23,040.90	56,834.10	71.15 %
100-4200-51120-000	Hourly	308,776.00	308,776.00	24,379.48	78,381.19	230,394.81	74.62 %
100-4200-51130-000	Temporary Or Part-Time	12,522.00	12,522.00	0.00	688.50	11,833.50	94.50 %
100-4200-51150-000	Overtime	5,911.00	5,911.00	198.85	2,173.32	3,737.68	63.23 %
100-4200-51190-000	PTO Paid Out	11,441.00	11,441.00	0.00	238.20	11,202.80	97.92 %
100-4200-51211-000	Medical Insurance	63,498.00	63,498.00	0.00	0.00	63,498.00	100.00 %
100-4200-51212-000	Dental Insurance	2,934.00	2,934.00	0.00	0.00	2,934.00	100.00 %
100-4200-51213-000	Vision Insurance	576.00	576.00	0.00	0.00	576.00	100.00 %
100-4200-51216-000	Life Insurance	360.00	360.00	33.60	112.80	247.20	68.67 %
100-4200-51218-000	STD Insurance	2,027.00	2,027.00	101.00	361.50	1,665.50	82.17 %
100-4200-51230-000	Social Security	25,130.00	25,130.00	1,801.50	6,108.97	19,021.03	75.69 %
100-4200-51231-000	Medicare	5,877.00	5,877.00	421.31	1,428.65	4,448.35	75.69 %
100-4200-51251-000	ASRS	45,093.00	45,093.00	3,533.11	11,992.71	33,100.29	73.40 %
100-4200-51270-000	Workers Compensation	19,050.00	19,050.00	0.00	2,388.29	16,661.71	87.46 %
100-4200-51290-000	PEHP	3,927.00	3,927.00	0.00	2,286.12	1,640.88	41.78 %
100-4200-52110-000	Office Supplies	0.00	0.00	97.47	160.73	-160.73	0.00 %
100-4200-52115-000	Fees	500.00	500.00	0.00	0.00	500.00	100.00 %
100-4200-52140-000	Operational Supplies	0.00	0.00	294.52	294.52	-294.52	0.00 %
100-4200-52148-000	Small Tools & Instruments	6,500.00	6,500.00	44.19	253.00	6,247.00	96.11 %
100-4200-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-4200-52170-000	Travel & Per Diem	6,500.00	6,500.00	324.50	1,803.70	4,696.30	72.25 %
100-4200-52180-000	Training	5,000.00	5,000.00	95.00	1,100.00	3,900.00	78.00 %
100-4200-52198-000	Books & Periodicals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-4200-52310-000	Cell Phones & Pagers	3,200.00	3,200.00	119.97	549.55	2,650.45	82.83 %
100-4200-52320-000	Electric	19,000.00	19,000.00	1,653.67	8,198.96	10,801.04	56.85 %
100-4200-52330-000	Natural Gas	1,500.00	1,500.00	65.36	255.37	1,244.63	82.98 %
100-4200-52340-000	Refuse Removal	1,200.00	1,200.00	88.73	354.92	845.08	70.42 %
100-4200-52350-000	Telephone	1,000.00	1,000.00	70.86	282.36	717.64	71.76 %
100-4200-52360-000	Television	450.00	450.00	48.31	288.24	161.76	35.95 %
100-4200-52370-000	Water & Sewer	3,000.00	3,000.00	249.26	1,038.07	1,961.93	65.40 %
100-4200-52511-000	Fuel	142,200.00	142,200.00	16,877.18	57,070.61	85,129.39	59.87 %
100-4200-52512-000	Oil, Lubricants, Etc.	12,000.00	12,000.00	0.00	2,627.68	9,372.32	78.10 %
100-4200-52513-000	Vehicle Parts	125,000.00	125,000.00	4,098.26	52,742.31	72,257.69	57.81 %
100-4200-52514-000	Tires & Repairs	65,000.00	65,000.00	2,341.49	14,044.64	50,955.36	78.39 %
100-4200-52515-000	Batteries	20,000.00	20,000.00	0.00	4,378.30	15,621.70	78.11 %
100-4200-52519-000	Shop Supplies	18,000.00	18,000.00	417.41	5,537.13	12,462.87	69.24 %
100-4200-52520-000	Vehicle Services	120,000.00	120,000.00	1,185.36	23,552.96	96,447.04	80.37 %
100-4200-52521-000	Ground Ladder Testing	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
100-4200-52522-000	Aerial Ladder Testing	2,700.00	2,700.00	0.00	0.00	2,700.00	100.00 %
100-4200-52540-000	Building Services	500.00	500.00	81.15	162.30	337.70	67.54 %
100-4200-52560-000	Equipment Services	10,000.00	10,000.00	826.63	10,482.16	-482.16	-4.82 %
100-4200-52622-000	Vehicle Lease	100,000.00	100,000.00	8,699.79	35,441.19	64,558.81	64.56 %
Department: 4200 - FLEET SERVICES Total:		1,257,247.00	1,257,247.00	74,292.20	349,819.85	907,427.15	72.18 %
Department: 4230 - FACILITY MAINTENANCE							
100-4230-51120-000	Hourly	118,810.00	118,810.00	3,049.60	16,655.36	102,154.64	85.98 %
100-4230-51150-000	Overtime	1,852.00	1,852.00	0.00	1,046.56	805.44	43.49 %
100-4230-51190-000	PTO Paid Out	2,834.00	2,834.00	4,437.10	4,437.10	-1,603.10	-56.57 %
100-4230-51211-000	Medical Insurance	21,166.00	21,166.00	0.00	0.00	21,166.00	100.00 %
100-4230-51212-000	Dental Insurance	978.00	978.00	0.00	0.00	978.00	100.00 %
100-4230-51213-000	Vision Insurance	192.00	192.00	0.00	0.00	192.00	100.00 %
100-4230-51216-000	Life Insurance	120.00	120.00	4.80	19.20	100.80	84.00 %
100-4230-51218-000	STD Insurance	486.00	486.00	10.40	63.52	422.48	86.93 %
100-4230-51230-000	Social Security	6,032.00	6,032.00	454.87	1,296.54	4,735.46	78.51 %
100-4230-51231-000	Medicare	1,411.00	1,411.00	106.38	303.22	1,107.78	78.51 %
100-4230-51251-000	ASRS	11,169.00	11,169.00	289.40	1,679.91	9,489.09	84.96 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-4230-51270-000	Workers Compensation	4,573.00	4,573.00	0.00	458.37	4,114.63	89.98 %
100-4230-51290-000	PEHP	971.00	971.00	0.00	381.02	589.98	60.76 %
100-4230-52139-000	Operational Equipment	15,000.00	15,000.00	10.80	144.13	14,855.87	99.04 %
100-4230-52148-000	Small Tools & Instruments	2,500.00	2,500.00	0.00	481.25	2,018.75	80.75 %
100-4230-52160-000	Dues, Memberships & Subscripti	0.00	0.00	0.00	199.00	-199.00	0.00 %
100-4230-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-4230-52223-000	Consultants-General	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
100-4230-52310-000	Cell Phones & Pagers	800.00	800.00	55.40	221.30	578.70	72.34 %
100-4230-52320-000	Electric	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00 %
100-4230-52330-000	Natural Gas	125.00	125.00	0.00	0.00	125.00	100.00 %
100-4230-52350-000	Telephone	40.00	40.00	0.00	0.00	40.00	100.00 %
100-4230-52370-000	Water & Sewer	100.00	100.00	0.00	0.00	100.00	100.00 %
100-4230-52530-000	Building Supplies	25,000.00	25,000.00	1,277.74	6,481.44	18,518.56	74.07 %
100-4230-52540-000	Building Services	144,953.00	144,953.00	17,577.05	93,098.28	51,854.72	35.77 %
100-4230-52540-050	Building Services	0.00	0.00	0.00	1,015.50	-1,015.50	0.00 %
100-4230-52541-000	Pest Control	10,000.00	10,000.00	570.00	2,010.00	7,990.00	79.90 %
100-4230-52542-000	Janitorial Services	20,000.00	20,000.00	1,000.00	6,797.30	13,202.70	66.01 %
100-4230-52543-000	Emergency Bldg. Maint.	45,000.00	45,000.00	0.00	1,207.82	43,792.18	97.32 %
100-4230-52544-000	Preventive Maintenance	130,350.00	130,350.00	18,050.69	54,247.37	76,102.63	58.38 %
100-4230-52545-000	Furnishings & Appliances	25,000.00	25,000.00	11,208.16	26,238.13	-1,238.13	-4.95 %
100-4230-52560-000	Equipment Services	6,000.00	6,000.00	1,232.49	1,872.19	4,127.81	68.80 %
100-4230-52563-000	Fire Sprinkler Insp/Maint	6,500.00	6,500.00	0.00	191.79	6,308.21	97.05 %
100-4230-52620-000	Equipment Rental	30,000.00	30,000.00	214.66	673.54	29,326.46	97.75 %
Department: 4230 - FACILITY MAINTENANCE Total:		655,862.00	655,862.00	59,549.54	221,219.84	434,642.16	66.27 %
Department: 4260 - WAREHOUSE							
100-4260-51120-000	Hourly	135,491.00	135,491.00	11,360.15	41,575.85	93,915.15	69.31 %
100-4260-51130-000	Temporary Or Part-Time	23,899.00	23,899.00	1,309.86	4,848.78	19,050.22	79.71 %
100-4260-51150-000	Overtime	2,710.00	2,710.00	0.00	92.47	2,617.53	96.59 %
100-4260-51190-000	PTO Paid Out	4,146.00	4,146.00	0.00	0.00	4,146.00	100.00 %
100-4260-51211-000	Medical Insurance	31,749.00	31,749.00	0.00	0.00	31,749.00	100.00 %
100-4260-51212-000	Dental Insurance	1,467.00	1,467.00	0.00	0.00	1,467.00	100.00 %
100-4260-51213-000	Vision Insurance	288.00	288.00	0.00	0.00	288.00	100.00 %
100-4260-51216-000	Life Insurance	180.00	180.00	14.40	57.60	122.40	68.00 %
100-4260-51218-000	STD Insurance	712.00	712.00	38.75	150.77	561.23	78.82 %
100-4260-51230-000	Social Security	10,307.00	10,307.00	758.00	2,755.20	7,551.80	73.27 %
100-4260-51231-000	Medicare	2,411.00	2,411.00	177.29	644.42	1,766.58	73.27 %
100-4260-51251-000	ASRS	16,341.00	16,341.00	1,457.05	5,349.48	10,991.52	67.26 %
100-4260-51270-000	Workers Compensation	7,814.00	7,814.00	0.00	1,161.70	6,652.30	85.13 %
100-4260-51290-000	PEHP	1,424.00	1,424.00	0.00	1,905.10	-481.10	-33.79 %
100-4260-52110-000	Office Supplies	6,004.00	6,004.00	342.89	1,370.97	4,633.03	77.17 %
100-4260-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-4260-52139-000	Operational Equipment	51,000.00	51,000.00	286.02	15,114.19	35,885.81	70.36 %
100-4260-52140-000	Operational Supplies	69,520.00	69,520.00	1,998.17	12,465.78	57,054.22	82.07 %
100-4260-52141-000	Uniforms	98,750.00	98,750.00	2,977.91	19,727.03	79,022.97	80.02 %
100-4260-52143-000	Station Supplies	15,000.00	15,000.00	310.30	2,521.25	12,478.75	83.19 %
100-4260-52144-000	Medical Supplies	158,000.00	158,000.00	13,233.16	67,603.60	90,396.40	57.21 %
100-4260-52145-000	Consumable Rehab Goods	3,000.00	3,000.00	1,495.00	2,760.10	239.90	8.00 %
100-4260-52146-000	Protective Equipment	102,700.00	102,700.00	6,280.68	15,615.13	87,084.87	84.80 %
100-4260-52160-000	Dues, Memberships & Subscripti	500.00	500.00	0.00	0.00	500.00	100.00 %
100-4260-52170-000	Travel & Per Diem	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-4260-52180-000	Training	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-4260-52196-000	Employee Recognition	4,500.00	4,500.00	345.58	345.58	4,154.42	92.32 %
100-4260-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	191.48	1,000.90	999.10	49.96 %
100-4260-52320-000	Electric	10,000.00	10,000.00	1,329.36	6,385.95	3,614.05	36.14 %
100-4260-52325-000	Environmental Disposal	1,000.00	1,000.00	95.00	95.00	905.00	90.50 %
100-4260-52330-000	Natural Gas	2,000.00	2,000.00	89.33	344.09	1,655.91	82.80 %
100-4260-52340-000	Refuse Removal	2,400.00	2,400.00	137.74	785.96	1,614.04	67.25 %
100-4260-52350-000	Telephone	750.00	750.00	68.38	272.49	477.51	63.67 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-4260-52370-000	Water & Sewer	4,000.00	4,000.00	439.00	1,635.27	2,364.73	59.12 %
100-4260-52515-000	Batteries	6,000.00	6,000.00	413.05	555.61	5,444.39	90.74 %
100-4260-52535-000	Janitorial Supplies	23,700.00	23,700.00	2,916.64	10,977.28	12,722.72	53.68 %
100-4260-52544-000	Preventive Maintenance	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00 %
100-4260-52550-000	Equipment Supplies	5,000.00	5,000.00	0.00	63.82	4,936.18	98.72 %
100-4260-52551-000	SCBA Supplies	10,000.00	10,000.00	0.00	3,603.10	6,396.90	63.97 %
100-4260-52552-000	SCBA Services	12,000.00	12,000.00	0.00	297.60	11,702.40	97.52 %
100-4260-52560-000	Equipment Services	35,000.00	35,000.00	0.00	11,808.00	23,192.00	66.26 %
100-4260-52562-000	Fire Extinguisher Insp/Maint	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-4260-52620-000	Equipment Rental	395.00	395.00	0.00	0.00	395.00	100.00 %
Department: 4260 - WAREHOUSE Total:		887,658.00	887,658.00	48,065.19	233,890.07	653,767.93	73.65 %
FinancialRpt: 4 - Support Services Total:		4,948,908.00	4,948,908.00	315,695.24	1,604,769.22	3,344,138.78	67.57 %

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

100-9000-58000-000	Interfund Transfers	1,742,689.00	1,742,689.00	0.00	0.00	1,742,689.00	100.00 %
100-9000-59000-000	Contingency	5,003,599.00	5,003,599.00	0.00	0.00	5,003,599.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		6,746,288.00	6,746,288.00	0.00	0.00	6,746,288.00	100.00 %
FinancialRpt: 9 - Undesignated Total:		6,746,288.00	6,746,288.00	0.00	0.00	6,746,288.00	100.00 %
Expense Total:		36,129,942.00	36,129,942.00	2,060,353.14	10,819,320.20	25,310,621.80	70.05 %
Fund: 100 - GENERAL FUND Surplus (Deficit):		0.00	0.00	5,958,834.99	4,405,522.52	4,405,522.52	0.00 %

Fund: 110 - MEDICAL SELF INSURANCE

Revenue

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

110-9000-40000-000	Beginning Fund Balance	2,000,000.00	2,000,000.00	0.00	2,088,255.29	88,255.29	104.41 %
110-9000-42400-000	Medical Self Ins Billings	3,400,000.00	3,400,000.00	0.00	0.00	-3,400,000.00	100.00 %
110-9000-42410-000	Employee Medical Withholdings	0.00	0.00	29,710.80	122,151.96	122,151.96	0.00 %
110-9000-42411-000	Employee Dental Withholdings	0.00	0.00	12,200.99	48,980.83	48,980.83	0.00 %
110-9000-42412-000	Employee Vision Withholdings	0.00	0.00	2,508.23	10,083.64	10,083.64	0.00 %
110-9000-42413-000	Employee FSA Withholdings	0.00	0.00	2,279.68	9,118.72	9,118.72	0.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		5,400,000.00	5,400,000.00	46,699.70	2,278,590.44	-3,121,409.56	57.80 %
FinancialRpt: 9 - Undesignated Total:		5,400,000.00	5,400,000.00	46,699.70	2,278,590.44	-3,121,409.56	57.80 %
Revenue Total:		5,400,000.00	5,400,000.00	46,699.70	2,278,590.44	-3,121,409.56	57.80 %

Expense

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

110-9000-52700-000	Medical Claims	3,400,000.00	3,400,000.00	168,417.61	540,899.17	2,859,100.83	84.09 %
110-9000-52701-000	Dental Claims	0.00	0.00	19,607.30	98,666.95	-98,666.95	0.00 %
110-9000-52702-000	Vision Claims	0.00	0.00	4,331.49	17,211.97	-17,211.97	0.00 %
110-9000-52703-000	FSA Claims	0.00	0.00	1,928.41	6,716.64	-6,716.64	0.00 %
110-9000-52710-000	Administrative Fees	0.00	0.00	47,539.60	152,825.38	-152,825.38	0.00 %
110-9000-59100-000	Ending Fund Balance	2,000,000.00	2,000,000.00	0.00	0.00	2,000,000.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		5,400,000.00	5,400,000.00	241,824.41	816,320.11	4,583,679.89	84.88 %
FinancialRpt: 9 - Undesignated Total:		5,400,000.00	5,400,000.00	241,824.41	816,320.11	4,583,679.89	84.88 %
Expense Total:		5,400,000.00	5,400,000.00	241,824.41	816,320.11	4,583,679.89	84.88 %
Fund: 110 - MEDICAL SELF INSURANCE Surplus (Deficit):		0.00	0.00	-195,124.71	1,462,270.33	1,462,270.33	0.00 %

Fund: 200 - WILDLAND FUND

Revenue

FinancialRpt: 3 - Operational

Department: 3500 - OUT OF DISTRICT WILDLAND

200-3500-42300-000	State Land Fires	473,488.00	473,488.00	191,983.71	170,369.68	-303,118.32	64.02 %
Department: 3500 - OUT OF DISTRICT WILDLAND Total:		473,488.00	473,488.00	191,983.71	170,369.68	-303,118.32	64.02 %
FinancialRpt: 3 - Operational Total:		473,488.00	473,488.00	191,983.71	170,369.68	-303,118.32	64.02 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
200-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	349,021.13	349,021.13	0.00 %
	Department: 9000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	349,021.13	349,021.13	0.00 %
	FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	349,021.13	349,021.13	0.00 %
	Revenue Total:	473,488.00	473,488.00	191,983.71	519,390.81	45,902.81	9.69 %
Expense							
FinancialRpt: 3 - Operational							
Department: 3500 - OUT OF DISTRICT WILDLAND							
200-3500-51120-000	Hourly	0.00	0.00	536.80	536.80	-536.80	0.00 %
200-3500-51140-000	Holiday Pay	0.00	0.00	0.00	707.84	-707.84	0.00 %
200-3500-51150-000	Overtime	220,202.00	220,202.00	37,761.66	299,800.45	-79,598.45	-36.15 %
200-3500-51211-000	Medical Insurance	77,333.00	77,333.00	0.00	0.00	77,333.00	100.00 %
200-3500-51216-000	Life Insurance	0.00	0.00	21.93	142.19	-142.19	0.00 %
200-3500-51218-000	STD Insurance	752.00	752.00	82.32	533.71	218.29	29.03 %
200-3500-51231-000	Medicare	3,192.00	3,192.00	536.20	4,235.72	-1,043.72	-32.70 %
200-3500-51250-000	PSPRS	47,300.00	47,300.00	11,647.77	86,119.20	-38,819.20	-82.07 %
200-3500-51270-000	Workers Compensation	5,747.00	5,747.00	0.00	5,177.06	569.94	9.92 %
200-3500-51280-000	Deferred Compensation	0.00	0.00	110.72	1,737.60	-1,737.60	0.00 %
200-3500-51290-000	PEHP	2,202.00	2,202.00	0.00	0.00	2,202.00	100.00 %
200-3500-52140-000	Operational Supplies	400.00	400.00	0.00	0.00	400.00	100.00 %
200-3500-52141-000	Uniforms	600.00	600.00	0.00	0.00	600.00	100.00 %
200-3500-52170-000	Travel & Per Diem	57,800.00	57,800.00	12,408.38	49,441.73	8,358.27	14.46 %
200-3500-52180-000	Training	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
200-3500-52228-000	Contract-Aircraft Services	4,700.00	4,700.00	0.00	0.00	4,700.00	100.00 %
200-3500-52310-000	Cell Phones & Pagers	0.00	0.00	0.00	-33.58	33.58	0.00 %
200-3500-52450-000	Unemployment Insurance	4,700.00	4,700.00	0.00	0.00	4,700.00	100.00 %
200-3500-52511-000	Fuel	8,000.00	8,000.00	692.46	3,475.28	4,524.72	56.56 %
200-3500-52550-000	Equipment Supplies	35,560.00	35,560.00	0.00	0.00	35,560.00	100.00 %
	Department: 3500 - OUT OF DISTRICT WILDLAND Total:	473,488.00	473,488.00	63,798.24	451,874.00	21,614.00	4.56 %
	FinancialRpt: 3 - Operational Total:	473,488.00	473,488.00	63,798.24	451,874.00	21,614.00	4.56 %
	Expense Total:	473,488.00	473,488.00	63,798.24	451,874.00	21,614.00	4.56 %
	Fund: 200 - WILDLAND FUND Surplus (Deficit):	0.00	0.00	128,185.47	67,516.81	67,516.81	0.00 %
Fund: 250 - AMBULANCE FUND							
Revenue							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
250-3400-42380-000	Ambulance Billings	2,300,000.00	2,300,000.00	146,148.82	629,959.05	-1,670,040.95	72.61 %
	Department: 3400 - EMS Total:	2,300,000.00	2,300,000.00	146,148.82	629,959.05	-1,670,040.95	72.61 %
	FinancialRpt: 3 - Operational Total:	2,300,000.00	2,300,000.00	146,148.82	629,959.05	-1,670,040.95	72.61 %
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
250-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	251,957.19	251,957.19	0.00 %
	Department: 9000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	251,957.19	251,957.19	0.00 %
	FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	251,957.19	251,957.19	0.00 %
	Revenue Total:	2,300,000.00	2,300,000.00	146,148.82	881,916.24	-1,418,083.76	61.66 %
Expense							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
250-3400-51120-000	Hourly	1,021,184.00	1,021,184.00	0.00	0.00	1,021,184.00	100.00 %
250-3400-51211-000	Medical Insurance	182,028.00	182,028.00	0.00	0.00	182,028.00	100.00 %
250-3400-51212-000	Dental Insurance	8,411.00	8,411.00	0.00	0.00	8,411.00	100.00 %
250-3400-51213-000	Vision Insurance	1,651.00	1,651.00	0.00	0.00	1,651.00	100.00 %
250-3400-51215-000	PSPRS-Cancer Insurance	860.00	860.00	0.00	0.00	860.00	100.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
250-3400-51216-000	Life Insurance	1,032.00	1,032.00	0.00	0.00	1,032.00	100.00 %
250-3400-51231-000	Medicare	18,726.00	18,726.00	0.00	0.00	18,726.00	100.00 %
250-3400-51250-000	PSPRS	386,226.00	386,226.00	0.00	0.00	386,226.00	100.00 %
250-3400-51270-000	Workers Compensation	60,629.00	60,629.00	0.00	0.00	60,629.00	100.00 %
250-3400-51290-000	PEHP	12,914.00	12,914.00	0.00	0.00	12,914.00	100.00 %
250-3400-52110-000	Office Supplies	1,596.00	1,596.00	0.00	0.00	1,596.00	100.00 %
250-3400-52115-000	Fees	0.00	0.00	479.68	2,239.86	-2,239.86	0.00 %
250-3400-52118-000	Collection Fees	1,680.00	1,680.00	3,356.17	32,748.18	-31,068.18	-1,849.30 %
250-3400-52119-000	Rent Expense	105.00	105.00	0.00	0.00	105.00	100.00 %
250-3400-52140-000	Operational Supplies	18,480.00	18,480.00	0.00	0.00	18,480.00	100.00 %
250-3400-52141-000	Uniforms	26,250.00	26,250.00	0.00	0.00	26,250.00	100.00 %
250-3400-52144-000	Medical Supplies	42,000.00	42,000.00	0.00	0.00	42,000.00	100.00 %
250-3400-52146-000	Protective Equipment	27,300.00	27,300.00	0.00	0.00	27,300.00	100.00 %
250-3400-52150-000	Postage & Mailings	1,890.00	1,890.00	184.18	475.26	1,414.74	74.85 %
250-3400-52160-000	Dues, Memberships & Subscripti	448.00	448.00	480.00	480.00	-32.00	-7.14 %
250-3400-52170-000	Travel & Per Diem	1,050.00	1,050.00	0.00	0.00	1,050.00	100.00 %
250-3400-52180-000	Training	16,800.00	16,800.00	0.00	0.00	16,800.00	100.00 %
250-3400-52192-000	Public Affairs	7,592.00	7,592.00	0.00	0.00	7,592.00	100.00 %
250-3400-52210-000	Accounting & Auditing	5,040.00	5,040.00	0.00	0.00	5,040.00	100.00 %
250-3400-52220-000	Software	63,000.00	63,000.00	0.00	0.00	63,000.00	100.00 %
250-3400-52223-000	Consultants-General	0.00	0.00	0.00	49,323.12	-49,323.12	0.00 %
250-3400-52227-000	Contract Labor	23,190.00	23,190.00	0.00	0.00	23,190.00	100.00 %
250-3400-52240-000	Health Services	22,050.00	22,050.00	0.00	0.00	22,050.00	100.00 %
250-3400-52260-000	Legal	16,939.00	16,939.00	0.00	0.00	16,939.00	100.00 %
250-3400-52320-000	Electric	1,260.00	1,260.00	0.00	0.00	1,260.00	100.00 %
250-3400-52330-000	Natural Gas	126.00	126.00	0.00	0.00	126.00	100.00 %
250-3400-52340-000	Refuse Removal	84.00	84.00	0.00	0.00	84.00	100.00 %
250-3400-52350-000	Telephone	42.00	42.00	0.00	0.00	42.00	100.00 %
250-3400-52370-000	Water & Sewer	420.00	420.00	0.00	0.00	420.00	100.00 %
250-3400-52390-000	Dispatch Services	210,219.00	210,219.00	0.00	0.00	210,219.00	100.00 %
250-3400-52430-000	Gen. Liab. & Auto Insurance	35,700.00	35,700.00	0.00	0.00	35,700.00	100.00 %
250-3400-52511-000	Fuel	37,800.00	37,800.00	0.00	0.00	37,800.00	100.00 %
250-3400-52535-000	Janitorial Supplies	6,300.00	6,300.00	0.00	0.00	6,300.00	100.00 %
250-3400-52544-000	Preventive Maintenance	34,650.00	34,650.00	0.00	0.00	34,650.00	100.00 %
Department: 3400 - EMS Total:		2,295,672.00	2,295,672.00	4,500.03	85,266.42	2,210,405.58	96.29 %
FinancialRpt: 3 - Operational Total:		2,295,672.00	2,295,672.00	4,500.03	85,266.42	2,210,405.58	96.29 %
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
250-9000-59000-000	Contingency	4,328.00	4,328.00	0.00	0.00	4,328.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		4,328.00	4,328.00	0.00	0.00	4,328.00	100.00 %
FinancialRpt: 9 - Undesignated Total:		4,328.00	4,328.00	0.00	0.00	4,328.00	100.00 %
Expense Total:		2,300,000.00	2,300,000.00	4,500.03	85,266.42	2,214,733.58	96.29 %
Fund: 250 - AMBULANCE FUND Surplus (Deficit):		0.00	0.00	141,648.79	796,649.82	796,649.82	0.00 %
Fund: 400 - CAPITAL PROJECTS							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
400-9000-40000-000	Beginning Fund Balance	14,485,000.00	14,485,000.00	0.00	346,438.47	-14,138,561.53	97.61 %
400-9000-42395-000	Communication Contract R	75,000.00	75,000.00	6,640.79	21,786.22	-53,213.78	70.95 %
400-9000-46300-000	Gain On Disposition Of Assets	0.00	0.00	173.56	342.01	342.01	0.00 %
400-9000-46400-000	Debt Issuance Proceeds	0.00	0.00	0.00	12,780,000.00	12,780,000.00	0.00 %
400-9000-48000-000	Transfers In	1,742,689.00	1,742,689.00	0.00	0.00	-1,742,689.00	100.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
400-9000-49500-000	Bond Premium Revenue	0.00	0.00	0.00	1,530,428.40	1,530,428.40	0.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		16,302,689.00	16,302,689.00	6,814.35	14,678,995.10	-1,623,693.90	9.96 %
FinancialRpt: 9 - Undesignated Total:		16,302,689.00	16,302,689.00	6,814.35	14,678,995.10	-1,623,693.90	9.96 %
Revenue Total:		16,302,689.00	16,302,689.00	6,814.35	14,678,995.10	-1,623,693.90	9.96 %
Expense							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
400-3400-54130-042	Furniture & Equipment	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
400-3400-54130-043	Furniture & Equipment	850,000.00	0.00	0.00	0.00	0.00	0.00 %
Department: 3400 - EMS Total:		885,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
FinancialRpt: 3 - Operational Total:		885,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
FinancialRpt: 4 - Support Services							
Department: 4100 - INFORMATION TECHNOLOGY							
400-4100-54138-000	Computers & Software	0.00	0.00	0.00	26,525.00	-26,525.00	0.00 %
400-4100-54138-036	Computer & Software	375,000.00	375,000.00	0.00	0.00	375,000.00	100.00 %
Department: 4100 - INFORMATION TECHNOLOGY Total:		375,000.00	375,000.00	0.00	26,525.00	348,475.00	92.93 %
Department: 4200 - FLEET SERVICES							
400-4200-54130-044	Furniture & Equipment	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
400-4200-54130-045	Furniture & Equipment	56,956.00	56,956.00	0.00	0.00	56,956.00	100.00 %
400-4200-54140-003	Vehicles	1,210,000.00	1,210,000.00	0.00	0.00	1,210,000.00	100.00 %
Department: 4200 - FLEET SERVICES Total:		1,296,956.00	1,296,956.00	0.00	0.00	1,296,956.00	100.00 %
Department: 4230 - FACILITY MAINTENANCE							
400-4230-52544-040	Preventive Maintenance	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
400-4230-54110-057	Land & Improvements	500,000.00	500,000.00	20,000.00	20,000.00	480,000.00	96.00 %
400-4230-54110-063	Land & Improvements	0.00	0.00	20,000.00	22,000.00	-22,000.00	0.00 %
400-4230-54110-064	Land & Improvements	0.00	0.00	0.00	2,000.00	-2,000.00	0.00 %
400-4230-54120-013	Buildings & Improvements	17,500.00	17,500.00	0.00	0.00	17,500.00	100.00 %
400-4230-54120-041	Buildings & Improvements	17,500.00	17,500.00	0.00	0.00	17,500.00	100.00 %
400-4230-54120-057	Buildings & Improvements	4,956,650.00	4,956,650.00	0.00	0.00	4,956,650.00	100.00 %
400-4230-54130-000	Furniture & Equipment	0.00	0.00	0.00	10,532.36	-10,532.36	0.00 %
400-4230-54130-039	Furniture & Equipment	100,000.00	100,000.00	480.01	5,654.80	94,345.20	94.35 %
Department: 4230 - FACILITY MAINTENANCE Total:		5,626,650.00	5,626,650.00	40,480.01	60,187.16	5,566,462.84	98.93 %
Department: 4260 - WAREHOUSE							
400-4260-54130-000	Furniture & Equipment	0.00	0.00	0.00	24,904.15	-24,904.15	0.00 %
400-4260-54130-019	Furniture & Equipment	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
Department: 4260 - WAREHOUSE Total:		30,000.00	30,000.00	0.00	24,904.15	5,095.85	16.99 %
FinancialRpt: 4 - Support Services Total:		7,328,606.00	7,328,606.00	40,480.01	111,616.31	7,216,989.69	98.48 %
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
400-9000-52114-000	Bond Issuance Costs	0.00	0.00	0.00	198,556.00	-198,556.00	0.00 %
400-9000-59000-000	Contingency	8,089,083.00	8,939,083.00	0.00	0.00	8,939,083.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		8,089,083.00	8,939,083.00	0.00	198,556.00	8,740,527.00	97.78 %
FinancialRpt: 9 - Undesignated Total:		8,089,083.00	8,939,083.00	0.00	198,556.00	8,740,527.00	97.78 %
Expense Total:		16,302,689.00	16,302,689.00	40,480.01	310,172.31	15,992,516.69	98.10 %
Fund: 400 - CAPITAL PROJECTS Surplus (Deficit):		0.00	0.00	-33,665.66	14,368,822.79	14,368,822.79	0.00 %
Fund: 450 - CAPITAL RESERVE							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
450-9000-40000-000	Beginning Fund Balance	1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %
FinancialRpt: 9 - Undesignated Total:		1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %
Revenue Total:		1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
450-9000-59000-000	Contingency	1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
FinancialRpt: 9 - Undesignated Total:		1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
Expense Total:		1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
Fund: 450 - CAPITAL RESERVE Surplus (Deficit):		0.00	0.00	0.00	1,207,493.00	1,207,493.00	0.00 %
Fund: 480 - GRANT PROGRAM							
Revenue							
FinancialRpt: 2 - Community Safety							
Department: 2200 - SPECIAL PROJECTS							
480-2200-47000-125	Grant Revenue	0.00	0.00	0.00	179.01	179.01	0.00 %
480-2200-47000-127	Grant Revenue	0.00	0.00	0.00	3,000.00	3,000.00	0.00 %
Department: 2200 - SPECIAL PROJECTS Total:		0.00	0.00	0.00	3,179.01	3,179.01	0.00 %
FinancialRpt: 2 - Community Safety Total:		0.00	0.00	0.00	3,179.01	3,179.01	0.00 %
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
480-9000-40000-000	Beginning Fund Balance	1,000,000.00	1,000,000.00	0.00	1,220,510.55	220,510.55	122.05 %
480-9000-47000-000	Grant Revenue	2,500,000.00	2,500,000.00	0.00	0.00	-2,500,000.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		3,500,000.00	3,500,000.00	0.00	1,220,510.55	-2,279,489.45	65.13 %
FinancialRpt: 9 - Undesignated Total:		3,500,000.00	3,500,000.00	0.00	1,220,510.55	-2,279,489.45	65.13 %
Revenue Total:		3,500,000.00	3,500,000.00	0.00	1,223,689.56	-2,276,310.44	65.04 %
Expense							
FinancialRpt: 2 - Community Safety							
Department: 2200 - SPECIAL PROJECTS							
480-2200-51120-124	Hourly	979,593.00	979,593.00	76,755.45	279,915.96	699,677.04	71.43 %
480-2200-51140-124	Holiday Pay	25,592.00	25,592.00	2,132.64	5,519.28	20,072.72	78.43 %
480-2200-51150-124	Overtime	124,759.00	124,759.00	2,021.61	7,784.08	116,974.92	93.76 %
480-2200-51190-124	PTO Pay Out	33,898.00	33,898.00	0.00	0.00	33,898.00	100.00 %
480-2200-51211-124	Medical Insurance	253,992.00	253,992.00	0.00	0.00	253,992.00	100.00 %
480-2200-51212-124	Dental Insurance	11,736.00	11,736.00	0.00	0.00	11,736.00	100.00 %
480-2200-51213-124	Vision Insurance	2,304.00	2,304.00	0.00	0.00	2,304.00	100.00 %
480-2200-51215-124	PSPRS-Cancer Insurance	1,200.00	1,200.00	0.00	300.00	900.00	75.00 %
480-2200-51216-124	Life Insurance	1,440.00	1,440.00	104.57	421.01	1,018.99	70.76 %
480-2200-51218-124	STD Insurance	3,957.00	3,957.00	276.04	1,063.71	2,893.29	73.12 %
480-2200-51230-124	Social Security	0.00	0.00	0.00	810.50	-810.50	0.00 %
480-2200-51231-124	Medicare	16,876.00	16,876.00	1,127.46	4,079.46	12,796.54	75.83 %
480-2200-51250-124	PSPRS	348,475.00	348,475.00	16,528.20	35,568.13	312,906.87	89.79 %
480-2200-51251-124	ASRS	0.00	0.00	0.00	587.61	-587.61	0.00 %
480-2200-51270-124	Workers Compensation	54,701.00	54,701.00	0.00	6,767.66	47,933.34	87.63 %
480-2200-51280-124	Deferred Compensation	6,052.00	6,052.00	0.00	879.88	5,172.12	85.46 %
480-2200-51290-124	PEHP	11,638.00	11,638.00	0.00	8,382.44	3,255.56	27.97 %
480-2200-52140-125	Operational Equipment	0.00	0.00	0.00	179.01	-179.01	0.00 %
Department: 2200 - SPECIAL PROJECTS Total:		1,876,213.00	1,876,213.00	98,945.97	352,258.73	1,523,954.27	81.23 %
FinancialRpt: 2 - Community Safety Total:		1,876,213.00	1,876,213.00	98,945.97	352,258.73	1,523,954.27	81.23 %
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
480-9000-57000-000	Unfunded Grant Expenses	1,623,787.00	1,623,787.00	0.00	0.00	1,623,787.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		1,623,787.00	1,623,787.00	0.00	0.00	1,623,787.00	100.00 %
FinancialRpt: 9 - Undesignated Total:		1,623,787.00	1,623,787.00	0.00	0.00	1,623,787.00	100.00 %
Expense Total:		3,500,000.00	3,500,000.00	98,945.97	352,258.73	3,147,741.27	89.94 %
Fund: 480 - GRANT PROGRAM Surplus (Deficit):		0.00	0.00	-98,945.97	871,430.83	871,430.83	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 500 - GO DEBT SERVICE							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
500-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	636,895.80	636,895.80	0.00 %
500-9000-41100-000	Property Taxes-CY	4,038,459.00	4,038,459.00	1,079,721.75	1,258,378.65	-2,780,080.35	68.84 %
500-9000-41150-000	Property Taxes-PY	0.00	0.00	3,718.69	24,749.19	24,749.19	0.00 %
500-9000-43100-000	Investment Revenue	0.00	0.00	9,590.25	21,605.56	21,605.56	0.00 %
500-9000-49150-000	Build America Bond Rebate	140,000.00	140,000.00	0.00	0.00	-140,000.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		4,178,459.00	4,178,459.00	1,093,030.69	1,941,629.20	-2,236,829.80	53.53 %
FinancialRpt: 9 - Undesignated Total:		4,178,459.00	4,178,459.00	1,093,030.69	1,941,629.20	-2,236,829.80	53.53 %
Revenue Total:		4,178,459.00	4,178,459.00	1,093,030.69	1,941,629.20	-2,236,829.80	53.53 %
Expense							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
500-9000-52116-000	Bond Administrative Fees	5,000.00	5,000.00	0.00	1,775.00	3,225.00	64.50 %
500-9000-53021-000	2007 Series A Bond Principal	615,000.00	615,000.00	0.00	0.00	615,000.00	100.00 %
500-9000-53022-000	2010 Series A Bond Principal	495,000.00	495,000.00	0.00	0.00	495,000.00	100.00 %
500-9000-53023-000	2014 Series Refunding Bond Principal	835,000.00	835,000.00	0.00	0.00	835,000.00	100.00 %
500-9000-53122-000	2010 Series A Bond Interest	444,659.00	444,659.00	0.00	0.00	444,659.00	100.00 %
500-9000-53123-000	2014 Series Refunding Bond Interest	202,250.00	202,250.00	0.00	0.00	202,250.00	100.00 %
500-9000-53124-000	2016 Series Refunding Bond Interest	251,050.00	251,050.00	0.00	0.00	251,050.00	100.00 %
500-9000-53125-000	2018 Series A Bond Interest	1,180,500.00	1,180,500.00	0.00	0.00	1,180,500.00	100.00 %
500-9000-59000-000	Contingency	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00 %
Department: 9000 - NON-DEPARTMENTAL Total:		4,178,459.00	4,178,459.00	0.00	1,775.00	4,176,684.00	99.96 %
FinancialRpt: 9 - Undesignated Total:		4,178,459.00	4,178,459.00	0.00	1,775.00	4,176,684.00	99.96 %
Expense Total:		4,178,459.00	4,178,459.00	0.00	1,775.00	4,176,684.00	99.96 %
Fund: 500 - GO DEBT SERVICE Surplus (Deficit):		0.00	0.00	1,093,030.69	1,939,854.20	1,939,854.20	0.00 %
Report Surplus (Deficit):		0.00	0.00	6,993,963.60	25,119,560.30	25,119,560.30	0.00 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Group Summary

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL FUND						
Revenue						
FinancialRpt: 2 - Community Safety						
2100 - PREVENTION & SAFETY	150,000.00	150,000.00	14,814.00	43,709.50	-106,290.50	70.86 %
2300 - BEHAVIORAL HLTH/COMM SVC	0.00	0.00	50.00	105.00	105.00	0.00 %
FinancialRpt: 2 - Community Safety Total:	150,000.00	150,000.00	14,864.00	43,814.50	-106,185.50	70.79 %
FinancialRpt: 3 - Operational						
3100 - TRAINING	23,500.00	23,500.00	890.00	7,157.95	-16,342.05	69.54 %
3400 - EMS	0.00	0.00	0.00	113.40	113.40	0.00 %
FinancialRpt: 3 - Operational Total:	23,500.00	23,500.00	890.00	7,271.35	-16,228.65	69.06 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	35,956,442.00	35,956,442.00	8,003,434.13	15,173,756.87	-20,782,685.13	57.80 %
FinancialRpt: 9 - Undesignated Total:	35,956,442.00	35,956,442.00	8,003,434.13	15,173,756.87	-20,782,685.13	57.80 %
Revenue Total:	36,129,942.00	36,129,942.00	8,019,188.13	15,224,842.72	-20,905,099.28	57.86 %
Expense						
FinancialRpt: 1 - Administrative Costs						
1200 - FIRE CHIEF	285,198.00	285,198.00	17,564.19	70,905.03	214,292.97	75.14 %
1220 - FIRE OPERATIONS - ADMIN	1,059,869.00	1,059,869.00	91,475.30	488,432.68	571,436.32	53.92 %
1230 - ADMINISTRATIVE SERVICES	524,090.00	524,090.00	21,025.68	189,000.15	335,089.85	63.94 %
1240 - HUMAN RESOURCES	562,819.00	562,819.00	38,683.19	188,870.07	373,948.93	66.44 %
1250 - FINANCE	524,206.00	524,206.00	46,376.59	145,147.98	379,058.02	72.31 %
1280 - COMMUNITY AFFAIRS	317,641.00	317,641.00	20,052.29	98,182.52	219,458.48	69.09 %
FinancialRpt: 1 - Administrative Costs Total:	3,273,823.00	3,273,823.00	235,177.24	1,180,538.43	2,093,284.57	63.94 %
FinancialRpt: 2 - Community Safety						
2100 - PREVENTION & SAFETY	1,128,269.00	1,128,269.00	73,467.96	322,678.61	805,590.39	71.40 %
2200 - SPECIAL PROJECTS	0.00	0.00	0.00	8,829.82	-8,829.82	0.00 %
2250 - HEALTH & SAFETY	31,550.00	31,550.00	5,066.80	10,432.57	21,117.43	66.93 %
2300 - BEHAVIORAL HLTH/COMM SVC	70,396.00	70,396.00	3,841.06	16,853.67	53,542.33	76.06 %
FinancialRpt: 2 - Community Safety Total:	1,230,215.00	1,230,215.00	82,375.82	358,794.67	871,420.33	70.83 %
FinancialRpt: 3 - Operational						
3100 - TRAINING	848,229.00	848,229.00	60,250.76	334,748.30	513,480.70	60.54 %
3110 - BATTALION CHIEFS	0.00	0.00	0.00	18,472.56	-18,472.56	0.00 %
3210 - TECHNICAL RESCUE TEAM	12,700.00	12,700.00	0.00	455.55	12,244.45	96.41 %
3220 - HAZMAT	18,000.00	18,000.00	0.00	13.22	17,986.78	99.93 %
3300 - FIRE/RESCUE SERVICES	18,245,179.00	18,245,179.00	1,320,574.94	7,024,646.58	11,220,532.42	61.50 %
3400 - EMS	806,600.00	806,600.00	46,279.14	296,881.67	509,718.33	63.19 %
FinancialRpt: 3 - Operational Total:	19,930,708.00	19,930,708.00	1,427,104.84	7,675,217.88	12,255,490.12	61.49 %
FinancialRpt: 4 - Support Services						
4100 - INFORMATION TECHNOLOGY	1,000,249.00	1,000,249.00	25,614.01	372,099.66	628,149.34	62.80 %
4150 - COMMUNICATIONS	1,147,892.00	1,147,892.00	108,174.30	427,739.80	720,152.20	62.74 %
4200 - FLEET SERVICES	1,257,247.00	1,257,247.00	74,292.20	349,819.85	907,427.15	72.18 %
4230 - FACILITY MAINTENANCE	655,862.00	655,862.00	59,549.54	221,219.84	434,642.16	66.27 %
4260 - WAREHOUSE	887,658.00	887,658.00	48,065.19	233,890.07	653,767.93	73.65 %
FinancialRpt: 4 - Support Services Total:	4,948,908.00	4,948,908.00	315,695.24	1,604,769.22	3,344,138.78	67.57 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	6,746,288.00	6,746,288.00	0.00	0.00	6,746,288.00	100.00 %
FinancialRpt: 9 - Undesignated Total:	6,746,288.00	6,746,288.00	0.00	0.00	6,746,288.00	100.00 %
Expense Total:	36,129,942.00	36,129,942.00	2,060,353.14	10,819,320.20	25,310,621.80	70.05 %
Fund: 100 - GENERAL FUND Surplus (Deficit):	0.00	0.00	5,958,834.99	4,405,522.52	4,405,522.52	0.00 %
Fund: 110 - MEDICAL SELF INSURANCE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	5,400,000.00	5,400,000.00	46,699.70	2,278,590.44	-3,121,409.56	57.80 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
FinancialRpt: 9 - Undesignated Total:	5,400,000.00	5,400,000.00	46,699.70	2,278,590.44	-3,121,409.56	57.80 %
Revenue Total:	5,400,000.00	5,400,000.00	46,699.70	2,278,590.44	-3,121,409.56	57.80 %
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	5,400,000.00	5,400,000.00	241,824.41	816,320.11	4,583,679.89	84.88 %
FinancialRpt: 9 - Undesignated Total:	5,400,000.00	5,400,000.00	241,824.41	816,320.11	4,583,679.89	84.88 %
Expense Total:	5,400,000.00	5,400,000.00	241,824.41	816,320.11	4,583,679.89	84.88 %
Fund: 110 - MEDICAL SELF INSURANCE Surplus (Deficit):	0.00	0.00	-195,124.71	1,462,270.33	1,462,270.33	0.00 %
Fund: 200 - WILDLAND FUND						
Revenue						
FinancialRpt: 3 - Operational						
3500 - OUT OF DISTRICT WILDLAND	473,488.00	473,488.00	191,983.71	170,369.68	-303,118.32	64.02 %
FinancialRpt: 3 - Operational Total:	473,488.00	473,488.00	191,983.71	170,369.68	-303,118.32	64.02 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	0.00	0.00	0.00	349,021.13	349,021.13	0.00 %
FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	349,021.13	349,021.13	0.00 %
Revenue Total:	473,488.00	473,488.00	191,983.71	519,390.81	45,902.81	9.69 %
Expense						
FinancialRpt: 3 - Operational						
3500 - OUT OF DISTRICT WILDLAND	473,488.00	473,488.00	63,798.24	451,874.00	21,614.00	4.56 %
FinancialRpt: 3 - Operational Total:	473,488.00	473,488.00	63,798.24	451,874.00	21,614.00	4.56 %
Expense Total:	473,488.00	473,488.00	63,798.24	451,874.00	21,614.00	4.56 %
Fund: 200 - WILDLAND FUND Surplus (Deficit):	0.00	0.00	128,185.47	67,516.81	67,516.81	0.00 %
Fund: 250 - AMBULANCE FUND						
Revenue						
FinancialRpt: 3 - Operational						
3400 - EMS	2,300,000.00	2,300,000.00	146,148.82	629,959.05	-1,670,040.95	72.61 %
FinancialRpt: 3 - Operational Total:	2,300,000.00	2,300,000.00	146,148.82	629,959.05	-1,670,040.95	72.61 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	0.00	0.00	0.00	251,957.19	251,957.19	0.00 %
FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	251,957.19	251,957.19	0.00 %
Revenue Total:	2,300,000.00	2,300,000.00	146,148.82	881,916.24	-1,418,083.76	61.66 %
Expense						
FinancialRpt: 3 - Operational						
3400 - EMS	2,295,672.00	2,295,672.00	4,500.03	85,266.42	2,210,405.58	96.29 %
FinancialRpt: 3 - Operational Total:	2,295,672.00	2,295,672.00	4,500.03	85,266.42	2,210,405.58	96.29 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,328.00	4,328.00	0.00	0.00	4,328.00	100.00 %
FinancialRpt: 9 - Undesignated Total:	4,328.00	4,328.00	0.00	0.00	4,328.00	100.00 %
Expense Total:	2,300,000.00	2,300,000.00	4,500.03	85,266.42	2,214,733.58	96.29 %
Fund: 250 - AMBULANCE FUND Surplus (Deficit):	0.00	0.00	141,648.79	796,649.82	796,649.82	0.00 %
Fund: 400 - CAPITAL PROJECTS						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	16,302,689.00	16,302,689.00	6,814.35	14,678,995.10	-1,623,693.90	9.96 %
FinancialRpt: 9 - Undesignated Total:	16,302,689.00	16,302,689.00	6,814.35	14,678,995.10	-1,623,693.90	9.96 %
Revenue Total:	16,302,689.00	16,302,689.00	6,814.35	14,678,995.10	-1,623,693.90	9.96 %
Expense						
FinancialRpt: 3 - Operational						
3400 - EMS	885,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
FinancialRpt: 3 - Operational Total:	885,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
FinancialRpt: 4 - Support Services						
4100 - INFORMATION TECHNOLOGY	375,000.00	375,000.00	0.00	26,525.00	348,475.00	92.93 %
4200 - FLEET SERVICES	1,296,956.00	1,296,956.00	0.00	0.00	1,296,956.00	100.00 %
4230 - FACILITY MAINTENANCE	5,626,650.00	5,626,650.00	40,480.01	60,187.16	5,566,462.84	98.93 %
4260 - WAREHOUSE	30,000.00	30,000.00	0.00	24,904.15	5,095.85	16.99 %
FinancialRpt: 4 - Support Services Total:	7,328,606.00	7,328,606.00	40,480.01	111,616.31	7,216,989.69	98.48 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	8,089,083.00	8,939,083.00	0.00	198,556.00	8,740,527.00	97.78 %
FinancialRpt: 9 - Undesignated Total:	8,089,083.00	8,939,083.00	0.00	198,556.00	8,740,527.00	97.78 %
Expense Total:	16,302,689.00	16,302,689.00	40,480.01	310,172.31	15,992,516.69	98.10 %
Fund: 400 - CAPITAL PROJECTS Surplus (Deficit):	0.00	0.00	-33,665.66	14,368,822.79	14,368,822.79	0.00 %
Fund: 450 - CAPITAL RESERVE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %
FinancialRpt: 9 - Undesignated Total:	1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %
Revenue Total:	1,207,493.00	1,207,493.00	0.00	1,207,493.00	0.00	0.00 %
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
FinancialRpt: 9 - Undesignated Total:	1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
Expense Total:	1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00 %
Fund: 450 - CAPITAL RESERVE Surplus (Deficit):	0.00	0.00	0.00	1,207,493.00	1,207,493.00	0.00 %
Fund: 480 - GRANT PROGRAM						
Revenue						
FinancialRpt: 2 - Community Safety						
2200 - SPECIAL PROJECTS	0.00	0.00	0.00	3,179.01	3,179.01	0.00 %
FinancialRpt: 2 - Community Safety Total:	0.00	0.00	0.00	3,179.01	3,179.01	0.00 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,500,000.00	3,500,000.00	0.00	1,220,510.55	-2,279,489.45	65.13 %
FinancialRpt: 9 - Undesignated Total:	3,500,000.00	3,500,000.00	0.00	1,220,510.55	-2,279,489.45	65.13 %
Revenue Total:	3,500,000.00	3,500,000.00	0.00	1,223,689.56	-2,276,310.44	65.04 %
Expense						
FinancialRpt: 2 - Community Safety						
2200 - SPECIAL PROJECTS	1,876,213.00	1,876,213.00	98,945.97	352,258.73	1,523,954.27	81.23 %
FinancialRpt: 2 - Community Safety Total:	1,876,213.00	1,876,213.00	98,945.97	352,258.73	1,523,954.27	81.23 %
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	1,623,787.00	1,623,787.00	0.00	0.00	1,623,787.00	100.00 %
FinancialRpt: 9 - Undesignated Total:	1,623,787.00	1,623,787.00	0.00	0.00	1,623,787.00	100.00 %
Expense Total:	3,500,000.00	3,500,000.00	98,945.97	352,258.73	3,147,741.27	89.94 %
Fund: 480 - GRANT PROGRAM Surplus (Deficit):	0.00	0.00	-98,945.97	871,430.83	871,430.83	0.00 %
Fund: 500 - GO DEBT SERVICE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,178,459.00	4,178,459.00	1,093,030.69	1,941,629.20	-2,236,829.80	53.53 %
FinancialRpt: 9 - Undesignated Total:	4,178,459.00	4,178,459.00	1,093,030.69	1,941,629.20	-2,236,829.80	53.53 %
Revenue Total:	4,178,459.00	4,178,459.00	1,093,030.69	1,941,629.20	-2,236,829.80	53.53 %
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,178,459.00	4,178,459.00	0.00	1,775.00	4,176,684.00	99.96 %

Monthly Budget Report

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
FinancialRpt: 9 - Undesignated Total:	4,178,459.00	4,178,459.00	0.00	1,775.00	4,176,684.00	99.96 %
Expense Total:	4,178,459.00	4,178,459.00	0.00	1,775.00	4,176,684.00	99.96 %
Fund: 500 - GO DEBT SERVICE Surplus (Deficit):	0.00	0.00	1,093,030.69	1,939,854.20	1,939,854.20	0.00 %
Report Surplus (Deficit):	0.00	0.00	6,993,963.60	25,119,560.30	25,119,560.30	0.00 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	0.00	0.00	5,958,834.99	4,405,522.52	4,405,522.52
110 - MEDICAL SELF INSURANCE	0.00	0.00	-195,124.71	1,462,270.33	1,462,270.33
200 - WILDLAND FUND	0.00	0.00	128,185.47	67,516.81	67,516.81
250 - AMBULANCE FUND	0.00	0.00	141,648.79	796,649.82	796,649.82
400 - CAPITAL PROJECTS	0.00	0.00	-33,665.66	14,368,822.79	14,368,822.79
450 - CAPITAL RESERVE	0.00	0.00	0.00	1,207,493.00	1,207,493.00
480 - GRANT PROGRAM	0.00	0.00	-98,945.97	871,430.83	871,430.83
500 - GO DEBT SERVICE	0.00	0.00	1,093,030.69	1,939,854.20	1,939,854.20
Report Surplus (Deficit):	0.00	0.00	6,993,963.60	25,119,560.30	25,119,560.30



Monthly Board Report-Pooled Cash Report

NORTHWEST FIRE DISTRICT AZ

For the Period Ending 10/31/2017

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ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>CLAIM ON CASH</u>					
100-11015-000	Claim on Pooled Cash	(386,395.23)	6,335,529.68	5,949,134.45	
110-11015-000	Claim on Pooled Cash	1,578,652.00	(184,510.71)	1,394,141.29	
200-11015-000	Claim on Pooled Cash	7,036.01	(192.72)	6,843.29	
250-11015-000	Claim on Pooled Cash	237,198.73	118,721.57	355,920.30	
400-11015-000	Claim on Pooled Cash	14,544,044.73	(72,923.96)	14,471,120.77	
410-11015-000	Claim on Pooled Cash	0.00	0.00	0.00	
450-11015-000	Claim on Pooled Cash	1,207,493.00	0.00	1,207,493.00	
480-11015-000	Claim on Pooled Cash	1,010,481.39	(78,151.17)	932,330.22	
500-11015-000	Claim on Pooled Cash	826,848.98	1,093,030.69	1,919,879.67	
TOTAL CLAIM ON CASH		19,025,359.61	7,211,503.38	26,236,862.99	
<u>CASH IN BANK</u>					
Cash in Bank					
999-11000-000	Wells Fargo - Operating Account	907,787.99	1,081,850.55	1,989,638.54	
999-11020-000	Cash On Deposit With Pima County	1,484,058.49	4,945,263.58	6,429,322.07	
999-11030-000	Bond Levy/Debt Service	828,723.52	1,093,030.69	1,921,754.21	
999-11040-000	2017 Bond Proceeds	14,111,872.40	(40,000.00)	14,071,872.40	
999-11041-000	Tax Exempt 2010 Bond Proceeds	0.00	0.00	0.00	
999-11042-000	BABS 2010 Bond Proceeds	0.00	0.00	0.00	
999-11050-000	JP Morgan Chase	0.00	0.00	0.00	
999-11060-000	Wells Fargo Bank-Ins Self Fund	20,549.60	(1,928.41)	18,621.19	
999-11070-000	Valley Schools Empl Ben Trust	0.00	0.00	0.00	
999-11080-000	Wells Fargo-Savings Account	152,220.21	19.39	152,239.60	
999-11090-000	Wells Fargo-Ambulance Account	1,520,147.40	133,267.58	1,653,414.98	
999-11135-000	Reserve-Unrealized Gains/Losse	0.00	0.00	0.00	
TOTAL: Cash in Bank		19,025,359.61	7,211,503.38	26,236,862.99	
Wages Payable					
999-21110-000	Accrued Salaries & Wages	0.00	0.00	0.00	
TOTAL: Wages Payable		0.00	0.00	0.00	
TOTAL CASH IN BANK		19,025,359.61	7,211,503.38	26,236,862.99	
<u>DUE TO OTHER FUNDS</u>					
999-28000-000	Due to Other Funds	19,025,359.61	7,211,503.38	26,236,862.99	
TOTAL DUE TO OTHER FUNDS		19,025,359.61	7,211,503.38	26,236,862.99	
Claim on Cash	26,236,862.99	Claim on Cash	26,236,862.99	Cash in Bank	26,236,862.99
Cash in Bank	26,236,862.99	Due To Other Funds	26,236,862.99	Due To Other Funds	26,236,862.99
Difference	0.00	Difference	0.00	Difference	0.00

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ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>ACCOUNTS PAYABLE PENDING</u>					
100-21000-000	Accounts Payable	529,569.00	(159,963.41)	369,605.59	
110-21000-000	Accounts Payable	(10,614.00)	10,614.00	0.00	
200-21000-000	Accounts Payable	25,448.90	0.00	25,448.90	
250-21000-000	Accounts Payable	23,111.40	(22,927.22)	184.18	
400-21000-000	Accounts Payable	141,556.28	(40,611.30)	100,944.98	
410-21000-000	Accounts Payable	0.00	0.00	0.00	
410-21000-058	Accounts Payable	0.00	0.00	0.00	
480-21000-000	Accounts Payable	19,058.50	0.00	19,058.50	
500-21000-000	Accounts Payable	0.00	0.00	0.00	
TOTAL ACCOUNTS PAYABLE PENDING		<u>728,130.08</u>	<u>(212,887.93)</u>	<u>515,242.15</u>	
<u>DUE FROM OTHER FUNDS</u>					
999-18000-000	Due from Other Funds	<u>728,130.08</u>	<u>(212,887.93)</u>	<u>515,242.15</u>	
TOTAL DUE FROM OTHER FUNDS		<u>728,130.08</u>	<u>(212,887.93)</u>	<u>515,242.15</u>	
<u>ACCOUNTS PAYABLE</u>					
999-21000-000	Accounts Payable	<u>728,130.08</u>	<u>(212,887.93)</u>	<u>515,242.15</u>	
TOTAL ACCOUNTS PAYABLE		<u>728,130.08</u>	<u>(212,887.93)</u>	<u>515,242.15</u>	
AP Pending	515,242.15	AP Pending	515,242.15	Due From Other Funds	515,242.15
Due From Other Funds	<u>515,242.15</u>	Accounts Payable	<u>515,242.15</u>	Accounts Payable	<u>515,242.15</u>
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

REAL ESTATE & PERSONAL PROPERTY TAXES-C/Y														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2017-18	\$ 29,156,442	\$ -	\$ -	\$ 1,289,873	\$ 7,795,409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,085,283
Monthly % of Levy		0.000%	0.000%	4.614%	27.883%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	4.424%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%
2016-17	\$ 27,957,283	\$ -	\$ 4,869	\$ 2,031,051	\$ 6,515,936	\$ 5,387,688	\$ 944,670	\$ 404,118	\$ 848,728	\$ 1,415,573	\$ 7,423,985	\$ 1,963,819	\$ 345,905	\$ 27,286,340
Monthly % of Levy		0.000%	0.017%	7.265%	23.307%	19.271%	3.379%	1.445%	3.036%	5.063%	26.555%	7.024%	1.237%	
YTD % of Levy		0.000%	0.017%	7.282%	30.589%	49.860%	53.239%	54.685%	57.720%	62.784%	89.338%	96.363%	97.600%	97.600%
2015-16	\$ 25,924,140	\$ -	\$ -	\$ 1,821,250	\$ 5,854,183	\$ 5,186,122	\$ 947,243	\$ 326,467	\$ 835,946	\$ 1,259,873	\$ 4,915,294	\$ 3,873,982	\$ 136,038	\$ 25,156,399
Monthly % of Levy		0.000%	0.000%	7.025%	22.582%	20.005%	3.654%	1.259%	3.225%	4.860%	18.960%	14.944%	0.525%	
YTD % of Levy		0.000%	0.000%	7.025%	29.607%	49.612%	53.266%	54.525%	57.750%	62.610%	81.570%	96.514%	97.039%	97.039%
2014-15	\$ 25,400,000	\$ -	\$ 2,946	\$ 1,852,017	\$ 6,007,635	\$ 4,591,230	\$ 1,044,720	\$ 271,863	\$ 697,495	\$ 1,218,998	\$ 4,421,556	\$ 4,271,702	\$ 113,283	\$ 24,493,444
Monthly % of Levy		0.000%	0.012%	7.291%	23.652%	18.076%	4.113%	1.070%	2.746%	4.799%	17.408%	16.818%	0.446%	
YTD % of Levy		0.000%	0.012%	7.303%	30.955%	49.031%	53.144%	54.214%	56.960%	61.759%	79.167%	95.985%	96.431%	96.431%
2013-14	\$ 25,400,000	\$ -	\$ 2,660	\$ 1,937,990	\$ 6,649,298	\$ 4,092,914	\$ 863,852	\$ 326,319	\$ 775,037	\$ 1,541,095	\$ 4,918,535	\$ 3,419,578	\$ 122,771	\$ 24,650,049
Monthly % of Levy		0.000%	0.010%	7.630%	26.178%	16.114%	3.401%	1.285%	3.051%	6.067%	19.364%	13.463%	0.483%	
YTD % of Levy		0.000%	0.010%	7.640%	33.819%	49.933%	53.334%	54.618%	57.670%	63.737%	83.101%	96.564%	97.047%	97.047%
2012-13	\$ 25,399,140	\$ -	\$ -	\$ 1,335,058	\$ 5,560,008	\$ 5,664,794	\$ 929,773	\$ 328,893	\$ 827,770	\$ 1,068,033	\$ 5,392,724	\$ 3,351,122	\$ 137,206	\$ 24,595,383
Monthly % of Levy		0.000%	0.000%	5.256%	21.891%	22.303%	3.661%	1.295%	3.259%	4.205%	21.232%	13.194%	0.540%	
YTD % of Levy		0.000%	0.000%	5.256%	27.147%	49.450%	53.111%	54.405%	57.665%	61.870%	83.101%	96.295%	96.835%	96.835%
2011-12	\$ 25,399,140	\$ -	\$ -	\$ 1,650,151	\$ 3,567,889	\$ 6,875,068	\$ 925,571	\$ 495,719	\$ 954,994	\$ 969,874	\$ 4,936,042	\$ 3,764,673	\$ 52,299	\$ 24,192,281
Monthly % of Levy		0.000%	0.000%	6.497%	14.047%	27.088%	3.644%	1.952%	3.760%	3.819%	19.434%	14.822%	0.206%	
YTD % of Levy		0.000%	0.000%	6.497%	20.544%	47.612%	51.256%	53.208%	56.968%	60.787%	80.220%	95.043%	95.248%	95.248%
2010-11	\$ 25,424,490	\$ -	\$ -	\$ 1,626,622	\$ 5,976,384	\$ 4,506,539	\$ 884,570	\$ 410,213	\$ 880,080	\$ 1,077,259	\$ 2,750,102	\$ 5,963,732	\$ 126,086	\$ 24,201,587
Monthly % of Levy		0.000%	0.000%	6.398%	23.506%	17.725%	3.479%	1.613%	3.462%	4.237%	10.817%	23.457%	0.496%	
YTD % of Levy		0.000%	0.000%	6.398%	29.904%	47.629%	51.109%	52.722%	56.184%	60.421%	71.237%	94.694%	95.190%	95.190%
2009-10	\$ 25,424,188	\$ -	\$ -	\$ 802,742	\$ 7,857,449	\$ 3,353,759	\$ 826,777	\$ 411,854	\$ 697,545	\$ 1,172,878	\$ 3,829,984	\$ 4,761,419	\$ 186,230	\$ 23,900,637
Monthly % of Levy		0.000%	0.000%	3.157%	30.905%	13.191%	3.252%	1.620%	2.744%	4.613%	15.064%	18.726%	0.732%	
YTD % of Levy		0.000%	0.000%	3.157%	34.063%	47.254%	50.506%	52.126%	54.869%	59.483%	74.547%	93.275%	94.007%	94.007%
2008-09	\$ 25,423,847	\$ 100,572	\$ 210,969	\$ 1,270,465	\$ 5,354,603	\$ 5,318,734	\$ 718,692	\$ 291,862	\$ 723,604	\$ 1,046,299	\$ 4,092,127	\$ 4,591,292	\$ 51,124	\$ 23,770,344
Monthly % of Levy		0.396%	0.830%	4.997%	21.061%	20.920%	2.827%	1.148%	2.846%	4.115%	16.096%	18.059%	0.201%	
YTD % of Levy		0.396%	1.225%	6.223%	27.284%	48.204%	51.031%	52.179%	55.025%	59.141%	75.236%	93.295%	93.496%	93.496%
2007-08	\$ 23,021,889	\$ 7,708	\$ 27,523	\$ 1,284,908	\$ 4,900,617	\$ 5,135,249	\$ 702,350	\$ 322,925	\$ 764,651	\$ 872,057	\$ 2,536,046	\$ 5,491,405	\$ 31,785	\$ 22,077,225
Monthly % of Levy		0.033%	0.120%	5.581%	21.287%	22.306%	3.051%	1.403%	3.321%	3.788%	11.016%	23.853%	0.138%	
YTD % of Levy		0.033%	0.153%	5.734%	27.021%	49.327%	52.378%	53.780%	57.102%	60.890%	71.906%	95.759%	95.897%	95.897%
2006-07	\$ 19,409,941	\$ 16,254	\$ 11,170	\$ 1,300,967	\$ 4,014,200	\$ 4,073,080	\$ 716,330	\$ 357,898	\$ 864,159	\$ 806,595	\$ 3,745,238	\$ 2,841,428	\$ 26,212	\$ 18,773,531
Monthly % of Levy		0.084%	0.058%	6.703%	20.681%	20.985%	3.691%	1.844%	4.452%	4.156%	19.295%	14.639%	0.135%	
YTD % of Levy		0.084%	0.141%	6.844%	27.525%	48.510%	52.200%	54.044%	58.496%	62.652%	81.947%	96.586%	96.721%	96.721%

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

FDAT														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2017-18	\$ 400,000	\$ -	\$ -	\$ 19,114	\$ 114,256	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 133,370
Monthly % of Levy		0.000%	0.000%	4.778%	28.564%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	4.778%	33.342%	33.342%	33.342%	33.342%	33.342%	33.342%	33.342%	33.342%	33.342%	33.342%
2016-17	\$ 400,000	\$ -	\$ 80	\$ 31,344	\$ 96,941	\$ 70,946	\$ 15,151	\$ 6,866	\$ 11,480	\$ 20,589	\$ 95,586	\$ 33,834	\$ 5,498	\$ 388,315
Monthly % of Levy		0.000%	0.020%	7.836%	24.235%	17.736%	3.788%	1.716%	2.870%	5.147%	23.897%	8.458%	1.375%	
YTD % of Levy		0.000%	0.020%	7.856%	32.091%	49.828%	53.615%	55.332%	58.202%	63.349%	87.246%	95.704%	97.079%	97.079%
2015-16	\$ 390,000	\$ -	\$ -	\$ 30,825	\$ 83,552	\$ 81,280	\$ 17,994	\$ 5,170	\$ 13,336	\$ 18,102	\$ 71,557	\$ 56,887	\$ 2,621	\$ 381,324
Monthly % of Levy		0.000%	0.000%	7.904%	21.424%	20.841%	4.614%	1.326%	3.419%	4.641%	18.348%	14.586%	0.672%	
YTD % of Levy		0.000%	0.000%	7.904%	29.328%	50.169%	54.783%	56.108%	59.528%	64.169%	82.517%	97.103%	97.776%	97.776%
2014-15	\$ 400,000	\$ -	\$ 34	\$ 32,679	\$ 94,175	\$ 69,188	\$ 18,228	\$ 5,027	\$ 11,276	\$ 19,144	\$ 62,189	\$ 70,381	\$ 2,373	\$ 384,693
Monthly % of Levy		0.000%	0.008%	8.170%	23.544%	17.297%	4.557%	1.257%	2.819%	4.786%	15.547%	17.595%	0.593%	
YTD % of Levy		0.000%	0.008%	8.178%	31.722%	49.019%	53.576%	54.833%	57.652%	62.438%	77.985%	95.580%	96.173%	96.173%
2013-14	\$ 400,000	\$ -	\$ 64	\$ 31,187	\$ 101,871	\$ 61,261	\$ 16,762	\$ 5,707	\$ 11,756	\$ 22,314	\$ 73,150	\$ 53,417	\$ 2,494	\$ 379,983
Monthly % of Levy		0.000%	0.016%	7.797%	25.468%	15.315%	4.190%	1.427%	2.939%	5.578%	18.288%	13.354%	0.623%	
YTD % of Levy		0.000%	0.016%	7.813%	33.280%	48.596%	52.786%	54.213%	57.152%	62.730%	81.018%	94.372%	94.996%	94.996%
2012-13	\$ 400,000	\$ -	\$ -	\$ 22,763	\$ 92,080	\$ 81,558	\$ 16,371	\$ 6,783	\$ 12,458	\$ 16,679	\$ 85,627	\$ 47,326	\$ 3,115	\$ 384,762
Monthly % of Levy		0.000%	0.000%	5.691%	23.020%	20.389%	4.093%	1.696%	3.115%	4.170%	21.407%	11.832%	0.779%	
YTD % of Levy		0.000%	0.000%	5.691%	28.711%	49.100%	53.193%	54.889%	58.003%	62.173%	83.580%	95.412%	96.191%	96.191%
2011-12	\$ 511,971	\$ -	\$ -	\$ 35,208	\$ 76,460	\$ 130,640	\$ 20,887	\$ 9,735	\$ 18,952	\$ 20,561	\$ 95,982	\$ 73,165	\$ 1,594	\$ 483,183
Monthly % of Levy		0.000%	0.000%	6.877%	14.934%	25.517%	4.080%	1.902%	3.702%	4.016%	18.747%	14.291%	0.311%	
YTD % of Levy		0.000%	0.000%	6.877%	21.811%	47.328%	51.408%	53.310%	57.011%	61.027%	79.775%	94.066%	94.377%	94.377%
2010-11	\$ 521,987	\$ -	\$ -	\$ 36,950	\$ 117,904	\$ 94,113	\$ 20,577	\$ 8,333	\$ 16,058	\$ 23,414	\$ 57,521	\$ 115,824	\$ 2,188	\$ 492,882
Monthly % of Levy		0.000%	0.000%	7.079%	22.588%	18.030%	3.942%	1.596%	3.076%	4.486%	11.020%	22.189%	0.419%	
YTD % of Levy		0.000%	0.000%	7.079%	29.666%	47.696%	51.638%	53.234%	56.311%	60.796%	71.816%	94.005%	94.424%	94.424%
2009-10	\$ 521,987	\$ -	\$ -	\$ 18,016	\$ 162,453	\$ 68,463	\$ 19,835	\$ 8,406	\$ 14,016	\$ 23,732	\$ 83,662	\$ 93,418	\$ 5,538	\$ 497,538
Monthly % of Levy		0.000%	0.000%	3.451%	31.122%	13.116%	3.800%	1.610%	2.685%	4.546%	16.028%	17.897%	1.061%	
YTD % of Levy		0.000%	0.000%	3.451%	34.573%	47.689%	51.489%	53.099%	55.785%	60.331%	76.358%	94.255%	95.316%	95.316%
2008-09	\$ 521,987	\$ 3,092	\$ 5,258	\$ 28,852	\$ 114,652	\$ 103,767	\$ 19,665	\$ 8,657	\$ 19,651	\$ 23,579	\$ 85,124	\$ 89,470	\$ 5,084	\$ 506,850
Monthly % of Levy		0.592%	1.007%	5.527%	21.965%	19.879%	3.767%	1.658%	3.765%	4.517%	16.308%	17.140%	0.974%	
YTD % of Levy		0.592%	1.600%	7.127%	29.091%	48.971%	52.738%	54.396%	58.161%	62.678%	78.986%	96.126%	97.100%	97.100%
2007-08	\$ 521,987	\$ 2,728	\$ 6,019	\$ 34,817	\$ 121,672	\$ 102,108	\$ 18,243	\$ 8,972	\$ 21,373	\$ 21,505	\$ 62,429	\$ 114,828	\$ 3,987	\$ 518,680
Monthly % of Levy		0.523%	1.153%	6.670%	23.309%	19.561%	3.495%	1.719%	4.095%	4.120%	11.960%	21.998%	0.764%	
YTD % of Levy		0.523%	1.676%	8.346%	31.655%	51.216%	54.711%	56.430%	60.525%	64.645%	76.604%	98.603%	99.366%	99.366%
2006-07	\$ 521,987	\$ 2,316	\$ 6,404	\$ 38,530	\$ 108,899	\$ 100,100	\$ 26,992	\$ 12,404	\$ 22,767	\$ 23,748	\$ 100,475	\$ 73,818	\$ 3,176	\$ 519,629
Monthly % of Levy		0.444%	1.227%	7.381%	20.862%	19.177%	5.171%	2.376%	4.362%	4.550%	19.249%	14.142%	0.608%	
YTD % of Levy		0.444%	1.671%	9.052%	29.914%	49.091%	54.262%	56.638%	61.000%	65.550%	84.798%	98.940%	99.548%	99.548%

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

BOND LEVY														
REAL ESTATE & PERSONAL PROPERTY TAXES-C/Y														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2017-18	\$ 4,038,459	\$ -	\$ -	\$ 178,657	\$ 1,079,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,258,379
Monthly % of Levy		0.000%	0.000%	4.424%	26.736%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	4.424%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%	31.160%
2016-17	\$ 3,029,322	\$ -	\$ 528	\$ 220,072	\$ 706,028	\$ 583,776	\$ 102,357	\$ 43,788	\$ 91,963	\$ 153,382	\$ 804,415	\$ 212,786	\$ 37,480	\$ 2,956,574
Monthly % of Levy		0.000%	0.017%	7.265%	23.306%	19.271%	3.379%	1.445%	3.036%	5.063%	26.554%	7.024%	1.237%	
YTD % of Levy		0.000%	0.017%	7.282%	30.589%	49.859%	53.238%	54.684%	57.720%	62.783%	89.337%	96.361%	97.599%	97.599%
2015-16	\$ 3,105,123	\$ -	\$ -	\$ 213,080	\$ 684,922	\$ 606,761	\$ 110,826	\$ 38,196	\$ 97,804	\$ 147,402	\$ 575,078	\$ 453,247	\$ 15,916	\$ 2,943,233
Monthly % of Levy		0.000%	0.000%	6.862%	22.058%	19.541%	3.569%	1.230%	3.150%	4.747%	18.520%	14.597%	0.513%	
YTD % of Levy		0.000%	0.000%	6.862%	28.920%	48.461%	52.030%	53.260%	56.410%	61.157%	79.677%	94.274%	94.786%	94.786%
2014-15	\$ 3,105,123	\$ -	\$ 360	\$ 226,435	\$ 734,521	\$ 561,340	\$ 127,732	\$ 33,282	\$ 85,278	\$ 149,039	\$ 540,594	\$ 522,274	\$ 13,851	\$ 2,994,706
Monthly % of Levy		0.000%	0.012%	7.292%	23.655%	18.078%	4.114%	1.072%	2.746%	4.800%	17.410%	16.820%	0.446%	
YTD % of Levy		0.000%	0.012%	7.304%	30.959%	49.037%	53.150%	54.222%	56.969%	61.768%	79.178%	95.998%	96.444%	96.444%
2013-14	\$ 3,100,380	\$ -	\$ 325	\$ 236,579	\$ 811,711	\$ 499,644	\$ 105,454	\$ 39,837	\$ 94,613	\$ 188,130	\$ 600,432	\$ 417,446	\$ 14,987	\$ 3,009,160
Monthly % of Levy		0.000%	0.010%	7.631%	26.181%	16.116%	3.401%	1.285%	3.052%	6.068%	19.366%	13.464%	0.483%	
YTD % of Levy		0.000%	0.010%	7.641%	33.822%	49.938%	53.339%	54.624%	57.676%	63.744%	83.110%	96.574%	97.058%	97.058%
2012-13	\$ 3,104,230	\$ -	\$ -	\$ 163,237	\$ 679,452	\$ 692,257	\$ 113,621	\$ 40,193	\$ 101,156	\$ 130,517	\$ 659,009	\$ 409,518	\$ 16,767	\$ 3,005,728
Monthly % of Levy		0.000%	0.000%	5.259%	21.888%	22.300%	3.660%	1.295%	3.259%	4.204%	21.229%	13.192%	0.540%	
YTD % of Levy		0.000%	0.000%	5.259%	27.146%	49.447%	53.107%	54.402%	57.661%	61.865%	83.094%	96.287%	96.827%	96.827%
2011-12	\$ 3,104,630	\$ -	\$ -	\$ 205,798	\$ 444,968	\$ 857,423	\$ 115,432	\$ 61,826	\$ 119,102	\$ 120,958	\$ 615,598	\$ 469,512	\$ 6,523	\$ 3,017,138
Monthly % of Levy		0.000%	0.000%	6.629%	14.332%	27.618%	3.718%	1.991%	3.836%	3.896%	19.828%	15.123%	0.210%	
YTD % of Levy		0.000%	0.000%	6.629%	20.961%	48.579%	52.297%	54.288%	58.124%	62.020%	81.849%	96.972%	97.182%	97.182%
2010-11	\$ 3,370,693	\$ -	\$ -	\$ 215,741	\$ 792,654	\$ 597,707	\$ 117,362	\$ 54,407	\$ 116,726	\$ 142,878	\$ 364,749	\$ 790,976	\$ 16,723	\$ 3,209,923
Monthly % of Levy		0.000%	0.000%	6.400%	23.516%	17.732%	3.482%	1.614%	3.463%	4.239%	10.821%	23.466%	0.496%	
YTD % of Levy		0.000%	0.000%	6.400%	29.917%	47.649%	51.131%	52.745%	56.208%	60.447%	71.268%	94.734%	95.230%	95.230%
2009-10	\$ 1,487,151	\$ -	\$ -	\$ 46,990	\$ 459,952	\$ 196,319	\$ 48,397	\$ 24,109	\$ 40,832	\$ 68,657	\$ 224,196	\$ 278,720	\$ 10,150	\$ 1,398,322
Monthly % of Levy		0.000%	0.000%	3.160%	30.928%	13.201%	3.254%	1.621%	2.746%	4.617%	15.076%	18.742%	0.683%	
YTD % of Levy		0.000%	0.000%	3.160%	34.088%	47.289%	50.544%	52.165%	54.910%	59.527%	74.603%	93.344%	94.027%	94.027%
2008-09	\$ 1,824,084	\$ 14,887	\$ 23,402	\$ 75,135	\$ 383,906	\$ 381,335	\$ 51,528	\$ 20,925	\$ 51,971	\$ 75,016	\$ 293,391	\$ 329,180	\$ 3,665	\$ 1,704,341
Monthly % of Levy		0.816%	1.283%	4.119%	21.047%	20.906%	2.825%	1.147%	2.849%	4.113%	16.084%	18.046%	0.201%	
YTD % of Levy		0.816%	2.099%	6.218%	27.265%	48.170%	50.995%	52.142%	54.991%	59.104%	75.188%	93.235%	93.435%	93.435%
2007-08	\$ 2,558,876	\$ 262	\$ 1,312	\$ 142,648	\$ 545,569	\$ 570,375	\$ 77,984	\$ 35,867	\$ 84,931	\$ 96,842	\$ 281,760	\$ 610,655	\$ 3,486	\$ 2,451,692
Monthly % of Levy		0.010%	0.051%	5.575%	21.321%	22.290%	3.048%	1.402%	3.319%	3.785%	11.011%	23.864%	0.136%	
YTD % of Levy		0.010%	0.062%	5.636%	26.957%	49.247%	52.294%	53.696%	57.015%	60.800%	71.811%	95.675%	95.811%	95.811%
2006-07	\$ 684,370	\$ 807	\$ 349	\$ 42,434	\$ 131,041	\$ 132,947	\$ 23,400	\$ 11,713	\$ 28,198	\$ 26,422	\$ 122,219	\$ 92,723	\$ 860	\$ 613,111
Monthly % of Levy		0.118%	0.051%	6.200%	19.148%	19.426%	3.419%	1.711%	4.120%	3.861%	17.859%	13.549%	0.126%	
YTD % of Levy		0.118%	0.169%	6.369%	25.517%	44.943%	48.362%	50.074%	54.194%	58.055%	75.913%	89.462%	89.588%	89.588%



NORTHWEST FIRE DISTRICT AZ

Packet Page 115 Monthly Check Report

By Check Number

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - WELLS FARGO						
1489	ACOUNTEMP	10/05/2017	Regular	0.00	892.48	25375
1399	AMERICAN FIRE EQUIPMENT SALES AND SERVICE	10/05/2017	Regular	0.00	195.75	25376
0685	AMERICAN HOSE & RUBBER CO., INC.	10/05/2017	Regular	0.00	56.21	25377
1229	ARIZONA AMBULANCE ASSOCIATION	10/05/2017	Regular	0.00	480.00	25378
3033	ARIZONA RESTAURANT SUPPLY INC	10/05/2017	Regular	0.00	101.99	25379
1257	B & B SELECTCOM INC	10/05/2017	Regular	0.00	455.03	25380
1567	BEN DAVIS	10/05/2017	Regular	0.00	324.50	25381
0872	BILL'S HOME SERVICE CO.	10/05/2017	Regular	0.00	480.00	25382
0961	BRADY INDUSTRIES	10/05/2017	Regular	0.00	103.44	25383
1691	C & S LOCKSMITHS INC	10/05/2017	Regular	0.00	19.52	25384
1566	CAPTUS PRESS INC	10/05/2017	Regular	0.00	330.75	25385
0172	CDW GOVERNMENT, INC.	10/05/2017	Regular	0.00	16,179.75	25386
4329	CENTURYLINK BUSINESS SERVICES	10/05/2017	Regular	0.00	13.79	25387
1219	CINTAS CORPORATION	10/05/2017	Regular	0.00	212.54	25388
1067	CITY OF TUCSON	10/05/2017	Regular	0.00	83,177.33	25389
2334	CULLIGAN WATER	10/05/2017	Regular	0.00	66.26	25390
1544	DURHAM, FRED	10/05/2017	Regular	0.00	619.73	25391
1442	FICK, ERIN	10/05/2017	Regular	0.00	34.25	25392
1103	FEDERAL EXPRESS CORPORATION	10/05/2017	Regular	0.00	190.97	25393
1418	FIRST CHOICE SERVICES	10/05/2017	Regular	0.00	550.20	25394
3682	GLOBALSTAR LLC	10/05/2017	Regular	0.00	132.73	25395
0006	GOVERNMENT FINANCE OFFICERS ASSOCIATION	10/05/2017	Regular	0.00	135.00	25396
1450	HOME DEPOT CREDIT SERVICES	10/05/2017	Regular	0.00	778.21	25397
4551	HOSE POWER USA	10/05/2017	Regular	0.00	52.59	25398
0541	HUGHES FIRE EQUIPMENT, INC.	10/05/2017	Regular	0.00	243.00	25399
2969	IAFC MEMBERSHIP	10/05/2017	Regular	0.00	279.00	25400
1327	INTERMEDI	10/05/2017	Regular	0.00	23,043.13	25401
0695	IQM2 AT CARAHSOFT TECHNOLOGY CORP.	10/05/2017	Regular	0.00	1,703.44	25402
1826	MARANA WATER	10/05/2017	Regular	0.00	265.87	25403
1182	METRO WATER DISTRICT	10/05/2017	Regular	0.00	1,211.38	25404
2490	OFFICE DEPOT	10/05/2017	Regular	0.00	164.16	25405
1692	PIMA COMMUNITY COLLEGE	10/05/2017	Regular	0.00	29,122.00	25406
1568	PLOTTER DOCTORS LLC	10/05/2017	Regular	0.00	464.02	25407
4562	PROGRESSIVE ROOFING, INC.	10/05/2017	Regular	0.00	288.91	25408
1796	PUBLIC SAFETY PERS RETIREMENT	10/05/2017	Regular	0.00	490.00	25409
0913	PUEBLO MECHANICAL & CONTROLS, INC.	10/05/2017	Regular	0.00	16,642.60	25410
3070	QUALA-TEL ENTERPRISES	10/05/2017	Regular	0.00	838.69	25411
1150	RANDSTAD	10/05/2017	Regular	0.00	270.17	25412
3999	TEE TIME USA, LLC	10/05/2017	Regular	0.00	65.68	25413
1294	TRACE ANALYTICS INC	10/05/2017	Regular	0.00	297.60	25414
1324	TRIPLE L FEED & SUPPLY	10/05/2017	Regular	0.00	32.37	25415
1295	TRUCK & TRAILER PARTS	10/05/2017	Regular	0.00	751.60	25416
0015	TURBO & ELECTRIC SALES AND SERVICE, INC.	10/05/2017	Regular	0.00	1,192.63	25417
4504	TYLER TECHNOLOGIES-INCODE DIV.	10/05/2017	Regular	0.00	815.31	25418
0377	ULINE	10/05/2017	Regular	0.00	329.51	25419
1300	UNITED FIRE EQUIPMENT CO	10/05/2017	Regular	0.00	196.89	25420
4347	UPS	10/05/2017	Regular	0.00	10.14	25421
3456	UPS STORE, THE	10/05/2017	Regular	0.00	157.70	25422
1323	W. W. WILLIAMS COMPANY LLC	10/05/2017	Regular	0.00	9,917.39	25423
1314	WASTE MGMT OF TUCSON INC	10/05/2017	Regular	0.00	143.38	25424
1362	WIESE PAINTING CONTRACTORS, INC.	10/05/2017	Regular	0.00	803.00	25425
3445	ARIZONA DEPT OF PUBLIC SAFETY	10/12/2017	Regular	0.00	22.00	25435
1489	ACOUNTEMP	10/16/2017	Regular	0.00	2,117.69	25436
1230	AGATHOS LABORATORIES INC.	10/16/2017	Regular	0.00	1,067.00	25437

Monthly Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1253	AMERICAN TOWER CORPORATION	10/16/2017	Regular	0.00	2,008.44	25438
1571	ARCHIVESOCIAL	10/16/2017	Regular	0.00	2,388.00	25439
1413	ARIZONA OFFICE TECHNOLOGIES	10/16/2017	Regular	0.00	459.31	25440
0982	BARNES & NOBLE BOOKSELLERS, INC.	10/16/2017	Regular	0.00	2,185.03	25441
4057	BENAVIDEZ LAW GROUP, P.C.	10/16/2017	Regular	0.00	4,032.00	25442
1070	COSTCO RETAIL SRVCS	10/16/2017	Regular	0.00	1,059.21	25443
1304	COX COMMUNICATIONS PHOENIX	10/16/2017	Regular	0.00	94.39	25444
4657	DISH NETWORK	10/16/2017	Regular	0.00	73.21	25445
1537	ELLIOTT AUTO SUPPLY	10/16/2017	Regular	0.00	302.92	25446
1418	FIRST CHOICE SERVICES	10/16/2017	Regular	0.00	552.80	25447
3825	FISHER SCIENTIFIC	10/16/2017	Regular	0.00	750.77	25448
0226	FRONTIER TOWING, INC.	10/16/2017	Regular	0.00	125.00	25449
0792	HORTICULTURE UNLIMITED	10/16/2017	Regular	0.00	1,000.00	25450
4272	LEVEL 3 COMMUNICATIONS	10/16/2017	Regular	0.00	5,468.53	25451
0017	LONG, JAMES	10/16/2017	Regular	0.00	472.41	25452
3888	LOWE'S COMPANIES, INC.	10/16/2017	Regular	0.00	2,121.86	25453
1133	MAHONEY GROUP, THE - TUCSON	10/16/2017	Regular	0.00	39,229.00	25454
1163	MATHESON TRI-GAS, INC.	10/16/2017	Regular	0.00	248.14	25455
0867	MINER SOUTHWEST	10/16/2017	Regular	0.00	5,890.02	25456
2490	OFFICE DEPOT	10/16/2017	Regular	0.00	291.64	25457
0575	O'REILLY AUTO PARTS	10/16/2017	Regular	0.00	272.73	25458
1088	OSCHMANN EMPLOYEE SCREENING SERVICES	10/16/2017	Regular	0.00	580.00	25459
4715	P.C.F.C.A.	10/16/2017	Regular	0.00	300.00	25460
3535	PIMA CO RECORDER	10/16/2017	Regular	0.00	70.00	25461
1242	RACY/ASSOCIATES INCORPORATED	10/16/2017	Regular	0.00	2,000.00	25462
1150	RANDSTAD	10/16/2017	Regular	0.00	675.41	25463
0255	RC JANITORIAL SERVICES, INC.	10/16/2017	Regular	0.00	1,824.10	25464
0225	REDBURN TIRE COMPANY	10/16/2017	Regular	0.00	983.95	25465
0120	RUSH TRUCK CENTER - TUCSON	10/16/2017	Regular	0.00	835.13	25466
1284	TUCSON ELECTRIC POWER	10/16/2017	Regular	0.00	5,354.97	25467
0377	ULINE	10/16/2017	Regular	0.00	230.56	25468
3294	VERIZON WIRELESS	10/16/2017	Regular	0.00	4,266.66	25469
0341	WASTE BUSTERS, INC.	10/16/2017	Regular	0.00	67.50	25470
1314	WASTE MGMT OF TUCSON INC	10/16/2017	Regular	0.00	832.19	25471
3115	WELL AMERICA	10/16/2017	Regular	0.00	11,657.60	25472
1348	WEX BANK	10/16/2017	Regular	0.00	13,636.31	25473
1362	WIESE PAINTING CONTRACTORS, INC.	10/16/2017	Regular	0.00	11,396.00	25474
4361	XEROX CORPORATION	10/16/2017	Regular	0.00	214.66	25475
1489	ACCONTEMPS	10/20/2017	Regular	0.00	1,883.69	25484
0498	BASIC	10/20/2017	Regular	0.00	202.50	25485
0872	BILL'S HOME SERVICE CO.	10/20/2017	Regular	0.00	480.00	25486
1117	BOSSE ROLLMAN PC	10/20/2017	Regular	0.00	117.00	25487
1691	C & S LOCKSMITHS INC	10/20/2017	Regular	0.00	281.99	25488
0172	CDW GOVERNMENT, INC.	10/20/2017	Regular	0.00	31,288.75	25489
1308	CENTURYLINK	10/20/2017	Regular	0.00	1,469.86	25490
1299	CITY OF TUCSON WATER/SEWER	10/20/2017	Regular	0.00	207.43	25491
4179	CLARK, JOHN PATRICK	10/20/2017	Regular	0.00	177.00	25492
1329	ENTERPRISE FM TRUST	10/20/2017	Regular	0.00	8,699.79	25493
1442	FICK, ERIN	10/20/2017	Regular	0.00	169.27	25494
0783	FEZLAB, LLC	10/20/2017	Regular	0.00	382.50	25495
0958	GARCIA, DONALD	10/20/2017	Regular	0.00	118.00	25496
1558	GEOSPATIAL TRAINING SERVICES LLC	10/20/2017	Regular	0.00	998.00	25497
0295	LIFE-ASSIST, INC.	10/20/2017	Regular	0.00	11,237.50	25498
0725	LOGICALIS, INC.	10/20/2017	Regular	0.00	1,100.00	25499
1133	MAHONEY GROUP, THE - TUCSON	10/20/2017	Regular	0.00	505.00	25500
0854	MALLORY SAFETY AND SUPPLY	10/20/2017	Regular	0.00	931.92	25501
1350	MATTRESS MAKERS, INC.	10/20/2017	Regular	0.00	6,000.00	25502
0867	MINER SOUTHWEST	10/20/2017	Regular	0.00	5,182.00	25503
0750	MONOPRICE, INC.	10/20/2017	Regular	0.00	167.19	25504
3956	MUNICIPAL EMERGENCY SVCS, INC.	10/20/2017	Regular	0.00	374.41	25505
4320	ORO VALLEY WATER UTILITY	10/20/2017	Regular	0.00	361.36	25506

Monthly Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3535	PIMA CO RECORDER	10/20/2017	Regular	0.00	570.00	25507
0868	PIONEER PLUMBING, INC.	10/20/2017	Regular	0.00	1,312.89	25508
2889	RICOH USA, INC.	10/20/2017	Regular	0.00	2,590.65	25509
0919	ROBINSON, IAN	10/20/2017	Regular	0.00	147.50	25510
1260	SECURITECH INC	10/20/2017	Regular	0.00	164.00	25511
3858	SELERIX, INC.	10/20/2017	Regular	0.00	1,030.00	25512
1278	SOUTHWEST GAS CORP	10/20/2017	Regular	0.00	943.81	25513
3999	TEE TIME USA, LLC	10/20/2017	Regular	0.00	399.65	25514
1885	TRICO ELECTRIC COOPERATIVE	10/20/2017	Regular	0.00	2,812.51	25515
1284	TUCSON ELECTRIC POWER	10/20/2017	Regular	0.00	23,088.23	25516
3294	VERIZON WIRELESS	10/20/2017	Regular	0.00	2,550.97	25517
3645	WAXIE SANITARY SUPPLY	10/20/2017	Regular	0.00	1,801.20	25518
0640	WORLD WIDE TECHNOLOGY	10/20/2017	Regular	0.00	1,191.21	25519
0002	APCO INTERNATIONAL INC	10/27/2017	Regular	0.00	184.00	25520
3695	CASSIDY, IAN WILLIAM	10/27/2017	Regular	0.00	583.61	25521
3695	CASSIDY, IAN WILLIAM	10/27/2017	Regular	0.00	-583.61	25521
0172	CDW GOVERNMENT, INC.	10/27/2017	Regular	0.00	3,700.21	25522
1299	CITY OF TUCSON WATER/SEWER	10/27/2017	Regular	0.00	3,293.62	25523
1082	CREATIVE COMMUNICATIONS INC	10/27/2017	Regular	0.00	191.83	25524
4657	DISH NETWORK	10/27/2017	Regular	0.00	48.31	25525
1513	FLOWING WELLS IRRIGATION DIST	10/27/2017	Regular	0.00	177.19	25526
0360	FREIGHTLINER STERLING-WESTERN STAR OF AZ	10/27/2017	Regular	0.00	710.07	25527
4012	GILBERT ELECTRIC CO., INC.	10/27/2017	Regular	0.00	147.00	25528
1326	GRAINGER	10/27/2017	Regular	0.00	1,106.41	25529
0321	GRAN, MICHAEL HENRY	10/27/2017	Regular	0.00	30.50	25530
1126	HEINFELD, MEECH & CO., P C	10/27/2017	Regular	0.00	13,292.50	25531
1136	HOLMES TUTTLE FORD	10/27/2017	Regular	0.00	150.11	25532
3260	HOOK-FAST SPECIALTIES INC	10/27/2017	Regular	0.00	345.58	25533
0792	HORTICULTURE UNLIMITED	10/27/2017	Regular	0.00	3,323.33	25534
0541	HUGHES FIRE EQUIPMENT, INC.	10/27/2017	Regular	0.00	2,553.15	25535
0229	INTERNATIONAL CODE COUNCIL, INC.	10/27/2017	Regular	0.00	296.12	25536
1554	JOHANNA JOY KRAUS MOYER	10/27/2017	Regular	0.00	3,806.25	25537
0878	KARL STORZ ENDOSCOPY - AMERICA, INC.	10/27/2017	Regular	0.00	4,745.46	25538
1441	KELLEY BROS OF ARIZONA, INC.	10/27/2017	Regular	0.00	5,654.80	25539
2840	L N CURTIS & SONS	10/27/2017	Regular	0.00	34,322.32	25540
0559	MAC TOOLS	10/27/2017	Regular	0.00	44.19	25541
3599	MCI	10/27/2017	Regular	0.00	69.67	25542
0867	MINER SOUTHWEST	10/27/2017	Regular	0.00	5,081.00	25543
3956	MUNICIPAL EMERGENCY SVCS, INC.	10/27/2017	Regular	0.00	524.26	25544
2490	OFFICE DEPOT	10/27/2017	Regular	0.00	655.39	25545
0575	O'REILLY AUTO PARTS	10/27/2017	Regular	0.00	545.15	25546
3040	P & L AUTO UPHOLSTERY	10/27/2017	Regular	0.00	198.17	25547
1268	PETUNIA	10/27/2017	Regular	0.00	260.00	25548
0868	PIONEER PLUMBING, INC.	10/27/2017	Regular	0.00	1,050.27	25549
3037	PRECISION TOOL & CONSTRUCTION	10/27/2017	Regular	0.00	3,786.42	25550
0913	PUEBLO MECHANICAL & CONTROLS, INC.	10/27/2017	Regular	0.00	3,492.19	25551
3070	QUALA-TEL ENTERPRISES	10/27/2017	Regular	0.00	356.28	25552
0255	RC JANITORIAL SERVICES, INC.	10/27/2017	Regular	0.00	1,875.00	25553
2889	RICOH USA, INC.	10/27/2017	Regular	0.00	439.77	25554
2391	ROLLMAN, MICHAEL	10/27/2017	Regular	0.00	1,539.00	25555
1086	SAFELITE FULFILLMENT, INC.	10/27/2017	Regular	0.00	304.15	25556
0425	SPEEDPRO IMAGING	10/27/2017	Regular	0.00	1,543.67	25557
1090	STITCHES ETC.	10/27/2017	Regular	0.00	253.00	25558
3999	TEE TIME USA, LLC	10/27/2017	Regular	0.00	1,759.25	25559
0808	THE FIRE STORE	10/27/2017	Regular	0.00	2,518.20	25560
1324	TRIPLE L FEED & SUPPLY	10/27/2017	Regular	0.00	22.99	25561
1295	TRUCK & TRAILER PARTS	10/27/2017	Regular	0.00	3.42	25562
1284	TUCSON ELECTRIC POWER	10/27/2017	Regular	0.00	2,335.10	25563
1297	TULLER TROPHY FACTORY	10/27/2017	Regular	0.00	447.93	25564
0015	TURBO & ELECTRIC SALES AND SERVICE, INC.	10/27/2017	Regular	0.00	313.01	25565
1300	UNITED FIRE EQUIPMENT CO	10/27/2017	Regular	0.00	3,372.00	25566

Monthly Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0638	VISION BUSINESS PRODUCTS OF ARIZONA	10/27/2017	Regular	0.00	241.86	25567
4630	VRBANIC, DAMIEN	10/27/2017	Regular	0.00	41.73	25568
1323	W. W. WILLIAMS COMPANY LLC	10/27/2017	Regular	0.00	3,407.43	25569
1314	WASTE MGMT OF TUCSON INC	10/27/2017	Regular	0.00	143.90	25570
3645	WAXIE SANITARY SUPPLY	10/27/2017	Regular	0.00	1,417.32	25571
1549	ZAZUETA, CHRISTOPHER	10/27/2017	Regular	0.00	47.62	25572
2285	BRETON, PHILIP E	10/27/2017	Regular	0.00	129.21	25573
2178	GRIMES III, JAMES D	10/27/2017	Regular	0.00	259.58	25574
4618	JOHNSON, ANTHONY	10/27/2017	Regular	0.00	2,026.71	25575
0682	JONES, RAYMOND	10/27/2017	Regular	0.00	56.67	25576
0394	KELLEHER, STEPHEN	10/27/2017	Regular	0.00	937.85	25577
1430	AZ DEPT OF REVENUE-USE TAX	10/19/2017	Bank Draft	0.00	1,355.79	DFT0002089
1430	AZ DEPT OF REVENUE-USE TAX	10/24/2017	Bank Draft	0.00	6.22	DFT0002090
3699	AMERICAN EXPRESS	10/30/2017	Bank Draft	0.00	19,272.32	DFT0002112

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	464	186	0.00	553,579.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-583.61
Bank Drafts	30	3	0.00	20,634.33
EFT's	0	0	0.00	0.00
	494	190	0.00	573,629.96

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	464	186	0.00	553,579.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-583.61
Bank Drafts	30	3	0.00	20,634.33
EFT's	0	0	0.00	0.00
	494	190	0.00	573,629.96

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	10/2017	573,629.96
			573,629.96

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

8.A.

SCHEDULED**MEMORANDUM NO. 2017-32**

Date: December 12, 2017
To: Governing Board
From: Dave Gephart, Finance Director
Type of Action: Formal Action/Motion
Strategic Plan Goals: Other
Agenda Item: Discussion, Presentation and Possible Action Approving the Comprehensive Annual Financial Report (CAFR) Comprising the District Audited Financial Statements for the Fiscal Year Ended June 30, 2017; Discussion May Include the Audit Process and All Aspects of the Financial Status of the District.

RECOMMENDATION:

Approve the Comprehensive Annual Financial Report for fiscal year ended June 30, 2017 as presented.

MOTION:

Move to approve the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2017.

DISCUSSION:

Presented for your review is the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2017. Last year's CAFR (June 30, 2016) was reviewed by the Government Finance Officers' Association (GFOA) for its efficiency in organization and ease of readability. It was recognized and awarded a Certificate of Achievement for Excellence in Financial Reporting (p.7). I believe this report for the fiscal year ended June 30, 2017, also satisfies the required criteria to qualify for an award.

The financial statements contained in the CAFR have been audited by the Certified Public Accounting firm of Heinfeld, Meech & Co., PC (Firm). The Firm issued an Unmodified (Clean) opinion (p.13) on the financial statements, opining that the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (GAAP). The auditors will be present to answer any questions.

The CAFR is organized into four basic sections: Introductory, Financial, Statistical, and Report on Internal Control and on Compliance. The Introductory Section includes some basic information about the District, including a letter of transmittal, a list of principal officers, and the organizational chart. The Financial Section includes the independent auditor's report, Management Discussion & Analysis (MD&A), basic financial statements,

notes to the basic financial statements, required supplementary information and other supplementary information. The Statistical Section includes selected financial and demographic information, generally presented on a multi-year basis. The Report on Internal Control and on Compliance includes a report on internal controls and compliance in accordance with Government Auditing Standards from the auditors.

One copy of the CAFR is available for public review. Additional copies are available on the District website: www.northwestfire.org.

ALTERNATIVES:

None

Fiscal Impact

Fiscal Year: 2017

Budgeted Y/N: Y

Amount Requested: 0

FISCAL IMPACT:

This is N/A for this item.

Attachments

CAFR

NORTHWEST FIRE DISTRICT



COMPREHENSIVE ANNUAL FINANCIAL REPORT *for the fiscal year ended June 30, 2017*



5225 W. Massingale Road
Marana, AZ 85743



***NORTHWEST FIRE DISTRICT
PIMA COUNTY, ARIZONA***

**COMPREHENSIVE ANNUAL FINANCIAL REPORT
for the fiscal year ended June 30, 2017**



***Northwest Fire District
5225 W. Massingale Road
Marana, AZ 85743
Phone 520-887-1010
Fax 520-887-1034
www.northwestfire.org***

Prepared by the Finance Department of Northwest Fire District

***David Gephart, Finance Director
Phyllis Schumacher, Finance Supervisor
Debbi Hreblyn, Account Clerk
Kathy Minten, Account Clerk
Raymond Thibault, Buyer***

***NORTHWEST FIRE DISTRICT
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INTRODUCTORY SECTION

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NORTHWEST FIRE DISTRICT

Packet Page 130

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS COMMUNITY, AND THE TOWN OF MARANA

ADMINISTRATION/PREVENTION & LIFE SAFETY
5225 W. MASSINGALE ROAD
MARANA, AZ 85743

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org

November 10, 2017

To the Citizens and Board of Directors of Northwest Fire District:

Arizona Revised Statutes Article 9, §48-251 requires that all special districts with annual budgets in excess of \$1,000,000 publish within 240 days of the close of their fiscal year a complete set of financial statements presented in conformance with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. This report is published to fulfill that requirement for the fiscal year ended June 30, 2017.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of material misstatements. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Heinfeld, Meech & Co., P.C., a certified public accounting firm, have issued an unmodified ("clean") opinion on the Northwest Fire District financial statements for the year ended June 30, 2017. The independent auditor's report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

The District is a special district established to provide a full range of fire protection and emergency response services to its citizens. This report has been prepared in accordance with accounting principles generally accepted in the United States of America and follows guidelines recommended by the Government Finance Officers Association of the United States of America and Canada.

- 1 -

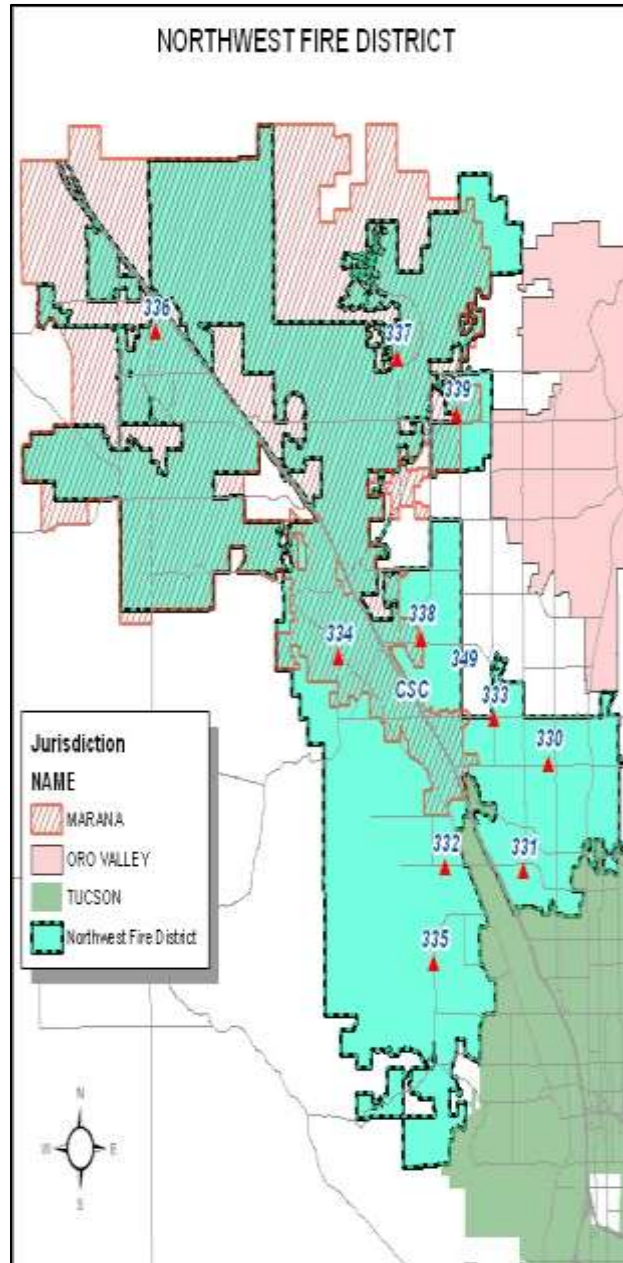


Profile of the District

Northwest Fire District (NWFD) is the largest fire district in the State of Arizona and operates under Arizona Revised Statutes (ARS) Title 48, Chapter 5. The District is a community service organization funded through limited assessed value property taxes. It is governed by a five member Board of Directors, comprised of a Board Chair and four Directors, including a Vice-chair and Clerk. All board members are elected at large and serve staggered four year terms. The Board hires a Fire Chief/Administrator to manage day-to-day operations of the District. The Board of Directors is required to adopt an annual budget which serves as the foundation for financial planning and control. The budget is prepared by fund, function, and department.

Northwest Fire District was formed in 1983 by residents of the northwest metropolitan Tucson area to ensure the community receives consistent, high-quality emergency services at a reasonable cost. On December 1, 1996, the District expanded by merging with the Flowing Wells Fire District.

Within its legal boundaries, NWFD provides fire, emergency medical services (EMS) and special operations response services to an area of approximately 144 square miles and to a population of approximately 116,788 people. Over 34,000 reside in the Town of Marana and the remainder resides in unincorporated Pima County northwest of the City of Tucson. Several industrial, commercial and residential occupancies outside the legal boundaries are served on a contractual basis. NWFD provides services to a broad classification of population densities including suburban, rural, and wilderness. Approximately 16 miles of Interstate 10 runs through the District. A transcontinental Union Pacific railroad parallels Interstate 10. NWFD protects property within its boundaries assessed at a total of \$1.080 billion.



Northwest Fire District is an internationally accredited, ISO Class 2, Special District providing a broad level of professional proactive (prevention) and reactive (emergency) services to residents and visitors.

Prevention services provided include:

- CPR and first aid classes
- Fire code inspection
- Fire investigation
- Plans review
- Fire education programs in elementary schools
- Infant/child car seat installation
- Certified babysitting classes

NWFD provides a wide variety of non-emergency services that include:

- Reptile removal
- Smoke detector battery replacement
- Invalid assists
- Community Assistance Programs aiding victims and family members following a traumatic event such as a fire or death

Emergency services provided include:

- Fire suppression and rescue
- Emergency Medical Services at the Paramedic level
- Hazardous Materials response at the technician and specialist level
- Technical Rescue services at the technician level

The NWFD operates ten fire engines (pumpers), six ambulances, two battalion chief trucks and cross staffs one ladder truck from ten stations. The District is constantly staffed with 51 suppression personnel per day, and has six support vehicles that are staffed when personnel are available comprised of the following:

- Three water tenders
- Utility truck
- Light aircraft rescue firefighting (ARFF) truck
- Rehab vehicle

The Northwest Fire District's emergency response units are staffed consistently throughout the District with trained and qualified personnel who were selected through competitive testing to obtain their positions. All suppression personnel are required to be certified as a Firefighter I and II, pursuant to the State of Arizona training requirements, Hazardous Materials Operations, and complete NIMS 100, 200, 700 and 800 online programs. In addition, response personnel are, at a minimum, Emergency Medical Technician-Basic certified as per Arizona Department of Health.

Each fire engine is staffed with a Captain, Engineer, Paramedic and Firefighter. The District's staffing policy requires four personnel on an engine/ladder and two on an ambulance.

Budget process

The District budgets all funds in accordance with the requirements of state law. All funds are budgeted on the modified accrual basis of accounting.

The Board of Directors adopts the original budget by resolution prior to the beginning of the fiscal year of the District. The Board resolution authorizing budgeted expenditures for each fund sets the level by which actual expenditures should not exceed budgeted expenditures. Total personal services, materials and services, capital outlay, and other expenditures for the fund are the levels of control established by the resolution with the exception of the General Fund, where those same appropriation levels are defined by division levels. The detailed budget document, however, is required to contain more specific detailed information for the above mentioned expenditure categories, and management may transfer budgeted expenditures within all funds without Board approval. However, transfers between funds require Board authorization, as do any transfers from Contingency.

Budgeted expenditures lapse at year-end and may not be carried over to subsequent years.

Local economy

The Northwest Fire District operates in a diverse region that has seen significant growth over the past seventeen years. Most of the development within NWFD is residential, including single and multi-family dwellings. However, there is also a substantial and increasing presence of retail occupancies along with a smaller percentage of warehouses and industrial-type facilities. Major industries located within District boundaries include hospitals/healthcare, resorts/hospitality, retail, and aerospace/defense contractors.

Because of its location in a region with a varied economic base, unemployment has been relatively stable until the effect of the current recession was felt beginning in 2008. During the past ten years, unemployment has risen from a low of 3.3% in Pima County to a high of 9.1%. Much of this increase is due to the collapse of the construction industry. The good news is that all aggregate indicators of economic activity are improving, with the current unemployment rate estimated to be at 4.9%. Personal income, wages, and employment are growing at increasingly faster rates. Unemployment is declining as are bankruptcies and residential foreclosures. Fortunately, demand remains high for residential properties, driven by strong investor interest and a lack of supply.

The District's population is expected to continue to grow in the next 20 years, although prior growth estimates have been significantly curtailed. District management and staff are working proactively and cooperatively with other governments, surrounding fire districts, and regional planning groups to ensure continued ability to serve this future population.

Long-term financial planning and major initiatives

District management and its Board recognize the importance of strategic long term financial planning. Each year, forecasts are prepared to estimate the financial health of the District over the next five years. The District Board also annually reviews and approves a comprehensive set of financial policies, as well as a five-year Capital Improvement Program. Both documents provide a framework for financial sustainability utilizing recommended practices from the GFOA and industry leaders.

The five-year Capital Improvement Program (CIP) serves as a planning document to ensure that facilities and equipment are well maintained and operating in peak condition. Under guidance from the CIP committee and Board of Directors, the CIP process gives NWFD the ability to plan for its capital needs and allocate short and long-term resources appropriately. As part of this process, NWFD identifies and quantifies the operational costs associated with capital projects and budgets resources accordingly. In addition, the fleet services division monitors the condition of all vehicles and makes recommendations on their replacement. The NWFD maintains a vehicle replacement policy which serves as its fleet replacement guide over a ten-year period.

NWFD has also been accredited by the Commission on Fire Accreditation International (CFAI) through the Center for Public Safety Excellence (CPSE). During the accreditation process, an independent committee of experts perform a comprehensive on-site evaluation to determine if the agency is performing in a manner consistent with the needs of the community and relevant standards/best practices. The District is one of only eleven fire departments/districts in the State of Arizona to achieve this distinction, and one of two located in Southern Arizona. Accreditation lasts for a period of five years, with required annual updates/reporting. The District was due for re-accreditation this past year (fiscal year 2016-17), and has been placed on deferred status. The District anticipates it will become re-accredited during this upcoming year (fiscal year 2017-18).

Relevant financial policies

NWFD has adopted a comprehensive set of financial policies. The policies implemented have been effective in protecting the District during the “Great Recession”, as the District has been able to maintain service levels despite increases to operational costs (fuel, utilities, etc.) and unwillingness by the Governing Board to increase the tax levy. Specifically, the policies 1) requiring the adoption of a balanced budget and 2) not allowing one-time resource inflows to be used for operating purposes, in addition to fund balance targets delineated by the policies have kept the Governing Board and staff focused on increasing internal efficiencies, especially through the leveraging of technologies.


Awards and Acknowledgements

Awards: The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Northwest Fire District for its comprehensive annual financial report for the fiscal year ended June 30, 2016. This was the tenth consecutive year that the District achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current comprehensive annual financial report continues to meet the Certificate of Achievement Program requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

Acknowledgements: We would like to express our sincere gratitude to the personnel of the finance department who assisted and contributed to the preparation of this report. Appreciation is also extended to Board Chair George Carter, the Board of Directors, the managers, employees and citizens of the District whose continued support is vital to the financial health of Northwest Fire District.

Respectfully Submitted,



Michael J. Brandt
Fire Chief/Administrator



David Gephart, CPA
Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

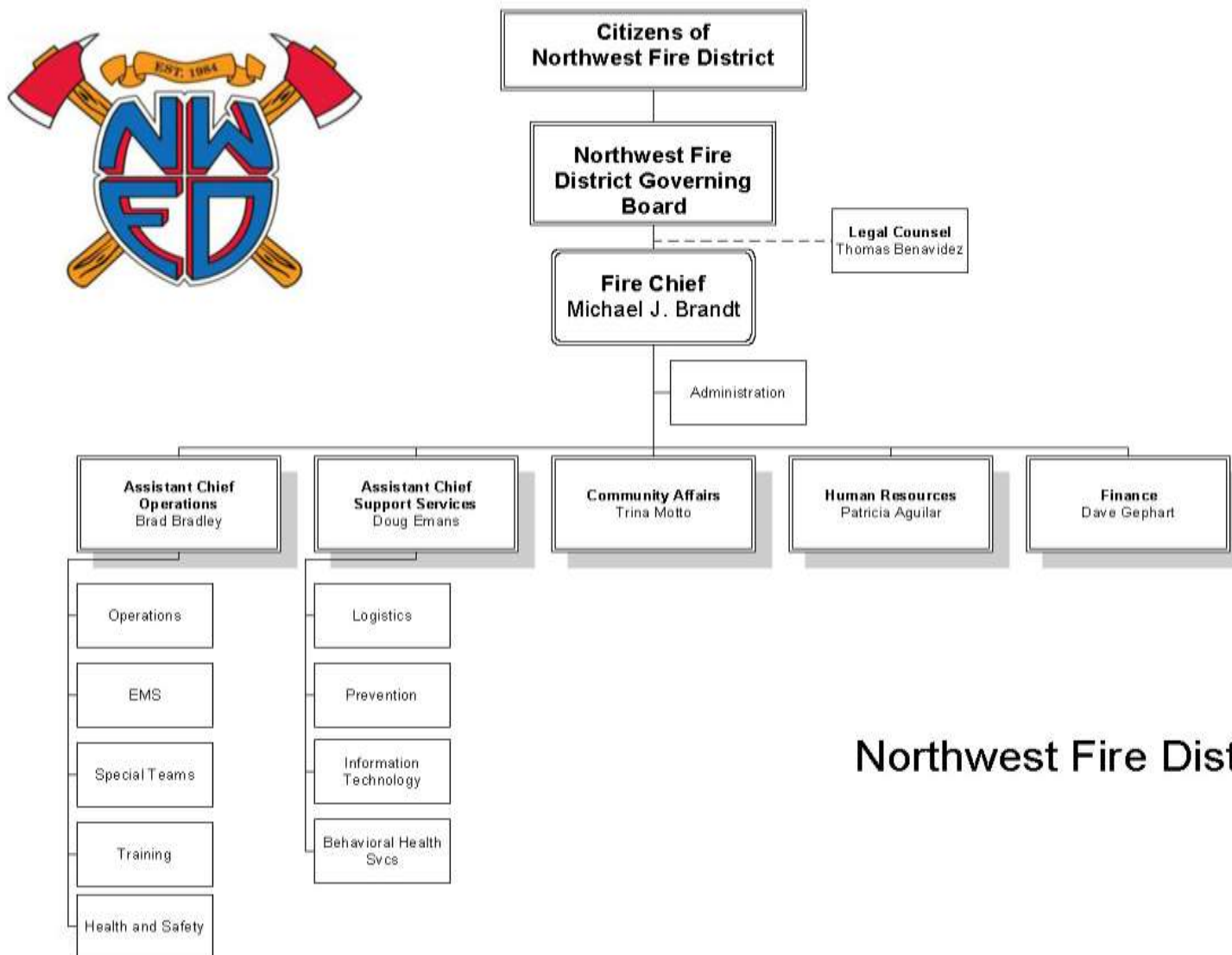
Presented to

**Northwest Fire District
Arizona**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2016

Executive Director/CEO



Northwest Fire District

NORTHWEST FIRE DISTRICT
LIST OF ELECTED AND APPOINTED OFFICIALS
JUNE 30, 2017

Board of Directors

Term Expires

George Carter, Chair
Bruce Kaplan, Vice-Chair
Becky Arend-Hicks, Clerk
Peg Green
David Talas

November 30, 2020
November 30, 2018
November 30, 2020
November 30, 2020
November 30, 2018

Administrative Offices
5225 W. Massingale Road
Marana, AZ 85743

Registered Agent
Michael J. Brandt
Fire Chief/Administrator

Legal Counsel
Benavidez Law Group, P.C.
7440 N. Oracle Road
Tucson, AZ 85704

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Northwest Fire District

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Northwest Fire District (District), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Northwest Fire District, as of June 30, 2017, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, budgetary comparison information, and net pension liability information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying supplementary information such as the Introductory Section, Other Supplementary Information, and Statistical Section are presented for purposes of additional analysis and are not a required part of the financial statements.

The Other Supplementary Information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Other Supplementary Information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The Introductory Section and Statistical Section have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2017, on our consideration of Northwest Fire District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Northwest Fire District's internal control over financial reporting and compliance.

Heinfeld, Meech & Co., P.C.

Heinfeld, Meech & Co., P.C.
Tucson, Arizona
November 10, 2017

MANAGEMENT'S DISCUSSION AND ANALYSIS

FISCAL YEAR ENDED JUNE 30, 2017

As management of the Northwest Fire District (District), we offer readers of the District financial statements this narrative overview and analysis of financial activities for the fiscal year ended June 30, 2017. We encourage readers to consider the information presented here in conjunction with the accompanying transmittal letter, the basic financial statements, and the accompanying notes to those financial statements.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of Northwest Fire District exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$3,136,181 (*net position*). No amount of the net position may be used to meet ongoing obligations of the District to citizens and creditors because *unrestricted net position* carried a negative balance.
- Total net position of the District decreased by \$7,564,619, primarily due to increased pension liability and expense.
- As of the close of the current year, the governmental funds of the District reported combined ending fund balances of \$11,551,540, a decrease of \$1,068,693 in comparison with the prior year.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$5,329,844, or 19.05% of total General Fund expenditures.
- The total long-term debt of the District decreased by a net amount of \$2,688,408. The decrease is primarily due to regular payments on already-existing bonds.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of the District. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* (pages 25-27) are intended to provide a broad overview in a manner similar to a private sector business.

The *Statement of Net Position* presents information on all assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *Statement of Activities* presents information showing how the net position of the District changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Northwest Fire District, like other

state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All funds of the District are considered governmental funds.

Governmental funds – *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in assessing a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District adopts an annual appropriated budget for the General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget.

The governmental fund financial statements can be found on pages 28-33 and 70-79 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 37-62 of this report.

GOVERNMENT-WIDE OVERALL FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the financial position of a government. In the case of Northwest Fire District, assets and deferred outflows of resources exceeded liabilities and deferred inflows by \$3,136,181 at the close of the most recent fiscal year.

The largest portion of net position of the District (\$19,286,564, or 614.97%) reflects its investment in capital assets (e.g., land, buildings, vehicles, and equipment), less any debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to residents; consequently, the assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since capital assets themselves cannot be used to liquidate these liabilities.

The next-largest balance of net position (\$1,995,585, or 63.63%) reflects its restricted net position, primarily comprised of unexpended grant and bond monies that cannot legally be utilized for any purpose other than what the grantor or bond documents dictate.

The remaining balance of net position (-\$18,145,968, or -578.60%) is unrestricted and may be used to meet ongoing obligations of the District to citizens and creditors. Unrestricted net position is negative due to implementation of GASB Statement No. 68, which requires the District to recognize pension liabilities.

The following table reflects the condensed Statement of Net Position.

Northwest Fire District
Condensed Statement of Net Position
As of June 30,

	Governmental Activities		Increase/ (Decrease)
	2017	2016	
Cash and investments	\$ 11,845,117	\$ 14,417,348	\$ (2,572,231)
Other assets	3,826,906	4,757,448	(930,542)
Capital assets	42,927,457	43,547,647	(620,190)
Total assets	58,599,480	62,722,443	(4,122,963)
Deferred outflows of resources	13,405,956	7,612,743	5,793,213
Other liabilities	1,447,361	3,430,716	(1,983,355)
Long-term liabilities	65,071,217	52,380,145	12,691,072
Total liabilities	66,518,578	55,810,861	10,707,717
Deferred inflows of resources	2,350,677	3,823,525	(1,472,848)
Net position			
Net investment in capital assets	19,286,564	17,218,346	2,068,218
Restricted	1,995,585	2,351,605	(356,020)
Unrestricted	(18,145,968)	(8,869,151)	(9,276,817)
Total net position	\$ 3,136,181	\$ 10,700,800	\$ (7,564,619)

Governmental activities. The net position of the District from governmental activities decreased 70.69%, from \$10,700,800 to \$3,136,181. Key elements of these activities are as follows:

- Unrestricted net position decreased \$9,276,817 primarily due to an increase in pension liability.
- Restricted net position decreased \$356,020 primarily due to bond and grant revenues exceeding expenses in those funds.
- Net investment in capital assets increased \$2,068,218 due to decreased debt associated with the purchase of capital assets as a result of no new debt issuances during the year.
- Charges for services decreased \$1,936,042 due to writing down delinquent accounts from ambulance billings.
- Operating grants and contributions increased \$541,707 due to the District being utilized more heavily in combating wildland fires and thus, bringing additional revenue.
- Property taxes increased \$2,021,206 as a result of a slight increase in operating levy.
- Expenses for public safety increased reflecting the District awarding step increases to eligible employees, inflation, and a pension liability increase from PSPRS.

Condensed Statement of Activities
For the year ended June 30,

	Governmental Activities		Increase/ (Decrease)
	2017	2016	
Revenues			
Program revenues			
Charges for services	\$ 2,915,582	\$ 4,851,624	\$ (1,936,042)
Operating grants and contributions	1,859,470	1,317,763	541,707
General revenues			
Property taxes	30,905,973	28,884,757	2,021,216
Fire district assistance tax	398,246	394,641	3,605
Investment earnings	71,261	72,176	(915)
Miscellaneous	8,012	956	7,056
Total revenues	<u>36,158,544</u>	<u>35,521,917</u>	<u>636,627</u>
Expenses			
Public safety	42,915,025	33,014,022	9,901,003
Interest on long-term debt	808,138	1,487,972	(679,834)
Total expenses	<u>43,723,163</u>	<u>34,501,994</u>	<u>9,221,169</u>
Increase/(Decrease) in net position	(7,564,619)	1,019,923	(8,584,542)
Beginning net position	10,700,800	9,680,877	1,019,923
Ending net position	<u>\$ 3,136,181</u>	<u>\$ 10,700,800</u>	<u>\$ (7,564,619)</u>

FINANCIAL ANALYSIS OF GOVERNMENTAL FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balances may serve as a useful measure of the District's net resources available for discretionary use as they represent the portion of fund balance which has not yet been limited to use for a particular purpose by either an external party, the District itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the District Board of Directors.

At June 30, 2017, Northwest Fire District's governmental funds reported combined fund balances of \$11,551,540, a decrease of \$1,068,693, or -8.47%, in comparison with the prior year. Approximately 46.14% of this amount (\$5,329,844) constitutes *unassigned fund balance*, which is available for spending at the District's discretion. The remainder of the fund balance is either *nonspendable*, *restricted*, or *assigned* to indicate that it is 1) not in spendable form (\$121,124), 2) restricted for particular purposes (\$1,857,406), or 3) assigned for particular purposes (\$4,243,166).

General Fund. The General Fund accounts for all the financial resources of the District not accounted for in any other fund. At the end of June 30, 2017, total fund balance was \$7,539,223, of which \$121,124 was nonspendable because of prepaid items, \$2,088,255 was assigned for medical self insurance costs, and \$5,329,844 was unassigned for financial reporting purposes. As a measure of the fund's liquidity, it may be useful to compare both unassigned and total fund balance to the fund's expenditures. Unassigned fund balance represents 19.05% of the total general fund expenditures, while the total fund balance represents 26.94% of total general fund expenditures. Total fund balance of the fund decreased by \$357,366, resulting from increased repairs, maintenance, and supply costs.

Wildland Fund. The Wildland Fund accounts for the resources and requirements specific to the District's wildfire suppression activity. The primary source of income is federal/state government reimbursements for out-of-district activities. Primary expenditures are wages and related expenditures, travel, and supplies. At the end of June 30, 2017, total fund balance was \$349,022, which is an increase of \$13,076 from the prior year due to an increase in wildland fire activity and related billings.

Ambulance Fund. The Ambulance Fund accounts for the resources and requirements specific to the District's ambulance transport activity. The primary source of income is ambulance billings. Primary expenditures are wages and related expenditures, travel, and supplies. At the end of June 30, 2017, total fund balance was \$251,958, which is a decrease of \$118,804 from the prior year due to the fund slightly underperforming revenue estimates.

Capital Improvements Fund. The Capital Improvements Fund accounts for financial resources to be used for the acquisition or construction of major capital assets. The primary sources of income are from property taxes, bond proceeds, and charges for services. The primary expenditures are capital expenditures. At the end of June 30, 2017, total fund balance was \$346,438, which is a decrease of \$235,745 from the prior year primarily due to the planned spenddown of reserves.

GO Debt Service Fund. The GO Debt Service Fund accounts for the property tax levy dedicated to the payment of principal and interest on general obligation bonds.

Capital Reserve Fund. The Capital Reserve Fund accounts for reserves set aside for significant capital purchases anticipated to be made in future years. It is funded through budgeted transfers from other funds.

Grant Program Fund. The Grant Program Fund accounts for all the grants awarded to the District from various governmental and non-governmental sources, and related expenditures.

BUDGETARY HIGHLIGHTS

Changes or variances from the original to the final budget for the General Fund were due to reallocating capacity from unfilled vacancies to areas of need. A schedule showing the original and final budget amounts compared to the actual financial activity for the General Fund is provided in this report as required supplementary information. The significant variances are summarized as follows:

- The positive variance of \$7,099,585 for expenditures is primarily attributed to not utilizing contingency funds for operations.
- The negative variance of \$265,251 for support resources is primarily attributed to increased repair, maintenance and supply costs.

For more detailed information, see budget to actual comparisons on page 70.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. As of June 30, 2017, the investment in capital assets for governmental activities amounts to \$42,927,457 (net of accumulated depreciation). This investment in capital assets includes land and improvements, buildings and improvements, vehicles, furniture and equipment. The total decrease in capital assets for the current fiscal year was \$620,190, or 1.42%.

Major capital events during the current fiscal year included the following:

- Purchase of a new station alerting system for fire stations
- Purchase of two new KME Custom Pumpers
- Purchase of two new ambulances
- Purchase of 5 new medical drug dispensing machines
- Purchase of 23 new radios to enhance communication capabilities

For more detailed information, see page 46 in the notes to the financial statements. The following table is a summarized reconciliation of the changes in capital assets.

Northwest Fire District Changes in Capital Assets Year Ended June 30,

	2017	2016
Beginning balance	\$ 43,547,647	\$ 44,160,830
Additions	2,792,316	2,522,753
Retirements	(1,002,904)	(1,592,946)
Depreciation	(2,409,602)	(1,542,990)
Ending balance	<u>\$ 42,927,457</u>	<u>\$ 43,547,647</u>

The District depreciates all capital assets except for land and construction in progress.

Long-term debt. At the end of the current fiscal year, the District had total debt outstanding of \$23,640,893. The entire amount of the debt is backed by the full faith and credit of the District. The District has been issued an “AA-” rating from Standard & Poor’s.

Northwest Fire District
Outstanding Debt
As of June 30,

	Governmental Activities		Increase/ (Decrease)
	2017	2016	
General Obligation Bonds	\$ 23,640,893	\$ 26,329,301	\$ (2,688,408)
	<u>\$ 23,640,893</u>	<u>\$ 26,329,301</u>	<u>\$ (2,688,408)</u>

Additional information regarding the long-term debt of the District can be found in the notes to the financial statements on pages 47-48 of this report.

ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS AND RATES

The local housing market continues to stabilize in foreclosures and prices, and assessed values appear to have bottomed out four years ago. Builders and developers have begun reinvesting in the community, as evidenced by a new premium factory outlet mall which opened in the District in October 2015. District assessed values hit a high of \$1.218 billion in 2009/10, declined to \$943 million in 2013/14, and currently is estimated at \$1.080 billion. The Board of Directors has been consistent in its approach of attempting to maintain service levels through a combination of operational budget reductions, self-insuring District health benefits, utilizing a separation incentive plan, capital expenditure deferments, and tax levy maintenance. However, the District has now reached the point where tax levy maintenance is no longer feasible given inflation. As a result, the operational tax rates have increased from \$2.1124 in 2009/10 to \$2.6995 for 2017/18.

Next year’s budget reflects a significant increase in pension expenditures due to an increase in the District employer Public Safety Personnel Retirement System (PSPRS) rate from 21.48% to 30.84%. This rate increase equates to more than \$1.7 million for the year.

FINANCIAL CONTACT

The financial statements of the District are designed to present users (citizens, taxpayers, customers, investors, and creditors) with a general overview of the finances of the District and to demonstrate accountability. If you have questions regarding the report or need additional financial information, please contact the Finance Director of the District at 5225 W. Massingale Road, Tucson, AZ 85743.

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BASIC FINANCIAL STATEMENTS

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NORTHWEST FIRE DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2017

	<i>Governmental Activities</i>
ASSETS	
Cash and investments	\$ 11,845,117
Accounts receivable	2,097,453
Property taxes receivable	1,608,329
Prepaid expenses	121,124
Capital assets	
Land, improvements, and construction in progress	5,874,434
Other capital assets (net of accumulated depreciation)	37,053,023
<i>Total Assets</i>	<u>58,599,480</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension plan items	13,405,956
<i>Total Deferred Outflows of Resources</i>	<u>13,405,956</u>
LIABILITIES	
Accounts payable and accrued expenses	1,431,315
Unearned revenue	16,046
Noncurrent liabilities:	
Due within one year:	
Bonds payable	2,020,000
Compensated absences	1,700,000
Due in more than one year:	
Bonds payable, net of unamortized premium	21,620,893
Compensated absences	1,728,404
Net pension liability	38,001,920
<i>Total Liabilities</i>	<u>66,518,578</u>
DEFERRED INFLOWS OF RESOURCES	
Pension plan items	2,350,677
<i>Total Deferred Inflows of Resources</i>	<u>2,350,677</u>
NET POSITION	
Net investment in capital assets	19,286,564
Restricted for:	
Debt Service	775,075
Grants	1,220,510
Unrestricted	(18,145,968)
<i>Total Net Position</i>	<u>\$ 3,136,181</u>

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NORTHWEST FIRE DISTRICT
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2017

	Governmental Activities
EXPENSES	
Public safety	
Salaries and wages	\$ 19,232,564
Employee benefits	14,778,402
Materials and supplies	1,741,354
Professional services	778,632
Utilities and communications	1,545,399
Insurance	155,244
Repairs and maintenance	1,255,073
Lease agreements	119,468
Depreciation	3,308,889
Interest on long-term debt	808,138
<i>Total program expenses</i>	43,723,163
PROGRAM REVENUES	
Charges for services	2,915,582
Operating grants and contributions	1,859,470
<i>Total program revenues</i>	4,775,052
<i>Net program expenses</i>	(38,948,111)
GENERAL REVENUES	
Property taxes	30,905,973
Fire district assistance tax	398,246
Investment earnings	71,261
Miscellaneous	8,012
<i>Total general revenues</i>	31,383,492
<i>Change in net position</i>	(7,564,619)
<i>Net position, July 1, 2016</i>	10,700,800
<i>Net position, June 30, 2017</i>	<u>\$ 3,136,181</u>

The accompanying notes are an integral part of the financial statements.

NORTHWEST FIRE DISTRICT
BALANCE SHEET – GOVERNMENTAL FUNDS
JUNE 30, 2017

	General	Wildland	Ambulance
ASSETS			
Cash and investments	\$ 8,217,250	\$ 375,566	\$ -
Accounts receivable	72,050	121,113	1,599,102
Property taxes receivable	1,450,175	-	-
Prepays	121,124	-	-
Due from other funds	169,409	-	-
<i>Total Assets</i>	<u>\$ 10,030,008</u>	<u>\$ 496,679</u>	<u>\$ 1,599,102</u>
LIABILITIES			
Accounts payable	\$ 519,400	\$ 22,423	\$ 19,547
Accrued payroll and related benefits	701,292	11,526	-
Unearned revenue	7,046	-	-
Due to other funds	-	-	169,409
<i>Total Liabilities</i>	<u>1,227,738</u>	<u>33,949</u>	<u>188,956</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	1,263,047	-	-
Unavailable revenue - wildland billings	-	113,708	-
Unavailable revenue - ambulance billings	-	-	1,158,188
<i>Total Deferred Inflows of Resources</i>	<u>1,263,047</u>	<u>113,708</u>	<u>1,158,188</u>
FUND BALANCES			
Nonspendable:			
Prepaid items	121,124	-	-
Restricted for:			
Debt service	-	-	-
Grant expenditures	-	-	-
Assigned to:			
Medical self insurance	2,088,255	-	-
Wildland	-	349,022	-
Ambulance	-	-	251,958
Capital expenditures	-	-	-
Unassigned:	5,329,844	-	-
<i>Total Fund Balances</i>	<u>7,539,223</u>	<u>349,022</u>	<u>251,958</u>
<i>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</i>	<u>\$ 10,030,008</u>	<u>\$ 496,679</u>	<u>\$ 1,599,102</u>

The accompanying notes are an integral part of the financial statements.

Capital Improvements	GO Debt Service	Capital Reserve	Grant Program	Totals
\$ 461,750	\$ 616,921	\$ 1,207,493	\$ 966,137	\$ 11,845,117
4,777	-	-	300,411	2,097,453
-	158,154	-	-	1,608,329
-	-	-	-	121,124
-	-	-	-	169,409
<u>\$ 466,527</u>	<u>\$ 775,075</u>	<u>\$ 1,207,493</u>	<u>\$ 1,266,548</u>	<u>\$ 15,841,432</u>
\$ 120,089	\$ -	\$ -	\$ 14,188	\$ 695,647
-	-	-	22,850	735,668
-	-	-	9,000	16,046
-	-	-	-	169,409
<u>120,089</u>	<u>-</u>	<u>-</u>	<u>46,038</u>	<u>1,616,770</u>
-	138,179	-	-	1,401,226
-	-	-	-	113,708
-	-	-	-	1,158,188
<u>-</u>	<u>138,179</u>	<u>-</u>	<u>-</u>	<u>2,673,122</u>
-	-	-	-	121,124
-	636,896	-	-	636,896
-	-	-	1,220,510	1,220,510
-	-	-	-	2,088,255
-	-	-	-	349,022
-	-	-	-	251,958
346,438	-	1,207,493	-	1,553,931
-	-	-	-	5,329,844
<u>346,438</u>	<u>636,896</u>	<u>1,207,493</u>	<u>1,220,510</u>	<u>11,551,540</u>
<u>\$ 466,527</u>	<u>\$ 775,075</u>	<u>\$ 1,207,493</u>	<u>\$ 1,266,548</u>	<u>\$ 15,841,432</u>

The accompanying notes are an integral part of the financial statements.

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NORTHWEST FIRE DISTRICT

***RECONCILIATION OF BALANCE SHEET – GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION
JUNE 30, 2017***

<i>Fund Balances</i>		\$	11,551,540
The Statement of Net Position reports receivables at their net realizable value. However, receivables not available to pay for current-period expenditures are reported as unavailable revenue in governmental funds.			2,673,122
Capital assets are not financial resources in governmental funds, but are reported in the Statement of Net Position at their net depreciable value.			42,927,457
Pension contributions subsequent to the measurement date, assumption changes, and differences between expected and actual experience are not available resources, and therefore, are not reported in the funds.			11,055,279
Long-term liabilities not payable in the current year are not reported as governmental fund liabilities. Interest on long-term debt is not accrued in the governmental funds, but is recognized as an expenditure when paid. These liabilities consist of the following:			
Accrued compensated absences payable	(3,428,404)		
Bonds payable	(23,640,893)		
Net pension liability	(38,001,920)		(65,071,217)
<i>Net position of governmental activities</i>		\$	<u>3,136,181</u>

The accompanying notes are an integral part of the financial statements.

NORTHWEST FIRE DISTRICT

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2017**

	<u>General</u>	<u>Wildland</u>	<u>Ambulance</u>
REVENUES			
Taxes and assessments	\$ 28,132,395	\$ -	\$ -
Charges for services	1,319,165	-	2,207,816
Intergovernmental	-	617,111	-
Donations	1,037	-	-
Interest earned	60,475	-	-
Miscellaneous	6,760	-	-
	<u>29,519,832</u>	<u>617,111</u>	<u>2,207,816</u>
<i>Total Revenues</i>	29,519,832	617,111	2,207,816
EXPENDITURES			
Public safety:			
Administration	3,261,529	-	-
Emergency operations	19,078,148	604,035	2,210,196
Community safety services	1,111,727	-	-
Support resources	4,498,142	-	116,424
Capital outlay	32,652	-	-
Debt service	-	-	-
	<u>27,982,198</u>	<u>604,035</u>	<u>2,326,620</u>
<i>Total Expenditures</i>	27,982,198	604,035	2,326,620
REVENUES OVER (UNDER) EXPENDITURES	1,537,634	13,076	(118,804)
OTHER FINANCING SOURCES/(USES)			
Sale of general capital assets	-	-	-
Transfers in/(out)	(1,895,000)	-	-
	<u>(1,895,000)</u>	<u>-</u>	<u>-</u>
<i>Total Other Financing Sources (Uses)</i>	(1,895,000)	-	-
NET CHANGE IN FUND BALANCES	(357,366)	13,076	(118,804)
FUND BALANCES, Beginning of year	<u>7,896,589</u>	<u>335,946</u>	<u>370,762</u>
FUND BALANCES, End of year	<u>\$ 7,539,223</u>	<u>\$ 349,022</u>	<u>\$ 251,958</u>

The accompanying notes are an integral part of the financial statements.

Capital Improvements	GO Debt Service	Capital Reserve	Grant Program	Totals
\$ -	\$ 3,007,561	\$ -	\$ -	\$ 31,139,956
77,861	-	-	-	3,604,842
-	144,892	-	524,409	1,286,412
535,000	-	-	-	536,037
-	10,786	-	-	71,261
-	1,252	-	-	8,012
612,861	3,164,491	-	524,409	36,646,520
-	1,795	-	-	3,263,324
87,559	-	-	523,162	22,503,100
-	-	-	-	1,111,727
-	-	-	-	4,614,566
2,759,664	-	-	-	2,792,316
-	3,533,797	-	-	3,533,797
2,847,223	3,535,592	-	523,162	37,818,830
(2,234,362)	(371,101)	-	1,247	(1,172,310)
103,617	-	-	-	103,617
1,895,000	-	-	-	-
1,998,617	-	-	-	103,617
(235,745)	(371,101)	-	1,247	(1,068,693)
582,183	1,007,997	1,207,493	1,219,263	12,620,233
\$ 346,438	\$ 636,896	\$ 1,207,493	\$ 1,220,510	\$ 11,551,540

The accompanying notes are an integral part of the financial statements.

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NORTHWEST FIRE DISTRICT

***RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2017***

<i>Net change in fund balances - total governmental funds</i>	\$	(1,068,693)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.		(487,976)
Governmental funds do not report expenditures for unpaid compensated absences since they do not require the use of current financial resources. However, the Statement of Activities reports such expenses when incurred, regardless of when settlement ultimately occurs.		(312,093)
Capital outlays are reported as expenditures in governmental funds. However, the Statement of Activities allocates the cost of capital outlay over their estimated useful lives as depreciation expense.		
Expenditures for capital assets	\$	2,792,316
Loss on disposition of capital assets		(46,180)
Less current year depreciation		<u>(3,366,326)</u>
		(620,190)
In the Statement of Activities interest is accrued on long-term debt, whereas in the governmental funds it is recorded as an interest expenditure when paid.		37,251
Governmental funds report pension contributions as expenditures. However, they are reported as deferred outflows of resources in the Statement of Net Position. The change in the net pension liability, adjusted for deferred pension items, is reported as pension expense in the Statement of Activities.		(7,801,326)
Proceeds from the issuance of long-term debt provide current financial resources to governmental funds and are reported as revenues. In the same way, repayments of long-term debt use current financial resources and are reported as expenditures in governmental funds. However, neither the receipt of debt proceeds nor the payment of debt principal affect the Statement of Activities, but are reported as increases and decreases in noncurrent liabilities in the Statement of Net Position.		
Amortization	\$	138,408
Principal repayments		<u>2,550,000</u>
		2,688,408
<i>Change in net position of governmental activities.</i>	\$	<u>(7,564,619)</u>

The accompanying notes are an integral part of the financial statements.

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NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

Northwest Fire District (District), a Suburban Fire Protection District, is an Arizona Special Taxing District operating under Arizona Revised Statutes Title 48, Chapter Five, and provides fire protection to residents of the northwest unincorporated Tucson area and residents of the Town of Marana.

The power and authority given to the District is vested in a Board of Directors, each member being elected for a four-year term. The Board of Directors has the statutory authority to adopt and modify the budget; levy taxes; control all assets, including facilities and properties; authorize borrowing, or long-term debt issuances; sign contracts, and develop the programs to be provided. The responsibility and accountability over all funds and fiscal matters are vested in the Board of Directors. The District is responsible for its debts and is entitled to surpluses. No separate agency receives a financial benefit from nor imposes a financial burden on the District.

The Board of Directors appoints the Fire Chief of the District. The activities under the purview of the Fire Chief are within the scope of the reporting entity and the Fire Chief is accountable to the Board of Directors for the activities being managed.

The District is the primary, special purpose government responsible for all fire protection within its service areas. As a result, all significant activities have been included in the government-wide financial statements. The District's financial statements represent those of a stand-alone government, as there are no component units.

Government-wide and Fund Financial Statements

The government-wide financial statements report information on all of the governmental activities of the District. Eliminations have been made to minimize the double counting of internal activities. Governmental activities are financed primarily through property taxes, investment earnings, grants and contributions, and charges for services to other governments.

The Statement of Activities presents a comparison between direct expenses of the public safety program of the District and program revenues. Direct expenses are those that are specifically associated with the public safety function and, therefore, are clearly identifiable to that function. Program revenues include: 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Property taxes, investment earnings, insurance refunds, and other items that are not properly classified as program revenues, are presented as general revenues.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus*, and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Real and personal property taxes are levied on or before the third Monday in August that become due and payable in two equal installments. The first installment is due on the first day in October and becomes delinquent after the first business day of November. The second installment is due on the first day of March of the next year and becomes delinquent after the first business day of May. A lien assessed against real and personal property attaches on the first day of January preceding assessment and levy. All property taxes are billed and collected by Pima County and remitted to the District. In the governmental fund financial statements, property taxes are reflected as revenues in the fiscal period for which they were levied, provided they are due, or past due and receivable within the current period, and collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period (60 days). Otherwise they are reported as deferred revenues.

Intergovernmental revenues are recognized as revenues when all eligibility requirements are met. There are, however, essentially two types of intergovernmental revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the District; therefore, all eligibility requirements are determined to be met when the underlying expenditures are recorded. In the other, monies are virtually unrestricted as to the purpose of the expenditure and are usually revocable only for failing to comply with prescribed requirements; therefore, all eligibility requirements are determined to be met at the time of receipt or earlier if the susceptible to accrual criteria are met.

When both restricted and unrestricted resources are available for use, it is the policy of the District to use restricted resources first, then unrestricted resources as they are needed.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

The District reports the following major governmental funds:

- The General Fund is the primary operating fund of the District. It accounts for all financial resources of the District, except those required to be accounted for in another fund, either legally or by Board direction. The principal revenue source is property taxes. Primary expenditures are for public safety.
- The Wildland Fund accounts for financial resources to be used for the operation of the District Wildland program. The principal revenue source is state and federal wildland fire suppression billings. Primary expenditures are wages and related costs, travel and supplies.
- The Ambulance Fund accounts for financial resources to be used for the operation of the District Ambulance Transport program. The principal revenue source is ambulance transport billings. Primary expenditures are wages and related costs, supplies and services.
- The Capital Improvements Fund accounts for financial resources to be used for the acquisition or construction of major capital assets. The principal revenue source is property taxes, while primary expenditures are for capital outlay.
- The General Obligation Debt Service Fund accounts for repayment of general obligation debt. The principal revenue source is property taxes, while primary expenditures are for principal and interest debt service payments.
- The Capital Reserve Fund accounts for reserves specific to future capital needs of the District. The principal revenue source is property taxes. There are no expenditures in this fund.
- The Grant Program Fund accounts for grants received by the District. Primary revenues are grants from intergovernmental agencies. Primary expenditures are personnel costs and capital outlay.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of certain assets, liabilities, revenues and expenses as of and for the year ended June 30, 2017. Actual results may differ from such estimates.

Cash and Investments

The District considers cash on hand, demand deposits and short-term highly liquid investments with a maturity of three months or less, when purchased, to be cash and cash equivalents. Investments maintained in the Pima County Investment Pool, are carried at cost, which approximates fair value, and are classified as a cash equivalent. Fair value of the investments in the pool is the same as the value of the pool shares. Short-term investments classified as cash equivalents are carried at amortized cost. Fair value is defined as the amount at which an investment could be exchanged between willing parties, other than in a forced or liquidation sale.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Receivables and Deferred Inflows of Resources

All accounts and property tax receivables are shown net of any allowance for uncollectible accounts. Property taxes receivable for the governmental fund types, which have been remitted within 60 days subsequent to year end, are considered measurable and available and recognized as revenues. All other property taxes are offset by deferred property tax inflows of resources and, accordingly, have not been recorded as revenue. Real and personal property taxes are levied upon all taxable property within the District and become liens against the property on the first day of January preceding assessment and levy.

Federal and state grants and contracts are recorded as intergovernmental receivables and revenues when the related expenditures are incurred. The portion of reimbursement in excess of expenditures and amounts not remitted within 60 days subsequent to year end, are recorded as unavailable revenues.

All other revenues are recognized when earned.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements under the consumption method.

Capital Assets

Capital assets are stated at cost or estimated historical cost. Donated items are recorded at acquisition value at date of donation. Estimated acquisition value of donated assets is determined based on engineering estimates of current cost, appraised value, or price indexed cost.

Normal maintenance and repairs are charged to operations as incurred. Major additions, improvements and replacements are capitalized. Gains or losses from sales or retirements of capital assets are included in operations.

Capital assets include land, buildings, improvements, equipment, and other tangible assets costing over \$5,000 and that have initial useful lives extending beyond a single reporting period.

Depreciation is computed on assets in service, using the straight-line method over their estimated useful lives:

Land and construction in progress	non-depreciable
Vehicles, furniture and equipment	5-15 years
Buildings and facilities	5-50 years

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences

It is the policy of the District to permit employees to accumulate earned but unused paid time off. A liability is reported for paid time off that the District will pay upon termination or retirement. None of the liability for compensated absences is expected to be liquidated with expendable available financial resources. Accordingly, compensated absences are accrued as a liability only in the government-wide financial statements. The General Fund and Wildland Fund have typically been used to liquidate the liability for compensated absences in prior years.

Long-Term Debt

In the government-wide financial statements, long-term debt is reported as a liability in the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the related debt. Bonds payable are reported net of applicable bond premium or discount.

In the fund financial statements, bond premiums and discounts are recognized when incurred and not deferred. The face amount of the debt issued, premiums and discounts received on debt issuances, are reported as other financing sources and uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

Nonspendable The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or are legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash.

Restricted Fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, laws or regulations of other governments or is imposed by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the District to assess, levy, charge, or otherwise mandate payment of resources and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation. Legal enforceability means that the District can be compelled by an external party – such as citizens, public interest groups, or the judiciary to use resources created by enabling legislation only for the purposes specified by the legislation.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance (Continued)

Committed The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action (resolution) of the Board of Directors. Those committed amounts cannot be used for any other purpose unless the Board of Directors removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit those accounts. In contrast to fund balance that is restricted by enabling legislation, committed fund balance classification may be redeployed for other purposes with appropriate due process. Constraints imposed on the use of committed amounts are imposed by the Board of Directors, separate from the authorization to raise the underlying revenue; therefore, compliance with these constraints is not considered to be legally enforceable. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned Amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as restricted or committed. Assigned amounts represent intended uses established by the Board of Directors or a District official delegated that authority by District Charter, formal Board Action (resolution), or by Arizona Revised Statutes.

Unassigned Unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The District applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net Position

Net position represents the difference between assets, liabilities, and deferred outflows/inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

The District budgets all funds in accordance with the requirements of state law. All funds are budgeted on the modified accrual basis of accounting.

The Board of Directors adopts the original budget by resolution prior to the beginning of the fiscal year of the District. The Board resolution authorizing budgeted expenditures for each fund sets the level by which actual expenditures should not exceed budgeted expenditures. Total personal services, materials and services, capital outlay, and other expenditures for the fund are the levels of control established by the resolution except for the General Fund, where those same appropriation levels are defined by division levels. The detailed budget document, however, is required to contain more specific detailed information for the above-mentioned expenditure categories, and management may transfer budgeted expenditures within all funds without Board approval. However, transfers between funds do require Board authorization, as do any transfers from Contingency.

Budgeted expenditures lapse at year-end and may not be carried over to subsequent years.

Excess of Expenditures over Budget

At June 30, 2017, the District had expenditures in funds that exceeded the budget; however, this does not constitute a violation of any legal provisions.

INTERFUND RECEIVABLES AND PAYABLES

At June 30, 2017, interfund balances are as follows:

	<u><i>Due To</i></u>	<u><i>Due From</i></u>
General Fund	\$ -	\$ 169,409
Ambulance Fund	169,409	-
	<u>\$ 169,409</u>	<u>\$ 169,409</u>

At June 30, 2017, the Ambulance Fund had a negative cash balance in the pooled cash account. Negative cash on deposit was reduced by interfund borrowing from other funds. The interfund borrowing is expected to be paid within one year.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

CASH AND INVESTMENTS

The District maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is displayed on the Statement of Net Position as part of "cash and investments". Cash and investments are comprised of the following at June 30, 2017:

	<u><i>Fair Value</i></u>
<i>Cash</i>	
Cash on hand	\$ 500
Deposits with financial institutions	3,259,793
<i>Investments</i>	
Local government investment pool	8,584,824
	<u>\$ 11,845,117</u>

Deposits

Custodial credit risk is the risk that in the event of bank failure, the District's deposits may not be returned. Arizona Revised Statutes require collateral for demand deposits, certificates of deposit and repurchase agreements at 101 percent of all deposits not covered by federal depository insurance.

At June 30, 2017, deposits with financial institutions have a bank value of \$3,623,481, and a book value of \$3,259,793. The difference of \$363,688 represents deposits in transit, outstanding checks, and other reconciling items at June 30, 2017. At June 30, 2017, none of the District's bank balance was exposed to custodial credit risk as uninsured and collateralized with securities held by the pledging financial institution's trust department.

Investments

The District invests money into a Pima County Local Government Investment Pool. No oversight is provided for the Pima County investment pool, nor does the structure of the pool provide for shares. Participation in the Pima County investment pool is involuntary. Participants in the pool are not required to categorize the value of shares in accordance with the fair value hierarchy.

The amounts invested with the County Treasurer were as follows at June 30, 2017:

<u><i>Local Government Investment Pool</i></u>	<u><i>Fair Value</i></u>	<u><i>Rating</i></u>	<u><i>Rating Agency</i></u>
County Treasurer	\$ 8,584,824	Unrated	Not applicable
	<u>\$ 8,584,824</u>		

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

CASH AND INVESTMENTS (Continued)

Fair Value Measurements

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of an asset.

- Level 1 inputs are quoted prices in active markets for identical assets
- Level 2 inputs are significant other observable inputs
- Level 3 inputs are significant unobservable inputs

Credit risk

Arizona Revised Statutes have the following requirements for credit risk:

- 1) Commercial paper must be rated P1 by Moody's Investors Service or A1 or better by Standard and Poor's rating service.
- 2) Corporate bonds, debentures, and notes must be rated A or better by Moody's Investors Service or Standard and Poor's rating service.
- 3) Fixed income securities must carry one of the two highest ratings by Moody's Investors Service and Standard and Poor's rating service. If only one of the above-mentioned services rates the security, it must carry the highest rating of that service.

The formal investment policy of the District does not further restrict its investment choices.

Custodial credit risk – Investments

The District's investment in the State and County Treasurer's investment pools represents a proportionate interest in the pool's portfolio; however, the District's portion is not identified with specific investments and is not subject to custodial credit risk.

Concentration of credit risk

Arizona Revised Statutes do not include any requirements for concentration of credit risk.

Interest rate risk

Arizona Revised Statutes require that public monies invested in securities and deposits have a maximum maturity of 5 years and that public operating fund monies invested in securities and deposits have a maximum maturity of 3 years. Investments in repurchase agreements must have a maximum maturity of 180 days.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

CASH AND INVESTMENTS (Continued)

The formal investment policy of the District explicitly limits investment maturities as a means of managing exposure to fair value loss arising from interest rates.

At June 30, 2017, the District had the following investments in debt securities:

<i>Local Government Investment Pool</i>	<i>Amount</i>	<i>Weighted Average Maturity in Years</i>
County Treasurer	\$ 8,584,824	0.84
	<u>\$ 8,584,824</u>	

Foreign currency risk

Arizona Revised Statutes do not allow foreign investments.

The District does not have a formal investment policy with respect to custodial credit risk, concentration of credit risk, or foreign currency risk for investments.

CAPITAL ASSETS

The changes in capital assets for the year ended June 30, 2017 were as follows:

	<i>Beginning Balance</i>	<i>Increases</i>	<i>Decreases</i>	<i>Reclassifications</i>	<i>Ending Balance</i>
NON-DEPRECIABLE					
Land and improvements	\$ 5,199,685	\$ 613,484	\$ -	\$ 9,551	\$ 5,822,720
Construction in progress	765,247	-	-	(713,533)	51,714
<i>Total non-depreciable</i>	<u>5,964,932</u>	<u>613,484</u>	<u>-</u>	<u>(703,982)</u>	<u>5,874,434</u>
DEPRECIABLE					
Buildings	41,324,091	26,928	-	-	41,351,019
Equipment	19,718,983	2,151,904	(1,002,904)	703,982	21,571,965
<i>Total depreciable</i>	<u>61,043,074</u>	<u>2,178,832</u>	<u>(1,002,904)</u>	<u>703,982</u>	<u>62,922,984</u>
ACCUMULATED DEPRECIATION					
Buildings	(10,288,023)	(1,460,581)	-	-	(11,748,604)
Equipment	(13,172,336)	(1,905,745)	956,724	-	(14,121,357)
<i>Total accumulated depreciation</i>	<u>(23,460,359)</u>	<u>(3,366,326)</u>	<u>956,724</u>	<u>-</u>	<u>(25,869,961)</u>
<i>Total capital assets being depreciated</i>	<u>37,582,715</u>	<u>(1,187,494)</u>	<u>(46,180)</u>	<u>703,982</u>	<u>37,053,023</u>
<i>Capital assets, net of depreciation</i>	<u>\$ 43,547,647</u>	<u>\$ (574,010)</u>	<u>\$ (46,180)</u>	<u>\$ -</u>	<u>\$ 42,927,457</u>

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

LONG-TERM DEBT

General Obligation Bonds

General obligation bonds are direct obligations and pledge the full faith and credit of the District. The District has outstanding general obligation bonds payable from a \$10,950,000 issuance of callable bonds dated May 13, 2010 with interest rates ranging from 4.00-6.12%, an \$8,215,000 issuance of 2014 refunding bonds dated December 3, 2014 with interest rates ranging from 2.00-4.00%, and an \$8,300,000 issuance of 2016 refunding bonds dated June 9, 2016 with interest rates ranging from 2.00-4.00%. The issuance of \$10,950,000 was a single issuance split between Build America Bonds (\$8,000,000) and tax-exempt bonds (\$2,950,000).

Principal and interest on all long-term debt is paid semi-annually. The bonds are repaid from limited property taxes and used to fund station construction projects.

On November 8, 2016, voters of the District approved and authorized the issuance of general obligation bonds in an amount not to exceed \$23,610,000. As of June 30, 2017, no new bonds have been issued in relation to this additional capacity.

Annual debt service requirements to maturity for general obligation bonds are as follows:

Governmental Activities

<i>Fiscal Year</i> <i>Ending</i> <i>June 30,</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2018	\$ 2,020,000	\$ 897,959	\$ 2,917,959
2019	2,070,000	844,342	2,914,342
2020	2,140,000	781,112	2,921,112
2021	2,210,000	713,316	2,923,316
2022	2,290,000	634,648	2,924,648
2023-27	9,950,000	1,783,352	11,733,352
2028-29	1,730,000	159,504	1,889,504
	<u>\$ 22,410,000</u>	<u>\$ 5,814,233</u>	<u>\$ 28,224,233</u>

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

LONG-TERM DEBT (Continued)

Changes in Long-term Liabilities

Long-term liability activity for the year ended June 30, 2017, was as follows:

	<i>Outstanding July 1, 2016</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2017</i>	<i>Due Within One Year</i>
Governmental activities					
Series 2007A General Obligation Bonds	\$ 1,205,000	\$ -	\$ (1,205,000)	\$ -	\$ -
Series 2010A General Obligation Bonds	8,475,000	-	(475,000)	8,000,000	495,000
Series 2014 Refunding Bonds	7,160,000	-	(820,000)	6,340,000	835,000
Series 2016 Refunding Bonds	8,120,000	-	(50,000)	8,070,000	690,000
Unamortized deferred amounts	1,369,301	-	(138,408)	1,230,893	-
	26,329,301	-	(2,688,408)	23,640,893	2,020,000
Compensated absences	3,116,311	1,633,532	(1,321,439)	3,428,404	1,700,000
Net pension liability	24,462,708	13,539,212	-	38,001,920	-
	<u>\$ 53,908,320</u>	<u>\$ 15,172,744</u>	<u>\$ (4,009,847)</u>	<u>\$ 65,071,217</u>	<u>\$ 3,720,000</u>

The General Fund and Wildland Fund have typically been used to liquidate the liability for pensions in prior years.

LINE OF CREDIT

The District has a line of credit for \$2,500,000 with Bank of America which is secured by property taxes of the District. No amounts were drawn on the line during the fiscal year, thus the outstanding balance as of June 30, 2017 was \$0.

SUBSEQUENT EVENT

On August 3, 2017, the District issued \$12,780,000 in callable 18-year Series 2017 General Obligation Bonds with interest rates ranging from 2.00-5.00%. The bonds will be used to construct two fire stations and an administrative facility.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

OPERATING LEASE

During the year, the District utilized five-year operating leases for its non-response vehicles. The total cost for the leases was \$84,580 for the year ended June 30, 2017. Future minimum lease payments for the leases are as follows:

<i>Year Ending June 30</i>	<i>Amounts Due</i>
2018	\$ 114,204
2019	114,204
2020	114,204
2021	114,204
2022	114,204
Total	<u>\$ 571,020</u>

TRANSFERS

Interfund transfer activity for fiscal year ended June 30, 2017 is as follows:

	<i>Transfers In</i>	<i>Transfers Out</i>
General	\$ -	\$ 1,895,000
Capital Improvements	1,895,000	-
	<u>\$ 1,895,000</u>	<u>\$ 1,895,000</u>

The transfers from the General Fund were made to record budgeted contributions to the Capital Improvement Fund.

RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees, and natural disasters. The District carries commercial insurance for all such risks of loss, including workers' compensation and employees' health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

The District is self-insured for employee health coverage and reduces its ultimate risk through specific excess reinsurance. Reinsurance coverage is for specific losses more than \$150,000 and aggregate losses in excess of 125% of estimated costs. Losses exceeding specific policy limits are the responsibility of the carrier. The District establishes a liability for claims that have been reported but not settled, as well as incurred but not reported; however, the District has not established a claim liability based on estimates of the ultimate cost of claims.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS

Plan Descriptions

The District contributes to the pension plans described below. The plans are component units of the State of Arizona.

The District reported \$3,375,501 of pension expenditures in the governmental funds related to all pension plans to which it contributes.

A. Arizona State Retirement System

Plan Description. District employees not covered by the other pension plans described after this section participate in the Arizona State Retirement System (ASRS). The ASRS administers a cost-sharing multiple-employer defined benefit pension plan, a cost-sharing multiple-employer defined benefit health insurance premium benefit (OPEB) plan, and a cost-sharing multiple-employer defined benefit long-term disability (OPEB) plan. The Arizona State Retirement System Board governs the ASRS according to the provisions of A.R.S. Title 38, Chapter 5, Articles 2 and 2.1. The ASRS issues a publicly available financial report that includes its financial statements and required supplementary information. The report is available on the ASRS website at www.azasrs.gov.

Benefits Provided. The ASRS provides retirement, health insurance premium supplement, long-term disability, and survivor benefits. State statute establishes benefit terms. Retirement benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

	Retirement Initial Membership Date:	
	Before July 1, 2011	On or After July 1, 2011
Years of service and age required to receive benefit	Sum of years and age equals 80	30 years age 55
	10 years age 62	25 years age 60
	5 years age 50*	10 years age 62
	Any years age 65	5 years age 50*
		Any years age 65
Final average salary is based on	Highest 36 months of last 120 months	Highest 60 months of last 120 months
Benefit percent per year of service	2.1% to 2.3%	2.1% to 2.3%
	*With actuarially reduced benefits	

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Retirement benefits for members who joined the ASRS prior to September 13, 2013, are subject to automatic cost-of-living adjustments based on excess investment earnings. Members with a membership date on or after September 13, 2013, are not eligible for cost-of-living adjustments. Survivor benefits are payable upon a members' death. For retired members, the survivor benefit is determined by the retirement benefit option chosen. For all other members, the beneficiary is entitled to the member's account balance that includes the member's contributions and employer's contributions, plus interest earned.

Contributions. In accordance with state statutes, annual actuarial valuations determine active member and employer contribution requirements. The combined active member and employer contribution rates are expected to finance the cost of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. For the current fiscal year, active ASRS members were required by statute to contribute at the actuarially determined rate of 11.48 percent (11.34 percent for retirement and 0.14 percent for long-term disability) of the members' annual covered payroll, and the District was required by statute to contribute at the actuarially determined rate of 11.48 percent (10.78 percent for retirement, 0.56 percent for health insurance premium benefit, and 0.14 percent for long-term disability) of the members' annual covered payroll.

In addition, the District was required by statute to contribute at the actuarially determined rate of 9.47 percent (9.38 percent for retirement and 0.09 percent for long-term disability) of annual covered payroll of retired members who worked in positions that would typically be filled by an employee who contributes to ASRS.

The District's contributions for the current and two preceding years for the Arizona State Retirement System OPEB, all of which were equal to the required contributions, were as follows:

<i>Years Ended</i> <i>June 30</i>	<i>Health Benefit Supplement Fund</i>	<i>Long-Term Disability Fund</i>
2017	\$ 12,979	\$ 3,245
2016	11,165	2,680
2015	12,997	2,643

Pension Liability. At June 30, 2017, the District reported a liability of \$3,838,331 for its proportionate share of the net pension liability of the ASRS. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2015, to the measurement date of June 30, 2016. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2016, the District's proportion was .024 percent, which equaled its proportion measured as of June 30, 2015.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Pension Expense and Deferred Outflows/Inflows of Resources. For the year ended June 30, 2017, the District recognized pension expense for ASRS of \$149,941 and reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 23,325	\$ 264,049
Changes in assumptions or other inputs	-	203,078
Net difference between projected and actual earnings on pension plan investments	415,947	-
Changes in proportion and differences between contributions and proportionate share of contributions	-	21,507
Contributions subsequent to the measurement date	249,848	-
Total	<u>\$ 689,120</u>	<u>\$ 488,634</u>

The deferred outflows of resources related to ASRS pensions resulting from contributions subsequent to the measurement date as reported in the table above will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to ASRS pensions will be recognized in pension expense as follows:

Year Ending June 30:

2017	\$ (197,934)
2018	(136,960)
2019	168,902
2020	116,630
2021	-
Thereafter	-

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Actuarial Assumptions. The significant actuarial assumptions used to measure the total ASRS pension liability are as follows:

Actuarial valuation date	June 30, 2015
Actuarial roll forward date	June 30, 2016
Actuarial cost method	Entry age normal
Investment rate of return	8.0%
Projected salary increases	3.0-6.75%
Inflation	3.0%
Permanent base increases	Included
Mortality rates	1994 GAM Scale BB

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the five-year period ended June 30, 2012. The purpose of the experience study was to review actual experience in relation to the actuarial assumptions in effect. The ASRS Board adopted the experience study recommended changes which were applied to the June 30, 2013, actuarial valuation. The study did not include an analysis of the assumed investment rate of return.

The long-term expected rate of return on ASRS pension plan investments was determined to be 8.75 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class of ASRS are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Equity	58%	3.90%
Fixed income	25%	0.93%
Real estate	10%	0.42%
Commodities	2%	0.08%
Multi-asset class	5%	0.17%
Total	100%	

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Discount Rate. The discount rate used to measure the ASRS total pension liability was 8.0 percent, which is less than the long-term expected rate of return of 8.75 percent. The projection of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the ASRS Board's funding policy, which establishes the contractually required rate under Arizona statute. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 8.0 percent, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	1% Decrease (7.0%)	Current Discount Rate (8.0%)	1% Increase (9.0%)
District proportionate share of the net pension liability	\$ 4,894,163	\$ 3,838,331	\$ 2,991,784

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued ASRS financial report. The report is available on the ASRS website at www.azasrs.gov.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

B. Public Safety Personnel Retirement System

Plan Descriptions. District employees who are regularly assigned hazardous duty participate in the Public Safety Personnel Retirement System (PSPRS). The PSPRS administers an agent multiple-employer defined benefit pension plan and an agent multiple-employer defined benefit health insurance premium benefit (OPEB) plan. A seven-member board known as the Board of Trustees and the participating local boards govern the PSPRS according to the provisions of A.R.S. Title 38, Chapter 5, Article 4.

The PSPRS issues a publicly available financial report that includes their financial statements and required supplementary information. The report is available on the PSPRS website at www.psprs.com.

Benefits Provided. The PSPRS provides retirement, health insurance premium supplement, disability, and survivor benefits. State statute establishes the terms of benefits. Certain retirement and disability benefits are calculated on the basis of age, average monthly compensation, and service credit as follows. See the publicly available PSPRS financial report for additional benefits information.

	Retirement Initial Membership Date:	
	Before January 1, 2012	On or After January 1, 2012
Years of service and age required to receive benefit	20 years any age 15 years age 62	25 years and age 52.5
Final average salary is based on	Highest 36 months of last 20 years	Highest 60 months of last 20 years
Normal retirement	50% less 2.0% for each year of credited service less than 20 years or plus 2.0% to 2.5% for each year of credited service over 20 years, not to exceed 80%	2.5% per year of credited service, not to exceed 80%
Accidental disability retirement	50% or normal retirement, whichever is greater	
Survivor benefit:		
Retired members	80% of retired member's pension benefit	
Active members	80% of accidental disability retirement benefit or 100% of average monthly compensation if death was the result of injuries received on the job	

Retirement and survivor benefits are subject to automatic cost-of-living adjustments based on excess investment earnings. PSPRS also provides temporary disability benefits of 50 percent of the member's compensation for up to 12 months.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Employees Covered by Benefit Terms. At June 30, 2017, the following employees were covered by the agent pension plan's benefit terms:

	<u>PSPRS</u>
Inactive employees or beneficiaries	
currently receiving benefits	32
Inactive employees entitled to but not	
yet receiving benefits	25
Active employees	<u>179</u>
Total	<u>236</u>

Contributions and Annual OPEB Cost. State statutes establish the pension contribution requirements for active PSPRS employees. In accordance with state statutes, annual actuarial valuations determine employer contribution requirements for PSPRS pension and health insurance premium benefits. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. Contribution rates for the year ended June 30, 2017, are indicated below. Rates are a percentage of active members' annual covered payroll.

	<u>PSPRS</u>
Active members - pension	11.65%
District:	
Pension	21.09%
Health insurance	0.39%

In addition, the District was required by statute to contribute at the actuarially determined rate of 9.27 percent for the PSPRS of annual covered payroll of retired members who worked in positions that would typically be filled by an employee who contributes to the PSPRS.

For the agent plans, the contributions to the pension plan and annual OPEB cost and contributions for the health insurance premium benefit for the year ended were:

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Pension Liability. At June 30, 2017, the District reported \$34,163,589 in net pension liability. The net pension liabilities were measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions. The significant actuarial assumptions used to measure the total pension liability are as follows:

<i>Actuarial valuation date</i>	June 30, 2016
<i>Actuarial cost method</i>	Entry Age Normal
<i>Actuarial assumptions:</i>	
Investment rate of return	7.50%
Projected salary increases	4.0%-8.0%
Inflation rate	4.00%
Permanent benefit increase	Included
Mortality rates	RP-2000 mortality table, adjusted by 105% for both males and females

The long-term expected rate of return on PSPRS pension plan investments was determined to be 7.50 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Short-term investments	2%	0.75%
Absolute return	5%	4.11%
Risk parity	4%	5.13%
Fixed income	7%	2.92%
Real assets	8%	4.77%
GTAA	10%	4.38%
Private equity	11%	9.50%
Real estate	10%	4.48%
Credit opportunities	13%	7.08%
Non-U.S. equity	14%	8.25%
U.S. equity	16%	6.23%
Total	100%	

Pension Discount Rates. The discount rate of 7.50% was used to measure the total pension liability.

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

The projection of cash flows used to determine the PSPRS discount rates assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plans' fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the Agent Plan Net Pension Liability: PSPRS

	Increase/Decrease		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
Balances at June 30, 2016	\$ 68,070,965	\$ 48,849,272	\$ 19,221,693
Changes for the year:			
Service cost	2,811,831	-	2,811,831
Interest on the total pension liability	5,383,157	-	5,383,157
Changes of benefit terms	7,594,973	-	7,594,973
Differences between expected and actual experience in the measurement of the pension liability	1,076,494	-	1,076,494
Changes of assumptions or other inputs	3,546,513	-	3,546,513
Contributions - employer	-	3,036,705	(3,036,705)
Contributions - employee	-	1,741,594	(1,741,594)
Net investment income	-	290,856	(290,856)
Benefit payments, including refunds of employee contributions	(1,803,276)	(1,803,276)	-
Administrative expense	-	(42,253)	42,253
Other	-	444,170	(444,170)
Net changes	18,609,692	3,667,796	14,941,896
Balances at June 30, 2017	\$ 86,680,657	\$ 52,517,068	\$ 34,163,589

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate. The following presents the District net pension liability calculated using the discount rates noted above, as well as what the net pension liability would be if calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
Rate	6.50%	7.50%	8.50%
Net pension liability	\$ 47,888,414	\$ 34,163,589	\$ 23,046,928

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued PSPRS financial report. The report is available on the PSPRS website at www.psprs.com.

Pension Expense. For the year ended June 30, 2017, the District recognized \$11,026,886 as pension expense.

Pension Deferred Outflows/Inflows of Resources. At June 30, 2017, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 949,962	\$ 1,862,043
Changes of assumptions or other inputs	5,407,247	-
Net difference between projected and actual earnings on pension plan investments	3,233,974	-
Contributions subsequent to the measurement date	3,125,653	-
Total	<u>\$ 12,716,836</u>	<u>\$ 1,862,043</u>

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

The amounts reported as deferred outflows of resources related to pension resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

		Net Deferred Outflows of Resources
Year Ending June 30:		
	2018	\$ 1,299,411
	2019	1,299,411
	2020	1,734,019
	2021	1,346,653
	2022	611,380
	Thereafter	1,438,266
	Total	<u>\$ 7,729,140</u>

Agent Plan OPEB Trend Information. The table below presents the annual OPEB cost information for the health insurance premium benefit for the current and two preceding years:

Fiscal Year End:	Annual Cost	Percentage of Annual Cost Contributed	Net OPEB Obligation
June 30, 2017	\$ 57,800	100%	\$ -
June 30, 2016	56,506	100%	-
June 30, 2015	131,967	100%	-

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

Agent Plan OPEB Actuarial Assumptions. Actuarial valuations involve estimates of the reported amounts' value and assumptions about the probability of events in the future. Amounts determined regarding the funded status of the plan and the annual required contributions are subject to continual revision as actual results are compared to past expectations and new estimates are made. The required schedule of funding progress for the health insurance premium benefit presented as required supplementary information provides multiyear trend information that shows whether the actuarial value of the plan's assets are increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Projections of benefits are based on (1) the plan as understood by the District and plan members including the types of benefits in force at the valuation date, and (2) the pattern of sharing benefit costs between the District and plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets. The actuarial methods and assumptions used to establish the fiscal year 2017 contribution requirements are as follows:

Actuarial valuation date	June 30, 2015
Actuarial cost method	Entry age normal
Amortization method	Level percent closed for unfunded actuarial accrued liability, open for excess
Remaining amortization period	21 years for unfunded actuarial accrued liability, 20 years for excess
Asset valuation method	7-year smoothed market value (80%/120% market)
Actuarial assumptions:	
Investment rate of return	7.85%
Projected salary increases includes inflation at	4.0%-8.0% 4.0%

NORTHWEST FIRE DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2017

PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (Continued)

The funded status of the PSPRS health insurance premium benefit plan in the June 30, 2016 actuarial valuation was determined using the following actuarial methods and assumptions, applied to all periods included in the measurement.

Actuarial valuation date	June 30, 2016
Actuarial cost method	Entry age normal
Amortization method	Level percent closed
Remaining amortization period	20 years for underfunded, 20 years for overfunded
Asset valuation method	7-year smoothed market value (80%/120% market)
Actuarial assumptions:	
Investment rate of return	7.50%
Projected salary increases includes inflation at	4%-8% 4%

Agent Plan OPEB Funded Status. The following table presents the funded status of the health insurance premium benefit plan as of the most recent valuation date, June 30, 2016.

Actuarial value of assets	\$ 1,769,595
Actuarial accrued liability	2,143,386
Unfunded actuarial accrued asset (liability)	(373,791)
Funded ratio	82.56%
Annual covered payroll	14,382,769
Unfunded actuarial accrued asset (liability) as a percentage of covered payroll	-2.60%

REQUIRED SUPPLEMENTARY INFORMATION

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NORTHWEST FIRE DISTRICT

SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS –

AGENT RETIREMENT PLAN (PSPRS)

LAST TEN FISCAL YEARS*

	2017	2016	2015
Total pension liability			
Service cost	\$ 2,811,831	\$ 2,617,288	\$ 2,668,263
Interest	5,383,157	4,955,203	4,439,431
Changes of benefit terms	7,594,973	-	358,350
Differences between expected and actual experience	1,076,494	(285,514)	(2,412,025)
Changes of assumptions	3,546,513	-	3,348,983
Benefit payments, including refunds of employee contributions	(1,803,276)	(2,061,936)	(1,552,405)
Net change in total pension liability	18,609,692	5,225,041	6,850,597
Total pension liability - beginning	68,070,965	62,845,924	55,995,327
Total pension liability - ending (a)	\$ 86,680,657	\$ 68,070,965	\$ 62,845,924
Plan fiduciary net position			
Contributions - employer	\$ 3,036,705	\$ 2,398,854	\$ 2,246,073
Contributions - employee	1,741,594	1,637,449	1,429,528
Net investment income	290,856	1,691,663	5,314,867
Benefit payments, including refunds of employee contributions	(1,803,276)	(2,061,936)	(1,552,405)
Administrative expense	(42,253)	(41,661)	(42,804)
Other	444,170	(63,639)	126,681
Net change in plan fiduciary net position	3,667,796	3,560,730	7,521,940
Plan fiduciary net position - beginning	48,849,272	45,288,542	37,766,602
Plan fiduciary net position - ending (b)	\$ 52,517,068	\$ 48,849,272	\$ 45,288,542
District net pension liability - ending (a)-(b)	34,163,589	19,221,693	17,557,382
Plan fiduciary net position as a percentage of the total pension liability	60.59%	71.76%	72.06%
Covered-employee payroll	\$ 14,382,769	\$ 13,502,977	\$ 13,421,021
District net pension liability as a percentage of covered employee payroll	237.53%	142.35%	130.82%

Notes to Schedule:

Changes of benefit terms include the payout of Retro PBI and a change in the employee contribution rate. Changes of assumptions include a decrease in the wage assumption from 4.5% to 4.0% as well as the inclusion of an assumption to explicitly value future PBI.

*- Fiscal year 2015 was the 1st year of implementation, therefore only three years are displayed.

NORTHWEST FIRE DISTRICT**SCHEDULE OF CONTRIBUTIONS – AGENT RETIREMENT PLAN (PSPRS)****LAST TEN FISCAL YEARS***

Year Ended June 30	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Actual Contribution as a % of Covered Payroll
2015	\$ 2,246,073	\$ 2,246,073	\$ -	\$ 13,421,021	16.74%
2016	2,398,854	2,398,854	-	13,502,977	17.77%
2017	3,036,705	3,036,705	-	14,382,769	21.11%

*- Fiscal year 2015 was the 1st year of implementation, therefore only three years are displayed.

Notes to Schedule:

Valuation date: Actuarially determined contribution rates are calculated as of June 30 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial cost method:	Individual Entry Age Normal
Amortization method:	Level percentage of payroll, closed
Remaining amortization period:	22 years; if the actuarial value of assets exceeded the actuarial accrued liability, the excess was amortized over an open period of 20 years and applied as a credit to reduce the normal cost which otherwise would be payable.
Asset valuation method:	7-year smoothed market value; 20% corridor
Wage growth:	4.00%
Price inflation:	3.0%; No explicit price inflation assumption is used in this valuation.
Salary Increases:	4.00% to 8.00% including inflation
Investment rate of return:	7.85%, net of investment and administrative expenses
Retirement age:	Experience-based table of rates that is specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period July 1, 2006 – June 30, 2011.
Mortality:	RP-2000 mortality table projected to 2015 using projection scale AA (adjusted by 105% for both males and females).

Other information:

Assumed future permanent benefit increases:	Members Retired on or before July 1, 2011: 2% of overall average benefit compounded annually. All members receive the same dollar amount of increase. Members Retired on or after August 1, 2011: 0.5% of overall average benefit compounded annually. All members receive the same dollar amount of increase.
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NORTHWEST FIRE DISTRICT

SCHEDULE OF FUNDING PROGRESS – AGENT RETIREMENT PLAN (PSPRS)

OTHER POSTEMPLOYMENT BENEFITS

LAST THREE FISCAL YEARS

<i>Valuation Ending June 30</i>	<i>Actuarial Value of Assets</i>	<i>Actuarial Accrued Liability</i>	<i>Unfunded Actuarial Liability (UAL)</i>	<i>Funded Percent</i>	<i>Covered Payroll</i>	<i>UAL as a Percentage of Covered Payroll</i>
2016	\$ 1,769,595	\$ 2,143,386	\$ 373,791	83%	\$ 14,382,769	3%
2015	1,635,792	1,801,882	166,090	91%	13,502,977	1%
2014	1,458,214	1,654,417	196,203	88%	13,421,021	1%

NORTHWEST FIRE DISTRICT

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY (ASRS)

LAST TEN FISCAL YEARS*

	<u>2017</u>	<u>2016</u>	<u>2015</u>
District's proportion of the net pension liability (asset)	0.024%	0.024%	0.024%
District's proportionate share of the net pension liability (asset)	\$ 3,838,331	\$ 3,712,840	\$ 3,536,641
District's covered-employee payroll	\$ 2,233,032	\$ 2,202,819	\$ 2,068,738
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	171.89%	168.55%	170.96%
Plan fiduciary net position as a percentage of the total pension liability	67.06%	68.35%	69.49%

*- Fiscal year 2015 was the 1st year of implementation, therefore only three years are displayed.

NORTHWEST FIRE DISTRICT

SCHEDULE OF CONTRIBUTIONS – COST SHARING RETIREMENT PLAN (ASRS)

LAST TEN FISCAL YEARS*

Year Ended June 30	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Actual Contribution as a % of Covered Payroll
2015	\$ 248,970	\$ 248,970	\$ -	\$ 2,068,738	12.03%
2016	242,284	242,284	-	2,202,819	11.00%
2017	249,848	249,848	-	2,233,032	11.19%

*- Fiscal year 2015 was the 1st year of implementation, therefore only three years are displayed.

Notes to Schedule:

Valuation date: Actuarially determined contribution rates are calculated as of June 30 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial cost method:	Individual Entry Age Normal
Amortization method:	
Plan amendments	Immediate
Investment gain/loss	5 years
Assumption gain/loss	Avg future serv lives
Experience gain/loss	Avg future serv lives
Asset valuation:	Fair value
Discount rate:	8.00%
Price inflation:	3.00%
Salary Increases:	3.00% to 6.75%
Mortality:	1994 GAM Scale BB

NORTHWEST FIRE DISTRICT

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – GENERAL FUND
YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	
REVENUES				
Taxes and assessments	\$ 28,747,283	\$ 28,747,283	\$ 28,132,395	\$ (614,888)
Charges for services	1,177,000	1,177,000	1,319,165	142,165
Donations	-	-	1,037	1,037
Interest earned	50,000	50,000	60,475	10,475
Miscellaneous	2,500	2,500	6,760	4,260
<i>Total Revenues</i>	<u>29,976,783</u>	<u>29,976,783</u>	<u>29,519,832</u>	<u>(456,951)</u>
EXPENDITURES				
Public safety				
Administration	3,536,904	3,389,743	3,261,529	128,214
Emergency operations	19,000,028	19,286,914	19,078,148	208,766
Community safety services	1,263,210	1,159,235	1,111,727	47,508
Support resources	4,268,641	4,232,891	4,498,142	(265,251)
Capital outlay	13,000	13,000	32,652	(19,652)
Contingency	7,000,000	7,000,000	-	7,000,000
<i>Total Expenditures</i>	<u>35,081,783</u>	<u>35,081,783</u>	<u>27,982,198</u>	<u>7,099,585</u>
REVENUES OVER (UNDER)				
EXPENDITURES	(5,105,000)	(5,105,000)	1,537,634	6,642,634
OTHER FINANCING SOURCES (USES)				
Transfers out	(1,895,000)	(1,895,000)	(1,895,000)	-
NET CHANGE IN FUND BALANCE	<u>(7,000,000)</u>	<u>(7,000,000)</u>	<u>(357,366)</u>	<u>6,642,634</u>
FUND BALANCE, Beginning of year	<u>7,000,000</u>	<u>7,000,000</u>	<u>7,896,589</u>	<u>896,589</u>
FUND BALANCE, End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,539,223</u>	<u>\$ 7,539,223</u>

See Note to Required Supplementary Information

NORTHWEST FIRE DISTRICT

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –

BUDGET AND ACTUAL – WILDLAND FUND

YEAR ENDED JUNE 30, 2017

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	
REVENUES				
Intergovernmental	\$ 236,744	\$ 236,744	\$ 617,111	\$ 380,367
EXPENDITURES				
Personal services	178,364	178,364	537,831	(359,467)
Materials and services	58,380	58,380	66,204	(7,824)
<i>Total Expenditures</i>	236,744	236,744	604,035	(367,291)
NET CHANGE IN FUND BALANCE	-	-	13,076	13,076
FUND BALANCE, Beginning of year	-	-	335,946	335,946
FUND BALANCE, End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 349,022</u>	<u>\$ 349,022</u>

See Note to Required Supplementary Information

NORTHWEST FIRE DISTRICT

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – AMBULANCE FUND
YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	
REVENUES				
Charges for services	\$ 2,300,000	\$ 2,300,000	\$ 2,207,816	\$ (92,184)
EXPENDITURES				
Personal services	1,582,452	1,582,452	1,537,923	44,529
Materials and services	716,738	716,738	788,697	(71,959)
Contingency	810	810	-	810
<i>Total Expenditures</i>	<u>2,300,000</u>	<u>2,300,000</u>	<u>2,326,620</u>	<u>(26,620)</u>
NET CHANGE IN FUND BALANCE	-	-	(118,804)	(118,804)
FUND BALANCE, Beginning of year	<u>-</u>	<u>-</u>	<u>370,762</u>	<u>370,762</u>
FUND BALANCE, End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 251,958</u>	<u>\$ 251,958</u>

See Note to Required Supplementary Information

NORTHWEST FIRE DISTRICT

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – GRANT PROGRAM FUND
YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	
REVENUES				
Intergovernmental	\$ 2,000,000	\$ 2,000,000	\$ 524,409	\$ (1,475,591)
EXPENDITURES				
Personal services	-	536,000	510,288	25,712
Materials and services	-	13,500	12,874	626
Contingency	3,000,000	2,450,500	-	2,450,500
<i>Total Expenditures</i>	3,000,000	3,000,000	523,162	2,476,838
NET CHANGE IN FUND BALANCE	(1,000,000)	(1,000,000)	1,247	1,001,247
FUND BALANCE, Beginning of year	1,000,000	1,000,000	1,219,263	219,263
FUND BALANCE, End of year	\$ -	\$ -	\$ 1,220,510	\$ 1,220,510

See Note to Required Supplementary Information

NORTHWEST FIRE DISTRICT
NOTE TO REQUIRED SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2017

BUDGETARY BASIS OF ACCOUNTING

The adopted budget of the District is prepared on the modified accrual basis of accounting.

OTHER SUPPLEMENTARY INFORMATION

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NORTHWEST FIRE DISTRICT

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – CAPITAL IMPROVEMENTS FUND
YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	
REVENUES				
Charges for services	\$ 65,000	\$ 65,000	\$ 77,861	\$ 12,861
Donations	-	-	535,000	535,000
<i>Total Revenues</i>	<u>65,000</u>	<u>65,000</u>	<u>612,861</u>	<u>547,861</u>
EXPENDITURES				
Materials and services	-	-	87,559	(87,559)
Capital outlay	1,895,000	1,895,000	2,759,664	(864,664)
Contingency	16,065,000	1,065,000	-	1,065,000
<i>Total Expenditures</i>	<u>17,960,000</u>	<u>2,960,000</u>	<u>2,847,223</u>	<u>112,777</u>
REVENUES OVER (UNDER) EXPENDITURES	(17,895,000)	(2,895,000)	(2,234,362)	660,638
OTHER FINANCING SOURCES				
Sale of general capital assets	-	-	103,617	103,617
General obligation bonds issued	15,000,000	-	-	-
Transfers in	1,895,000	1,895,000	1,895,000	-
<i>Total Other Financing Sources</i>	<u>16,895,000</u>	<u>1,895,000</u>	<u>1,998,617</u>	<u>103,617</u>
NET CHANGE IN FUND BALANCE	(1,000,000)	(1,000,000)	(235,745)	764,255
FUND BALANCE, Beginning of year	<u>1,000,000</u>	<u>1,000,000</u>	<u>582,183</u>	<u>(417,817)</u>
FUND BALANCE, End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 346,438</u>	<u>\$ 346,438</u>

NORTHWEST FIRE DISTRICT

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – GENERAL OBLIGATION DEBT SERVICE FUND
YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	
REVENUES				
Taxes and assessments	\$ 3,029,322	\$ 3,029,322	\$ 3,007,561	\$ (21,761)
Intergovernmental	140,000	140,000	144,892	4,892
Interest earned	-	-	10,786	10,786
Miscellaneous	-	-	1,252	1,252
<i>Total Revenues</i>	<u>3,169,322</u>	<u>3,169,322</u>	<u>3,164,491</u>	<u>(4,831)</u>
EXPENDITURES				
Materials and services	5,000	5,000	1,795	3,205
Debt service:				
Principal	1,885,000	1,885,000	2,550,000	(665,000)
Interest	1,129,322	1,129,322	983,797	145,525
Contingency	150,000	150,000	-	150,000
<i>Total Expenditures</i>	<u>3,169,322</u>	<u>3,169,322</u>	<u>3,535,592</u>	<u>(366,270)</u>
NET CHANGE IN FUND BALANCE	-	-	(371,101)	(371,101)
FUND BALANCE, Beginning of year	-	-	1,007,997	1,007,997
FUND BALANCE, End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 636,896</u>	<u>\$ 636,896</u>

NORTHWEST FIRE DISTRICT

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –

BUDGET AND ACTUAL – CAPITAL RESERVE FUND

YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Taxes and assessments	\$ -	\$ -	\$ -	\$ -
EXPENDITURES				
Capital outlay	-	-	-	-
NET CHANGE IN FUND BALANCE	-	-	-	-
FUND BALANCE, Beginning of year	1,207,493	1,207,493	1,207,493	-
FUND BALANCE, End of year	<u>\$ 1,207,493</u>	<u>\$ 1,207,493</u>	<u>\$ 1,207,493</u>	<u>\$ -</u>

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OTHER FINANCIAL SCHEDULES

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NORTHWEST FIRE DISTRICT
SCHEDULE OF PROPERTY TAX TRANSACTIONS
YEAR ENDED JUNE 30, 2017

<i>Tax Year</i>	<i>Taxes Uncollected June 30, 2016</i>	<i>2016-17 Levy</i>	<i>Discounts & Adjustments</i>	<i>Turnovers</i>	<i>Uncollected Balances June 30, 2017</i>
2016-2017	\$ -	\$ 30,905,972	\$ -	\$ 30,244,736	\$ 661,236
2015-2016	785,125	-	-	684,510	100,615
2014-2015	96,964	-	-	(6,499)	103,463
2013-2014	100,485	-	-	(12,667)	113,152
2012-2013	144,232	-	-	961	143,271
2011-2012	294,682	-	-	426	294,256
2010-2011	24,052	-	-	304	23,748
2009-2010	89,241	-	-	66	89,175
Prior	51,146	-	-	74	51,072
	<u>1,585,927</u>	<u>30,905,972</u>	<u>-</u>	<u>30,911,911</u>	<u>1,579,988</u>

***Reconciliation to tax revenues on
combined financial statements:***

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Total</i>
Property tax collections above	\$ 27,885,351	\$ 3,026,560	\$ 30,911,911
Other taxes and adjustments	396,649	-	396,649
Property taxes susceptible to accrual at June 30, 2017	184,065	19,975	204,040
Property taxes susceptible to accrual at June 30, 2016	(333,670)	(38,974)	(372,644)
	<u>\$ 28,132,395</u>	<u>\$ 3,007,561</u>	<u>\$ 31,139,956</u>

NORTHWEST FIRE DISTRICT

SCHEDULE OF LONG-TERM DEBT PRINCIPAL AND INTEREST TRANSACTIONS

YEAR ENDED JUNE 30, 2017

	<i><u>Interest Rates</u></i>	<i><u>Date of Issue</u></i>	<i><u>Fiscal Year of Maturity</u></i>
<i>PRINCIPAL TRANSACTIONS</i>			
General Obligations			
2007A GO Bonds	4.00 - 5.00%	2007	2027-28
2010A GO Bonds	4.00 - 6.12%	2010	2028-29
2014 Refunding Bonds	2.00 - 4.00%	2014	2023-24
2016 Refunding Bonds	2.00 - 4.00%	2016	2026-27

	<i><u>Interest Rates</u></i>	<i><u>Date of Issue</u></i>	<i><u>Fiscal Year of Maturity</u></i>
<i>INTEREST TRANSACTIONS</i>			
General Obligations			
2007A GO Bonds	4.00 - 5.00%	2007	2027-28
2010A GO Bonds	4.00 - 6.12%	2010	2028-29
2014 Refunding Bonds	2.00 - 4.00%	2014	2023-24
2016 Refunding Bonds	2.00 - 4.00%	2016	2026-27

<i>Outstanding July 1, 2016</i>	<i>Issued</i>	<i>Paid</i>	<i>Outstanding June 30, 2017</i>
1,205,000	-	1,205,000	-
8,475,000	-	475,000	8,000,000
7,160,000	-	820,000	6,340,000
8,120,000	-	50,000	8,070,000
<hr/>	<hr/>	<hr/>	<hr/>
\$ 24,960,000	\$ -	\$ 2,550,000	\$ 22,410,000
<hr/>	<hr/>	<hr/>	<hr/>
<i>Unmatured Interest July 1, 2016</i>	<i>New Issues</i>	<i>Interest Coupons Paid/ Refunded</i>	<i>Unmatured Interest June 30, 2017</i>
614,813	-	614,813	-
3,758,367	-	463,659	3,294,708
1,151,650	-	218,650	933,000
1,838,575	-	252,050	1,586,525
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\$ 7,363,405	\$ -	\$ 1,549,172	\$ 5,814,233
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NORTHWEST FIRE DISTRICT
SCHEDULE OF FUTURE BONDED DEBT REQUIREMENTS
JUNE 30, 2017

<i>Fiscal Year</i> <i>Ending</i> <i>June 30,</i>	<i>2010A GO Bonds</i>			<i>2014 Refunding Bonds</i>		
	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2018	\$ 495,000	\$ 444,659	\$ 939,659	\$ 835,000	\$ 202,250	\$ 1,037,250
2019	515,000	421,542	936,542	850,000	185,550	1,035,550
2020	545,000	396,462	941,462	870,000	168,550	1,038,550
2021	570,000	369,266	939,266	895,000	142,450	1,037,450
2022	600,000	339,798	939,798	925,000	115,600	1,040,600
2023	635,000	307,878	942,878	965,000	78,600	1,043,600
2024	670,000	273,143	943,143	1,000,000	40,000	1,040,000
2025	705,000	235,489	940,489	-	-	-
2026	745,000	195,163	940,163	-	-	-
2027	790,000	151,804	941,804	-	-	-
2028	840,000	105,036	945,036	-	-	-
2029	890,000	54,468	944,468	-	-	-
	<u>\$ 8,000,000</u>	<u>\$ 3,294,708</u>	<u>\$ 11,294,708</u>	<u>\$ 6,340,000</u>	<u>\$ 933,000</u>	<u>\$ 7,273,000</u>

<i>2016 Refunding Bonds.</i>			<i>Totals</i>		
<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
\$ 690,000	\$ 251,050	\$ 941,050	\$ 2,020,000	\$ 897,959	\$ 2,917,959
705,000	237,250	942,250	2,070,000	844,342	2,914,342
725,000	216,100	941,100	2,140,000	781,112	2,921,112
745,000	201,600	946,600	2,210,000	713,316	2,923,316
765,000	179,250	944,250	2,290,000	634,648	2,924,648
785,000	156,300	941,300	2,385,000	542,778	2,927,778
865,000	132,750	997,750	2,535,000	445,893	2,980,893
895,000	102,475	997,475	1,600,000	337,964	1,937,964
930,000	71,150	1,001,150	1,675,000	266,313	1,941,313
965,000	38,600	1,003,600	1,755,000	190,404	1,945,404
-	-	-	840,000	105,036	945,036
-	-	-	890,000	54,468	944,468
<u>\$ 8,070,000</u>	<u>\$ 1,586,525</u>	<u>\$ 9,656,525</u>	<u>\$ 22,410,000</u>	<u>\$ 5,814,233</u>	<u>\$ 28,224,233</u>

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STATISTICAL SECTION

This part of the comprehensive annual financial report of the District presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the overall financial health of the District.

This section contains the following tables and information:

- ***Financial Trends*** – These schedules contain trend information to help the reader understand how the financial performance and well-being of the District have changed over time.
- ***Revenue Capacity*** – These schedules contain information to help the reader assess the most significant local revenue source of the District – the property tax.
- ***Debt Capacity*** – These schedules present information to help the reader assess the affordability of the current levels of outstanding debt of the District and its ability to issue additional debt in the future.
- ***Demographic and Economic Information*** – These schedules offer demographic and economic indicators to help the reader understand the environment within which the financial activities of the District take place.
- ***Operating Information*** – These schedules contain service and infrastructure data to help the reader understand how the information in the financial report of the District relates to the services the District provides and the activities it performs.

Sources: Unless otherwise noted, the information in these schedules is derived from the annual financial reports for the relevant year.

NORTHWEST FIRE DISTRICT
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS (accrual basis of accounting)

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>Governmental Activities:</i>				
Net investment in capital assets	\$ 19,286,564	\$ 17,218,346	\$ 16,176,516	\$ 14,956,884
Restricted	1,995,585	2,351,605	2,300,240	2,989,141
Unrestricted	(18,145,968)	(8,869,151)	(8,795,879)	12,481,770
 <i>Total primary government net position</i>	 <u>\$ 3,136,181</u>	 <u>\$ 10,700,800</u>	 <u>\$ 9,680,877</u>	 <u>\$ 30,427,795</u>

<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
\$ 15,549,975	\$ 15,286,788	\$ 17,213,277	\$ 15,451,950	\$ 12,941,435	\$ 11,447,602
2,983,301	2,882,157	2,473,572	681,132	-	-
11,318,560	11,640,020	9,725,396	9,498,230	9,127,548	7,684,951
<u>\$ 29,851,836</u>	<u>\$ 29,808,965</u>	<u>\$ 29,412,245</u>	<u>\$ 25,631,312</u>	<u>\$ 22,068,983</u>	<u>\$ 19,132,553</u>

NORTHWEST FIRE DISTRICT
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS (accrual basis of accounting)

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>Expenses</i>				
<i>Governmental activities:</i>				
Public safety	\$ 42,915,025	\$ 33,014,022	\$ 32,104,719	\$ 30,445,273
Interest on long-term debt	808,138	1,487,972	1,396,551	1,426,530
<i>Total primary government expenses</i>	<u>43,723,163</u>	<u>34,501,994</u>	<u>33,501,270</u>	<u>31,871,803</u>
<i>Program Revenues</i>				
<i>Governmental activities:</i>				
<i>Charges for services</i>	2,915,582	4,851,624	1,702,701	1,304,169
<i>Operating grants and contributions</i>	1,859,470	1,317,763	2,128,289	2,249,185
<i>Capital grants and contributions</i>	-	-	-	-
<i>Total primary government program revenues</i>	<u>4,775,052</u>	<u>6,169,387</u>	<u>3,830,990</u>	<u>3,553,354</u>
<i>Net (expense)/revenue:</i>				
<i>Total primary government net expense</i>	<u>\$ (38,948,111)</u>	<u>\$ (28,332,607)</u>	<u>\$ (29,670,280)</u>	<u>\$ (28,318,449)</u>
<i>General Revenues and Other Changes in Net Position</i>				
<i>Governmental activities:</i>				
Property taxes	\$ 30,905,973	\$ 28,884,757	\$ 28,298,804	\$ 28,414,889
Intergovernmental	398,246	394,641	398,891	394,560
Investment earnings	71,261	72,176	66,526	67,999
Miscellaneous	8,012	956	4,228	16,960
<i>Total primary government</i>	<u>31,383,492</u>	<u>29,352,530</u>	<u>28,768,449</u>	<u>28,894,408</u>
<i>Change in Net Position</i>				
<i>Total primary government</i>	<u>\$ (7,564,619)</u>	<u>\$ 1,019,923</u>	<u>\$ (901,831)</u>	<u>\$ 575,959</u>

<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
\$ 30,801,909	\$ 30,493,803	\$ 27,994,855	\$ 26,202,413	\$ 28,252,918	\$ 25,373,049
1,578,447	1,648,780	1,786,477	1,207,853	1,271,752	862,221
<u>32,380,356</u>	<u>32,142,583</u>	<u>29,781,332</u>	<u>27,410,266</u>	<u>29,524,670</u>	<u>26,235,270</u>
904,883	978,950	1,083,979	1,205,438	1,253,721	1,072,998
2,536,916	2,762,769	2,968,198	1,663,139	2,261,248	2,760,189
-	421,498	37,489	417,005	781,645	90,662
<u>3,441,799</u>	<u>4,163,217</u>	<u>4,089,666</u>	<u>3,285,582</u>	<u>4,296,614</u>	<u>3,923,849</u>
<u>\$ (28,938,557)</u>	<u>\$ (27,979,366)</u>	<u>\$ (25,691,666)</u>	<u>\$ (24,124,684)</u>	<u>\$ (25,228,056)</u>	<u>\$ (22,311,421)</u>
\$ 28,381,375	\$ 28,181,528	\$ 28,752,945	\$ 26,832,368	\$ 27,111,182	\$ 25,212,260
397,605	516,341	516,341	520,875	522,836	524,094
157,240	73,829	159,360	266,746	321,273	1,028,847
45,208	48,849	43,953	67,024	209,195	292,562
<u>28,981,428</u>	<u>28,820,547</u>	<u>29,472,599</u>	<u>27,687,013</u>	<u>28,164,486</u>	<u>27,057,763</u>
<u>\$ 42,871</u>	<u>\$ 841,181</u>	<u>\$ 3,780,933</u>	<u>\$ 3,562,329</u>	<u>\$ 2,936,430</u>	<u>\$ 4,746,342</u>

NORTHWEST FIRE DISTRICT

FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS (modified accrual basis of accounting)

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>General fund</i>				
Reserved	\$ -	\$ -	\$ -	\$ -
Unreserved	-	-	-	-
Nonspendable	121,124	88,352	41,851	41,618
Assigned	2,088,255	2,057,411	1,904,439	1,284,406
Unassigned	5,329,844	5,750,826	6,354,350	7,784,984
<i>Total general fund</i>	<u>\$ 7,539,223</u>	<u>\$ 7,896,589</u>	<u>\$ 8,300,640</u>	<u>\$ 9,111,008</u>
<i>All other governmental funds</i>				
Reserved	\$ -	\$ -	\$ -	\$ -
Unreserved, reported in:				
Special revenue funds	-	-	-	-
Capital project funds	-	-	-	-
Restricted	1,857,406	2,227,260	2,181,549	3,091,615
Assigned	2,154,911	2,496,384	4,180,238	4,448,158
Unassigned	-	-	394,014	126,524
<i>Total all other governmental funds</i>	<u>\$ 4,012,317</u>	<u>\$ 4,723,644</u>	<u>\$ 6,755,801</u>	<u>\$ 7,666,297</u>

For fiscal year 2010, the District implemented GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions", resulting in the above presentation changes on fund balance reporting from 2009.

<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
\$ -	\$ -	\$ -	\$ -	\$ 33,992	\$ 27,887
-	-	-	-	5,623,159	5,271,918
32,558	60,536	46,313	38,996	-	-
271,292	543,807	635,817	19,803	-	-
8,865,044	8,638,855	6,789,421	6,323,963	-	-
<u>\$ 9,168,894</u>	<u>\$ 9,243,198</u>	<u>\$ 7,471,551</u>	<u>\$ 6,382,762</u>	<u>\$ 5,657,151</u>	<u>\$ 5,299,805</u>
\$ -	\$ -	\$ -	\$ -	\$ 1,635,046	\$ 2,025,867
-	-	-	-	140,978	(283,299)
-	-	-	-	11,293,752	13,543,129
3,461,598	3,707,599	10,504,078	18,311,186	-	-
3,386,617	3,449,582	2,182,187	2,560,962	-	-
(315,838)	(722,909)	(991,857)	(315,373)	-	-
<u>\$ 6,532,377</u>	<u>\$ 6,434,272</u>	<u>\$ 11,694,408</u>	<u>\$ 20,556,775</u>	<u>\$ 13,069,776</u>	<u>\$ 15,285,697</u>

NORTHWEST FIRE DISTRICT
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS (modified accrual basis of accounting)

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>Revenues</i>				
Taxes	\$ 31,139,956	\$ 29,211,164	\$ 28,747,650	\$ 28,565,186
Charges for services	3,604,842	3,004,176	1,702,701	1,304,169
Intergovernmental	1,286,412	1,265,675	2,415,042	2,669,485
Donations	536,037	542	1,014	886
Interest	71,261	72,176	66,526	67,999
Miscellaneous	8,012	956	4,228	16,960
<i>Total revenues</i>	<u>36,646,520</u>	<u>33,554,689</u>	<u>32,937,161</u>	<u>32,624,685</u>
<i>Expenditures</i>				
Public safety	31,492,717	30,370,341	28,540,781	27,281,172
Capital outlay	2,792,316	2,522,752	2,178,537	1,319,617
Debt service				
Principal	2,550,000	2,010,000	2,231,560	1,590,000
Interest	983,797	1,203,879	1,793,719	1,513,509
Issuance cost on bonds	-	166,700	153,539	-
<i>Total expenditures</i>	<u>37,818,830</u>	<u>36,273,672</u>	<u>34,898,136</u>	<u>31,704,298</u>
<i>Excess of revenues over (under) expenditures</i>	<u>(1,172,310)</u>	<u>(2,718,983)</u>	<u>(1,960,975)</u>	<u>920,387</u>
<i>Other financing sources (uses)</i>				
Premium on bonds issued	-	788,774	566,867	-
Proceeds from debt issuance	-	8,300,000	8,215,000	-
Payment to refunded bond agent	-	(8,853,234)	(8,608,438)	-
Proceeds from sale of capital assets	103,617	47,235	66,682	155,647
Capital leases	-	-	-	-
<i>Total other financing sources (uses)</i>	<u>103,617</u>	<u>282,775</u>	<u>240,111</u>	<u>155,647</u>
<i>Net change in fund balances</i>	<u>\$ (1,068,693)</u>	<u>\$ (2,436,208)</u>	<u>\$ (1,720,864)</u>	<u>\$ 1,076,034</u>
<i>Debt service as a percentage of noncapital expenditures</i>	<u>10.09%</u>	<u>9.52%</u>	<u>12.30%</u>	<u>10.21%</u>

2013	2012	2011	2010	2009	2008
\$ 28,847,572	\$ 29,281,639	\$ 29,201,070	\$ 27,200,848	\$ 26,861,605	\$ 25,800,662
904,883	978,950	1,083,979	1,205,438	1,253,721	1,072,998
2,980,824	3,410,753	2,083,552	1,940,613	3,530,322	2,013,285
440	890	1,015	1,454	3,516	5,530
157,240	73,829	159,360	266,746	321,273	1,028,847
45,208	48,849	43,953	67,024	209,195	212,790
32,936,167	33,794,910	32,572,929	30,682,123	32,179,632	30,134,112
28,545,390	27,122,488	25,895,667	25,094,335	25,119,033	23,094,188
1,178,971	6,891,859	11,115,191	5,418,600	5,582,800	3,952,443
1,604,222	1,614,273	1,543,873	1,697,872	2,049,660	744,161
1,583,783	1,654,779	1,791,775	1,207,853	1,286,714	857,556
-	-	-	163,982	-	199,944
32,912,366	37,283,399	40,346,506	33,582,642	34,038,207	28,848,292
23,801	(3,488,489)	(7,773,577)	(2,900,519)	(1,858,575)	1,285,820
-	-	-	163,129	-	-
-	-	-	10,950,000	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	11,113,129	-	-
\$ 23,801	\$ (3,488,489)	\$ (7,773,577)	\$ 8,212,610	\$ (1,858,575)	\$ 1,285,820
10.05%	10.76%	11.41%	10.90%	11.72%	7.24%

NORTHWEST FIRE DISTRICT
ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>	<i>Real Property Residential & Commercial Property</i>	<i>Personal Property Assessed Value</i>	<i>Public Utility Property Assessed Value</i>	<i>Less: Tax Exempt Real Property</i>
2008	938,911,667	35,614,479	18,507,437	unavailable
2009	1,150,248,914	37,845,835	17,512,580	unavailable
2010	1,159,273,225	41,280,540	18,422,482	unavailable
2011	1,109,980,353	37,055,165	21,315,691	unavailable
2012	992,017,039	33,878,245	21,606,049	unavailable
2013	952,695,576	32,078,598	20,997,630	91,415,487
2014	893,583,142	28,834,682	20,892,491	103,131,023
2015	917,578,208	31,001,733	25,223,947	105,895,750
2016	942,856,062	26,531,232	24,419,181	103,849,456
2017	981,852,135	25,992,960	27,806,371	98,411,038

Source: Pima County

<i>Total</i>		<i>Estimated Net Full Cash Value</i>	<i>Assessed Value as a % of Full Cash Value</i>
<i>Taxable Assessed Value</i>	<i>Direct Tax Rate</i>		
993,033,583	2.5672	8,159,280,373	12.17%
1,205,607,329	2.2601	10,055,311,825	11.99%
1,218,976,247	2.2077	10,476,984,132	11.63%
1,168,351,209	2.4646	9,666,454,596	12.09%
1,047,501,333	2.7109	8,693,706,845	12.05%
1,005,771,804	2.8383	8,262,755,426	12.17%
943,310,315	3.0213	7,757,731,353	12.16%
973,803,888	2.9272	8,060,872,757	12.08%
993,806,475	2.9138	9,563,358,048	10.39%
1,035,651,466	2.9920	10,304,662,155	10.05%

NORTHWEST FIRE DISTRICT

PROPERTY TAX RATES – ALL DIRECT AND OVERLAPPING GOVERNMENTS

LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>	<i>Northwest Fire District</i>			<i>Pima County</i>		
	<i>General</i>	<i>Debt Service</i>	<i>Total District</i>	<i>General</i>	<i>Debt Service</i>	<i>Total County</i>
2008	2.3104	0.2568	2.5672	3.6020	0.6850	4.2870
2009	2.1088	0.1513	2.2601	3.3913	0.6050	3.9963
2010	2.0857	0.1220	2.2077	3.3133	0.7100	4.0233
2011	2.1761	0.2885	2.4646	3.4178	0.7800	4.1978
2012	2.4103	0.3006	2.7109	3.4178	0.7800	4.1978
2013	2.5253	0.3130	2.8383	3.4178	0.7800	4.1978
2014	2.6926	0.3287	3.0213	3.6665	0.7800	4.4465
2015	2.6083	0.3189	2.9272	4.2779	0.7000	4.9779
2016	2.6086	0.3052	2.9138	4.3877	0.7000	5.0877
2017	2.6995	0.2925	2.9920	4.2896	0.7000	4.9896

Source: Pima County

Overlapping Rates

<i>Marana Unified School District</i>				<i>Total Direct & Overlapping Rates</i>
<i>General</i>	<i>Debt Service</i>	<i>Total School District</i>	<i>Special Districts</i>	
3.8368	1.9519	5.7887	2.4518	15.0947
3.7725	1.7090	5.4815	3.0199	14.7578
3.2634	1.6652	4.9286	2.5377	13.6973
3.5510	1.6537	5.2047	1.4185	13.2856
3.9419	1.6444	5.5863	1.9550	14.4500
3.9419	1.6444	5.5863	2.4456	15.0680
4.1868	1.8217	6.0085	2.6800	16.1563
4.3493	1.8795	6.2288	2.8193	16.9532
4.4563	1.8807	6.3370	2.9398	17.2783
4.5020	1.8851	6.3871	2.9599	17.3286

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***NORTHWEST FIRE DISTRICT
PRINCIPAL PROPERTY TAXPAYERS
CURRENT AND NINE YEARS AGO***

<i>Taxpayer</i>	<i>Type of Business</i>	<i>June 30, 2017</i>	
		<i>Assessed Value</i>	<i>% of Total Assessed Value</i>
Northwest Hospital LLC	Healthcare	\$ 19,799,863	1.91%
Unisource Energy Corporation	Utility	16,256,027	1.57%
HSL Cottonwood RC Hotel LLC	Resort	6,945,750	0.67%
J Foothills LLC	Shopping center	6,915,073	0.67%
Wal-Mart Stores Inc	Retail	6,238,258	0.60%
Tucson Premium Outlets LLC	Shopping center	4,348,907	0.42%
Southwest Gas Corp	Grocer	3,385,028	0.33%
Westward Look Resort LLC	Resort	3,254,207	0.31%
Qwest Corporation	Gas utility	3,161,811	0.31%
Smiths Food & Drug Centers	Retail	2,842,629	0.27%
		<u>\$ 73,147,553</u>	<u>7.06%</u>

Total Assessed Value

\$ 1,035,651,466

<i>Taxpayer</i>	<i>Type of Business</i>	<i>June 30, 2008</i>	
		<i>Assessed Value</i>	<i>% of Total Assessed Value</i>
Northwest Hospital LLC	Healthcare	\$ 11,352,791	1.14%
Unisource Energy Corp	Utility	9,889,291	1.00%
FMP Kimpco Foothills LLC	Shopping center	9,336,795	0.94%
Wal-Mart Stores, Inc.	Retail	5,750,466	0.58%
Smiths Food & Drug Centers	Retail	3,772,321	0.38%
Dove Mountain Retail II LLC	Retail	2,988,889	0.30%
Qwest Corporation	Utility	2,713,413	0.27%
Boutique Hotel Co.	Resort	2,675,122	0.27%
LaCholla & River Road Assoc., LLC	Developer	2,479,553	0.25%
Marana Ina Road LLC	Shopping center	2,328,405	0.23%
		<u>\$ 53,287,046</u>	<u>5.37%</u>

Total Assessed Value

\$ 993,033,583

Source: Pima County Assessor

NORTHWEST FIRE DISTRICT
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>	<i>Original Property Tax Levy</i>	<i>Tax Roll Corrections</i>	<i>Property Tax Levy (Adjusted)</i>	<i>Collected within the Fiscal Year of the Levy</i>	
				<i>Amount</i>	<i>% of Levy</i>
2008	25,622,556	(399,039)	25,223,517	24,266,454	94.71%
2009	27,232,008	-	27,232,008	25,723,703	94.46%
2010	26,898,582	-	26,898,582	25,362,292	94.29%
2011	28,747,801	-	28,747,801	27,608,735	96.04%
2012	28,400,387	-	28,400,387	27,378,367	96.40%
2013	28,792,811	-	28,792,811	27,960,421	97.11%
2014	28,428,353	-	28,428,353	27,659,209	97.29%
2015	28,298,575	-	28,298,575	27,488,510	97.14%
2016	28,884,757	-	28,884,757	28,099,632	97.28%
2017	30,905,972	-	30,905,972	30,244,736	97.86%

<i>Collections in Subsequent Years</i>	<i>Total Collections to Date</i>	
	<i>Amount</i>	<i>% of Levy</i>
949,161	25,215,615	99.97%
1,471,868	27,195,571	99.87%
1,447,115	26,809,407	99.67%
1,115,318	28,724,053	99.92%
727,764	28,106,131	98.96%
689,119	28,649,540	99.50%
655,992	28,315,201	99.60%
706,602	28,195,112	99.63%
684,510	28,784,142	99.65%
-	30,244,736	97.86%

NORTHWEST FIRE DISTRICT
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>	<i>Governmental Activities</i>		<i>Total Primary Government</i>	<i>Percentage of Personal Income</i>	<i>Per Capita</i>
	<i>General Obligation Bonds</i>	<i>Capital Leases</i>			
2008	26,575,000	2,169,900	28,744,900	0.09%	216.31
2009	25,610,000	1,085,240	26,695,240	0.08%	200.88
2010	35,565,000	382,368	35,947,368	0.11%	270.50
2011	34,170,000	233,495	34,403,495	0.10%	311.72
2012	32,710,000	79,222	32,789,222	0.09%	297.09
2013	31,185,000	-	31,185,000	0.09%	282.55
2014	30,554,014	-	30,554,014	0.08%	276.84
2015	27,984,314	-	27,984,314	0.07%	253.55
2016	26,329,301	-	26,329,301	0.07%	225.45
2017	23,640,893	-	23,640,893	0.06%	202.43

NORTHWEST FIRE DISTRICT
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>	<i>Assessed Value</i>	<i>General Obligation Bonds</i>	<i>Less Debt Service Monies Available</i>	<i>Net Bonded Debt</i>	<i>Percentage of Estimated Actual Taxable Value of Property</i>	<i>Net Bonded Debt per Capita</i>
2008	993,033,583	26,575,000	14,751,482	11,823,518	1.19%	88.97
2009	1,205,607,329	25,610,000	11,110,812	14,499,188	1.20%	109.11
2010	1,218,976,247	35,565,000	18,049,064	17,515,936	1.44%	131.81
2011	1,168,351,209	34,170,000	9,498,342	24,671,658	2.11%	223.54
2012	1,047,501,333	32,710,000	2,484,404	30,225,596	2.89%	273.86
2013	1,005,771,804	31,185,000	2,252,063	28,932,937	2.88%	262.15
2014	943,310,315	30,554,014	1,875,951	28,678,063	3.04%	259.84
2015	973,803,888	27,984,314	982,237	27,002,077	2.77%	244.65
2016	993,806,475	26,329,301	969,024	25,360,277	2.55%	217.15
2017	1,035,651,466	23,640,893	616,921	23,023,972	2.22%	197.14

NORTHWEST FIRE DISTRICT
DIRECT AND OVERLAPPING GENERAL OBLIGATION DEBT RATIOS
LAST SEVEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>		<i>Per Capita Bonded Debt</i>	<i>As % of District Net Assessed Valuation</i>	<i>As % of District Estimated Full Cash Value</i>
2011	Direct GO Bonded Debt	\$ 313.91	2.92%	0.35%
2011	Direct & Overlapping GO Bonded Debt	1,412.86	13.30%	1.61%
2012	Direct GO Bonded Debt	\$ 299.93	3.12%	0.38%
2012	Direct & Overlapping GO Bonded Debt	1,521.30	15.93%	1.93%
2013	Direct GO Bonded Debt	\$ 286.25	3.10%	0.38%
2013	Direct & Overlapping GO Bonded Debt	1,476.30	16.20%	1.97%
2014	Direct GO Bonded Debt	\$ 272.02	3.24%	0.39%
2014	Direct & Overlapping GO Bonded Debt	1,502.53	17.58%	2.14%
2015	Direct GO Bonded Debt	\$ 246.70	2.87%	0.35%
2015	Direct & Overlapping GO Bonded Debt	1,320.21	15.59%	1.88%
2016	Direct GO Bonded Debt	\$ 225.45	2.65%	0.28%
2016	Direct & Overlapping GO Bonded Debt	1,327.39	15.60%	1.62%
2017	Direct GO Bonded Debt	\$ 202.43	2.28%	0.23%
2017	Direct & Overlapping GO Bonded Debt	1,294.07	14.59%	1.47%

NORTHWEST FIRE DISTRICT
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
AS OF JUNE 30, 2017

<i>Governmental Unit</i>	<i>Debt Outstanding</i>	<i>Estimated Percentage Applicable</i>	<i>Estimated Share of Overlapping Debt</i>
Debt repaid with property taxes:			
Pima County	\$ 291,790,000	13.25%	\$ 38,662,175
Gladden Farms Community Facilities Dist	7,745,000	100.00%	7,745,000
Marana Unified School District	117,025,000	69.29%	81,083,751
Subtotal, overlapping debt			127,490,926
Northwest Fire District direct debt			23,640,893
Total estimated direct and overlapping debt			\$ 151,131,819

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the District. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Northwest Fire District. This process recognizes that, when considering the District's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

NORTHWEST FIRE DISTRICT
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>Assessed Value</i>	\$ 1,035,651,466	\$ 993,806,475	\$ 973,803,888	\$ 943,310,315
<i>Debt limit rate</i>	x 6%	x 6%	x 6%	x 6%
<i>Debt limit</i>	62,139,088	59,628,389	58,428,233	56,598,619
<i>Less bonded debt at June 30</i>	<u>(23,640,893)</u>	<u>(26,329,301)</u>	<u>(27,984,314)</u>	<u>(30,554,014)</u>
<i>Legal debt margin</i>	<u>\$ 38,498,195</u>	<u>\$ 33,299,088</u>	<u>\$ 30,443,919</u>	<u>\$ 26,044,605</u>
<i>Total net debt applicable to the limit as a percentage of debt limit</i>	38.05%	44.16%	47.90%	53.98%

<i>2013</i>	<i>2012</i>	<i>2011</i>	<i>2010</i>	<i>2009</i>	<i>2008</i>
\$ 1,005,771,804	\$ 1,047,501,333	\$ 1,168,351,209	\$ 1,218,976,247	\$ 1,205,607,329	\$ 993,033,583
x 6%	x 6%	x 6%	x 6%	x 6%	x 6%
60,346,308 (28,932,937)	62,850,080 (30,225,596)	70,101,073 (24,671,658)	73,138,575 (17,515,936)	72,336,440 (14,499,188)	59,582,015 (11,823,518)
<u>\$ 31,413,371</u>	<u>\$ 32,624,484</u>	<u>\$ 45,429,415</u>	<u>\$ 55,622,639</u>	<u>\$ 57,837,252</u>	<u>\$ 47,758,497</u>
47.94%	48.09%	35.19%	23.95%	20.04%	19.84%

NORTHWEST FIRE DISTRICT
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30,</i>	<i>(1) Population (Pima County)</i>	<i>Personal Income</i>	<i>(1) Per Capita Income (Pima County)</i>	<i>(2) School Enrollment (Pima County)</i>	<i>(1) Unemployment Rate (Pima County)</i>
2008	984,032	32,778,000	33,310	152,811	4.7%
2009	984,274	32,955,000	33,482	148,686	7.9%
2010	980,263	33,361,839	34,034	153,505	9.0%
2011	986,081	34,737,686	35,228	152,234	9.1%
2012	990,380	35,985,709	36,335	151,172	7.6%
2013	992,394	36,453,218	36,733	151,854	7.6%
2014	996,046	37,893,093	38,044	152,088	6.9%
2015	1,007,200	38,922,402	38,644	151,731	5.9%
2016	1,009,371	39,963,300	39,592	151,364	5.3%
2017	1,029,400	41,349,600	40,169	150,316	4.9%

NORTHWEST FIRE DISTRICT
PRINCIPAL EMPLOYERS
CURRENT AND NINE YEARS AGO

June 30, 2017

<i>Employer</i>	<i>Employees</i>	<i>Rank</i>
Marana Unified School District	1,404	1
Northwest Medical Center	1,350	2
Wal-Mart	1,020	3
Afni	1,000	4
Frys Food and Drug	450	5
Town of Marana	330	6
Ritz Carlton Dove Mountain	320	7
Sargent Aerospace & Defense	310	8
Tucson Hauling & Transfer	300	9
Costco	250	10
<i>Total</i>	<u>6,734</u>	

June 30, 2008

<i>Employer</i>	<i>Employees</i>	<i>Rank</i>
Northwest Health System	1,808	1
Marana Unified School District	1,776	2
Lowes	380	3
Home Depot	350	4
Wal-Mart	340	5
Town of Marana	331	6
Costco	303	7
Westward Look Resort	300	8
Kohls Department Store	250	9
Sargent Controls	244	10
<i>Total</i>	<u>6,082</u>	

Source: Pima Association of Governments

Note: Percentage of employees employed by principal employers to the total employed District-wide is not available.

NORTHWEST FIRE DISTRICT
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

<i>Function</i>	<i>2017</i>	<i>2016</i>	<i>2015</i>	<i>2014</i>
<i>Public safety</i>				
Fire prevention inspections	3,495	4,991	6,113	3,982
Emergency medical service calls	11,913	11,824	10,725	10,417
Fire responses	289	512	1,032	1,258
Other Responses - including hazardous materials, mutual aid, public service	2,633	2,449	1,064	1,292
Miscellaneous - including false alarms, good intent	-	-	2	2

Sources: Various District Departments

<i><u>2013</u></i>	<i><u>2012</u></i>	<i><u>2011</u></i>	<i><u>2010</u></i>	<i><u>2009</u></i>	<i><u>2008</u></i>
3,003	3,007	3,097	2,790	3,708	4,875
11,413	10,538	10,301	9,385	9,259	10,158
1,526	350	230	206	365	620
1,316	1,127	1,889	1,669	2,375	2,581
36	999	1,537	1,396	1,434	612

NORTHWEST FIRE DISTRICT
FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

<i>Function</i>	<i>2017</i>	<i>2016</i>	<i>2015</i>	<i>2014</i>
<i>Public safety</i>				
Fire and rescue service	198	182	177	208
Fire prevention	11	11	12	9
Administrative and support	36	40	40	40
<i>Total</i>	<u>245</u>	<u>233</u>	<u>229</u>	<u>257</u>

Source: District HR Department

<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
204	206	202	207	209	198
8	9	9	9	9	9
37	37	37	36	36	36
<u>249</u>	<u>252</u>	<u>248</u>	<u>252</u>	<u>254</u>	<u>243</u>

NORTHWEST FIRE DISTRICT
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

<i>Function</i>	<i>2017</i>	<i>2016</i>	<i>2015</i>	<i>2014</i>
<i>Public safety</i>				
Stations	10	10	10	10
Equipment:				
Engines	16	15	16	16
Ladder trucks	2	2	2	3
Brush rigs	3	3	4	6
Rescue/Ambulance units	10	10	8	6
Tenders	3	3	3	3
Hazmat squad	1	1	2	2
Squad/support units	2	2	2	2
Technical rescue	1	1	2	2
Heavy squad	1	1	1	1

Source: District Fleet Department

<i>2013</i>	<i>2012</i>	<i>2011</i>	<i>2010</i>	<i>2009</i>	<i>2008</i>
10	10	10	10	9	9
16	16	16	15	15	15
3	3	3	3	2	2
6	6	6	6	4	4
6	6	6	6	4	4
3	3	3	3	3	3
2	2	2	2	2	2
2	2	2	2	2	2
2	2	2	2	2	2
1	1	1	1	1	1

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REPORT ON INTERNAL CONTROL AND ON COMPLIANCE

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**Report on Internal Control Over Financial Reporting and on
Compliance and Other Matters Based on an Audit of
Financial Statements Performed in Accordance with
*Government Auditing Standards***

Independent Auditor's Report

Board of Directors
Northwest Fire District

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Northwest Fire District, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise Northwest Fire District's basic financial statements, and have issued our report thereon dated November 10, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Northwest Fire District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Northwest Fire District's internal control. Accordingly, we do not express an opinion on the effectiveness of Northwest Fire District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Northwest Fire District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Report on Compliance with State of Arizona Regulatory Requirements

In connection with our audit, nothing came to our attention that caused us to believe that Northwest Fire District incurred any debt or liability in excess of taxes levied and to be collected and the monies actually available and unencumbered at that time in the District's General Fund, except for those liabilities as prescribed in A.R.S. section 48-805, subsection B, paragraph 2 and sections 48-806 and 48-807, or that the District failed to comply with A.R.S. section 48-805.02, subsection F. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. This report is supplemental reporting as required by Arizona statutes intended solely for the information and use of management and the members of the Arizona State Legislature and is not intended to be and should not be used by anyone other than these specified parties.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Heinfeld, Meech & Co., P.C.

Heinfeld, Meech & Co., P.C.
Tucson, Arizona
November 10, 2017

**Northwest Fire District Governing Board**5225 West Massingale Rd.
Tucson, AZ 85743

8.B.

SCHEDULED**MEMORANDUM NO. 2017-23**

Date: December 12, 2017
To: Governing Board
From: Dugger Hughes, Deputy Chief
Type of Action: Formal Action/Motion
Strategic Plan Goals: SP1,SP5
Agenda Item: Discussion and Possible Action Approving the Acceptance of the Governor's Office of Highway Safety Grant, Number 2018-EM-001, for the Purchase of Additional Extrication Tools in the Amount of \$31,975.00.

RECOMMENDATION:

It is recommended that the Board approve the acceptance of this Grant.

MOTION:

Move to approve the acceptance of a Governor's Office of Highway Safety grant for additional extrication tools in the amount of \$31,975.00.

DISCUSSION:

The District requested this grant for the purchase of an additional set of Extrication Tools. These tools are battery powered, and will be placed in service immediately once they are received. Currently all of our front line apparatus have extrication tools, and the addition of this set will provide us the opportunity for Fleet to keep a set in reserve. This will allow for uninterrupted response capability when a set needs repaired , or is in the shop for maintenance.

ALTERNATIVES:

The only alternative, which is not recommended, would be for us to turn down the grant.

Fiscal Impact

Fiscal Year: 17/18
Budgeted Y/N: N
Amount Requested: 0

FISCAL IMPACT:

The Grant amount is \$31,975.00, which will be fully utilized in the purchase of one set of Extrication Tools.

Attachments



DOUGLAS A. DUCEY
GOVERNOR

ALBERTO GUTIER
DIRECTOR
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

Fire Chief Michael Brandt
Northwest Fire District
5225 West Massingale Road
Tucson, Arizona 85743

PROJECT REFERENCE:

Contract Number: 2018-EM-001
Contract Amount: \$31,975.00
Purpose of Project: Emergency Medical Services –
Extrication Equipment Package

Dear Fire Chief Brandt:

Attached are the following documents:

- a) One (1) fully executed original of the above-referenced contract
- b) Project Director's Manual

Please note that any equipment costing \$5,000.00 or more must comply with the Buy America Act as mandated by federal law.

The Report of Costs Incurred (RCI Form) and RCI Instructions are located on the GOHS website at www.azgohs.gov/grant-opportunities/. Refer to the Contract and/or Project Directors Manual for instructions on completion and submission.

Please have your Project Administrator and Fiscal staff review and become familiar with the reporting requirements outlined in this Contract.

You are hereby authorized to proceed under the terms of the Highway Safety Contract, effective on the "Authorization to Proceed Date" (i.e., the date of my signature on the last page of the contract as long as the signature is within the Federal Fiscal Year that this contract applies to) with an obligation of \$31,975.00 in Federal funds.

Sincerely,

Alberto Gutier, Director
Governor's Highway Safety Representative

11-7-17.

Date

Enclosures

GOVERNOR'S OFFICE OF
HIGHWAY SAFETY

STATE OF ARIZONA

HIGHWAY SAFETY CONTRACT

This page, the Project Director's Manual and attached hereto and incorporated herein by reference, constitute the entire Contract between the parties hereto unless the Governor's Highway Safety Representative authorizes deviation in writing.

FAIN: 69A37518300004020AZ0		CFDA: 20.600
1. APPLICANT AGENCY Northwest Fire District	GOHS CONTRACT NUMBER: 2018-EM-001	
ADDRESS 5225 West Massingale Road, Tucson, AZ 85743	PROGRAM AREA: 402-EM	
2. GOVERNMENTAL UNIT Northwest Fire District	AGENCY CONTACT: William Hughes	
ADDRESS 5225 West Massingale Road, Tucson, AZ 85743	3. PROJECT TITLE: Emergency Medical Services Related Equipment	
4. GUIDELINES: 402-Emergency Medical Services (EM)		
5. BRIEFLY STATE PURPOSE OF PROJECT: Federal 402 funds will support Capital Outlay: Extrication Equipment Package to enhance Emergency Medical Services throughout the Northwest Fire District.		
6. BUDGET COST CATEGORY	Project Period FFY 2018	
I. Personnel Services	\$0.00	
II. Employee Related Expenses	\$0.00	
III. Professional and Outside Services	\$0.00	
IV. Travel In-State	\$0.00	
V. Travel Out-of-State	\$0.00	
VI. Materials and Supplies	\$0.00	
VII. Capital Outlay	\$31,975.00	
TOTAL ESTIMATED COSTS	\$31,975.00	
PROJECT PERIOD	FROM: Effective Date (Date of GOHS Director Signature)	TO: 09-30-2018
CURRENT GRANT PERIOD	FROM: 10-01-2017	TO: 09-30-2018
TOTAL FEDERAL FUNDS OBLIGATED THIS FFY: \$31,975.00		
A political subdivision or State agency that is mandated to provide a certified resolution or ordinance authorizing entry into this Contract must do so prior to incurring any expenditures. Failure to do so may result in termination of the awarded Contract.		

Northwest Fire District	GOHS HIGHWAY SAFETY CONTRACT	2018-EM-001
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PROBLEM IDENTIFICATION AND RESOLUTION:**Agency Background:**

Number of emergency responders: 168

Total Population in your city/town/district: 116,788

Total Road Mileage: Highway 44 Local 756 Total 800

	2016	2015	2014
Total Crashes	960	939	817
Total Injury Crashes	959	927	795
Total Fatal Crashes	8	11	11
Traffic Calls for Service	960	939	817
Total Serious Injuries	84	329	351
Total Fatalities	8	11	11
Crash to Hospital Arrival Times (Min.)	45	45	44

The data above represents: District ☒ City/Town ☐

Agency Problem/Attempts to Solve Problem:

Northwest Fire District (NFD) responded to 960 vehicle accidents with injury in the 2016 calendar year. These accidents resulted in 84 serious injuries and 8 fatalities. Of the 960 accidents cited above, 136 occurred on the 21 mile stretch of Interstate 10 that runs through the central portion of its District. Additionally, 82 of these incidents occurred on the 2.8 mile stretch of State Route 77 (Oracle Road) that runs just inside of the District's eastern boundary. Typically, accidents on these highways are at higher speeds often resulting in a mangled mass of metal wrapped around victims occasionally trapping them in their vehicles. This potential necessitates emergency response vehicles with rescue equipment capable of cutting, spreading, and/or prying metal from around the victim in order to remove them from the vehicle and treat their injuries and if necessary, transport them to the appropriate medical facility. Without this equipment, removal of these victims would be delayed.

Agency Funding:

Federal 402 funds will support Capital Outlay: Extrication Equipment Package to enhance Emergency Medical Services throughout the Northwest Fire District.

How Agency Will Solve Problem With Funding:

The Northwest Fire District is requesting funding to purchase a battery-powered rescue tool package. This rescue tool package includes a spreader tool with removal and extended tips, a cutter tool, and a ram tool with 3-piece ram extension kit. The tools in this package are lighter and more portable offering better performance and reliability.

Northwest Fire District

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PROJECT MEASURES:

Agency Goals:

To decrease the average Crash to Hospital Arrival Time in extrication crashes from 45 minutes during calendar year 2016 to 35 minutes by December 31, 2018.

Contract Objectives:

1. Reduce the time it takes to place a rescue tool in operation at the scene of an emergency by 8-10 minutes.
2. Improve scene safety by eliminating trip hazards and fuel hazards associated with gas-powered, hydraulically-operated equipment currently in use.

Northwest Fire District	GOHS HIGHWAY SAFETY CONTRACT	2018-EM-001
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GOALS/OBJECTIVES:

Federal 402 funds will support Capital Outlay: Extrication Equipment Package to enhance Emergency Medical Services throughout the Northwest Fire District.

Expenditures of funding pertaining to the EM/Emergency Medical Services Program including Personnel Services and ERE, Materials and Supplies, Capital Equipment, and/or Travel In and Out-of-State shall comply with the Emergency Medical Services Program goals provided by the Arizona Governor's Office of Highway Safety. The Emergency Medical Services Program goal is to support rural fire departments and fire districts with the necessary resources to respond to traffic crashes in rural areas of Arizona.

MEDIA RELEASE:

To prepare complete press release information for media (television, radio, print, and on-line) during each campaign period including a main press release, schedule of events, departmental plans, and relevant data. The material will emphasize the campaign's purpose, aggressive enforcement, and the high cost of Emergency Medical Services in terms of money, criminal, and human consequences.

PLEASE NOTE: Failure to submit Quarterly Reports, and/or Report of Costs Incurred (RCIs) timely and correctly may delay reimbursement for expenditures to your Agency.

METHOD OF PROCEDURE:

The Northwest Fire District will make expenditures, as follows, to meet the outlined Program Goals/Objectives:

Capital Outlay - To purchase/procure the following Capital Outlay for Emergency Medical Services Activities:
Extrication Equipment Package

PRESS RELEASE:

Agencies are **required** to develop and distribute a press release announcing this grant award **upon receipt** of the executed Contract. A copy of this press release shall be sent to the GOHS Director for approval prior to being sent to the media. This press release shall include the objective and specify that the funding is from the Governor's Office of Highway Safety.

EQUIPMENT:

Extrication Equipment Package

Agencies receiving funding for Capital Outlay (major equipment) such as DUI processing vans, marked and unmarked enforcement sedans, and marked enforcement motorcycles shall schedule a press conference acknowledging the grant award from the Governor's Office of Highway Safety. The purpose of this press conference is for the Agency to present the equipment to their community.

The Northwest Fire District shall immediately notify GOHS if any equipment purchased under this Contract ceases to be used in the manner described in this Contract. In such event, the Northwest Fire District further agrees to dispose of this equipment using the Northwest Fire District's, city, town, or county ordinance, code, or rule regarding disposal of equipment.

In the absence of an ordinance, code, or rule regarding the disposal of the property, the Northwest Fire District may refer to that of the State. The Northwest Fire District shall maintain or cause to be maintained for its useful

Northwest Fire District

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life, any equipment purchased under this Contract. The Northwest Fire District shall incorporate any equipment purchased under this Contract into its inventory records. The Northwest Fire District shall insure any equipment purchased under this Contract for the duration of its useful life. Self-insurance meets this requirement.

Administrative and Maintenance Costs:

The Northwest Fire District shall be responsible for all administrative, maintenance, operational costs, and the costs of any damage relating to the Extrication Equipment Package.

Decals:

The Governor's Office of Highway Safety shall provide the Northwest Fire District with decals depicting the Governor's Office of Highway Safety logo. These decals shall be affixed to the equipment before being placed in service.

Equipment Purchase:

The equipment purchased under this Contract shall be ordered, received, training completed, and placed in service prior to the end of the project period.

If the Agency cannot meet this requirement, the Agency must submit a letter of explanation signed by the Project Director on the Agency's letterhead via mail or hand delivered to the Director of the Governor's Office of Highway Safety within sixty (60) days before the end of the project period.

The application of USDOT "Common Rule" and Circular A-102 requires that:

Grantees and sub-grantees will use their own procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurement procedures conform to applicable Federal and State laws and standards. The most stringent purchasing requirement at each level must be met. If the Agency does not have a procurement process, the Agency shall use the State procurement process.

Original Purpose of Equipment:

Pursuant to 23 CFR §1200.21, all equipment purchased under this Contract is to be used for the original purpose intended under this Contract. All equipment shall be used for the originally authorized grant purposes for as long as needed for those purposes. Neither the State nor the Agency (sub-grantees) or contractors shall encumber the title or interest while such need exists.

The Governor's Office of Highway Safety shall reserve the right to transfer title of equipment acquired under the Section 402 program to the Federal government or to a third party when such third party is otherwise eligible under existing statutes.

Furthermore, 49 CFR §18.32.c.1 states that equipment (acquired under this grant) shall be used by the grantee in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds. When no longer needed for the original program or project, the equipment may be used in other activities currently or previously supported by a Federal agency.

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Insurance:

It is agreed that the Northwest Fire District shall adequately insure all capital equipment purchased under this Contract for repair or replacement.

SPECIFIC REQUIREMENTS:

EQUIPMENT –

Requirements for Equipment:

The Northwest Fire District shall provide a high quality color photograph of all equipment purchased under this Contract. The Northwest Fire District shall complete the attached **Capital Outlay Equipment** form for all individual equipment purchases of \$5,000.00 or more. The form is to be attached and submitted with the next quarterly report subsequent to the delivery of the equipment.

METHOD OF PROCUREMENT:

The application of USDOT "Common Rule" and Circular A-102 requires that:

Grantees and sub-grantees will use their own procurement procedures which reflect applicable State and local laws and regulations, provided the procurement procedures conform to applicable Federal laws and standards. The most stringent purchasing requirement at each level must be met. If the Agency does not have a procurement process, the Agency may use the State procurement process.

A clear audit trail must be established to determine costs charged against this Contract. Substantiation of costs shall, where possible, be made utilizing the Northwest Fire District documentation consisting of, but not limited to, copies of time sheets, purchase orders, copies of invoices, and proof of payment.

The Agency shall retain copies of all documentation in the project file.

State Contract:

Procurement may be made using an open State contract award. Documents submitted to substantiate purchases using an open State contract must bear the contract number.

PROJECT EVALUATION:

This project shall be administratively evaluated to ensure the objectives have been met.

Quarterly Report

The purpose of the Quarterly Report is to provide information on contracted grant activities conducted at the conclusion of each active quarter. The information provided is used to review progress of the funded project and the successfulness in meeting outlined goals and objectives. The information, photos, highlights, obstacles, and mandatory statistical data provided in this report are analyzed by the assigned Project Coordinator. It is critical the report contains the following information:

- **Original signatures on all Quarterly Reports and RCIs**
 - **All Quarterly Reports and RCIs shall include the signature of the Project Director unless prior authorization for another is on file with GOHS.**

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Report Schedule

Reporting Period	Due Date
1st Quarterly Report and RCI (October 1 to December 31, 2017)	January 30, 2018
2nd Quarterly Report and RCI (January 1 to March 31, 2018)	April 20, 2018
3rd Quarterly Report and RCI (April 1 to June 30, 2018)	July 20, 2018
4th Quarterly Report and RCI (July 1 to September 30, 2018)	October 15, 2018
Final Statement of Accomplishments	October 15, 2018

The Quarterly Report **shall be completed on the form available on-line and can be submitted by email** to the Governor's Office of Highway Safety.

NOTE: IT IS REQUIRED THAT ALL LAW ENFORCEMENT AGENCIES MUST ENTER STATISTICAL AND ENFORCEMENT ACTIVITY INTO THE ON-LINE GOHS DUI REPORTING SYSTEM, IN ADDITION TO SUBMITTING THE QUARTERLY ENFORCEMENT REPORT.

Final Statement of Accomplishments

The Project Director shall submit a Final Statement of Accomplishments Report to the GOHS **no later than fifteen (15) days after the conclusion of each Federal Fiscal Year (September 30th)**. All agencies receiving funding are required to submit a Final Statement of Accomplishments Report.

Note: Failure to comply with the outlined GOHS reporting requirements may result in withholding of Federal funds or termination of the Contract.

PROFESSIONAL AND TECHNICAL PERSONNEL:

Michael J. Brandt, Fire Chief, Northwest Fire District, shall serve as Project Director.

William Hughes, Deputy Chief, Northwest Fire District, shall serve as Project Administrator.

Lynda (Jenise) Moreno, Governor's Office of Highway Safety, shall serve as Project Coordinator.

REPORT OF COSTS INCURRED (RCI):

The Agency shall submit a Report of Costs Incurred (RCI), with supporting documentation attached, to the Governor's Office of Highway Safety on a quarterly basis, for each active quarter, in conjunction with the required report. Agencies may submit additional RCI forms for expenditures when funds have been expended for which reimbursement is being requested.

Accepted supporting documentation to submit with a Report of Cost Incurred (RCI) includes, but is not limited to; scanned copies of timesheets, payroll records, paid invoices/purchase orders, and other account records.

RCIs shall be typed and delivered via mail or hand delivered with appropriate supporting documentation to the Governor's Office of Highway Safety. **Electronically submitted RCIs will not be accepted.** Final RCIs will not be accepted fifteen (15) days after the conclusion of each Federal Fiscal Year (September 30th). **Expenditures submitted after the expiration date may not be reimbursed and the Agency will accept fiscal responsibility.**

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PROJECT MONITORING:

Highway safety grant project monitoring is used by GOHS project coordinators to track the progress of project objectives, performance measures, and compliance with applicable procedures, laws, and regulations.

The process is used throughout the duration of the contracted project and serves as a continuous management tool. Project monitoring also presents an opportunity to develop partnerships, share information, and provide assistance to contracted agencies. Additionally, project monitoring outlines a set of procedures for project review and documentation.

Project monitoring serves as a management tool for:

- Detecting and preventing problems
- Helping to identify needed changes
- Identifying training or assistance needed
- Obtaining data necessary for planning and evaluation
- Identifying exemplary projects

Types of Monitoring

Monitoring is formal and informal, financial and operational. The most common types of monitoring are:

- Ongoing contact with the contracted grantee through phone calls, e-mails, correspondence, and meetings
- On-Site and/or In-House monitoring reviews of project operations, management, and financial records and systems
- Review of project Quarterly Reports
- Review and approval of Report of Costs Incurred (RCIs)
- Desk review of other documents in the project grant files for timely submission and completeness

Monitoring Schedule	
Total Awarded Amount:	Type of Monitoring:
Under \$50,000	Desk Review/Phone Conference
\$50,000 and over	May have an In-House GOHS Review
\$100,000+	May have an On-Site Review
Capital Outlay Greater than \$25,000 (combined)	May have an On-Site Review
Desk Review and Phone Conference	Internal review of all written documentation related to contractual project including, but not limited to the Contract, Quarterly Reports, enforcement data, financial data, e-mails, letters, notes, press releases, photographs, inventories, and other written correspondence. A phone conference call conducted during the course of the project which includes the date and time of the call, the person(s) contacted, and the results. It serves as an informational review to determine progress of programmatic/financial activities. Both the designated project administrator and fiscal contact should be present, if possible, during the phone conference. If identified financial or operational problems are present, GOHS reserves the right to bring the grantee in for an in-house meeting at GOHS. Monitoring form written by Project Coordinator, any findings, areas of improvement, concern, or recognition will be provided to the grantee.
In-House Review	Documents performance review results including project activities, reimbursement claims review, equipment purchases, approvals, and other information. Reviews applicable information related to the project(s) including, but not limited to the Contract, Quarterly

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	Reports, enforcement data, financial data, e-mails, letters, notes, press releases, photographs, inventories, and other written correspondence. Completed at GOHS in a meeting with appropriate operational and financial personnel. Monitoring form written by Project Coordinator, any findings, areas of improvement, concern, or recognition will be provided to the grantee.
On-Site Monitoring	Documents performance review results including project activities, reimbursement claims review, equipment purchases, and other information. Reviews applicable information related to the project(s) including, but not limited to the Contract, Quarterly Reports, enforcement data, financial data, e-mails, letters, notes, press releases, photographs, inventories, and other written correspondence. Conducted on-site at the grantee's Agency with monitoring form completed on-site by Project Coordinator. Any findings, areas of improvement, concern, or recognition, will be provided to the grantee.

On-site and/or in-house monitoring for grantees of designated projects with large Capital Outlay purchases, personnel services, and complex projects must be completed within the second or third quarter of the fiscal year. Contracted projects displaying any problems may need on-site monitoring more than once during the fiscal year.

On-site and/or In-house monitoring includes a review and discussion of all issues related to ensure the effective administration of the contracted project. The following are the most important items to review:

- Progress toward meeting goals/objectives and performance measures
- Adherence to the contract specifications, timely submission of complete and correct reports, including required documentation
- Quarterly Reports
- Status of expenditures related to the outlined budget
- Accounting records and RCI's
- Supporting documentation (training documentation, inventory sheets, photographs, press releases, etc.)

In addition, the designated Agency will ensure that any equipment purchased will be available for inspection and is being used for the purpose for which it was bought under the outlined contractual agreement.

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Documentation

The Governor's Office of Highway Safety will retain all findings documented on the GOHS Monitoring Form in the Agency's respective Federal file. Findings will be discussed with the designated contract representative (Project Administrator, fiscal specialist) by phone and/or e-mail. All noted deficiencies will be provided to the grantee with guidance for improvement and solutions to problems. Grantees that exhibit significantly poor performance may be placed on a performance plan as outlined by the GOHS Director. Grantee monitoring information will additionally provide documentation for potential funding in subsequent fiscal year grant proposal review.

PROJECT PERIOD:

The project period shall commence on the date the GOHS Director signs the Highway Safety Contract and terminate on September 30th of that or subsequent year as indicated on the Highway Safety Contract.

DURATION:

Contracts shall be effective on the date the Governor's Office of Highway Safety Director signs the Contract and expire at the end of the project period.

If the Agency is unable to expend the funds in the time specified, the Agency will submit notification on the Agency's letterhead and hand deliver or submit via regular mail to the Director of the Governor's Office of Highway Safety a minimum of sixty days (60) prior to the end of the project period.

The Agency shall address all requests to modify the Contract to the Director of the Governor's Office of Highway Safety on Agency's official letterhead and either hand deliver or submit the request via regular mail. All requests for modification must bear the signature of the Project Director.

Failure to comply may result in cancellation of the Contract. Any unexpended funds remaining at the termination of the Contract shall be released back to the Governor's Office of Highway Safety.

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ESTIMATED COSTS:

I.	Personnel Services (overtime)	\$0.00
II.	Employee Related Expenses (ERE)	\$0.00
III.	Professional and Outside Services	\$0.00
IV.	Travel In-State	\$0.00
V.	Travel Out-of-State	\$0.00
VI.	Materials and Supplies	\$0.00
VII.	Capital Outlay	\$31,975.00

Extrication Equipment Package:
Cutter Package
Spreader Package w/extended tips
Ram Package w/3-pc. Ram extension kit

TOTAL ESTIMATED COSTS ***\$31,975.00**

*Includes all applicable training, tax, freight, and advertising costs. The GOHS reserves the right to limit reimbursement of Employee Related Expenses from zero (0) to a maximum rate of forty (40) percent. This is the maximum ERE amount to be reimbursed. It is agreed and understood that the Northwest Fire District shall absorb any and all expenditures in excess of \$31,975.00.

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CERTIFICATIONS AND AGREEMENTS

This CONTRACT, is made and entered into by and between the STATE OF ARIZONA, by and through the Governor's Office of Highway Safety (GOHS) hereinafter referred to as "STATE", and the agency named in this Contract, hereinafter referred to as "AGENCY".

WHEREAS, the National Highway Safety Act of 1966, as amended (23 USC §§401-404), provides Federal funds to STATE for approved highway safety projects; and

WHEREAS, STATE may make said funds available to various state, county, tribal, or municipal agencies, governments, or political subdivisions upon application and approval by STATE and the United States Department of Transportation (USDOT); and

WHEREAS, AGENCY must comply with the requirements listed herein to be eligible for Federal funds for approved highway safety projects; and

WHEREAS, AGENCY has submitted an application for Federal funds for highway safety projects;

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOODS AND VALUABLE CONSIDERATION, it is mutually agreed that AGENCY will strictly comply with the following terms and conditions and the following Federal and State Statutes, Rules, and Regulations:

I. Project Monitoring, Reports, and Inspections

- A. AGENCY agrees to fully cooperate with representatives of STATE monitoring the project, either on-site or by telephone, during the life of the Contract.
- B. AGENCY will submit Quarterly Reports (one for each three-month period of the project year) to STATE in the form and manner prescribed by STATE. Notice of the specific requirements for each report will be given in this Contract or at any time thereafter by giving thirty (30) days written notice to AGENCY by ordinary mail at the address listed on the Contract. Failure to comply with Quarterly Report requirements may result in withholding of Federal funds or termination of this Contract.
- C. AGENCY will submit a Final Report/Statement of Accomplishment at completion of the Contract to include all financial, performance, and other reports required as a condition of the grant to STATE within thirty (30) days of the completion of the Contract.
- D. Representatives authorized by STATE and the National Highway Traffic Safety Administration (NHTSA) will have the right to visit the site and inspect the work under this Contract whenever such representatives may determine such inspection is necessary.

II. Reimbursement of Eligible Expenses

- A. AGENCY's Project Director, or Finance Personnel, will submit a Report of Costs Incurred Form (RCI) to STATE each time there have been funds expended for which reimbursement is being requested. Failure to meet this requirement may be cause to terminate the project under Section XX herein, "Termination and Abandonment".

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- B. AGENCY will reimburse STATE for any ineligible or unauthorized expenses for which Federal funds have been claimed and reimbursement received, as may have been determined by a State or Federal audit.
- C. STATE will have the right to withhold any installments equal to the reimbursement received by AGENCY for prior installments which have been subsequently determined to be ineligible or unauthorized.

III. Property Agreement

- A. AGENCY will immediately notify STATE if any equipment purchased under this Contract ceases to be used in the manner as set forth by this Contract. In such event, AGENCY further agrees to either give credit to the project cost or to another active highway safety project for the residual value of such equipment in an amount to be determined by STATE or to transfer or otherwise dispose of such equipment as directed by STATE.
- B. No equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of STATE, or unless otherwise provided elsewhere in this Contract.
- C. AGENCY will maintain or cause to be maintained for its useful life, any equipment purchased under this Contract.
- D. AGENCY will incorporate any equipment purchased under this Contract into its inventory records.
- E. AGENCY will insure any equipment purchased under this Contract for the duration of its useful life. Self-insurance meets the requirements of this section.

IV. Travel

In-State and Out-of-State Travel

In state and out-of-state travel claims will be reimbursed at rates provided by AGENCY's regulations, provided that such regulations are as restrictive as those of STATE. Where they are less restrictive, ARS §38-624 will apply.

The State must approve all out-of-state travel in writing and in advance.

V. Standard of Performance

AGENCY hereby agrees to perform all work and services herein required or set forth, and to furnish all labor, materials, and equipment, except that labor, material, and equipment as STATE agrees to furnish pursuant to this Contract.

VI. Hold Harmless Agreement

Neither party to this agreement agrees to indemnify the other party or hold harmless the other party from liability hereunder. However, if the common law or a statute provides for either a right to indemnify and/or a right to contribution to any party to this agreement then the right to pursue one or both of these remedies is preserved.

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VII. Non-Assignment and Sub-Contracts

This Contract is not assignable nor may any portion of the work to be performed be subcontracted unless specifically agreed to in writing by STATE. No equipment purchased hereunder may be assigned or operated by other than AGENCY unless agreed to in writing by STATE.

VIII. Work Products and Title to Commodities and Equipment

- A. The work product and results of the project are the property of STATE, unless otherwise specified elsewhere in this Contract. All property, instruments, non-consumable materials, supplies, and the like, which are furnished or paid for by STATE under the terms of this Contract, unless otherwise provided for elsewhere in this Contract, are and remain the property of STATE and will be returned at the completion of this project upon request of STATE. The work product and results of the project will be furnished to STATE upon request, if no provision is otherwise made by this Contract.
- B. The provisions of subparagraph A apply whether or not the project contracted for herein is completed.

IX. Copyrights and Patents

Any copyrightable materials, patentable discovery, or invention produced in the course of this project may be claimed by STATE and a copyright or patent obtained by it at its expense. In the event STATE does not wish to obtain such copyright or patent, AGENCY may do so, but in any event, provision will be made by AGENCY for royalty-free, nonexclusive, nontransferable, and irrevocable licenses to be given the United States Government and STATE and its political subdivisions to use such copyrightable material, patented discoveries, or inventions in any manner they see fit. The STATE reserves the right to impose such other terms and conditions upon the use of such copyrights or patents as may be deemed in the best interest of STATE in the event AGENCY is allowed to obtain a copyright or patent.

X. "Common Rule" and OMB Circular No. A-102 (Revised)

"Common Rule" (49 CFR Part 18): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

OMB Circular No. A-102 (Revised): Grants and Cooperative Agreements with State and Local Governments

The application of USDOT "Common Rule" and Circular A-102 requires that:

AGENCY and sub-grantees will use their own procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal law. The most stringent purchasing requirement at each level must be met.

The Arizona Procurement Code (ARS §41-2501, et. seq.) and promulgated rules (A.A.C. Title 2, Chapter 7) are a part of this Contract as if fully set forth herein and AGENCY agrees to fully comply with these requirements for any procurement using grant monies from this Contract.

XI. Non-Discrimination

During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

- A. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- B. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
- C. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
- D. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including, but not limited to, withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
- E. To insert this clause, including paragraphs A through E, in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.
- F. If AGENCY fails or refuses to comply with its undertaking as set forth in these provisions, STATE or the USDOT may take any or all of the following actions:
 - 1. Cancel, terminate, or suspend, in whole or in part, the agreement, contract, or other arrangement with respect to which the failure or refusal occurred; and
 - 2. Refrain from extending any further Federal financial assistance to AGENCY under the Highway Safety Program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from AGENCY.
- G. Pursuant to the requirement of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794), AGENCY must operate this Highway Safety Project so that it is accessible and otherwise non-discriminatory to handicapped persons.

XII. Executive Order 2009-09

It is mutually agreed that AGENCY will comply with the terms and conditions of Executive Order 2009-09, *Non-Discrimination in Employment by Government Contractors and Subcontractors*. Executive Order 2009-09 is located in Part II of the Project Director's Manual.

XIII. Application of Hatch Act

The AGENCY will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Northwest Fire District

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XIV. Minority Business Enterprises (MBE) Policy and Obligation

- A. Policy: It is the policy of the USDOT that minority business enterprises as defined in 49 CFR Part 23, will have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this Contract. Consequently, the minority business enterprises requirements of 49 CFR Part 23 apply to this Contract.
- B. Obligation: The recipient or its contractor agrees to ensure that minority business enterprises, as defined in 49 CFR Part 23, have the subcontracts financed in whole or in part with Federal funds provided under this Contract. In this regard, all recipients or contractors will take all necessary and reasonable steps in accordance with 49 CFR, Part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. Recipients and their contractors will not discriminate on the basis of race, color, creed, sex, or national origin in the award and performance of USDOT-assigned contracts.

XV. Arbitration Clause, ARS §12-1518

Pursuant to ARS §12-1518, the parties agree to use arbitration, after exhausting applicable administrative reviews, to resolve disputes arising out of this Contract where the provisions of mandatory arbitration apply.

XVI. Inspection and Audit, ARS §35-214

Pursuant to ARS §35-214, all books, accounts, reports, files, and other records relating to this Contract will be subject at all reasonable times to inspection and audit by STATE for five (5) years after completion of this Contract. The records will be produced at the Governor's Office of Highway Safety.

XVII. Appropriation of Funds by U.S. Congress

It is agreed that in no event will this Contract be binding on any party hereto unless and until such time as funds are appropriated and authorized by the U.S. Congress and specifically allocated to the project submitted herein and then only for the fiscal year for which such allocation is made. In the event no funds are appropriated by the U.S. Congress or no funds are allocated for the project proposed herein for subsequent fiscal years, this Contract will be null and void, except as to that portion for which funds have then been appropriated or allocated to this project, and no right of action or damages will accrue to the benefit of the parties hereto as to that portion of the Contract or project that may so become null and void.

XVIII. Continuation of Highway Safety Program

It is the intention of AGENCY to continue the Highway Safety Program identified in this Contract once Federal funding is completed. This intended continuation will be based upon cost effectiveness and an evaluation by AGENCY of the program's impact on highway safety.

XIX. E-Verify

Both parties acknowledge that immigration laws require them to register and participate with the E-Verify Program (employment verification program administered by the United States Department of Homeland Security and the Social Security Administration or any successor program) as they both employ one or more employees in this State. Both parties warrant that they have registered with and participate with E-Verify. If either party later determines that the other non-compliant party has not

Northwest Fire District	GOHS HIGHWAY SAFETY CONTRACT	2018-EM-001
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complied with E-Verify, it will notify the non-compliant party by certified mail of the determination and of the right to appeal the determination.

XX. Termination and Abandonment

- A. The STATE and AGENCY hereby agree to the full performance of the covenants contained herein, except that STATE reserves the right, at its discretion, to terminate or abandon any portion of the project for which services have not been already performed by AGENCY.
- B. In the event STATE abandons the services or any part of the services as herein provided, STATE will notify AGENCY in writing and within twenty-four (24) hours after receiving such notice, AGENCY will discontinue advancing the work under this Contract and proceed to close said operations under the Contract.
- C. The appraisal value of work performed by AGENCY to the date of such termination or abandonment shall be made by STATE on a basis equitable to STATE and AGENCY and a final reimbursement made to AGENCY on the basis of costs incurred. Upon termination or abandonment, AGENCY will deliver to STATE all documents, completely or partially completed, together with all unused materials supplied by STATE.
- D. AGENCY may terminate or abandon this Contract upon thirty (30) days written notice to STATE, provided there is subsequent concurrence by STATE. Termination or abandonment by AGENCY will provide that costs can be incurred against the project up to and including sixty (60) days after notice is given to STATE.
- E. Any equipment or commodities which have been purchased as a part of this Contract and which have not been consumed or reached the end of its useful life will be returned to STATE upon its written request.

XXI. Cancellation Statute

All parties are hereby put on notice that this Contract is subject to cancellation pursuant to ARS §38-511, the provisions of which are stated below.

In accordance with ARS §38-511, this Contract may be cancelled without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the STATE, its political subdivisions or any department or agency of either, is at any time while the Contract or any extension of the Contract is in effect, an employee of any other party to the Contract in any capacity or a consultant to any other party of the Contract with respect to the subject matter or the Contract.

The cancellation shall be effective when written notice from the Governor or Chief Executive Officer or governing body of the political subdivision is received by all other parties to the Contract unless the notice specifies a later time.

Northwest Fire District

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AGREEMENT OF UNDERSTANDING AND CERTIFICATION OF COMPLIANCE

Acceptance of Condition

It is understood and agreed by the undersigned that a grant received as a result of this Contract is subject to the Highway Safety Act of 1966, as amended (23 U.S.C.A. §§401-404), ARS §28-602, and all administrative regulations governing grants established by the USDOT and STATE. It is expressly agreed that this Highway Safety Project constitutes an official part of the STATE's Highway Safety Program and that AGENCY will meet the requirements as set forth in the accompanying Project Director's Manual, which are incorporated herein and made a part of this Contract. All State and Federal Statutes, Rules, Regulations, and Circulars referenced in this Contract are a part of this document as if fully set forth herein. It is also agreed that no work will be performed nor any obligation incurred until AGENCY is notified in writing that this project has been approved by the Governor's Highway Safety Representative.

Certificate of Compliance

This is to certify that AGENCY will comply with all of the State and Federal Statutes, Rules and Regulations identified in this Contract.

Certification of Non-Duplication of Grant Funds Expenditure

This is to certify that AGENCY has no ongoing nor completed projects under contract with other Federal fund sources which duplicate or overlap any work contemplated or described in this Contract. It is further certified that any pending or proposed request for other Federal grant funds which would duplicate or overlap work described in the Contract will be revised to exclude any such duplication of grant fund expenditures. It is understood that any such duplication of Federal funds expenditures subsequently determined by audit will be subject to recovery by STATE.

Single Audit Act

If your political subdivision has had an independent audit meeting the requirements of the Single Audit Act of 1984, (31 U.S.C.A. §7501 et. seq.), please forward a copy to GOHS, Attention: Fiscal Services Officer, within thirty (30) days of the effective date of this Contract. If such audit has not been performed, please advise when it is being scheduled.

Buy America Act

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase only steel, iron, and manufactured products produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than twenty-five (25) percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation.

Prohibition on Using Grant Funds to Check for Helmet Usage

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

Certification Regarding Debarment and Suspension

- A. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1300.
- B. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
- C. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
- D. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- E. The terms *covered transaction*, *debarment*, *suspension*, *ineligible*, *lower tier*, *participant*, *person*, *primary tier*, *principal*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and Coverage sections of 2 CFR part 180. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- F. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
- G. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled Instructions for Lower Tier Certification including the Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transaction, provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1300.
- H. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.

Northwest Fire District

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- I. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- J. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, and Other Responsibility Matter

- A. The prospective primary participant certifies to the best of its knowledge and belief, that its principal:
 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
- B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

- A. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1300.
- B. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- C. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its

certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

- D. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
- E. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
- F. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1300.
- G. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
- H. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- I. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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REIMBURSEMENT INSTRUCTIONS

1. Agency Official preparing the Report of Costs Incurred:

Name: Phyllis Schumacher

Title: Finance Supervisor

Telephone Number: 520-887-1010 ext. 2907 Fax Number: 520-887-1034

E-mail Address: pschumacher@northwestfire.org

2. Agency's Fiscal Contact:

Name: David Gephart

Title: Finance Director

Telephone Number: 520-887-1010 ext. 2915 Fax Number: 520-887-1034

E-mail Address: dgephart@northwestfire.org

Federal Identification Number: 86-0472471

3. REIMBURSEMENT INFORMATION:

Warrant/Check to be made payable to:

Northwest Fire District

Warrant/Check to be mailed to:

Northwest Fire District

(Agency)

5225 W. Massingale Road

(Address)

Tucson, AZ 85743-8416

(City, State, Zip Code)

4. DUNS Number:

80-634-2663

(DUNS #)

5225 W. Massingale Road, Tucson, AZ 85743-8416

(Registered Address & Zip Code)

Northwest Fire District	<u>GOHS HIGHWAY SAFETY CONTRACT</u>	2018-EM-001
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Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The undersigned will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients will certify and disclose accordingly.
- D. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC §1352. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature of Project Director:

Michael J. Brandt, Fire Chief
Northwest Fire District



Oct. 24, 2017 520-887-1010
Date Telephone

***Signature of Authorized Official of
Governmental Unit:***

George Carter, Chairperson
Northwest Fire District



Oct. 24, 2017 520-887-1010
Date Telephone

	Date	Certified Number	Addressee	Signature
1	10/27/17	70150640000019724808	Highway Safety	

AUTHORITY & FUNDS

1. This Project is authorized by 23 U.S.C. §402 and regulations promulgated there under, more particularly Volume 102, and if State funds are involved, this project is authorized by ARS §28-602.

The funds authorized for this Project have been appropriated and budgeted by the U.S. Department of Transportation. The expenses are reimbursable under Arizona's Highway Safety Plan Program Area 402-EM, as approved for by the National Highway Traffic Safety Administration.


- 2.**
- | | |
|---|--|
| <p>A. EFFECTIVE DATE:</p> <p>_____</p> | <p>B. FEDERAL FUNDS:</p> <p>_____</p> |
|---|--|

Authorization to Proceed Date

\$31,975.00

- ### 3. AGREEMENT AND AUTHORIZATION TO PROCEED

by State Official responsible to Governor for the
administration of the State Highway Safety Agency



Alberto Gutier, Director
Governor's Office of Highway Safety
Governor's Highway Safety Representative

11-7-17

Approval Date



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

8.C.

SCHEDULED

MEMORANDUM NO. 2017-28

Date: December 12, 2017
To: Governing Board
From: Dugger Hughes, Deputy Chief
Type of Action: Formal Action/Motion
Strategic Plan Goals: SP1,OTH
Agenda Item: Discussion and Possible Action Approving the Acceptance of the Design and Construction Proposal for Station 41, Provided by WSM Architects.

RECOMMENDATION:

Logistics recommends that the District agree to this proposal from WSM Architects.

MOTION:

Move to approve the acceptance of the proposal from WSM Architects for Design and Construction services for Station 41, at the price of \$225,338.58.

DISCUSSION:

The District is in the process of purchasing a parcel of land on West Tangerine Road for the location of a new Fire Station (Station 41, and is in need of an architect firm to begin design and engineering work. WSM Architects has submitted a proposal to complete Design and Construction service for this station at the cost of \$225,338.58. WSM Architects are currently listed with the Mohave Contract and this proposal follows the pricing guidelines established in this contract. The District has used WSM Architects for other projects within the District, and their work has been professional and cost effective.

ALTERNATIVES:

The alternative would be to seek out bids from companies through a Request for Proposal process. This is not recommended due to time constraints, and the known capabilities of WSM.

Fiscal Impact

Fiscal Year: 17/18
Budgeted Y/N: Y
Amount Requested: \$225338.58

FISCAL IMPACT:

This money is accounted for in the District Bond Fund, specifically for Station Construction.

Attachments

WSM Fee Proposal



ARCHITECTS

Wednesday, November 29, 2017

William Hughes
Logistics Battalion Chief
Northwest Fire District
5225 West Massingale Road
Tucson, AZ 85743

Re: Fire Station 41 at W. Tangerine Rd., Marana Az.

Dear Battalion Chief Hughes,

Thank you for the opportunity to provide you with this proposal for the design and construction administration services for the new Fire Station 41 for the Northwest Fire District. This proposal will be based on our contract with Mohave which covers on-site work only. The fees and scope of work proposed are per the schedule approved and negotiated with Mohave - see attached. Any offsite work as per the Mohave Contract, will be part of the required Non-Basic scope of services. We will meet with the Town of Marana to review and confirm the additional scope of services required.

Scope of Basic Design Services

As specified in the Mohave Contract

- The project design work will occur in the following phases:
 - Schematic Design
 - Design Development
 - Construction Documents
 - Bidding and permitting
 - Construction Administration.
- Meetings during the design phases of the project. We will provide meeting minutes as part of our scope. We will meet with Town representatives to discuss zoning, code, utilities, and other associated issues. We will attend board meetings and meet with neighborhood groups if required during the course of design.
- Engineering services provided; On-site Civil and landscape only, Electrical, Mechanical, Plumbing, and Structural.

4330 NORTH CAMPBELL AVE
SUITE No. 268
TUCSON, ARIZONA 85718

520.408.1044 TEL
520.408.1170 FAX
WSMARCH.COM WEB



ARCHITECTS

- ❑ Working with the District's Construction manager during the project for constructability reviews and construction cost analysis.
- ❑ Automatic sprinkler / fire protection engineering- Performance design and specifications provided under basic services with the final engineering completed by the sprinkler contractor. This is the process used on the past projects for NWFD.
- ❑ Construction Administration site visits and meetings every other week are provided, more frequent visits are not included in basic services.

Scope of Required Non-Basic Design Services

As specified in the Mohave Contract

- ❑ Survey
- ❑ Phase I Environmental Report
- ❑ Geotechnical Report
- ❑ Offsite Utility Design
- ❑ Town of Marana required submittals
 - Development plan
 - Drainage Report
 - Native Plant Preservation Plan
 - Stormwater Pollution Prevention Plan
 - Civil Engineering inspection and close out documentation
- ❑ Record Drawings

The following items are not included in Basic and Non-Basic services but could be provided as an additional service if requested.

- ❑ Traffic Impact report
- ❑ Emergency signalization plan at intersection
- ❑ Bank protection engineering plan
- ❑ LEED Design and certification fees and registration / submittal costs.
- ❑ Programming studies / needs assessment analysis
- ❑ Electrical Arc – Flash studies
- ❑ Special structural testing and inspections
- ❑ Construction materials and assembly testing
- ❑ Permit application fees for plan review, permit, wastewater, or other development fees by the Town of Marana (reimbursable expense)

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ARCHITECTS

- ❑ Presentation Renderings, animations, and physical models of the project
- ❑ Design of telephone systems and computer network systems - infrastructure conduit designed for system as part of basic services
- ❑ Furniture design specifications, bidding and installation observation services. We will work with you for basic layout and can provide the furniture design as part of the project. We recommend this approach as it ensures the furniture design and the building design work as a complete whole project.
- ❑ Printing, mounting, and travel costs (Reimbursable expense at cost and mileage cost per federal standard)

Basic and Non-Basic Design Services Consulting Fee:

Per the program, the approximate size of the new facility is **11,590** square feet at a construction cost and budget of approximately **\$3,187,250.00**. The total fee may be adjusted based upon changes in the construction cost but the percentage for the fee will remain the same.

Per the Mohave contract this project would be **Group A**, Higher than Average Complexity Project. For the construction cost of **\$3,187,250.00** our fee percentage is **7%** or **\$223,107.50** plus **1%** of this fee for Mohave's administration costs or **\$2,231.08** for a total of **\$225,338.58**.

Basic Design Services will be broken down and billed monthly based upon the percentage of work complete for the phases below.

Schematic Design	20%	\$ 45,067.72
Design Development	20%	\$ 45,067.72
Construction Documents	35%	\$ 78,868.50
Bidding and permitting	5%	\$ 11,266.93
Construction Administration.	20%	\$ 45,067.72

Total	100%	\$225,338.58
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520.408.1170	FAX
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ARCHITECTS

Required Non-Basic Design Services will be broken down and billed monthly based upon the percentage of work complete for the phases below.

Survey	\$ 6,750.00
Phase I Environment	\$ 1,750.00
Geotechnical Report	\$ 2,950.00
Offsite Utility Design	\$ 5,600.00
Easements (as required)	\$ 1,720.00
Town of Marana required submittals	\$ 17,850.00
Record Drawings	\$ 3,471.00

Total **\$ 40,091.00**

Total Consulting Fee:

For the New Administration Facility, WSM Architects' fee will be a lump sum fee plus a reimbursable allowance.

Basic Services	\$ 225,338.58
Non-basic Services	\$ 40,091.00
Reimbursable Allowance	\$ 5,000.00
Total	\$ 270,429.58

Thank you for the opportunity to assist you on this project, and let us know should you have any questions.

Sincerely,
 Paul Mickelberg AIA, LEED BD&C
 Principal
 WSM Architects, Inc.

A handwritten signature in blue ink, reading "Paul Mickelberg", with a large, stylized loop at the end.

4330 NORTH CAMPBELL AVE
 SUITE No. 268
 TUCSON, ARIZONA 85718

520.408.1044 TEL
 520.408.1170 FAX
 WSMARCH.COM WEB



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

8.D.

SCHEDULED

MEMORANDUM NO. 2017-26

Date: December 12, 2017
To: Governing Board
From: Patricia Aguilar, Human Resources Director
Type of Action: Formal Action/Motion
Strategic Plan Goals: Other
Agenda Item: Discussion and Possible Action Approving the Appointment of Michael J. Brandt as a Citizen Board Member to Serve a Four (4) Year Term on the Northwest Fire District Local Pension Board Beginning January 19, 2018.

RECOMMENDATION:

Reappoint Michael J. Brandt as a Citizen Board Member to the Northwest Fire District Local Pension Board, to be effective January 19, 2018.

MOTION:

Move to appoint Michael J. Brandt to fill the Northwest Fire District's Local Pension Board - Governing Board citizen member position for a four (4) year term, beginning January 19, 2018.

DISCUSSION:

The By-Laws of Northwest Fire District Local Pension Board, Adopted June 19, 2012, states in Article 3.04, Appointment of Citizen Members. "At a regular meeting, the secretary-treasurer of District Governing Board shall appoint the two (2) citizen Members to the Local Pension Board. The citizen members shall have staggered four year terms. A citizen member shall hold office until his term expires, or until his resignation or death."

The vacancy to be filled is for one member appointed by the secretary-treasurer of the District Governing Board. This Board member must be a resident of the District, and have experience in personnel administration.

Michael J. Brandt and Clint Green are the two citizen members who currently serve on the Local Pension Board as Board members. Chief Brandt's term expires January 18, 2018, and if the Governing Board agrees, he wishes to continue serving on the Local Pension Board until his retirement from the Northwest Fire District on June 30, 2018. At this time, if the Board should decide, his position could then be filled by the next Fire Chief.

ALTERNATIVES:

Recruit for another citizen member to be considered for appointment to the Northwest Fire District Local Pension Board.

Fiscal Impact

Fiscal Year: 2017/2018

Budgeted Y/N: N

Amount Requested: \$0.00

FISCAL IMPACT:

None



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

8.E.

SCHEDULED

MEMORANDUM NO. 2017-31

Date: December 12, 2017
To: Governing Board
From: Patricia Aguilar, Human Resources Director
Type of Action: Information Only
Strategic Plan Goals: Other
Agenda Item: Executive [Closed] Session, Pursuant to A.R.S. 38-431.03 (A) (1) and (3), to Discuss and Consider Submitted Resumes for Interest in the Fire Chief's Position, and for Legal Advice from the Board's Attorney Regarding the Board's Rights and Responsibilities in Interviewing and Vetting Candidates.

RECOMMENDATION:

That the Board vote to go into Executive Session to discuss these matters.

MOTION:

Move to enter into executive session, as stated in the agenda item, for legal advice and to discuss personnel matters.

[Board Chair] "The following persons are asked to join the Board in executive session: Patricia Aguilar and Thomas Benavidez." [The Board may choose to invite others into the executive session, at the Board's discretion].

[After the executive session is over] "Move to close the executive session."

DISCUSSION:

The Board has the opportunity, if it so chooses, to convene in closed session to discuss these matters. However, as you know, the Board may not take action in closed session.

ALTERNATIVES:

Remain in open session.

Fiscal Impact

Fiscal Year: 2017/2018

Budgeted Y/N: N

Amount Requested: \$0.00

FISCAL IMPACT:

No Fiscal Impact

