

Mormon Lake Fire District Board Meeting

February 20, 2024 @ 10:00 AM at the Mormon Lake Fire Station

Posted at the Post Office, Fire Station, and Website
At Least 24 Hours prior to the Fire Board Meeting

Agenda

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Fire Board and the general public that the Board will hold a meeting open to the public **Tuesday, February 20, 2024 at 10:00AM** at the Fire Station, 1067 Mormon Lake Road, Mormon Lake, Arizona.

This meeting will also be streaming live via Microsoft Teams

Meeting ID: 226 762 736 644 Passcode: dFgEiQ

With regard to any item listed in this Agenda below, the Board may, by motion, recess into executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body in accordance with A.R.S. §38-431.03(A) (3).

The Board may change the order of the agenda at the time of convening the meeting or at any time during the meeting. The Presiding Officer may call on members of the public to speak on any item posted on the agenda. One or more members of the Board may attend either in person or by telephone, video or internet conferencing.

The Board may discuss, consider, approve, or take action on the following matters:

1. **Call to order**
2. **Roll Call** – Chairperson Lewis, Clerk Haupricht. Member Verdino, Member Nahass, Member Morgenthal; Chief Western
3. **Call to the Public** - *In accordance with A.R.S. 38-431.01(H), A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.*
4. **Approval of Minutes**
 - A. January 16, 2024, Meeting Minutes
5. **Finance**
 - A. Financial Report
6. **Reports & Correspondence**
 - A. Department Report and Correspondence
7. **Topics of Discussion and Possible Action**
 - A. Annual Review
 - B. Base Station Agreement with YRMC
 - C. Tax Levy Sheet
 - D. Identify potential items for next month's agenda. *Budget*
8. **Fire Board Comments** - *Board member's comments are meant to inform and clarify, and no legal action will be taken. Only Board members may speak.*
9. **Adjournment**

In compliance with the American with Disabilities Act, if you need special assistance to participate in a meeting, please contact Chief Western at (928) 354-2231. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Mormon Lake Fire District Board Meeting

January 16, 2024 Regular Meeting Minutes

1. **Call to order By Chairperson Lewis at 10:00am**
2. **Roll Call** – Chairperson Lewis, Clerk Haupricht, Member Verdino via Teams, Member Nahass via Teams, Member Morgenthal, Chief Western all present
3. **Call to the Public** - *NO PUBLIC COMMENT*
4. **Approval of Minutes**
 - A. December 19, 2023, Meeting Minutes- *Motion to approve by Chairperson Lewis, Seconded by Clerk Haupricht, All member present voted AYE; Motion Passed;*
5. **Finance**
 - A. Financial Report- *Several bills are being paid later than normal due to the change in mail issues with the closing of the local post office. It was asked about autopay and we need to have a warrant approved by the county for each bill. Motion to approve by Clerk Haupricht, Seconded by Member Morgenthal, All members present voted AYE; Motion Passed;*
6. **Reports & Correspondence**
 - A. Department Report and Correspondence- *Presented by Chief Western Highlighting a few things in the report; Incident run numbers are added from previous meeting to current meeting on the report; Motion to approve by Clerk Haupricht, Seconded by Member Morgenthal; All members present voted AYE; Motion Passed;*
7. **Topics of Discussion and Possible Action**
 - A. Approval of Station Snow Equipment- *Chief Western presented the invoice for the snow fence and gutters on the rear of the station for approval. Chairperson Lewis made a motion to approve the equipment; Seconded by Clerk Haupricht; All members present voted AYE; Motion Passed.*
 - B. COLA Raise 3.4 percent- *Chief Western presented the State of Arizona raised minimum wage effective January 1st. This amounts to a 3.4 percent raise from our current base pay, therefore we should raise the our pay scale 3.4 percent; Clerk Haupricht made a motion to raise the wages for our hourly employees by 3.4 percent; Seconded by Member Morgenthal; Four members voted AYE; Member Verdino voted NAY stating that we needed to raise wages higher. Motion Passed.*
 - C. Chief spending limit to \$6500.00- *Chief Western is currently able to spend \$3500 without prior board approval, This amount was established 5 years ago. With inflation he is requesting the limit be moved to \$6500. Discussion took place and a motion was made to increase the spending limit to \$5000.00 by Clerk Haupricht; Seconded by Member Morgenthal; All members present voted AYE; Motion Passed.*
 - D. Review Fire Chief Calendar and Fire Board Task Calendar; identify potential items for next month's agenda. *Audit Review, Motion made to move the February meeting to the 20th by Chairperson Lewis; Seconded by Member Haupricht; All members present voted AYE; Motion Passed.*
8. **Fire Board Comments** – *Website needs to update with old meeting information; Plowing of snow needs to be better coordinated and not taken from the individual that normally takes care of this for the department. Do we need to consider the future hiring of individuals; Chief Western will create a hiring plan soon.*
9. **Adjournment** *Member Haupricht made a motion to adjourn the meeting, Seconded by Member Morgenthal.*
10. **Meeting Adjourned at 11:08am**

Mormon Lake Fire District Cash Flow Projections

Estimates	Beginning Cash Balance	Projections			Ending Cash Balance
		Revenues	Expenditures	Variance	
Month					
July	\$344,347	794.18	26,661.25	-\$25,867	\$318,479
August	\$318,479	531.52	39,566.59	-\$39,035	\$279,444
September	\$279,444	38,089.93	17,483.89	\$20,606	\$300,050
October	\$300,050	88,096.85	12,251.68	\$75,845	\$375,896
November	\$375,896	75,090.80	12,935.93	\$62,155	\$438,051
December	\$438,051	44,936.60	37,993.96	\$6,943	\$444,993
January	\$444,993	8,223.76	16,617.03	-\$8,393	\$436,600
February	\$436,600	10,184.99	32,089.13	-\$21,904	\$414,696
March	\$414,696	9,394.61	16,755.73	-\$7,361	\$407,335
April	\$407,335	59,680.19	27,350.12	\$32,330	\$439,665
May	\$439,665	13,896.52	22,559.63	-\$8,663	\$431,002
June	\$431,002	9,922.28	18,657.08	-\$8,735	\$422,267

Actual	Beginning Cash Balance	Actual			Ending Cash Balance
		Revenues	Expenditures	Variance	
Month					
July	\$344,346.56	\$803.77	\$20,282.92	-\$19,479.15	\$324,867.41
August	\$324,867.41	\$1,857.77	\$14,479.44	-\$12,621.67	\$312,245.74
September	\$312,245.74	\$6,444.60	\$38,154.22	-\$31,709.62	\$280,536.12
October	\$280,536.12	\$92,277.82	\$29,213.67	\$63,064.15	\$343,600.27
November	\$343,600.27	\$92,542.22	\$23,218.72	\$69,323.50	\$412,923.77
December	\$412,923.77	\$19,990.89	\$62,656.51	-\$42,665.62	\$370,258.15
January	\$370,258.15	\$15,708.94	\$29,106.10	-\$13,397.16	\$356,860.99
February	\$356,860.99			\$0.00	\$356,860.99
March	\$356,860.99			\$0.00	\$356,860.99
April	\$356,860.99			\$0.00	\$356,860.99
May	\$356,860.99			\$0.00	\$356,860.99
June	\$356,860.99			\$0.00	\$356,860.99

Note: Per ARS § 48-807 (O) This is a report of the combined cash balances of *all* District Funds including the *General Fund and Capital Fund*.

This spreadsheet shows what QuickBooks is showing as a balance including all checks written (and presumably cashed).

Mormon Lake Fund		Mormon Lake Fund Fiscal Year 2023-24														
Budgeted FY 23-24		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD		Difference
REVENUES																
Unrestricted Fund Balance (GENERAL)	130,000													0.00	0.0%	130,000.00
Restricted Fund Balance (CAPITAL)	214,319													0.00	0.0%	214,319.00
Property Taxes (3.25 MIL)	273,913	571.87	1,578.58	4,918.81	80,421.90	63,009.62	19,052.62	9,465.30						179,018.70	65.4%	94,894.30
Fire District Assistance Tax	54,783	231.90	88.18	545.32	11,428.29	15,586.01	0.00	5,322.51						33,202.21	60.6%	21,580.79
Interest	2,650		191.01	980.47	427.63	1,021.37	938.27	895.85						4,454.60	168.1%	-1,804.60
Miscellaneous Income	5,000							25.28						25.28	0.5%	4,974.72
EMS State Billing	15,000					3,500.00								3,500.00	23.3%	11,500.00
Donations/ Other Income	5,000					9,425.22								9,425.22	188.5%	-4,425.22
State and Other Grants	500													0.00	0.0%	500.00
Total revenue	701,165	803.77	1,857.77	6,444.60	92,277.82	92,542.22	19,990.89	15,708.94	0.00	0.00	0.00	0.00	0.00	229,626.01	32.7%	471,538.99
EXPENDITURES																
Salaries and Wages		7,279.18	6,764.01	9,507.56	8,461.84	11,782.40	11,177.37	7,397.83								
Chiefs Salary	73,600	4,663.99	4,663.99	4,663.99	4,663.99	6,996.00	4,663.99	4,663.99						34,979.94	47.5%	38,620.06
Volunteer/Reserve Salary	66,500	2,615.19	2,100.02	4,843.57	4,058.54	5,177.43	6,513.38	2,733.84						28,041.97	42.2%	38,458.03
Health Insurance	12,000			2,500.00			2,500.00							5,000.00	41.7%	7,000.00
Pension and Other Retirement Benefits	5,888	2,944.00						2,944.00						5,888.00	100.0%	0.00
Employee Benefits	34,000	2,400.00	1,200.00	1,200.00	1,200.00	1,200.00		2,898.72						10,098.72	29.7%	23,901.28
Employee Tax Liabilities	16,000	1,186.97	1,130.77	1,521.54	1,416.50	2,971.42	3,213.79	2,015.10						13,456.09	84.1%	2,543.91
Personnel Expenses Total	207,988	13,810.15	9,094.78	14,729.10	11,339.03	16,344.85	16,891.16	15,255.65	0.00	0.00	0.00	0.00	0.00	97,464.72	46.9%	110,523.28
Fuel and Oils	8,500			918.98		200.90	531.10	227.75						1,878.73	22.1%	6,621.27
Tools and Minor Equipment	17,500			343.59		768.83	1,601.70							2,714.12	15.5%	14,785.88
Contracted Services	1,100				320.00									320.00	29.1%	780.00
Supplies	15,800			1,434.91		121.94	19.15	24.42						1,600.42	10.1%	14,199.58
Vehicle Repair	15,000				3,110.00		3,110.00	1,700.87						7,920.87	52.8%	7,079.13
Training and Prevention	13,600			1,387.05	2,283.40		324.00	885.98						4,880.43	35.9%	8,719.57
Maintenance and Repair Operating	9,500		455.00	1,888.81	255.25	186.00	663.28	97.00						3,545.34	37.3%	5,954.66
Communications	1,000			200.00				170.00						370.00	37.0%	630.00
Contingencies and Emergencies	1,000						60.04	693.78						753.82	75.4%	246.18
Operating Expenses Total	83,000	0.00	455.00	6,173.34	5,968.65	1,277.67	6,309.27	3,799.80	0.00	0.00	0.00	0.00	0.00	23,983.73	28.9%	59,016.27
Administrative Equipment	1,750			141.37	120.00	220.10		623.00						1,104.47	63.1%	645.53
Insurance	14,000						18,686.00							18,686.00	133.5%	-4,686.00
Utilities	19,635	176.98	647.77	756.90	1,532.46	181.53	2,507.73	2,091.64						7,895.01	40.2%	11,739.99
Professional Services	22,000		5,244.63		400.00	2,953.15	944.00	1,400.00						10,941.78	49.7%	11,058.22
Subscriptions, dues, fees	1,050													0.00	0.0%	1,050.00
General Administrative Expenses	1,500		234.39	729.85		53.71	526.74	6,311.11						7,855.80	523.7%	-6,355.80
Administrative Total	59,935	176.98	6,126.79	1,628.12	2,052.46	3,408.49	22,664.47	10,425.75	0.00	0.00	0.00	0.00	0.00	46,483.06	77.6%	13,451.94
Total Operating Expenditures	350,923	13,987	15,677	22,531	19,360	21,031	45,865	29,481	0	0	0	0	0	167,932	47.85%	182,991.49
Total Revenue - Total Expense	350,242	-13,183	-13,819	-16,086	72,918	71,511	-25,874	-13,772	0	0	0	0	0	61,694.50		
Capital Expenditures																
Station Equipment	10,000			4,200.00			4,995.00	1,640.00						10,835.00	108.4%	-835.00
Turnout Gear	30,000			10,151.00	996.26	1,578.76								12,726.02	42.4%	17,273.98
Operations Equipment	45,000				7,609.00		12,057.30							19,666.30	43.7%	25,333.70
Total Capital expenses	85,000	0.00	0.00	14,351.00	8,605.26	1,578.76	17,052.30	1,640.00	0.00	0.00	0.00	0.00	0.00	19,666.30	23.1%	65,333.70
999.300 Transfer from General Fund																0.00
Total Capital Revenue	129,319	0.00	0.00	14,351.00	8,605.26	1,578.76	17,052.30	1,640.00	0.00	0.00	0.00	0.00	0.00	43,227.32	33.4%	86,091.68

ENDING FUND BALANCE →

\$0.00

\$0.00 Ending Balance

Fund Balance Detail Report

Morman Lake Fire District **Fund Range: 301000-301099** **Date Range: 1/1/2024 - 1/31/2024**

Account	Beginning Balance	Debits	Credits	Ending Balance
301000-11000 - Cash with Treasurer	\$203,080.40			\$164,455.97
Cash with Treasurer Totals		\$15,226.56	(\$53,850.99)	
301000-29000 - Fund Balance	(\$288,837.89)			(\$288,837.89)
301000-29050 - Warrants-Outstanding	(\$30,963.28)			(\$6,593.49)
Warrants-Outstanding Totals		\$47,863.75	(\$23,493.96)	
301000-31012 - OLD FDAT SOURCE CODE	-			-
301000-33001 - Deposits-Misc	(\$4,450.00)			(\$4,450.00)
301000-33002 - Investment Interest	(\$1,355.88)			(\$1,794.63)
01/08/2024 journal fund interest allocation - 12/01/2023 to 12/31/2023			(\$438.75)	
Investment Interest Totals		\$0.00	(\$438.75)	
301000-33101 - Line of Credit-Advance	-			-
301000-33303 - Property Tax-Current	(\$165,050.21)			(\$174,515.51)
01/03/2024 distribution			(\$3,219.80)	
01/04/2024 distribution			(\$3,270.89)	
01/05/2024 distribution			(\$756.99)	
01/11/2024 distribution			(\$251.91)	
01/12/2024 distribution			(\$3.03)	
01/16/2024 distribution			(\$393.97)	
01/17/2024 distribution			(\$3.35)	
01/22/2024 distribution			(\$345.95)	
01/25/2024 distribution			(\$512.44)	
01/29/2024 distribution			(\$182.70)	
01/31/2024 distribution			(\$524.27)	
Property Tax-Current Totals		\$0.00	(\$9,465.30)	
301000-33304 - Property Tax-Delinquent	(\$4,503.19)			(\$4,503.19)
301000-33307 - Transwestern Judgement	-			-
301000-33333 - Disbursements-FDAT	(\$27,879.70)			(\$33,202.21)
01/02/2024 fund collection			(\$3,244.27)	
01/02/2024 fund collection			(\$97.72)	
01/02/2024 fund collection			(\$31.50)	
01/31/2024 fund collection			(\$51.69)	
01/31/2024 fund collection			(\$1,894.03)	
01/31/2024 fund collection			(\$3.30)	

Fund Balance Detail Report

Disbursements-FDAT Totals		\$0.00	(\$5,322.51)
301000-70000 - Expense Transfer	\$160,000.00		\$160,000.00
301000-70001 - Wire Out	\$72,251.48		\$78,238.72
01/24/2024 JE 27274 / MORMON LAKE FD - PAYROLL / jcota	\$3,972.14		
01/30/2024 JE 27323 / Mormon Lake FD - Payroll Tax / Igomez	\$2,015.10		
Wire Out Totals		\$5,987.24	\$0.00
301000-78001 - Warrants-Redeemed	\$57,934.41		\$105,798.16
01/02/2024 Warrant 00824600095	\$1,400.00		
01/02/2024 Warrant 00824600055	\$97.00		
01/02/2024 Warrant 00824600056	\$2,500.00		
01/03/2024 Warrant 00824600059	\$17,255.00		
01/03/2024 Warrant 00824600088	\$20.79		
01/04/2024 Warrant 00824600053	\$503.00		
01/04/2024 Warrant 00824600094	\$5,842.72		
01/05/2024 Warrant 00824600078	\$186.00		
01/05/2024 Warrant 00824600054	\$944.00		
01/08/2024 Warrant 00824600057	\$21.00		
01/08/2024 Warrant 00824600096	\$120.00		
01/16/2024 Warrant 00824600106	\$14.21		
01/16/2024 Warrant 00824600107	\$617.90		
01/16/2024 Warrant 00824600110	\$200.00		
01/17/2024 Warrant 00824600109	\$2,332.00		
01/18/2024 Warrant 00824600102	\$4,271.70		
01/23/2024 Warrant 00824600111	\$5,875.21		
01/23/2024 Warrant 00824600097	\$1,034.73		
01/24/2024 Warrant 00824600103	\$500.00		
01/24/2024 Warrant 00824600101	\$21.00		
01/24/2024 Warrant 00824600098	\$174.30		
01/25/2024 Warrant 00824600108	\$419.94		
01/25/2024 Warrant 00824600104	\$361.61		
01/26/2024 Warrant 00824600105	\$41.64		
01/29/2024 Warrant 00824600060	\$3,110.00		
Warrants-Redeemed Totals		\$47,863.75	\$0.00
301000-78002 - Disbursements-Miscellaneous	-		-
301000-78007 - Tax Abatements	-		-
301000-78100 - Line of Credit-Interest Payment	-		-
301000-78101 - Line of Credit-Principal Payment	-		-

Fund Balance Detail Report

Morman Lake Fire District Fund Range: 301000-301099 Date Range: 1/1/2024 - 1/31/2024

Account	Beginning Balance	Debits	Credits	Ending Balance
301000-78475 - Trustee Fee	-			-
301000-79999 - Warrant Clearing	\$29,773.86			\$5,404.07
Warrant Clearing Totals		\$23,493.96	(\$47,863.75)	
301050-11000 - Cash with Treasurer	\$209,997.08			\$196,782.16
Cash with Treasurer Totals		\$482.38	(\$13,697.30)	
301050-29000 - Fund Balance	(\$54,319.25)			(\$54,319.25)
301050-29050 - Warrants Outstanding	(\$17,132.57)			(\$5,075.27)
Warrants Outstanding Totals		\$13,697.30	(\$1,640.00)	
301050-33001 - Deposits/Misc	(\$168,475.22)			(\$168,500.50)
01/18/2024 MLFD 24-001 MORMON LAKE FD 01/18/24			(\$25.28)	
Deposits/Misc Totals		\$0.00	(\$25.28)	
301050-33002 - Investment Interest	(\$2,202.87)			(\$2,659.97)
01/08/2024 journal fund interest allocation - 12/01/2023 to 12/31/2023			(\$457.10)	
Investment Interest Totals		\$0.00	(\$457.10)	
301050-33307 - Transwestern Judgement	-			-
301050-70000 - Expense Transfer	-			-
301050-70001 - Wire Out	-			-
301050-78001 - Warrants Redeemed	\$15,000.26			\$28,697.56
01/03/2024 Warrant 00834800008		\$12,057.30		
01/08/2024 Warrant 00834800009		\$1,640.00		
Warrants Redeemed Totals		\$13,697.30	\$0.00	
301050-78003 - NSF	-			-
301050-79999 - Warrants Clearing	\$17,132.57			\$5,075.27
Warrants Clearing Totals		\$1,640.00	(\$13,697.30)	



Fund Balance Summary Report

Morman Lake Fire District Fund Range: 301000-301099 Date Range: 1/1/2024 - 1/31/2024

Account	Beginning Balance	Debits	Credits	Ending Balance
301000-11000 - Cash with Treasurer	\$203,080.40			\$164,455.97
Cash with Treasurer Totals		\$15,226.56	(\$53,850.99)	
301000-29000 - Fund Balance	(\$288,837.89)			(\$288,837.89)
301000-29050 - Warrants-Outstanding	(\$30,963.28)			(\$6,593.49)
Warrants-Outstanding Totals		\$47,863.75	(\$23,493.96)	
301000-31012 - OLD FDAT SOURCE CODE	-			-
301000-33001 - Deposits-Misc	(\$4,450.00)			(\$4,450.00)
301000-33002 - Investment Interest	(\$1,355.88)			(\$1,794.63)
Investment Interest Totals		\$0.00	(\$438.75)	
301000-33101 - Line of Credit-Advance	-			-
301000-33303 - Property Tax-Current	(\$165,050.21)			(\$174,515.51)
Property Tax-Current Totals		\$0.00	(\$9,465.30)	
301000-33304 - Property Tax-Delinquent	(\$4,503.19)			(\$4,503.19)
301000-33307 - Transwestern Judgement	-			-
301000-33333 - Disbursements-FDAT	(\$27,879.70)			(\$33,202.21)
Disbursements-FDAT Totals		\$0.00	(\$5,322.51)	
301000-70000 - Expense Transfer	\$160,000.00			\$160,000.00
301000-70001 - Wire Out	\$72,251.48			\$78,238.72
Wire Out Totals		\$5,987.24	\$0.00	
301000-78001 - Warrants-Redeemed	\$57,934.41			\$105,798.16
Warrants-Redeemed Totals		\$47,863.75	\$0.00	
301000-78002 - Disbursements-Miscellaneous	-			-
301000-78007 - Tax Abatements	-			-
301000-78100 - Line of Credit-Interest Payment	-			-
301000-78101 - Line of Credit-Principal Payment	-			-
301000-78475 - Trustee Fee	-			-
301000-79999 - Warrant Clearing	\$29,773.86			\$5,404.07
Warrant Clearing Totals		\$23,493.96	(\$47,863.75)	
301050-11000 - Cash with Treasurer	\$209,997.08			\$196,782.16
Cash with Treasurer Totals		\$482.38	(\$13,697.30)	
301050-29000 - Fund Balance	(\$54,319.25)			(\$54,319.25)
301050-29050 - Warrants Outstanding	(\$17,132.57)			(\$5,075.27)
Warrants Outstanding Totals		\$13,697.30	(\$1,640.00)	
301050-33001 - Deposits/Misc	(\$168,475.22)			(\$168,500.50)

Fund Balance Summary Report

Deposits/Misc Totals		\$0.00	(\$25.28)	
301050-33002 - Investment Interest	(\$2,202.87)			(\$2,659.97)
Investment Interest Totals		\$0.00	(\$457.10)	
301050-33307 - Transwestern Judgement	-			-
301050-70000 - Expense Transfer	-			-
301050-70001 - Wire Out	-			-
301050-78001 - Warrants Redeemed	\$15,000.26			\$28,697.56
Warrants Redeemed Totals		\$13,697.30	\$0.00	
301050-78003 - NSF	-			-
301050-79999 - Warrants Clearing	\$17,132.57			\$5,075.27
Warrants Clearing Totals		\$1,640.00	(\$13,697.30)	

Outstanding Warrants by Warrant Range

Outstanding Warrants - Morman Lake FD; Range: 0082_6; Date Range: 7/1/2008 - 1/31/2024

Number	Issued Date	Amount	Payee
00822600234	05/09/2022	\$300.00	Stephens and Company
00823600031	09/23/2022	\$700.00	National Bank of AZ
00824600011	08/14/2023	\$234.39	Safeguard Business Systems
00824600058	12/28/2023	\$234.39	Safeguard Business Sys
00824600071	10/23/2023	\$3,110.00	WW Williams
00824600085	12/15/2023	\$692.64	Golden West Industrial
00824600093	12/15/2023	\$865.65	Yavapai Bottle Gas
00824600099	01/15/2024	\$170.00	GUARDIAN MEDICAL TRANSPORT
00824600100	01/15/2024	\$97.00	JHTG INC DBA ORKIN PEST CONTROL
Total Outstanding Warrants		\$6,404.07	

Tax Distribution Report

FD MORMON LAKE -- Date Range: 1/1/2024 - 1/31/2024

11247 - FD MORMON LAKE

	Tax Year	Taxes	Interest	Misc	Net Distribution
	2022	\$0.00	\$0.00	\$180.91	\$180.91
	2023	\$9,465.30	\$0.00	\$5,141.60	\$14,606.90
11247 -- Totals		\$9,465.30	\$0.00	\$5,322.51	\$14,787.81

Voided Warrants by Warrant Range

FD Mormon Lake - Voided Warrants; Range: 0080_6; Date Range: 1/1/2024 - 1/31/2024

Number	Issued Date	Amount	Payee
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Mormon Lake Fire District

Balance Sheet

As of January 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Capital (Restricted)	191,706.89
General (Unrestricted)	161,932.65
Total Bank Accounts	\$353,639.54
Other Current Assets	
Current Bank Balance	(344,346.56)
Total Other Current Assets	\$ (344,346.56)
Total Current Assets	\$9,292.98
TOTAL ASSETS	\$9,292.98
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	
Net Income	9,292.98
Total Equity	\$9,292.98
TOTAL LIABILITIES AND EQUITY	\$9,292.98

Mormon Lake Fire District

Capital (Restricted), Period Ending 01/31/2024

RECONCILIATION REPORT

Reconciled on: 02/17/2024

Reconciled by: Natalie Galgano

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	209,997.08
Checks and payments cleared (2).....	-13,697.30
Deposits and other credits cleared (2).....	482.38
Statement ending balance.....	<u>196,782.16</u>

Uncleared transactions as of 01/31/2024.....	-5,075.27
Register balance as of 01/31/2024.....	191,706.89

Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/28/2023	Bill Payment	834800008	MES	-12,057.30
01/03/2024	Bill Payment	834800009	RAIN-BO RAIN GUTTERS LLC	-1,640.00
Total				-13,697.30

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/18/2024	Journal	Deposit		25.28
01/31/2024	Journal	Deposit		457.10
Total				482.38

Additional Information

Uncleared checks and payments as of 01/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/15/2023	Check	183480002	MES	-5,075.27
Total				-5,075.27

Mormon Lake Fire District

Profit and Loss

January 2024

	TOTAL
Income	
FDAT	5,322.51
Interest Earned	895.85
Miscellaneous Income	25.28
Property Taxes	9,465.30
Total Income	\$15,708.94
GROSS PROFIT	\$15,708.94
Expenses	
Administrative Expenses	
Administrative Equipment	623.00
General Administrative Expenses	6,311.11
Professional Services	1,400.00
Utilities	2,091.64
Total Administrative Expenses	10,425.75
Capital Purchases	
Station Equipment	1,640.00
Total Capital Purchases	1,640.00
Operating Expenses	
Communications	170.00
Contingencies and Emergencies	693.78
Fuel	227.75
Maintenance and Repair- Operating	97.00
Supplies	24.42
Training and Prevention	885.98
Vehicle Repair	1,700.87
Total Operating Expenses	3,799.80
Personnel Expenses	
Employee Benefits	2,898.72
Pension Retirement Benefits	2,944.00
Salaries and Wages	
Chiefs Salary	4,663.99
Part-Time Employees	2,733.84
Total Salaries and Wages	7,397.83
Total Personnel Expenses	13,240.55
Total Expenses	\$29,106.10
NET OPERATING INCOME	\$ (13,397.16)
NET INCOME	\$ (13,397.16)

Mormon Lake Fire District

General (Unrestricted), Period Ending 01/31/2024

RECONCILIATION REPORT

Reconciled on: 02/17/2024

Reconciled by: Natalie Galgano

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	203,080.40
Checks and payments cleared (32).....	-53,850.99
Deposits and other credits cleared (3).....	15,226.56
Statement ending balance.....	<u>164,455.97</u>
Uncleared transactions as of 01/31/2024.....	-4,538.42
Register balance as of 01/31/2024.....	161,932.65
Cleared transactions after 01/31/2024.....	-2,015.10
Uncleared transactions after 01/31/2024.....	-5,309.15
Register balance as of 02/17/2024.....	154,608.40

Details

Checks and payments cleared (32)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/14/2023	Bill Payment	824600078	JHTG INC. DBA ORKIN PEST...	-186.00
12/15/2023	Bill Payment	824600088	MCI Residential Service	-20.79
12/28/2023	Bill Payment	824600055	JHTG INC. DBA ORKIN PEST...	-97.00
12/28/2023	Bill Payment	824600054	ESO Solutions, Inc.	-944.00
12/28/2023	Bill Payment	824600059	VFIS of Arizona	-17,255.00
12/28/2023	Bill Payment	824600056	Kairos Health Arizona	-2,500.00
12/28/2023	Bill Payment	824600057	MCI Residential Service	-21.00
12/28/2023	Bill Payment	824600053	APS	-503.00
12/28/2023	Bill Payment	824600060	WW Williams	-3,110.00
01/02/2024	Bill Payment	824600094	PS WESTERN, SHAWN	-5,842.72
01/02/2024	Bill Payment	824600095	STEPHENS & COMPANY PLLC	-1,400.00
01/02/2024	Bill Payment	824600096	Streamline	-120.00
01/15/2024	Bill Payment	824600103	Tall Pine Estates Water & Imp...	-500.00
01/15/2024	Bill Payment	824600102	NATIONAL BANK OF AZ	-4,271.70
01/15/2024	Bill Payment	824600101	MCI Residential Service	-21.00
01/15/2024	Bill Payment	824600110	PS Biehl, Leonard	-200.00
01/15/2024	Bill Payment	824600111	ESO Solutions, Inc.	-5,875.21
01/15/2024	Bill Payment	824600098	AT&T Mobility	-174.30
01/15/2024	Bill Payment	824600097	APS	-1,034.73
01/15/2024	Check	824600107	Kaouther M'Kadmi	-617.90
01/15/2024	Check	824600108	Hunter Weiler	-419.94
01/15/2024	Check	824600109	Shawn Western	-2,332.00
01/15/2024	Bill Payment	824600104	WM CORPORATE SERVICE...	-361.61
01/15/2024	Check	824600106	Biehl, Leonard D	-14.21
01/15/2024	Check	824600105	Ronnie Norton	-41.64
01/26/2024	Journal	18015		-556.10
01/26/2024	Journal	18016		-2,331.99
01/26/2024	Journal	18013		-773.03
01/26/2024	Journal	18014		-209.96
01/26/2024	Journal	18012		-101.06
02/04/2024	Check	ACH	Payroll Liabilities	-1,844.84
02/04/2024	Check	ACH	Payroll Liabilities	-170.26

Total -53,850.99

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/31/2024	Deposit		Coconino County Treasurer's	5,322.51
01/31/2024	Deposit		Coconino County Treasurer's	9,465.30
01/31/2024	Deposit		Coconino County Treasurer's	438.75
Total				15,226.56

Additional Information

Uncleared checks and payments as of 01/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/14/2023	Bill Payment	824600011	Safegard Business Systems	-234.39
10/23/2023	Bill Payment	824600071	W.W. Williams	-3,110.00
12/15/2023	Bill Payment	824600085	GOLDEN WEST INDUSTRIA...	-692.64
12/28/2023	Bill Payment	824600058	Safegard Business Systems	-234.39
01/15/2024	Bill Payment	824600099	GUARDIAN MEDICAL TRAN...	-170.00
01/15/2024	Bill Payment	824600100	JHTG INC. DBA ORKIN PEST...	-97.00
Total				-4,538.42

Uncleared checks and payments after 01/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/06/2024	Journal	18017		-429.42
02/06/2024	Journal	18022		-2,331.99
02/06/2024	Journal	18018		-417.68
02/06/2024	Journal	18019		-434.13
02/06/2024	Journal	18020		-195.78
02/06/2024	Journal	18021		-434.11
02/17/2024	Journal	ACH		-980.56
02/17/2024	Journal	ACH		-85.48
Total				-5,309.15



Mormon Lake Fire District

1067 Mormon Lake Rd. Mormon Lake, AZ 86038

Phone: 928-354-2231 mormonlakefire.com

Diane Lewis – Chairperson
Jeff Haupricht– Clerk
Ralph Verdino–Board Member
Patrick Nahass–Board Member
Mike Morgenthal–Board Member
Shawn Western – Fire Chief

DEPARTMENT REPORT FEBRUARY 2024

MEETINGS:

- PFAC Meeting looking for a Type 3 WUI Engine
- Chiefs Meeting met our new Attorney.
- Shawn with Mormon Lake Lodge
- Phone Meeting with Audit Review Company

TRAININGS:

- Regional Wildland Training

CALL VOLUME:

- Special Duty:
- Cancel: 0
- Fires:
- Wildland: 0
- MVA: 0
- EMS: 1
- Year-to-date: 4

VEHICLES:

- Command 61: Front bumper bracket broken
- Rescue 61: In Service No Issues
- Brush 61: light issues is being worked on currently; fixed driver side door handle
- Brush 64:
- Engine 61: No issues
- Tender 61: No issues
- Tender 62: fixed passenger side door handle
- Rescue 66: No issues

MISCELLANEOUS:

- CPR/ First Aid Training

PERSONNEL:

- Active Full-Time Residents: 4
- Active Summer Residents: 4
- Active Reserves: 4
- Active Chaplain: 1

GRANT REQUESTS:

- DFFM GRANT- EQUIPMENT- \$20,000 50% Match
- DFFM GRANT- SB1720- Brush Truck- \$528,000; 20% Match

EMERGENCY BASE STATION AGREEMENT

This EMERGENCY BASE STATION AGREEMENT (“*Agreement*”) commences the later of April 13, 2024 or the last date last date signed below (“*Effective Date*”) by and between **Yavapai Community Hospital Association**, an Arizona nonprofit corporation, doing business as **Yavapai Regional Medical Center** to include the following locations: **Yavapai Regional Medical Center – West Campus**, 1003 Willow Creek Road, Prescott, AZ 86301; and **Yavapai Regional Medical Center – East Campus**, 7700 Florentine Road Prescott Valley, AZ 86314 (each, “*Medical Center*”), and **Mormon Lake Fire District** (“*EMS Provider*”). Medical Center and EMS Provider are each at times referred to herein as a “*Party*” or, collectively, as the “*Parties*.”

RECITALS

A. Each Medical Center is a full service medical and surgical facility licensed by the State of Arizona that desires to serve as a base hospital for EMS Provider.

B. EMS Provider desires to use each Medical Center as a base hospital for administrative medical control and on-line medical supervision of EMS Provider’s emergency medical care technicians (“*Provider’s EMCTs*”).

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, the Parties agree as follows:

AGREEMENT

1. **Medical Center Responsibilities.** All responsibilities of the Medical Centers under this Agreement shall be performed in accordance with federal and state law, rules and regulations governing the requirements for base station hospitals.

1.1 Each Medical Center shall identify emergency physicians (“*Emergency Physician(s)*”) to serve as the Medical Director for that Medical Center who shall be responsible for administrative medical direction and on-line medical supervision of Provider EMCTs assigned to that Medical Center.

1.2 Each Medical Center shall provide Emergency Physicians to function as the medical control authority, and at least one Emergency Physician shall be physically present twenty-four (24) hours a day in the Medical Center’s Emergency Department. The Emergency Physicians may designate an individual that meets DHS qualifications to function as intermediary for on-line medical supervision of Provider EMCTs under the direction of the Emergency Physicians (the “*Intermediary*”). Each Medical Center shall provide an Emergency Physician to function as the backup Medical Director.

1.3 Each Medical Center shall establish a procedure for replenishing pharmaceutical supplies expended during the treatment of a patient who is transported to the facility. A copy of such procedure, and any updates to such procedure, shall be furnished to EMS Provider.

1.4 Each Medical Center shall encourage its medical control and intermediaries to acquire field vehicle experience on EMS Provider’s vehicles. While engaged in field experience, Medical Center personnel shall comply with the EMS Provider’s policies and procedures.

1.5 Each Medical Center may provide supervised clinical training and continuing education to Provider EMCTs as agreed upon by Medical Center and EMS Provider.

1.6 Each Medical Center shall have an operational emergency medical communications system capable of recording on-line medical direction conversations. Such equipment shall be located in the Emergency Department for the purpose of providing direct communication with Provider EMCTs.

1.7 Each Medical Center shall have a dedicated telephone line for Provider EMCTs to contact the Emergency Department.

1.8 Each Medical Center shall store EMS Provider's EMS equipment when such equipment is in place on a patient at the time of the patient's arrival to the Medical Center. Each Medical Center agrees to store such equipment for a period of forty-eight (48) hours, but shall not be responsible for any loss or damage to such equipment not occurring as a result of Medical Center negligence.

1.9 Each Medical Center shall establish a fee schedule for pharmaceutical supplies provided to the EMS Provider. The fee schedule will be updated at a minimum annually and at such other time that the cost of a pharmaceutical supply is adjusted by the manufacturer to the Medical Center. At such time, a copy of the fee schedule will be provided to the EMS Provider. Each Medical Center shall bill EMS Provider for pharmaceutical supplies monthly.

2. EMS Provider Responsibilities. All responsibilities of EMS Provider under this Agreement shall be performed in accordance with federal and state law, rules and regulations governing the requirements for providers of EMS services.

2.1 EMS Provider shall ensure that only currently licensed or certified, as applicable, Provider EMCTs are assigned to the Medical Centers. EMS Provider shall provide each Medical Center with the name, licensure/certification level and license/certificate expiration date of each Provider EMCT currently assigned to that Medical Center. Such information shall be provided on a quarterly basis or at any time upon the request of the Medical Center. EMS Provider shall notify each Medical Center in writing within thirty (30) days of any termination, transfer or addition of a Provider EMCT assigned to that Medical Center.

2.2 EMS Provider shall be responsible for the procedures used in responding to and giving assistance at the scene of an emergency. The Medical Center medical control authorities shall assist EMS Provider's personnel by radio or phone communication when requested.

2.3 EMS Provider shall initiate a pre-hospital incident report for each patient contact. When transported to the Medical Center, the patient(s), the record(s), and the care of the patient(s) shall be transferred to the Medical Center and become the responsibility of the Medical Center. For critical patients, a copy of the patient care record shall be provided to the Medical Center prior to the Provider EMCT departing the Medical Center. For non-critical patients, a copy of the patient record shall be provided to Medical Center within twelve hours of the Provider EMCT departing the Medical Center.

2.4 EMS Provider shall comply with the Medical Center's established procedure for replenishing pharmaceutical supplies expended during the treatment of a patient who is transported to the facility. EMS Provider shall reimburse the Medical Center for all pharmaceutical supplies provided by the Medical Center to EMS Provider according to the Medical Center's published fee schedule.

2.4.1 EMS Provider shall pay complete and accurate invoices submitted by the applicable Medical Center within thirty (30) days of receipt. EMS Provider shall attach a copy of the monthly invoice with their payment.

2.4.2 EMS Provider shall notify the applicable Medical Director within 24 hours of any depleted, visibly adulterated or missing controlled substances.

2.5 EMS Provider shall allow ride-along privilege to Medical Center medical authorities and intermediaries for on-vehicle experience and observations. These observation experiences shall be scheduled at a time and place mutually agreeable to the Medical Center and EMS Provider.

2.6 EMS Provider shall confer with the Medical Center prior to assigning additional units to the Medical Center for administrative medical direction and prior to reassigning units from the Medical Center to another hospital for administrative medical direction.

3. Insurance and Indemnification.

3.1 The Parties agree to secure and maintain in force during the term of this Agreement comprehensive general liability, including blanket contractual liability and automobile insurance coverage, in addition to professional liability insurance with minimum limits of one million dollars (\$1,000,000.00) per occurrence and three million dollars (\$3,000,000.00) in the aggregate. Either Party may satisfy the requirements of this Section through a program of self-insurance.

3.2 The Parties shall maintain "Continuous Coverage" with respect to the professional liability insurance requirements herein. For purposes of this Agreement, "***Continuous Coverage***" means the period beginning on the Effective Date and ending eight (8) years after the expiration or earlier termination of this Agreement (the "***Insurance Period***"). If any insurance policy required by this Section is terminated, not renewed, or reduced below the minimum coverage requirements set forth above prior to the end of the Insurance Period, the Party shall: (a) provide immediate notice to the other Party; (b) obtain a replacement insurance policy meeting the requirements of this Section; and (c) purchase either extended reporting coverage (*i.e.*, "***tail***" coverage) or prior acts coverage (*i.e.*, "***nose***" coverage) as necessary to meet the requirements of this Section. "Tail" coverage must provide for an extended discovery/reporting period at least through the end of the Insurance Period, and "nose" coverage must provide for a retroactive discovery/reporting period at least as of the Effective Date.

3.3 Upon request, each Party agrees to provide certificates of insurance, which state that the above coverages are in force and will continue in force throughout the term of this Agreement.

3.4 Each Party shall indemnify and hold the other Party harmless for, from, and against any and all claims, liabilities, losses, damages, penalties, and costs, including reasonable attorneys' fees and costs, incurred by the indemnified Party and arising out of or resulting from the negligent or willful acts or omissions or breach of this Agreement by the indemnifying Party or the indemnifying Party's employees or agents.

4. Term and Termination.

4.1 **Term:** The term of this Agreement shall commence on the Effective Date and continue until the last day of the thirty-sixth (36th) month after the Effective Date. Thereafter, this Agreement may be renewed for subsequent three (3) year terms upon mutual written agreement of the Parties.

4.2 **Without Cause Termination.** Either Party may terminate this Agreement, at any time, without cause upon not less than thirty (30) days' prior written notice to the other Party.

4.3 **Termination Upon Breach.** Either Party may terminate this Agreement upon any breach by the other Party if such breach is not cured to the satisfaction of the non-breaching Party within ten (10) days after written notice of such breach is given by the non-breaching Party

5. Confidential Information.

5.1 EMS Provider shall not use or disclose any Confidential Information (as defined below) for any purpose not expressly permitted by this Agreement without the prior written consent of the Medical Centers. EMS Provider shall protect Confidential Information from unauthorized use, access, or disclosure with no less than reasonable care. “**Confidential Information**” means any proprietary or confidential information of each Medical Center or any Medical Center affiliate, and any information, records, and proceedings of each Medical Center and/or Medical Staff committees and peer review bodies. Confidential Information also includes proprietary or confidential information of any third party that may be in Medical Center’s possession.

5.2 EMS Provider agrees and acknowledges that, in connection with the performance of services hereunder EMS Provider may have access to individually identifiable patient health information that is protected under the Health Insurance Portability and Accountability Act of 1996 and attendant regulations (“**HIPAA**”). The Parties agree that EMS Provider is not a business associate of Medical Center, as that term is defined under HIPAA.

6. **Non-Exclusive Arrangement.** It is expressly understood and agreed that this Agreement is not exclusive, and both EMS Provider and Medical Centers reserve the right to enter into like-type agreements with other entities.

7. **General Provisions.**

7.1 **Notices.** Notices under this Agreement shall be given in writing and delivered by either: (a) personal delivery, in which case such notice shall be deemed given on the date of delivery; (b) next business day courier service (e.g., FedEx, UPS, or similar service), in which case such notice shall be deemed given on the business day following the date of deposit with the courier service; or (c) U.S. mail, first class, postage prepaid, registered or certified, return receipt requested, in which case such notice shall be deemed given on the third day following the date of deposit with the United States Postal Service. Notices shall be delivered to the notice addresses set forth below:

If to Medical Center:

Yavapai Regional Medical Center
1003 Willow Creek Road (Administrative Office/Main Campus)
Prescott, AZ 86301

With a copy to:

CommonSpirit Health Legal Team
185 Berry Street, Suite 200
San Francisco, CA 94107

If to EMS Provider:

Mormon Lake Fire District
1067 Mormon Lake Road
Mormon Lake, AZ 86038

7.2 **Assignment.** This Agreement may not be assigned by either Party without the prior written consent of the other Party.

7.3 **Counterparts, Signatures.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. When signed in pen ink or electronic signature, this Agreement may be delivered between the Parties by facsimile transmission or scanned email attachment, and said copy shall be treated in all respects as an original.

7.4 **Entire Agreement, Amendment.** This Agreement is the entire understanding and agreement of the Parties regarding its subject matter, and supersedes any prior oral or written agreements,

representations, or discussions between the Parties with respect to such subject matter. This Agreement may be amended only by mutual agreement set forth in writing, signed and dated by the Parties.

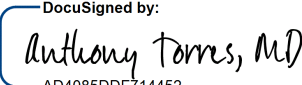
7.5 Independent Contractor. The Parties shall at all times be independent contractors in performing under this Agreement.

7.6 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

Yavapai Community Hospital Association, an Arizona nonprofit corporation, doing business as Yavapai Regional Medical Center

Mormon Lake Fire District

By:  AD4096DDF714462...
Title: Anthony Torres, MD President & CEO
Date: Feb 5, 2024

By: _____
Title: Shawn Western
Date: _____