



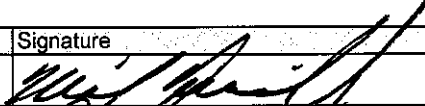
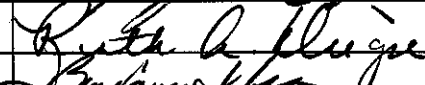
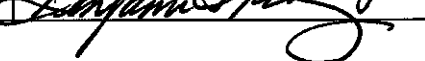
DIOCESE OF TUCSON
ANNUAL FINANCIAL REPORT
For the Fiscal Year ended June 30, 2017

St Patrick Parish
Bisbee
86-0106549

BOARD DECLARATION

I verify that the parish accounting records are maintained in a conscientious manner and these records are preserved as part of the Parochial Archives, which will be available for inspection by the Ordinary at pastoral visitations or at any time he may request.

To the best of my knowledge and belief, this report is a true, accurate and complete accounting of the temporalities of this parish maintained and prepared in accordance with standards adopted by the Diocese of Tucson in the Parish Accounting Manual.

	Printed Name	Signature	Date
Board President:	Reverend Michael Bucciarelli, V.F.		9-21-17
Board Treasurer:	Mrs. Ruth Dugie		9-21-17
Report prepared by:	Mr. Benjamin F Saenz		9-21-17

Diocese of Tucson Parish Annual Financial Report (PAFR)

Parish/Community/Oratory:
 Parish Employer Identification Number (EIN):
 Board President:
 Board Treasurer:
 Report prepared by:
 Official parish name:
 Parish city:
 Parish ID
 Fiscal year end date:

Please fill in the greenish shaded cells with the requested data:

St Patrick Parish
 86-0106549
 Reverend Michael Bucciarelli, V.F.
 Mrs. Ruth Dugie
 Mr. Benjamin F Saenz
 Saint Patrick Roman Catholic Parish - Bisbee
 Bisbee
 SAINT400
 6/30/2017

Check List:

Reconcile bank statement(s)	
Reconcile PPIT statement	X
Reconcile any Catholic Foundation statements	X
Accrue any diocesan unpaid bills	
Assessment expense lines match Annual Calculation Summary	x
Review trial balance	x
Close fiscal year	x
Generate financial reports from your accounting program	x
Fill in entries for this sheet	x
Fill in entries for the Schedules sheet	x
Make sure reports tie and balance	x
Review report with Parish Finance Council	x
Send complete report to Moderator of the Curia Office (Corp Matters)	
Send complete and approved report to Fiscal Office	

Verifications:

Assets equal Liabilities plus Net Assets	Ok	0.00
Sustaining Contributions not equal to zero	Ok	135,177.51
P3/Schedule T revenues comparison	Ok	0.00
P3/Schedule T expenses comparison	Ok	0.00
P2/P3 excess/(deficiency) support & revenue over expenses	Ok	0.00

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish
 Supplementary Information
 As of June 30, 2017

PARISH FINANCE COUNCIL

REQUIRED BY CANON LAW

Membership:	Last Name	First Name	Date of Appointment	Term	Term Expires
Pastor:	Bucciarelli	Rev. Michael			
Chair:	Chavez	Laura	01/01/15	2	01/11/17
Occupation	Retired School Administrator				
Address	P.O. Box 1732 Bisbee, Az 85603				
Phone & Email	520-249-9888 ljdjchavez@cableone.net				
Member:	Dugie	Ruth	01/01/17	2	01/01/19
Occupation	Retired Accounting Manager - County				
Member:	Martinez-Romero	Lupe	01/01/17	2	01/01/19
Occupation	Retired Banker				
Member:	Underwood	Dcn Tony	11/01/06	Open	
Occupation	Parish Administrator				
Member:	Morales	Jesus	01/01/16	2	01/01/18
Occupation	Naco Fire Chief				
Member:	Ramirez	Rosa	07/01/16	2	07/01/18
Occupation	Bank Manager				
Member:	Pitzlin	Maria	01/01/16	2	01/01/18
Occupation	Chief Deputy County Treasurer				
Person responsible for accounting	Saenz	Benjamin			
Job title	Office Manager				
Address	500 Santa Cruz Drive, Bisbee, Arizona 85603				
Phone & Email	520-366-7466, bsaenz@diocesetucson.org				

List the dates of meetings held by the Parish Finance Council from July 1 through June 30 below. (If no meeting was held during a particular month, please indicate "N/A").

Month	Meeting Date
July 2016	
August 2016	08/02/16
September 2016	09/06/16
October 2016	
November 2016	
December 2016	
January 2017	
February 2017	
March 2017	
April 2017	
May 2017	05/09/17
June 2017	05/16/17

A financial report according to Diocesan policies has been issued to the parishioners and a copy is attached.

Date issued:

A financial report according to Diocesan policies will be issued to the parishioners and a copy forwarded to the Diocesan Fiscal Office at that time.

Target date to be issue by:

CORRECTIVE ACTION PLAN

If a Parish Finance Council has not been established or the annual financial report to the parish issued, describe below what measures will be taken to comply with these requirements in the next fiscal year.

Note: Monthly Financial Council Meetings were limited due to Office Manager's illness.

FIXED ASSETS:

If any category of fixed assets increased or decreased by more than **\$25,000** from the previous year, please explain the change.

FOUNDATIONS:

Does the parish have a foundation, or is the parish a beneficiary of a foundation?

If yes, please attach a copy of the latest financial report.

SPECIAL COLLECTIONS FOR RELIGIOUS COMMUNITIES:

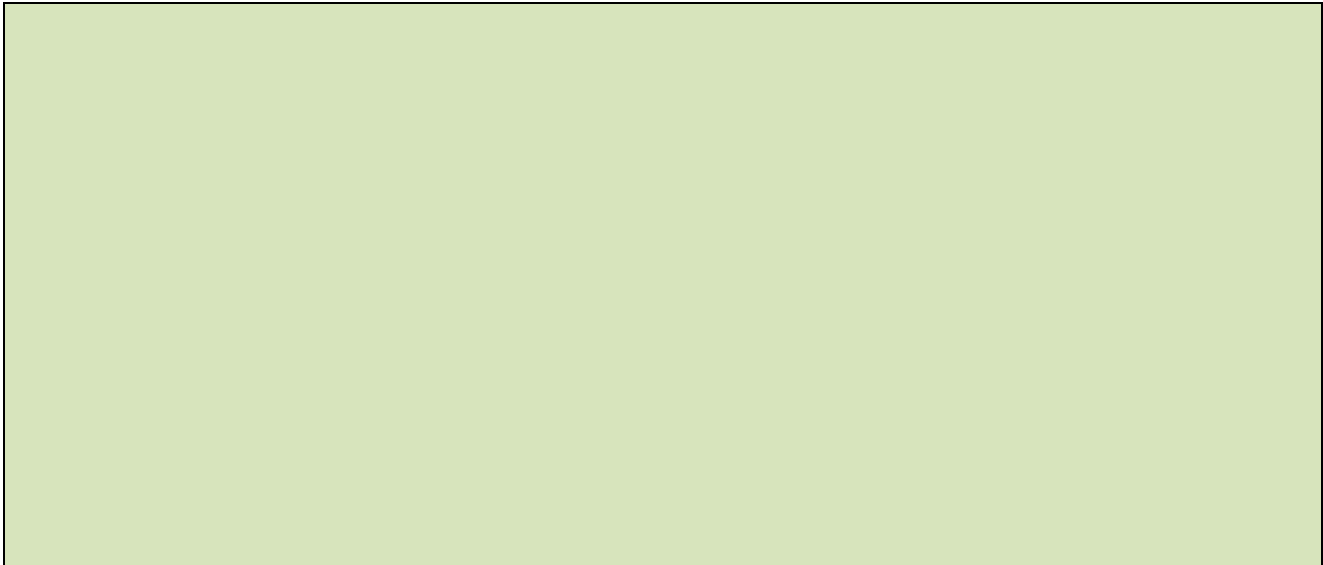
Does the parish take up a special collection for religious communities?

If yes, please list each religious community and the amount collected for this year:

Institute of the Blessed Virgin Mary \$1086.50

FINANCIAL TRENDS:

Once the annual report for fiscal year ending June 30th is completed, please take a moment to look at the operating results of the parish/mission/school as it compares to the prior fiscal year, briefly summarize any financial trends and include them below or attach separately if more space is needed. If there has been a noteworthy increase or decrease in revenues and/or expenses, please address the specific reasons for the change(s).



Diocese of Tucson Parish Annual Financial Report (PAFR)
St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

Schedule A: CASH			76,109.03	Page 2, Line 201
Financial Institution	Type	Purpose		
Parish	Petty Cash			
Parish	Cash Clearing			
Washington Federal	Checking	Operations	76,109.03	

Schedule B: PPIT FUND DEPOSITS			198,208.63	Page 2, Line 202
Account name	ID	Purpose		
StPat Unrestricted Fund	25BU61A	Unrestricted	92,951.86	
St Pat Renovation Fund	25BR61A	Repair & Maintenance	69,045.18	
StPat Rel Education Fund	25BR61B	Religious Education	5,772.67	
StPat CC Rebate Fund	25BR61C	Catholic Campaign	2,123.96	
StPat St Michael Missn RE Fund	25BR61D	St Michael Religious Education	4,396.01	
StPat WTP Major Maint Fund	25BR61E	WTP Maintenance Fund	23,918.95	

Schedule C: SCRIP			0.00	Page 2, Line 203
Store				

Schedule D: INVESTMENTS HELD BY CATHOLIC FOUNDATION			37,856.00	Page 2, Line 204
Account name	ID	Purpose		
Catholic Foundation	107260	Investment	37,856.00	

Schedule E: INVESTMENT SECURITIES			0.00	Page 2, Line 205
Investments	Type			

Schedule F: ACCOUNTS RECEIVABLE, NET OF RESERVE FOR BAD DEBT			(135.71)	Page 2, Line 206
Receivables	Type			
PayCor Collection - Error			(135.71)	

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

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Schedule G: NOTES RECEIVABLE		0.00	Page 2, Line 207
Debtor name	Type		

Schedule H: PREPAID EXPENSES		0.00	Page 2, Line 208
Vendor			

Schedule I: OTHER ASSETS		0.00	Page 2, Line 209
Description			

Schedule J: LAND, BUILDINGS, EQUIPMENT & VEHICLES, NET OF ACCUMULATED DEPRECIATION (IF APPLICABLE)		1,934,679.34	Page 2, Line 210
Fixed Assets			
Land		3,730.00	
Property Improvements			
Construction In Progress			
Buildings		1,769,746.23	
Equipment		161,203.11	
Vehicles			
Less: Accumulated Depreciation (if applicable)			

Schedule K: DIOCESAN ACCOUNTS PAYABLE		0.00	Page 2, Line 212
Unpaid billing items			
Assessment: Chancery Tax			
Assessment: Priests Assurance Corporation Dues			
Assessment: Priests Salary Subsidy			
Assessment: School			
Benefits: Industrial Insurance/Workers' Comp.			
Insurance: Property/Liability			

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

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Insurance: Vehicle	
Other: Miscellaneous	

Schedule L: PAYROLL LIABILITIES	44.62	Page 2, Line 213
Outstanding payroll liabilities		
Federal Withholding		
Social Security/Medicare		
State Withholding		
Other Withholdings (e.g., CTSO Contributions) - describe below:		
403(b) Pension	25.00	
Dental Insurance	19.50	
Vision Insurance	0.12	

Schedule M: VENDOR & OTHER LIABILITIES	0.00	Page 2, Line 214
Vendor name	Description of charges/good/services	

Schedule N: LONG-TERM DEBT	0.00	Page 2, Line 215					
Lender	ID	Purpose	Original Amount	Interest Rate	Maturity Date	Origination Date	Collateral

Schedule O: UNREMITTED SPECIAL COLLECTIONS	0.00	Page 2, Line 216
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Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

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If you have not remitted all the Special Collections to the Fiscal Office by June 30, they should be carried as a liability until they are paid. Since these collections do not belong to the parish, they should be recorded coming in and going out of a pass-through liability account (2090xx). Be sure to review and remit these funds periodically.

Name of unremitted collection	
Holy Father (Peter's Pence)	
Catholic Communications Campaign	
Annual Catholic Appeal	

Schedule P: FUNDS HELD FOR INDIVIDUALS & GROUPS	0.00	Page 2, Line 217
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Name	Purpose	

Schedule Q: PREPAID SCHOOL TUITION	0.00	Page 2, Line 218
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Description	Purpose	

Schedule R: OTHER LIABILITIES	0.00	Page 2, Line 219
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Description	Purpose	
Accrued Vacation		
Payroll Accrual		

Schedule S: NET ASSETS AT BEGINNING OF YEAR	2,224,444.08	Page 2, Line 221
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Total Net Assets at end of prior fiscal year 2,224,444.08

Itemize any prior period adjustments:

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

Schedule T: Excess/(Deficiency) Support & Revenue over Expenses	22,228.59	Page 2, Line 222
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Revenue 305,775.62

Parish/Community/Oratory Revenues Only 305,775.62

Contributions, Grants & Bequests 216,930.97

Enter amounts for each of these. Enter zero if none received. These amounts are needed to determine the parish Sustaining Contribution.	Offertory	126,056.51
	Offertory - Mission	6,263.00
	Offertory - Holy Day	0.00
	Unrestricted other contributions	1,438.00
	Sacramental Stole Fees	1,420.00
	Grants	45,514.00
	Bequests	5,000.00
	Restricted contributions	26,392.46
	Mass offerings/intentions	4,847.00

Fees for Service 41,973.66

Religious Education fees & materials	838.00
Adult Faith Formation, retreats, book sales	2,342.16
Rental income	36,173.50
Bulletin Advertisement	2,620.00

Activity/Fundraising Revenues 39,647.14

Amount needed for Sustaining Contribution	Bingo Revenues	
	Miscellaneous	35.01
	Centennial	6,261.00
	Fall Festival	27,707.13
	Candle Memorial	5,644.00

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

PPIT Earnings		1,662.59
Total PPIT Earnings for the year	(Interest paid quarterly)	1,662.59
Other Investment Revenues	Financial Institution Name	2,946.31
Endowment Net Earnings-Catholic Foundation		2,918.00
Other Interest		28.31
Other Revenue		2,614.95
	Candles, flowers & decorations	1,623.95
	Priest & seminarian housing stipends	
	Needy	991.00
School Revenues Only - DO NOT INCLUDE RELIGIOUS EDUCATION		0.00
Contributions, Grants & Bequests		0.00
	Catholic Foundation grant	
	Contributions - unrestricted	
	Contributions - restricted	
Fees for Service		0.00
	K-8	
	Preschool	
	Before/After School	
Activity/Fundraising Revenues		0.00
	Raffle	
	Hot lunch	
	Scrip sales	
	Parent Association	

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

PPIT Earnings	0.00
Other Investment Revenues	0.00
Other Revenue	0.00
Expenses	283,547.03
Parish/Community/Oratory Expenses Only	283,547.03
Employee Compensation	84,453.96
Clergy & staff	84,453.96
Employee Benefits	6,788.53
Clergy & staff	6,788.53
Personnel Residency	12,265.67
Rectory/clergy residence	12,265.67
Office Administration	28,704.75
Supplies, postage, copying, telephone	28,704.75
Transportation & Travel	2,090.67

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

	Travel, gas reimbursement	2,090.67
Maintenance Support Costs		89,433.36
	Building & equipment maintenance & repairs	89,433.36
Program		21,930.70
	Human & Financial / Admin	
	Liturgy & Worship	17,025.16
	Christian Education	3,270.52
	Outreach / Pastoral Care	1,635.02
Diocesan Assessments		16,633.50
	Chancery	9,202.00
	Priests' Assurance	7,431.50
	Clergy Salary Subsidy	
	School	
	Other:	
Fundraising Activities		19,931.59
Amounts needed for Sustaining Contribution	Centennial Expend	5,086.46
	Parish Celebrations	1,612.99
	Gift Shop/Books/Religious Goods	5,733.60
	Fall Festival	7,498.54
Professional Fees		1,314.30

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

Technology & computer services	1,314.30
Loan Interest	0.00
Other Expenses	0.00
Depreciation	0.00
Fixed asset depreciation	
School Expenses Only - DO NOT INCLUDE RELIGIOUS EDUCATION	0.00
Employee Compensation	0.00
Faculty & staff	
Employee Benefits	0.00
Faculty & staff	
Personnel Residency	0.00
Office Administration	0.00
Supplies, postage, copying, telephone	

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

Transportation & Travel	0.00
Travel, gas reimbursement	
Maintenance Support Costs	0.00
Building & equipment maintenance & repairs	
Program	0.00
Textbooks, classroom supplies, student activities	
Fundraising Activities	0.00
Raffle Hot lunch Scrip sales Parents' Association	
Professional Fees	0.00
Technology & computer services	
Loan Interest	0.00
Other Expenses	0.00
Bad debt Uncollectible tuition accounts receivable	

Diocese of Tucson Parish Annual Financial Report (PAFR)
 St Patrick Parish

Balance

Use the green shaded cells for entering the requested amounts. Enter in total or insert additional lines to further itemize. Do not overwrite the formulas. The amounts entered here are used to create P2 & P3.

Depreciation		0.00
Fixed asset depreciation		

NET INCOME

Parish	22,228.59
School	0.00
Total Net Income	22,228.59

NET BINGO

Parish	(5,086.46)
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Diocese of Tucson Parish Annual Financial Report (PAFR)

St Patrick Parish

Bisbee

Statement of Financial Position

Balances as of June 30, 2017

ASSETS

	Schedule	
201 CASH	A	76,109.03
202 PPIT FUND DEPOSITS	B	198,208.63
203 SCRIP	C	0.00
204 INVESTMENTS HELD BY CATHOLIC FOUNDATION	D	37,856.00
205 INVESTMENT SECURITIES	E	0.00
206 ACCOUNTS RECEIVABLE, NET OF RESERVE FOR BAD DEBT	F	(135.71)
207 NOTES RECEIVABLE	G	0.00
208 PREPAID EXPENSES	H	0.00
209 OTHER ASSETS	I	0.00
210 LAND, BUILDINGS, EQUIPMENT & VEHICLES, NET OF ACCUMULATED DEPRECIATION (IF APPLICABLE)	J	1,934,679.34
211 TOTAL ASSETS		2,246,717.29

LIABILITIES AND NET ASSETS

212 DIOCESAN ACCOUNTS PAYABLE	K	0.00
213 PAYROLL LIABILITIES	L	44.62
214 VENDOR & OTHER LIABILITIES	M	0.00
215 LONG-TERM DEBT	N	0.00
216 UNREMITTED SPECIAL COLLECTIONS	O	0.00
217 FUNDS HELD FOR INDIVIDUALS & GROUPS	P	0.00
218 PREPAID SCHOOL TUITION	Q	0.00
219 OTHER LIABILITIES	R	0.00
220 TOTAL LIABILITIES		44.62
221 NET ASSETS AT BEGINNING OF YEAR	S	2,224,444.08
222 Excess/(Deficiency) Support & Revenue over Expenses	T	22,228.59
223 TOTAL PARISH NET ASSETS		2,246,672.67
224 TOTAL LIABILITIES AND NET ASSETS		2,246,717.29

Diocese of Tucson Parish Annual Financial Report (PAFR)

St Patrick Parish

Bisbee

Statement of Support, Revenue & Expenses

For the Fiscal Year Ending June 30, 2017

	Parish	School	TOTAL	
SUPPORT & REVENUE				
301	Contributions, Grants & Bequests	216,930.97	0.00	216,930.97
302	Fees for Service	41,973.66	0.00	41,973.66
303	Activity/Fundraising Revenues	39,647.14	0.00	39,647.14
304	PPIT Earnings	1,662.59	0.00	1,662.59
305	Other Investment Revenues	2,946.31	0.00	2,946.31
306	Other Revenue	2,614.95	0.00	2,614.95
307	TOTAL SUPPORT & REVENUE	305,775.62	0.00	305,775.62
EXPENSES				
308	Employee Compensation	84,453.96	0.00	84,453.96
309	Employee Benefits	6,788.53	0.00	6,788.53
310	Personnel Residency	12,265.67	0.00	12,265.67
311	Office Administration	28,704.75	0.00	28,704.75
312	Transportation & Travel	2,090.67	0.00	2,090.67
313	Maintenance Support Costs	89,433.36	0.00	89,433.36
314	Program	21,930.70	0.00	21,930.70
315	Diocesan Assessments	16,633.50	0.00	16,633.50
316	Fundraising Activities	19,931.59	0.00	19,931.59
317	Professional Fees	1,314.30	0.00	1,314.30
318	Loan Interest	0.00	0.00	0.00
319	Other Expenses	0.00	0.00	0.00
320	Depreciation	0.00	0.00	0.00
321	TOTAL EXPENSES	283,547.03	0.00	283,547.03
322	Excess or (Deficiency) of Support & Revenue over Expenses	22,228.59	0.00	22,228.59
SUSTAINING CONTRIBUTIONS				
323	Offertory			132,319.51
324	Unrestricted other contributions			1,438.00
325	Sacramental stole fees			1,420.00
326	Net Bingo - Parish Support			0.00
327	Total Sustaining Contributions to be used for assessment calculation for the next fiscal year:			135,177.51

Saint Patrick Roman Catholic Parish - Bisbee

Bisbee

Statement of Financial Position as of June 30, 2017

ASSETS:

Bank, Savings & Cash	274,317.66
Investments	37,856.00
Receivables	(135.71)
Prepays & Other Assets	0.00
Land, Buildings, Equipment & Vehicles	1,934,679.34
Total Assets	2,246,717.29

LIABILITIES:

Payables	44.62
Loans	0.00
Custodial Funds	0.00
Prepaid Tuition & Other Liabilities	0.00
Total Liabilities	44.62
Net Assets	2,246,672.67
Total Liabilities & Net Assets	2,246,717.29

Statement of Activities fiscal year ended June 30, 2017

REVENUES:

Contributions, Grants & Bequests	216,930.97
School Tuition & Other Fees	0.00
Religious Education & Other Fees	41,973.66
Activity/Fundraising Revenues	39,647.14
Savings & Other Investments	4,608.90
Other Revenues	2,614.95
Total Revenues	305,775.62

EXPENSES:

Compensation	84,453.96
Benefits	6,788.53
Residency	12,265.67
Office Administration	28,704.75
Transportation	2,090.67
Maintenance Support	89,433.36
Programs & Fundraising	41,862.29
Diocesan Assessments	16,633.50
Professional Fees	1,314.30
Other Expenses	0.00
Total Expenses	283,547.03
Net Gain or Loss of	
Total Revenues less Total Expenses	22,228.59

SUSTAINING CONTRIBUTIONS Recap

St Patrick Parish	06/30/17
Offertory	132,319.51
Unrestricted other contributions	1,438.00
Sacramental stole fees	1,420.00
Net Bingo - Parish Support	0.00
Total Sustaining Contributions to be used for assessment calculation for the next fiscal year:	135,177.51
Projected Chancery Assessment for 2017-2018 (Beginning October 2017 through September 2018)	9,462

Offertory	Offertory - Miss	Offertory - Holy Day
126,056.51	6,263.00	0.00