



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: Central Valley Fire District Board of Trustees
From: Jay C Wittwer, Fire Chief
Date: August 6, 2025
RE: August 12, 2025, Board of Trustees Meeting

Members of the Board:

The regular meeting of the Central Valley Fire District Board of Trustees will take place on Tuesday, August 12, 2025, at 5:30 PM at Fire Station 1, 215 Wings Way, in the Training Classroom.

The regular board meeting will consist of:

- Routine Business and Reports.
- Discussion and approval of resolution regarding Mill adjustment for Gallatin County.
- Presentation regarding new budget figures and Approval of 2026 Budget.
- Discussion and approval of public communication plan.
- Discussion and approval for loan on Tech Recue vehicle.
- Board assignment; CVFD representative to the new Gallatin County EMS System Policy Group.

Please let me know if you have any additions or corrections. Thank you for the work that you do for our communities and for our agency.

Respectfully,

Jay C Wittwer

Jay C Wittwer
Fire Chief

Upcoming Events:

Saturday, August 23, 2025 / 8am –4pm Digger Days

Saturday, August 23, 2025 / 5-9pm – Reese Creek Dinner + Pie Auction + Live Music

CENTRAL VALLEY FIRE DISTRICT

215 Wings Way

Belgrade, MT 59714

Chairman Darren Wilkins

AGENDA: August 12, 2025

ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ARE RECORDED.

Central Valley Fire District, Station 1, 215 Wings Way, Belgrade

REGULAR MEETING: 5:30 p.m.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE

ROLL CALL:

RECOGNITION OF CHIEF OFFICERS

MINUTES APPROVED: July 8, 2025 and July 28, 2025

FINANCIAL REVIEW & APPROVAL:

COMMUNICATIONS:

PUBLIC COMMENT: Please state your name and address in an audible tone of voice for the record. This is the time for individuals to comment on matters falling within the purview of the Central Valley Fire District. There will also be an opportunity in conjunction with each agenda item for comments pertaining to that item. Please limit your comments to three minutes.

REPORTS:

Chief Report

Operations Report

Fire Prevention Report

Local 4939 Report

Trustee Report

City Report

Reports approved

ORDER OF BUSINESS:

DISCUSSION ITEMS:

- None

ACTION ITEMS:

- Consideration and Approval of Standard of Behavior
- Consideration and Approval of Resolution 252601 to Convert Voted Mills
- Consideration and Approval of Resolution 252602 to Adopt the CVFD FY26 Budget
- Consideration and Approval of Resolution 252603 to Establish a Permissive Medical Levy
- Consideration and Approval of Resolution 252604 to Levy the Maximum Number of Mills
- Consideration and Approval of Engagement for Public Communication Plan
- Consideration and Approval for Securing a Loan for Tech Rescue Vehicle
- Consideration and Selection of CVFD Representative to the Gallatin County EMS System Policy Group

ANNOUNCEMENTS: Next regular meeting date is: September 9, 2025

ADJOURNMENT:



**CENTRAL VALLEY FIRE DISTRICT
BOARD OF TRUSTEES MEETING**

215 Wings Way
Belgrade, MT 59714
406-388-4480
(Fax): 406-388-6270

MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: July 8, 2025

TIME: Immediately following the IFC Board of Appeals Meeting which began at 5:30 p.m.

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>	Darren Wilkins, Chairman	X	
	Ron Murray, Vice Chairman	X	
	Mark MacLeod, Sec/Treas.	X	
	Rob Holt	X	
	Ramie Blakeman	X	
<i>Fire Chief:</i>	Jay Wittwer	X	
<i>Operations Chief:</i>	Jeff Hurley		X
<i>Fire Marshal:</i>	Jake Zlomie	X	
<i>Acting Clerk:</i>	Debbie Bloem	X	
<i>City Representative:</i>	Jim Simon	X	

NOTICE: **ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ARE RECORDED**

GUESTS/VISITORS: Samantha Honatke, Stephen McAdams, Gordon Davidson, Collin Brozka, Justin Monroe and Mike Hilbert

Meeting was called to order at 5:33 p.m.

AGENDA: As presented.

MINUTES: Trustee MacLeod moved to approve the **June 10, 2025 minutes** as submitted. Trustee Holt seconded the motion. The motion was unanimously approved.

FINANCIAL REPORTS: Trustee Murray moved to approve **the financial reports**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

COMMUNICATIONS: The District received a thank you note from the **Best Practice Medicine, 2025 EMT Class** for providing ride-along opportunities for the students. The District also received two positive **Google reviews**.

PUBLIC COMMENT: None.

FIRE CHIEF REPORT: As submitted.
Chief Wittwer reported that the GVFA Class of 2025 will graduate this Friday. Central Valley Fire has one student graduating. CVFD will not apply for the SAFER Grant this year due to the cost share requirement. Other revenue enhancement efforts continue. Currently six CVFD firefighters have been deployed to **California for wildland fires**. Not only are their wages covered but backfill is paid and CVFD receives substantial reimbursement for the use of its apparatus which brings revenue into the District. In addition to revenue, deployments provide wildland experience and give the department the opportunity to support neighbors. Two type 3 engines were sent to California and the department still has two available to meet the needs of the District. Chief Wittwer emphasized his desire to answer any questions that the community may have about any actions that CVFD takes.

Chief Wittwer checked in with Battalion Chief White who reported to him that the **4th of July** was mostly uneventful, helped by the precipitation, with one hand injury and a small vehicle fire.

OPERATIONS REPORT:

As submitted.

In Chief Hurley's absence, Chief Wittwer summarized the Operations report. Chief Hurley discovered a very successful **grant writer** who submitted a proposal to apply for a grant on behalf of the District that would substantially cover the department's paramedic training. Trustee Blakeman requested that there be an indemnification if the vendor is managing the grant and a non-compete clause. She also asked that the District negotiate the \$5,000 fee down and possibly add the difference to the management fee after the grant is awarded.

The **water rescue team** has completed their training. Trustee Blakeman suggested collaboration with the local National Guard for both water rescue and active killer training.

Regarding staffing, Chief Wittwer added how encouraged he is that the retention of members has improved dramatically over previous years.

FIRE PREVENTION REPORT: As submitted.

The department's insurer is providing funds toward a board of **trustee training through MSU Local Government Center** on July 28th. Trustees from other departments are invited and the training will be noticed as a possible quorum of CVFD trustees with no District business to be conducted. Fire Prevention staff has begun meeting with other Fire Code officials in the area to work on coordinating efforts. Fire Prevention is also working to improve water access for fire suppression which will benefit the District's ISO rating through Verisk.

LOCAL 4939 REPORT:

Training Captain McAdams expressed the Union's commitment to the wildland deployments and their support in both deploying and providing backfill.

TRUSTEE REPORT:

Trustee Holt stated his concern that legislation be created to protect first responders.

CITY LIAISON REPORT: **Council Member Simon** explained the traffic safety study that the City is conducting to make the downtown streets more pedestrian friendly and to facilitate traffic.

Trustee Murray moved to accept **the reports** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

ORDER OF BUSINESS:

DISCUSSION ITEMS: **Discussion of Resolution to Call for an Election in November to Authorize a Levy**

Fire Marshal Zlomie explained that for the Levy Election to be on the November ballot, the ballot resolution would need to be submitted to the County by August 11th. He proposed that the Board call a special meeting on July 28th in order to make that decision. FM Zlomie reviewed the history of the last two failed mill levy elections and the revenue versus operations expenditures over the past few years. The District now is required to request a dollar amount rather than mills. Council Member Simon stated that the City of Belgrade is projecting a population of 28,000 in the next 10 years. It is important to have the best data on projected growth so that this levy can best cover the next few years. It will not be able to cover too far into the future due to the current taxpayer climate. There was some discussion of whether fall or spring was a better time to go out for the levy election. A special meeting will be held on Monday, July 28th at 6:00 pm in the training classroom at Station 1 for further discussion and possible action.

Discussion of 4th of July Outcome

This was discussed previously during the Fire Chief's report.

ACTION ITEMS: **Consideration and Approval to Engage Grant Writer for SAMHSA Rural EMS Training Grant**

This item was discussed during the Operations report. The deadline for this grant is in the fall with funds available in the spring.

Trustee Murray moved to approve the **engagement of Grant Writer Arren Gavin for the SAMHSA Rural EMS Training Grant**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

ANNOUNCEMENTS: The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **August 12, 2025**.

ADJOURNMENT: The meeting was adjourned at 6:53 p.m.

Darren Wilkins, Chairman

Mark MacLeod, Secretary/Treasurer

ATTEST: _____
Debbie Bloem, Clerk



**CENTRAL VALLEY FIRE DISTRICT
BOARD OF TRUSTEES SPECIAL MEETING**

215 Wings Way
Belgrade, MT 59714
406-388-4480
(Fax): 406-388-6270

MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: Monday, July 28, 2025

TIME: 6:00 p.m.

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>	Darren Wilkins, Chairman	X	
	Ron Murray, Vice Chairman	X	
	Mark MacLeod, Sec/Treas.	X	
	Rob Holt	X	
	Ramie Blakeman	X	
<i>Fire Chief:</i>	Jay Wittwer	X	
<i>Operations Chief:</i>	Jeff Hurley	X	
<i>Fire Marshal:</i>	Jake Zlomie	X	
<i>Acting Clerk:</i>	Debbie Bloem	X	
<i>City Representative:</i>	Jim Simon	X	

NOTICE: ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ARE RECORDED

GUESTS/VISITORS:

Mo Holt, Justin Sharp – Blanton, Samantha Honatke, Nick Stinson, Jim Martin, Ashley Coulthard, Dylan White, Catherine Hogan Kalmanson, Mike Kalmanson, Carol, Wendy Wittwer

Meeting was called to order at 5:30 p.m.

Chairman Wilkins led the Pledge of Allegiance.

AGENDA:

As presented.

PUBLIC COMMENT:

Jim Martin questioned the lack of notification for this special meeting. He also is looking for the bylaws and for minutes from before 2022. Mr. Martin continues to have questions about the emergency responses to his area with the closure of Station 2. Chairman Wilkins replied that all the required notices were made before this meeting. He added that the reason that Station 2 has been closed at this time is due to consideration of best use of staffing and the lack of calls in the Station 2 area. Deputy Chief Hurley added detail regarding the pain staking process of making the decision to close Station 2 and the District’s desire to meet the needs of the entire District. He also reviewed the efforts to bring in additional revenue and explained the process of call response. CVFD does receive and provides both automatic aid and mutual aid. Deputy Chief Hurley asked Mr. Martin to direct his questions and concerns to the CVFD Officers and not to the Board.

Maureen Holt stated that she and her husband attended the meetings for years and now he sits on the Board as a Trustee. She said that she and her husband have been concerned about any increase in their taxes but are also aware of the large area that the fire department has to cover. She would like to see more funding from other sources including the airport, I-90 and the County.

Mike Kalmanson is concerned about all the developments being approved without the proper infrastructure.

Trustee Blakeman stated that the State of Montana prohibits revenue from being collected for two years on newly developed property. **Council Member Simon** added that approval must be given to any developments who request it and meet the criteria.

<<Female attendee>> asked about the grant awarded to Bozeman Fire. Chairman Wilkins explained that CVFD did apply for the SAFER Grant but was not awarded it. She also asked if the increase in growth affects call volume. Chief Wittwer explained the simultaneous multiple calls and mutual aid. She asked if Station 2 could be partially staffed at least for medical responses and if responses could be more specifically given to meet the needs of the call type without extra personnel. Chairman Wilkins pointed out some of the multiple considerations for responses and staffing and use of resources to meet the needs of the entire District.

Maureen Holt expressed her concern that the County be involved and accountable in these concerns and discussion. There is some confusion about the increase in the property taxes and lack of funds available to the District.

After revenue was brought up again, **Financial Manager Samantha Honatke** explained the limitations on the mill levy revenue increases.

DISCUSSION ITEMS:

Presentation of Current CVFD Budget & Current Funding Status

Financial Manager Samantha Honatke reviewed the FY25 budget breakdown for operations and capital funds, included in the board packet. Additional copies were handed out to the attendees. \$692,403 was used from undesignated funds to provide the additional revenue needed to cover the FY25 operational budget. She pointed out that capital funds can not be used for the operational expenses.

Financial Manager Honatke then reviewed the FY26 budget projections. These do not include recently implemented revenue enhancements which will hopefully yield additional funds. This review included balance projections for the new few years, ending with a negative balance on 6/30/2029. There are operational increases over those years which cannot be predicted at this point.

The question was asked regarding how long it would take to open a station. If a Levy is approved it does take some time for the revenue to be collected by the County, usually the November after the levy and then it also takes time to train and onboard nine new firefighters to fully staff a station; probably around one year to complete the process.

Discussion of Future Budgets and Service Levels for Response Areas

Deputy Chief Hurley went over the Operations report for this year a copy of which was also handed out to the attendees. This report went over tactical operations and incident management and training. He explained some of the revenue generating programs that are currently in affect and how all of the efforts align with the goals of the CVFD Strategic Plan. He also highlighted the cooperation and support of the District's Firefighters of Local 4939.

Discussion of General Communications Plan

Chief Wittwer presented a data driven communications plan which was put together by consultant Liz Loomis. This will be further reviewed at a future meeting. The recommendation, with only a couple weeks to prepare, is to not go out for a Levy election at this time. Chief Wittwer also highlighted the commitment of each of the board members to the District. Some county commission members will be at the next meeting.

Discussion of Possible Levy Request

Data was provided from the past annexation and levy measures that have been placed before the voters.

ACTION ITEMS:

Consideration and Approval of General Communications Plan.

For future discussion and action.

Possible Consideration and Approval of Resolution for Levy Request.

Trustee Blakeman moved that the **discussion and action on the Levy Request be tabled**. Trustee Murray seconded the motion. The motion was unanimously approved.

Consideration and Adoption of Resolution 252601 to Establish a Permissive Medical Levy for FY26.

Postponed to August 12th Budget Meeting.

Consideration and Approval to Issue an RFP for Loan for Station 6/Fleet Services Facility.

Deputy Fire Marshal Brandon Yung is leading this process. The money is available in Capital Funds to build the Fleet Services Facility which will be used to provide services to the area at a fee and will be a source of additional funds without necessitating going out to the voters to ask for more funding. He also urged everyone to encourage the residents of this District to come to meetings and be part of these discussions if they have questions or concerns.

Trustee Holt moved to proceed with the **RFP for a loan for the Fleet Services Facility**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

ANNOUNCEMENTS: The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **August 12, 2025**.

ADJOURNMENT: The meeting was adjourned at 8:05 p.m.

Darren Wilkins, Chairman

Mark MacLeod, Secretary/Treasurer

ATTEST: _____
Debbie Bloem, Clerk

Central Valley Fire
Reconciliation Summary
 1100 · CVFD Checking, Period Ending 06/30/2025

		Jun 30, 25
1	Beginning Balance	3,931,019.43
	Cleared Transactions	
	Checks and Payments - 160 items	-730,737.83
	Deposits and Credits - 75 items	921,210.49
	Total Cleared Transactions	190,472.66
2	Cleared Balance	4,121,492.09
	Uncleared Transactions	
	Checks and Payments - 27 items	-66,926.36
	Deposits and Credits - 1 item	2,030.81
	Total Uncleared Transactions	-64,895.55
3	Register Balance as of 06/30/2025	4,056,596.54
	New Transactions	
	Checks and Payments - 175 items	-1,453,628.45
	Deposits and Credits - 29 items	47,046.21
	Total New Transactions	-1,406,582.24
4	Ending Balance	2,650,014.30

Verified By: Date:
 Wittwer
 Bloem
 Honatke smh 8/6/25

- 1) Beginning Balance: This is the beginning checking account balance according to the County on 6/1/2025.
- 2) Cleared Balance: This is the ending checking account balance according to the County on 6/30/2025.
- 3) Register Balance: This is the ending checking account balance according to QuickBooks on 6/30/2025. This should match the total checking account balance on the Expenditure Detail Report.
- 4) Ending Balance: This is the ending checking account balance according to QuickBooks at the date the reconciliation was performed on 7/24/2025.

Central Valley Fire Expenditure Detail Report

Accrual Basis		July 2025		
VERIFIED BY:	DATE:	Check Number	Vendor	Amount
		2134106	Allegiance Benefit Plan Mgmt (HRA Funding)	34,102.96
Wittwer		2134107	Durham Brothers, LLC (Station 6 Lease)	7,434.36
Bloem		2134109	Kellen Gamradt (St. 4 Addition)	3,500.00
Honatke	<i>SMH 8/6/2025</i>	2134110	Stockman Bank of Belgrade (St.1 Loan Payment)	424,304.77
		2134111	VFIS (Insurance)	5,543.00
Prior Month	**	2134115	Petty Cash	1,776.00
Ending Check #	2134114	2134116	Rocky Mountain Insurance Services (Insurance)	57,166.00
		2134117	VFIS (Insurance - add Vehicle)	183.00
Beginning Check #		2134118	AirNote, LLC (IT Support)	2,500.00
Ending Check #		2134119	American Welding & Gas (Medical Supplies)	444.16
		2134120	Belgrade Auto Parts, Inc. (Apparatus R&M)	1,038.53
Voided Checks		2134121	Big Sky Fire Equip (Apparatus R&M)	5,989.37
2134108		2134122	BMB Emergency Medicine, LLC (Medical Officer)	1,000.00
2134165		2134123	Bozeman Chronicle (Notices)	33.00
		2134124	Fisher's Technology (St. 1 Copier Maint Plan)	256.08
		2134125	Floyd's Truck Center (Apparatus R&M)	11.67
		2134126	Four Corners County W & S District	311.14
		2134127	Gallatin County Emergency Mgmt (Brush Truck)	20,000.00
		2134128	Ghost Town Coffee Roasters, Inc.	155.08
		2134129	Global Net (Internet)	397.00
		2134130	Hughes Masonry, Inc. (St1 & 3 Concrete/Asphalt)	40,600.00
		2134131	Hyalite Engineers, PLLC (Fleet Shop Project)	4,774.00
		2134132	Kamp Implement Co (Apparatus R&M)	87.32
		2134133	Life-Assist, Inc. (Medical Supplies)	1,436.00
		2134134	Montana Linen (Floor Mats)	223.40
		2134135	Paladin Background Screening	141.00
		2134136	Peak CMS, LLC (Telephone Service)	148.45
		2134137	Pintler Billing Services (EMS Billing)	5,749.85
		2134138	PJ's Plumbing & Heating (St. 1 HVAC)	679.80
		2134139	Plug Ugly Solutions, LLC (Data Interface)	3,800.00
		2134140	Quill Corporation (Office Supplies)	149.33
		2134141	S&P Brake Supply & Driveline (Fleet Billable)	356.36
		2134142	Scenic City Portables, Inc. (Porta Potty)	230.00
		2134143	Security Solutions Inc (St. 3 Monitoring)	105.00
		2134144	Stryker Sales Corp. (EMS Equip. Care Contract)	28,149.52
		2134145	U S Bancorp (Credit Card)	18,855.68
		2134146	UPS Store #2899	13.39
		2134147	Waterous Company, Inc. (Apparatus R&M)	4,137.52
		2134148	WEX Fleet Universal (Fuel)	6,106.27
		2134149	Allegiance COBRA Services, Inc. (Health Ins.)	40.00
		2134150	Aranda Psychotherapy, PLLC (Health)	300.00
		2134151	Balco Uniform Co., Inc.	12.00
		2134152	Belgrade Ace Hardware, Inc. (Facilities R&M)	899.21
		2134153	Blackfoot Communications (St. 1 Internet)	750.00

Central Valley Fire Expenditure Detail Report

2134154	Churchill Equipment (Apparatus R&M)	98.00
2134155	Duval Ford (Training, DC & FM3 Vehicles)	150,336.95
2134156	Ghost Town Coffee Roasters, Inc.	294.56
2134157	Internal Revenue Service (Excise Tax)	263.27
2134158	LN Curtis - Service Division (SCBA Repair)	455.40
2134159	Montana Occupational Health (Health)	200.00
2134160	MSC Industrial Supply Co. (Apparatus R&M)	1,570.15
2134161	MSU Fire Services Training School (FF1/Hazmat)	190.00
2134162	NorthWestern Energy, Inc.	4,577.96
2134163	Precision Lawn and Landscape (St1,2,3 - 3 months)	9,861.98
2134164	Quill Corporation (Office Supplies)	160.14
2134166	Security Solutions Inc (Access Cards)	400.00
2134167	Stryker Sales Corporation (EMS Supplies)	9,917.54
2134168	T-Mobile (Cell Phone)	810.49
2134169	The Wrap Agency (DC Vehicle Decals)	2,615.00
2134170	Total Fire Protection West, LLC (Extinguisher Insp)	1,803.00
2134171	TS Spraying & Snow Removal, LLC (Weed Control)	1,076.00
2134172	VFIS (Insurance - add Vehicle)	252.00
2134173	Waterous Company, Inc. (Apparatus R&M)	2,343.68
2134174	Allegiance Benefit Plan Management (HRA Mgmt)	504.00
2134175	T-Mobile (Data Plan)	520.40
2134176	VFIS (Insurance - add Vehicle)	354.00
ACH	Navitas (Telephone System)	372.95
ACH	McGearty, J. (Training Reimb)	95.00
ACH	US Bank (Credit Card)	20,000.00
	Total	<u><u>892,962.69</u></u>

7/11/2025	Disbursed to Employees	165,793.69
	IRS	35,350.24
	St of MT	9,954.00
	MPERA	2,782.32
	FURS	39,578.44
	Mission Square	7,739.82
	AFLAC	3,254.58
		<u><u>264,453.09</u></u>

7/25/2025	Disbursed to Employees	178,345.28
	IRS	40,195.00
	St of MT	11,056.00
	MPERA	2,773.03
	FURS	40,630.14
	Mission Square	13,109.22
	Cigna	107,379.13
		<u><u>393,487.80</u></u>

Central Valley Fire Expenditure Detail Report

	Operating Funds Account Balance 5/31/25	\$ 3,899,599.86
	June Revenue Deposited w/ Co. Treasurer	\$ 923,241.30
	June Expenditures	<u>\$ 766,244.62</u>
3	Operating Funds Account Balance 6/30/25	<u>\$ 4,056,596.54</u>

Approved for Payment

Darren Wilkins, Chairman

Date

*The Beginning Balance is off from the prior report's ending balance by \$1,387.83 due to the timing of EMS credit card deposits reported in May but clearing the bank in June.

** Checks 2134112 through 2134114 were dated and reported on in June 2025.

Central Valley Fire
Payroll Summary
 July 2025

	Jul 25
Employee Wages, Taxes and Adjustments	
Gross Pay	
Base Wage	292,513.86
Holiday Pay (2)	4,579.08
Kelly Time	19,722.29
Sick Leave	2,392.92
Vacation Leave	18,524.96
Acting Additional Pay	985.44
Acting Captain	500.16
Acting Engineer	1,211.88
Additional Preceptor	171.16
Additional Time	112,286.53
ALS Preceptor	689.76
BC Acting Pay	844.80
BLS Preceptor	167.76
Hourly - Wildland	7,776.00
Hourly Overtime	5,240.60
Longevity Pay	3,582.28
OT - FLSA	19,727.01
Preceptor OT	6.02
Retroactive Salary	327.35
Total Gross Pay	491,249.86
Deductions from Gross Pay	
457(b)	-10,339.76
AFLAC	-2,431.98
FURS Employee	-34,247.09
MPERA Employee	-2,586.17
Roth 457b Plan Emp.	-1,725.41
Total Deductions from Gross Pay	-51,330.41
Adjusted Gross Pay	439,919.45
Taxes Withheld	
Federal Withholding	-61,299.00
Medicare Employee	-7,123.12
MT - Withholding	-21,010.00
Total Taxes Withheld	-89,432.12
Deductions from Net Pay	
AFLAC.1	-822.60
MSFA Employee	-3,001.76
Supply Reimb	-101.12
Union Dues	-2,295.36
UnionBenevolence	-127.52
Total Deductions from Net Pay	-6,348.36
Net Pay	344,138.97
Employer Taxes and Contributions	
Medicare Company	7,123.12
457(b) Company	8,783.87
FURS Employer	45,961.52
MPERA Employer	2,969.18
Unemployment - St of MT	1,228.13
Total Employer Taxes and Contributions	66,065.82

Central Valley Fire Budget vs. Actual - PRELIMINARY July 2024 through June 2025

	Amount Utilized Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget Utilized
Operating Income/Expense				
Income				
4000 · INCOME				
Tax Income				
4600 · 20.30 Mills Base Levy	3,532,461.84	3,566,495.00	-34,033.16	99.0%
4601 · 10.000 Mills Voted Levy	1,740,300.73	1,756,894.00	-16,593.27	99.1%
4602 · 4.56 Mills Group Benefits	793,209.84	800,434.00	-7,224.16	99.1%
Total Tax Income	6,065,972.41	6,123,823.00	-57,850.59	99.1%
Non-Tax Income				
4203 · EMS Transport	835,636.29	800,000.00	35,636.29	104.5%
4220 · Burn Permits	621.00	500.00	121.00	124.2%
4235 · Entitlement Payment	166,230.63	159,324.00	6,906.63	104.3%
4300 · Investment Interest	254,521.26	100,000.00	154,521.26	254.5%
4310 · Miscellaneous	3,208.73	1,500.00	1,708.73	213.9%
4315 · Penalty and Interest	16,265.87	8,000.00	8,265.87	203.3%
4320 · Deployment/Standby Fees	223,951.18	100.00	223,851.18	223,951.2%
4325 · Subd. Review/ Inspection Fees	77,615.16	90,000.00	-12,384.84	86.2%
4326 · Impact Fees	2,344.00	100.00	2,244.00	2,344.0%
4328 · CPR Training	3,140.00	2,000.00	1,140.00	157.0%
4329 · Fleet Services	12,533.55	0.00	12,533.55	100.0%
4400 · Sale of Assets	4,889.00	2,000.00	2,889.00	244.5%
4012 · Donations	1,305.00	500.00	805.00	261.0%
4500 · Grants				
4540 · Misc. Grants	113,570.43	90,000.00	23,570.43	126.2%
Total 4500 · Grants	113,570.43	90,000.00	23,570.43	126.2%
Total Non-Tax Income	1,715,832.10	1,254,024.00	461,808.10	136.8%
Total 4000 · INCOME	7,781,804.51	7,377,847.00	403,957.51	105.5%
Total Income	7,781,804.51	7,377,847.00	403,957.51	105.5%
Gross Profit	7,781,804.51	7,377,847.00	403,957.51	105.5%
Expense				
5200 · PERSONNEL				
5210 · PAID STAFF				
5211 · Payroll Expenses				
5213 · FURS/PERS/457b	637,494.26	646,848.00	-9,353.74	98.6%
5214 · Health Insurance	1,006,428.62	1,284,596.00	-278,167.38	78.3%
5215 · HRA disbursements to employees	112,245.57	128,800.00	-16,554.43	87.1%
5216 · Medicare	71,037.58	71,606.00	-568.42	99.2%
5218 · MT St Unemployment Insurance	7,385.73	7,408.00	-22.27	99.7%
5231 · Career Workers Comp	170,346.00	200,000.00	-29,654.00	85.2%
Total 5211 · Payroll Expenses	2,004,937.76	2,339,258.00	-334,320.24	85.7%
5220 · Salary & Wages	4,088,083.43	4,254,042.00	-165,958.57	96.1%

Central Valley Fire Budget vs. Actual - PRELIMINARY July 2024 through June 2025

	Amount Utilized Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget Utilized
5224 · Longevity Pay	41,821.69	39,976.00	1,845.69	104.6%
5229 · Acting Pay	42,994.55	74,050.00	-31,055.45	58.1%
5228 · On Call	0.00	2,482.00	-2,482.00	0.0%
5225 · Overtime	657,898.34	567,753.00	90,145.34	115.9%
5233 · Recruitment & Retention	0.00	5,000.00	-5,000.00	0.0%
5235 · HIRING EXPENSES	16,499.05	18,000.00	-1,500.95	91.7%
Total 5210 · PAID STAFF	6,852,234.82	7,300,561.00	-448,326.18	93.9%
5250 · VOLUNTEER STAFF				
5251 · Volunteer Reimbursements	0.00	7,000.00	-7,000.00	0.0%
5252 · Volunteer Staffing Retirement	0.00	40,000.00	-40,000.00	0.0%
5253 · Volunteer Shift Meals	2,500.00	5,000.00	-2,500.00	50.0%
Total 5250 · VOLUNTEER STAFF	2,500.00	52,000.00	-49,500.00	4.8%
5270 · HEALTH & WELLNESS/OSHA				
5271 · Fitness	5,624.16	5,515.00	109.16	102.0%
5272 · Physicals	19,862.45	10,000.00	9,862.45	198.6%
5273 · Health & Safety	10,609.55	18,500.00	-7,890.45	57.3%
Total 5270 · HEALTH & WELLNESS/OSHA	36,096.16	34,015.00	2,081.16	106.1%
Total 5200 · PERSONNEL	6,890,830.98	7,386,576.00	-495,745.02	93.3%
5300 · OPERATIONS				
5301 · Customer Credit Card Usage Fee	3,651.20	3,000.00	651.20	121.7%
5310 · ELECTIONS	11,274.05	25,000.00	-13,725.95	45.1%
5320 · INSURANCE	53,472.76	60,000.00	-6,527.24	89.1%
5400 · APPARATUS				
5411 · Fuel & Oil	66,471.02	90,000.00	-23,528.98	73.9%
5412 · Fleet Services - Billable	4,082.80	0.00	4,082.80	100.0%
5420 · Apparatus R & M	104,121.85	120,000.00	-15,878.15	86.8%
5460 · Apparatus R & M Labor	8,678.26	2,000.00	6,678.26	433.9%
5455 · Equipment Annual Testing	22,523.02	25,000.00	-2,476.98	90.1%
5456 · Equipment R & M	4,298.18	11,820.00	-7,521.82	36.4%
5457 · Shop Tools	5,338.55	5,000.00	338.55	106.8%
Total 5400 · APPARATUS	215,513.68	253,820.00	-38,306.32	84.9%
5500 · FACILITIES R & M				
5510 · Buildings & Grounds	104,044.48	80,000.00	24,044.48	130.1%
5520 · Communication				
5521 · Cell Phone Service	15,806.83	18,900.00	-3,093.17	83.6%
5522 · Equipment	0.00	100.00	-100.00	0.0%
5525 · Telephone Lines	6,088.40	6,610.00	-521.60	92.1%
5526 · Internet/Cable	16,661.32	14,547.00	2,114.32	114.5%
Total 5520 · Communication	38,556.55	40,157.00	-1,600.45	96.0%
5530 · Leases	27,754.94	27,755.00	-0.06	100.0%
5541 · Electricity/Natural Gas/Propane	74,682.96	90,000.00	-15,317.04	83.0%

Central Valley Fire Budget vs. Actual - PRELIMINARY July 2024 through June 2025

	Amount Utilized Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget Utilized
5542 · Garbage/Water/Sewer	14,423.86	18,000.00	-3,576.14	80.1%
Total 5500 · FACILITIES R & M	259,462.79	255,912.00	3,550.79	101.4%
5600 · PROFESSIONAL SERVICES				
5601 · Attorney	2,590.00	15,000.00	-12,410.00	17.3%
5603 · Auditor	21,000.00	17,000.00	4,000.00	123.5%
5605 · Business Subscript/Memberships	6,710.82	7,500.00	-789.18	89.5%
5606 · Billing Services Med. Transport	68,053.59	67,200.00	853.59	101.3%
5609 · HR Consultant	13,530.00	30,000.00	-16,470.00	45.1%
5611 · IT Consultant	30,000.00	31,500.00	-1,500.00	95.2%
5613 · Medical Control Officer	12,000.00	12,000.00	0.00	100.0%
5614 · Other Professional Consultants	44,622.39	76,700.00	-32,077.61	58.2%
Total 5600 · PROFESSIONAL SERVICES	198,506.80	256,900.00	-58,393.20	77.3%
5630 · PUBLIC OUTREACH				
5631 · Advert/Notices/Public Rel.	2,155.45	5,000.00	-2,844.55	43.1%
5632 · Meetings	5,271.77	3,500.00	1,771.77	150.6%
5633 · Fire Prevention/Education	15,213.30	15,000.00	213.30	101.4%
5635 · Awards, Ceremonies, Gifts	9,531.54	10,000.00	-468.46	95.3%
Total 5630 · PUBLIC OUTREACH	32,172.06	33,500.00	-1,327.94	96.0%
5650 · SUPPLIES				
5651 · IT Supplies	107,593.68	85,000.00	22,593.68	126.6%
5652 · Medical Supplies	57,586.77	92,000.00	-34,413.23	62.6%
5653 · Office Supplies	5,815.87	12,500.00	-6,684.13	46.5%
5654 · Operating Supplies(consumables)	18,587.26	30,000.00	-11,412.74	62.0%
5656 · PPE consumables	16,431.82	14,858.00	1,573.82	110.6%
5658 · Radios & Pagers R & M	0.00	3,000.00	-3,000.00	0.0%
5659 · Uniforms	40,055.37	35,750.00	4,305.37	112.0%
5660 · Hazmat Supplies	1,880.81	7,100.00	-5,219.19	26.5%
5661 · Deployment expenses to be reimb	1,266.46	0.00	1,266.46	100.0%
Total 5650 · SUPPLIES	249,218.04	280,208.00	-30,989.96	88.9%
5670 · TRAINING/EDUCATION				
5671 · Education - Out of District	33,421.64	31,000.00	2,421.64	107.8%
5672 · Employee Education Reimbmnt	0.00	16,000.00	-16,000.00	0.0%
5673 · Supplies	7,055.34	12,500.00	-5,444.66	56.4%
5674 · Training - In District	40,949.86	37,500.00	3,449.86	109.2%
5677 · GVFA	4,490.24	13,000.00	-8,509.76	34.5%
5678 · Paramedic Assistance Program	70,035.94	115,000.00	-44,964.06	60.9%
Total 5670 · TRAINING/EDUCATION	155,953.02	225,000.00	-69,046.98	69.3%
5700 · NON-CAPITAL EQUIPMENT				
5702 · IT/Communications	21,302.39	17,500.00	3,802.39	121.7%
5703 · PPE-Bunker Gear/Wildland	39,982.31	43,638.00	-3,655.69	91.6%
5704 · SCBA	2,639.60	5,000.00	-2,360.40	52.8%

Central Valley Fire Budget vs. Actual - PRELIMINARY July 2024 through June 2025

	Amount Utilized Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget Utilized
5705 · Tools & Equipment	9,220.10	18,000.00	-8,779.90	51.2%
5706 · EMS Equipment				
5706.1 · EMS Annual Maintenance Contract	26,416.94	29,951.00	-3,534.06	88.2%
5706.2 · EMS R & M parts and accessories	11,669.95	19,500.00	-7,830.05	59.8%
Total 5706 · EMS Equipment	38,086.89	49,451.00	-11,364.11	77.0%
5707 · Wildland Tools & Equipment	13,677.63	12,000.00	1,677.63	114.0%
Total 5700 · NON-CAPITAL EQUIPMENT	124,908.92	145,589.00	-20,680.08	85.8%
9998 · Uncoded Vendor Invoices/CCD	189.98	0.00	189.98	100.0%
Total 5300 · OPERATIONS	1,304,323.30	1,538,929.00	-234,605.70	84.8%
Total Expense	8,195,154.28	8,925,505.00	-730,350.72	91.8%
Net Operating Income	-413,349.77	-1,547,658.00	1,134,308.23	26.7%
Other Income/Expense				
Reserve Tax Income				
4603 · 14 Mills Voted Levy	2,435,740.83	2,459,652.00	-23,911.17	99.0%
Total Reserve Tax Income	2,435,740.83	2,459,652.00	-23,911.17	99.0%
Reserve Expense				
5000 · CAPITAL IMPROVEMENT				
5120 · CAPITAL RESERVE				
5121 · Apparatus	834,351.08	825,200.00	9,151.08	101.1%
5122 · Facilities	172,662.46	360,000.00	-187,337.54	48.0%
5123 · Equipment	189,424.65	230,038.00	-40,613.35	82.3%
Total 5120 · CAPITAL RESERVE	1,196,438.19	1,415,238.00	-218,799.81	84.5%
Total 5000 · CAPITAL IMPROVEMENT	1,196,438.19	1,415,238.00	-218,799.81	84.5%
5100 · LOANS				
5110 · Stockman Bank	424,304.77	424,305.00	-0.23	100.0%
Total 5100 · LOANS	424,304.77	424,305.00	-0.23	100.0%
Total Reserve Expense	1,620,742.96	1,839,543.00	-218,800.04	88.1%
Net Reserve Income	814,997.87	620,109.00	194,888.87	131.4%
Net Income	401,648.10	-927,549.00	1,329,197.10	-43.3%

Reserve Balances as of 6/30/25

Apparatus Reserves	\$1,134,132.09
Facility Reserves	\$2,475,375.30
Equipment Reserves	\$180,810.46
Undesignated Reserves	\$863,618.16
Total	\$4,653,936.01

Operating Cash Balance as of 7/31/25 \$2,584,328.36

Central Valley Fire District

215 Wings Way

Belgrade, Mt. 59714

Office# (406) 388-4480

Fax # (406) 388-6270



July 21, 2025

Mark and Gwen Croghan

Chalet Market

6410 Jackrabbit Lane

Belgrade, Montana 59714

406-388-4687, 1800-752-752-1029

www.ChaletMarket.com

Dear Mark & Gwen,

On behalf of the Central Valley Fire District, I want to express our sincere gratitude to you and your team for partnering once again with catering services for the Eagle Mount event this year, that held on July 18th. This lunch that was held at the fire station is a critical part of the Eagle Mount program for the 2025 campers that have assembled from all over the country to enjoy what Montana has to offer.

We especially appreciate your enthusiasm, and assistance provided each and every year. The food provided is always fresh and tasty. All commented on the quality as they feasted on the many trays that were offered. This exemplifies the kind of collaboration that keeps Belgrade a welcoming community. We are proud to partner with you in hosting this lunch at our fire station this weekend. Thank you again for supporting this mission.

With appreciation and high regards,

Jay C Wittwer

Jay C Wittwer

Fire Chief



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: CVFD Board of Trustees
From: Jay C Wittwer, Fire Chief
Date: August 7, 2025
RE: July 2025 – Fire Chief’s Report

Hiring and Employee Updates

- a. State Fire Consortium CPAT testing will take place on Dec 8-11. CVFD is part of this program; three members will attend. Fire Chief will meet and greet candidates.
- b. Two Chief Officers will be recognized at this Board Meeting.

Other Updates

Community Evolvement & Education

- a. On going CPR and First Aid Classes will be held at CVFD and the Belgrade Library.
- b. Montana’s Farmers Union - “Far Out & Waiting” medical training to take place in early Winter, Reese Creek and possible 2nd site.

Revenue Enhancement Process

Our Fire Administration Team continues to explore options regarding revenue enhancements for the agency.

Grants

Focus is placed on sustainable funding for our budget and enhancing delivery of services to the communities CVFD covers.



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: CVFD Board of Trustees
From: Jeff Hurley, Deputy Fire Chief
Date: August 12th, 2025
RE: July 2025 – Fire Operations Report

Oral report during the board meeting.



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: CVFD Board of Trustees
From: Jake Zlomie, Fire Marshal
Date: August 12th, 2025
RE: July 2025 – Fire Marshal Report

Oral report from Deputy Fire Marshal Yung during the board meeting.

Fire Marshal attending a national fire conference this week.

Central Valley Fire District



Standard of Behavior for Board of Trustees Meetings

Adopted: August 12, 2025

The Board of Trustees of Central Valley Fire District (CVFD) is committed to conducting public meetings in a professional, respectful, and productive manner. To ensure that Board meetings remain orderly and inclusive, the following Standards of Behavior shall apply to all participants, including Trustees, staff, and members of the public.

1. Public Participation Guidelines

- Public Comment Periods:

Public comment is welcome during the designated Public Comment period at the beginning of each meeting and during specific agenda items as appropriate.

- Sign-In:

Members of the public wishing to speak may be asked to sign in and state their name for the record.

- Time Limits:

Speakers will be limited to 3 minutes per person per agenda item or public comment period to ensure all voices can be heard and to permit the timely completion of District business.

- Relevance:

Comments must pertain to the business or operations of CVFD. Personal attacks, off-topic comments, or campaign-related remarks are not permitted.

2. Decorum and Respectful Conduct

- Civility Expected:

All individuals are expected to treat one another with respect, dignity, and courtesy at all times.

- No Disruptions:

Interruptions, shouting, use of profanity, personal insults, or other disruptive behavior will not be tolerated.

- Addressing the Board:

Speakers must address the Board as a whole, not individual Trustees, staff, or audience members.

- No Clapping or Booing:

Applause, jeering, or other demonstrations during or after public comment are prohibited to maintain decorum.

3. Meeting Operations

- Chair's Authority:

The Board Chair is responsible for presiding over meetings and maintaining order. All participants are expected to follow the Chair's directions.

- Warnings and Removal:

Anyone who violates these standards may be issued a verbal warning. Continued disruptive behavior may result in removal from the meeting, by law enforcement, if required.

4. Recording and Media

- Transparency:

CVFD meetings are open to the public and may be recorded by the District. Members of the public may also record, provided it does not interfere with the meeting.

- Media Conduct:

Members of the media must follow the same standards as the general public and may not disrupt proceedings.

5. Accessibility and Inclusion

- Equal Opportunity:

All individuals, regardless of background or viewpoint, are encouraged to participate and share input in a respectful manner.

- Accommodations:

Anyone needing accommodations under the ADA should contact CVFD administration at least 48 hours in advance of the meeting.

Final Note

The Central Valley Fire District appreciates the public's involvement and values community input. These standards help ensure meetings remain a forum for productive dialogue and effective governance.

**CENTRAL VALLEY FIRE DISTRICT
RESOLUTION NO. 252601**

**RESOLUTION ESTABLISHING THE METHOD OF LEVYING VOTED MILLS PER HB231 AND SB542
PASSED IN THE 2025 MONTANA LEGISLATURE**

WHEREAS, this Resolution as introduced by Samantha Honatke, Financial Manager, moved by Trustee _____ seconded by Trustee _____. The Resolution was adopted _____.

WHEREAS, the Board of Trustees has determined that voter approved mill levies are required to be recalculated under two new bills passed by the 2025 Legislature; and,

WHEREAS, the new legislation requires that voted mills use one of two methods to recalculate the mill levy. The first method starts with the FY2025 assessed tax revenue for the voted levy and applies the formula in MCA 15-10-420 for FY2026 and all future years of the levy. The second method uses the FY2025 assessed tax revenue and calculates the number of mills required to levy that amount of revenue using the FY2026 taxable value. That number of mills is the maximum number of mills to be levied for FY2026 and all future years; and

WHEREAS, Gallatin County for the Central Valley Fire District has the following voter approved mill levies:

Central Valley Fire Operations	10.00
Central Valley Fire Capital	14.00

NOW THEREFORE BE IT RESOLVED, by this Board of Trustees, that the Central Valley Fire Operations, and Central Valley Fire Capital mill levies will be recalculated using **[The first method starts with the FY2025 assessed tax revenue for the voted levy and applies the formula in MCA 15-10-420 for FY2026 and all future years of the levy]**.

DATED THIS 12th DAY OF AUGUST, 2025

Central Valley Fire District
BOARD OF TRUSTEES:

Darren Wilkins, Trustee Chair

ATTESTED:

Debbie Bloem, Office Manager and Recorder

**CENTRAL VALLEY FIRE DISTRICT
RESOLUTION NO. 252601**

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WHEREAS, Gallatin County for the Central Valley Fire District has the following voter approved mill levies:

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Central Valley Fire Capital	14.00

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DATED THIS 12th DAY OF AUGUST, 2025

Central Valley Fire District
BOARD OF TRUSTEES:

Darren Wilkins, Trustee Chair

ATTESTED:

Debbie Bloem, Office Manager and Recorder



CENTRAL VALLEY FIRE DISTRICT
215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: Chief Wittwer
From: Samantha Honatke – Finance Manager
Date: August 6th, 2025
RE: FY26 Mill Calculation Recommendation & Analysis

Chief,

The District recently received Valuation and Determination of Tax Revenue and Mill Levy Limitations from Gallatin County’s Finance Division. Based upon Legislative Changes provided in HB231 & SB 542 of the 2025 Legislative Session; this requires the District to provide a resolution to Gallatin County as to which methodology is utilized to calculate voted levies in determining the future revenue of the District. In addition to the legislative changes based upon voted mills, this session also generated modifications to the Property Tax Rates by which the District’s taxable value is generated. The following was approved as a *Preliminary Budget* in May of 2025 by the Board of Trustees:

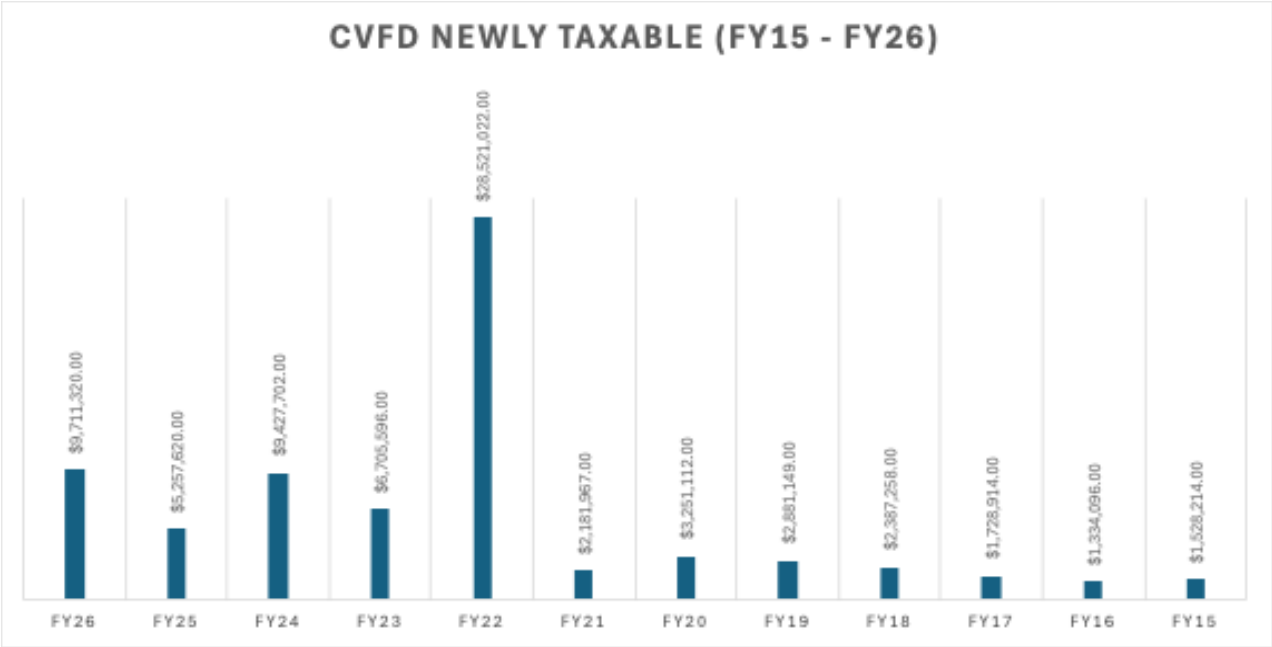
	FY25	% of Revenue	FY26 BUDGETED	% of Revenue	Delta	Percentage
PRELIM <i>Ad Valorem</i>	\$ 3,566,495.00	42%	\$ 3,994,474.00	42%	\$ 427,979.00	12.00%
BUDGET <i>Ops - 10</i>	\$ 1,756,894.00	20%	\$ 1,967,721.00	20%	\$ 210,827.00	12.00%
<i>CIP - 14</i>	\$ 2,459,652.00	29%	\$ 2,754,810.00	29%	\$ 295,158.00	12.00%
<i>Permissive Medical</i>	\$ 800,434.00	9%	\$ 896,486.00	9%	\$ 96,052.00	12.00%
	\$ 8,583,475.00		\$ 9,613,491.00		\$ 1,030,016.00	12.00%

The Preliminary Budget approved assumed a growth rate of 12% for all revenue based upon previous data from re-assessment years. In determining the Final Budget for adoption, the District received 2025 Certified Taxable Valuation Information from the Department of Revenue, as well as a Determination of Tax Revenue and Mill Levy Limitations from Gallatin County. Based upon legislative changes, the District must select Option 1 or Option 2 by which to calculate voted levies.

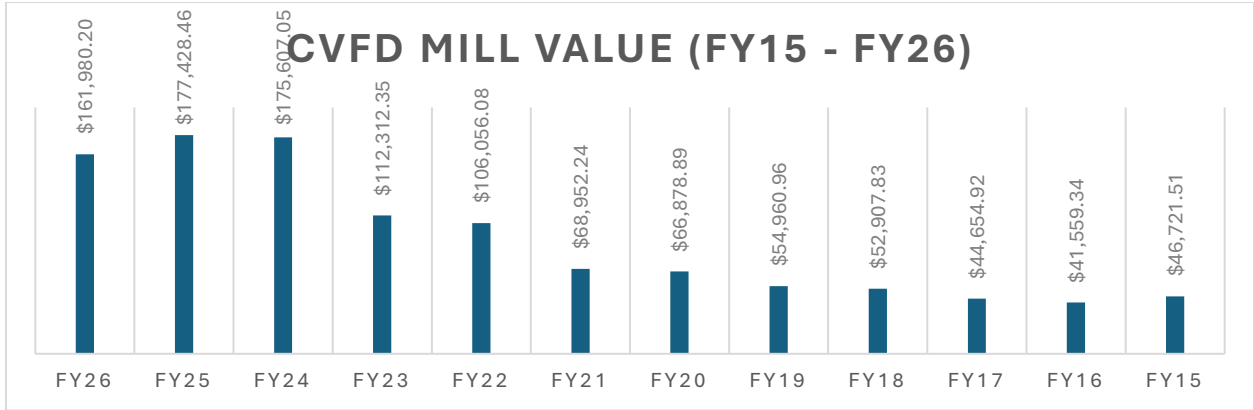
		FY25	% of Revenue	FY26	% of Revenue	Delta	Percentage
OPT1	Ad Valorem	\$ 3,566,495.00	42%	\$ 3,874,566.00	41%	\$ 308,071.00	8.64%
	Ops Voted (11.78)	\$ 1,756,894.00	20%	\$ 1,908,127.00	20%	\$ 151,233.00	8.61%
	CIP Voted (16.49)	\$ 2,459,652.00	29%	\$ 2,671,053.00	28%	\$ 211,401.00	8.59%
	Permissive Medical (5.67)	\$ 800,434.00	9%	\$ 919,229.00	10%	\$ 118,795.00	14.84%
		\$ 8,583,475.00		\$ 9,372,975.00		\$ 789,500.00	9.20%

		FY25	% of Revenue	FY26	% of Revenue	Delta	Percentage
OPT2	Ad Valorem	\$ 3,566,495.00	42%	\$ 3,874,566.00	43%	\$ 308,071.00	8.64%
	Ops (10.85)	\$ 1,756,894.00	20%	\$ 1,756,894.00	19%	\$ 308,071.00	0.00%
	CIP (15.18)	\$ 2,459,652.00	29%	\$ 2,459,652.00	27%	\$ 308,071.00	0.00%
	Permissive Medical (5.67)	\$ 800,434.00	9%	\$ 919,229.00	10%	\$ 118,795.00	14.84%
		\$ 8,583,475.00		\$ 9,010,341.00		\$ 426,866.00	4.97%

It is the recommendation of staff that the District and Board of Trustees generate a resolution to calculate voted mills of the District utilizing the methodology outlined in Option 1.



In addition to modifications to voted mills, it should be noted that the newly taxable portion of revenue in the District was the 2nd highest of the last 12 years, second only to the annexation of the City of Belgrade in FY22.



With the modification in property tax valuation in the 2025 Legislative Session, the District saw an **increase** of 14.07% in Market Value, with a **decrease** of 7.85% in Taxable Value. This resulted in a **decrease** of 9.54% in the Value of the District’s Mill. This mill value is lower than the prior two fiscal years.

Thank You,

Samantha Honatke

Samantha Honatke, Finance Manager

CENTRAL VALLEY FIRE DISTRICT
RESOLUTION NO. 252602

A RESOLUTION OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ADOPTING THE BUDGET AND APPROPRIATING FUNDS FOR THE OPERATION OF THE CENTRAL VALLEY FIRE DISTRICT FOR FISCAL YEAR 2026.

WHEREAS, the Board of Trustees of the Central Valley Fire District has appropriated funds for the operation of the Central Valley Fire District for fiscal year 2026, and

WHEREAS, the Central Valley Fire District Board of Trustees has been presented with and reviewed the budget for the operation of the Central Valley Fire District,

NOW, THEREFORE, be it resolved by the Board of Trustees of the Central Valley Fire District

1. That the following budget, a copy of which is attached hereto, is hereby approved and adopted as the budget of the Central Valley Fire District for the fiscal year 2026, and revenues are hereby appropriated to each fund for the purposes stated.
2. That all revenues appropriated by the Central Valley Fire District’s Board of Trustees in any year which are unspent or unencumbered by June 30 shall be transferred into the Capital Improvement Reserve fund on July 1.

Adopted this 12th day of August, 2025 by the Central Valley Fire District Board of Trustees.

Darren Wilkins, Chairman

Ron Murray, Vice Chairman

Mark MacLeod, Secretary/Treasurer

Rob Holt, Trustee

Ramie Blakeman, Trustee

MEMORANDUM

TO: Gallatin County Special Districts & County Libraries

FROM: Justine Swanson, Finance Director

DATE: April 1, 2025

SUBJECT: Fiscal Year 2025-2026 Budget Preparation

Please see the attached Budget Request Packet for Fiscal Year 2026.

Once completed, submit requests electronically to finance@gallatin.mt.gov or mail to:

Gallatin County Finance Department
311 West Main St Rm304A
Bozeman, MT 59715

PLEASE RETURN ALL COMPLETED FORMS BY FRIDAY, MAY 23, 2025

In order for your requests to be considered by County Commissioners, please comply with the requirements below—

1. Revenue and Expenditure budget forms must be completed in detail.
 - Include the Current Year Budget, Estimated Year-End, and your requests for the upcoming year.
 - When completing the Revenue Budget Form, be sure to specify if you'd like to maximize mills, utilize a set number of mills, or list the specific dollar amount in mills you are requesting.
 - Include all debt payments on the Expenditure Form.
 - If you plan to use money set aside in prior years from Capital Reserves or Fire Impact Fees, you must indicate the reason, amount and a description of how the cash is to be used.
 - Utilization of Fire Impact Fees should include how the purchase will enhance the Department's capabilities, as outlined in the County Impact Policy.
2. The submitted Budget must be signed by a quorum of the board members, if applicable, or the Director of the Agency.

If you have questions regarding the preparation of your Budget request or if this Budget Packet was sent to the wrong individual/ mailing address, please contact us at (406) 582-3094 or finance@gallatin.mt.gov.

REMINDER: If you write your own warrants, a list of warrants outstanding at Year-End must be submitted to Gallatin County Finance **No Later Than Friday, July 18, 2025** OR within 5 days of receiving your June 2024 Treasurer's Report.

**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST FORM**

**FISCAL YEAR
2025-2026**

DISTRICT NAME: _____

FUND NUMBER: _____

ANNUAL REVENUE ESTIMATES

DESCRIPTION	FY 24-25 CURRENT BUDGET	FY 24-25 ESTIMATED YEAR END	FY 25-26 REQUEST	COMMENTS
INTEREST				
FIRE INSURANCE COMP				
2% MOTOR VEHICLE TAX				
CONTRIBUTIONS/DONATIONS				
FIRE IMPACT FEES				
CONTRACTS				
TAXES - PENALTY/INTEREST				
MISCELLANEOUS REVENUE				
LOAN/BOND REVENUE				
OTHER INCOME				
COUNTY CONTRIBUTION				

SUBTOTAL _____

PER UNIT FEE AT \$_____/UNIT				
REAL PROPERTY TAXES				
PERSONAL PROPERTY TAXES				
MILL LEVY				

SUBTOTAL _____

TOTAL REVENUES _____

FOR FISCAL YEAR 2025-2026, WE REQUEST: (select only one)

NUMBER OF MILLS _____

DOLLAR AMOUNT _____

MAXIMUM MILLS _____

**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST FORM**

**FISCAL YEAR
2025-2026**

DISTRICT NAME: _____

FUND NUMBER: _____

ANNUAL EXPENDITURE REQUESTS

DESCRIPTION	FY 24-25 CURRENT BUDGET	FY 24-25 ESTIMATED YEAR END	FY 25-26 REQUEST	COMMENTS
SALARIES/WAGES				
EMPLOYER CONTRIBUTIONS				

SUBTOTAL _____

OFFICE/OPERATING SUPPLIES				
OIL/GAS				
UTILITIES				
REPAIR & MAINTENANCE				
TRAVEL				
TRAINING				
PROFESSIONAL SERVICES				
CONTRACT/DONATIONS				
DEBT PAYMENT - PRINCIPAL				
DEBT PAYMENT - INTEREST				

SUBTOTAL _____

USE OF FIRE IMPACT FEES				
--------------------------------	--	--	--	--

SUBTOTAL _____

CAPITAL OUTLAY (THIS YEAR)				FROM OUTLAY FORM
CAPITAL RESERVE (FUTURE)				FROM RESERVE FORM

SUBTOTAL _____

TOTAL EXPENDITURES _____

BOARD APPROVAL
WE HEREBY SUBMIT OUR FISCAL YEAR 2026 BUDGET REQUEST FOR YOUR REVIEW AND APPROVAL

CHAIRMAN	PHONE	TRUSTEE	PHONE
TRUSTEE	PHONE	TRUSTEE	PHONE
TRUSTEE	PHONE	TRUSTEE	PHONE

**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST
FORM CAPITAL RESERVE FORM**

**FISCAL YEAR
2025-2026**

DEFINITION OF CAPITAL RESERVE (OBJECT CODE 905): YOUR "SAVINGS ACCOUNT". CAPITAL RESERVE IS ESTABLISHED FOR THE REPLACEMENT AND ACQUISITION OF PROPERTY OR EQUIPMENT COSTING IN EXCESS OF \$5,000 WITH A LIFE EXPECTANCY OF TWO (2) YEARS OR MORE. DOLLARS BUDGETED IN CODE 905 MAY NOT BE SPENT IN THIS FISCAL YEAR. RESERVES ARE FOR ITEMS TO BE PURCHASED IN FUTURE YEARS.

DISTRICT/LIBRARY NAME				
FUND NUMBER				
BOX 1 - FY 2025 CAPITAL RESERVE BUDGET				
BOX 2 - CAPITAL RESERVES TO BE USED IN FY 2026				
REQUESTED ITEM/ PROJECT DESCRIPTION	ESTIMATED TOTAL COST	ESTIMATED PURCHASE DATE	AMOUNT RESERVED TO DATE	FY 2026 REQUESTED INCREASE
A.				
B.				
C.				
D.				
E.				
BOX 3 - TOTAL FY 2026 REQUESTED INCREASE (SUM A-E)				
BOX 4 - TOTAL CAPITAL RESERVE BUDGET FOR FY 2026 (BOX 1 - BOX 2 + BOX 3)				

JUSTIFICATION:

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> SIGNATURE	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> DATE
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**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST
FORM CAPITAL OUTLAY FORM**

**FISCAL YEAR
2025-2026**

DEFINITION OF CAPITAL OUTLAY: EACH ITEM MUST HAVE A VALUE OF \$5,000 OR MORE AND A LIFE EXPECTANCY OF OVER (2) YEARS. CATEGORIES INCLUDE:

- 910 - LAND
- 915 - SOFTWARE
- 920 - BUILDINGS
- 930 - IMPROVEMENTS TO LAND, I.E. SIDEWALKS, LAWN SPRINKLING SYSTEMS, ETC.
- 940 - EQUIPMENT/MACHINERY
- 950 - CONSTRUCTION IN PROGRESS

DISTRICT/LIBRARY NAME			
FUND NUMBER			
REQUESTED ITEM/ PROJECT DESCRIPTION	REPLACING EQUIPMENT? YES/NO	JUSTIFICATION	ESTIMATED TOTAL COST
TOTAL FY 2026 CAPITAL REQUESTS			

_____ SIGNATURE	_____ DATE
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**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY - CONTACT
INFORMATION FORM FISCAL YEAR 2025-2026**

NAME OF ORGANIZATION	
MAILING ADDRESS	

BUDGET DOCUMENTS - BUDGET DOCUMENTS WILL BE FORWARDED TO THE FOLLOWING PRIMARY CONTACT. IF BUDGET DOCUMENTS ARE UNDELIVERABLE TO THE PRIMARY CONTACT, THEY WILL BE SENT TO THE SECONDARY CONTACT PERSON.

PRIMARY CONTACT PERSON	
TITLE	
PHONE NUMBER	
E-MAIL ADDRESS	
MAILING ADDRESS (IF DIFFERENT THAN ABOVE)	

SECONDARY CONTACT PERSON	
TITLE	
PHONE NUMBER	
E-MAIL ADDRESS	
MAILING ADDRESS (IF DIFFERENT THAN ABOVE)	

SIGNING AUTHORITY INFORMATION - SHOULD A CONTRACT BE AWARDED, THE FOLLOWING SIGNATORY(S) WILL BE DESIGNATED IN THE CONTRACT.

NAME OF PRIMARY SIGNATORY	
TITLE	
NAME OF SECONDARY SIGNATORY	
TITLE	

PLEASE SUBMIT THIS FORM WITH YOUR BUDGET REQUEST

Gallatin County Finance Dept
311 W Main St Rm304A
Bozeman, MT 59715
finance@gallatin.mt.gov

CENTRAL VALLEY FIRE DISTRICT
RESOLUTION NO. 252603

A RESOLUTION OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ESTABLISHING A PERMISSIVE MEDICAL LEVY AS ALLOWED BY STATE LAW 2-18-703(4)(c)(iii)

WHEREAS, the total cost of health insurance premiums for Central Valley Fire District employees is projected to increase by 9.25% in FY2026: and

WHEREAS, the Central Valley Fire District Board of Trustees would like to offset these costs and continue to pay the health insurance benefits for the CVFD employees; and

WHEREAS, Montana State law allows the establishment of a permissive medical levy to fund the increase in health insurance premium in excess of the base contribution which is calculated to be \$484,158.75 for Central Valley Fire District; and

WHEREAS, the health insurance premiums are expected to be **\$1,403,388.24** in FY26 which is **\$919,229.49** in excess of the base contribution; and

WHEREAS, the Central Valley Fire District Board of Trustees is proposing levying **5.67** mills for the permissive medical levy to offset this excess; and

WHEREAS, a duly noticed public hearing was held on August 12, 2025;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Central Valley Fire District Board of Trustees requests that the Gallatin County Commission includes a Permissive Medical Levy of **5.67 mills**, which is projected to general **\$919,229** in the total levy of Central Valley Fire District for FY26. The permissive medical levy is not subject to the mill levy calculation limitation provided for in 15-10-420 MCA.

Dated: August 12, 2025

CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES:

Chairman Darren Wilkins

Vice Chairman Ron Murray

Trustee Mark MacLeod

Trustee Rob Holt

Trustee Ramie Blakeman

ATTEST:

Debbie Bloem, Office Manager

CENTRAL VALLEY FIRE DISTRICT
RESOLUTION NO. 252604

A RESOLUTION OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES REQUESTING THE COUNTY COMMISSION TO LEVY THE MAXIMUM NUMBER OF MILLS ALLOWED BY STATE LAW 15-10-420 MCA.

WHEREAS, the Montana Legislature in HB 124 generally revised property tax laws and established procedure by which mill levies must be established in order to comply with tax limitations; and

WHEREAS, the Central Valley Fire District Board of Trustees requests that it receives tax revenue in Fiscal Year 2026 in an amount equal or greater than received in Fiscal Year 2025, plus revenue on newly taxable property, inclusive of the inflationary adjustment authorized by state law; **and the Fiscal Year 2026 revenue should be greater than all cash carryovers from Fiscal Year 2025;** and

WHEREAS, the 1999, 2001 and 2003 Legislature amended significant portions of state law affecting property taxes, motor vehicle revenues and other state distributed revenues that have resulted in major changes to the funding mechanisms of the District; and

WHEREAS, the Central Valley Fire District Board of Trustees has determined that the maximum number of mills allowed by state law is necessary to adequately fund the ongoing public health, safety and welfare duties and activities of the District; and

WHEREAS, a duly noticed public hearing was held on August 12, 2025.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Central Valley Fire District Board of Trustees hereby requests that the Gallatin County Commission levy the maximum number of mills allowed by current state statute, based on updated, certified, taxable values from the State of Montana, Department of Revenue.

Dated: August 12, 2025.

CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES:

Darren Wilkins, Chairman

Ron Murray, Vice Chairman

Mark MacLeod, Secretary/Treasurer

Rob Holt, Trustee

Ramie Blakeman, Trustee

Attest:

Debbie Bloem, Office Manager

CVFD Data Driven Plan: Communication, Community Engagement, and Levy Funding Sustainability

Date Prepared: August 6, 2025,

Prepared By: Chief Jay C. Wittwer and Leadership Team

Consultant: Liz Loomis Public Affairs

Approval date:

I. Strategic Objectives

- Strengthen Internal and External Communication Systems
- - Align Community Perception with Operational Reality
- - Develop Transparent Communication Regarding Funding Gaps
- - Gauge and Build Community Support for Sustainable Fire/EMS Funding
- - Establish a Clear, Data-Driven Path to Levy Success

II. Action Plan

Objective	Action	Responsible Party	Timeline
Board review and decision	Present communications proposal	Chief Wittwer, & Board	Mid-August 2025
Develop messaging and strategic communication plan	Create messaging framework, and paid, earned, shared and owned media options	Consultant and/or District Comms Team	September 2025
Survey public on tax increase preferences, if any	Contract polling firm, finalize questions, launch survey	Consultant, Pollster & District Leadership	September 2025

Evaluate station staffing impacts	Publish rationale and data on firefighter reallocation	Ops Chief	August 2025
Develop and disseminate outreach material	Paid, earned, shared (social and public outreach), and owned media on general content	Communications Consultant and/or District Comms Team	September 2025
Add survey results to materials	Paid, earned, shared (social and public outreach), and owned media on to share survey results	Chiefs, Labor Group	October 2025
Launch education campaign	Run campaign via various channels	Comms Team, Local Advocates	Fall 2025
Identify levy options, if any	Present levy scenarios and impacts	Finance & Chiefs	November 2025
Identify cuts if levy increase is not an option	Collaborate at all levels of the organization	Chiefs, Board, Labor and Volunteers (if any)	Ongoing

III. Community Communication Outline

Core Messages:

- “We’re Stretching Every Dollar” – Emphasize fiscal responsibility and transparency.
- “Revenue enhancements within District” – Wildland deployments, EMS services and transports. Fleets services, ownership of own shop, outside repairs and services.
- “Costs Are Outpacing Revenue” – Retention of personnel, Fire engine, insurance, healthcare, licensing costs rising rapidly.
- “Call Volume ≠ Community Awareness” – City of Belgrade represents 80% of calls, with 20% of funding to District.
- “The Safety Trade-Off” – Risks of current underfunding: slower response, unstaffed stations.

Tactics & Channels:

Channel	Tools & Tactics
Social Media	Facebook, Instagram, YouTube—videos, infographics, resident testimonials
Website	Dedicated levy info page: FAQs, maps, cost breakdowns, staffing info
Print	Mailers, flyers, utility inserts, business posters
In-Person	Town halls, neighborhood meetings, open houses, farmer's markets
Media	Op-eds, Chief and firefighter interviews
Internal	Staff updates, talking points, board FAQs

IV. Public Survey Framework

Survey Goals:

- - Measure support for tax increases at different levels (Silver, Gold, Platinum)
- - Identify top community concerns (staffing, response, accreditation & ISO ratings)
- - Understand awareness of fire operations and annexation impacts

Execution:

- - Partner with polling firm (e.g., used by CUNA)
- - Ensure demographic/geographic representation
- - Report anonymized results with analysis
- - Consider hybrid survey methods: mail, online or other

V. Increasing Community Support for Funding

- - Leverage high-dollar area support to create community ambassadors
- - Partner with labor group for outreach and canvassing
- - Promote firefighter impact stories to humanize funding needs
- - Clarify the funding gap as catching up, not expanding luxury
- - Outline risks of inaction: station closures, slower response

VI. Contingency if Survey Shows Low Support

- - Do not proceed to election

- - Continue communication campaign to improve awareness
- - Focus on educating and building community relationships
- - Re-engage polling 6–12 months later with an informed base

VII. Next Steps (August 12, 2025)

- - Chief Wittwer delivers outline & estimates for board review
- - District Comm Team schedules board workshop to review strategy (by August 28th)
- - Select and confirm polling firm if needed, begin survey design
- - Begin production of communication materials

DRAFT