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08/21/2024 02:45 PM Pages: 1 of 9 Fees: 0.00
Amy Reeves Clerk & Recorder, Lewis & Clark MT



Canyon Creek Rural Fire District Monthly Meeting

May 20, 2024

This meeting was conducted both in-person and via Zoom

Attending:

Jim Thomas, Interim Chair
Rick Grady, Vice Chair
Wendy Adamson, Interim Treasurer
Kori Dee, Interim Secretary
Jonathan Cunningham, Chief
Crystal Cunningham, Captain/EMS Coordinator
John Keller, Firefighter
Will Adamson, Firefighter

Absent:

Scott Burke

Community Members and Special Guests:

Connie Horder,
Peggy Justesen
Bob Justesen
Max Eskildsen
Ellen Eskildsen
GG Guay
Mike Alkire
Joane Bayer
Judith Anne Vincent (Zoom)

Nicho Hash, Lewis and Clark County Attorney Office (Zoom)

Note: the minutes are somewhat abbreviated due to the length of discussions. The meeting, in its entirety, may be listened to by requesting a copy of the recording.

Meeting Agenda Attachments included with officially recorded minutes filed at CCRFD are: 1.) Section 109 Principles of Civil Dialogue, 2.) March 6 2024 Minutes with amendments presented by Rick Grady, 3.) Financial Reports for March and April 2024, 4.) MES Invoice Reconciliation, 5.) Command Vehicle Purchase Proposal, 6.) Burdick's quote for security system

Welcome/Pledge of Allegiance/Roll Call/Public Comment:

Interim Chair Jim Thomas called the meeting to order at 6:30 pm. The meeting was recorded through Zoom. Jim led the Pledge of Allegiance & Wendy Adamson read aloud CCRFD Mission Statement. Jim asked for Public Comment – Rick Grady read aloud the CCRFD Board of Trustees Principles of a Civil Dialogue (Section 109) & requested be entered into public record. Mike Alkire asked if firefighters are required to submit to monthly drug tests as a safety precaution to protect the firefighters, equipment and public at large. Wendy Adamson offered to research the Montana Statute and bring to June meeting. Bob Justesen offered to continue to mow the lawns if Board will cover the costs of fertilizer/seed/gas. Board will consider at June meeting. GG Guay complimented Bob on how good the lawns have looked under his care. Mike A further stated he looks forward to the Trustees being very responsible on all budget decisions. GG Guay welcomed the new Trustees following the May 7th election.

Acceptance/Amendment of March 6th and April 15th draft meeting minutes:

- A. Jim asked for March 6th meeting minutes (tabled at April 15th meeting) to be accepted after Rick Grady submitted to each Trustee a written copy of the minutes with amendments. Rick moved for acceptance of March 6th minutes; Kori seconded. Discussion: Wendy indicated she will abstain from the vote because not present at the March 6th meeting thus not in a position to comment on the content of either the minutes or amendments. Jim and Kori concurred. Jim offered for future consideration the use of meeting recording as the Official Minutes. Jim cited a recent training given by Lt Governor's Office describing recommendation that Official Minutes of meetings should be the recording as this reflects the most accurate, in real-time, discussion vs relying on a word for word transcription prepared at the hand of the board secretary. Jim then offered his concern that if the minutes/amendments approved as presented (page 4 "Prior Special (closed) Meeting held on February 7") the Board is entering into public

record the comments/discussion from a Executive Session instead of following protocol of minutes from closed sessions marked as confidential and placed in locked file cabinet at the Fire Station. Rick, as the only Trustee present who participated in the March 6th Trustee meeting explained after the executive session was closed, the Trustees returned to public meeting session at which time Kai made the comments that are recorded. Jim proposed removing the first paragraph/reference to closed meeting. Rick will amend the minutes to reflect the discussion. Wendy amended the previous motion made by Rick to reflect table acceptance of the March 6th minutes to allow Rick to make further amendments, in consultation with Jim and Max, to present at the June 17th regular Trustee meeting. Kori seconded. 4 voted in favor, none opposed or abstained, motion passes.

- B. Kori explained April 15th minutes were delivered late to Trustees and requested approval of minutes be tabled until June 20th meeting. Kori had multiple logistical/computer system errors that slowed the process down and apologized to fellow trustees. Rick seconded the motion. 4 in favor, none opposed or abstained, motion passes. After the vote, Jim offered the Board to take advantage of on-going trainings available through the Lt. Governor's Office. Upcoming May 23 at 4 pm on Effective Board Governance. Go to <https://governor.mt.gov> & search "Board Resources Portal" under "Member Resources"

Chief's Report:

- A. Chief Cunningham reported in the past month there were two (2) out of control "controlled burns" & encouraging the Trustees and public to pay close attention to the NOA Fire Weather Report to determine if a burn permit should in fact be activated. **National Weather Service Montana Fire Weather Decision Support Site**, with particular attention to the LAL "Lighting Activity Level".
- B. EMS Coordinator/Captain Cunningham requested purchase of AED Pads & Batteries \$981.54. Wendy commented on requests being categorized as either a need or a want. Wendy made motion to approve the purchase, Rick seconded. Discussion: Rick cited in SOG (page 7, "Purchasing Supplies and Maintenance Items 1.) The Board authorizes the Chief...to replace medical and firefighting supplies...as needed to keep District ready to respond to an incident..." thus the Board gives the authority for the purchase as part of the normal maintenance/readiness. Public discussion – Mike A requested an audit of all equipment, including age, replacement cost to which Board indicated this is a topic to be put on hold for future discussion. 4 voted in favor, none opposed or abstained, motion passes. Chief Cunningham reported and offered congratulations to Will Adamson, graduate of

- Firefighter 1 training (6 in total graduated). During the training CCFVD had the burn trailer at our disposal at the fire station.
- C. Rural Fire Council report as of May \$111,000 in checking and savings; seeking grant applicants for repairing of repeaters around the county; expecting very dry summer; on-going issue of adequate number of fire fighters throughout the districts with reliance on county resources; 6,000 acres of controlled burn by Forest Service along Stemple Pass.
 - D. Crystal Cunningham offered all on schedule for the CCRFD Open House June 8th 12 pm to 5 pm. Auxiliary will provide stations: Fire/Medical, CPR, Stop the Bleed class, Use of fire extinguishers, hands-on fire hose session, how to use a chain saw & recruitment initiative. Hot dogs and chips provided as well as handing out 100 kids safety kits.
 - E. Wildland Fire/Structure Truck 8111 (1,000-gallon capacity) will be staged at Firefighter Will Adamson's residence (note Interim Treasurer Wendy Adamson residence as well). Brush Truck 8133 – piece of pressure gauge frozen and waiting for new part to come in to replace. Rick asked if all the PPE requested at April meeting had been purchased at Northridge & Chief confirmed yes. GG Guay asked how many fire fighters we currently have. Joane asked if Gregg Weed will be doing the maintenance work and Chief confirmed Gregg will continue as our volunteer mechanic, thanking Gregg publicly for his volunteering. Chief thanked the Trustees for their support and thanked the firefighters for their ongoing commitment to training.

Financial Report:

- A. Wendy presented Financial Reports, attachments to be filed with approved minutes at Fire Hall. Wendy prepared two reports: Monthly Financial Statement (financial reconciliation with Lewis and Clark County) for months of March and April 2024 & 2023-2024 Year to Date Annual Budget Report, by month, by category. Budget reconciliation is always one month behind based on County reporting as the county issues their monthly on the 15th of each month. Rick and Wendy clarified a correction to be made: \$3,600 Image Trend Software moved from CIF (Capital Improvement Fund) to Operating Cash Budget. Rick asked for full expenditures by vehicle, including WEX fuel expenditures. Wendy will prepare a report of fuel by vehicle for April and May for June meeting.
- B. Wendy presented final reconciliation report on MES invoices for bunker gear. January 2024 Board approved \$46,860, total spent \$45, 147.02, under budget by \$1,732.98)
- C. See (A)
- D. Wendy reported L&C County upgrading software with July 2025 as targeted completion date: each fire district will set up individual bank accounts for monies to be transferred into and credit cards set up by

fire districts to pay directly. Jim asked for Trustees to consider writing an SOG to reflect these new processes and payment structures. Rick asked if format would change and Wendy indicated too soon to know. County updating Treasurers as project develops. Wendy made motion to approve financials as presented/discussed, Rick seconded, 4 in favor, none opposed or abstained, motion passes.

Old Business:

- A. Command Vehicle – Chief indicated currently running all medical calls out of Chief's personal vehicle or borrowing from another district which worries EMS Coordinator/Captain Cunningham greatly because she might be on a medical call and find that an item/equipment needed is not readily available with a potentially tragic outcome. Chief, after researching options for purchase presented to Trustees proposal for 2024 Black Dodge Ram Tradesman 2500 ERS for \$51,444.00, available now from Helena Lithia. (Break-out of expenses outlined on the proposal is an attachment to meeting minutes.) Max raised question of 2500 vs 3500 suspension and benefit of one over the other; Mike A indicated a van more practical, including ability to transport a patient with Chief explaining a truck with slide-out and topper more practical/beneficial/useful ensuring all required equipment for medical/fire calls readily accessible. Chief noted patient transport is from remote location to ambulance, if ambulance unable to access site of incident. Chief advised Trustees the ER Lighting (\$7550) is dealer pricing through Chief's business with Chief donating installation time. Captain Cunningham in capacity as President of Auxiliary explained currently \$14,000 to donate, with \$5000 in grant money and \$23,413.42 pledged for July by anonymous donor. When asked, Crystal indicated these donations will not "wipe out the Auxiliary funds", presenting a letter of intent to the Trustees. Chief Cunningham indicated prioritizing of Up-Fit purchases. Wendy suggested the purchase could be spread between fiscal year 2023-2024 and fiscal year 2024-2025. Jim asked to entertain motion, Rick asked for discussion prior to motion: Rick reiterated his commitment to providing the CCFVD firefighters with the most efficient, effective and reliable equipment possible to ensure their safety and efficiency in serving our community. Rick further stated community concerns about the expenditure, having received input from the community right before the meeting and needing time to digest all the information prepared and presented, thanking Chief for his work on the proposal. Rick supports moving forward but wants to gather all information and community input amid community concerns about the increase in property taxes, the failure of school levies to pass in recent Helena elections & believes in best interest of CCFVD to make expenditure in this current fiscal year, not bridging between two. Wendy offered the

dollar amount allocated to CCFVD in 2024-2025 will be higher because of the increase in property taxes, firmly stating Trustees will be fiscally responsible and do not take lightly the property tax increases. As a taxpayer herself, she understands community concerns. Wendy offered a perspective on the past 8 years of fiscal health of CCFVD and the cash carry-over each year. With respect to equipment, Chief indicated the equipment will go to the 8133 Brush Truck, except the encrypted radio which will go on the new Command/QRU Vehicle. Rick moved to table decision, Wendy asked, in the essence of time and importance of making this decision before start of wildland fire season to amend the motion to include holding a special meeting prior to June 17th Trustee meeting & asking Chief Cunningham to continue gathering information based upon questions asked of public. Kori seconded the motion.

Public Discussion: Ellen E asked why only one option presented to the Trustees and offered to help prepare additional quotes and seeking quotes outside of the Helena market, indicating out of town and out of state dealerships are more likely to have lower pricing. Ellen agreed to the necessity of the equipment outlined by Chief Cunningham. GG asked what the benefit is of purchasing a command vehicle, citing most recently Chief went to 2 fire calls and relied on mutual aid to have other districts/equipment go on the calls. Peggy asked what the estimated annual mileage to be and Chief replied between 15,000/20,000 miles. Peggy asked if \$39,239.58 spent this fiscal year, won't the Trustees be taking too much cash, affecting liquidity of the balance sheet. Rick agreed the cash status of the accounts needs to be studied before final decision on purchase is made. Max added the discussion needs to include future equipment requirements, specifically a replacement for the Brush Truck, estimated at \$180,000. Peggy added, as a former Trustee, she is in favor of a Command/QRU vehicle but cautions Trustees to make sure we have cash on hand for expenses related to the upcoming summer fire season, estimated to be heavy. Jim called for a vote on the motion to table the discussion pending further research, financial review and additional proposals. 4 in favor, none opposed, none abstained. Motion passes.

- B. CCRFD sign – reiterated the expenditure to be \$850 from Signs Now to provide design/layout/production, 20 feet across, 2 feet height. Rick suggested we check the condition of the wood on the existing sign to determine if replacement is needed. Wendy made motion and Rick seconded to table this discussion/decision until 2024-2025 fiscal year. Public discussion – Connie offered to paint and help in any way to keep costs down. 4 in favor, none opposed, none abstained, motion passes.
- C. Security Camera project - Chief sought three quotes, received only one response, Burdicks Integration Group in amount of \$3,041.00; Wendy asked Chief to prioritize project – Chief said a security system is in

place, so this is a low priority. Jim Wendy made motion; Rick seconded to table for after beginning of 2024-2025 fiscal year. Jim asked if MCA code requires public sign indicating cameras in use if for interior only, Chief will investigate code before project launched. Peggy offered the current system can record with a SIM card. 4 in favor, none opposed, none abstained, motion passes.

- D. VFCA filing – Chief reports all firefighters are currently in the state system; Chief is on track to meet June 30 deadline to provide past two years of firefighter data.
- E. Trend Software Implementation Update – Chief reports all FF have established logins; training continues; Chief will download on monthly basis a report to the Fire Marshall. Chief is continuing the work on customized dropdowns (truck maintenance, truck inventory, training records by firefighter). Chief stated this will allow working reports by truck with specific detail on inventory. Bob J asked if reports can be generated on maintenance records and upcoming services needed – Chief confirmed and said he will work with Gregg to stay on top of truck needs. Rick complimented Chief on his diligence and hard work to implement and to get CCVFD current (first time in five years) and in compliance with state requirements.
- F. Short and Long-Term Goals – Rick stated back in January he had submitted comments on working collaboratively with Auxiliary to develop public needs assessment. Chief stated recruitment/retention #1 priority – Firefighter 1 training is a total of 120 hours, so we want to make sure we are investing in individuals who are interested and committed to serving their community. Recruitment efforts include public events such as the upcoming event at Safeway. Chief reports on track with six-month goals of Image Trend Software implementation, VFCA/PERS updates; recruitment efforts. Long-term goal is to have a station located up Stemple Pass to provide 5-mile radius, this will bring rating down from ISO 9 to 8 or 8B, impacting homeowners insurance because of shorter distance to fire station. Chief acknowledges very long-term because we need to recruit more firefighters to adequately staff both stations, identify site, secure funding, etc.
- G. Apparatus – Chief would like Trustees to consider upgrading portable radios, currently all firefighters have working radios. Chief requests discussion for June meeting. 8112 – Emergency Lights – Chief will table; 8132 – Chief states we should consider selling 'as-is' because it has sat idle for 4 years up in Marysville with two holes in the tank and not worthy of investing repair dollars; 8121 – can operate with only one individual. Rick indicated Trustees/Chief need to develop a long-term replacement plan for the equipment, Wendy reminded all of what Sheriff Dutton said about considering all factors: mileage, # idling hours, etc. as we consider valuation/life of equipment.

- H. Agenda Posting and Bylaw Amendment – Wendy read aloud suggested Bylaw amendment, Rick made motion to accept, Kori seconded. Discussion – Jim asked to amend the language to remove “...three days or not...” so amendment reads, in part “...posted no less than 48 hours in advance.” Public Comment: Ellen asked to ensure posted on both the Facebook page and website, further asking to clarify why the website is currently blocking some people (Kai to be asked how to fix this). Wendy offered to work with Kai on the website. 4 in favor, none opposed, none abstained, motion passes.

New Business:

- A. Creation of CCVFD Zoom account at cost of \$15.99/month or \$159.84/year with up to 100 participants, up to 9 registered users, 30 hours of meeting capacity per meeting, storage of recordings. Chief will set up and manage. Wendy made motion to approve the purchase, Rick seconded, no discussion, 4 in favor, none opposed, none abstained, motion passes.
- B. Chief to follow-up with Chris Hindoen at Rocky Mountain Insurance Services on how far back we can file tow claims, status of fill tank claim and information needed to file death benefit claim. Chief will provide information at June Trustee meeting.
- C. 8132 Yellow Brush Truck – possible sale – Chief reported not used for 4 years, Bob J offered there is a leak in the tank, gets 4 mpg, maximum of 45 mph, proposing selling and putting proceeds toward Command Vehicle/QRU. Rick said step one is for Chief to advise Chris H of RMIS to put vehicle in “out of service” status thereby reducing premium paid on the vehicle, step two hold on decision to sell while Trustees look at the big picture of all vehicles/apparatus. Rick make motion on both steps, Wendy seconded, no discussion, 4 in favor, none opposed, none abstained, motion passes.
- D. SAM’s registration was put on restricted status last June; Chief will look into process to get out of restricted status; Peggy offered she thought Kai has completed this process and it was all taken care of; Jim offered to follow-up with Kai.

Public Comment:

Chief and Rick thanked the community for attending the meeting and participating in the Command/QRU Vehicle purchase discussion. Rick asked for public input on what the community thinks is the need for the Command/QRU vehicle. Chief explained he presented favored proposal but has three bids and will develop further based on community input. Rick asked Chief to identify the specific slide-out he requires. Peggy asked community to remember this is dual-purpose/dual-function Command and QRU (Quick Response Unit) for medical calls and to keep this in mind in the discussion because there is a need for a vehicle for both medical and fire

calls. GG again asked to understand the benefit of having a Command/QRU Vehicle in the fleet & if purchased, needs to stay at the Fire Station; not be located outside of the district in Marysville. Rick reminded the community members that during public comment, Trustees cannot respond or react to public comment. Community members thanked for their time, energy, and input. Meeting adjourned by Jim at 9:16 pm.

Corrections

Page 7, section G, Apparatus, 8132

correction as follows "...Flescher Acres prior to being relocated at Fire Station" - remove "Marysville"

Approved CCRFD Board meeting – August 19, 2024



Richard E. Grady - Chairperson

REGULAR MEETING AGENDA
Canyon Creek Fire District (CCRFD)
May 20, 2024 at 6:30PM
7560 Duffy Lane, Canyon Creek, MT 59633
The meeting will be hybrid: in person and via Zoom and will be recorded

Welcome and Pledge of Allegiance

Roll Call

Public Comment:

- This is the time for individuals to comment on matters falling within the purview of the CCRFD.
- There will also be an opportunity in conjunction with each final decision agenda item made for comments pertaining to that item.
- Please state your name and address in an audible tone of voice for the record.
- Please limit comments to three (3) minutes.

1) Accept / Amend Previous Meeting Minutes:

- a. March 6, 2024 Regular Meeting (previously tabled)
- b. April 15, 2024 Regular Meeting

2) Chief's Report

- a. Fire Weather Outlook
- b. Department needs, wants, concerns and training
- c. RFC Report
- d. Open House (June 8th, 12-5PM)
- e. Station and Apparatus status report

3) Financial Report

- a. March and April Financials
- b. MES Invoice Reconciliation
- c. Image Trend Software bill funded by CIF
- d. County update on banking and credit card(s)

4) Old Business:

- a. Discussion and decision about Command Vehicle
- b. Discussion and decision about new CCRFD sign
- c. Discussion and decision about security camera project
- d. Chief's status regarding VFCA filing
- e. Chief's status regarding Image Trend Software implementation
- f. Short- and long-term Goals
- g. Discussion on Proposed Apparatus Valuation Schedule/Replacement Plan
- h. Discussion and decision about bylaws amendment regarding agenda posting:

Section 108:

"A notice of any open board meeting and the agenda for that meeting should be posted three days or not less than 48 hours in advance. The notice shall be posted on the west side door of the fire station to comply with MCA statute requirement and may be posted at the Canyon Creek General Store and online for more distribution."

REGULAR MEETING AGENDA
Canyon Creek Fire District (CCRFD)
May 20, 2024 at 6:30PM
7560 Duffy Lane, Canyon Creek, MT 59633
The meeting will be hybrid: in person and via Zoom and will be recorded

5) New Business:

- a. CCRFD initiate a Zoom account (instead of using an individual Trustee's)
- b. Insurance claims filed or to be filed
- c. Discussion of selling 8132 Yellow Brush Truck
- d. Discussion of progress regarding SAM'S registration (for grant applications)

Public Comment

Adjournment

Topic: CCRFD Regular Meeting called by quorum

Time: May 20, 2024 06:30 PM Mountain Time (US and Canada)

Please join us via Zoom:

Topic: Canyon Creek Fire District Trustee Monthly Meeting

Time: May 20, 2024 06:15 PM Mountain Time (US and Canada)

<https://us06web.zoom.us/j/82150724474?pwd=QAYK1Z18zaPPa9Fc5lhTaBziJqeKF3.1>

Meeting ID: 821 5072 4474

Passcode: 023662

One tap mobile

+16699006833,,82150724474#,,,*023662# US (San Jose)

+17193594580,,82150724474#,,,*023662# US

Dial by your location

• +1 669 900 6833 US (San Jose)

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• +1 305 224 1968 US

• +1 312 626 6799 US (Chicago)

• +1 386 347 5053 US

• +1 719 359 4580 US

• +1 253 215 8782 US (Tacoma)

• +1 669 444 9171 US

• +1 564 217 2000 US

• +1 689 278 1000 US

• +1 301 715 8592 US (Washington DC)

• +1 309 205 3325 US

• +1 360 209 5623 US

CANYON CREEK RURAL FIRE DISTRICT FROM 07/01/2023 TO 06/30/2024
Monthly Financial Statement
FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY
For the period of: MARCH 2024

	COUNTY FINANCE REPORTS, Operating Cash										
	ENTITL	STATE REV	MISC.	PENALTY &				LESS:			
	LEVY	ENTITL	REVENUE	ASSMNT	INTEREST	INTEREST	SUB		EXPENSES	ENDING	
MONTH	316.00	335.23	362.01	363.01	363.04	371.02	TOTAL	AVAILABLE	511.01	BALANCE	
PERIOD	COUNTY BEGINING CASH BALANCE, 7/1/2023								\$ 87,679.38		\$ 87,679.38
01/2024	JULY	\$ -	\$ -	\$ -	\$ 493.32	\$ 12.70	\$ 704.93	\$ 1,210.95	\$ 88,890.33	\$ 9,121.56	\$ 79,768.77
02/2024	AUGUST	\$ -	\$ -	\$ 2,043.37	\$ 650.97	\$ 27.68	\$ 634.45	\$ 3,356.47	\$ 83,125.24	\$ 3,939.32	\$ 79,185.92
03/2024	SEPTEMBER	\$ -	\$ 588.49	\$ -	\$ -	\$ -	\$ 707.74	\$ 1,296.23	\$ 80,482.15	\$ 9,259.85	\$ 71,222.30
04/2024	OCTOBER	\$ -	\$ -	\$ -	\$ 64.22	\$ -	\$ 685.44	\$ 749.66	\$ 71,971.96	\$ 1,132.63	\$ 70,839.33
05/2024	NOVEMBER	\$ 955.00	\$ -	\$ -	\$ 21,369.55	\$ 0.52	\$ 588.89	\$ 22,913.96	\$ 93,753.29	\$ 2,988.91	\$ 90,764.38
06/2024	DECEMBER	\$ 336.50	\$ 588.49	\$ -	\$ 13,493.89	\$ 12.43	\$ 909.31	\$ 15,340.62	\$ 106,105.00	\$ 6,708.07	\$ 99,396.93
07/2024	JANUARY	\$ -	\$ -	\$ -	\$ 71.84	\$ 1.32	\$ 874.88	\$ 948.04	\$ 100,344.97	\$ 2,216.23	\$ 98,128.74
08/2024	FEBRUARY	\$ -	\$ -	\$ -	\$ 318.73	\$ 11.91	\$ 688.53	\$ 1,019.17	\$ 99,147.91	\$ 8,868.85	\$ 90,279.06
09/2024	MARCH	\$ 53.52	\$ 588.49	\$ -	\$ 643.19	\$ 11.06	\$ 676.87	\$ 1,973.13	\$ 92,252.19	\$ 2,398.83	\$ 89,853.36
10/2024	APRIL										
11/2024	MAY										
12/2024	JUNE										
	TOTAL	\$ 1,345.02	\$ 1,765.47	\$ 2,043.37	\$ 37,105.71	\$ 77.62	\$ 6,471.04	\$ 48,808.23		\$ 46,634.25	

\$2,200.00

\$4,243.37

County Report - Cash Balances, Month-end

Acct. #

Operating Cash	\$89,853.36	101.01
Restricted/CIF	\$46,153.74	102.00
Total	\$ 136,007.10	
Plus Deposits Outstanding Month-end	-	
Less Checks Outstanding Month-end	\$480.00	
District Balance, Month-end	\$ 135,527.10	

Amount must
match District
Quicken
Cash

Budget	\$58,800.00
Expenditures [511.01]	\$46,634.25
% Budget Remaining	20.69%

CANYON CREEK RURAL FIRE DISTRICT FROM 07/01/2023 TO 06/30/2024
Monthly Financial Statement
FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY
For the period of: MARCH 2024

CCRFD OPERATING ACCOUNT

County Report: Reconciled Checks Register

Checks Cleared, Current Month		AMOUNT
2625	WEX - Fuel	\$ 293.69
2626	MT Propane	\$ 351.72
2629	MT Propane	\$ 351.73
2630	Linctel	\$ 47.00
2631	NW Engergy	\$ 102.83
2632	REIMB=Bob-SCBA batts.	\$ 88.00
2633	WEX - Fuel	\$ 182.96
2634	NorthRidge Fire Equip.	\$ 948.90
Total		\$ 2,366.83

double-pymnt

CCRFD Checkbook:

Check Outstanding, Current Month		AMOUNT
2623	Will Adamson - Jan. snow	\$ 480.00
Total		\$ 480.00

US BANK CREDIT CARD

CC Transactions, Current Month		AMOUNT
03/06/24	National Registry EMT	\$ 32.00
Total		\$ 32.00

County Reports - Other Expenses, Current Month		
Total		\$ -

TOTAL COUNTY MONTHLY EXPENSES	\$ 2,398.83
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OPERATING ACCT - EXPENSES 511.01 (PG.1) \$8,868.85
CAP. IMPRV. FUND - EXPENSES 511.01 (PG.3) \$37,092.24

CANYON CREEK RURAL FIRE DISTRICT FROM 07/01/2023 TO 06/30/2024
Monthly Financial Statement
FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY
For the period of: MARCH 2024

COUNTY FINANCE REPORTS Restricted Cash - Capital Improvement Fund						
MONTH		MISC. REV 362.01	EXPENSES 511.01		Beginning Balance:	\$ 89,100.76
<i>PERIOD</i>	COUNTY BEGINNING CASH BALANCE					
01/2024	JULY	\$ -		\$ -		\$ 89,100.76
02/2024	AUGUST	\$ -		\$ -		\$ 89,100.76
03/2024	SEPTEMBER	\$ 1,000.00		\$ -		\$ 90,100.76
04/2024	OCTOBER	\$ 200.00		\$ -		\$ 90,300.76
05/2024	NOVEMBER	\$ 100.00		\$ -		\$ 90,400.76
06/2024	DECEMBER	\$ 400.00		\$ -		\$ 90,800.76
07/2024	JANUARY	\$ -		\$ -		\$ 90,800.76
08/2024	FEBRUARY	\$ -		\$ 8,054.78		\$ 82,745.98
09/2024	MARCH	\$ 500.00		\$ 37,092.24		\$ 46,153.74
10/2024	APRIL					
11/2024	MAY					
12/2024	JUNE					
TOTAL		\$ 2,200.00		\$ 45,147.02		

CURRENT MONTH MISC. REVENUE		
03/13/24	\$ 500.00	
Helena Wrestling Club		
TOTAL	\$ 500.00	

CURRENT MONTH EXPENDITURES		
2627	MES - PPE [#IN2009654]	\$ 1,745.00
2628	MES - PPE [#IN2014764]	\$ 517.95
2635	MES - PPE [#IN2017251]	\$ 522.32
L&CC Ck#40110	MES - PPE [#IN2018777]	\$ 80.66
	MES - PPE [#IN2020066]	\$ 30,780.00
	MES - PPE [#IN2026492]	\$ 3,446.31
Total		\$37,092.24

CCRFD Check payment

L&CC Check payment

CANYON CREEK RURAL FIRE DISTRICT: Budget 2023 - 2024

OPERATING EXPENSES	Budget	July 2023	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	March 2024	April 2024	May 2024	June 2024	Running Total	% Remaining
Trustee/Admin	\$ 3,000.00													\$ 1,115.77	63%
Admin/Ofc Supplies			\$ 504.69					\$ 490.08	\$ 55.00						
Postage		\$ 66.00													
Insurance	\$ 10,200.00													\$ 8,434.00	17%
Accident		\$ 1,573.00													
Prop & Liab									\$ 6,861.00						
Utilities	\$ 6,000.00													\$ 3,809.32	37%
Electric		\$ 167.52	\$ 136.43	\$ 132.59	\$ 104.69	\$ 115.75	114.21	\$ 152.67	\$ 107.61	\$ 102.83					
Internet		\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00					
Propane		\$ 60.00					265.07	\$ 550.54	\$ 672.96	\$ 703.45					
Station & Site Maint	\$ 4,200.00					\$ 166.40								\$ 1,988.10	53%
Building		\$ 81.34		\$ 838.00			415.88	\$ 179.65	\$ 41.28	\$ 88.00					
Snow/Lawn Care					\$ 177.55										
Trucks/Apparatus Maint	\$ 10,200.00					\$ 326.57		\$ 41.16						\$ 13,090.93	-28%
QRU 8101		\$ 937.64	\$ 98.00	\$ 2,810.47	\$ 128.76	\$ 381.86	231.4	\$ 127.27	\$ 149.00						
Structure 8111															
Structure 8112			\$ 521.09	\$ 1,568.00		\$ 961.97		\$ (36.99)	\$ 240.00						
Tender 8121		\$ 406.30						\$ 68.96	\$ 345.00						
Brush 8131										\$ 948.90					
Brush 8132			\$ 40.73												
Brush 8133		\$ 35.59	\$ 1,623.13	\$ 1,136.12											
Minor Purchases >\$5K	\$ 10,200.00													\$ 6,241.38	39%
PPE						\$ 473.90	328.79	\$ 95.00							
Misc.			\$ 131.18												
Operation Supplies		\$ 5,212.51													
Major Purchases <\$5K	\$ 3,000.00						4951.73							\$ 4,951.73	-65%
Training	\$ 1,500.00		\$ 73.67	\$ 83.75			\$20.00							\$ 177.42	88%
EMS/Medical	\$ 3,000.00													\$ 2,276.78	24%
Supplies				\$ 1,786.66	\$ 48.12										
Training								\$ 60.00	\$ 350.00	\$ 32.00					
Fuel	\$ 8,200.00	\$ 534.66	\$ 763.40	\$ 857.26	\$ 626.51	\$ 515.46	\$ 333.99	\$ 440.89		\$ 476.65				\$ 4,548.82	45%
Total	\$58,800.00	\$ 9,121.56	\$ 3,939.32	\$ 9,259.85	\$ 1,132.63	\$ 2,988.91	\$ 6,708.07	\$ 2,216.23	\$ 8,868.85	\$ 2,398.83	\$ -	\$ -	\$ -	\$ 46,634.25	21%

CANYON CREEK RURAL FIRE DISTRICT: Budget 2023 - 2024

CAPITAL IMPROVEMENT FUND		July 2023	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	March 2024	April 2024	May 2024	June 2024	Running Total
[MES] Structure PPE	Ck#2616								\$6,639.19					\$6,639.19
[MES] Structure PPE	Ck#2622								\$1,415.59					\$8,054.78
[MES] Structure PPE	Ck#2627									\$1,745.00				\$9,799.78
[MES] Structure PPE	Ck#2628									\$517.95				\$10,317.73
[MES] Structure PPE	Ck#2635									\$522.32				\$10,840.05
[MES] Structure PPE	Ck#40110									\$34,306.97				\$45,147.02
Total									\$8,054.78	\$37,092.24				\$0.00

VFR									\$ 16,923.63	\$ 39,491.07				
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CANYON CREEK RURAL FIRE DISTRICT FROM 07/01/2023 TO 06/30/2024
Monthly Financial Statement
FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY
For the period of: APRIL 2024

	COUNTY FINANCE REPORTS, Operating Cash										
	ENTITL	STATE REV	MISC.	PENALTY &				LESS:			
	LEVY	ENTITL	REVENUE	ASSMNT	INTEREST	INTEREST	SUB		EXPENSES	ENDING	
MONTH	316.00	335.23	362.01	363.01	363.04	371.02	TOTAL	AVAILABLE	511.01	BALANCE	
PERIOD	COUNTY BEGINING CASH BALANCE, 7/1/2023								\$ 87,679.38		\$ 87,679.38
01/2024	JULY	\$ -	\$ -	\$ -	\$ 493.32	\$ 12.70	\$ 704.93	\$ 1,210.95	\$ 88,890.33	\$ 9,121.56	\$ 79,768.77
02/2024	AUGUST	\$ -	\$ -	\$ 2,043.37	\$ 650.97	\$ 27.68	\$ 634.45	\$ 3,356.47	\$ 83,125.24	\$ 3,939.32	\$ 79,185.92
03/2024	SEPTEMBER	\$ -	\$ 588.49	\$ -	\$ -	\$ -	\$ 707.74	\$ 1,296.23	\$ 80,482.15	\$ 9,259.85	\$ 71,222.30
04/2024	OCTOBER	\$ -	\$ -	\$ -	\$ 64.22	\$ -	\$ 685.44	\$ 749.66	\$ 71,971.96	\$ 1,132.63	\$ 70,839.33
05/2024	NOVEMBER	\$ 955.00	\$ -	\$ -	\$ 21,369.55	\$ 0.52	\$ 588.89	\$ 22,913.96	\$ 93,753.29	\$ 2,988.91	\$ 90,764.38
06/2024	DECEMBER	\$ 336.50	\$ 588.49	\$ -	\$ 13,493.89	\$ 12.43	\$ 909.31	\$ 15,340.62	\$ 106,105.00	\$ 6,708.07	\$ 99,396.93
07/2024	JANUARY	\$ -	\$ -	\$ -	\$ 71.84	\$ 1.32	\$ 874.88	\$ 948.04	\$ 100,344.97	\$ 2,216.23	\$ 98,128.74
08/2024	FEBRUARY	\$ -	\$ -	\$ -	\$ 318.73	\$ 11.91	\$ 688.53	\$ 1,019.17	\$ 99,147.91	\$ 8,868.85	\$ 90,279.06
09/2024	MARCH	\$ 53.52	\$ 588.49	\$ -	\$ 643.19	\$ 11.06	\$ 676.87	\$ 1,973.13	\$ 92,252.19	\$ 2,398.83	\$ 89,853.36
10/2024	APRIL	\$ -	\$ -	\$ -	\$ 211.26	\$ 5.36	\$ 517.92	\$ 734.54	\$ 90,587.90	\$ 2,520.59	\$ 88,067.31
11/2024	MAY										
12/2024	JUNE										
	TOTAL	\$ 1,345.02	\$ 1,765.47	\$ 2,043.37	\$ 37,316.97	\$ 82.98	\$ 6,988.96	\$ 49,542.77		\$ 49,154.84	

\$2,200.00

\$4,243.37

County Report - Cash Balances, Month-end

Acct. #

Operating Cash	\$88,067.31	101.01
Restricted/CIF	\$42,553.74	102.00
Total	\$ 130,621.05	
Plus Deposits Outstanding Month-end	-	
Less Checks Outstanding Month-end	\$6.59	
District Balance, Month-end	\$ 130,614.46	

Amount must
match District
Quicken
Cash

Budget	\$58,800.00
Expenditures [511.01]	\$49,154.84
% Budget Remaining	16.40%

CANYON CREEK RURAL FIRE DISTRICT FROM 07/01/2023 TO 06/30/2024
Monthly Financial Statement
FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY
For the period of: APRIL 2024

CCRFD OPERATING ACCOUNT

County Report: Reconciled Checks Register

Checks Cleared, Current Month		AMOUNT
2623	W.Adamson - Jan. Snow	\$ 480.00
2636	W.Adamson - Feb. Snow	\$ 300.00
2637	NW Energy	\$ 129.57
2638	Linctel (\$47 x 2mos.)	\$ 94.00
2639	WEX - March Statement	\$ 676.61
2641	MT State Fund (W/C)	\$ 406.77
2642	Napa Auto Parts	\$ 303.64
Total		\$ 2,390.59

CCRFD Checkbook:

Check Outstanding, Current Month		AMOUNT
2643	Gregg Weed reimb.	\$ 6.59
Total		\$ 6.59

US BANK CREDIT CARD

CC Transactions, Current Month		AMOUNT
03/13/24	Criminal Background Check	\$ 20.00
03/18/24	MT DLI Renewal (x2)	\$ 110.00
Total		\$ 130.00

County Reports - Other Expenses, Current Month		
Total		\$ -

TOTAL COUNTY MONTHLY EXPENSES	\$ 2,520.59
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OPERATING ACCT - EXPENSES 511.01 (PG.1) \$2,520.59

Please Note: CAP. IMPRV. FUND - EXPENSES 511.01 (PG.3) \$3,600.00

CANYON CREEK RURAL FIRE DISTRICT FROM 07/01/2023 TO 06/30/2024
Monthly Financial Statement
FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY
For the period of: APRIL 2024

COUNTY FINANCE REPORTS Restricted Cash - Capital Improvement Fund						
MONTH		MISC. REV 362.01	EXPENSES 511.01		Beginning Balance:	\$ 89,100.76
<i>PERIOD</i>	COUNTY BEGINNING CASH BALANCE					
01/2024	JULY	\$ -		\$ -		\$ 89,100.76
02/2024	AUGUST	\$ -		\$ -		\$ 89,100.76
03/2024	SEPTEMBER	\$ 1,000.00		\$ -		\$ 90,100.76
04/2024	OCTOBER	\$ 200.00		\$ -		\$ 90,300.76
05/2024	NOVEMBER	\$ 100.00		\$ -		\$ 90,400.76
06/2024	DECEMBER	\$ 400.00		\$ -		\$ 90,800.76
07/2024	JANUARY	\$ -		\$ -		\$ 90,800.76
08/2024	FEBRUARY	\$ -		\$ 8,054.78		\$ 82,745.98
09/2024	MARCH	\$ 500.00		\$ 37,092.24		\$ 46,153.74
10/2024	APRIL	\$ -		\$ 3,600.00		\$ 42,553.74
11/2024	MAY					
12/2024	JUNE					
	TOTAL	\$ 2,200.00		\$ 48,747.02		

CURRENT MONTH MISC. REVENUE		
TOTAL		\$ -

CURRENT MONTH EXPENDITURES			
2640	Image Trend Software	\$ 3,600.00	<i>To be reversed?</i>
Total		\$ 3,600.00	

CANYON CREEK RURAL FIRE DISTRICT: Budget 2023 - 2024

OPERATING EXPENSES	Budget	July 2023	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	March 2024	April 2024	May 2024	June 2024	Sub-Totals	AVAILABLE	% Remaining
Trustee/Admin	\$ 3,000.00														\$ 1,286.93	57%
Station Supplies			\$ 504.69					\$ 531.24	\$ 55.00		\$ 130.00			\$ 1,220.93		
Postage		\$ 66.00												\$ 66.00		
Insurance	\$ 10,200.00														\$ 8,840.77	13%
Accident		\$ 1,573.00									\$ 406.77			\$ 1,979.77		
Prop & Liab									\$ 6,861.00					\$ 6,861.00		
Utilities	\$ 6,000.00														\$ 4,032.89	33%
Electric		\$ 167.52	\$ 136.43	\$ 132.59	\$ 104.69	\$ 115.75	\$ 114.21	\$ 152.67	\$ 107.61	\$ 102.83	\$ 129.57			\$ 1,263.87		
Internet		\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ 94.00			\$ 517.00		
Propane		\$ 60.00					\$ 265.07	\$ 550.54	\$ 672.96	\$ 703.45				\$ 2,252.02		
Station & Site Maint	\$ 4,200.00														\$ 2,768.10	34%
Building		\$ 81.34		\$ 838.00		\$ 166.40	\$ 415.88	\$ 179.65	\$ 41.28	\$ 88.00				\$ 1,810.55		
Snow/Lawn Care					\$ 177.55						\$ 780.00			\$ 957.55		
Trucks/Apparatus Maint	\$ 10,200.00														\$ 13,353.41	-31%
QRU 8101		\$ 937.64	\$ 98.00	\$ 2,810.47	\$ 128.76	\$ 381.86	\$ 231.40	\$ 127.27	\$ 149.00					\$ 4,864.40		
Structure 8111														\$ -		
Structure 8112			\$ 521.09	\$ 1,568.00		\$ 1,288.54		\$ (36.99)	\$ 240.00					\$ 3,580.64		
Tender 8121		\$ 406.30						\$ 68.96	\$ 345.00					\$ 820.26		
Brush 8131										\$ 948.90	\$ 151.82			\$ 1,100.72		
Brush 8132			\$ 40.73											\$ 40.73		
Brush 8133		\$ 35.59	\$ 1,623.13	\$ 1,136.12							\$ 151.82			\$ 2,946.66		
Minor Purchases >\$5K	\$ 10,200.00														\$ 6,241.38	39%
PPE						\$ 473.90	\$ 328.79	\$ 95.00						\$ 897.69		
Misc.			\$ 131.18											\$ 131.18		
Operation Supplies		\$ 5,212.51												\$ 5,212.51		
Major Purchases <\$5K	\$ 3,000.00						\$ 4,951.73								\$ 4,951.73	-65%
Training	\$ 1,500.00		\$ 73.67	\$ 83.75			\$ 20.00								\$ 177.42	88%
EMS/Medical	\$ 3,000.00														\$ 2,276.78	24%
Supplies				\$ 1,786.66	\$ 48.12									\$ 1,834.78		
Training								\$ 60.00	\$ 350.00	\$ 32.00				\$ 442.00		
Fuel	\$ 8,200.00	\$ 534.66	\$ 763.40	\$ 857.26	\$ 626.51	\$ 515.46	\$ 333.99	\$ 440.89		\$ 476.65	\$ 676.61				\$ 5,225.43	36%
Total	\$ 58,800.00	\$ 9,121.56	\$ 3,939.32	\$ 9,259.85	\$ 1,132.63	\$ 2,988.91	\$ 6,708.07	\$ 2,216.23	\$ 8,868.85	\$ 2,398.83	\$ 2,520.59	\$ -	\$ -		\$ 49,154.84	16%

Matches Fund 511.01

CANYON CREEK RURAL FIRE DISTRICT: Budget 2023 - 2024

CAPITAL IMPROVEMENT FUND		July 2023	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	March 2024	April 2024	May 2024	June 2024		Running Total
[MES] Structure PPE	Ck#2616								\$6,639.19						\$6,639.19
[MES] Structure PPE	Ck#2622								\$1,415.59						\$8,054.78
[MES] Structure PPE	Ck#2627									\$1,745.00					\$9,799.78
[MES] Structure PPE	Ck#2628									\$517.95					\$10,317.73
[MES] Structure PPE	Ck#2635									\$522.32					\$10,840.05
[MES] Structure PPE	Ck#40110									\$34,306.97					\$45,147.02
Image Trend Software	Ck#2640										\$3,600.00				\$48,747.02
Total									\$8,054.78	\$37,092.24	\$3,600.00				\$48,747.02

VFR									\$ 16,923.63	\$ 39,491.07	\$ 6,120.59				
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