

Town of West Yellowstone

Tuesday, July 16, 2024

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted in person and virtually using ZOOM, connect at zoom.us or through the Zoom Cloud Meetings mobile app.

Meeting ID: 893 834 1297.

GALLATIN COUNTY – WEST YELLOWSTONE LISTENING SESSION

4:00 PM

- 1) Introductions
- 2) Grounding – meeting objectives

4:10 PM

- 3) Community Updates & Initiatives
 - Housing efforts
 - Airport and wastewater project update
 - Hospital District update
 - FLAP road projects for Rainbow Point and Denny Creek roads
 - Rails to Trails project
 - Legislative session

5:45 PM

- 4) Public Comment
- 5) Adjourn

TOWN COUNCIL WORK SESSION

6:00 PM

Zoning Code Update – Scott Hazelton, AICP CFM-Senior Planner for Hyalite

Discussion

TOWN COUNCIL MEETING

7:30 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders #5797 to Mountain Valley Construction, dust control application, \$15,000.00
#6649 to Sweet Electric LLC, lights on North Electric, \$16,690.00
#6325 to Duval Ford, (2) Ford F-150 police responder vehicles, \$99,100.32

Claims

Business License Applications

Consent Agenda

Minutes: **July 2, 2024 Town Council Meeting**

Town Manager & Staff Reports

Advisory Board Reports

NEW BUSINESS

Marketing and Promotions Fund Award Recommendations

Discussion/Action

- Earthquake Lake Visitors Center Programs 2024
- Wretched Mess Fest

Yellowstone Rod Run Event Permit

Discussion/Action

- Outside Amplification Permit
- Resolution No. 804, lift open container ordinance during event

Resolution No. 803 – Building Moratorium/Sewer Connections

Discussion/Action

2024 Montana Emergency Tourism Assistance Program Grant

Discussion/Action

Application to Maintain an Encroachment, Projecting Sign – The Branch Restaurant

Discussion/Action

Salary-Exempted Employees Pay Policy

Discussion/Action

Correspondence/FYI/Meeting Reminder



Policy No. 16 (Abbreviated)
Policy on Public Hearings and Conduct at Public Meetings

Public Hearing/Public Meeting

A public hearing is a formal opportunity for citizens to give their views to the Town Council for consideration in its decision-making process on a specific issue. At a minimum, a public hearing shall provide for submission of both oral and written testimony for and against the action or matter at issue.

Oral Communication

It is the Council's goal that citizens resolve their complaints for service or regarding employees' performance at the staff level. However, it is recognized that citizens may from time to time believe it is necessary to speak to Town Council on matters of concern. Accordingly, Town Council expects any citizen to speak in a civil manner, with due respect for the decorum of the meeting, and with due respect for all persons attending.

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments related to non-agenda items will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing. Public comments specifically related to an agenda item will be heard immediately prior to the Council taking up the item for deliberation.
- Speakers must state their name for the record.
- Any citizen requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.
- Comments should be limited to three (3) minutes unless prior approval by the presiding officer.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- If a response from the Council or Board is requested by the speaker and cannot be made verbally at the Council or Board meeting, the speaker's concerns should be addressed in writing within two weeks.
- Personal attacks made publicly toward any citizen, council member, or town employees are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command. Any member of the public interrupting Town Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing Town Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the meeting room by Police Department personnel or other agent designated by Town Council or Town Manager.

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.
- Presently, informal Town Council work sessions are held prior to regular Tuesday meetings and occasionally on other mornings and evenings. Work sessions also take place at the Town Hall located at 440 Yellowstone Avenue.
- The schedule for Town Council meetings and work sessions is detailed on an agenda. The agenda is a list of business items to be considered at a meeting. Copies of agendas are available at the entrance to the meeting room.
- Agendas are published at least 48 hours prior to Town Council meetings and work sessions. Agendas are posted at the Town Offices and at the Post Office. In addition, agendas and packets are available online at the Town's website: www.townofwestyellowstone.com. Questions about the agenda may be directed to the Town Clerk at (406) 646-7795 or eroos@townofwestyellowstone.com.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office or on the Town's website: www.townofwestyellowstone.com.



July 9, 2024

West Yellowstone Planning Board Meeting

10 AM – West Yellowstone Library

Planning Board Members Present: Jerry Johnson, Chipper Smith, Keith Hendrickson, Jeff Mathews, Rob Klatt, Brad Schmier, Jon Simms – Public Services Superintendent

Others Present: Building Official KC Tanner, Town Manager Dan Walker, Hyalite Planning Consultant Scott Hazelton, Town Clerk Liz Roos

Public Comment Period: No public comment is received

Minutes

Motion carried to approve the minutes from the June 27, 2024 Planning Board Meeting. (Johnson, Klatt)

Elections

Motion carried to elect Jerry Johnson to serve as the President of the Planning Board. (Smith, Klatt)

Motion carried to elect Brad Schmier to serve as the Vice-President of the Planning Board. (Smith, Mathews)

Zoning Code Update

Scott Hazelton presents the most recent draft of the revised zoning code ordinance. The board discusses non-conforming uses. Hazelton explains that non-conforming uses will be allowed to remain, but the non-conformity cannot be increased. The board acknowledges written comments they received from Town Council Member Lisa Griffith. The board agrees the Town Council should take the comments into consideration. They specifically discuss the difference between home occupations and working from home, pointing out that a home occupation has customers that come to the home.

The Board returns to the beginning of the document for a full review. Hazelton suggests that instead of prohibiting outdoor merchandise sales, they could require a setback from the property line for display of outdoor merchandise. He explains this change would eliminate some definitions. The board agrees that for the B-3 zone, to require an 18” setback from the property line for outdoor merchandise sales and rentals that are outside of a structure. They review all the changes made at the previous meetings for the residential zones, including the prohibition of short-term rentals in all residential zones. The group discusses the language pertaining to business inspections and agree it is not necessary to single out short-term rentals. The board discusses the business overlay district and access requirements. They discuss the section that

pertains to the M-1 district, which currently the Town does not have. They discuss the intent of the business overlay district to ensure that the area remains vibrant and property owners are able to improve their properties. The Board agrees to forward the discussion about the business overlay district to the Town Council and include the map as draft. They discuss density limitations for mobile home parks, trailer parks and limited services campgrounds.

Lunch Break

The Board discusses the parking ordinance, parking requirements, and purchasing parking spaces. They consider eliminating or changing parking requirements but no changes are made. The Board considers the signs section of the ordinance. Hazelton clarifies previous changes and updates. They discuss portable and temporary signs. Hazelton also points out the language at the end of the ordinance that encourages review of the ordinance every two years. Hazelton will make the changes discussed today and send out a final draft tomorrow.

Motion carried to recommend the zoning code ordinance, as amended and updated today.
(Johnson, Klatt)

The Board completes its review, the next step will be a review by the Town Council at the work session on July 16, 2024.

Town Clerk Liz Roos

P.O. BOX 1570

TOWN OF WEST YELLOWSTONE MONTANA

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER 2820.430200 - 451 *kt*

Date 7-11-24

Ship Via

Order No. 005797

Department PUBLIC WORKS

TO: MOUNTAIN VALLEY CONSTRUCTION

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

| Quantity | Description |
|----------|------------------------------------|
| | Apply dust control throughout town |
| | |
| | |
| | |

Estimated Cost \$ 15,000.00

Authorized By 

Requested By: 

VENDOR COPY - White OFFICE COPY - Canary



P.O. BOX 311
REXBURG, ID 83440

INVOICE

| | |
|-----------|-----------|
| Date: | Invoice # |
| 6/28/2024 | 10875 |

| |
|--|
| Bill to: |
| CITY OF WEST YELLOWSTONE P.O. BOX 1570 WEST YELLOWSTONE MT 59758 |

| |
|----------|
| Ship to: |
| |

| | | | |
|------------------|-----------|-----------|---------|
| TERMS | DUE DATE | SHIP DATE | PROJECT |
| DUE UPON RECE... | 6/28/2024 | 6/25/2024 | |

| QTY | ITEM | DESCRIPTION | PRICE EACH | AMOUNT |
|--------|------------|---|------------|-----------|
| 15,000 | DUSTGARD 2 | DUSTGARD MAGNESIUM CHLORIDE (SOLD BY THE GALLON) Includes Trucking and spreading spread by Michelle | 1.00 | 15,000.00 |

| | |
|--------------|--------------------|
| Total | \$15,000.00 |
|--------------|--------------------|

We only accept checks for payment on your account. If you receive an email stating we are accepting credit cards, Venmo or asking for your information to pay ACH/EFT - DO NOT RESPOND! These are scam/phishing emails.

ACCOUNTS DUE AND PAYABLE UPON RECEIPT. A FINANCE CHARGE of 1-1/2% per month which is an ANNUAL PERCENTAGE RATE of 18% will be charged to past due accounts.

| |
|----------------|
| Phone # |
| (208) 522-8449 |

| |
|----------------------------|
| E-mail |
| mvconstruction@hotmail.com |

| |
|------------------------------------|
| Web Site |
| www.mountainvalleyconstruction.com |

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

PHONE: 406-646-7795
FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

1000.430263.357 kt

Date 7-11-24

Ship Via

Order No. 006649

Department PUBLIC WORKS


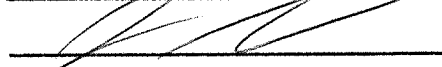
TO: Sweet Electric LLC.

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

| Quantity | Description |
|----------|------------------------------------|
| | |
| | Get lights working on N. Electric. |
| | |
| | |
| | |

Estimated Cost \$ 16,690.⁰⁰

Authorized By 
Requested By: 

VENDOR COPY - White OFFICE COPY - Canary

Sweet Electric LLC

6696 N 25th E
Idaho Falls, ID 83401 US
sweetelectricidaho@gmail.com

Estimate

ADDRESS
Town of West Yellowstone

ESTIMATE 1010
DATE 07/10/2024

JOB
Electric Street Lighting

| DATE | | DESCRIPTION | QTY | RATE | AMOUNT |
|------|---------------|---|-----|----------|--------------------|
| | Material | 850' 3/4 pvc conduit | 1 | 900.00 | 900.00 |
| | Material | 5 lights | 1 | 600.00 | 600.00 |
| | Material | Asphalt Patch | 1 | 250.00 | 250.00 |
| | Material | 5 weatherproof boxes | 1 | 120.00 | 120.00 |
| | Material | 20' of 3/4 flex | 1 | 120.00 | 120.00 |
| | Material | 3000' of #10 | 1 | 1,000.00 | 1,000.00 |
| | Equipment Use | Asphalt Saw Rental | 1 | 500.00 | 500.00 |
| | Equipment Use | Other equipment required for the job | 1 | 1,200.00 | 1,200.00 |
| | Labor | Labor for 2 guys per hour - 40 hours each | 80 | 150.00 | 12,000.00 |
| | | TOTAL | | | \$16,690.00 |

Received by:

Received Date:

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

7/16/24

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER 4000.420110.944 KT

Date

Ship Via

Order No. 006325

Department West Yellowstone Police Department

TO: DUVAL FORD

ADDRESS: 1616 CASSAT AVE

JACKSONVILLE, FLORIDA 322101600

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

| Quantity | Description |
|----------|--|
| 2 | 2024 F-150 Police Responder Vehicles \$49,550.00 each |
| | |
| | |
| | |

Estimated Cost \$ 99,100.32

Authorized By 

Requested By: Mike CAVAGAN

TOWN OF WEST YELLOWSTONE

WYPD Patrol Vehicle Purchase

2024 Ford F-150 Responder Package – Qty.2

The following information provides a more detailed description of Purchase Order #006325. The attached purchase order is for two new police patrol vehicles. One of the vehicles is part of our five-year Capital Improvement Plan to replace our aging fleet of patrol vehicles. The second vehicle is a replacement for the totaled Chief's vehicle, paid for by the insurance claim money. The quote is for two 2024 Ford F-150 Police Responder series vehicles. These will be identical to our most recent vehicle purchase. The price increase from the vehicle ordered in December 2023 is only \$430. There will be two additional purchase orders at the next council meeting which will be the equipment and labor for the up build of all the interior equipment. Just like our previous purchase, this pickup is designed specifically to be a police patrol vehicle and is not your standard pickup off the lot.

A few unique features of this truck are listed here: It is pursuit rated to 120 mph, has vinyl seats in the rear, engine block heater, police engine idle feature, keyless entry, 10 speed automatic transmission with ECO boost, driver's side mounted spot light, rear door lock inoperability for prisoner transports, and a center console wiring harness for ease of hookup of external gear.

Explanation for only obtaining one bid: This is the same company tandem (Duval Ford/Dana Safety Supply) that we have purchased the last two police patrol vehicles from. Both times, they were the winning bids. This go around, I am sure they would be the lowest bid, however there is a more important reason for ordering these now, from them. Ford has stopped taking orders for the Responder series for the year (final orders had to be in by mid-April). The production run for those orders starts August 1st of this year, which is when our vehicle ordered last December will roll off the line. Ford will accept new Responder series orders from January to April next year, for a likely production run of next August 2025. Due to the volume of these vehicles ordered by this vendor, they have a few extra vehicles ordered on this year's production run. Because of our working relationship, they are going to change the color of two of the vehicles to our color prior to the production run and secure two vehicles for us this year. If we do not act now, we will not receive these two vehicles until late 2025. If we act now, we should receive these two vehicles before the end of this year.

We have budgeted \$73,000 in the capital improvement plan, so the total cost of this purchase with the addition of up build quotes provided at the next council meeting, will be within budget. As mentioned above, the second vehicle will be paid for via our insurance claim.

RECOMMENDATION: I recommend that we purchase these vehicles through Duval Ford for \$99,100.32.

I am available to answer any questions in advance of the council meeting or at the meeting. Thank you for taking the time to review this purchase order. Mike Gavagan



Prepared for: Mike Gavagan

Chief of Police, Town of West Yellowstone Police

Prepared by: Kirk Fried

07/10/2024



Duval Ford | 1616 Cassat Ave Jacksonville Florida | 322101600

2024 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 420

Pricing Summary - Single Vehicle

| | MSRP |
|------------------------|--------------------|
| <i>Vehicle Pricing</i> | |
| Base Vehicle Price | \$51,610.00 |
| Options | \$2,090.00 |
| Colors | \$0.00 |
| Upfitting | \$0.00 |
| Fleet Discount | \$0.00 |
| Fuel Charge | \$0.00 |
| Destination Charge | \$1,995.00 |
| Subtotal | \$55,695.00 |

Pre-Tax Adjustments

| Code | Description | MSRP |
|--------------|-----------------------------|--------------------|
| Govt | Government Pricing Discount | -\$6,144.84 |
| Total | | \$49,550.16 |

Customer Signature

Acceptance Date

Vehicle # 1

Prepared for: Mike Gavagan

Chief of Police, Town of West Yellowstone Police

Prepared by: Kirk Fried

07/10/2024



Duval Ford | 1616 Cassat Ave Jacksonville Florida | 322101600

2024 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 420

As Configured Vehicle (cont'd)

Description

Radio: AM/FM Stereo w/6 Speakers

Includes:

- SYNC 4

Black Platform Running Boards

Engine Block Heater

Front License Plate Bracket

Standard in states where required by law, optional to all others.

Power Glass Heated Sideview Mirrors

Includes manual folding, turn signal and black skull caps.

Remote Keyless-Entry Key Fob w/o Key Pad

Less PATS. Includes 4-key fobs and perimeter anti-theft alarm. Note: Available with Keyed Alike. However, key fobs are not fobbed alike when ordered with Keyed Alike.

Driver Only LED Bulb Spot Lamp (Unity)

COV Required

Priced DORA

Emissions

50 State Emissions System

Exterior Color

Atlas Blue Metallic

Prepared for: Mike Gavagan
Chief of Police, Town of West Yellowstone Police
Prepared by: Kirk Fried
07/10/2024



Duval Ford | 1616 Cassat Ave Jacksonville Florida | 322101600

2024 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 420

Pricing Summary - Single Vehicle

| | MSRP |
|------------------------|--------------------|
| <i>Vehicle Pricing</i> | |
| Base Vehicle Price | \$51,610.00 |
| Options | \$2,090.00 |
| Colors | \$0.00 |
| Upfitting | \$0.00 |
| Fleet Discount | \$0.00 |
| Fuel Charge | \$0.00 |
| Destination Charge | \$1,995.00 |
| Subtotal | \$55,695.00 |

Pre-Tax Adjustments

| Code | Description | MSRP |
|--------------|-----------------------------|--------------------|
| Govt | Government Pricing Discount | -\$6,144.84 |
| Total | | \$49,550.16 |

Customer Signature

Acceptance Date

Vehicle #2

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Mike Gavagan

Chief of Police, Town of West Yellowstone Police

Prepared by: Kirk Fried

07/10/2024



Duval Ford | 1616 Cassat Ave Jacksonville Florida | 322101600

2024 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 420

As Configured Vehicle (cont'd)

Description

Radio: AM/FM Stereo w/6 Speakers

Includes:

- SYNC 4

Black Platform Running Boards

Engine Block Heater

Front License Plate Bracket

Standard in states where required by law, optional to all others.

Power Glass Heated Sideview Mirrors

Includes manual folding, turn signal and black skull caps.

Remote Keyless-Entry Key Fob w/o Key Pad

Less PATS. Includes 4-key fobs and perimeter anti-theft alarm. Note: Available with Keyed Alike. However, key fobs are not fobbed alike when ordered with Keyed Alike.

Driver Only LED Bulb Spot Lamp (Unity)

COV Required

Priced DORA

Emissions

50 State Emissions System

Exterior Color

Atlas Blue Metallic

07/12/24
16:24:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/24

Page: 1 of 8
Report ID: AP100

For dates posted from 07/03/24 to 07/12/24, FSB - Operating account
* ... Over spent expenditure

| Claim | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|--|------------|--|-------------------------|---------|--------|---------------|-------------|-----------------|
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51339 | | 2 Forsgren Associates P.A. | 51,575.25 | | | | | |
| | 124235 | 06/25/24 PoliceRoof/Museum Roof | 835.00 | | PLNNG | 1000 411000 | 357 | 101000 |
| | 124230 | 06/25/24 WWTP | 50,740.25 | | SEWER | 5320 430640 | 951 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51340 | | 533 Market Place | 50.96 | | | | | |
| | 06/22/24 | Supplies Covey Event | 11.39 | | HELP | 7010 450135 | 790 | 101000 |
| | 06/22/24 | Supplies Covey Event | 39.57 | | HELP | 7010 450135 | 790 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51341 | | 2195 Code Publishing Company | 977.00 | | | | | |
| | GCI0014614 | 06/28/24 Web Update | 147.00 | | ADMIN | 1000 410210 | 398 | 101000 |
| | GC00126243 | 06/27/24 Annual webfees | 830.00 | | ADMIN | 1000 410210 | 398 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51342 | | 1331 West Yellowstone Foundation | 20.00 | | | | | |
| | 05/26/24 | Bus Voucher | 10.00 | | HELP | 7010 450135 | 370 | 101000 |
| | 06/24/24 | Bus Voucher | 10.00 | | HELP | 7010 450135 | 370 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51343 | | 1305 Montana Municipal Interlocal | 22.50 | | | | | |
| | DR1005599 | 06/28/24 MadAddLawsuit v TownReMoonr | 22.50 | | LIABIL | 1000 510330 | 512 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51344 | | 2575 WY Tourism Business Improvement | 30,254.81 | | | | | |
| | 06/30/24 | Collections in June 2024 | 30,254.81 | | TBID | 7202 411800 | 540 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51345 | E | 2964 CITI CARDS | 2,666.34 | | | | | |
| | 06/11/24 | Amazon - Toner | 74.56 | | ADMIN | 1000 410210 | 220 | 101000 |
| | 06/14/24 | TC meeting supplies | 3.11 | | LEGIS | 1000 410100 | 220 | 101000 |
| | 06/14/24 | TC meeting supplies | 55.44 | | LEGIS | 1000 410100 | 220 | 101000 |
| | 06/14/24 | FoodTraysfor GroundBreakWWTP | 253.87 | | LEGIS | 1000 410100 | 220 | 101000 |
| | 06/15/24 | SumRec Supplies | 223.02 | | SUMREC | 1000 460449 | 220 | 101000 |
| | 06/15/24 | SumRec Supplies | 205.86 | | SUMREC | 1000 460449 | 220 | 101000 |
| | 06/17/24 | Supplies | 15.28 | | ADMIN | 1000 410210 | 220 | 101000 |
| | 06/18/24 | FireholeBBQ TC meeting | 147.34 | | LEGIS | 1000 410100 | 220 | 101000 |
| | 06/20/24 | Postage | 68.00 | | FINADM | 1000 410510 | 311 | 101000 |
| | 06/20/24 | Postage | 68.00 | | SOCSE | 1000 450135 | 311 | 101000 |
| | 06/20/24 | Postage | 68.00 | | ADMIN | 1000 410210 | 311 | 101000 |
| | 06/20/24 | Postage | 68.00 | | FINADM | 1000 410510 | 311 | 101000 |
| | 06/21/24 | Yell Bear World Sum Rec | 755.78 | | SUMREC | 1000 460449 | 871 | 101000 |
| | 06/25/24 | CustomLogoSumRec | 218.05 | | SUMREC | 1000 460449 | 226 | 101000 |
| | 06/27/24 | ZoningMeetSupplies | 27.95 | | LEGIS | 1000 410100 | 220 | 101000 |
| | 06/27/24 | RunningBearZoningmeeting | 123.28 | | LEGIS | 1000 410100 | 220 | 101000 |
| | 06/28/24 | ID Falls Zoo Sum Rec | 190.80 | | SUMREC | 1000 460449 | 871 | 101000 |
| | 07/03/24 | Fat CatsRexburgSumRec | 100.00 | | SUMREC | 1000 460449 | 871 | 101000 |

For dates posted from 07/03/24 to 07/12/24, FSB - Operating account
* ... Over spent expenditure

| Claim | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-------|----------|--|-------------------------|---------|--------|---------------|-------------|-----------------|
| 51347 | | 151 Gallatin County WY TS/Compost | 2,832.00 | | | | | |
| | 06/30/24 | Household waste | 2,832.00 | | PARKS | 1000 460430 | 534 | 101000 |
| 51348 | | 3311 ClearGov Inc. | 12,460.00 | | | | | |
| | 07/01/24 | Subsc RenewalBooksuiteFY25 | 7,210.00 | | FINADM | 1000 410510 | 356 | 101000 |
| | 07/01/24 | SubscrRenewCapBudgSuiteFY25 | 5,250.00 | | FINADM | 1000 410510 | 356 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51349 | | 2845 Kasting, Kauffman & Mersen, PC | 12,984.78 | | | | | |
| | 07/02/24 | legal services 6/1/-6/30/24 | 12,730.00 | | LEGAL | 1000 411100 | 352 | 101000 |
| | 07/02/24 | misc-planning | 18.00 | | LEGAL | 1000 411100 | 870 | 101000 |
| | 07/02/24 | travel | 236.78 | | LEGAL | 1000 411100 | 373 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51350 | E | 2673 First Bankcard | 4,426.91 | | | | | |
| | 06/04/24 | QR Code Generator | 35.00 | | SOCSER | 1000 450135 | 220 | 101000 |
| | 06/05/24 | Owl speaker system | 2,099.00 | | LEGIS | 1000 410100 | 212 | 101000 |
| | 06/17/24 | Streath SignsYeildtoPedestrian | 1,172.72 | | STREET | 1000 430200 | 220 | 101000 |
| | 06/20/24 | GlobalIndustrial-base for sign | 1,120.19 | | STREET | 1000 430200 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51351 | E | 2673 First Bankcard | 838.47 | | | | | |
| | 06/03/24 | Copier fee | 220.67 | | LIBRY | 2220 460100 | 398 | 101000 |
| | 06/10/24 | Books | 5.24 | | LIBRY | 2220 460100 | 215 | 101000 |
| | 06/13/24 | Supplies | 64.41 | | LIBRY | 2220 460100 | 220 | 101000 |
| | 06/15/24 | Supplies | 135.07 | | LIBRY | 2220 460100 | 220 | 101000 |
| | 06/15/24 | Membership Fee | 14.99 | | LIBRY | 2220 460100 | 398 | 101000 |
| | 06/20/24 | Supplies | 21.98 | | LIBRY | 2220 460100 | 220 | 101000 |
| | 06/27/24 | Books | 19.49 | | LIBRY | 2220 460100 | 215 | 101000 |
| | 06/30/24 | Books | 186.74 | | LIBRY | 2220 460100 | 215 | 101000 |
| | 06/30/24 | Books | 169.88 | | LIBRY | 2220 460100 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51353 | | 73 Westmart Building Center | 4,849.58 | | | | | |
| | 06/27/24 | Street Supplies | 368.28 | | STREET | 1000 430200 | 220 | 101000 |
| | 06/27/24 | Sewer small Equipment | 45.57 | | SEWER | 5310 430640 | 212 | 101000 |
| | 06/27/24 | Police buildingSupplies | 0.51 | | POLICE | 1000 411258 | 366 | 101000 |
| | 06/27/24 | Police Supplies | 3.32 | | POLICE | 1000 420100 | 220 | 101000 |
| | 06/27/24 | Library Building Supplies | 7.58 | | LIBRY | 1000 411259 | 220 | 101000 |
| | 06/27/24 | Povah building supplies | 221.29 | | POVAH | 1000 411255 | 220 | 101000 |
| | 06/27/24 | Parks Grounds | 3,039.70 | | PARKS | 1000 460430 | 365 | 101000 |
| | 06/27/24 | Parks supplies | 929.67 | | PARKS | 1000 460430 | 220 | 101000 |
| | 06/27/24 | Sum Rec Supplies | 233.66 | | SUMREC | 1000 460449 | 220 | 101000 |

07/12/24
16:24:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/24

Page: 3 of 8
Report ID: AP100

For dates posted from 07/03/24 to 07/12/24, FSB - Operating account
* ... Over spent expenditure

| Claim | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-------|------------|--|-------------------------|---------|--------|---------------|-------------|-----------------|
| 51354 | | 2264 MORNING GLORY COFFEE & TEA | 35.00 | | | | | |
| | 928464 | 07/04/24 Coffee | 35.00 | | DSPTCH | 1000 420160 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51355 | | 135 Food Roundup | 217.14 | | | | | |
| | 06/07/24 | Town CleanupBBQ | 66.97 | | PARKS | 1000 460430 | 220 | 101000 |
| | 06/27/24 | Sum Rec Supplies | 10.38 | | SUMREC | 1000 460449 | 220 | 101000 |
| | 06/17/24 | Sum Rec Supplies | 29.65 | | SUMREC | 1000 460449 | 220 | 101000 |
| | 06/07/24 | Sum Rec Supplies | 9.33 | | SUMREC | 1000 460449 | 220 | 101000 |
| | 06/07/24 | Sum Rec Supplies | 100.81 | | SUMREC | 1000 460449 | 220 | 101000 |
| 51356 | | 2952 DIS Technologies | 821.00 | | | | | |
| | 14260 | 07/05/24 Monthly Managed IT | 821.00 | | IT | 1000 410580 | 355 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51357 | | 2421 NAPA Auto Parts | 670.41 | | | | | |
| | 06/30/24 | Napa Supplies | 170.56 | | STREET | 1000 430200 | 220 | 101000 |
| | 06/30/24 | Napa Park Supplies | 39.49 | | PARKS | 1000 460430 | 220 | 101000 |
| | 06/30/24 | Napa Vehicle repairSupplies | 418.68 | | STREET | 1000 430200 | 361 | 101000 |
| | 06/30/24 | NAPA Fuel & Oil supplies | 41.68 | | STREET | 1000 430200 | 231 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51359 | | 3478 Inland Potable Services, Inc. | 3,150.00 | | | | | |
| | A137-06252 | 06/25/24 Clean & Inspect Tank | 3,150.00 | | WATER | 5210 430500 | 398 | 101000 |
| 51360 | | 2375 OCLC NETLIBRARY | 777.22 | | | | | |
| | 1000386004 | 07/01/24 Yearly GroupContractFY25 | 777.22 | | LIBRY | 2220 460100 | 398 | 101000 |
| 51361 | | 2558 Hebgen Basin Fire District | 56,686.67 | | | | | |
| | 07/01/24 | July 2024 | 49,018.40 | | FIRE | 1000 420400 | 357 | 101000 |
| | 07/01/24 | July 2024 | 7,668.27 | | FIRE | 1000 420400 | 140 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51362 | E | 2673 First Bankcard | 2,678.47 | | | | | |
| | 06/05/24 | Apple | 5.99 | | ADMIN | 1000 410210 | 335 | 101000 |
| | 06/06/24 | JiffyLube | 232.96 | | STREET | 1000 430200 | 361 | 101000 |
| | 06/09/24 | Apple | 0.99 | | ADMIN | 1000 410210 | 335 | 101000 |
| | 06/12/24 | Uline supplies | 936.30 | | PARKS | 1000 460430 | 220 | 101000 |
| | 06/12/24 | Apple | 5.99 | | ADMIN | 1000 410210 | 335 | 101000 |
| | 06/13/24 | Adobe | 19.99 | | ADMIN | 1000 410210 | 335 | 101000 |
| | 06/17/24 | Suttons Saw Service Repairs | 69.73 | | PARKS | 1000 460430 | 369 | 101000 |
| | 06/19/24 | T-Mobile | 137.50 | | STREET | 1000 430200 | 345 | 101000 |
| | 06/19/24 | Apple | 5.99 | | ADMIN | 1000 410210 | 335 | 101000 |
| | 06/20/24 | Ard's Glass & Paint Co. | 21.65 | | UPDL | 1000 411252 | 366 | 101000 |
| | 06/20/24 | Stone's Auto | 442.00 | | STREET | 1000 430200 | 361 | 101000 |
| | 06/20/24 | Sunpro | 32.64 | | PARKS | 1000 460430 | 220 | 101000 |
| | 06/27/24 | Apple | 5.99 | | ADMIN | 1000 410210 | 335 | 101000 |
| | 06/28/24 | Playset Parts Park | 760.75 | | PARKS | 1000 460430 | 220 | 101000 |

07/12/24
16:24:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/24

Page: 4 of 8
Report ID: AP100

For dates posted from 07/03/24 to 07/12/24, FSB - Operating account
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|--|-------|--|-------------------------|---------|--------|---------------|-------------|-----------------|
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51363 | E | 2673 First Bankcard | 1,316.69 | | | | | |
| | | 06/04/24 CleanupBBQPark | 67.20 | | PARKS | 1000 460430 | 220 | 101000 |
| | | 06/04/24 CleanupBBQPark | 13.96 | | PARKS | 1000 460430 | 220 | 101000 |
| | | 06/04/24 Bus Voucher | 98.05 | | HELP | 7010 450135 | 370 | 101000 |
| | | 06/10/24 Help fund supplies | 95.39 | | HELP | 7010 450135 | 220 | 101000 |
| | | 06/07/24 Social supplies | 9.56 | | SOCSE | 1000 450135 | 220 | 101000 |
| | | 06/10/24 Covey thankyouPete'sGrant | 145.00 | | HELP | 7010 450135 | 790 | 101000 |
| | | 06/10/24 Social Supplies | 55.46 | | SOCSE | 1000 450135 | 220 | 101000 |
| | | 06/13/24 Help fund supplies | 29.30 | | HELP | 7010 450135 | 220 | 101000 |
| | | 06/13/24 Canva Subscription | 24.00 | | HELP | 7010 450135 | 220 | 101000 |
| | | 06/17/24 Mail voucher | 17.65 | | HELP | 7010 450135 | 220 | 101000 |
| | | 06/22/24 Covey SuppliesGrant | 27.03 | | HELP | 7010 450135 | 220 | 101000 |
| | | 06/22/24 TransportationVoucher | 220.00 | | HELP | 7010 450135 | 370 | 101000 |
| | | 06/24/24 Bus Voucher | 95.05 | | HELP | 7010 450135 | 370 | 101000 |
| | | 06/26/24 Social Supplies | 7.40 | | SOCSE | 1000 450135 | 220 | 101000 |
| | | 06/26/24 Social Supplies | 26.45 | | SOCSE | 1000 450135 | 220 | 101000 |
| | | 06/28/24 Social Supplies | 67.20 | | SOCSE | 1000 450135 | 220 | 101000 |
| | | 06/28/24 Bus Voucher | 317.99 | | HELP | 7010 450135 | 370 | 101000 |
| 51364 | | 2952 DIS Technologies | 740.00 | | | | | |
| | | 14263 07/05/24 Monthly IT | 740.00 | | IT | 1000 420160 | 398 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51365 | E | 2673 First Bankcard | 547.87 | | | | | |
| | | 06/10/24 Dispatch/Police Supplies | 63.25 | | POLICE | 1000 420230 | 220 | 101000 |
| | | 06/19/24 Microchipreader | 44.99 | | ANIMAL | 1000 440600 | 220 | 101000 |
| | | 06/19/24 Biometric supply kit | 188.89 | | POLICE | 1000 420230 | 220 | 101000 |
| | | 06/26/24 police supplie | 100.74 | | POLICE | 1000 420100 | 220 | 101000 |
| | | 07/02/24 TransunionBackground | 150.00 | | POLICE | 1000 420100 | 398 | 101000 |
| *** Claim from another period (6/24) **** | | | | | | | | |
| 51368 | | 3414 Mountain Mobile | 800.00 | | | | | |
| | | 21635 06/27/24 '08 GMC SeirrawindshIELD | 375.00 | | STREET | 1000 430200 | 361 | 101000 |
| | | 21634 06/27/24 '19 DodgeDurangoWindshIELD | 425.00 | | STREET | 1000 430200 | 361 | 101000 |
| 51369 | | 2743 Montana Quarterly | 27.00 | | | | | |
| | | 07/01/24 Yearly Subscription | 27.00 | | LIBRY | 2220 460100 | 215 | 101000 |
| 51370 | | 3400 Julie Brown | 2,140.00 | | | | | |
| | | 07/11/24 Cleaning Town Office | 825.00 | | TWNHLL | 1000 411250 | 357 | 101000 |
| | | 07/11/24 Cleaning TrailheadBuilding | 40.00 | | TRLHD | 1000 411256 | 350 | 101000 |
| | | 07/11/24 Cleaning Library | 450.00 | | LIBRY | 1000 411259 | 357 | 101000 |
| | | 07/11/24 Cleaning Povah | 375.00 | | POVAH | 1000 411255 | 350 | 101000 |
| | | 07/11/24 Public Works Shop | 150.00 | | PARKS | 1000 411253 | 357 | 101000 |
| | | 07/11/24 TownHall Gym | 100.00 | | TWNHLL | 1000 411250 | 357 | 101000 |
| | | 07/11/24 Park Bathrooms | 200.00 | | PARKS | 1000 460430 | 357 | 101000 |

07/12/24
16:24:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/24

Page: 5 of 8
Report ID: AP100

For dates posted from 07/03/24 to 07/12/24, FSB - Operating account
* ... Over spent expenditure

| Claim | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-------|------------------|--|-------------------------|---------|--------|---------------|-------------|-----------------|
| 51409 | | 333 Montana State Library | 2,039.06 | | | | | |
| | 07/01/24 | Shared costs FY25 | 2,039.06 | | LIBRY | 2220 460100 | 398 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51410 | | 254 Firehole Fill Up/Economart | 161.01 | | | | | |
| | 1727289 06/05/24 | Gas Voucher | 42.36 | | HELP | 7010 450135 | 231 | 101000 |
| | 1727366 06/13/24 | Gas Voucher | 50.00 | | HELP | 7010 450135 | 231 | 101000 |
| | 1727283 06/04/24 | Fuel | 53.65 | | STREET | 1000 430200 | 231 | 101000 |
| | 1727306 06/07/24 | Ice BBQ | 15.00 | | PARKS | 1000 460430 | 220 | 101000 |
| 51411 | | 3479 JAYSON NOVAK | 200.00 | | | | | |
| | 0266159 07/08/24 | Transportation forClieint | 200.00 | | HELP | 7010 450135 | 370 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51412 | | 2537 Balco Uniform Co., Inc. | 289.64 | | | | | |
| | 79923-1 06/30/24 | Uniforms | 62.80 | | POLICE | 1000 420100 | 226 | 101000 |
| | 79923-2 06/30/24 | Uniforms | 85.84 | | POLICE | 1000 420100 | 226 | 101000 |
| | 79891 06/30/24 | Uniforms-Courtis | 141.00 | | POLICE | 1000 420100 | 226 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51413 | | 3467 Hyalite Engineers PLLC | 10,186.25 | | | | | |
| | 11126 06/30/24 | Zoning Code Update | 10,186.25 | | PLNNG | 1000 411000 | 354 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51414 | | 1061 Lane and Associates | 583.05 | | | | | |
| | 10324 06/30/24 | Drug Test DOT | 381.15 | | ADMIN | 1000 410210 | 351 | 101000 |
| | 10324 06/30/24 | Drug Test non DOT | 201.90 | | ADMIN | 1000 410210 | 351 | 101000 |
| 51415 | | 999999 KATHERNE HERZOG | 60.00 | | | | | |
| | 07/08/24 | RefundSumRecNonparticipate | 60.00 | | SUMREC | 1000 346051 | | 101000 |
| 51416 | | 999999 MARIANA MAVOR | 120.00 | | | | | |
| | 07/08/24 | Refundfor nonParticipationSumRe | 120.00 | | SUMREC | 1000 346051 | | 101000 |
| 51417 | | 2214 MMCT & FOA | 150.00 | | | | | |
| | 07/01/24 | MMCT& FOA DuesFY25Russell | 50.00 | | FINADM | 1000 410510 | 380 | 101000 |
| | 07/01/24 | MMCT& FOA DuesFY25Thompson | 50.00 | | FINADM | 1000 410510 | 380 | 101000 |
| | 07/01/24 | MMCT& FOA DuesFY25Roos | 50.00 | | TWNCLR | 1000 410210 | 380 | 101000 |
| 51418 | | 3473 GWC LLC | 252,310.00 | | | | | |
| | 5745 07/10/24 | DepositMuseumRoof | 252,310.00 | | CIP | 4000 460460 | 920 | 101000 |
| 51419 | | 375 Black Mountain Software Inc. | 25,476.00 | | | | | |
| | 00942 07/01/24 | UB Software | 2,076.25 | | WATER | 5210 430570 | 355 | 101000 |
| | 00942 07/01/24 | UB Software | 2,076.25 | | SEWER | 5310 430670 | 355 | 101000 |
| | 00942 07/01/24 | Sales (Resort) Tax Software | 1,331.00 | | RT | 2100 410540 | 355 | 101000 |
| | 00942 07/01/24 | Cemetery Software | 1,754.50 | | CEMETR | 2240 430900 | 355 | 101000 |
| | 00942 07/01/24 | BMS Software | 18,238.00 | | FINADM | 1000 410510 | 356 | 101000 |

07/12/24
16:24:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/24

Page: 6 of 8
Report ID: AP100

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|-------|---------------------|--|-------------------------|---------|--------|---------------|-------------|-----------------|
| 51420 | | 2099 Quick Print of West Yellowstone | 128.95 | | | | | |
| | 19415 07/02/24 | DogwastestickersParks | 90.00 | | PARKS | 1000 460430 | 220 | 101000 |
| | 19453 07/09/24 | Laminate Rules | 35.70 | | ADMIN | 1000 410210 | 220 | 101000 |
| | 19418 07/02/24 | LaminateCemetery Map | 3.25 | | CEMTRY | 2240 430900 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51421 | | 3245 4 Corners Recycling LLC | 1,970.60 | | | | | |
| | 5256 06/28/24 | Pull fees & Processing | 1,970.60 | | PARKS | 1000 460430 | 534 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51422 | | 3192 Floyd's Truck Center | 320.24 | | | | | |
| | 1006688 06/17/24 | Repair services | 121.10 | | PARKS | 1000 460430 | 369 | 101000 |
| | 1006747 06/30/24 | Repair services | 199.14 | | PARKS | 1000 460430 | 369 | 101000 |
| 51423 | | 2937 CINTAS First Aid & Safety | 287.67 | | | | | |
| | 5218905725 07/02/24 | First-aid supplies | 287.67 | | STREET | 1000 430200 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51424 | | 2800 RDO Equipment Co. | 14,243.00 | | | | | |
| | E0304716 07/09/24 | Repair Parts PO#6625 | 14,243.00 | | STREET | 1000 430200 | 369 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51425 | | 3422 Sprinter Heating & Air LLC | 1,826.78 | | | | | |
| | 21555 06/24/24 | Yearly Maintenance | 1,826.78 | | POLICE | 1000 411258 | 398 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51426 | | 764 General Distributing Co. | 88.11 | | | | | |
| | 1391699 06/30/24 | Welding Supplies | 88.11 | | STREET | 1000 430200 | 231 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51427 | | 40 Jerry's Enterprises | 284.62 | | | | | |
| | 06/28/24 | Fuel | 273.19 | | STREET | 1000 430200 | 231 | 101000 |
| | 06/11/24 | Police supplies | 11.43 | | POLICE | 1000 420100 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51428 | | 3315 IAS EnviroChem | 90.00 | | | | | |
| | 2403656 07/09/24 | B.O.D. Testing in June | 90.00 | | SEWER | 5310 430600 | 348 | 101000 |
| 51429 | | 2551 TK Elevator | 550.83 | | | | | |
| | 3007990712 07/01/24 | PovahElevatorServ7/1-9/30/ | 550.83 | | POVAH | 1000 411255 | 366 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51430 | | 3221 Rocky Mountain Electric | 76,308.52 | | | | | |
| | 2024-081 07/09/24 | Street Lights | 76,308.52 | | CIP | 4000 430263 | 937 | 101000 |
| 51431 | | 3241 Bridger Analytical Lab | 300.00 | | | | | |
| | 2407072 07/03/24 | Water Tests for July | 300.00 | | WATER | 5210 430500 | 348 | 101000 |

07/12/24
16:24:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/24

Page: 7 of 8
Report ID: AP100

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|-------|--------------------|--|-------------------------|-----------|-----------------------------|---------------|-------------|-----------------|
| 51432 | | 3236 Nubia Allen | 45.00 | | | | | |
| | 07/09/24 | Spanish Interpreter | 45.00 | | COURT | 1000 410360 | 350 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51433 | | 2751 Gallatin County Justice Court | 885.00 | | | | | |
| | 07/01/24 | PassthroughBondDenny | 885.00 | | COURT | 7469 213000 | | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51434 | | 2751 Gallatin County Justice Court | 1,255.00 | | | | | |
| | 07/01/24 | Passthroughbond(3)Arredondo | 1,255.00 | | COURT | 7469 213000 | | 101000 |
| 51435 | | 2751 Gallatin County Justice Court | 885.00 | | | | | |
| | 07/02/24 | PassthroughbondMcDonough | 885.00 | | COURT | 7469 213000 | | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51436 | | 2099 Quick Print of West Yellowstone | 189.11 | | | | | |
| | 19296 06/12/24 | Supplies | 14.11 | | BULDNG | 1000 420531 | 220 | 101000 |
| | 19276 06/06/24 | Business cards (3)sets | 155.00 | | POLICE | 1000 420100 | 220 | 101000 |
| | 19358 06/20/24 | Foam board | 20.00 | | POLICE | 1000 420100 | 220 | 101000 |
| 51437 | | 3263 Century Link | 23,756.97 | | | | | |
| | 101493618 06/18/24 | 911 support coverage | 23,756.97 | | 911 | 2850 420750 | 345 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51438 | | 2398 George Watson, Ph.D. | 1,500.00 | | | | | |
| | 1-C 06/19/24 | Psyc Eval | 1,500.00 | | POLICE | 1000 420100 | 351 | 101000 |
| 51439 | | 171 Montana Food Bank Network | 378.11 | | | | | |
| | 33744-1 07/11/24 | Food bank Supplies | 378.11 | | HELP | 7010 450135 | 220 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51440 | | 2323 Montana Department of Revenue | 16,580.39 | | | | | |
| | 565 06/30/24 | 1% Contractor's TaxWWTP | 16,580.39 | | WWTP | 5320 430640 | 951 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51441 | | 3476 RSCI | 1641,458.41 | | | | | |
| | 565-63024 06/30/24 | WWTP Project565 | 1641,458.41 | | WWTP | 5320 430640 | 951 | 101000 |
| | | *** Claim from another period (6/24) **** | | | | | | |
| 51442 | | 2913 Mountain Valley Construction | 15,000.00 | | | | | |
| | 10875 06/28/24 | DustGard | 15,000.00 | | STREET | 2820 430200 | 451 | 101000 |
| | | # of Claims | 61 | Total: | 2284,473.39 | | | |
| | | | Total Electronic Claims | 12,474.75 | Total Non-Electronic Claims | | 2271998.64 | |

Town of West Yellowstone
Town Council Meeting
July 2, 2024

TOWN COUNCIL MEMBERS PRESENT: Mayor Travis Watt, Lisa Griffith, Jeff McBirnie, Brian Benike

OTHERS PRESENT: Town Attorney Jane Mersen by Zoom, Town Manager Dan Walker, Town Clerk Liz Roos, Finance Director Katie Thompson

The meeting is called to order by Mayor Travis Watt at 7:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

The meeting is being broadcast over the internet using a program called Zoom.

Public Comment Period

Jan Neish shares that the Island Park News will come out a day early, tomorrow, July 3, 2024 because of the holiday this week. She explains that her column will not be printed until next week.

Council Comments

Council Member Lisa Griffith inquires about setting up the meeting between the Town and Hebgen Basin Fire District. Walker responds that they haven't set anything up yet but they will in the near future. Griffith also expresses concerns about the Planning Board process and public comment on the zoning code update project. Mayor Watt mentions that Tyler Behm and Gracie Swanson passed away since the last meeting. He also comments that he heard from Billie Richards this week and she really appreciated the help from Jon Brown and Sam Moldenhauer on a recent sewer issue.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #6623 to Yellowstone Log Chinking to repaint the shop at Pioneer Park and the sign at Dunbar Park for \$12,500.00. (McBirnie, Benike)
- 2) Motion carried to approve Purchase Order #6621 to Great White Construction to replace the room on the Police Department building for \$95,380.00. (McBirnie, Benike)
- 3) Motion carried to approve Purchase Order #6632 to Great White Construction to replace the roof on the museum building for \$625,624.00. (McBirnie, Benike)
- 4) Motion carried to approve Purchase Order #6630 to HK Contractors for asphalt repairs throughout the Town for \$32,041.00. (McBirnie, Benike)
- 5) Motion carried to approve Purchase Order #6631 to HK Contractors to repave the Electric Street Courts for \$31,028.00. (McBirnie, Benike)
- 6) Motion carried to approve Purchase Order #6633 to Mountain States Lighting for two light poles on the north side of the Town Hall for \$6652.00. (McBirnie, Benike)
- 7) Motion carried to approve the claims, which total \$79,570.26. (McBirnie, Benike) McBirnie abstains from claim #51229 to Pete's Pizza for \$110.05.
- 8) Motion carried to approve the minutes from the June 18, 2024 Town Council Meeting. (McBirnie, Benike) Griffith is opposed, motion passes.
- 9) Motion carried to approve the site plan for 555 Yellowstone Avenue. (McBirnie, Benike)
- 10) Motion carried to approve the site plan for 613 Yellowstone Avenue. (McBirnie, Benike)
- 11) Motion carried to release the parking covenant between 555 Yellowstone and 613 Yellowstone Avenue. (McBirnie, Benike)

- 12) Motion carried to approve the site plan for 221 N Canyon Street including the five conditions presented in the recommendation from the Planning Board including the purchase of five parking spaces. (McBirnle, Griffith)
- 13) Motion carried to direct the Town Manager to work with staff and attorney to determine the potential to issue residential building permits with the condition and understanding that sewer hookups will not be allowed until the sewer plant is operational. (Griffith, Benike) McBirnle is opposed, motion passes.

DISCUSSION

- 2) Jon Brown comments that the roofing material is here and the project will start next Monday.
- 3) Brown comments that the roofing material for this project is also here and they anticipate it will take six weeks to complete.
- 9-11) Assistant Public Services Superintendent KC Tanner explains that 555 Yellowstone and 613 Yellowstone previously shared parking through a covenant, but the business at 555 Yellowstone, now called Clair & Dees Yellowstone Point S, has been sold. Tanner explains that in order to complete the sale, they need to separate the parking plans for each location and release the parking covenant. McBirnle clarifies that the location already has four parking spaces that were purchased cash in lieu and is providing 17 spaces. Griffith comments that the current parking requirements are ridiculous because they are not enforced and suggests they consider eliminating parking requirements in the business district. Tanner explains that 613 Yellowstone Avenue site plan provides 23 off street parking spaces. The property only requires 13 spaces.
- 12) Tanner also explains that at 221 N Canyon, the applicant is requesting to purchase another 5 parking spaces to comply with the parking requirements. The applicant has agreed to the five conditions, including the purchase of five parking spaces, outlined in the recommendation from the Planning Board.
- 13) Griffith explains that she would like to make a motion to direct the Town Manager to work with the Town Attorney to authorize the issuance of residential building permits with the understanding that they cannot connect to the new sewer plant until it is complete. Benike seconds the motion but says it was his understanding that a building permit cannot be issued without DEQ approval. Tanner indicates that he is not sure about the DEQ component. Walker agrees and says he is not sure if they can issue a will-serve letter for residential construction but he can talk with Jane Mersen about it. Griffith says she would like the staff to find out if they are allowed to do this. McBirnle says he can think of one major project that would be affected. Griffith says they heard from a resident at a recent Planning Board meeting that would like to start building a house. After discussion, the motion is amended to reflect directing the Town Manager and staff to determine the potential of issuing residential building permits with the understanding and under the condition that they could not connect to the sewer system until the sewer plant is complete.
- A) **Town Manager & Staff Reports:** Town Manager Dan Walker reports that the Planning Board met last week to review one of the site plans on the agenda tonight and spent a considerable amount of time reviewing the parking section of the zoning code and sign ordinance. He says the Planning Board is meeting again next week and they anticipate bringing the ordinance to the Council at the work session on July 16. They are advertising the Chief of Police position, the potential dispatcher candidate did not pass background and was disqualified. They found out today that they were awarded a \$30,000 planning grant from the Montana Department of Commerce. He thanks the staff for their efforts to get the Town ready for the 4th of July activities. Jon Brown congratulates Sam Moldenhauer for passing his first water distribution license test.

Meeting is adjourned, 8:07 PM

The meeting is adjourned at 7:35 PM. (McBirnle, Benike)

Mayor

ATTEST:

Town Clerk

DRAFT

Police Department - Department Head(s) Report June 27 – July 10, 2024

Two-week report due to 4th of July holiday.

374 calls for service

- 19 citations issued
 - 97 Warnings
 - 10 Cases Generated
 - 3 Arrests
 - 36 Public Assists
 - 12 Agency Assists
 - 48 Fire/EMS calls
-
- Calls included: Traffic Stops, 911 calls, Citizen Assists, Agency Assists, Abandoned Vehicle, Crashes, Parking, Reckless, Welfare Checks, Disorderly, Animal Complaints, Suspicious Person/Activity, Lost/Found, Theft, Special Events, Disabled Vehicles, Illegal/After Hours Fireworks, Littering, Subject Stops, Criminal Mischief, Ordinance Violations, Criminal Trespass, Barricaded Subject, Threats, Armed & Dangerous Person Threat, Domestic, Civil, Assault, VIN Inspections, Mental Health, DUI, Warrants, Burglar Alarm and other fun stuff.
-
- Had the windshield replaced in one of the patrol vehicles.
 - Our dispatch candidate did not successfully complete background and we withdrew our conditional offer. Still looking for two dispatchers. Tell your friends.
 - Attended the monthly West Yellowstone Early Childhood Coalition meeting. Final coordination efforts were made for Touch-A-Truck and the Bike Rodeo in Pioneer Park this Saturday from 10:00 am – 2:00 pm.
 - Organized a police escort and traffic safety for a memorial service at Fir Ridge.
 - Attended department head meeting.
 - Responded to an early morning callout on 4th of July for an armed and dangerous subject fleeing the park with announced intentions of “Suicide by Cop” and to shoot up the parade in West Yellowstone. Fortunately, the subject was located a couple of hours later and the threat was neutralized.
 - Had a very large and successful 4th of July parade. It was the largest parade I have seen in town and the turnout was amazing. A big thank you to all our partner agencies that assisted in traffic control and citizen safety. GCSO, YNP, Forest Service, & MHP. Special thanks to Public Works for the bodies, barricades, rope, vehicles, etc. We could not have done it without your efforts.
 - Had a large turnout for the fireworks. Again, thanks to GCSO and MHP for helping with everything that evening.

- Finished working on preparing a purchase order for two new police patrol vehicles. Still working on the gear and buildout for the interior of these. Those PO's will be on the agenda for the first council meeting in August.
- Working on specifying and picking a traffic radar sign to add to Hwy. 20 (maybe two). We have some money left over from the traffic calming project and I am working with Matt Matson to incorporate at least one sign into the project. I will have more info at the August council meeting.

Until next week, Mike & Brenda

Water/Wastewater Report

07/08/24: Performed rounds. Lift station maintenance. We are taking on some extremely high wastewater flows which have peaked at 800,000 gallons a day. This is double what the system is designed to handle. The new wastewater plant is designed to handle 1.5 million gallons a day.

Water flows are also extremely high, which have peaked at 1.5 million gallons a day. The flows coming from Whiskey Springs are exceptionally good this year and with the aid of Well #4 we are able to keep up with the demands.

07/09/24: Performed rounds. Adjusted weir at lagoons and changed IP beds to keep up with the flows. Performed blower maintenance. Attended weekly RSCI construction meeting. RSCI is still having difficulty getting approval from the FAA for height restriction on the big crane, but they are making progress. All the drain piping and lift station vault is in place. Concrete forms are being poured for the first monolithic base lab. There will be over 200 yards of concrete being poured next week which is exciting to see since this is the first major pour for the new plant.



07/10/24: Performed rounds. Worked on Lead and Copper field inspections. Worked on the CC&R (consumer confidence report) for DEQ. Performed manhole inspections through out Town to ensure no blockage in the system. Worked on 811 locates.

07/11/24: Performed rounds. Worked on Lead and Copper field inventory inspections.

If you have any questions, please feel free to contact me.

Jon Brown

Public Services Dept. Bi-Weekly Report: June 28th through July 11th, 2024

Work Performed

- Set headstones and clean up the deadfall at cemetery.
- Fill in low spots within inner parks/ snow storage areas with road base.
- Support 4th of July events
- Maintain casting pond, fix sprinkler system lines, mowing grass, trimming weeds/ trees.
- Grade roads to well and lagoon, sweep streets, fill potholes. York rake operations.
- WW treatment plant continues forward. Bypassing cells, raking solids from Cell B.
- Flush SAS service laterals and mainlines that continue accumulating debris.
- SAS weekly manhole/ problem areas inspections: ongoing.
- Perform water & WW samples: ongoing.
- Sewer and water systems maintenance: ongoing. Fixing broken lines, Curb-stop requests.
- Continue inventory for the EPA's lead and copper rule/ data entry to meet the October 16th, 2024, deadline.
- Building maintenance and service calls: ongoing.
- Daily trash/ refuse route: ongoing.
- Vehicle and equipment repairs: ongoing. Utility locates ongoing.
- Respond to vandalism: ongoing. Haul away abandoned vehicles.
- Code enforcement and citations issued: ongoing.
- Cross training the PW crew on vehicle maintenance, daily lift stations route, utility locates, water monitoring and testing, equipment, etc.
- Fix damaged castings and signage: ongoing.

Administrative

- Continue to work with vendors and technicians on fleet updates: ongoing. Chase parts
- Coordinate parts and supplies orders: ongoing.
- Line up burial services and coordinate headstone deliveries w/ monument companies.
- Met with Engineers, RSCI, Fall River Electric, Plumbers, Roofers, Electricians, Sprinter HVAC, John Deere, CAT, SWS Equipment, Cintas, Swiss Precision, MDOT, Inland Potable Services Inc, misc. contractors, service shops, town manager, finance, engineers, gas company, planning board. etc.
- Work with/ meet contractors on project scheduling: ongoing.
- Fill in for staff/ operate equipment/ wrench on equipment.
- Manage current public works staff and seek ways to recruit additional employees: ongoing.
- Met with residents and business owners regarding complaints: ongoing.
- Continue to seek bids for future CIP's, get the ball rolling years in advance.
- Submit departmental reports to the Town Manager.
- Code bills and submit check request: ongoing.
- Seek additional training opportunities for the crew.
- Evaluate building and infrastructure issues, coordinate repairs as needed.

SOCIAL SERVICE OFFICE

HIGHLIGHTS

JULY 5-11 2024

- Enjoyed the 4th of July holiday. I had many comments on how nice the city park looked. Nice job PW department
 - The Lobby is very popular for food and other goodies
 - DIS installed Open Office on our client computers
 - Several travelers have stopped by for food
- TVs are mounted in the office, lobby, and Povah Center. Software has been ordered so we can advertise events in the town
 - Helped a young man get to the hospital in Ennis
- Dianna has traveled to Bozeman this week to pick up our TEFAP and MFBN food orders
 - Food boxes and Senior Food boxes prepared for clients

•



JULY 14, 2024

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

- Multiple projects are underway and I am trying to put updates on our social media page. Some of the best advice about public service that I have ever heard came from Ken Davis: “focus on what people can see.” Our [Town of West Yellowstone](#) Facebook page has 2.2k followers. I post all our meeting notices on the page, as well as public information and pictures of current projects and events. In April of 2023, I posted a picture of a stop sign in the Madison Addition that was still buried in snow. That picture has been viewed over 31,000 times.
- Local Government Study Commission: The voters of West Yellowstone voted to conduct a local government review over the next two years. The next step in this process is to elect three individuals to serve on the commission. Interested individuals must file to run for a seat on the commission with the Gallatin County Elections Office by August 12. The declaration form is attached. I talked to the Gallatin County Clerk Eric Semerad this week and we have not had anyone file yet. If you are aware of anyone that is interested or even considering it, the MSU Local Government Center is hosting a webinar on July 24 at 11 AM. Here is a link to more information and the press release that was put out this week by the MSU Local Government Center:

<https://www.montana.edu/news/23856/msu-extension-s-local-government-center-providing-resources-to-local-government-review-studies>

In person training for study commissioners will be offered by the Local Government Center in Bozeman in December. If we have vacancies on the study commission after the November election, the Town Council will be required to appoint study commissioners within 20 days of the election.

- Posted and prepared for 7/9/24 Planning Board Meeting, Posted and prepared for 7/16/24 Town Council Meeting





Week of 07.08.2024

- Reviewed the requirements for the Montana Emergency Tourism Assistance Program grant housed with the MT Dept of Commerce. Completed agenda summary page to get this added to the next Town Council meeting on 07.16.2024 for approval to apply. This grant will be used for a new police vehicle which we have budgeted for but would be awesome to get some financial assistance since we are behind on updating our police vehicle fleet.
- Met with Great White Construction regarding their payment schedule and worked through the best way for payments with the timeline we are working with (quick construction and possibly 3 weeks between Town Council meetings). They have begun work and should have the police station completed by the end of the week.
- Received both the Forsgren Associates and the RSCI invoices for June 2024. I have reviewed those invoices and completed the certified payrolls for RSCI. Also worked on the loan disbursement requests for Loan A. (draw #2 and final draw) and Loan B (draw #3). These requests for payment will be on TC meeting 07.16.2024 claims list. I will pay once reimbursement on loans has been approved or within 10 days whichever is soonest. This also begins my work to make sure that Loan A is forgiven since we will be fully distributed.
- Finished working with Morgan Scarr on audit. We have received our audit findings and have responded to the findings. This stung for a moment as I'm a perfectionist, but we are working on how to be perfect for FY2024... 😊 Morgan will present her findings to the Town Council at the next work session following the 07.16.2024 meeting.
- Completed June 2024 MAP financials which obviously closed out the FY2024 financial year for them. Also attended the MAP meeting on Thursday. They are in good financial standing and already getting good applications for the new fiscal year.



THE TOWN OF

WEST YELLOWSTONE

Marketing and Promotion Fund Advisory Board (MAPFAB)

RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: _____

Event or Project Name: _____

Date Submitted: _____

Date Approved by MAPFAB: _____

Requested Funding Amount: _____

Approved Funding Amount: _____

Comments:

Recommendation submitted by: John M. Greve, MAPFAB Secretary

This MAP Fund Award Recommendation is approved by the Town Council

This MAP Fund Award Recommendation is not approved by the Town Council

Signature _____

MAYOR OR APPOINTED REPRESENTATIVE

Date _____

Comments:

Copy 1 – Town Clerk

Copy 2 – Town Council

Copy 3 – MAP Fund Advisory Board



Marketing and Promotion (MAP) Fund APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: _____

Event or Project Contact Person: _____

Address: _____

Phone: _____ Email: _____

Application Submission Date: _____

EVENT OR PROJECT INFORMATION

Event or Project Name: _____

Location of Event or Project: _____

Date(s) of Event or Project: _____

Estimated Total Event or Project Cost: _____

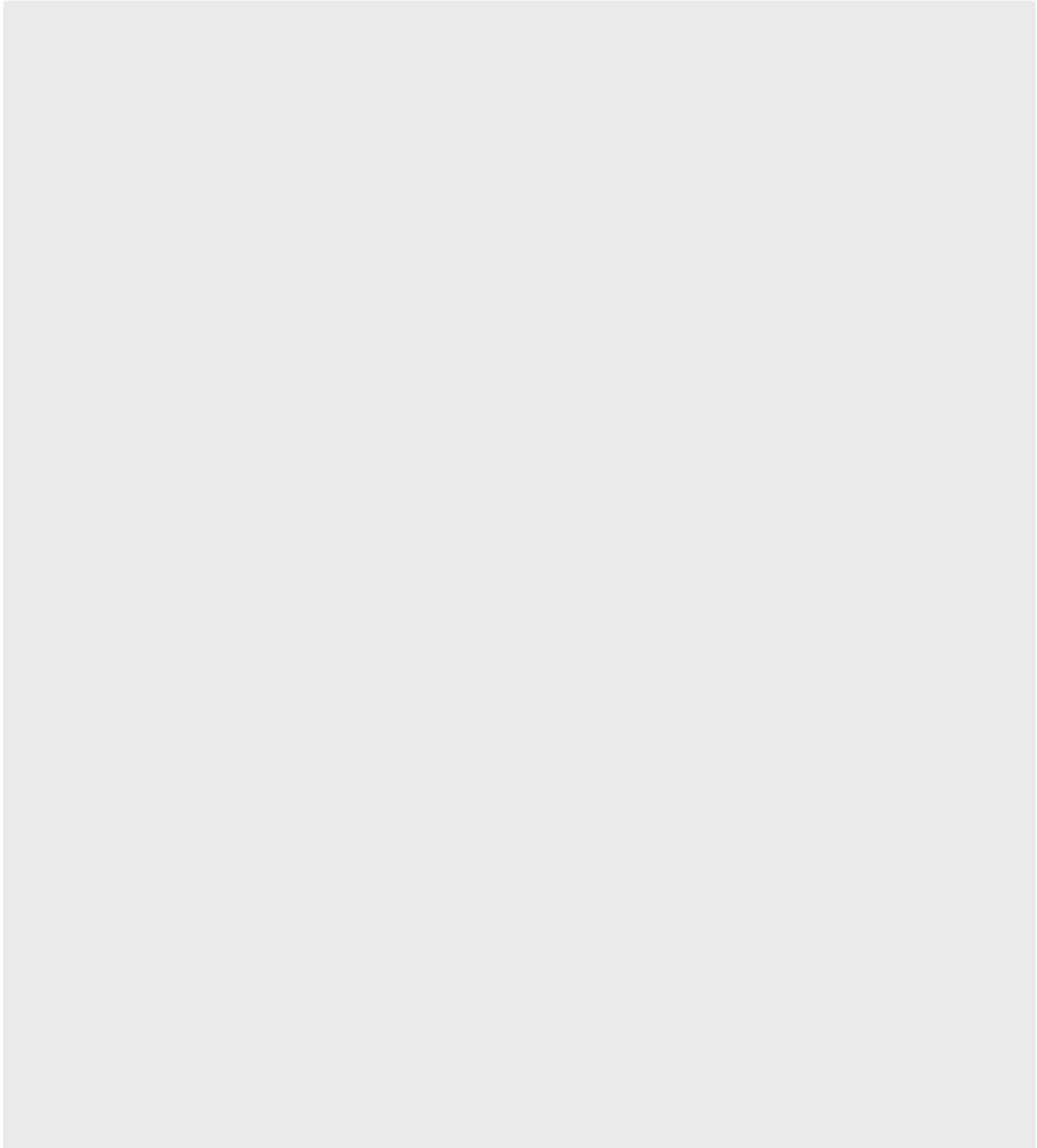
MAP Fund Amount Requested: _____

SECTION 1 · PROPOSED EVENT OR PROJECT SUMMARY

Describe or explain your event or project. Provide enough detail so that those reviewing the application can comprehend or visualize the full scope of your event or project.

SECTION 2 • PROPOSED TIMELINE

- Provide your event or project schedule that identifies timelines for actions such as planning, construction, promotion and implementation of activities necessary for your event or project.
- Provide a schedule of events/activities occurring during your event time period.



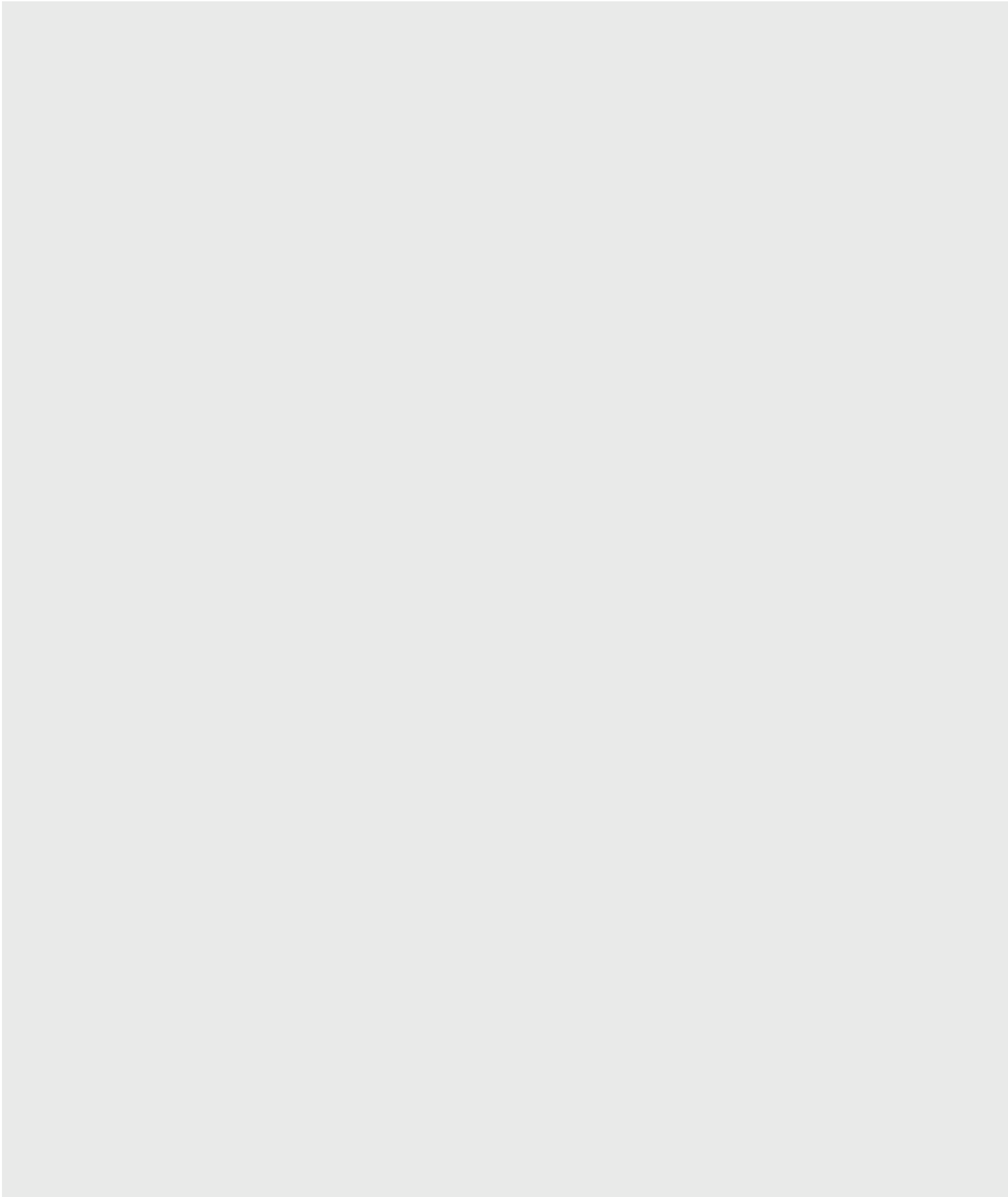
SECTION 3 • PUBLICITY, PROMOTION, MARKETING

Describe how your event or project will be promoted or marketed to visitors, residents or participants. West Yellowstone, Montana or West Yellowstone, MT is to be listed, identified or present in all forms and methods of promotion and marketing of your event or project.

SECTION 4 • PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
- A Budget Template can be downloaded [here](#) or requested by email or in person from the Board member contact and adapted for your event or project. Use of this fill in the blank Template isn't required, but is provided as a convenience for applicants who want to use it.
- Your budget should include projected income from all sources, including income from requested/applied for grants, awards, donations, contributions and sponsorships.
- Identify the amount of MAP funds you are requesting and the expenses that will be paid in part or in full with MAP funds.
- **Your request can't exceed 35% of your event's or project's total budget or \$40,000 maximum. It is within the Board's discretion to consider additional funds.**
- All budget expenses must be subsequently supported with invoices, bills, receipts, etc.
- It's beneficial for an applicant to contribute a percentage of entry fees, registrations, admissions etc. to an event's cash prizes/purse. MAP funds can be used to pay for cash prizes/purse. Requests for reimbursement of this type of expense must include a list of individual cash amount winnings, names and signatures of winners and their contact info. Also note: Check current state and federal tax regulations for payout amounts that require you to issue an IRS Form 1099 to individuals.
- MAP funds can be used to pay for administrative expenses. Click on this [link](#) to view Allowable Admin. Expenses.
- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.
- Even though we ask you to submit a detailed line item budget, you can request disbursement or reimbursement in any amount for any approved expense, as long as the amounts requested aren't more than the approved amount of total funding.

MAP Fund monies are generated from the collection of resort taxes. When applicable, please collect resort taxes for your event or project. If you're uncertain as to whether or not your event or project will be subject to remitting resort taxes, check with the town offices.



SECTION 5 · APPLICATION REVIEW CRITERIA

Applications will be reviewed against multiple criteria. Please provide answers to the following questions:

- 1 What are the economic, cultural, social and/or aesthetic impacts and benefits of your event or project on visitors, residents, businesses, organizations or other interests in the community and surrounding area?

SECTION 5 - APPLICATION REVIEW CRITERIA

- 2 If not answered in the previous question, then please list the methods and estimates by which you'll determine or measure the success of your event or project, i.e. increased, additional, new or different attendance, admissions, registrations, hotel stays, marketing, website hits, partnerships and sponsorships, fund raising, aesthetic appeal etc.

3 Has your organization received MAP funding in the past? If so, how many times and for what event(s) or project(s)? Have all vendors and expenses been paid associated with the event(s) or project(s)?

4 Can your event or project proceed without MAP funds?

5 If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? The MAP Fund consists of Resort Tax funds paid by town businesses. Once an award is approved, marketing methods need to indicate, "Supported by West Yellowstone Businesses"

SECTION 6 · APPLICATION SUPPORTING DOCUMENTATION

Provide any supporting documents, plans, pictures etc. that might be helpful to MAPFAB in reviewing and understanding your event or project. If this is a reoccurring event or project that received MAP funding last year, then please provide a copy of last year's Outcome Report.

Certification

Applicant Individual or Organization: _____

Event or Project Contact Person: _____

On behalf of the individual or organization identified on this application, I understand that:

1. The submitted application meets the eligibility requirements for MAP funds.
2. MAP funds will not be awarded to this event or project without written notification of approval by MAPFAB and the town council.
3. MAP funded events or projects must comply with all federal, state and community licenses, permits, ordinances, laws and regulations.
4. To the best of my knowledge and belief the information in this application is true and correct and the governing body of the applicant has authorized the documentation.

Signature _____ Name (printed) _____

Title _____ Date _____

FOR OFFICE USE ONLY

Application approved by MAPFAB for total requested amount of _____ Date _____

Application approved by MAPFAB for only _____ of total requested amount Date _____

Application not approved by MAPFAB Date _____

Reason:



THE TOWN OF

WEST YELLOWSTONE

Marketing and Promotion Fund Advisory Board (MAPFAB)

RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: _____

Event or Project Name: _____

Date Submitted: _____

Date Approved by MAPFAB: _____

Requested Funding Amount: _____

Approved Funding Amount: _____

Comments:

Recommendation submitted by: John M. Greve, MAPFAB Secretary

This MAP Fund Award Recommendation is approved by the Town Council

This MAP Fund Award Recommendation is not approved by the Town Council

Signature _____

MAYOR OR APPOINTED REPRESENTATIVE

Date _____

Comments:

Copy 1 – Town Clerk

Copy 2 – Town Council

Copy 3 – MAP Fund Advisory Board



THE TOWN OF

WEST YELLOWSTONE

Marketing and Promotion (MAP) Fund

APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: West Yellowstone Foundation

Event or Project Contact Person: Carrie Coan

Address: PO Box 255, 420 Yellowstone Ave, West Yellowstone, MT 59758

Phone: 406-646-1152 Email: ed@wyfmt.org

Application Submission Date: 06.25.2024

EVENT OR PROJECT INFORMATION

Event or Project Name: Wretched Mess Fest

Location of Event or Project: Union Pacific Dining Lodge & Bob Jacklin Casting Pond

Date(s) of Event or Project: 08/05/2024-08/07/2024

Estimated Total Event or Project Cost: \$60,125

MAP Fund Amount Requested: \$21,000

SECTION 1 - PROPOSED EVENT OR PROJECT SUMMARY

Describe or explain your event or project. Provide enough detail so that those reviewing the application can comprehend or visualize the full scope of your event or project.

This year's Wretched Mess Fest has evolved into a bigger, messier event this year. What was a one day event is now multiple days celebrating West Yellowstone history, promoting local and regional art and providing fly fishing education & opportunities in many inclusive and interactive ways.

There are many components to our event:

- Professional Chalk Art: Professional chalk artists will be creating one of a kind temporary art while also educating amateur artists and onlookers. On Thursday, our professional artists will host free chalking clinics providing participants with all the professional materials and tutorials needed to create art around the YHC sidewalks. There will be adaptive tools available for those with limited mobility or other special needs so that everyone can participate in creating art, our hope is to grow local talent so that they can be featured artists one day. On Friday & Saturday, our professional artists will be creating unique chalk art pieces, some of them in a 3D format, while the crowd looks on. We will also have free chalk available for artists of all ages to create art. This chalk art will remain for a few weeks, even through some rain!
- Wretched Mess Artist Market: 30-50 local and regional artists to participate in selling their art. We require the art to be not mass produced, not second sales and not consumable in order to provide smaller more local artists the opportunity to connect with our community and visitors while promoting and selling their great works of art.
- "What's Your Wretched Mess?" Art Gallery
- Free Art Activities
- Professional Fly Tyers Table
- Wooly Bugger Kids Fly Tying
- Wretched Mess Casting Competition
- Fly Fishing Film Festival outdoors: Friday night
- Casting Presentations & Open Casting: Simon Gawesworth will be presenting on Single Hand Spey Casting. These techniques bridge the gap between traditional two-handed Spey casting with swung flies and fishing with single handed rods with dries, nymphs, and streamers. Simon literally wrote the book on this subject, so this will not be a presentation to miss. Fly Casting 101 with Alice Owsley from Riverside Anglers. Saturday: Trouble Shooting Your Cast with John Juracek. Fundamentals of Spey Casting with Matt Klara from Big Sky Anglers. Brian Chou from CF Burkheimer Fly Rods.
- Spey Hang on the Madison River
- Presentations: Friday: Keith Wellstone Montana FWP Region 3 Fish Biologist Brown Trout and the Madison River. Rich Jehle YNP Interpretive Specialist presentation The Twisted History of Fishing in Yellowstone Saturday. Dr. Rob Van Kirk from The Henry's Fork Foundation Dr. Rob will be giving his presentation "Should I Stay or Should I Go?: Choices trout, insects, and anglers must make in a warming climate." Brian O'Keefe Fly fishing Photography. Bob Jacklin The History of Fly Shops in West Yellowstone. Kelly Galloup Streamer Fishing tactics in SW Montana ~Dusty Dunbar History of the Wretched Mess News
- Patagonia's Wader Testing
- Ro Drift Boats
- Local Food Truck
- Local Beer Truck
- Live Music Outdoors: Zach Nytomt Band will play on Saturday night.
- Fly Fishing Vendors

SECTION 2 · PROPOSED TIMELINE

- Provide your event or project schedule that identifies timelines for actions such as planning, construction, promotion and implementation of activities necessary for your event or project.
- Provide a schedule of events/activities occurring during your event time period.

Planning started in December, we meet monthly or more often as needed. We have a strong committee that has divided all of our tasks and is making progress towards all that needs to be done.

Event Timeline

Thursday 08/5/24: Free Chalk Art Education Sessions

Friday 08/06/2024 2p-10p

Professional Chalk Artists will start their creations (materials on hand to protect from rain)

Fly Fishing Vendors

Live Chalk Art

Artist Market

Fly Fishing Reps

USFS RC Bear Charging Station

Fly Fishing Film Tour 8p-10p

Food Trucks

Beer Garden

Fly Tying for Kids

Rod Demos on the Casting Pond

Professional Fly Tyers Bench

Patagonia Wader Repair Tent- all waders welcome!

Ro Drift boats

Saturday 08/07/2024 10a-10p:

Chalk Art

Free Art Activities

Local Artist Showcase

Wretched Mess News Exhibit

Artist Market

Fly Fishing Reps

Food Trucks

Beer Garden

Casting Competition with Angler's Academy

Spey Presentations

Live Music

Fly Tying for Kids

Rod Demos on the Casting Pond

Professional Fly Tyers Bench

Patagonia Wader Repair Tent- all waders welcome!

Ro Drift boats

Live Music- Zac Nytomt Band 8p-10p

MT FWP presentation on Brown Trout & the Madison River

HFF Dr. Rob Van Kirk presentation on the Henry's Fork

SECTION 3 - PUBLICITY, PROMOTION, MARKETING

Describe how your event or project will be promoted or marketed to visitors, residents or participants. West Yellowstone, Montana or West Yellowstone, MT is to be listed, identified or present in all forms and methods of promotion and marketing of your event or project.

Big Sky Anglers has developed a Marketing Plan for our event. This includes the regional art & fly fishing communities (other festivals, art dept at MSU and organizations in Montana and Idaho), do press releases, posters from Idaho Falls to Bozeman, social media ads, etc. Our event logo has "West Yellowstone, MT" on it so all marketing materials will have our town listed on it. Local fly shops have been instructed on how to market our event. We also have a media kits for all vendors.

SECTION 4 - PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
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SECTION 4 · PROPOSED BUDGET

See attached

SECTION 5 - APPLICATION REVIEW CRITERIA

Applications will be reviewed against multiple criteria. Please provide answers to the following questions:

- 1 What are the economic, cultural, social and/or aesthetic impacts and benefits of your event or project on visitors, residents, businesses, organizations or other interests in the community and surrounding area?

The Wretched Mess News is a unique parody of fishing magazines published from the early 1960s to 1980s based in West Yellowstone, Montana. Its creator Milford (Stanley) Poltroon aka David Bascom, blends wacky humor, inventive aesthetics, and exaggerated exaggeration of the fishing lifestyle. The articles included many of his sketches and found art that combine with a writing style that frontiers, according to Mr. Poltroon, America's last stronghold of honest yellow journalism .

David Bascom's "Piscatorial Periodical" is rich in West Yellowstone references and history. The copyrights to his Wretched Mess artwork, newsletters and books were given to the Yellowstone Historic Center who are allowing us to use the name and artwork for our festival. His family still owns property in the area and supports this event. Bascom's nephew is a new Yellowstone Historic Center board member.

The Wretched Mess Fest will be a nod to the past as we support our current and future local and regional artists & fly fishermen. We are excited to introduce the art and humor of the Wretched Mess to a new generation and visitors. As the only arts related festival in town, this will be a prime opportunity to celebrate our local artists and encourage community building. This event will be as interactive and educational as we can make it. Our professional chalk artists will be educating the amateur artists and onlookers.

We expect this event to grow year after year and attract more artists & fly fishermen to our area. We hope to make this a repeatable destination event with a strong emphasis on showcasing our local and regional artists by offering art vendor booths, hiring local/regional artists and hosting a free art gallery showing only local artists. We are excited that we have grown into the fly fishing space this year, proving that our model is scalable.

Although chalk art is a temporary medium, we do anticipate the art to remain on the sidewalks for quite sometime, even with our daily 5pm summer showers!

SECTION 5 - APPLICATION REVIEW CRITERIA

- 2** If not answered in the previous question, then please list the methods and estimates by which you'll determine or measure the success of your event or project, i.e. increased, additional, new or different attendance, admissions, registrations, hotel stays, marketing, website hits, partnerships and sponsorships, fund raising, aesthetic appeal etc.

Our success will be best demonstrated after a few years. We expect chalk artist participation, art/fish vendor participation, art activity booths & fly fishing components to grow bigger and bigger year after year. We will keep detailed metrics of each aspect of the event to compare as we grow. Another measure of success will be the progression of the artists involved. As with most Chalk Art festivals, the same artists comeback year after year and you can usually see their skills improve over time. We require our professional chalk artists to also teach others while they are working, which will help educate those around them.

This year we plan to document where our vendors are staying, how long they are staying and in general what else they will be doing while they are in the area. Our info booth will also be collecting data on attendees when possible so that we can better measure our economic impact. That was something we were missing last year.

3 Has your organization received MAP funding in the past? If so, how many times and for what event(s) or project(s)?
Have all vendors and expenses been paid associated with the event(s) or project(s)?

Yes, 2023 Wretched Mess Arts Fest. All vendors have been paid in full and our budget was balanced.

4 Can your event or project proceed without MAP funds?

Not to the scale we have outlined in this application.

5 If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? The MAP Fund consists of Resort Tax funds paid by town businesses. Once an award is approved, marketing methods need to indicate, "Supported by West Yellowstone Businesses"

It will be noted on marketing materials and verbalized throughout the event.

SECTION 6 - APPLICATION SUPPORTING DOCUMENTATION

Provide any supporting documents, plans, pictures etc. that might be helpful to MAPFAB in reviewing and understanding your event or project. If this is a reoccurring event or project that received MAP funding last year, then please provide a copy of last year's Outcome Report.

Attached.

Certification

Applicant Individual or Organization: West Yellowstone Foundation

Event or Project Contact Person: Carrie Coan

On behalf of the individual or organization identified on this application, I understand that:

1. The submitted application meets the eligibility requirements for MAP funds.
2. MAP funds will not be awarded to this event or project without written notification of approval by MAPFAB and the town council.
3. MAP funded events or projects must comply with all federal, state and community licenses, permits, ordinances, laws and regulations.
4. To the best of my knowledge and belief the information in this application is true and correct and the governing body of the applicant has authorized the documentation.

Signature Carrie Coan

Name (printed) Carrie Coan

Title Executive Director

Date 08/25/2024

FOR OFFICE USE ONLY

Application approved by MAPFAB for total requested amount of _____ Date _____

Application approved by MAPFAB for only _____ of total requested amount Date _____

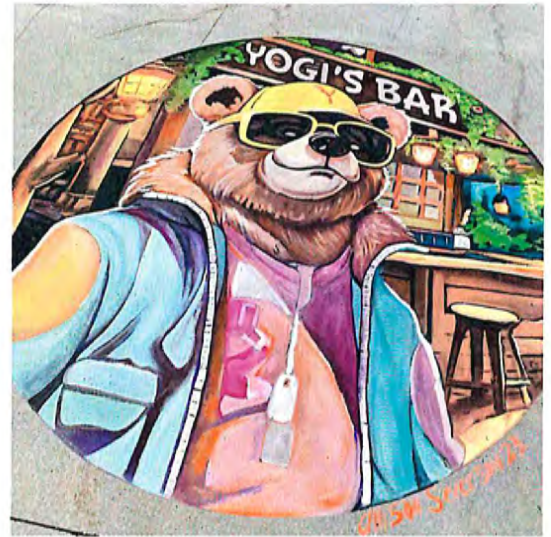
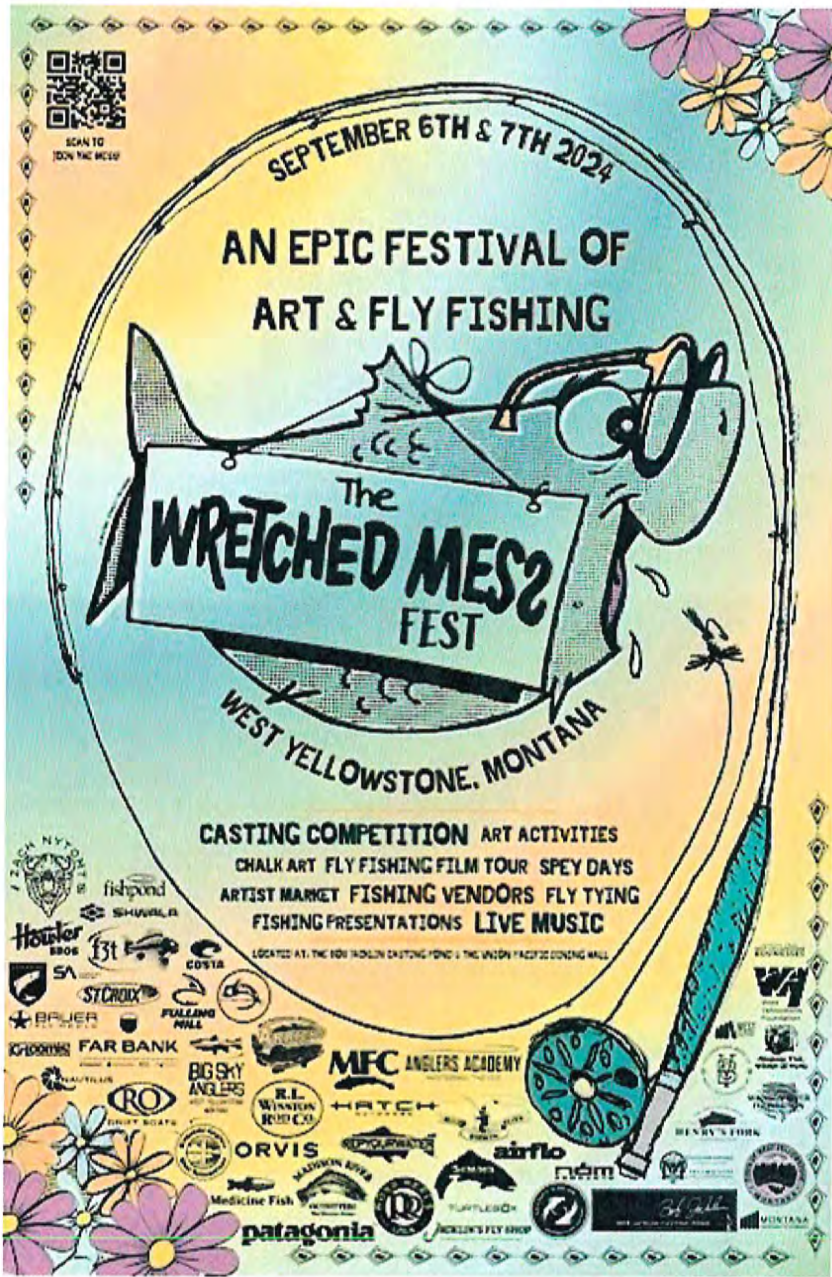
Application not approved by MAPFAB Date _____

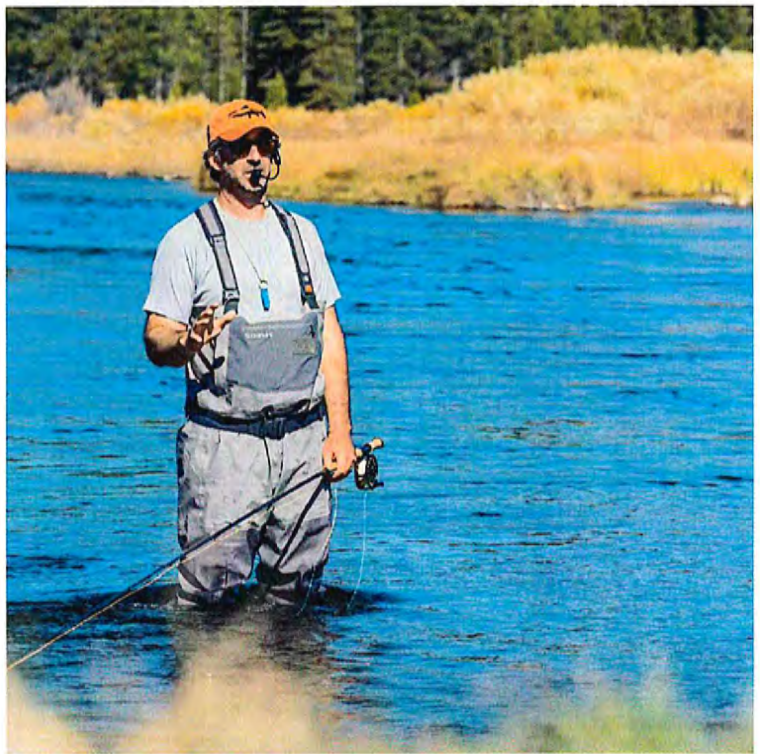
Reason:

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Wretched Mess Fest 2024 Budget

| | | | | |
|---|---------------------------------------|---|--|-------------------------|
| Income | | \$ 3,000.00 | West Yellowstone Foundation | |
| | | \$ 2,500.00 | Art Vendor Booth Fees | |
| | | \$ 5,000.00 | Fish Vendor Booth Fees | |
| | | \$ 3,000.00 | Sponsorships | |
| | | \$ 5,000.00 | Merchandise | |
| | | | Donations/In Kind | |
| | | \$ 1,500.00 | TOWY Resort Tax Bond Return | |
| | | | subtotal \$ 20,000.00 | |
| | Grants Applied for | | \$ 21,000.00 | MAP |
| | | | \$ 3,000.00 | BSA Project Coordinator |
| | | \$ 10,500.00 | Montana Department of Commerce | |
| | | \$ - | | |
| | | subtotal \$ 34,500.00 | | |
| WMF 2024 TOTAL EXPECTED INCOME | | | \$ 54,500.00 | |
| Expense | Art/History | \$ (300.00) | Local Art Gallery Materials | |
| | | \$ (450.00) | Facepainter | |
| | | \$ (3,600.00) | Artists & Performance Artists | |
| | | \$ (8,500.00) | Professional Chalk Artist (Artist fees) | |
| | | \$ (2,500.00) | Professional Chalk Artist (Artist lodging) | |
| | | \$ (1,000.00) | Chalk Art Materials for Education | |
| | | \$ (350.00) | Letterboxing Activity Materials | |
| | | \$ (3,000.00) | Wretched Mess History Exhibit | |
| | | \$ - | | |
| | | subtotal \$ (19,700.00) | | |
| | Music/Film | \$ (3,000.00) | Sound Production & Lodging | |
| | | \$ (2,000.00) | Film Festival | |
| | | \$ (1,000.00) | Friday Music | |
| | | \$ (3,500.00) | Saturday Musicians | |
| | | subtotal \$ (9,500.00) | | |
| | Admin | \$ (1,500.00) | TOWY Resort Tax Bond | |
| | | \$ (25.00) | TOWY Event Permit | |
| | | \$ (3,000.00) | BSA Project Coordinator | |
| | | \$ (2,500.00) | Union Pacific Dining Lodge Rental | |
| | | \$ (1,200.00) | Professional Photographer | |
| \$ (500.00) | | Volunteer & Artist Meals | | |
| \$ (3,000.00) | | Labor | | |
| \$ (2,000.00) | | Port-a-pottys | | |
| | subtotal \$ (13,725.00) | | | |
| Marketing | \$ (1,500.00) | Marketing (Social Media & Print) | | |
| | \$ (5,000.00) | Merchandise for resale | | |
| | \$ (250.00) | Volunteer & Artist Tshirts | | |
| | \$ - | | | |
| | subtotal \$ (6,750.00) | | | |
| Annual Materials & Supplies | \$ (100.00) | Compostable Cups/Water Station Supplies | | |
| | \$ (500.00) | Professional Chalk (some carried over year to year) | | |
| | \$ (200.00) | Free Chalk (some carried over year to year) | | |
| | \$ (400.00) | Misc one time use supplies (zip ties, tape, sponges, etc) | | |
| | \$ (300.00) | Trash can rental | | |
| | \$ (300.00) | Clean up before & after | | |
| | \$ (300.00) | Event Signage, not reusable | | |
| | subtotal \$ (1,200.00) | | | |
| Misc | \$ (3,500.00) | Event Signage (reusable) | | |
| | \$ (400.00) | Water Station Coolers | | |
| | \$ (2,000.00) | Misc reusable supplies (wayfinding etc) | | |
| | \$ (500.00) | Graphic Design (logo and marketing materials) | | |
| | \$ (2,500.00) | Extra tables & tents | | |
| | \$ (350.00) | Adaptable tools for limited mobility | | |
| | subtotal \$ (9,250.00) | | | |
| WMF 2024 TOTAL EXPECTED EXPENDITURES | | | \$ (60,125.00) | |







P.O. Box 255
420 Yellowstone Avenue
West Yellowstone, MT 59758
(406) 646-1152
westyellowstonefoundation.org
ed@wyfmt.org

Wretched Mess Arts Fest: MAP Final Report

Event Date: August 24th, 2023

MAP Funds Awarded: \$8,500

We appreciate your financial support for our event. We could not have organized this event without it.

We are very pleased to report our event was a success, despite the thunderstorm that ended the event early. Our event featured 6 professional chalk artists, 15 local artists participated in our local art gallery, we hosted over 20 art vendor booths, over 10 free art activity booths, 7 nonprofit or emergency services booths, bike rodeo, bike raffles, free chalk area, swag for kids and a water station.

We were able to achieve all but one of our event goals- unfortunately we were not able to secure any food trucks for our event. Otherwise, we are very pleased that we achieved success with our event. The day went very smoothly, our volunteers were great and the artwork lasted on the basketball court for many weeks after our event. Music in the Park took place the night of our event and it was great to see how interested and impressed everyone was with the artwork. We are also pleased to share the rich history of the Wretched Mess.

Our 2024 event planning is well underway. We are collaborating with Big Sky Anglers to expand our event, highlighting West Yellowstone art, fly fishing and history.

Financial Report

Event Expenses:

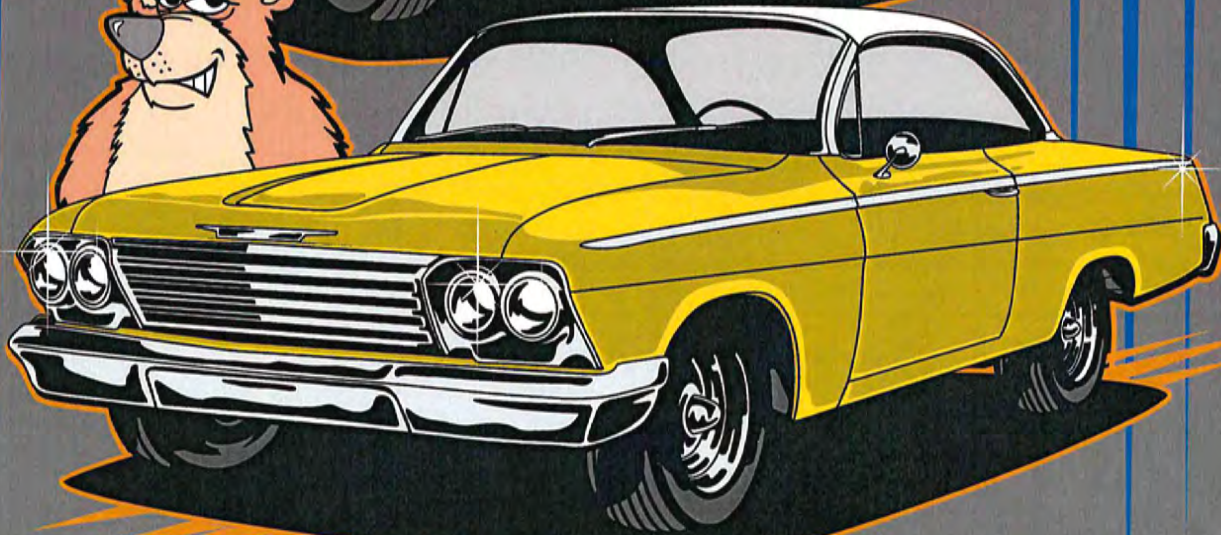
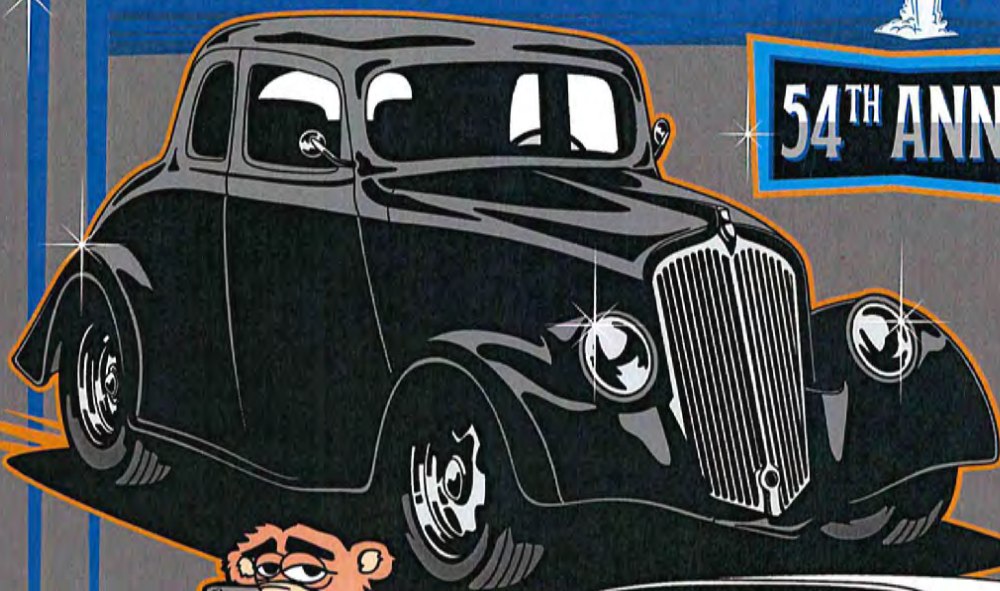
| | |
|----------------------------------|--------------------|
| Payroll, Contractors, Volunteers | \$8,152.00 |
| Memberships & Fees | \$2,131.10 |
| Materials & Supplies | \$738.90 |
| Meals & Lodging | \$3,120.67 |
| Advertising & Marketing | \$841.70 |
| TOTAL EXPENSES | \$14,984.37 |

MAP Reimbursement Request: \$5,244.53

Rod Run



54TH ANNUAL



WEST YELLOWSTONE, MT

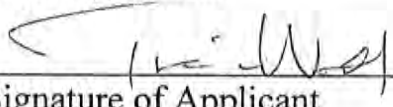
EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: Yellowstone Rod Run
Sponsor Organization: West Yellowstone Events Association
Sponsor Address: PO Box 1646, West Yellowstone, MT 59758
Contact Person: Travis Watt
Contact Phone: 406-640-0393/406-646-9759 Fax: _____
E-mail Address: yellowstonerodrun@gmail.com
Date(s) of Event: August 2-3, 2024
Location of Event: West Yellowstone City park, parade route (see detail)

- A. **Event Detail:** Use the attached sheet to describe the event in detail and any special accommodations required from the Town.
- B. **Site Plan:** Detail the physical layout of the event on the attached site plan and return with the application. Provide as much detail and measurements as possible.
- C. **Liability Insurance:** If the event is taking place on public property, please provide a copy of the event's liability insurance naming the Town of West Yellowstone as additionally insured. Liability insurance coverage shall be in the minimum amounts of \$750,000 per claimant/\$1,500,000 per occurrence and include alcohol liability, if applicable. The Town Manager may grant exception to these limits based on general public health, safety and welfare associated with the request for exception, as well as the liability risk and the applicant's ability to pay.
- D. **Vendor List:** If the event includes vendors, provide a list of the names and addresses of all participating vendors 14 calendar days in advance.
- E. **Fees:** The basic fee for an event is \$25. Events that include vendors shall also pay \$25 per vendor for every vendor that does not already hold a business license in the Town of West Yellowstone.
- F. **Resort Tax:** The sponsor of exposition events must post a \$1500 bond in accordance with Chapter 3.12 of the West Yellowstone Municipal Code (www.codepublishing/MT/WestYellowstone.html). The sponsor and vendors must collect 4% on all resort tax applicable sales and remit to the Town by the 20th of the month after the month of the event. All sales, including entrance and participation fees, are subject to resort tax. Please review Chapter 3.12 of the WYMC for further information, including possible exemptions. The bond will be returned within 90 calendar days of remittance of the resort tax.
- G. **Alcohol Consumption:** Public drinking and public display of alcoholic beverages must conform with Section 9.12.020 of the West Yellowstone Municipal Code. The public place where the event will be held must be exempted by resolution of the Town Council before alcoholic beverages may be allowed. Please attach a separate letter addressed to the West Yellowstone Town Council making this request.
- H. **Sound:** Amplified sound may be allowed by obtaining an additional non-fee special permit from the Town Council, in accordance with Section 8.16.020 of the West Yellowstone Municipal Code. If applicable, please attach the Outside Amplification Permit Application.

| | | |
|------------------|---------------------------|--|
| Event Fee: | \$ <u>25⁰⁰</u> |  |
| Resort Tax Bond: | \$ <u>request waiver</u> | Signature of Applicant |
| Vendor(s) Fee: | \$ <u>10</u> | July 11, 2024 |
| Total Due: | \$ <u>25⁰⁰</u> | Date |

Date Received by the Town: 7/12/24 ER

Event Detail

Please use this sheet to describe your event in detail including expected sales, type of sales, layout, show tents, canopies, fencing, cars, security, toilets, seating, stage, etc. and any special accommodations you are requesting from the Town. Please also address parking, trash collection and disposal, expected number of participants and spectators, signs, alcohol use, and amplified sound (if applicable).

The Yellowstone Rod Run is pleased to announce their 53rd Annual Rod Run.

This event will be like past year's with a couple adjustments:

After public demand, we will again have a parade leading up to the free Show 'n' Shine in the city park! The event is free to the public! On Friday we will have registration all day and a poker run at 10am. Friday night we will be supporting the Music in the Park!

Saturday we will have the parade at 9am, with the Show 'n' Shine from 10am to 3pm. Live music will be played throughout the show and then awards will be handed out at 3pm on Saturday. We are planning for 200 cars!

We are asking for help and support from the town with the following:

-We request a Resort Tax Bond waiver for the event

-Lift the Open Container ordinance by resolution for the event

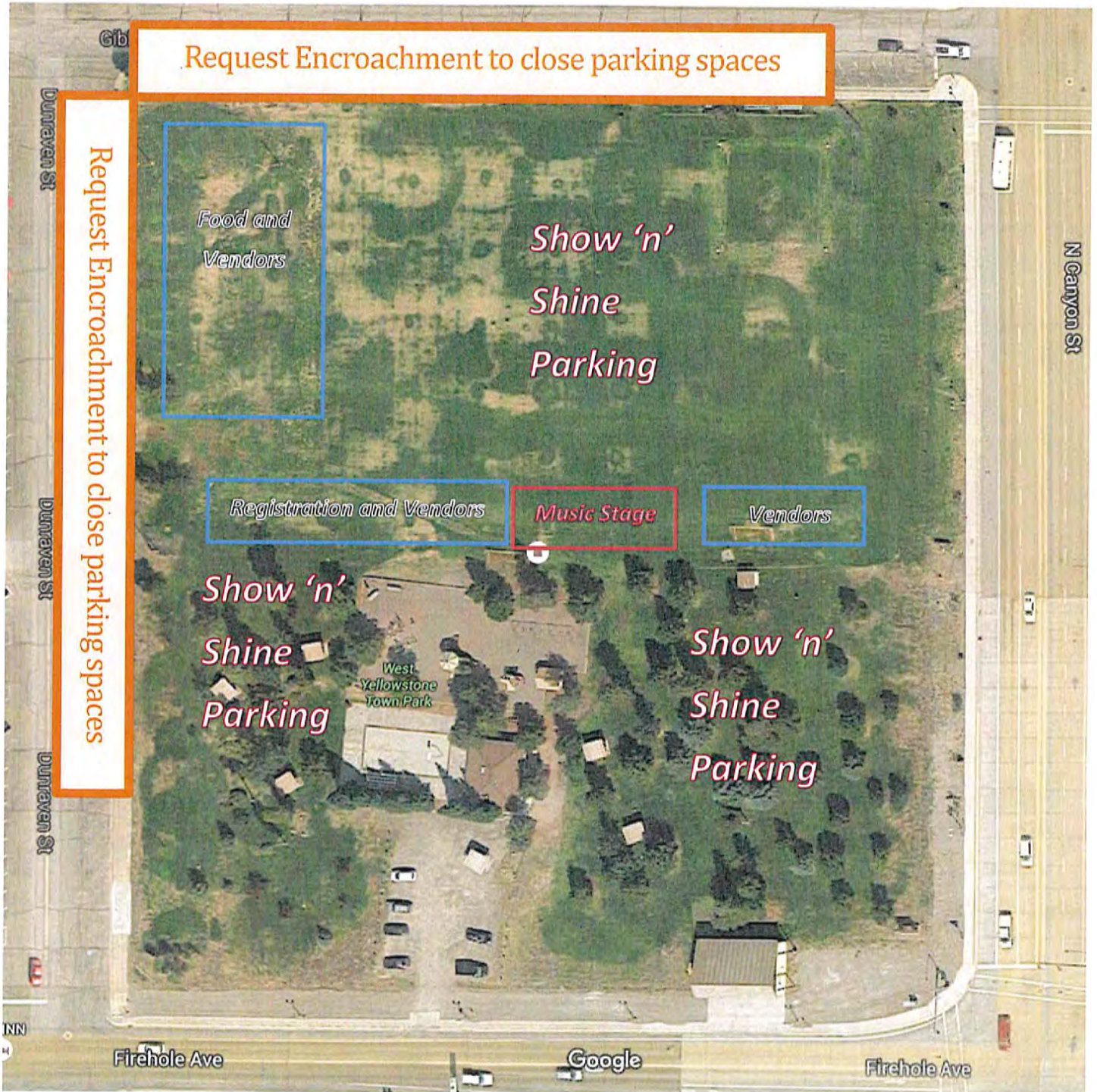
-Approve the outside amplification for the event

-Approve and Police/Public works assistance with the parade on Saturday morning

-Approve the closure of some parking areas (see map) and police/public works assistance with the start of the poker run on Friday.

-request assistance from Public Works to have the park ready for the event, sprinklers turned off, bathrooms cleaned and stocked, and a trash trailer at the basketball courts.

Thank you for all the town employees, police, and EMS support we have received over the years. We also thank the businesses who support this long-standing event!



YELLOWSTONE ROD RUN 2024 PARADE ROUTE



VENDING AND SALES

Complete this section if the event includes sales of any kind.

Event: Yellowstone Rod Run

Date(s) Aug 2-3, 2024

Attach additional sheets as necessary.

Primary Sponsor: Yellowstone Rod Run

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: West Yellowstone School Athletics

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: Hot Wheels

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: _____

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: Buffalo Bar

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: Kettle Korn

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: _____

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendor Name: _____

Contact Person: _____

Address: _____

Phone: _____

Type of sales: _____

Resort Tax applicable: YES NO

Vendors

| Business Name | Contact Name | Phone Number | Email | Address | Description | New or Previous Vendor | Size of Space | Booth Payment | Date Payment Received | Payment Amount \$ | Date Received Vendor Form |
|--|-----------------|--------------|---------------------------------------|--|---|------------------------|------------------------|---------------|--|-------------------|---------------------------|
| The Twisted Wire LLC | Sarah Watson | 406-293-6160 | sarah@twistedwire.com | P.O. Box 1323 West Yellowstone, MT 59753 | Handmade jewelry with various gemstones | New | 10x10 | \$50.00 | 01/09/24 | \$50.00 | 01/09/24 |
| A Plus Rings | Abbey Anderson | 206-585-3791 | aplusrings21@gmail.com | 322 N 3707 E. Rigby ID 83442 | Jewelry made from silverware, including rings, bracelets, and necklaces | Previous | 10x10 | \$50.00 | 02/24/24 | \$50.00 | 02/24/24 |
| Glacier Kaitis Korn | Ten Collob | 406-450-3317 | ten@glacierkorn.com | PO Box 176, Thresh Forks, MT 59752 | Kaitis Korn | Previous | 10 x 10 | \$50.00 | 02/06/24 | \$50.00 | 02/06/24 |
| PK Threads | Pamela Milic | 727-744-5629 | PKThreads15@gmail.com | PO Box 2242 218 N Faulstich St. West Yellowstone, MT 59758 | Hand sewn - Aprons, reversible dog/cat bandanas, reversible tote bags, baby bibs, and more | Previous | 10x10 | \$50.00 | Pay At the Show | \$50.00 | 01/13/24 |
| The Northern Merchantile | Arriel Lopez | 417-342-1502 | alltimevents@gmail.com | 590 Hwy 72, Betty MT 59008 | Clothing, Hats, jewelry, sunglasses, decor, kids gifts, bags, purses | Previous | 30x10 (3 booth spaces) | \$50.00 | Pay At the Show | \$50.00 | 06/03/24 |
| Sweet Breeze Crisps, Coffees, Catering | Rhonda Anderson | 970-395-2529 | rhondaanderson316@montanaanderson.com | Valley View RV Park, 5152 N Hwy 20, IP, ID or 3756 Chilcathua Dr, Lake Havasu City, AZ 86406 | Food Variety, crepes, sweet and savory, funnel cakes, lemonade lattes, also burgers, fries, fish tacos, nachos, appetizers, ice cream | New | 8 FT x 23 FT | | Write check to TO/IVY instead of RR. Emailed vendor for correct check. | | 04/25/24 |
| Trent Sizemore Photography | Trent Sizemore | 406-640-2614 | info@trentsizemore.com | P.O. Box 888 West Yellowstone, MT 59758 | Photography prints and gifts | New | 10x10 | \$50.00 | email request to send check by mail | \$50.00 | 06/12/24 |
| Kelly Hotwheels | Kelly Robison | 208-313-6024 | kandrobison@hotmail.com | 1019 N 4000 West Rexburg, ID 83440 | Diecast cars | Previous | 10x20 | | | | |



Outside Amplification Permit Application Town of West Yellowstone

Event: Yellowstone Rod Run

Contact Person: Travis Watt

Mailing Address: P.O. Box 1646, West Yellowstone, MT 59758

Email Address: yellowstonerodrun@gmail.com

Phone Number: 406-646-9759

Signature of Property Owner of Record: _____

Date(s) of Event: August 4-5, 2023

Location: City Park

Amplification between the hours of: 8am and 6pm

Description of Event: The Yellowstone Rod Run would like to play music and have an MC for awards and announcements during the days of our event. We would like to use the town's stage and speakers during this time. The Music in the Park will take place on the same stage Friday night and during the day Saturday as well. This should be a great weekend!

Signature of Applicant

April 21, 2023

Date

FOR OFFICE USE ONLY

Decision by Town Council:

Approved

Disapproved

Conditions: _____

Signature of Mayor/Town Manager: _____

Date

July 9, 2024

To the Town of West Yellowstone, Honorable Mayor, and Town Council:

We are asking for your permission and a resolution to lift the open container ordinance as a variance for Friday and Saturday, August 2-3, 2024 on the City Park during the Yellowstone Rod Run for the hours of 10:30am –10:00pm.

With the permission and blessing of the Rod Run Committee, it is our intent to have a Beer Garden on the City Park property adjacent to the food booth that will be operated by a local non-for-profit.

We will supply you with the necessary paperwork as requested, including proof of insurance with additionally insured to include the Town of West Yellowstone and the Yellowstone Rod Run.

Thank you for your time and consideration.

Sincerely,

Sydney Delaney,

A handwritten signature in black ink, appearing to read "Sydney Delaney". The signature is written in a cursive style with a long horizontal flourish at the end.

Buffalo Bar

Resolution No. 804

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA TO EXEMPT PIONEER PARK FROM SECTION 9.12.020 OF THE WEST YELLOWSTONE MUNICIPAL CODE, PUBLIC DRINKING PROHIBITED, AUGUST 2-3, 2024 DURING THE YELLOWSTONE ROD RUN

WHEREAS, the Town Council of the Town of West Yellowstone desires to support and encourage events that bring visitors to the Town; and

WHEREAS, the Yellowstone Rod Run is an annual special event held in Pioneer Park in the Town of West Yellowstone; and

WHEREAS, the Buffalo Bar and Yellowstone Rod Run Committee, desire to sell and allow the consumption of alcoholic beverages in Pioneer Park on August 2-3, 2024 between the hours of 10:30 AM and 10 PM; and

WHEREAS, in accordance with Section 9.12.020, Part B of the West Yellowstone Municipal Code, the Town Council may exempt by resolution a specific area of a public place where an event or activity will be held from the prohibition of public display or public drinking of alcoholic beverages;

NOW THEREFORE BE IT RESOLVED THAT the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, grants an exemption to the Buffalo Bar and the participants at the Yellowstone Rod Run from the Public Drinking Prohibition in Pioneer Park, effective only August 2-3, 2024 between the hours of 10:30 AM and 10:00 PM.

PASSED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF WEST YELLOWSTONE THIS 16th DAY OF JULY 2024.

Mayor

Council Member

Council Member

Council Member

Council Member

ATTEST:



Town Clerk

FOR OFFICE USE ONLY

| Department | Initials | Date | Comments |
|----------------|----------|------|----------|
| Pub Services | | | |
| Fire | | | |
| Police | | | |
| Finance | | | |
| Administration | | | |

Notes/Conditions: _____

Approved

Denied

Town Clerk

Date

ATTACHMENTS

| | | | |
|------------------------------|-----------|-------------|-------------|
| Liability Insurance | ____ Yes | ____ No | ____ Waived |
| Outside Amplification Permit | ____ Yes | ____ No | ____ NA |
| Encroachment Application | ____ Yes | ____ No | ____ NA |
| Open Container Resolution | ____ Yes | ____ No | ____ NA |
| Resort Tax Bond | ____ Paid | ____ Surety | ____ NA |



Town Council Agenda Item Summary Report

| | |
|--|--|
| Meeting Date: July 16, 2024 | |
| Item Title: Resolution 803- Sewer Connection Moratorium | |
| Submitted By (Name/Title): Dan Walker, Town Manager | |
| Discussion Only <input type="checkbox"/> | Discussion/Action <input checked="" type="checkbox"/> |
| Funding Source: NA | Budgeted <input type="checkbox"/> |
| Estimated Date of Completion: 7/2025 | |

Item Summary

Montana DEQ informed the Town in March of 2022 that the Town should not allow any more connections until the treatment plant has been completed and is up and running.

In May of 2022, the Town passed resolution #774 declaring a moratorium on any new connections. The moratorium was for a period of 1 year, or until the moratorium was no longer needed.

In May of 2023, the Town passed resolution #788 continuing the moratorium for an additional year.

The Wastewater Plant project was awarded in January 2024 to RSCI and construction began in May of 2024. The project is scheduled for completion in November 2025, and should be operational in the spring of 2026.

Staff Recommendation

Approve Resolution 803 to continue the connection moratorium until the WWTP is completed and capacity is available.

Suggested Motion

I move we approve Resolution 803 to continue the Wastewater Connection Moratorium.

RESOLUTION NO. 803

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, TO ISSUE A MORATORIUM ON CONNECTIONS TO OR NEW USES OF THE TOWN'S WASTEWATER TREATMENT SYSTEM

BE IT RESOLVED by the Town Council of the Town of West Yellowstone, Montana, as follows:

WHEREAS: The Town has the power and authority to take emergency measures for the immediate preservation of the public peace, property, health and safety of the inhabitants of the Town of West Yellowstone in accordance with §7-3-4326, MCA; and

WHEREAS: On May 17, 2022, the Town Council passed Resolution No. 774, declaring a moratorium on any new connections to or uses of the Town's wastewater treatment system until such time as the Town received information that the moratorium was no longer needed, or for a period of one year, which ever occurred first; and

WHEREAS: On May 23, 2023, the Town Council passed Resolution No. 788, continuing the moratorium on any new connections, finding that the conditions which existed with the Town's wastewater treatment system which were the basis for Resolution 774 had not been resolved and the Town has received information from its Town Engineer that the Town's wastewater treatment system is in the same condition, or worse, than it was when Resolution No. 774 was passed;

WHEREAS: The one year time period set out in Resolution No. 788 has expired; and

WHEREAS: and The Town has been informed that its wastewater treatment system has no further capacity to accept any new connections to or uses of the system; and

WHEREAS: Allowing new connections to or uses of the Town's wastewater treatment facility could result in fines and other penalties issued to the Town by the Department of Environmental Quality; and

WHEREAS: The Town is in the process of upgrading its wastewater treatment facility with a projected completion date of November 27, 2025 at which time there is estimated to be capacity to treat up to 1.5 million gallons of wastewater per day; and

WHEREAS: The Town believes it is necessary and proper to prohibit new connections or uses until such time as additional capacity is made available; and

WHEREAS: This Resolution came before the Town Council for discussion at a regular Town Council meeting on July 16, 2024, such meeting being duly noticed as required by law, and the Town Council provided an opportunity for the public to comment on this Resolution

prior to a final decision; and

WHEREAS: The Town Council of the Town of West Yellowstone believes that it is necessary and proper for the Town to prohibit any new uses of or connections to the wastewater treatment system, until such time as the Town receives information that the moratorium is no longer necessary or for a period of one year, which ever shall come first; and

WHEREAS: The Town Council of the Town of West Yellowstone believes it is necessary to issue a moratorium on any new connections or new uses to the Town's wastewater treatment system for a period of one year, unless earlier removed.

NOW THEREFORE, BE IT RESOLVED:

The Town Council of the Town of West Yellowstone, Montana hereby declares a moratorium on any new connections to or uses of the Town's wastewater treatment system effective July 16, 2024 and such moratorium shall remain in place until such time as the Town receives information that the moratorium is no longer needed, or for a period of one year, which ever shall come first.

This moratorium is effective July 16, 2024.

**PASSED BY THE TOWN COUNCIL AND APPROVED BY THE MAYOR
THIS _____ of 2024.**

Mayor Travis Watt

Council Member Jeffrey Mathews

Council Member Brian Benike

Council Member Lisa Griffith

Council Member Jeff McBirnie

ATTEST:

Town Clerk Elizabeth Roos



Alternative accessible formats for this document will be provided upon request. If you need this document in an alternative format, such as large print, Braille, audio tape, or computer diskette, please contact the Montana Department of Commerce Community MT Division at (406) 841-2770, TDD (406) 841-2702, or the Relay Services number, 711.

The Department of Commerce does not discriminate on the basis of disability in admission to, access to, or operations of its program, services, or activities. Individuals who need aid or services for effective communications or other disability-related accommodations in the programs and services offered are invited to make their needs and preferences known. Please provide as much advance notice as possible for requests.

The Montana Emergency Tourism Assistance Program (METAP) Guidelines

The Montana Emergency Tourism Assistance Grant Program (METAP) is a state-funded opportunity authorized by the 2023 Montana Legislature's enactment of Senate Bill 540 ("SB 540"). On an annual basis beginning July 1, 2023, there is an appropriated \$750,000 from the Lodging Facility Tax fund to the Montana Department of Commerce ("Commerce") to distribute grant awards for tourism-related emergency service projects in rural areas.

The Montana Department of Commerce ("Commerce"), Community MT Division ("Community MT"), will administer the METAP in accordance with these Guidelines. To the extent these Guidelines conflict with SB 540, the terms of SB 540 control.

Definitions

Consistent with § 1(4) of SB 540, the Department has adopted the following definitions:

Emergency Services: Emergency services, as defined by 10-4-101(6), MCA, are services provided by a public or private safety agency, including law enforcement, firefighting, ambulance or medical services.

Rural: For purposes of the METAP grant, a Rural area is defined as any area that is not "Urban," as defined below.

Urban: Urban places are defined as either: 1) a census urban area with a population at or exceeding 30,000 people according to the most recent United States census; or 2) an incorporated city/town within 10 miles of one of those large urban areas. Areas in Montana that meet this definition currently include Billings, Bozeman, Butte, Great Falls, Helena, Kalispell, Missoula, Belgrade, Columbia Falls, East Helena, Laurel, Walkerville, and Whitefish.

Eligible Applicants

Eligible entities, as defined by SB 540, must be in or serve a rural area. Applicants may use this [map](#) to determine rural eligibility. The following entities are eligible to apply for a METAP grant:

- A rural incorporated city or town;
- A rural county government;
- A rural consolidated government;
- A rural tribal government (a waiver of sovereign immunity likely will be required for a tribal

- government to receive funding); or
- Any entity that provides emergency services or response units to a rural area.

Eligible Projects

Eligible applicants may use SB 540 funds to purchase or provide tourism-related emergency services.

Funding recipients generally may use METAP grant funds for the following activities:

- Ambulances;
- Police vehicles;
- Firefighting vehicles or equipment;
- Hospital or emergency response equipment; and
- Search and rescue team supplies or equipment.

A project related to tourism-related emergency services other than those listed above also may be approved by the Department. Please contact Community MT Division staff prior to submitting an application for additional guidance.

Ineligible Projects

METAP grant funds generally cannot be used to pay for the following activities:

- Operation and maintenance of costs or expenses;
- Grant administration and management expenses;
- Research or other grant opportunities;
- Financial expenses, including but not limited to interest expense, bond issuance costs, or any other debt related costs or expenses; or
- Any otherwise eligible project costs incurred prior to the date of announcement of the grant award by the Department.

Allocations

The maximum amount that will be awarded for a METAP grant is \$75,000. Applicants may apply for one (1) METAP grant per funding cycle. Applicants with an open METAP grant generally are ineligible to apply for an additional grant until their current project is completed and closed out, unless approved in writing in advance by the Department.

Application Submission and Award Process

Application Submission:

To be considered for priority funding, an eligible applicant must apply by 5:00PM on September 30, 2024. Applications received after September 30, 2024 may be reviewed by the Department if additional funding is available. Applications will be reviewed in the order received.

File Transfer Service:

To apply for grant funding, an applicant must upload the application to the State of Montana File Transfer Service (FTS). To access the FTS, an applicant must register with OKTA. To register with OKTA, go to the FTS [page](#) and select '[Register](#)'

now! from the Login screen and follow the prompts. After registration, an applicant can access the FTS to upload the application for submission. Please see these [instructions](#) for additional help.

Award Process:

Commerce will review and award applications in the order they are received. Applications that meet all of the eligibility requirements described above will be awarded up to the max amount until all grant funds are obligated.

All applicants will be notified of award decisions by email.

The disbursement of grant funds for awarded projects are subject to grantee's completion, and submission to Commerce, of the following:

- i. a completed budget and implementation schedule for the project;
- ii. a completed contract with Commerce, a provision of which must include an attestation that funds will only be used for rural tourism-related emergency services.

Reimbursement Basis for Grant Disbursements

Commerce shall disburse grants by reimbursement as grant recipients incur eligible project expenses in accordance with the terms of the contract. If actual project expenses are lower than the projected expense of the project, Commerce may, at its sole discretion, recapture the amount over actual costs for redistribution to other applications.

Project Reports and Completion Notices

As required by Commerce, Grantees shall provide a quarterly progress report, including completing Commerce's invoice tracking sheet, identifying the following:

- I. work that has been undertaken on the project;
- II. the percentage of work completed;
- III. the amount of funds expended to date;
- IV. remaining funds;
- V. a description of any significant problems; and
- VI. whether the project encountered any modification necessary to the scope of work, budget, or schedule.

If the project is completed in an efficient manner, all of these items may occur in a single reporting effort.

The quarterly report and invoice tracking sheet can be found on Commerce's website.

Grantees also must submit a final report to Commerce at the completion of the project. The final report must confirm the project was completed as intended from the applicant.

Project Management:

The grantee is fully responsible for managing the project and ensuring that it is completed on time and within budget. If cost overruns occur, the cost of the overrun is the full and sole responsibility of the grantee.

Project Completion:

Projects must be completed by December 31, 2026. The grantee may request a one-time extension, which Commerce may approve at its discretion.

Return of Funds:

At the Department's sole discretion, the grantee will be required to and agrees it shall return to the Department any and all funds that are determined by the Department to have been spent in violation of the terms and conditions of the grant contract.

APPLICATION TO MAINTAIN AN ENCROACHMENT

Town of West Yellowstone
Gallatin County, Montana

DATE: 7/1/24

APPLICANT: The Branch Restaurant & Bar

ADDRESS: 315 Yellowstone Ave, West Yellowstone MT

PHONE: (406) 646-7365

INTEREST IN PROPERTY: New Projecting Sign

OWNER OF RECORD'S SIGNATURE: Mark Courtney

1. LEGAL DESCRIPTION:

Subdivision: _____

Block: _____

Lot: _____

Zoning District Number: _____

2. Please describe specifically the construction and size of the proposed encroachment. On the reverse of this application, please provide a sketch of the proposed encroachment. **Manufacturing (1) new projecting sign that will project 64.75" from building facade.**


Signature of Applicant

SEAN PRO
ANDREW PETERSEN

For Office Use Only:
DECISION BY TOWN COUNCIL

Approved Disapproved

7/1/24
DATE

Mayor/Operations Manager

DATE

124
SQF

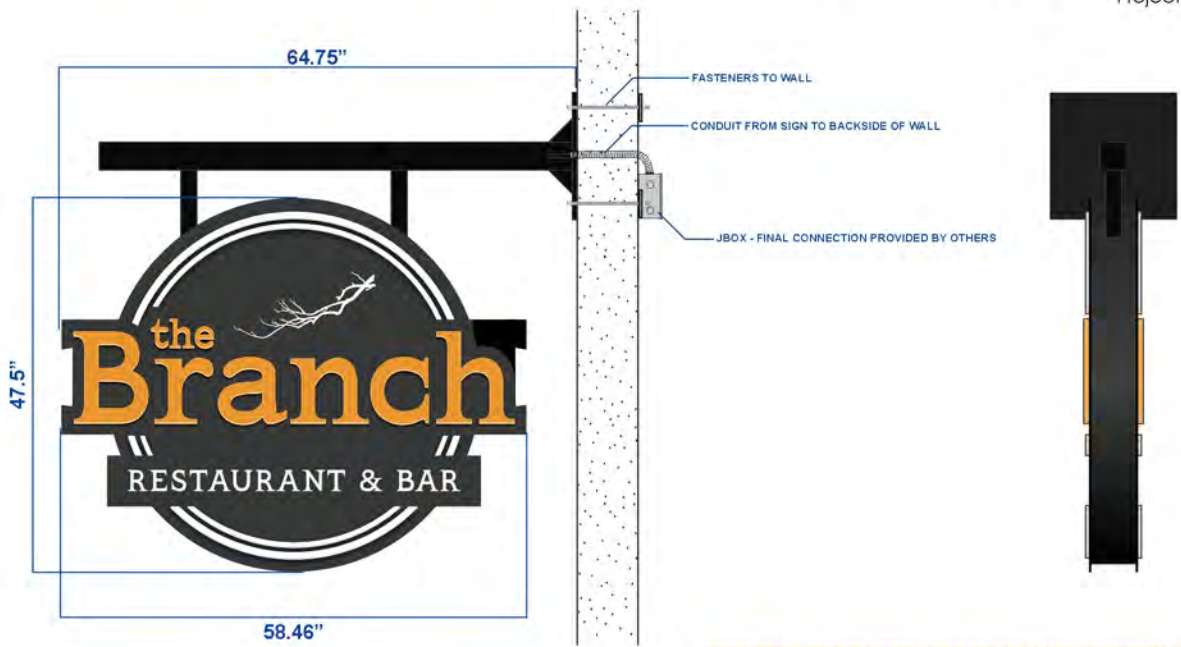
102
SQF

6
SQF

50
SQF

500 foot frontage x 3.75 = 1875 sqf

Has 282 sqf for Yellowstone ave



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Town Council Agenda Item Summary Report

| | |
|--|--|
| Meeting Date: July 16, 2024 | |
| Item Title: Salary-Exempted Employee Policy | |
| Submitted By (Name/Title): Dan Walker, Town Manager | |
| Discussion Only <input type="checkbox"/> | Discussion/Action <input checked="" type="checkbox"/> |
| Funding Source: General Fund | Budgeted <input checked="" type="checkbox"/> |
| Estimated Date of Completion: 7/16/24 | |

Item Summary

As part of the Personnel Policy update, Lilia recommended that we create a stand alone policy to address Salary-Exempted Employees (Department Heads and Deputies).

The attached policy was discussed and approved by the majority of the Salary-Exempted Staff.

Under advisement of the Town Attorney, the policy needs to be formally ratified by the Town Council.

Staff Recommendation

Approve the policy as presented.

Suggested Motion

I move we approve the Salary-Exempted Employees Policy.

Salary-Exempted Employees Policy

A. Salary-Exempted Employees Annual Adjustments

As salary-exempted employees, Department Heads, Deputies, and Supervisors will not be compensated for overtime or provided shift differentials.

B. Salary-Exempted Employees Merit Based Salary Adjustments

Based on the Town's performance management system, and as the annual budget allows, each Salary-Exempted Employee will be eligible for an annual 0-5% non-retroactive merit-based salary adjustment. If eligible, merit based adjustments will be applied on the first full pay period after May 1 of each year.

If the Salary-Exempted Employee receives a "meets expectations" or higher rating on their performance review, base salary shall be increased by a three percent (3%) pay adjustment, provided the Town Council has approved a budget with the funds to support the pay adjustment. This pay adjustment will be added to the first pay period after July 1st of that year and non retroactive. In the event a Salary-Exempted Employee has not "met expectations" in their performance review, they will not be entitled to a pay adjustment unless otherwise approved by the Town Manager.

Failure by the Town Manager or Department Head to conduct a performance evaluation by July 1st will result in the Salary-Exempted Employees receiving an automatic 3% pay adjustment provided the Town Council has approved a budget with the funds to support the pay adjustment. This pay adjustment will be added to the first pay period after July 1st of that year and non retroactive.

Additional future market adjustments to base salary may be considered by the Town Manager as budget and financial conditions allow.

C. Salary Differential between Director and Employees

At no point in time will a Department Head's annual salary be less than 115% of the highest paid employee's annual based wages within their Department.

D. Flex Time

Exempt employees, with approval from the Town Manager, may flex hours within the current pay period or by the end of the next pay period, due to fluctuating responsibilities and workload. Flex hours may not be carried forward and will not be paid out at termination.

E. Library Director Compensation

The Library Director is employed by the Town but receives oversight by the Library Board of Trustees (MCA 22-11-309). The Library Director shall receive equal compensation consideration as other Department Heads, with the approval of the Board of Trustees (MCA 22-1-310).