

Town of West Yellowstone

Tuesday, March 1, 2022

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.

WORK SESSION

5:00 PM

FY 2021 Audit, Amatics CPA Group

Discussion ∞

Town Manager Evaluation (Executive Session, if requested)

Discussion ∞

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Report

Purchase Orders

Claims ∞

Business License Applications

Consent Agenda: **Minutes of the February 15, 2022 Town Council Meeting** ∞

Town Manager & Staff Reports ∞

Advisory Board Reports

NEW BUSINESS

Ordinance No. 272, Resort Tax Update, 2nd Reading

Discussion/Action ∞

Agreement with Intrinsic Architecture for Planning Services

Discussion/Action ∞

Advisory Board Appointments

Discussion/Action ∞

- Health Care Services, Town Council Representative
- Library Board of Trustees
- Business Improvement

Staffing Plan

Discussion/Action ∞

Correspondence/FYI/Meeting Reminders

If viewing the agenda electronically, click the "∞" symbol to link to the associated documentation in the Town Council Packet.



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 Operations 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 at 12 Noon on Tuesdays 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 646-7795.
- 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.

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March 1, 2022

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

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of West Yellowstone, Montana for the year ended June 30, 2021. Professional standards require that we communicate to you the following information related to our audit.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and Governmental Auditing Standards

As stated in our engagement letter dated November 8, 2021, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Town of West Yellowstone, Montana. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Town of West Yellowstone, Montana's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions was not an objective of our audit.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on November 8, 2021.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of West Yellowstone are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, the Town adopted GASB Statement No. 84, *Fiduciary Activities*, in fiscal year 2021. Additionally, as described in Note 1, GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, was also implemented during fiscal year 2021; the primary objective of which is to provide temporary relief to local governments in light of the COVID-19 pandemic through postponing the effective dates of certain upcoming GASB statements. The application of existing policies was not changed during the fiscal year. We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.



Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were the following:

Capital assets' useful lives, potential impairments, and depreciation are estimates made by management.

Other post-employment healthcare benefits are based on a calculation completed using assumptions and information provided by the benefit provider and their actuarial calculations.

The Town's proportionate share of the net pension liability is based on estimates used in the actuarial calculation for the entire pension plan and the allocation of the Town's proportionate share of that liability.

We evaluated the key factors and assumptions used to develop the estimates in determining that these balances are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the annual debt service requirements for long-term debt, other post-employment benefits liability and net pension liability.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule (passed adjusting journal entries) summarizes the uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Additionally, the following material misstatements detected as a result of audit procedures were corrected by management: resort tax revenues reported on accrual basis method for entity wide financial statements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 1, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Town’s financial statements or, a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and audit standards, with management each year prior to retention as the Town’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management Discussion and Analysis, the Schedule of Changes in Total OPEB Liability and Related Ratios, the Schedule of Proportionate Share of the Net Pension Liability – PERS, the Schedule of the Contributions – PERS and Budgetary Comparison – General Fund and Major Special Revenue Funds, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the introductory section, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

The intent of the following information is to communicate to you other recommendations based on our observations during the audit. The items below are suggestions of importance that we believe warrant your attention.

Current Year Findings and Recommendations

1. Purchasing Policy

Finding: The Town’s purchasing policy states “no employee or council person shall personally benefit from a purchase, service, or contract entered into by the Town”. During our audit, we were made aware of multiple instances in which activities may have personally benefited Town employees. Town management believes all to be trivial dollar amounts, however, they were in violation of the Town’s policies.

Recommendation: The Town should review its policies and procedures to ensure that any violations of this nature are prevented or detected and corrected in a timely manner.

2. Conflict of Interest Forms

Finding: The Town does not require the Town Council or employees to sign conflict of interest forms on an annual basis.

Recommendation: We recommend the Town adopt a policy for review of related party transactions at each period and adopt a policy that requires conflict of interest forms to be signed annually by the Town Council and employees of the Town.

3. *Whistleblower Policy*

Finding: The Town does not have a whistleblower policy, which would encourage employees to express any knowledge or concerns of illegal or unethical activity, while maintaining the confidentiality of the employee and protecting against retaliation.

Recommendation: We recommend the Town implement a whistleblower policy.

4. *Financial Statement Review*

Finding: The Town Council does not review financial statements on a regular basis.

Recommendation: The Town Council should receive financial statement information and review on a regular basis.

5. *Bank Statement Review*

Finding: The Town Manager's review of the bank statements does not include reviewing copies of checks for appropriate signatures.

Recommendation: The Town Manager's involvement in the review of bank statements is an important component of the internal control in that area and should involve reviewing for appropriate check signers.

Restriction on Use

This information is intended solely for the use of management and Town Council of the Town of West Yellowstone and the Montana Department of Administration and is not intended to be, and should not be, used for anyone than these specified parties.

Sincerely,

Amatics CPA Group

Attachment

TOWN OF WEST YELLOWSTONE
June 30, 2021

PROPOSED ADJUSTING JOURNAL ENTRIES

	Fund	Account	Debit	Credit
1	1000	132000 Due from Other Governments	31,924	
	2220	132000 Due from Other Governments	5,062	
	3050	132000 Due from Other Governments	20,921	
	1000	223100 Deferred Inflows of Tax Revenues		10,823
	2220	223100 Deferred Inflows of Tax Revenues		1,705
	3050	223100 Deferred Inflows of Tax Revenues		7,116
	1000	311010 Real Property Taxes		21,101
	2220	311010 Real Property Taxes		3,357
	3050	311010 Real Property Taxes		13,805

To adjust taxes receivable and related items

2	Entity wide	Charges for services - general government	39,117	
	Entity wide	Charges for services - public safety		39,117

To reclassify business license revenues reported as PS, should have been GG

3	Entity wide	Receivables, net	1,364,756	
	Entity wide	Prior period adjustment		466,639
		Resort tax revenues		898,117

To adjust resort tax revenues to full accrual basis on entity-wide statements

TOWN OF WEST YELLOWSTONE, MONTANA
AUDIT DIFFERENCE EVALUATION FORM
6/30/2021

Financial Statement Effect
 Potential Adjustment Will Increase (Decrease):

Description of Audit Difference (AD)	Error is: Factual (F) Judgmental (J) or Projected (P)	Cause	WP Ref	Total Assets	Total Liabilities	Total Equity	Net Income
GENERAL FUND							
Court receivable	F	No court receivables are recorded	B-61	16,202		8,538	7,664
							-
							-
							-
							-
Net Unadjusted AD - Current Year				16,202	-	8,538	7,664
General Fund Materiality (APM-4)				22,900	22,900	22,900	22,900
Above Materiality?				no	no	no	no

If net effect of audit differences is above materiality threshold, need to evaluate which differences need to be booked in order for the financial statements not to be materially misstated.

TOWN OF WEST YELLOWSTONE
STATEMENT OF NET POSITION
6/30/2021

	Total Governmental Funds	1 Capital Assets	1.1 Capital Assets PPA	1.2 Deprec Activity	2 Debt Beginning Bal
ASSETS					
Cash and investments	7,538,111				
Restricted cash and investments	295,493				
Receivables, net	185,403				
Capital assets - land		2,041,335			
Capital assets - construction in progress		44,115			
Capital assets - other, net of depreciation		9,072,676	5,701	(511,685)	
Total assets	8,019,007	11,158,126	5,701	(511,685)	-
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows - pensions					
Deferred outflows - OPEB					
Total deferred outflows of resources	-	-	-	-	-
LIABILITIES					
Accounts payable and accrued expenses	24,591				
Revenues collected in advance	175,742				
Compensated absences payable - current					
Long-term debt - current portion					
Compensated absences payable - long term					
Long-term debt - long-term portion					2,790,885
OPEB					
NPL					
Total liabilities	200,333	-	-	-	2,790,885
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows - tax revenues	32,381				
Deferred inflows - ambulance revenues	90				
Deferred inflows - pensions					
Deferred inflows - OPEB					
Total deferred inflows of resources	32,471	-	-	-	-
FUND BALANCES/NET POSITION					
Net investment in capital assets					
Restricted	4,927,292				
Restricted - general government					
Restricted - debt service					
Restricted - capital					
Committed	1,248,000				
Assigned	1,370,610				
Unassigned/unrestricted	240,301	11,158,126	5,701	(511,685)	(2,790,885)
Total fund balance/net position	7,786,203	11,158,126	5,701	(511,685)	(2,790,885)

TOWN OF WEST YELLOWSTONE
STATEMENT OF NET POSITION
6/30/2021

	2.1 Debt Activity	2.2 Debt CP	3 Comp Abs Beginning Bal	3.1 Comp Abs Activity	3.2 Comp Abs CP
ASSETS					
Cash and investments					
Restricted cash and investments					
Receivables, net					
Capital assets - land					
Capital assets - construction in progress					
Capital assets - other, net of depreciation					
Total assets	-	-	-	-	-
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows - pensions					
Deferred outflows - OPEB					
Total deferred outflows of resources	-	-	-	-	-
LIABILITIES					
Accounts payable and accrued expenses					
Revenues collected in advance					
Compensated absences payable - current					45,152
Long-term debt - current portion		440,382			
Compensated absences payable - long term			272,484	(91,876)	(45,152)
Long-term debt - long-term portion	540,490	(440,382)			
OPEB					
NPL					
Total liabilities	540,490	-	272,484	(91,876)	-
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows - tax revenues					
Deferred inflows - ambulance revenues					
Deferred inflows - pensions					
Deferred inflows - OPEB					
Total deferred inflows of resources	-	-	-	-	-
FUND BALANCES/NET POSITION					
Net investment in capital assets					
Restricted					
Restricted - general government					
Restricted - debt service					
Restricted - capital					
Committed					
Assigned					
Unassigned/unrestricted	(540,490)	-	(272,484)	91,876	-
Total fund balance/net position	(540,490)	-	(272,484)	91,876	-

TOWN OF WEST YELLOWSTONE
STATEMENT OF NET POSITION
6/30/2021

	4 NPL Beginning Bal	4.1 NPL Activity	5 OPEB Beginning Bal	5.1 OPEB Activity	6 Revenues - PropTaxes
ASSETS					
Cash and investments					
Restricted cash and investments					
Receivables, net					
Capital assets - land					
Capital assets - construction in progress					
Capital assets - other, net of depreciation					
Total assets	-	-	-	-	-
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows - pensions	375,462	219,456			
Deferred outflows - OPEB			-	6,405	
Total deferred outflows of resources	375,462	219,456	-	6,405	-
LIABILITIES					
Accounts payable and accrued expenses					
Revenues collected in advance					
Compensated absences payable - current					
Long-term debt - current portion					
Compensated absences payable - long term					
Long-term debt - long-term portion					
OPEB			345,923	(69,111)	
NPL	1,821,129	546,284			
Total liabilities	1,821,129	546,284	345,923	(69,111)	-
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows - tax revenues					(32,381)
Deferred inflows - ambulance revenues					
Deferred inflows - pensions	170,558	(115,010)			
Deferred inflows - OPEB			185,571	71,951	
Total deferred inflows of resources	170,558	(115,010)	185,571	71,951	(32,381)
FUND BALANCES/NET POSITION					
Net investment in capital assets					
Restricted					
Restricted - general government					
Restricted - debt service					
Restricted - capital					
Committed					
Assigned					
Unassigned/unrestricted	(1,616,225)	(211,818)	(531,494)	3,565	32,381
Total fund balance/net position	(1,616,225)	(211,818)	(531,494)	3,565	32,381

TOWN OF WEST YELLOWSTONE
STATEMENT OF NET POSITION
6/30/2021

	6.1 Revenues - RT Taxes	6.2 Revenues - amb	7 Transfers	8 Revenue reclass - taxes	8.1 Revenue reclass - grants
ASSETS					
Cash and investments					
Restricted cash and investments					
Receivables, net	1,364,756				
Capital assets - land					
Capital assets - construction in progress					
Capital assets - other, net of depreciation					
Total assets	1,364,756	-	-	-	-
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows - pensions					
Deferred outflows - OPEB					
Total deferred outflows of resources	-	-	-	-	-
LIABILITIES					
Accounts payable and accrued expenses					
Revenues collected in advance					
Compensated absences payable - current					
Long-term debt - current portion					
Compensated absences payable - long term					
Long-term debt - long-term portion					
OPEB					
NPL					
Total liabilities	-	-	-	-	-
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows - tax revenues					
Deferred inflows - ambulance revenues		(90)			
Deferred inflows - pensions					
Deferred inflows - OPEB					
Total deferred inflows of resources	-	(90)	-	-	-
FUND BALANCES/NET POSITION					
Net investment in capital assets					
Restricted					
Restricted - general government	1,364,756				
Restricted - debt service					
Restricted - capital					
Committed					
Assigned					
Unassigned/unrestricted	-	90	-	-	-
Total fund balance/net position	1,364,756	90	-	-	-

TOWN OF WEST YELLOWSTONE
STATEMENT OF NET POSITION
6/30/2021

	9 Net position	10 Revenue reclass		Total Governmental Activities
ASSETS				
Cash and investments				7,538,111
Restricted cash and investments				295,493
Receivables, net				1,550,159
Capital assets - land				2,041,335
Capital assets - construction in progress				44,115
Capital assets - other, net of depreciation				8,566,692
Total assets	-	-	-	20,035,905
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows - pensions				594,918
Deferred outflows - OPEB				6,405
Total deferred outflows of resources	-	-	-	601,323
LIABILITIES				
Accounts payable and accrued expenses				24,591
Revenues collected in advance				175,742
Compensated absences payable - current				45,152
Long-term debt - current portion				440,382
Compensated absences payable - long term				135,456
Long-term debt - long-term portion				2,890,993
OPEB				276,812
NPL				2,367,413
Total liabilities	-	-	-	6,356,541
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows - tax revenues				-
Deferred inflows - ambulance revenues				-
Deferred inflows - pensions				55,548
Deferred inflows - OPEB				257,522
Total deferred inflows of resources	-	-	-	313,070
FUND BALANCES/NET POSITION				
Net investment in capital assets	7,320,767			7,320,767
Restricted	(4,927,292)			-
Restricted - general government	2,774,830			4,139,586
Restricted - debt service	576,552			576,552
Restricted - capital	1,575,910			1,575,910
Committed	(1,248,000)			-
Assigned	(1,370,610)			-
Unassigned/unrestricted	(4,702,157)	-	-	354,802
Total fund balance/net position	-	-	-	13,967,617

TOWN OF WEST YELLOWSTONE
STATEMENT OF ACTIVITIES
6/30/2021

	Total Governmental Funds	1 Capital Assets	1.1 Capital Assets PPA	1.2 Deprec Activity	2 Debt Beginning Bal	2.1 Debt Activity
REVENUES						
Taxes and assessments	6,324,091					
Property taxes						
Local option taxes						
Resort taxes						
Licenses and permits	93,581					
Intergovernmental revenue	1,281,308					
Charges for services	53,461					
Fines and forfeitures	35,997					
Interest earnings	27,878					
Other	96,953					
Grants and contrib - unrestricted						
Grants and contrib - operating						
Grants and contrib - capital						
Total revenues	7,913,269	-	-	-	-	-
EXPENDITURES/EXPENSES						
General government exp	1,142,067			70,505		
Public safety exp	1,769,245			118,817		
Public works exp	442,443			142,944		
Public health exp	1,884			1,805		
Social and economic services exp	96,085			1,274		
Culture and recreation exp	518,983			156,989		
Housing and community development exp	25,500			19,351		
Other exp	419,310					
Capital outlay	405,602	(405,602)				
Debt service - principal payments	367,207					(367,207)
Debt service - interest and fiscal fees	67,164					
Total expenditures/expenses	5,255,490	(405,602)	-	511,685	-	(367,207)
OTHER FINANCING SOURCES (USES)						
Transfers in	2,616,174					
Transfers out	(3,530,205)					
Proceeds of long-term debt	907,697					(907,697)
Proceeds from refunding bonds						
Sales of capital assets						
Total other financing sources (uses)	(6,334)	-	-	-	-	(907,697)
Change in fund balance/net position	2,651,445	405,602	-	(511,685)	-	(540,490)
FUND BALANCE/NET POSITION						
Beginning of year	5,134,758	10,752,524			(2,790,885)	
Prior period adjustment	-		5,701			
End of year	7,786,203	11,158,126	5,701	(511,685)	(2,790,885)	(540,490)

TOWN OF WEST YELLOWSTONE
STATEMENT OF ACTIVITIES
6/30/2021

	2.2 Debt CP	3 Comp Abs Beginning Bal	3.1 Comp Abs Activity	3.2 Comp Abs CP	4 NPL Beginning Bal	4.1 NPL Activity
REVENUES						
Taxes and assessments						
Property taxes						
Local option taxes						
Resort taxes						
Licenses and permits						
Intergovernmental revenue						212,355
Charges for services						
Fines and forfeitures						
Interest earnings						
Other						
Grants and contrib - unrestricted						
Grants and contrib - operating						
Grants and contrib - capital						
Total revenues	-	-	-	-	-	212,355
EXPENDITURES/EXPENSES						
General government exp			(41,262)			112,791
Public safety exp			(21,150)			230,840
Public works exp			(15,518)			42,411
Public health exp						
Social and economic services exp			(4,695)			12,838
Culture and recreation exp			(9,251)			25,293
Housing and community development exp						
Other exp						
Capital outlay						
Debt service - principal payments						
Debt service - interest and fiscal fees						
Total expenditures/expenses	-	-	(91,876)	-	-	424,173
OTHER FINANCING SOURCES (USES)						
Transfers in						
Transfers out						
Proceeds of long-term debt						
Proceeds from refunding bonds						
Sales of capital assets						
Total other financing sources (uses)	-	-	-	-	-	-
Change in fund balance/net position	-	-	91,876	-	-	(211,818)
FUND BALANCE/NET POSITION						
Beginning of year		(272,484)			(1,616,225)	
Prior period adjustment						
End of year	-	(272,484)	91,876	-	(1,616,225)	(211,818)

TOWN OF WEST YELLOWSTONE
STATEMENT OF ACTIVITIES
6/30/2021

	5 OPEB Beginning Bal	5.1 OPEB Activity	6 Revenues - PropTaxes	6.1 Revenues - RT Taxes	6.2 Revenues - amb	7 Transfers
REVENUES						
Taxes and assessments			32,381		-	
Property taxes						
Local option taxes						
Resort taxes				898,117		
Licenses and permits						
Intergovernmental revenue						
Charges for services						
Fines and forfeitures						
Interest earnings						
Other						
Grants and contrib - unrestricted						
Grants and contrib - operating						
Grants and contrib - capital						
Total revenues	-	-	32,381	898,117	-	-
EXPENDITURES/EXPENSES						
General government exp		(816)				
Public safety exp		(1,418)				
Public works exp		(696)				
Public health exp						
Social and economic services exp		(134)				
Culture and recreation exp		(501)				
Housing and community development exp						
Other exp						
Capital outlay						
Debt service - principal payments						
Debt service - interest and fiscal fees						
Total expenditures/expenses	-	(3,565)	-	-	-	-
OTHER FINANCING SOURCES (USES)						
Transfers in						(2,616,174)
Transfers out						2,616,174
Proceeds of long-term debt						
Proceeds from refunding bonds						
Sales of capital assets						
Total other financing sources (uses)	-	-	-	-	-	-
Change in fund balance/net position	-	3,565	32,381	898,117	-	-
FUND BALANCE/NET POSITION						
Beginning of year	(531,494)				90	
Prior period adjustment				466,639		
End of year	(531,494)	3,565	32,381	1,364,756	90	-

TOWN OF WEST YELLOWSTONE
STATEMENT OF ACTIVITIES
6/30/2021

	8 Revenue reclass - taxes	8.1 Revenue reclass - grants	9 Net position	10 Revenue reclass	Plug fig for PPA for FA	Total Governmental Activities
REVENUES						
Taxes and assessments	(6,356,472)					-
Property taxes	647,440			(8,584)		638,856
Local option taxes	59,113					59,113
Resort taxes	5,649,919					6,548,036
Licenses and permits		(93,581)				-
Intergovernmental revenue		(1,496,218)		2,555		-
Charges for services		93,581		82,076		229,118
Fines and forfeitures						35,997
Interest earnings						27,878
Other				(96,953)		-
Grants and contrib - unrestricted		294,276		20,849		315,125
Grants and contrib - operating		14,897				14,897
Grants and contrib - capital		1,187,045				1,187,045
Total revenues	-	-	-	(57)	-	9,056,065
EXPENDITURES/EXPENSES						
General government exp						1,283,285
Public safety exp						2,096,334
Public works exp						611,584
Public health exp						3,689
Social and economic services exp						105,368
Culture and recreation exp						691,513
Housing and community development exp						44,851
Other exp					6,335	425,645
Capital outlay						-
Debt service - principal payments						-
Debt service - interest and fiscal fees						67,164
Total expenditures/expenses	-	-	-	-	6,335	5,329,433
OTHER FINANCING SOURCES (USES)						
Transfers in						-
Transfers out						(914,031)
Proceeds of long-term debt						-
Proceeds from refunding bonds						-
Sales of capital assets						-
Total other financing sources (uses)	-	-	-	-	-	(914,031)
Change in fund balance/net position	-	-	-	(57)	(6,335)	2,812,601
FUND BALANCE/NET POSITION						
Beginning of year				57	6,335	10,682,676
Prior period adjustment						472,340
End of year	-	-	-	-	-	13,967,617

TOWN OF WEST YELLOWSTONE
GASB 34 CONVERSION ENTRIES
6/30/2021

	Account	Debit	Credit	Net	Explanation
1	Capital assets - land	2,041,335		2,041,335	To record capital assets
1	Capital assets - construction in progress	44,115		44,115	To record capital assets
1	Capital assets - other, net of depreciation	9,072,676		9,072,676	To record capital assets
1	Capital asset expenditures		405,602	(405,602)	To record capital assets
1	Net position - beginning		10,752,524	(10,752,524)	To record capital assets
1.1	Other capital assets, net of depreciation	5,701		5,701	Prior period adjustment to capital assets
1.1	Prior period adjustment		5,701	(5,701)	Prior period adjustment to capital assets
1.2	General government exp	70,505		70,505	To record depreciation expense
1.2	Public safety exp	118,817		118,817	To record depreciation expense
1.2	Public works exp	142,944		142,944	To record depreciation expense
1.2	Public health exp	1,805		1,805	To record depreciation expense
1.2	Social and economic services exp	1,274		1,274	To record depreciation expense
1.2	Culture and recreation exp	156,989		156,989	To record depreciation expense
1.2	Housing and community development exp	19,351		19,351	To record depreciation expense
1.2	Other capital assets, net of depreciation		511,685	(511,685)	To record depreciation expense
2	Long-term debt - long-term portion		2,790,885	(2,790,885)	To record beginning balance in long-term debt
2	Net position - beginning	2,790,885		2,790,885	To record beginning balance in long-term debt
2.1	Proceeds of long-term debt	907,697		907,697	To record debt activity
2.1	Debt service - principal payments		367,207	(367,207)	To record debt activity
2.1	Long-term debt - long-term portion		540,490	(540,490)	To record debt activity
2.2	Long-term debt - long-term portion	440,382		440,382	To reclassify current portion of long-term debt
2.2	Long-term debt - current portion		440,382	(440,382)	To reclassify current portion of long-term debt
3	Compensated absences payable - long term		272,484	(272,484)	To record beginning balance in comp abs
3	Net position - beginning	272,484		272,484	To record beginning balance in comp abs
3.1	General government exp		41,262	(41,262)	To record comp abs activity
3.1	Public safety exp		21,150	(21,150)	To record comp abs activity
3.1	Public works exp		15,518	(15,518)	To record comp abs activity
3.1	Social and economic services exp		4,695	(4,695)	To record comp abs activity
3.1	Culture and recreation exp		9,251	(9,251)	To record comp abs activity
3.1	Compensated absences payable - long term	91,876		91,876	To record comp abs activity
3.2	Compensated absences payable - long term	45,152		45,152	To reclassify current portion of comp abs
3.3	Compensated absences payable - current		45,152	(45,152)	To reclassify current portion of comp abs
4	NPL		1,821,129	(1,821,129)	To record beginning balance in NPL and related

4	Deferred outflows - pensions	375,462		375,462	To record beginning balance in NPL and related
4	Deferred inflows - pensions		170,558	(170,558)	To record beginning balance in NPL and related
4	Net position - beginning	1,616,225		1,616,225	To record beginning balance in NPL and related
4.1	NPL		546,284	(546,284)	To record NPL activity
4.1	Deferred outflows - pensions	219,456		219,456	To record NPL activity
4.1	Deferred inflows - pensions	115,010		115,010	To record NPL activity
4.1	Intergovernmental revenue		212,355	(212,355)	To record NPL activity
4.1	General government exp	112,791		112,791	To record NPL activity
4.1	Public safety exp	230,840		230,840	To record NPL activity
4.1	Public works exp	42,411		42,411	To record NPL activity
4.1	Social and economic services exp	12,838		12,838	To record NPL activity
4.1	Culture and recreation exp	25,293		25,293	To record NPL activity
5	OPEB		345,923	(345,923)	To record beginning balance in OPEB and related
5	Deferred outflows - OPEB	-		-	To record beginning balance in OPEB and related
5	Deferred inflows - OPEB		185,571	(185,571)	To record beginning balance in OPEB and related
5	Net position - beginning	531,494		531,494	To record beginning balance in OPEB and related
5.1	OPEB	69,111		69,111	To record OPEB activity
5.1	Deferred outflows - OPEB	6,405		6,405	To record OPEB activity
5.1	Deferred inflows - OPEB		71,951	(71,951)	To record OPEB activity
5.1	General government exp		816	(816)	To record OPEB activity
5.1	Public safety exp		1,418	(1,418)	To record OPEB activity
5.1	Public works exp		696	(696)	To record OPEB activity
5.1	Social and economic services exp		134	(134)	To record OPEB activity
5.1	Culture and recreation exp		501	(501)	To record OPEB activity
6	Deferred inflows - tax revenues	32,381		32,381	To adjust property tax revenue to full accrual
6	Net position - beginning		6,482	(6,482)	To adjust property tax revenue to full accrual
6	Taxes and assessments		25,899	(25,899)	To adjust property tax revenue to full accrual
6.1	Receivables, net	1,364,756		1,364,756	To adjust resort tax revenue to full accrual
6.1	Prior period adjustment		466,639	(466,639)	To adjust resort tax revenue to full accrual
6.1	Resort taxes		898,117	(898,117)	To adjust resort tax revenue to full accrual
6.2	Deferred inflows - ambulance revenues	90		90	To adjust ambulance revenue to full accrual
6.2	Net position - beginning		90	(90)	To adjust ambulance revenue to full accrual
6.2	Taxes and assessments		-	-	To adjust ambulance revenue to full accrual
7	Transfers in	2,616,174		2,616,174	To offset transfer in and out, internal balances
7	Transfers out		2,616,174	(2,616,174)	To offset transfer in and out, internal balances
8	Taxes and assessments	6,324,091		6,324,091	To reclassify taxes to SOA reporting categories
8	Taxes and assessments	32,381		32,381	To reclassify taxes to SOA reporting categories
8	Local option taxes		59,113	(59,113)	To reclassify taxes to SOA reporting categories

8	Resort taxes		5,649,919	(5,649,919)	To reclassify taxes to SOA reporting categories
8	Property taxes		647,440	(647,440)	To reclassify taxes to SOA reporting categories
8.1	Licenses and permits	93,581		93,581	To reclassify revenues to SOA reporting categories
8.1	Charges for services		93,581	(93,581)	To reclassify revenues to SOA reporting categories
8.1	Grants and contrib - unrestricted		294,276	(294,276)	To reclassify revenues to SOA reporting categories
8.1	Grants and contrib - operating		14,897	(14,897)	To reclassify revenues to SOA reporting categories
8.1	Grants and contrib - capital		1,187,045	(1,187,045)	To reclassify revenues to SOA reporting categories
8.1	Intergovernmental revenue	1,496,218		1,496,218	To reclassify revenues to SOA reporting categories
9	Net investment in capital assets		7,320,767	(7,320,767)	To reclassify net position within reporting categories
9	Restricted	4,927,292		4,927,292	To reclassify net position within reporting categories
9	Restricted - general government		2,774,830	(2,774,830)	To reclassify net position within reporting categories
9	Restricted - debt service		576,552	(576,552)	To reclassify net position within reporting categories
9	Restricted - capital		1,575,910	(1,575,910)	To reclassify net position within reporting categories
9	Committed	1,248,000		1,248,000	To reclassify net position within reporting categories
9	Assigned	1,370,610		1,370,610	To reclassify net position within reporting categories
9	Unassigned/unrestricted	4,702,157		4,702,157	To reclassify net position within reporting categories
10	Charges for services		82,076	(82,076)	To agree to AFR
10	Other	96,953		96,953	To agree to AFR
10	Grants and contrib - unrestricted		20,849	(20,849)	To agree to AFR
10	Intergovernmental revenue		2,555	(2,555)	To agree to AFR
10	Taxes and assessments	8,527		8,527	To agree to AFR
10	Net position - beginning		57	(57)	To agree to prior year FS
10	Taxes and assessments	57		57	To agree to prior year FS

02/24/22
15:08:11

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 3/22

Page: 1 of 3
Report ID: AP100

FSB - Operating account
* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48818	42 Fall River Electric	2,701.73					
	02/18/22 PARK, old firehouse 2901001CR	0.00		PARK	1000 411253	341	101000
	02/18/22 povah comm ctr 4212001CRused	0.00		POVAH	1000 411255	341	101000
	02/18/22 unmetered lights 4212004	1,113.12		STLITE	1000 430263	341	101000
	02/18/22 RR Well 4212005 CR used	0.00*		WATER	5210 430500	341	101000
	02/18/22 SEWER LIFT STATION 4212006 CR	0.00		SEWER	5310 430600	341	101000
	02/18/22 SEWER PLANT 4212007	1,141.96		SEWER	5310 430600	341	101000
	02/18/22 POLICE 4212008	446.65		POLICE	1000 411258	341	101000
	02/18/22 TOWN HALL 4212009 CR used	0.00		TWNHLA	1000 411250	341	101000
	02/18/22 ICE RINK 421010 CR used	0.00		PARKS	1000 411253	341	101000
	02/18/22 South Iris Street Well 4212013	0.00*		WATER	5210 430500	341	101000
	02/18/22 MAD SEWER LIFT 4212014 CR	0.00		SEWER	5310 430600	341	101000
	02/18/22 Hayden/Grouse Well 4212015CR	0.00*		WATER	5210 430500	341	101000
	02/18/22 MADADD H20 Tower 4212017CR	0.00*		WATER	5210 430500	341	101000
	02/18/22 SHOP 4212018 CR used	0.00		STREET	1000 430200	341	101000
	02/18/22 ANIMAL 4212029 CR Used	0.00		ANIML	1000 440600	341	101000
	02/18/22 CLORINATOR 4212030 CR Used	0.00*		WATER	5210 430500	341	101000
	02/18/22 Electric Well 4212031 CR Used	0.00*		WATER	5210 430500	341	101000
	02/18/22 PARK 4212032 CR Used	0.00		PARKS	1000 411253	341	101000
	02/18/22 UPDH 4212041 CR Used	0.00		UPDH	1000 411252	341	101000
	02/18/22 SEWER TREAT SERV 4212046 CR	0.00		SEWER	5310 430600	341	101000
	02/18/22 LIBRARY 23 dunraven 4212054CR	0.00		LIBR	1000 411259	341	101000
48838	2455 Tri State Excavating, LLC	9,442.57					
	11127-A 01/25/22 RepairWaterlineCorpstopPrkwyC	3,791.00*		WATER	5210 430550	357	101000
	10896-snoA 12/29/21 53hrsSnowremoval12/21-1/22	5,651.57*		STREET	1000 430200	398	101000
48839	2977 Staples Credit Plan	1,794.80					
	3003799391 01/14/22 AcerNitro Dispatch	1,199.96		911	2850 420750	948	101000
	3004367041 01/15/22 Paper,hightliters	132.95		POLICE	1000 420230	220	101000
	3011597641 01/26/22 Displayport, tripp lite	159.50		911	2850 420750	948	101000
	3012028241 01/27/22 copy paper	154.96		ADMIN	1000 410210	220	101000
	3012032071 01/27/22 logitechdesktop, combo wir	105.96		911	2850 420750	948	101000
	3012032071 01/27/22 CDDVD Sleeve cover	15.98		POLICE	1000 420230	220	101000
	3012142541 01/27/22 Paper cutter	25.49		POLICE	1000 420230	220	101000
48841	3327 Larry Jent	292.37					
	02/15/22 Certification Test Jent	292.37		COURT	1000 410360	370	101000

02/24/22
15:08:11

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 3/22

Page: 2 of 3
Report ID: AP100

FSB - Operating account
* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48842		999999 LUCAS KELLER		20.00					
	02/15/22	ExoneratedbondDuplicatexpymntKe		20.00		COURT	7469 212401		101000
48843		171 Montana Food Bank Network		1,355.74					
	25867-1 02/17/22	Food Bank supplies		1,355.74*		HELP	7010 450135	220	101000
48844		2762 Mission Communications, LLC		1,260.00					
	1059861 01/26/22	Legacy Modem adapters (2)		630.00		WATER	5210 430500	369	101000
	1059861 01/26/22	Legacy Modem adapters (2)		630.00		SEWER	5310 430630	369	101000
48845		2822 ClearBlu Business Services		135.00					
	1397 02/12/22	Grease trap clean out		135.00		POVAH	1000 411255	350	101000
48846		3309 AQUAPRO		599.00					
	A22-097 02/10/22	Self-primingtransfer pump		599.00		WATER	5210 430530	212	101000
48847		3241 Bridger Analytical Lab		280.00					
	2202203 02/11/22	Total Coliform/E.coli test		280.00		WATER	5210 430500	348	101000
48848		1061 Lane and Associates		201.90					
	9013 02/14/22	DrugTests (3) Random		201.90*		ADMIN	1000 410210	351	101000
48849		2537 Balco Uniform Co., Inc.		325.60					
	64839 01/07/22	Courtis Jacket		325.60*		POLICE	1000 420100	226	101000
48850		3271 Montana Law Enforcement		250.00					
	20908 02/22/22	PublicSafetyTrainingO'Brien		250.00		DSPTCH	1000 420160	380	101000
48851		3315 IAS EnviroChem		1,052.00					
	2200733 02/16/22	Nitrogen,chloride,ammoniaTest		1,052.00		SEWER	5310 430600	348	101000
48852		379 Energy Laboratories, Inc		305.00					
	453697 02/16/22	Well 4 testing		305.00		WATER	5210 430500	348	101000
			# of Claims	15	Total:	20,015.71			

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
February 15, 2022

COUNCIL MEMBERS PRESENT: Travis Watt, Brian Benike, Lisa Griffith, Jeff McBirnie, and Jeff Mathews

OTHERS PRESENT: Town Manager Dan Walker, Public Services Superintendent Jon Simms, Fire Chief Shane Grube

The meeting is called to order by Mayor Travis Watt at 5:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Portions of the meeting are being recorded. Due to the worldwide pandemic caused by COVID-19, the meeting is being broadcast over the internet using a program called Zoom.

The Treasurer's Report with corresponding banking transactions is on file at the Town Offices for public review during regular business hours.

WORK SESSION

Mayor Watt calls the meeting to order. The first item of discussion is the staffing plan. Town Manager Dan Walker recommends three changes to the staffing plan. He recommends moving the Town Clerk to a confidential/exempt position due to the nature of confidential and personal information she handles and be moved out of the union. He also recommends changing the Executive Assistant to an Administrative Assistant, an hourly position that is covered until the collective bargaining agreement. He recommends bringing back a Director for the Social Services Department in place of one of the two associates in that department at this time. The Council asks questions about Walker's recommendations. Walker explains that the Town Clerk handles a significant amount of confidential information including payroll and personnel issues. Town Attorney Jane Mersen clarifies that there is case law from the Department of Labor that supports the position that an employee that is responsible for confidential information should not be a member of the collective bargaining unit. She says that since the Town Clerk is currently a member of the union, they will need to bargain to remove that position from the union. Walker says they will also have to review the job description and the salary. Walker also explains that the Administrative Assistant position will not handle confidential information. McBirnie asks about the contractual Planning/Zoning Consultant. Walker explains that they are working with Intrinsik Architecture and they have an employee that recently retired as a planner from the City of Bozeman and is excited about the opportunity to work with the Town of West Yellowstone.

Town Manager Dan Walker presents a spreadsheet that summarizes the leases and agreements that the Town has entered into. He explains that he separated the leases from the service or interlocal agreements. He says that the only leases that have already expired is for the Chamber of Commerce and Groomer Shed. He says the Yellowstone Historic Center lease for storage space at the library will expire next month as well as the library lease and services agreement. Council Member Lisa Griffith indicates that she would like the opportunity to review the agreements prior to renewal. McBirnie questions the ground lease for the current lagoon system and that there is no automatic renewal. The group discusses how to determine a fair lease value and the connection between the lease and allowing the connection of the Yellowstone Airport to the new mechanical treatment plant. Fire Chief Shane Grube describes the land lease and interlocal agreement between Hebgen Basin Rural Fire District and the Town of West Yellowstone. Grube says that the funding for the additional employee was approved a couple years ago and should be rolled into the base amount. The Council questions how the funding is laid out in the agreement and requests clarification.

Public Comment

Fire Chief Shane Grube reports that they are holding steady at three active cases of Covid-19 in the community. They also have Covid-19 home tests available for anyone that needs one. Next week, Big Sky Medical Center will be in town to offer vaccinations for children ages 5 to 17. He also asks the Council to keep pushing forward for a housing trust project in the 80 acres, start working with an engineer to get the infrastructure planned and started.

Brandi Brown, the new Executive Director for the Yellowstone Historic Center, addresses the Council. She says that there are some grant opportunities available for restoration of the Union Pacific Dining Lodge and she would be happy to share what she knows.

Council Comments

Lisa Griffith says that she participated in the last meeting via Zoom and agrees that the audio can be difficult to understand and suggests an additional microphone. She asks if there are any updates to the current litigations. Town Attorney Jane Mersen says they are expecting a third filing from Moonrise Partners and will share that when that happens. Griffith requests, as a council member, copies of any filings that the Town is party to. Mersen indicates that they can share anything that is public record. Griffith inquires about the severance agreement with the previous Chief of Police. Walker says that they can send her a copy of his employment contract, which includes a severance package.

Mayor Watt mentions that the high school basketball teams are going to district tournament in Butte this week. He says the school is recruiting for a new superintendent and has released a survey to the community seeking input on what qualities are most important in the new superintendent.

ACTION TAKEN

- 1) Motion carried to accept the Treasurers and Securities Report for January 2022. (Mathews Benike)
- 2) Motion carried to approve Purchase Order #6515 to Bob Wards for the purchase of (4) Benelli shotguns for the Police Department for \$7278.00. (Mathews, McBirnie)
- 3) Motion carried to approve Purchase Order #6448 to Tri-State Excavating for snow removal services in December 2021 for \$5651.57. (Benike, McBirnie)
- 4) Motion carried to approve the claims, which total \$387,085.62. (McBirnie, Benike)
- 5) Motion carried to approve the Consent Agenda, which includes the minutes of the February 1, 2022 Town Council Meeting. (Mathews, Benike)
- 6) Motion carried to approve and authorize payment of \$100,000 to Community Health Partners as the risk share agreement for calendar year 2021. (Griffith, Benike) Mathews is opposed, motion passes.
- 7) Motion carried to approve the Union Pacific Dining Lodge Mammoth Room design and retrofit scope and fee proposal from Forsgren Associates for \$60,000 and construction services not to exceed \$35,000. (Benike, McBirnie)
- 8) Motion carried to approve the 1st reading of the resort tax update ordinance implementing the electorate's decision on November 5, 2019 to add 1% to the resort tax collected by the Town. (Benike, McBirnie)
- 9) Motion carried to approve Resolution No. 770, a resolution requesting the distribution of bridge and road safety and accountability program funds (BaRSAA) (McBirnie, Mathews) Griffith is opposed.
- 10) Motion carried to approve Resolution No. 771, a resolution that cancels outstanding municipal warrants totaling \$877.37 that are over one-year old. (Mathews, Benike)
- 11) Motion carried to approve the Marketing and Promotions Fund Award Recommendation to award \$8500.00 to SnowShoot 2023, February 20-25, 2022. (Benike, Mathews)

- 12) Motion carried to approve the Marketing and Promotions Fund Award Recommendation to award \$15,000 to Shotgun Skijoring, February 26-27, 2022 and authorize the 25% advance of \$3750.00. (McBirnle, Benike)
- 13) Motion carried to approve the Outside Amplification Permit for the Shotgun Skijoring event, February 26-27, 2022 between the hours of 10 AM and 5 PM. (Benike, McBirnle)
- 14) Motion carried to approve Resolution No. 772, a resolution to exempt the designated vendor area at the 2022 Shotgun Skijoring event from WYMC 9.12.020, public drinking prohibited, February 26-27, 2022. (Benike, Griffith)
- 15) Motion carried to appoint Greg Forsythe to the Police Commission. (Griffith, McBirnle) Benike is opposed, Mathews abstains. Watt, Griffith and McBirnle vote in favor, motion passes.

DISCUSSION

- 6) Lander Cooney, COO for Community Health Partners is present at the meeting via Zoom. She explains that her purpose tonight is to answer questions regarding the risk share agreement with the Town. Jeff Mathews asks about the increase in depreciation expense of over 99%. Cooney says that she can check with their finance department on that increase as she doesn't know exactly what that is. Mathews asks about the x-ray machine that the Town helped fund two years ago and how often it has been used. She says that they have not been able to use the machine for over a year due to staffing and licensing issues, but they are anticipating that will be an option in the near future. Lisa Griffith asks about the agreement to provide a medical doctor (MD) twice a week. She says that when she contacted CHP and requested to see an MD, she was told that an MD was not available. Cooney explains that they do not employ an MD, but they contract with Bozeman Health and have been able to provide an MD regularly at the clinic. Griffith asks about other aspects of the contract including office hours, digital x-rays, and urgent care services. She shares three examples of when she was frustrated because of negative experiences at the clinic. Mayor Watt reminds the room that the agenda item this evening is the risk share request and is not an evaluation of the services at the clinic or review of an RFP response. He recommends contacting Cooney directly to discuss specific concerns. Mathews says that due to the uncertainty and staffing shortages over the past year, perhaps CHP doesn't need the full \$100,000. Cooney responds that when they were approached to operate the clinic in 2010, they agreed to expand their services even though there was no federal funding available for the expansion. She says that they estimated at the time that they would lose \$150,000 per year and they asked the Town to share in that loss. McBirnle asks multiple questions about the financial statements, operating hours, and physician presence. Griffith states that she interprets the services provided as a breach of the contract, but isn't sure if the Town has the legal right to pay less than \$100,000. Kenny Jones expresses concerns that they are going to pay for something they are not receiving. He asks for clarification about the number of patients seen at the clinic during the past year, whether calendar or fiscal year. Cooney responds that she will clarify with her staff which number is correct. Marge Wanner shares a recent experience of trying to obtain 41 travel covid-19 tests and was unable to get it figured out between the local clinic, Big Sky, or Bozeman. Ultimately, Buck Taylor from CHP did call her back and they got it worked out.
- 7) Town Engineer Dave Noel addresses the Council regarding the design retrofit and fee proposal for the Mammoth Room of the Union Pacific Dining Lodge. Noel explains some of the challenges of a retrofit, but says they can accomplish the design by June of this year. Watt asks for clarification of the fees. Noel explains that the estimate is \$60,000 for the design and the construction services is \$35,000. He says that they can approve the design services now and the construction services later after a bid is awarded.

- 8) Mayor Watt reads the proposed 1% resort tax ordinance. Griffith points out multiple grammatical and language corrections she would recommend. She says she would like to work through the ordinance and make it easier to understand. Mersen says they can send her the ordinance in Word format so she can make redline and strikeout corrections and then they can discuss her changes.
 - 9) Mayor Watt reads Resolution No. 770, a resolution requesting the distribution of bridge and road safety and accountability program funds (BaRSAA). Griffith asks multiple questions about the numbers in the resolution and how they add up to the total identified on the invoice in Appendix A. She also points out grammatical and punctuation errors.
 - 10) Mayor Watt reads Resolution No. 771, a resolution canceling outstanding municipal warrants that are over one year old. Griffith points out grammatical errors in the resolution.
- A) **Town Manager & Staff Reports:** He reports that he will be meeting with Intrinsic again this week to finalize an agreement for planning services. The DRG met two weeks ago and worked on two commercial projects and five residential. They interviewed two candidates for police patrol officer. Both candidates were approved to move forward with testing and background investigations. He also mentions that the audit is nearly complete and they will deliver a full report at the next meeting.
- B) **Advisory Board Reports:** Benike reports that the MAP Fund Advisory Board met last week and that is on the agenda later tonight. Mathews reports that the Business Improvement Advisory Board met and discussed improving the entrance signs, improving benches in the downtown area, replacing the dead trees in the downtown area.

The meeting is adjourned. (10:00 PM)

Mayor

ATTEST:

Town Clerk

ORDINANCE No. 272

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE IMPLEMENTING THE ELECTORATE'S DECISION ON NOVEMBER 5, 2019, TO ADD ONE PERCENT (1%) TO THE ORIGINAL RESORT TAX COLLECTED BY THE TOWN.

WHEREAS, the electorate of the Town of West Yellowstone voted to approve adding one percent (1%) to the amount of original resort tax to be collected by the Town;

WHEREAS, the electorate of the Town of West Yellowstone approved the additional 1% resort tax for the specified purpose of paying for necessary infrastructure for the Town; and

WHEREAS, the above-described approvals are noted by the canvass of votes cast on November 5, 2019, by the County Commissioners for Gallatin County, State of Montana.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of West Yellowstone that amendments be made to the Municipal Code of the Town of West Yellowstone, effectively amending Section 3.12 to implement the collection of the additional 1% resort tax, as follows:

Paragraph 1:

Section 3.12.050 Rate--Duration is amended to read:

- A. The exact rate of the original resort tax is three (3) percent.
- B. The exact rate of the additional resort tax rate is one (1) percent.
- C. The duration of the original resort tax approved by the voters on November 5, 1985, renewed on January 1, 2006, and renewed on November 5, 2019, shall be in effect for an additional 20 years, ending on December 31, 2045.
- D. The duration of the additional 1% resort tax is twenty-five years, and the effective date of the additional 1% resort tax is January 1, 2020, and will expire once debts and project costs are paid, but no later than December 31, 2045.

Section 3.12.140 Use of tax moneys is amended to add the following subsections:

- D. The tax moneys derived from the additional 1% resort tax shall only be used for infrastructure projects, including upgrades and replacements of the following: wastewater treatment facilities, water lines, sewer lines, streets, sidewalks, and water storage tanks.

- E. All or a portion of the tax moneys derived from any resort tax of the town or any other source of revenue authorized by the legislature to be imposed or collected by the town, including, without limitation, special assessments, may be (i) pledged by the town council to the repayment of or as security for the repayment of bonds or other obligations of the town that finance or refinance costs of eligible projects and pay costs associated with the sale, security, or issuance of the bonds or other obligations, and/or (ii) appropriated to an undertaking and constitute revenue of the undertaking in a manner that does not result in an undertaking being considered not self-supporting and be pledged to the repayment of bonds or other obligations of the town as part of the undertaking. The terms, conditions, and effect of the pledge and/or the appropriation and pledge shall be as set forth in a resolution or resolutions of the town council authorizing the bonds or other obligations. The pledge and/or the appropriation and pledge shall be binding on and enforceable against the town in accordance with the terms of the pledge and/or appropriation and pledge as set forth in the resolution or resolutions of the town council.

Section 3.12.150 Reduction of property tax levy is amended to read:

Annually anticipated receipts from the original 3% resort tax must be applied to reduce the municipal property tax levy for the fiscal year in an amount equal to five percent of revenues derived from the original 3% resort tax during the preceding fiscal year.

Section 3.12.160 Property tax relief fund is amended to read:

In the event that the town receives more resort tax revenues derived from the original 3% resort tax than had been anticipated in the annual municipal budget, it shall establish a municipal property tax relief fund. All resort tax revenues derived from the original 3% resort tax – not to include those derived from the additional 1% resort tax – that are received in excess of those anticipated in the annual municipal budget must be placed in the fund. The entire municipal property tax relief fund so established must be used to further reduce municipal property taxes levied in the ensuing fiscal year.

Paragraph 2: REPEALER: All ordinances and parts of ordinances in conflict with provisions of this ordinance, except as provided above, are hereby amended or repealed.

Paragraph 3: EFFECTIVE DATE: This ordinance shall be in full force and effect thirty (30) days after final adoption by the Town Council of the Town of West Yellowstone.

Paragraph 4: SEVERABILITY: If any portion of this ordinance or the application therefore to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which may be given effect without the invalid provisions or application and, to this end, the provisions of this ordinance are declared to be severable.

PASSED BY the Town Council and approved by the Mayor of the Town of West Yellowstone, Montana, this ____ day of _____, 2022.

Mayor Travis Watt

Council Member Jeff Mathews

Council Member Brian Benike

Council Member Jeff McBirnie

Council Member Lisa Griffith

ATTEST:



Town Clerk

Health Care Services Advisory Board

NAME	DATE APPOINTED	TERM EXPIRES
Kyle Goltz (406) 646-4444 kgoltz@hotmail.com	7/21/15 4/16/19	7/21/18 4/16/22
Brad Schmier, Council Member 640-1241 (C) bschmier@townofwestyellowstone.com	1/2/18	Concurrent w/ TC term
Jennifer Jordan 646-7068 (W) 303-908-4196 (C) parksdept@outlook.com	8/4/15 4/16/19	8/4/18 4/16/22
Kenny Jones (307) 690-9562 kjones@kennyjonesphoto.com	2/16/21	2/16/24
Robin Eyman (206) 819-5840 robineyman@live.com	4/6/21	4/6/25
Greg Forsythe (406) 640-1555 (Cell) gforsythe2@wyellowstone.com	4/6/21	4/6/25
Shane Grube, Fire Chief (406) 640-0301 sgrube@hbrfd.com	4/6/21	Concurrent w/ employment

Revised 4/2021 - er

TOWN OF WEST YELLOWSTONE

PUBLIC NOTICE

Library Board of Trustees Vacancy

The West Yellowstone Town Council is seeking an interested individual to serve on the West Yellowstone Library Board of Trustees in accordance with Section 22-1-308 of Montana Code Annotated (MCA). Board members are appointed by the Mayor, subject to the consent of the Town Council, for a term of five years. The board's responsibilities include control of expenditure of the public library fund and operation and care of the library.

Interested individuals should complete and return the 'Application for Boards and Committees' which is available from the Town Offices, 440 Yellowstone Avenue, West Yellowstone, MT. This position is open until filled, but priority consideration will be given to applications received by February 25, 2022. For more information or to request an application by e-mail, please contact the Town Offices, 646-7795, or info@townofwestyellowstone.com.

Elizabeth Roos
Town Clerk





APPLICATION FOR BOARDS AND COMMITTEES

Name Ana Nasarmento Date 2/15/22

Address 501 Cascade Ave

City W. Yellowstone State MT Zip 59758

Phone (Home): (Work): (Cell/Other): (406) 580-2752

E-Mail Address: anaclara1203@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 9 years

Board or Committee you are applying for: Library Board

Occupation: Bank Teller

Employer: First Security Bank

Have you previously served on a County or City board? No

If so, which board, and for how long? -

Past Memberships and Associations: None

Current Memberships and Associations: None

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I've been a member of the community for almost 10 years, I have two kids that go to school / day care here, I am a assiduous reader and I've been helping hispanic kids with school homework and reading during the pandemic.

What are your primary objectives for serving on this board? Support equality and access for all, advocate for the library and our community, engage more children in library projects

References (Individual or Organization): Yessika Vega Phone: (208) 520-2161 Janna Turner Phone: (406) 641-0096

Signature: Ana Nasarmento Date: 2/15/22

rec'd 2-15-22
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APPLICATION FOR BOARDS AND COMMITTEES

Name MAGEN A. CROWLEY Date 07/11/2022

Address 14 Valentine Lane

City W. Yellowstone State MT Zip 59758

Phone (Home): --- (Work): 1046-7691 (Cell/Other): 208 891 3119

E-Mail Address: macnm1@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 25 years

Board or Committee you are applying for: Library Board

Occupation: Program Support / Admin Asst.

Employer: USFS - West Yellowstone Smokejumper Base

Have you previously served on a County or City board? No

If so, which board, and for how long? ---

Past Memberships and Associations: ---

Current Memberships and Associations: I currently volunteer as an assistant Ski Coach with WY Ski Education Foundation.

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer:
Please see attached resume.

What are your primary objectives for serving on this board?
I would be grateful for the opportunity to serve my community.

References (Individual or Organization):
Molly Moore Phone: 4076 570 9278
Rachel Spence - WIFE Phone: 4076 640 02166
Jasm Boney - USFS Phone: 4076 529-9593

Signature: Magen Crowley Date: 07/14/2022

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.

MAGEN CROWLEY

P.O. BOX 1717 West Yellowstone, MT 59758. 406-640-2705

macnmt@gmail.com

I am currently the Program Support Assistant for the West Yellowstone Smokejumper Base, Custer-Gallatin National Forest.

PROFESSIONAL EXPERIENCE AND STRENGTHS

FEDERAL EMPLOYMENT EXPERIENCE

Part time, Seasonal (Casual Hire 2007-2008); Full time, Permanent GS 5 (2008-2016); Full time Permanent GS 6 (2016-current) experience with United States Forest Service.

12 YEARS OF ADMINISTRATIVE SUPPORT SERVICES

Responsibilities include a variety of administrative support duties in such areas as: human resources, procurement, property, budget, travel, reception duties, resource support services, and miscellaneous office and clerical services. Proficient with Paycheck 8, ETS2 Travel Program, eMedical, USA Staffing, Integrated Acquisitions Systems (IAS), and Internet Quarters Management Information System (IQMIS). Government purchase card holder.

EXCELLENT ORGANIZATION & TIME MANAGEMENT ABILITIES

Ability to multitask on different projects, while prioritizing items of importance. Recommends and implements administrative action to provide effective solutions to staff. Efficient and focused.

HUMAN RELATIONS

Close working relationship with CGF Fire Program Staff, District Rangers, Hiring Managers, Incident Business Coordinators, Bozeman Dispatch, Property Management Specialists, Budget Officers, Purchasing Agents, Fire & Aviation Medical Officer, and Albuquerque Service Center. Addresses incoming public inquiries related to Regional forest fire incidents and general interest into the Smokejumper Program specifically.

ADAPTABILITY TO CHALLENGING WORK ENVIRONMENTS

Proven ability to adjust and embrace the dynamic demands of the job and changing procedures. Continued high level of productivity and optimism despite challenges.

EXPERIENCE

DATES: SEPT. 2016-PRESENT

PROGRAM SUPPORT ASSISTANT, GS6 WEST YELLOWSTONE SMOKEJUMPER BASE (WYIFC) USFS, CUSTER-GALLATIN NATIONAL FOREST, WEST YELLOWSTONE, MT

- SUPERVISOR: Knute Olson, 406 360-7851. knute.olson@usda.gov. Please contact.
- Paycheck 8 Superuser for Region 1- input, complete and submit Time & Attendance each pay period as needed. Enter quarters deductions, submit split T&A's, update work schedules, supervisors and approvers as needed.
- Designated Travel Arranger in ETS2-book air travel, rental cars, hotel accommodations, create open authorizations, submit authorizations, and submit vouchers for proper reimbursement.
- Address questions concerning proper protocol for time and travel and research answers to find solutions on a case by case basis.
- Keep staff and employees informed of Human Resource policies and regulatory changes that occur each year.
- Audit timesheets and prepare leave audit reports to ensure accurate balances for employees.
- Track 1039 hour limitations for up to 12 Temporary Employees each season.
- Responsible for generating appropriate personnel actions in eTracker for re-hires, quarters deductions, temp promotions, and pay status adjustments.
- Records management of routine and sensitive correspondence and documentation.
- Privy to confidential information on a regular basis. Diligence in upholding the safeguarding standards of the agency.
- Manage UPS account, responsible for shipping and receiving packages as well as collecting and distribution of daily mail.
- Answer and direct incoming phone calls.
- Maintain office equipment and replace as necessary.
- Assist with the station wide program to ensure paper and cardboard products are removed and recycled. I also created an account with Staples to recycle printer cartridges.
- Greet visitor and assist with the distribution of public information. Coordinating tours for a great number of visitors each summer interested in the Smokejumper program.
- Other experience includes covering administrative duties for the Hebgen Lake Ranger Station as needed- selling firewood permits, Christmas tree permits, ski trail passes, and Custer-Gallatin maps. Responding to public inquiries and fielding phone calls.
- Point of Contact for the Custer Gallatin Temp Hiring (Fire positions) since 2014.

- Participate in bi-weekly/weekly open discussions with Regional Temp Hiring Staffers and other POC's to discuss and review information pertaining to each hiring season.
- Creating vacancy announcements, and position outreach notices
- Open communication with hiring managers from multiple duty locations on the forest to ensure timely onboarding of seasonal employees.
- Generating multiple personnel actions in eTracker for multiple hiring managers as selections are made.
- Manage Certificates in USA Staffing
- Hiring Official for multiple Casual Hires (AD's) for the Custer-Gallatin.
- Creating AD pay packages for submittal.
- Creating profiles and submitting Travel Reimbursements for each individual AD upon return of assignment.
- Certified Personal Property Inventory Taker assisting with the accountability of WYIFC property over \$5000.
- Housing Manager, participating in in Quarters Training sessions as the WYIFC representative.
- Access to IQMIS to enter seasonal and transient occupancy from both WYIFC and Hebgen Lake Ranger Station.
- Generate Housing Agreements for signature and record keeping in IQMIS.
- Responsible for completing and certifying yearly Housing Inventories for WYIFC to assume accurate property rates for each unit.
- Excessing travel trailers to replace with new housing options as needed.
- Setting up contracts for potable water supply, coordinate timely garbage collection, and schedule snow removal as needed.
- eMedical HSQ Coordinator responsible for creating eMedical packets for employees, reviewing HSQs, and clearing employees for employment dependent physical exams.
- Work with the Fire & Aviation Management Medical Officer and WO Fire specific eMedical Program Assistants when issues arise.
- Work Capacity Test Administrator- available to administer the pack test where needed.
- Government Purchase card holder, micro purchaser for WYIFC.
- Assist with a wide range of purchasing and procurement needs for WYIFC.
- Support Fire Incidents as purchasing agent.
- Reconcile purchases in US Bank, keep records, comply with yearly audits, and complete Purchase card Refresher Training in Aglearn as necessary.
- Requisitioner in IAS.
- Responsible for a variety of contracts ranging from rental property, accountable property purchases, janitorial contracts, and emergency COVID housing.

DATES: 2008-2016

**CUSTOMER SERVICE REPRESENTATIVE, GS5 WEST YELLOWSTONE
SMOKEJUMPERS(WYIFC) USFS, CUSTER-GALLATIN NATIONAL FOREST, WEST
YELLOWSTONE, MT**

- SUPERVISOR: Loren Lannan, 406-640-2956. loren.lannan@usda.gov. Please contact.
- Paycheck 8 Superuser for Region 1- input, complete and submit Time & Attendance each pay period as needed. Enter quarters deductions, submit split T&A's, update work schedules, supervisors and approvers as needed.
- Designated Travel Arranger in ETS2-book air travel, rental cars, hotel accommodations, create open authorizations, submit authorizations, and submit vouchers for proper reimbursement as needed.
- Address questions concerning proper protocol for time and travel and research answers to find solutions on a case by case basis as needed.
- Keep staff and employees informed of Human Resource policies and regulatory changes that occur each year.
- Audit timesheets and prepare leave audit reports to ensure accurate balances for employees.
- Track 1039 hour limitations for up to 12 Temporary Employees each season.
- Responsible for generating appropriate personnel actions in eTracker for re-hires, quarters deductions, temp promotions, and pay status adjustments.
- Records management of routine and sensitive correspondence and documentation.
- Establish and maintain the office filing system in accordance with agency retention regulations.
- Greets visitors and answers telephones.
- Control flow of incoming and outgoing correspondence.
- Refer difficult or technical questions to appropriate staff.
- Performed data entry and typing tasks as needed.
- Maintain office equipment and served as point of contact for printer/copier technical support.
- Purchased new updated equipment as needed.
- Update computer inventories and modify primary users.
- Budget management- track expenditures, such as travel costs and RAM AIR program costs, salary, and purchases of all micro- purchasers at WYIFC.
- Administer monthly water bacteriological samplings in a timely manner.
- Assist the West Yellowstone Tanker Base Manager with radio communication and tanker plane pilot timekeeping as needed.

DATES: 1998-2010

SUMMER NATURALIST/ WINTER SNOWCOACH OPERATOR, YELLOWSTONE ALPEN GUIDES, YELLOWSTONE NATIONAL PARK AND THE GREATER YELLOWSTONE ECOSYSTEM, WEST YELLOWSTONE, MT

- SUPERVISOR: Scott Carsley, Owner. Unknown current contact information.
- Lead educational interpretative daily or weekly tours through Yellowstone National Park.
- Attend trainings to develop knowledge of YNP geology, history, wildlife, and botany.
- Plan itineraries, book accommodations and rental vehicles, and make several reservations for large groups.
- Communicate openly with individual groups to tailor each experience based on their special interests.
- Demonstrate wilderness safety tactics prior to hiking, horseback riding, kayaking, snow shoeing or cross-country skiing.

OTHER ACCOMPLISHMENTS

RACE SECRETARY – YELLOWSTONE SKI FESTIVAL

Assist the West Yellowstone Ski Foundation with the organization of one of the largest Nordic Ski events in the United States hosting approximately 3500 Nordic ski racers and biathletes. Create intuitive registration forms using SkiReg, Skibikerun, and other websites. Communicate with collegiate Nordic Team coaches from around the United States and Canada. Other duties include responding to skier inquiries, notifying participants of schedule changes, posting results, and organizing awards.

PUBLISHED ARTICLES- BUGLE MAGAZINE (ROCKY MOUNTAIN ELK FOUNDATION), LONE PEAK LOOKOUT, WEST YELLOWSTONE NEWS

Contributed photographs, news, and feature articles pertaining to the Greater Yellowstone Ecosystem.

EDUCATION

BACHELOR'S DEGREE, UNIVERSITY OF MONTANA, MISSOULA MT

Major: Journalism- Print emphasis. Minor: English Literature GPA: 3.0

HIGH SCHOOL DIPLOMA, BOISE HIGH SCHOOL, BOISE ID

SKILLS

- * Task Oriented. Self-starter
- * Effective communicator
- * Strong computer skills
- * Strong organizational skills
- * Attention to detail
- * Natural problem solver
- * Intimate knowledge of the Greater Yellowstone Area

ACTIVITIES

- * Serves as the Civil Rights representative on behalf of West Yellowstone Smokejumpers.
- * Assists with managing the West Yellowstone Smokejumpers Welfare Fund, a non- profit organization which assists injured firefighters and their families.

TOWN OF WEST YELLOWSTONE

PUBLIC NOTICE

Business Improvement Advisory Board

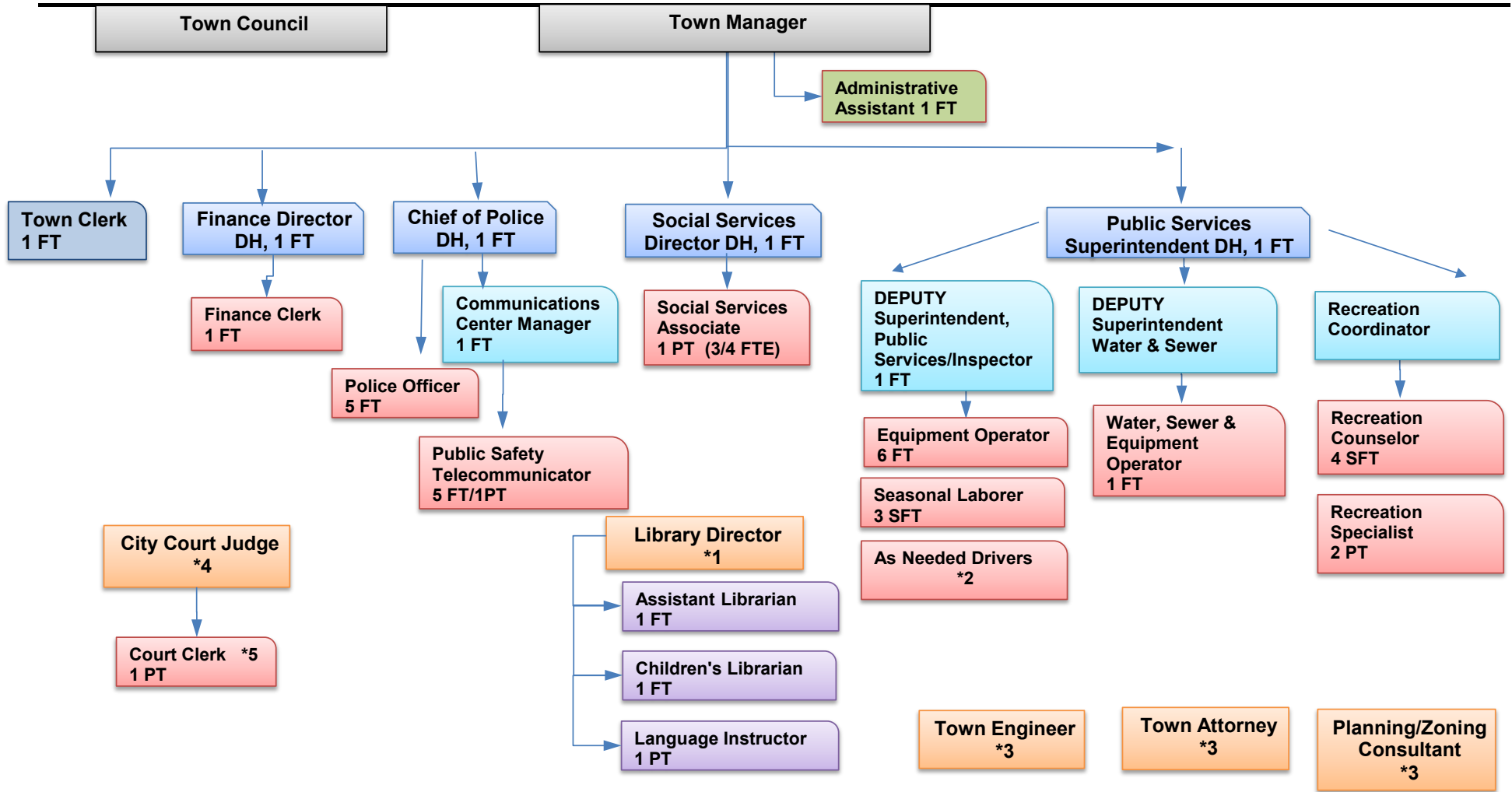
The West Yellowstone Town Council is seeking an interested individual to serve on the Business Improvement Advisory Board. Members of this committee will work with the Town Council to develop a strategic plan for the downtown commercial area and address specific issues including interior park development, parking issues, beautification, sign regulations, and tree planting. The committee will form recommendations for action that will be presented to the Town Council. The open seat on this board is for an at-large participant, anyone may apply. Terms on this board are for four years.

Interested individuals should complete and return the 'Application for Boards and Committees' which is available from the Town Hall, 440 Yellowstone Avenue, West Yellowstone, MT or on the Town's website: www.townofwestyellowstone.com. This position is open until filled. For more information or to request an application by e-mail, please contact the Town Hall, (406) 646-7795, or info@townofwestyellowstone.com.

Elizabeth Roos
Town Clerk



Town of West Yellowstone Staffing Plan



*1: Library functions are governed by State Law and Agreements; Director is appointed by the Library Board and directs staff. Currently PT Position.

*2: List of people with CDLs will be maintained to call as needed.

*3: Employed under contract

*4: Appointed by Town Council

*5: Under supervision of the Town Manager

FT= Full-Time Status Permanent
 PT= Part-Time Status Permanent
 SFT= Full Time Status Limited Term

SPT= Part-Time Status Limited Term
 STS= Short-Term Status
 DH= Department Head

Business Improvement Advisory Board

BOARD MEMBER	APPOINTED	EXPIRES	E-MAIL ADDRESS
Grant Evje *	10/19/21	10/18/23	grant.evje@gmail.com
Kelli Hart **	10/19/21	10/18/23	kelli@freeheelandwheel.com
Garrett Ostler *	10/19/21	10/18/24	garrett@madisonhotelmotel.com
Rebecca Konieczny ***	10/19/21	10/18/24	xcskibecca@gmail.com
Leah Sherman **	10/19/21	10/18/25	leahksherman@gmail.com
Pauline Richardson ***	10/19/21	10/18/25	pauline5alive@gmail.com

Jeff Mathews, Town Council – concurrent with term jmathews@townofwestyellowstone.com

Staff Support – concurrent w/ employment

Jon Simms, Public Services Superintendent jsimms@townofwestyellowstone.com
 Vely Vazquez, Recreation Coordinator ivazquez@townofwestyellowstone.com

Reorganized by the Town Council 10/19/21 via Resolution No. 764, 4-year terms.

**2 positions – business owners that own their business property*

***2 positions – business owners that lease their business property*

****2 positions – community at large*

Updated 10/20/21 er