

Town of West Yellowstone

Tuesday, May 18, 2021

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted virtually using ZOOM. The public may participate by connecting to zoom.us on the internet or through the Zoom Cloud Meetings app on a mobile device. Meeting ID: 893 834 1297. Members of the public are requested to ensure their audio is muted during the meeting and may make comments using the “Chat” function.

WORK SESSION

5:30 PM

Single Family Equivalency (SFE) Calculator
Wastewater Treatment Plant Update
Staffing Plan

Discussion
Discussion ∞
Discussion ∞

TOWN COUNCIL MEETING

7:00 PM

Comment Period

- **MDT Director Long**
- **Public Comment**
- **Council Comments**

Claims ∞

Business License Applications:

- Fox Hollow, nightly rental
- Wild Serenity Wildlife Tours, guide service
- Huckleberry Hounds, mobile pet grooming
- Wild B’s Honey, wholesaler
- West Yellowstone Vacation Condo, LLC, nightly rental
- Hook and Antler Condo, nightly rental

Consent Agenda: **Minutes of May 4, 2021 Town Council Meeting** ∞
Minutes of May 11, 2021 Town Council Work Session ∞

Town Manager & Staff Reports

Advisory Board Reports

NEW BUSINESS

Union Pacific Dining Lodge Structural Repairs Project, Change Order #1, \$2186.75 Discussion/Action ∞

Contract Planner Agreement, Intrinsic Architecture, Inc. Discussion/Action ∞

Town Attorney Fee Agreement, Kasting, Kauffman & Mersen P.C. Discussion/Action ∞

Marketing and Promotions Fund Award Recommendation Discussion/Action ∞

- Big Sky Roundup, additional \$2300

Correspondence/Meeting Reminders/FYI

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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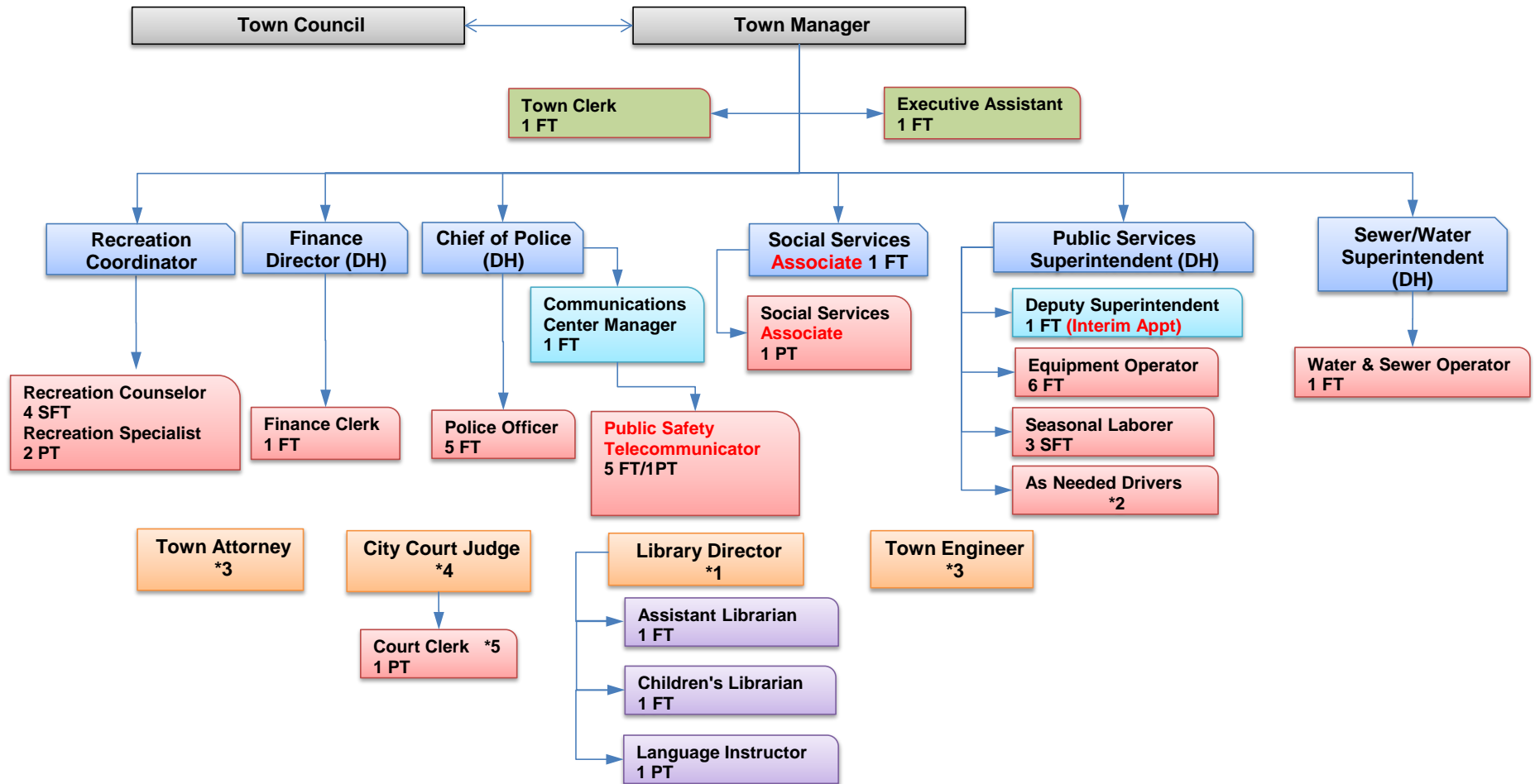


**TOWN OF WEST YELLOWSTONE
SEWER DEVELOPMENT FEE STRUCTURE**

CUSTOMER:
Contact:
Street Address
City, State, Zip
Phone No.

EIRWWA SFE SCHEDULE AND SFE CALCULATOR						
USER TYPE	DESCRIPTOR	EVALUATION UNIT	NUMBER OF UNITS	EQUIVALENT UNIT Original SFE	EQUIVALENT UNIT Recommendation SFE	EQUIVALENT UNIT Adopted SFE
Institutional						
Assembly Hall/ Meeting House		Base		1.000		
Assembly Hall/ Meeting House		Seat			0.010	
Assembly Hall/ Meeting House	With Kitchen	Seat			0.022	
Church	Single Congregation	Congregation		2.000		
Church	Each additional	Congregation		1.000		
Church	Sunday only meetings	Congregation		1.000		
Church		Seat			0.010	
Church	With Kitchen	Seat			0.022	
Clinic/Massage/Spa		Establishment			1.000	
Hospital or clinic				3.000		
	Additional	Bed space		0.500		
Hospital		Bed space			0.667	
Hospital	Kitchen	Bed space			0.737	
Hospital	Laundry	Bed space			0.862	
Nursing Home/ Rest Home	Base Rate			1.000		
Nursing Home/ Rest Home	Additional	Resident		0.300		
Nursing Home/ Rest Home		Bed space			0.333	
School	with Cafeteria and Gym	Student			0.111	
School	with Cafeteria only	Student		0.030	0.067	
School	no Cafeteria or Gym	Student		0.020	0.049	
Time Share	hotel w/ full kitchen & W/D	Room			0.830	
Hotel		Room		0.200	0.670	
Hotel	Additive With Kitchen	Room		0.200	0.500	
Boarding/Rooming House/Bed & Breakfast	With Bathroom	Room		0.200		
Boarding/Rooming House/Bed & Breakfast		Guest			0.133	
Employee		Person			0.044	
Food Service						
Restaurant - Seating	up to 50 seats	Seat		2.000		
	For Each additional 25 seats	Seat		1.000		
Restaurant - Seating		Seat			0.033	
Restaurant - Drive In	<20 inside seats	Seat		2.000		
	Each additional 20 inside	seat		1.000		
Restaurant - Drive In		Seat			0.033	
Service Station		Establishment		2.000	2.000	
Service Station/C-Store	no public restroom	Establishment		2.000	2.000	
Service Station/C-Store	with public restrooms	Restroom			2.000	
Service Station/C-Store	with food prep facilities	Establishment/additive			1.000	
Drinking Establishment		Seat		0.060	0.049	
Employee		Employee			0.044	
Commercial and Industrial						
Bowling Alley		Lane		0.200	0.196	
Barber/Beauty Shop		Seat		0.200	0.331	
Laundry Self Service	up to 10 washers			2.000	1.502	
Laundry Self Service		Washer		0.100	0.222	
Garage or Maintenance Shop		Bay		1.000	0.133	
Car Wash		Bay		2.000	3.541	
Car Wash	Additive	Bay			1.563	
Grocery Store		Base		2.000		
Grocery Store	additive	Bakery		1.000		
Grocery Store		Employee			0.044	
Grocery Store	Additive	Butcher Shop		1.000	2.000	
Shopping Center (No food or laundry)		Parking Space			0.007	
Store or Business (up to 20 employees)		Base		1.000	0.880	
Store or Business	Additive	Employee		0.030	0.044	
Theatre - Auditorium		Seat		0.030	0.013	
Warehouse		Base		1.000		
Warehouse		Employee			0.058	
Warehouse	Showers/additive	Employee			0.178	
Offices	Up to 20 Employees	Base		1.000	0.880	
Offices	Additive	Employee		0.030	0.044	
Employee		Employee			0.087	
Seasonal and Recreational						
Fairground (peak day attendance)		Person			0.007	
RV Facility		Space		0.600		
RV Facility	Dump Station	Establishment		2.000		
Long Term RV Camp		Space			0.644	
Short Term RV site		Space			0.342	
Swimming Pool		Person			0.044	
Bathhouse	Toilets & Showers	Unit		1.000		
Bathhouse	Additional shower	Unit		0.500		
Bathhouse	Additional Toilet	Unit		0.200		
Bathhouse		Person			0.133	
Employee		Employee			0.044	
Misc. Category						
Designed or Calculated flow	volume	SFE value 225 gpd				
		0	225			0.00
TOTAL CALCULATED SFE VALUE						0.00

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.

*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

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (10/20) ***									
47422		99906 Secretary of State		25.00					
	10/02/20	Notary filing fee for PRussell		25.00*		FINADM	1000 410510	390	101000
47928		2088 Town West Yellowstone		629.01					
	04/30/21	utility chrgs, Chamber, 895		54.65		BLDGS	1000 411257	340	101000
	04/30/21	utility chrgs, UPDL, 892		84.42		BLDGS	1000 411252	340	101000
	04/30/21	utility chrgs, PS Shops, 884		38.90		BLDGS	1000 411253	340	101000
	04/30/21	utility chrgs. Povah Ctr, 887		78.57*		BLDGS	1000 411255	340	101000
	04/30/21	utility chrgs, Police Dept, 886		49.67		BLDGS	1000 411258	340	101000
	04/30/21	utility chrgs, City Park, 885		122.79		BLDGS	1000 411253	340	101000
	04/30/21	utility chrgs, Library, 891		39.33*		LIBBLD	1000 411259	340	101000
	04/30/21	utility chrgs, Lift #1, 903		16.81*		SEWER	5310 430600	340	101000
	04/30/21	utility chrgs, Twn Hall, 921		143.87*		TWNHAL	1000 411250	340	101000
47929		95 Energy West-Montana		2,528.89					
	04/27/21	nat gas 210361788 updl		227.43		UPDH	1000 411252	344	101000
	04/27/21	nat gas 210360293 Police		28.14		POLBLD	1000 411258	344	101000
	04/27/21	nat gas 210361746 Pub Services		564.30		STREET	1000 430200	344	101000
	04/27/21	nat gas 210361811 old firehall		112.96		PARK	1000 460430	344	101000
	04/27/21	nat gas 210363966 old bld ins		94.78		STREET	1000 430200	344	101000
	04/27/21	nat gas 210360540 library		329.56		LIBBLD	1000 411259	344	101000
	04/27/21	nat gas 210364599 Povah		575.40		POVAH	1000 411255	344	101000
	04/27/21	nat gas 210361697 Iris Lift St		34.19		PUBSVC	1000 430200	344	101000
	04/27/21	nat gas 210365425 Twn Hall		529.45		TWNHAL	1000 411250	344	101000
	04/27/21	nat gas 210361655 Mad Add Sewe		32.68		SEWER	5310 430600	344	101000
47930		2853 Two Seasons Recycling		500.00					
	2021610	04/30/21 monthly recycling		500.00		PARKS	1000 460430	534	101000
47931		266 Utilities Underground Location		29.83					
	1045362	04/30/21 excavation notifications		14.91		WATER	5210 430500	357	101000
	2021610	04/30/21 excavation notifications		14.92		SEWER	5310 430600	357	101000
47932		2421 NAPA Auto Parts		5,098.14					
	04/22/21	Hydraulic Filter Sewer(2)		143.58		SEWER	5310 430600	220	101000
	04/23/21	Quality HTR Hose		1.25		WATER	5210 430550	220	101000
	04/27/21	Syn 5W30 qt (12), Oil		166.93		STREET	1000 430200	231	101000
	04/27/21	PW Supplies		1,126.56		STREET	1000 430200	220	101000
	04/27/21	PW Repairs		3,655.83		STREET	1000 430200	361	101000
	04/27/21	Police-Key chain		3.99		POLICE	1000 420100	220	101000

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TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 5/21

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* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47933		2813 Century Link		62.00					
	04/28/21	DSL Pub Serv Office 646-7949		62.00		ROAD	1000 430200	345	101000
47934		2558 Hebgen Basin Fire District		54,210.00					
	05/01/21	May 2021		46,877.00		FIRE	1000 420400	357	101000
	05/01/21	employee grant May 2021		7,333.00		FIRE	1000 420471	140	101000
47936		2575 WY Tourism Business Improvement		5,412.60					
	05/01/21	Collections in April 2021		5,412.60*		TBID	7202 411800	540	101000
47937		2789 WEX Bank		2,482.56					
	05/01/21	17 Dodge Ram #2		593.20		POLICE	1000 420100	231	101000
	05/01/21	10 Ford Expedition 6-000046		77.49*		SOCSE	1000 450135	231	101000
	05/01/21	91 Ford 6-582		86.48		STREET	1000 430200	231	101000
	05/01/21	15 Sweeper		59.38		STREET	1000 430200	231	101000
	05/01/21	2010 JD 772 Grader		138.78		POLICE	1000 420100	231	101000
	05/01/21	08 Ford Pickup 6-1450		87.18		STREET	1000 430200	231	101000
	05/01/21	08 GMC Pickup 6-1484		36.17		STREET	1000 430200	231	101000
	05/01/21	08 CAT 938H Loader		306.08		STREET	1000 430200	231	101000
	05/01/21	01 Freightliner truck 2		123.18		STREET	1000 430200	231	101000
	05/01/21	15 Ford F-250		187.13		STREET	1000 430200	231	101000
	05/01/21	18 2018 Dodge Ram-PW		136.83		STREET	1000 430200	231	101000
	05/01/21	18 Dodge Ram-Police		216.78		POLICE	1000 420100	231	101000
	05/01/21	19 Dodge Durango		244.98		POLICE	1000 420100	231	101000
	05/01/21	2020 Dodge Ram Silver		188.90		POLICE	1000 420100	231	101000
47938		2845 Kasting, Kauffman & Mersen, PC		1,562.51					
	05/04/21	legal services 4/1-4/30/21		1,560.00		LEGAL	1000 411100	352	101000
	05/04/21	postage/copies		2.51*		LEGAL	1000 411100	870	101000
47942		2952 DIS Technologies		747.14					
	7476 05/05/21	Monthly Managed IT		747.14		IT	1000 410580	355	101000
47943	E	2673 First Bankcard		544.43					
	04/14/21	SuppliesBabysittingCert Kits		96.73		SOCSE	1000 450135	220	101000
	04/14/21	SuppliesBabysittingCert Kits		70.57		SOCSE	1000 450135	220	101000
	04/16/21	Foodbank suppliesbckordr cares		239.55		HELP	7010 510301	212	101000
	04/27/21	PadforPawsGrant supplies		137.58*		HELP	7010 450135	220	101000

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47944	E	2964	CITI CARDS	2,929.39					
	04/06/21		Wild West Pizzeria	94.25		LEGIS	1000 410100	220	101000
	04/08/21		Amazon-SocServ shampooCondit	13.98		SOCSER	1000 450135	220	101000
	04/08/21		Terrysflorist-Mersen-loss	71.69		LEGIS	1000 410100	220	101000
	04/09/21		Amazon-SoapDispenser SocSer	27.99		SOCSER	1000 450135	212	101000
	04/11/21		iPad - Council	329.00		LEGIS	1000 410100	220	101000
	05/05/21		iPad - Council Credit	-75.00		LEGIS	1000 410100	220	101000
	04/16/21		Court Postage	21.00		COURT	1000 410360	311	101000
	04/17/21		ipad - Police	329.00*		POLICE	1000 420100	212	101000
	04/19/21		Amazon-Books	52.98		LIBRY	2220 460100	215	101000
	04/19/21		Amazon-SocSer Door Signs	29.65		SOCSER	1000 450135	212	101000
	04/19/21		Amazon-SumRec KidsHopperballs	51.96		SUMREC	1000 460449	220	101000
	04/22/20		BillionAuto-Police'19Drngomold	207.50		STREET	1000 430200	361	101000
	04/23/21		USPS-WindowEnvlpe-postage(3)	825.00		FINADM	1000 410510	311	101000
	04/23/21		USPS-WindowEnvlpe(3)	175.30		ADMIN	1000 410210	220	101000
	04/24/21		Amazon-Books	174.69		LIBRY	2220 460100	215	101000
	04/24/21		Amazon-Books	19.96		LIBRY	2220 460100	215	101000
	04/25/21		Big Horn Resort-Judge Conferen	418.88		COURT	1000 410360	370	101000
	05/04/21		HonnenEquipment-Hinge	143.41		STREET	1000 430200	220	101000
	05/05/21		Airgas USA-15' Zinc-platedTWEC	18.15		STREET	1000 430200	220	101000
47945		2546	Century Link QCC	14.14					
	221469787	04/24/21	long dist chg 406-646-7600	14.14		DISPAT	2850 420750	345	101000
47948		2822	ClearBlu Business Services	3,710.00					
	04/30/21		Town Hall	1,000.00*		TWNHLL	1000 411250	357	101000
	04/30/21		Library	400.00		LIBES	1000 411259	357	101000
	04/30/21		Trailhead Bldng.	260.00		TRLHED	1000 411256	350	101000
	04/30/21		Povah	450.00		POVAH	1000 411255	350	101000
	04/30/21		Chamber Bldng.	1,100.00		CHAMB	1000 411257	357	101000
	04/30/21		Park Bathrooms	500.00		PARKS	1000 411253	357	101000
47949		2952	DIS Technologies	2,023.00					
	7529	05/05/21	Monthly managed IT services911	690.00*		911	2850 420750	398	101000
	7232	03/05/21	Monthly managed IT services911	685.00*		911	2850 420750	398	101000
	7406	04/19/21	Dell Server Warranty renewal	648.00*		911	2850 420750	216	101000
47950		151	Gallatin County WY TS/Compost	293.55					
	04/30/21		household waste	293.55		PARKS	1000 460430	534	101000

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47975			2 Forsgren Associates P.A.	132,140.50					
	121110	04/25/21 WWTP		132,140.50		SEWER	5320 430640	951	101001
47976			99922 Melanie Gospodarek	1,372.40					
	05/06/21	Tuition Spring 2021		1,233.74*		FINADM	1000 410510	380	101000
	05/06/21	books		138.66*		FINADM	1000 410510	380	101000
47977			254 Firehole Fill Up/Economart	23.99					
	1716114	04/05/21 Propane Exchange		23.99		STREET	1000 430200	220	101000
47978			309 PJ's Plumbing & Heating	578.00					
	99005101	05/04/21 UPDL-valve replacement water		578.00*		UPDL	1000 411252	357	101000
47979			40 Jerry's Enterprises	688.34					
	041421-1	04/14/21 Help Fund Voucher fuel		35.00*		HELP	7010 450135	231	101000
	04/30/21	PW - Fuel		653.34		STREET	1000 430200	231	101000
47980			2099 Quick Print of West Yellowstone	66.44					
	14665	04/29/21 Business Cards Jon Simms		47.00		ADMIN	1000 410210	220	101000
	04/01/21	Box for Samples		6.49		ADMIN	1000 410210	327	101000
	14660	04/29/21 design of 3 signslaminated		12.95*		STREET	1000 430200	243	101000
47981			2647 Flathead Beacon Productions	268.85					
	26881	04/30/21 PHP & Wordpress Updates		268.85		IT	1000 410580	355	101000
47982			1454 Bozeman Chronicle/Big Sky	40.00					
	92151	04/30/21 NoticeofPublicHearing FundChng		40.00		ADMIN	1000 410210	327	101000
47983			1755 MJC & MCCA	35.00					
	05/05/21	Court Clerk Assoc Dues		35.00*		COURT	1000 410360	335	101000
47984			2470 Island Park News	315.00					
	2680	05/03/21 Ads for March & April		315.00		ADMIN	1000 410210	327	101000
47985			1146 Madison Valley Bank	1,487.99					
	05/03/21	Line of Credit Interest May 21		1,487.99		SEWER	5320 430640	951	101000
47986			533 Market Place	43.97					
	04/30/21	Snacks RCCert booth		43.97*		HELP	7010 450135	220	101000

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47987		135 Food Roundup		85.11					
	04/23/21	Gift Cert (2)		60.00		LEGIS	1000 410100	220	101000
	04/19/21	Supplies for Water		13.33		WATER	5210 430500	220	101000
	04/06/21	Snack TC Meet		11.78		LEGIS	1000 410100	220	101000
47988		1311 Teton Communications		45.00					
	18125 04/07/21	Kenwood-Earphone Kit		45.00		POLICE	1000 420100	362	101000
47989		3243 Susan Swimley		277.50					
	11115 05/07/21	Land use issues-Moonrise		277.50		LEGAL	1000 411100	352	101000
47990		3311 ClearGov Inc.		1,750.00					
	2020-10909 04/01/21	Digital Budget Book Suite		1,750.00*		ADMIN	1000 410210	356	101000
47991		999999 KENDALL RYDER CARR		165.00					
	05/11/21	Exonerated Bond KCarr		165.00		COURT	7469 212401		101000
47992		3312 Grizzly Lounge		135.31					
	05/12/21	OverpaymntRTlatefees Feb/March		135.31		RT	2100 315100		101000
47993	E	2673 First Bankcard		1,742.38					
	01/27/21	CNA Surrety Credit		-92.00		DSPTCH	1000 420160	335	101000
	02/01/21	TransUnion-Background check		75.00		POLICE	1000 420100	398	101000
	03/03/21	Costco-Dispatch supplies		11.28		POLICE	1000 420230	220	101000
	04/20/21	MyBindingPaper Shredder		1,120.52		911	2850 420750	212	101000
	04/20/21	MyBindingPaper Shredsupplies		27.58		POLICE	1000 420230	220	101000
	04/01/21	TransUnioun-Background checks		150.00		POLICE	1000 420100	398	101000
	04/27/21	DefensiveEdge TrainingTrujillo		450.00		POLICE	1000 420100	380	101000
47994		3192 Floyd's Truck Center		5,250.76					
	R401050431 05/12/21	Repairs on Freightliner		3,853.34		STREET	1000 430200	369	101000
	R401050431 05/12/21	Repairs on Freightliner		143.56		STREET	1000 430200	369	101000
	R401050431 05/12/21	Repairs on Freightliner		1,253.86		STREET	1000 430200	369	101000
47995		1372 MONTANA SUPREME COURT		250.00					
	05/13/21	Court Clerks Conference6/15-17		250.00		COURT	1000 410360	380	101000
47996		764 General Distributing Co.		55.80					
	990709 04/30/21	Welding supplies		55.80		STREET	1000 430200	220	101000

05/13/21
17:17:01

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 5/21

Page: 6 of 7
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47997		3191 Miller Law, PLLC		250.00					
	1190 05/10/21	Followup on Public Notices		250.00		WATER	5210 430500	354	101000
47998		3261 Targhee Services		75.00					
	05/07/21	2019 Durango Repairs		75.00		STREET	1000 430200	361	101000
47999		471 Northwest Pipe Fittings, Inc.		134.80					
	3515280 05/05/21	PentagonKey, bottomcaps		70.25		WATER	5210 430550	212	101000
	5513657 05/05/21	Shut Off Key		64.55		WATER	5210 430550	212	101000
48000		547 WY Chamber of Commerce		1,328.44					
	05/04/21	WY/Hebgen Lake NAIFC Tourn.'21		1,328.44		MAP	2101 410130	398	101000
			# of Claims	44	Total:				
				231,407.77					
				Total Electronic Claims	5,216.20	Total Non-Electronic Claims	226191.57		

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$86,254.26
2100 Local Option Taxation-Resort Tax	
101000 CASH	\$135.31
2101 Marketing & Promotions (MAP)	
101000 CASH	\$1,328.44
2220 Library	
101000 CASH	\$247.63
2850 911 Emergency	
101000 CASH	\$3,157.66
5210 Water Operating Fund	
101000 CASH	\$414.29
5310 Sewer Operating Fund	
101000 CASH	\$207.99
5320 Sewer Replacement Depreciation Fund	
101000 CASH	\$1,487.99
101001 Cash of Line of Credit - MVB	\$132,140.50
7010 Social Services/Help Fund	
101000 CASH	\$456.10
7202 TBID Agency Fund	
101000 CASH	\$5,412.60
7469 City Court - Judge Gibson	
101000 CASH	\$165.00
Total:	\$231,407.77



Town of West Yellowstone Business License Application

Business Name: Fox Hollow
 Applicant: Aniko Mahan
 Contact Person: Mindy Morris/Roam Property Management
 Mailing Address: 818 Juniper Drive, Logan, Utah 84321
 Physical Address of Business: 123 Faithful Street, West Yellowstone, Montana 59758
 Phone Number: 706-202-5743 Fax Number: _____
 Email Address: aniko.mahan@gmail.com Website: _____

Signature of Property Owner of Record: Aniko Mahan

Subdivision: West Yellowstone Original
 Block: 18 Lot: W120' S2 of 6

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.
 Nightly rental unit, maximum of 8 people

Business License Fee: \$ 53.00
 Resort Tax Bond: \$ 500.00
 Total Amount Due: \$ 553.00

Aniko Mahan
 Signature of Applicant

 Signature of Applicant
 May 4, 2021

 Date

FOR OFFICE USE ONLY			
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____
Date _____	Check # _____	Amount \$ _____	License # _____
SCN _____	BLP _____	STX _____	RDX _____

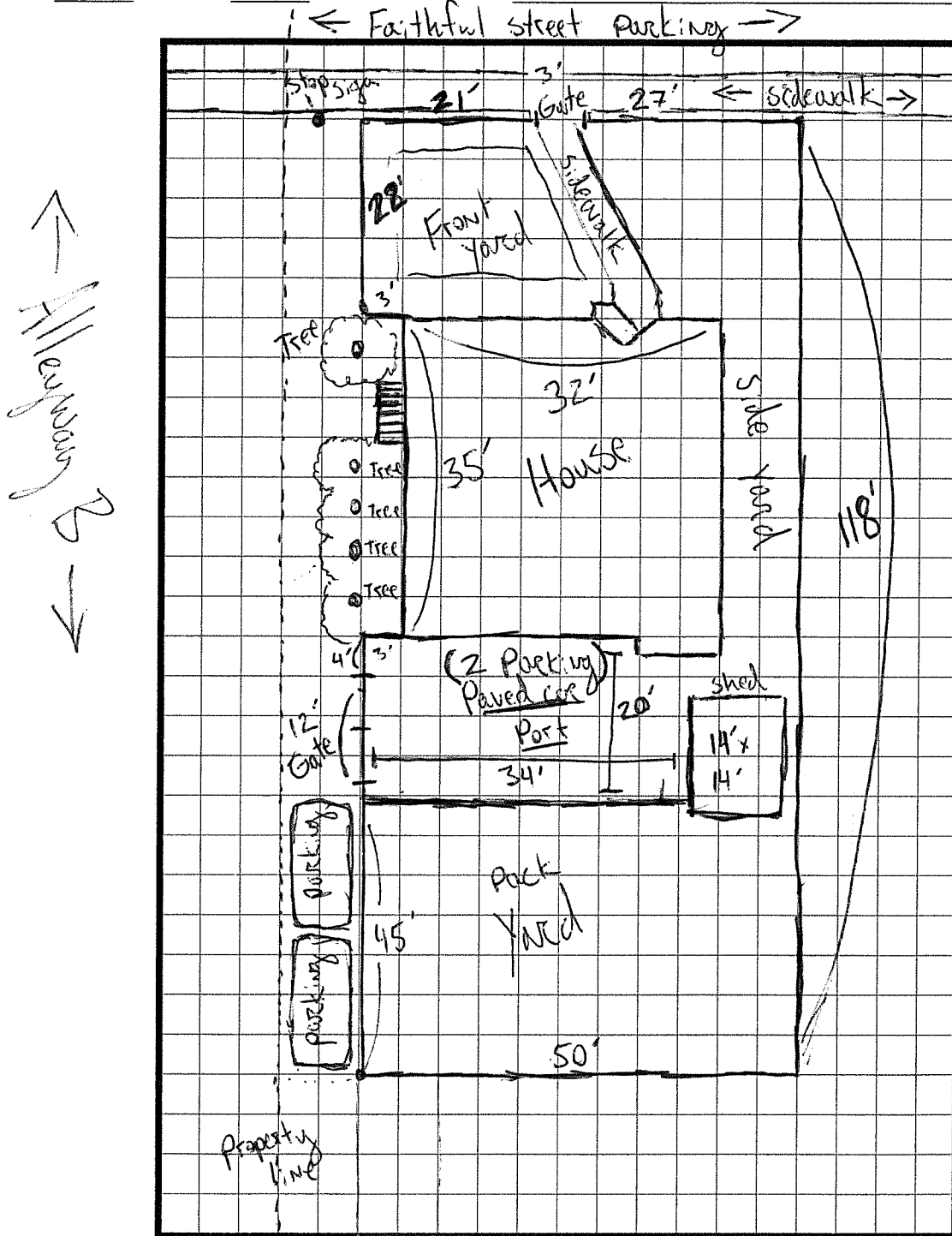
Site Plan

Business Name: Fox Hollow

Business Owner: Aniko Mahan

Business Street Address: 123 Faithful Street, West Yellowstone, Montana 59758

Block: 18 Lot: W120' S2 9th Subdivision: West Yellowstone Original



Scale: 1 inch = 20 feet

Note: This grid represents a standard Town lot, 100 feet by 150 feet.



Town of West Yellowstone Business License Application

Business Name: WILD SERENITY WILDLIFE TOURS
 Applicant: CAROLYN GOLBA, JOHN GOLBA, TIM GOLBA
 Contact Person: CAROLYN GOLBA, JOHN GOLBA, TIM GOLBA
 Mailing Address: P.O. BOX 31 WEST YELLOWSTONE, MT 59758
 Physical Address of Business: 505 GALLATIN AVE WEST YELLOWSTONE MT
 Phone Number: 303-725-0658 Fax Number: _____
 Email Address: golba.carolyn@gmail.com Website: _____

Signature of Property Owner of Record: Carolyn Golba,

Subdivision: MADISON ADDITION
 Block: 5 Lot: 7, 8, 9

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

YELLOWSTONE WILDLIFE TOURS ONLY, THIS WILL BE A STEP ON GUIDE SERVICE.

Business License Fee: \$ 50.⁰⁰
 Resort Tax Bond: \$ 500.⁰⁰
 Total Amount Due: \$ 550.⁰⁰

John R. Gallo
 Signature of Applicant
Carolyn S Golba
 Signature of Applicant
5/10/2021
 Date

FOR OFFICE USE ONLY				
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____	
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	RDX _____	



Town of West Yellowstone Business License Application

Business Name: Huckleberry Hounds
 Applicant: Rosanne Bailey
 Contact Person: Rosanne Bailey
 Mailing Address: 921 Howard Ave. Billings MT 59101
 Physical Address of Business: 533 Firehole Ave
 Phone Number: 406-219-8899 Fax Number: _____
 Email Address: Huckleberryhoundsgrooming@ gmail.com Website: _____

Signature of Property Owner of Record: Rolando Zeecey

Subdivision: B-3
 Block: 9 Lot: 10 + 1/2 of M

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

One mobile grooming van + one groomer (myself)

Business License Fee: \$ 50.-

Resort Tax Bond: \$ N/A

Total Amount Due: \$ 50.00

Rosanne Bailey
Signature of Applicant

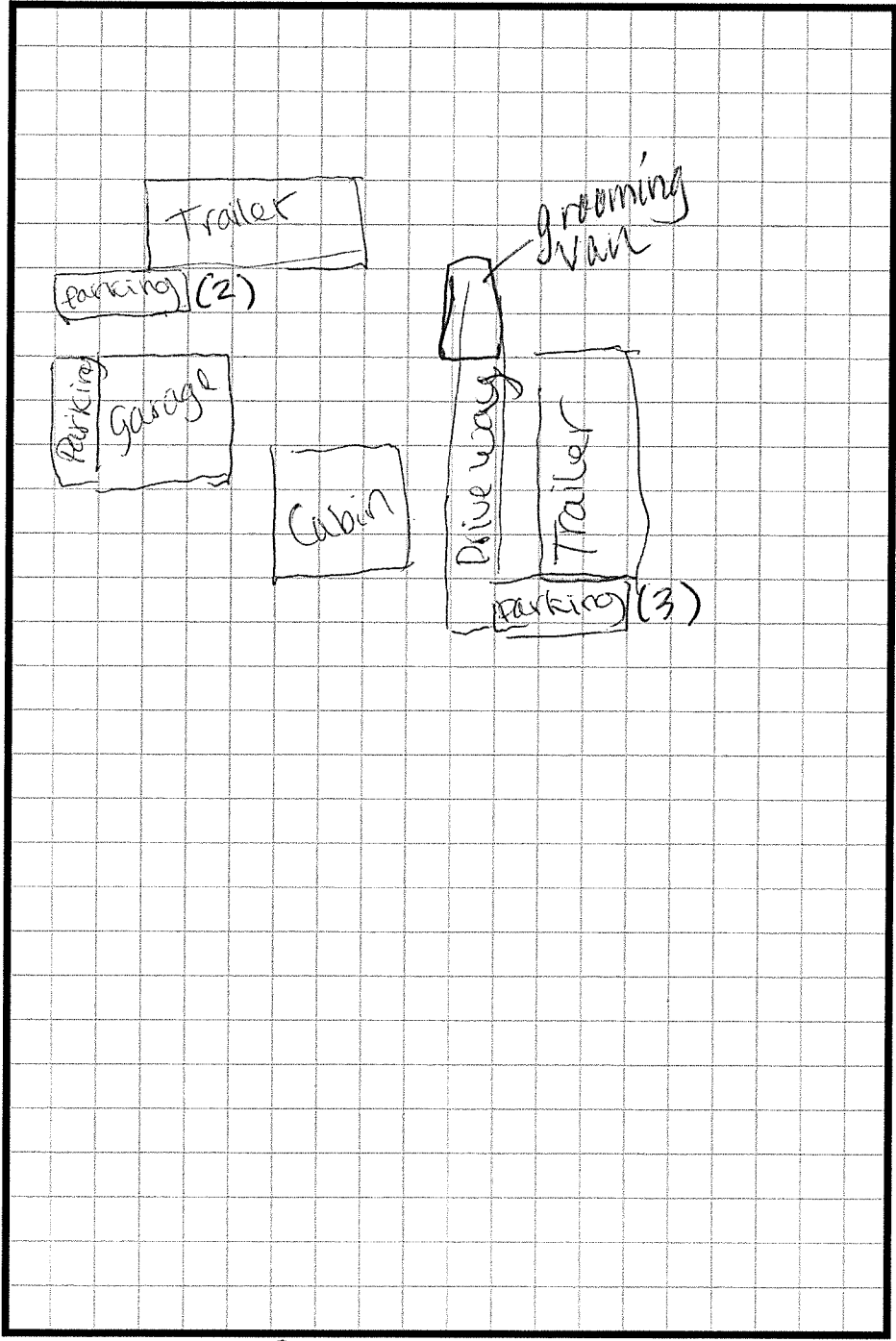
Signature of Applicant
4/30/21
Date

FOR OFFICE USE ONLY				
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____	
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	RDX _____	

OK
DRE - 5/10/21

Site Plan

Business Name: Huckleberry Hounds
Business Owner: Rosanne Bailey
Business Street Address: 533 Ficehole
Block: 9 Lot: 10 + 1/2 of 11 Subdivision: B-3



Hayden

Fire Note
Scale: 1 inch = 20 feet

Note: This grid represents a standard Town lot, 100 feet by 150 feet.

not to scale



Town of West Yellowstone Business License Application

Business Name: Wild B's Honey
 Applicant: Bridget Burns
 Contact Person: Bridget Burns
 Mailing Address: PO Box 1596 west Yellowstone MT. 59758
 Physical Address of Business: 421 Yellowstone Ave. west Yellowstone MT 59758
 Phone Number: 973-647-7375 Fax Number: N/A
 Email Address: wildbhoney@gmail.com Website: _____

Signature of Property Owner of Record: *[Signature]*

Subdivision: Old Town
 Block: _____ Lot: _____

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

Sell honey at farmers markets, and sell handsalves and stickers in stores in town - wholesale

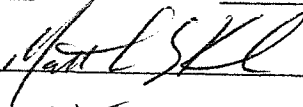
Business License Fee: \$ 50.00
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ 50.00

Bridget Burns
 Signature of Applicant
Bridget Burns
 Signature of Applicant
5/13/21
 Date

FOR OFFICE USE ONLY			
Date Approved: <u>5/13/21</u>	<input type="checkbox"/> Town Council	<input checked="" type="checkbox"/> Administration	_____
Date _____	Check # _____	Amount \$ _____	License # _____
SCN _____	BLP _____	STX _____	RDX _____

Town of West Yellowstone Business License Application

Business Name: West Yellowstone Vacation Condo, LLC
Applicant: Matthew Klara
Contact Person: Matthew Klara
Mailing Address: 1350 Cayuse Rd, Helena, MT 59602
Physical Address of Business: 633 A Pkwy, #6, West Yellowstone, MT 59758
Phone Number: 406-640-1061 Fax Number: NA
Email Address: mklara0424@gmail.com Website: www.westyellowstonevacationrental.com

Signature of Property Owner of Record: 

Subdivision: Lodgepole Townhouse Condominium Old Town
Block: 22 Lot: 7

Zoning District, please mark one:

- B-3 Central Business District (Old Town) PUD Planned Unit Development (Grizzly Park)
 B-4 Expanded Business District (Grizzly Park) Residential Districts, Home Occupations Only (Mad Add)
 E-2 Entertainment District (Grizzly Park)
- New Business Transfer of Ownership
 Change of Location Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate City/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

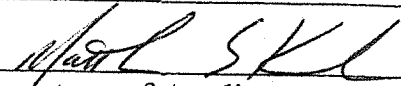
Type of Business Please explain in detail the following: number of units, seating capacity, etc.
Contractors should list trailers and equipment and where these items will be stored.
Single unit tourist home. 2bedroom, 1 bathroom. Max occupancy = 8

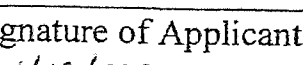
Seeking license beginning June 1, 2021 or at the earliest date following.

Business License Fee: \$ 50 + \$ 3

Resort Tax Bond: \$ 500

Total Amount Due: \$ 553


Signature of Applicant


Signature of Applicant
4/19/2021
Date

FOR OFFICE USE ONLY			
Date Approved by Town Council:			
Date <u>5/3/21</u>	Check # <u>1013</u>	Amount \$ <u>553⁰⁰</u>	License # <u>844</u>
SCN <input checked="" type="checkbox"/>	BLP _____	STX _____	RDX _____

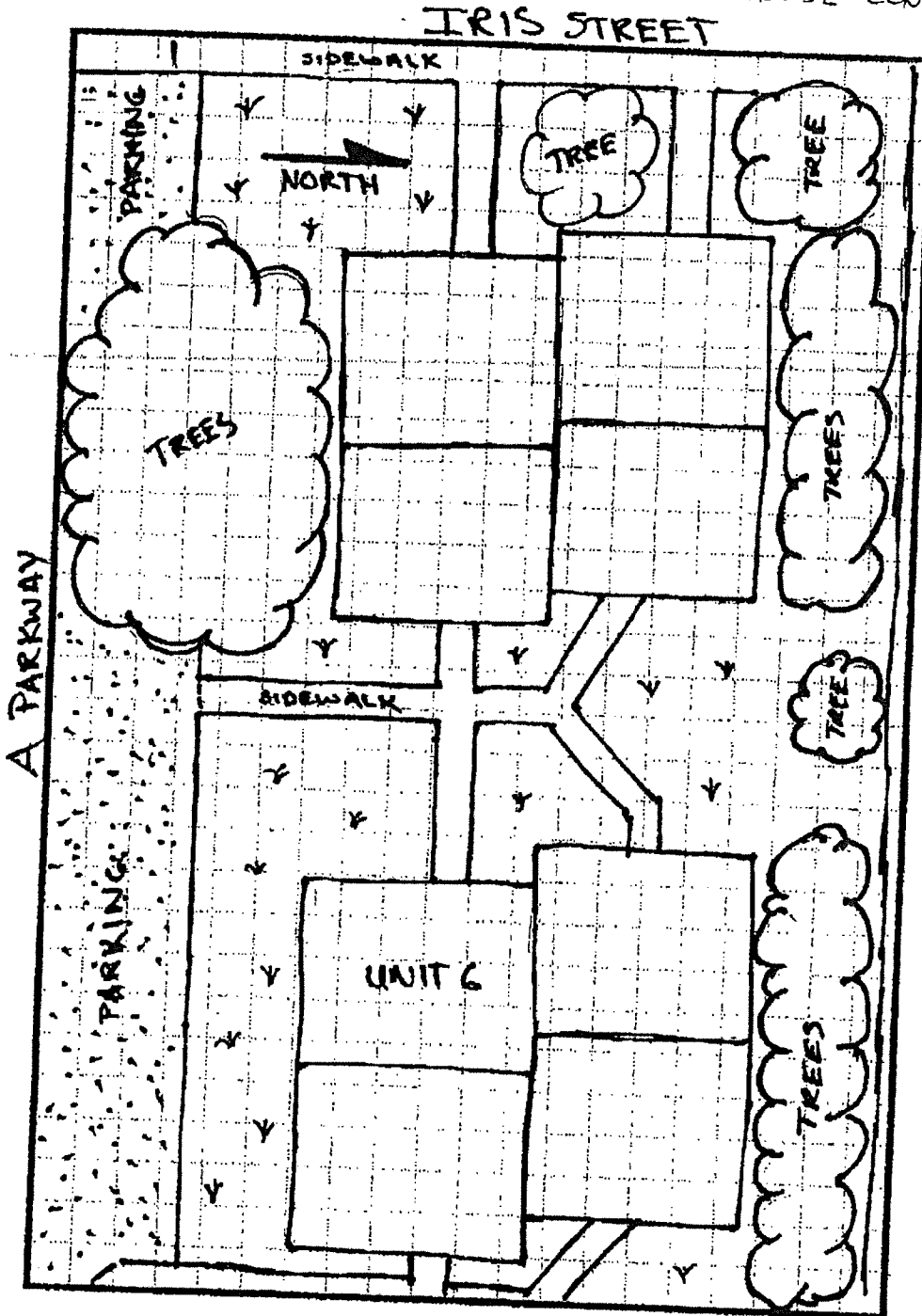
Site Plan

Business Name: WEST YELLOWSTONE VACATION CONDO, LLC

Business Owner: MATTHEW KLARA

Business Street Address: 633 A PARKWAY, UNIT 6

Block: 22 Lot: 7 Subdivision: LODGEPOLE TOWNHOUSE CONDOMINIUM



Scale: 1 inch = 20 feet

Note: This grid represents a standard Town lot, 100 feet by 150 feet.



Town of West Yellowstone Business License Application

Business Name: Hook and Antler
 Applicant: Jon and Christine Cortez
 Contact Person: Mindy Morris
 Mailing Address: 5540 W. 5th St. #52 Oxnard, CA 93035
 Physical Address of Business: 235 Gibbon Ave #14 W. Yellowstone, MT
 Phone Number: 760-920-1545 Fax Number: _____
 Email Address: bigcountry@schat.com Website: _____

Signature of Property Owner of Record: [Signature]

Subdivision: Homestead Townhouses #14
 Block: _____ Lot: _____

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

Vacation Rental

Business License Fee: \$ _____
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____

[Signature]
 Signature of Applicant
[Signature]
 Signature of Applicant
5-3-2021
 Date

FOR OFFICE USE ONLY			
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____
Date _____	Check # _____	Amount \$ _____	License # <u>843</u>
SCN <input checked="" type="checkbox"/>	BLP _____	STX <input checked="" type="checkbox"/>	RDX _____

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting & Work Session
May 4, 2021

COUNCIL MEMBERS PRESENT: Brad Schmier, Travis Watt, Brian Benike, and Jeff Mathews

OTHERS PRESENT: Finance Director Lanie Gospodarek, Fire Chief Shane Grube, Public Services Superintendent Jon Simms, Chief of Police Todd Robertson, Beth Serniak, Brenda Martin-911 Communications Center Manager, Ellen Butler-Yellowstone Historic Center, Jan Neish-Island Park News, Misty Hecht, Randy Wakefield-Fall River Electric, Rob Yeakey, Sandi Pepler

The meeting is called to order by Deputy Mayor Travis Watt at 7:00 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.

Public Comment Period

No public comment is received.

Council Comments

Brad Schmier asks everyone to keep Pierre Martineau's family in their thoughts, Martineau passed away yesterday and served the community and on the Council for many years. Watt remarks that Martineau came to West Yellowstone in 1959 and had been married to his wife, Jane, for 64 years. He was a proud supporter of Wolverine Sports and many other causes in the community.

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$50,040.48. (Schmier, Benike)
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the April 20, 2021 Town Council Meeting. (Schmier, Benike)
- 3) Motion carried to approve Resolution No. 752, a resolution amending the FY 2021 budget. (Benike, Mathews)
- 4) Motion carried to acknowledge and accept the existence of two RV sites in addition to the two cabins at 430 Gibbon Street and note that there is no active business license on the property. (Watt, Mathews)
- 5) Motion carried to approve Phase I of the Casting Pond Project. (Mathews, Benike)
- 6) Motion carried to approve the interior remodeling project at Madison Crossing for expanded usage to approximately 1/3 retail and 2/3 food and beverage on the main level and gaming on the mezzanine level. (Mathews, Benike)
- 7) Motion carried to approve the new business license application for Wild West Pizzeria, Inc. (Wild West Express) to operate a take-out and delivery location at 37 Canyon Street. (Benike, Mathews)
- 8) Motion carried to approve the resort tax bond waiver request from Aaron Hecht for Wild West Express based on his payment history for Wild West Pizzeria. (Benike, Mathews)
- 9) Motion carried to approve the Application to Maintain an Encroachment made by Mitch Tuttle during construction at 633 Madison Avenue until September 15, 2021 for storage of construction materials. (Schmier, Mathews) Benike abstains.

- 10) Motion carried to approve the letter of support for the FLAP program for the purpose of funding a planning study to connect miles of trail systems in partnership with the national forest and national park. (Mathews, Schmier)
- 11) Motion carried to reappoint Jeff Schoenhard and Jerry Johnson to serve on the Tourism Board of Trustees for a period of four years. (Schmier, Mathews)
- 12) Motion carried to approve the revised documents for operation and management of the Marketing and Promotions Fund as recommended by the advisory board. (Benike, Mathews)

Public Hearing: Resolution No. 752, FY 2021 Budget Amendment

Deputy Mayor Travis Watt reads the hearing notice and Resolution No. 752. The resolution amends the budget due to receiving more revenue than was expected from resort tax. No public comments are received.

DISCUSSION

- 4) The Council discusses the request from the property owner at 430 Gibbon to reallocate sewer connections. Watt explains that they inspected the property last week and determined that there are existing RV connections, but it is not clear how long it has been since they were used. The lot was separated from the Wagon Wheel Campground when the rest of the property was sold. The Council considers how to address the issue and how to word the motion. The Council agrees to acknowledge the existence of the two RV sites but stipulates that the sites cannot be used until the proper licensing is obtained.
- 5) Watt explains that the casting pond project has been split into two phases. Phase I includes the excavation of the pond, the liner, the drains, and walkways around the pond. Phase II will include benches, fences, racks, etc.
- 6) Watt explains that the parking has been reviewed as well as the water and sewer impact.
- 7) Schmier asks about the walk-in cooler on the rear of the building and if that will affect parking. Misty Hecht joins the meeting and explains that the cooler will be added to the back of the building but it fits under the eaves and won't affect parking.
- 10) The Council discusses the letter of support for the FLAP program for the purpose of funding a planning study to connect miles of trail systems in partnership with the national forest and national park. The Town will commit to a 13.42% match, which is approximately \$3300.
- 12) John Greve of the Marketing and Promotions (MAP) Advisory Board reports that the board has revised all of the ten MAP fund documents that are used to operate and manage the fund. He explains that they worked with Agata at Quickprint to create the final versions so they would be more professional and user friendly.
- A) Staff Reports: Fire Chief Shane Grube reports that as of yesterday, they have only one active case of Covid-19 in West Yellowstone. They have fully vaccinated 727 people and another 177 are half-way through the process. They are conducting mini vaccine clinics now and offering the vaccine to anyone that wants it.

CORRESPONDENCE

Watt shares a letter from Jeanine Cardon of Cardon Realty expressing concerns about the abundance of t-shirt sales on the sidewalks in West Yellowstone and encourages the Council to consider an ordinance prohibiting such sales.

He also mentions a notice of final draft for the Environmental Assessment for terminal improvements at the Yellowstone Airport and a notice from the Montana Department of Transportation concerning projects in the next five years.

The meeting is adjourned. (8:30 PM)

Mayor

ATTEST:

Town Clerk

WEST YELLOWSTONE TOWN COUNCIL
Town Council Work Session
May 11, 2021

COUNCIL MEMBERS PRESENT: Jerry Johnson, Brad Schmier, Travis Watt, Brian Benike and Jeff Mathews

OTHERS PRESENT: Finance Director Lanie Gospodarek, Public Services Superintendent Jon Simms, Town Engineer Dave Noel, Yellowstone Airport Manager Jeff Kadlec, Rob Yeakey

The meeting is called to order by Mayor Jerry Johnson 6:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Portions of the meeting are being recorded. The meeting is being broadcast over the internet using a program called Zoom.

Public Comment Period

No public comment is received.

Council Comments

Mayor Johnson passes around a letter the Yellowstone Historic Center is proposing to give to customers that use the Union Pacific Dining Lodge this year. Montana Governor Gianforte signed new legislation last week that effectively nullifies the mask mandate and group limits that were put in place by the Gallatin County Health Department due to the coronavirus pandemic. The letter basically indicates that customers will be responsible for enforcing any rules that are in effect.

WORK SESSION

Mayor Johnson calls the meeting to order and explains that they are first going to discuss a will serve letter for the West Yellowstone Interagency Fire Center. Jason Brey, Custer-Gallatin National Forest District Ranger, distributes information that summarizes the demands for water, wastewater and fire flow demands. Town Engineer Dave Noel discusses that he will prepare a will serve letter that addresses the peak use for the facility but not the maximum amount that can flow through the piping. He explains they have to size everything based on the fire flow requirement, but they don't have to assume that everything will be on fire at the same time. He says they will calculate how much water can flow through a pipe so they provide as much water as they can through the pipe without sacrificing pressure. Johnson says that there has been discussion in the past about building a second water tank outside of Town on forest service land. Brey explains that they are in the planning stage for their next fiscal year and need to know if that tank is anticipated for next year. Johnson says that a second tank would help with storage, but it would not fulfill the firm capacity requirement-the capacity they are required to provide if the main water source goes down. Noel agrees but adds that Montana DEQ approved the curbing of irrigation of green space until they obtain the necessary water rights to bring the new well online. Noel says the new well is not going to produce as much water as they anticipated, so the bigger issue is another water source rather than water storage. Mayor Johnson adds that the public comment period for the water rights for the new well has closed and their water rights attorney has indicated that they will know soon if there were any negative comments. Mayor Johnson advises Brey that the second storage tank should be a placeholder but not anticipated as a project in FY 2022.

The group discusses the possibility of ceasing the use of the existing sewer lagoon when the new mechanical treatment plant is constructed. Town Engineer Dave Noel explains that currently they process the solids or the sludge at the lagoon. Mathews asks if they could start turning the solids into compost as they are doing in Big Sky. Noel explains that they could use multiple different biological processes to turn the sludge into compost that could be used a lot of different ways. Mathews asks what the plan is for the solids that will be generated by the mechanical treatment plant. Noel says that when they conducted the Facilities Planning Study, they explored multiple options. He says the cheapest and easiest option is to store the solids and once a year they haul the solids to a landfill. Mathews expresses concern that they will end up in the same position as Big Sky and be forced to compost at a high cost. Noel says he does not anticipate that they will have to handle nearly as much as Big Sky because they will dry the solids out

themselves. Noel explains that in order to move off the current lagoon site, DEQ would require them to remove the biosolids, remove the liner, fold the ground back in. He says DEQ would not require them to remove the structures, but the airport probably would. He says DEQ does not consider processing to be the same as storage of biosolids. Noel says that DEQ requirements would allow them to take the time to finish processing until the solids are dry enough to haul away. He says that they would also be able to compost the solids so it is usable for agricultural reasons. Mayor Johnson says that he brought this topic up because they estimate that it would cost \$1.8 million to clean up and abandon the site. If they continue to pay the lease for the land at the current rate of \$41,000/year for 40 years, it would cost almost the same. The current sewer lagoon site is 42 acres, the new plant would fit on a 5-acre parcel. Schmier suggests that instead of leasing 42 acres, they only lease 5 acres for the new plant. The group discusses that possibility and looking into other options.

Mayor Johnson asks Brey if it is a possibility to purchase land from the Forest Service for the wastewater treatment plant. Brey responds that they do have a process to sell land to a city, but it would likely take three to five years to accomplish. He also points out that if any issues come up during that process, it could delay it longer or even stop it. Noel adds that they have been allowed to extend the use of the lagoon through 2023, but at that point they need to either have the new plant ready to operate or extend that use again. Johnson says that another option that has been suggested is to just give the lagoon facility to the airport. Noel explains that the discharge from the airport property is minimal enough that the airport could use the facility to treat their waste with no discharge. Noel indicates that the airport would most likely not accept the facility as it is because there is still clean up that needs to be done, but it would reduce the cost of clean up. Mayor Johnson asks if they can still add more evaporators to expand capacity. Noel responds that they can, but they do have to consider wind, humidity and temperature and the effect more units have on each other and at some point more evaporators don't produce any more capacity. Noel says that if they have to talk to DEQ about extending the current system longer than 2023, they may want to propose that. Schmier asks about the current polishing pond once the new facility is built. Noel explains that the new treatment plant will discharge just like the current system, but the water will be much cleaner and the IP beds will still be used. Noel also answers questions about using the treated water for land application, but indicates that it is more expensive to actually reuse the water. There is no additional cost for putting the water in the IP beds because no additional disinfection is required. The group also briefly discusses composting the solids at the composting facility at the Hebgen Basin Transfer Station.

The meeting is adjourned. (7:30 PM)

Mayor

ATTEST:

Town Clerk

Finance Department Report

April 30– May 13, 2021, 2021

- Reviewed Thank You note process with Social Services
- Provided Resolution 752 and hearing information for adoption
- Monthly balancing on Town Accounts, MAP fund balancing and court receipts
- Provided resort tax information to council/interested parties
- Attended WWTP meeting on 5/6/21.
- Worked on Uniform Application for grant/loan funding for WWTP
- Reviewed payroll 5/7/21
- Met with Magda Nelson to finalize and review adjusting entries from auditors
- Reviewed revenue budget for revenue not yet received in FY 2021 and billed the different agencies accordingly.
- Attended the MMCTFOA semi-annual business meeting
- Worked with MMIA and Black Mountain Software on a small community subcommittee on WC invoice sheet
- Signed up for attending the funding webinar at MRW conference at the end of May
- Attended the May 4th council meeting via zoom
- Spoke with Kirk Keysor about funding options through EDA
- Visited with Diane Eagleson of Belgrade about the financing of their current WWTP project
- Attended 5/11/21 work session with Town Council
- Attended WWTP meeting on 5/13/21
- Attended ClearGov capital budget webinar on 5/13/21
- Reviewed budget proposal with Lisa Hofferber at DIS
- **Department Efforts**
- Peggy has attended the clerk's municipal institute
- Peggy is pursuing her notary
- Utility Billing went out for April 2021
- Business license reminder cards have been mailed and licenses printed
- Provided support on Water and Sewer Hook-up fees for Wagon Wheel Hotel

WEST YELLOWSTONE SOCIAL SERVICE

MAY 1- 13 2021

OFFICE SUMMARY

- **5 clients using the Computers in the office**
- **Assisted 2 clients with Unemployment issues**
- **5 clients applied for SNAP benefits**
- **1 client applied for LEAP assistance**
- **2 clients applied for MEDICAID**
- **7 Food Boxes prepared and given to clients**
- **4 clients requested job listings**
- **Received several donations from local businesses**
- **2 vouchers given from the Community Help Fund (Motel & Bus)**
- **4 people given Diapers**
- **4 housing inquiries**
- **1 individual needing to use of the Shower**
- **Stocking and Restocking Food Bank**
- **Received a grant from Greater Gallatin United Way**
- **Red Cross First Aid Babysitting class on May 13th and 20th**
- **Assisted clients with lost of job/housing**
- **Data and Devices program with Patty Peterson**

Public Services Dept. Bi-weekly Report: April 30th thru May 13th, 2021

Work performed

Replace parts on ARC welder at service garage and begin welding flat stock to cracked plow frame on 2.5 ton Ford 9000. Equipment maintenance/scheduled PM services. Clean up public services yard near recycling roll-off containers, move piles of debris and remove dead trees. Trash route and litter collection, service refuse/ recycling receptacles throughout central business district and city parks. Haul cardboard and recycling from town stations to Two Seasons recycling facility. Replace street signs and u-channel posts. Run both city street sweeper and broom throughout town and cleanup, as necessary. Training on Pelican Sweeper w/ Titan Equipment. Perform standard and emergency locates as they come in and respond to water service requests. Begin exposing and opening buried/ rusted shut manholes throughout town. Grade alleyways, locate valve boxes, SAS & STS manhole castings, mark accordingly. Practice running grader on FS roads. Asphalt patch work throughout town. Cleanup crumbled asphalt debris around library and haul away. Install new batteries in fire alarm system at town hall. Replace limit switch on HVAC unit #3 at Povah center and install new thermostat. Fix basketball hoop/ rim and relocate at Povah center. Fix soap dispenser and shower head in social services department. Recharge water service at UPDL and Union Pacific Museum. Continue w/ tree cleanup at Fir Ridge. Drag fields at Pioneer park and haul away grass clippings. Set up Soccer Goals and cleanup branches. Replace cracked manhole lid near 500 block of Gibbons Ave. and Alley D. Help setup solar panels in between wastewater lagoon clarifying cells.

Administrative

Attend bi-weekly town council meeting, dept. head meeting, wastewater treatment plant work session, DRG meeting. Review city policies, procedures, and safety protocols. Familiarize myself w/ town budget, organizational structure, permit processes, codified ordinances and "as built" drawings. Look at FT and seasonal staffing plan for springtime. Begin scheduling interviews. Anticipate needs for upcoming events, coordinate with the event support contacts, order materials and supplies as necessary. Meet w/ Yellowstone Pavement company and Apex Paving for proposals on crack sealing "Old Town". Speak w/ Mountain States Lighting on replacing streetlights throughout town. Coordinate with Blu Cleaning Services on pinpointing leak in basement at Povah Center. Investigate applications for work in public way as well as sign permits as they come through. Meet w/ Laurel Power System to service generators at lift station #2 and water distribution wells throughout town. Respond to sewer backups and set myself up as the primary contact for 811 locate services. Coordinate w/ Greg Johnson and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system.

RECREATION DEPARTMENT

May 13, 2021

- HELPED LINDSEY SIGN PEOPLE UP FOR NEXT VACCINE
- HELP WITH VACCINATION CLINIC
- MAKING RESERVATIONS FOR PCC AND PAVILION
- HELP WITH SENIOR LUNCH
- TRANSLATING
- UNEMPLOYMENT
- MEDICAID AND SNAP
- HELP PEOPLE SIGN UP FOR SUMMER REC
- WE WERE ABLE TO GET FIRST AID KITS DONATED THRU THE SALVATION ARMY
- WALKED THRU THE PARK AND IT HAS BEEN TRASHED AND VANDILAIZED
- A FEW KIDS AND I WILL BE CLEANING THE PARK THIS WEEKEND

VELY VAZQUEZ



R&R TAYLOR CONST
 1775 Love Lane
 Bozeman MT 59718
 (406) 587-4451

Change Order

Order#: 1

Order Date: 05/04/2021

To: Town of West Yellowstone
 440 Yellowstone Ave.
 West Yellowstone MT 59758

Project: 2020083
 Union Pacific Dining Hall Firehol Lounge an
 440 Yellowstone Ave.
 West Yellowstone MT 59758

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Additional Electrical Work	2,186.75

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

2,186.75

The original Contract Sum was	264,804.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	264,804.00
The Contract Sum will be changed by this Change Order	2,186.75
The new Contract Sum including this Change Order will be	266,990.75
The Contract Time will be changed by	0 Days

Approved _____ Date 05/04/2021

Date _____

Contractor _____

Owner _____

AIA[®] Document B105[™] – 2017

Standard Short Form of Agreement Between Owner and Architect

AGREEMENT made as of the twenty-third day of April in the year Two Thousand Twenty One

(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

Town of West Yellowstone
440 Yellowstone Ave
West Yellowstone, Montana 59758
Phone: 406-646-7795 Email: info@townofwestyellowstone.com

and the Architect:

(Name, legal status, address and other information)

Intrinsic Architecture, Inc.
111 North Tracy Avenue
Bozeman, Montana 59715
Phone: 406.582.8988

for the following Project:

(Name, location and detailed description)

TWY – Town of West Yellowstone, Montana
Zoning Permit and Subdivision Exemption Review

The project consists of consulting services for the Town of West Yellowstone related to land use and planning entitlements for the Moonrise project. Services include initial analysis of relevant historical approvals, process evaluation and recommendations, and review including staff reports and required approval documents to process a Zoning Permit that may include CUP and PUD approvals, as well as a Subdivision Exemption application for this specific project. Additional consulting services or on call planning services may also be provided under the scope of this proposal.

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement. The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

The Architect shall provide Architectural services described as follows:

Project Planning Consulting for the Town of West Yellowstone, Montana may include:

- Analysis and research of historical application record
- Review submittals for the Moonrise project for the Subdivision Exemption
- Review submittals for the Moonrise project for the Zoning Permit that may include CUP and PUD authorization
- Prepare and coordinate posting of the public notice(s), as necessary
- Respond to public comment submitted in response to these submittals
- Provide analysis and prepare subsequent staff reports necessary for City Board or Town Council review
- Meet with representatives of the Moonrise project as required
- Attend meetings as necessary and/or requested
- Additional Services as requested
- On-call Planning Services as requested
- Reimbursables as required

Work will continue upon contract execution. Timing will be the result of a variety of factors, some outside our control (Ex. impacts from COVID-19). The schedule may vary based on direction from client or public review timelines.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are the Architect's Instruments of Service, and are for the Owner's use solely with respect to constructing the Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the construction of the Project, provided that the Owner substantially performs its obligations under this Agreement, the Architect grants to the Owner a license to use the Architect's Instruments of Service as a reference for maintaining, altering and adding to the Project. The Owner agrees to indemnify the Architect from all costs and expenses related to claims arising from the Owner's use of the Instruments of Service without retaining the Architect. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement. Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105–2017, Standard Short Form of Agreement Between Owner and Contractor. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect’s Compensation shall be:

The Architect’s compensation shall be Time and Expense (T&E) at the Architect’s Hourly Billing Rates Estimated as follows:

- Initial Analysis – T&E Estimate - \$1,750
- Subdivision Exemption – T&E Estimate - \$3,750
- Zoning Permit – T&E Estimate - \$10,000
- Reimbursables – T&E Estimate - \$500
- Total Estimated Fees - \$16,000

The Owner shall pay the Architect an initial payment of one thousand six hundred dollars (\$ 1,600) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus fifteen percent (15 %).

Payments are due and payable upon receipt of the Architect’s monthly invoice. Amounts unpaid forty five (45) days after the invoice date shall bear interest from the date payment is due at the rate of one and one quarter percent (1.25 %) monthly , or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide additional services not included in Article 1 for additional compensation. Such additional services may include, but not be limited to, providing or coordinating services of consultants not identified in Article 1; revisions due to changes in the Project scope, quality or budget, or due to Owner-requested changes in the approved design; evaluating changes in the Work and Contractors’ requests for substitutions of materials or systems; providing services necessitated by the Contractor’s failure to perform; and the extension of the Architect’s Article 1 services beyond 12 (twelve) months of the date of this Agreement through no fault of the Architect.


ARTICLE 7 OTHER PROVISIONS

(Insert descriptions of other services and modifications to the terms of this Agreement.)

Intrinsic Architecture, Inc. 2021 Hourly Billing Rates

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*
 Town of West Yellowstone, Authorized Signatory
(Printed name and title)



ARCHITECT *(Signature)*
 Robert J. Pertzborn, Principal
(Printed name, title, and license number, if required)



Intrinsic Architecture, Inc. 2021 Hourly Billing Rates are as follows:

Principal	\$170.00 per hour
Senior Project Manager	\$140.00 per hour
Project Manager III	\$130.00 per hour
Project Manager II	\$115.00 per hour
Project Manager I	\$105.00 per hour
Project Team III	\$95.00 per hour
Project Team II	\$85.00 per hour
Project Team I	\$75.00 per hour
Senior Planner	\$130.00 per hour
Planner III	\$115.00 per hour
Planner II	\$95.00 per hour
Planner I	\$80.00 per hour
Clerical	\$40.00 per hour

Reimbursable mileage expenses for project related vehicle travel outside of Bozeman incurred by Intrinsic staff will be billed at current Internal Revenue Service rates, plus any applicable markup as per individual contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Tad Tsukamoto", is written over a solid horizontal line.

Tad Tsukamoto, Principal
Intrinsic Architecture, Inc.

TOWN OF WEST YELLOWSTONE, MONTANA

TOWN ATTORNEY FEE AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of May, 2021 by and between the TOWN OF WEST YELLOWSTONE, a Montana municipal corporation (the Town”), and the law firm of Kasting, Kauffman & Mersen, P.C. (“Attorneys”).

W I T N E S S E T H:

WHEREAS, the Town is desirous of obtaining legal counsel, advice, representation and advocacy in relation to its corporate affairs; and

WHEREAS, the law firm of Kasting, Kauffman & Mersen P.C., of 716 South 20th Avenue, Suite 101, Bozeman, Montana 59718, consists of attorneys duly licensed to practice law in the federal and state courts of Montana.

NOW, THEREFORE, it is hereby agreed as follows:

1. The Town of West Yellowstone hereby retains the Attorneys to give such advice and counsel and render such legal service for the Town as the Town Council shall deem required.

2. The services of Attorneys shall include, but not limited to, advice and counsel on all corporate matters; preparation and drafting of all necessary legal documents, ordinances, contracts and letters; rendering legal opinions for the Council; acting on behalf of the Town in all criminal City Court matters, and in civil City Court matters as required; representing the Town as to all agencies of government and private parties having business with the Town; appearing for the Town to prosecute and defend all civil and criminal cases in the federal or state courts in Montana, and before any other administrative or quasi-judicial board, committee, tribunal or

other person or corporate body; to attend regular or special Town Council meetings, or meetings of boards and committees, as required by the Mayor and/or the Council; to perform any other duties which may be required by the statutes of the State of Montana or the Charter of the Town of West Yellowstone; assist all department heads working for the Town in connection with routine matters for which consultation is required and requested, and to perform such other services as are customarily performed by municipal corporate counsel. The initial contact person within the firm for the Town will be Jane Mersen. If Ms. Mersen is not available, Lilia Tyrrell or John Kauffman should be contacted.

3. In addition to the foregoing, it is agreed that Attorneys and the Town shall negotiate from time to time the various bond issues desired by the Town; it being the intent hereof that Attorneys shall receive a separate fee contract with respect to any services performed regarding municipal bond issues and the like and that the Town shall be free to hire bond counsel as necessary, independent of the Attorneys. Furthermore, in the event that the Town shall enter into contracts with other agencies, public or private, which require the services of Attorneys, then the Attorneys may obtain a special, supplementary or different fee from the third party when the latter will bear the costs of the Town's attorney's fees; these matters to be negotiated between the Town the Attorneys, and any such third party.

4. For the services rendered, the Town shall pay the Attorneys each month, according to monthly statements received from the Attorneys as follows:

a. For all regular services rendered as stated in paragraph 2 above, \$250.00 per hour for Partner time and \$200.00 per hour for associate attorney time, which includes all travel time involving Town business and the hourly time charges of the Attorneys include, but are not necessarily limited to: court appearances, office and

telephone conferences related to the matter, out of office conferences/site visits, legal research, preparation for and attendance at depositions, review of file materials and documents sent or received, preparation for and attendance at trials, hearings, and conferences with other counsel, travel time, and drafting of pleadings, instruments, correspondence and office memoranda.

b. For paralegal or secretarial services, \$95.00 per hour;

c. For special projects of bond issues as stated in paragraph 3 above, as negotiated.

5. For all such services stated in this contract however and whenever performed, the Town shall reimburse the Attorneys for all necessary expenses in connection with their services to the Town, such expense to include, but not be limited to the following: travel at the legal rate according to the laws of the State of Montana, meals, lodging expenses, postage, photocopy charges, long distance telephone calls, investigation fees, filing or other court fees, witness fees, costs of serving legal papers, fees for depositions or expert witnesses, paralegal services, and charges for computer legal research. Such expenses shall be reimbursed along with the attorneys' fees previously stated according to the monthly statements submitted by the Attorneys. Upon request and approval of the Mayor, the Town Attorney shall be compensated for books and printed materials purchased in aid of carrying out its functions under this agreement. The Attorney, upon request and written approval of the Mayor, shall be reimbursed for tuition expenses incurred in attending continuing legal education seminars whose subjects are directly related to the Attorneys function for the Town.

6. Nothing in this Agreement shall be construed as limiting the amount of the fee payable to the Attorneys, where the source of funds for payment is a person, agency, corporation or entity, public or private, other than the Town of West Yellowstone.

7. Pursuant to Section 7-4-4602, MCA, the term of this Agreement shall be for two (2) years from May ____, 2021, unless sooner terminated as provided by the parties or in accordance with the law. The parties agree that either may terminate this contract with 60 days notice to the other party.

IN WITNESS WHEREOF, THE PARTIES HAVE HERUNTO SET THEIR HANDS
TO THIS Agreement the date and year first above written.

TOWN OF WEST YELLOWSTONE
a municipal corporation

By: _____
JERRY JOHNSON
Mayor

ATTEST:

Town Clerk

Kasting, Kauffman & Mersen P.C.
By: Jane Mersen



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

Date _____

Comments:

Copy 1 – Town Clerk
Copy 2 – Town Council
Copy 3 – MAP Fund Advisory Board

Town of West Yellowstone
MAP Fund Advisory Board Meeting Minutes
4.8.21 at 3:30pm at the Povah Center

Present: John, Janna, Wendy, Steve

Wendy completed and submitted the Music in the Park App and was present as the event's representative
Lisa Grimley completed and submitted the Big Sky Roundup App and acted as the event's representative via phone conference at 3:50pm.

Agenda:

1. Public Comment
2. Approve 3.11.21 Meeting Minutes
3. Review Financials
4. 3:40PM- Review Music in the Park App- \$15,000
5. 4:05PM- Review Big Sky Roundup App- \$9,795
6. Discuss marketing the MAP Fund
7. Next meeting date

Meeting called to order 3:30pm **Action items in red**

Public Comment- Wendy: CVB still has funding for 2 more years

Approved 3.11.21 Meeting Minutes (Wendy, Steve) **John will email approved Minutes to Liz.**

Reviewed Financials

1. February's remittances \$6,144. Marge has not requested any reimbursement for Snow Shoot, yet.
2. Fund's available balance: \$130,440.04. Financials approved. (John, Wendy)

3:37pm Review Music in the Park App- \$15,000

1. Wendy addressed the App. Concert in conjunction w/ Rod Run has been changed to Aug. 6. They're still negotiating the Labor Day concert.
2. Requesting \$15,000 from MAP- \$5,000 for marketing; \$10,000 for the bands
 - \$15,000 is 44% of the event's expense budget of \$34,400
3. Gallatin Valley Health Dept. most likely will increase the #s for event attendance by the summer.
4. The Board voted to recommend the App to the town council for award approval (Janna, Steve). Wendy recused herself from the vote.
5. This event is assigned Tracking #21-02.
6. Steve will oversee the event for the Board.
7. **John will email Liz to add the Recommendation for Award Approval to the Council's 4.20.21 agenda.**

3:50pm Review Big Sky Roundup App- \$9,795

1. Before the phone conference w/ Lisa, the Board discussed the admin expenses for which she was requesting funding. Currently, our funding criteria does not allow for funding admin expenses. The newly revised and updated 2021 info and docs do allow for funding admin expenses, but the 2021 info and docs need to be reviewed and approved by the town council and posted on the town's website before approval of funding admin expenses can occur.
2. Via phone, Lisa recapped the App:

- 48 riders from 10 different states signed up for the mounted shooting competition so far. They haven't established a registration cap at this time.
 - She recapped the different day schedules of events and is securing the proper permits.
 - They're in negotiations w/ RFD-TV to come and showcase the event.
 - They're encouraging spectators to come and watch the shooting competition, but not charging admission. They'll charge for the concert and chuck wagon dinner tickets.
3. Budget discussion
- We discussed the need for Lisa to submit an estimated income line item budget.
 - We discussed the event's total expense budget, the expense line items requested for MAP funding totaling \$9,795 and the MAP funding amounts she was seeking in advance.
 - We explained what expenses we could currently recommend to the town council for funding, and the issue of not being able to recommend funding for the admin expenses because of the reason mentioned in the #1 paragraph above. We could consider submitting 2 separate recommendations for funding.
 - We mentioned our current allowable amounts/ percentage limits for advance funds.
 - Lisa mentioned their partnership w/ the W. Yell. Food Bank and identified percentages of the registration, entry and admission fees from the shooting competition, concert, chuck wagon dinner and Dutch Oven cookoff that would be returned to the riders, competitors and Heart of the Horse organization.
4. Janna made a motion to 1) recommend to the town council to approve \$7,495 in funding now for the event's expenses that meet our current funding criteria, with the understanding that 2) we'll submit a second recommendation for funding the \$2300 in admin expenses, if and when the council approves our 2021 revised info and docs and they're posted on the town's website, and that 3) Lisa submit an income line item budget to us.
- Wendy seconded the motion. Motion carried unanimously.
5. This event is assigned Tracking #21-03.
6. Wendy will oversee the event for the Board.
7. **John will email Liz to add the Recommendation for Award Approval to the Council's 4.20.21 agenda.**

Marketing the MAP Fund

1. Discussion tabled until the next meeting.
2. **Wendy gave us a printed document outlining how Great Falls marketed their multi-day, new event grant, and her marketing proposal for promoting our MAP Fund for us to review before and discuss at the next meeting.**

Next meeting: Thurs. 5.13.21 from 3:30pm-5:00pm at the Povah Center. John will notify Liz, reserve room w/ Vely.

Adjourned 5:03pm

Meeting Minutes approved on 5.13.21 as submitted by John Greve, MAPFAB Secretary

Let's work together!

Community Clean up Week May 24-28, 2021

Clean up the community!

Businesses, community organizations, families, friends and individuals are encouraged to select an area of public property to clean up! Please coordinate with the Town Hall to avoid duplication of efforts! The Town will also provide bags and gloves for anyone that needs them.

Participants may clean up at any time and contact the Town for disposal of any garbage or debris.

Please call: 406-646-7795 or 406-640-9074 or email info@townofwestyellowstone.com



Town of West Yellowstone

Clean up your property!

During the week of May 24-28, 2021 the Town will pick up yard debris left along the parkways or streets free of charge...no appliances, no pieces of large furniture, no business or commercial debris, no household trash will be accepted.

On Friday, May 28, 2021 only, the **Town's dump trailers will be parked at Pioneer Park** for free disposal of yard debris between the hours of 8 AM and 3 PM.



**Please do not leave black bags of trash unattended...
don't let the local wildlife destroy your efforts!**