

Town of West Yellowstone

Tuesday, November 16, 2021

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

5:30 PM

Staffing Plan

Discussion/Action ∞

TOWN COUNCIL MEETING

7:00 PM

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Report

Purchase Orders

Claims ∞

Business License Applications

Consent Agenda: **Minutes of the November 22, 2021 Town Council Meeting** ∞

Town Manager & Staff Reports ∞

Advisory Board Reports

NEW BUSINESS

Marketing and Promotions Fund Award Recommendations

Discussion/Action ∞

- Kids N Snow, 2021-2022, \$5000 ∞
- Hebgen Lake Ice Fishing Tournament 2022, \$7000 ∞
- Yellowstone Rendezvous Race 2022, \$11,450 ∞

Wastewater Treatment Plant Design

Discussion/Action ∞

Line of Credit, Madison Valley Bank

Discussion/Action ∞

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.

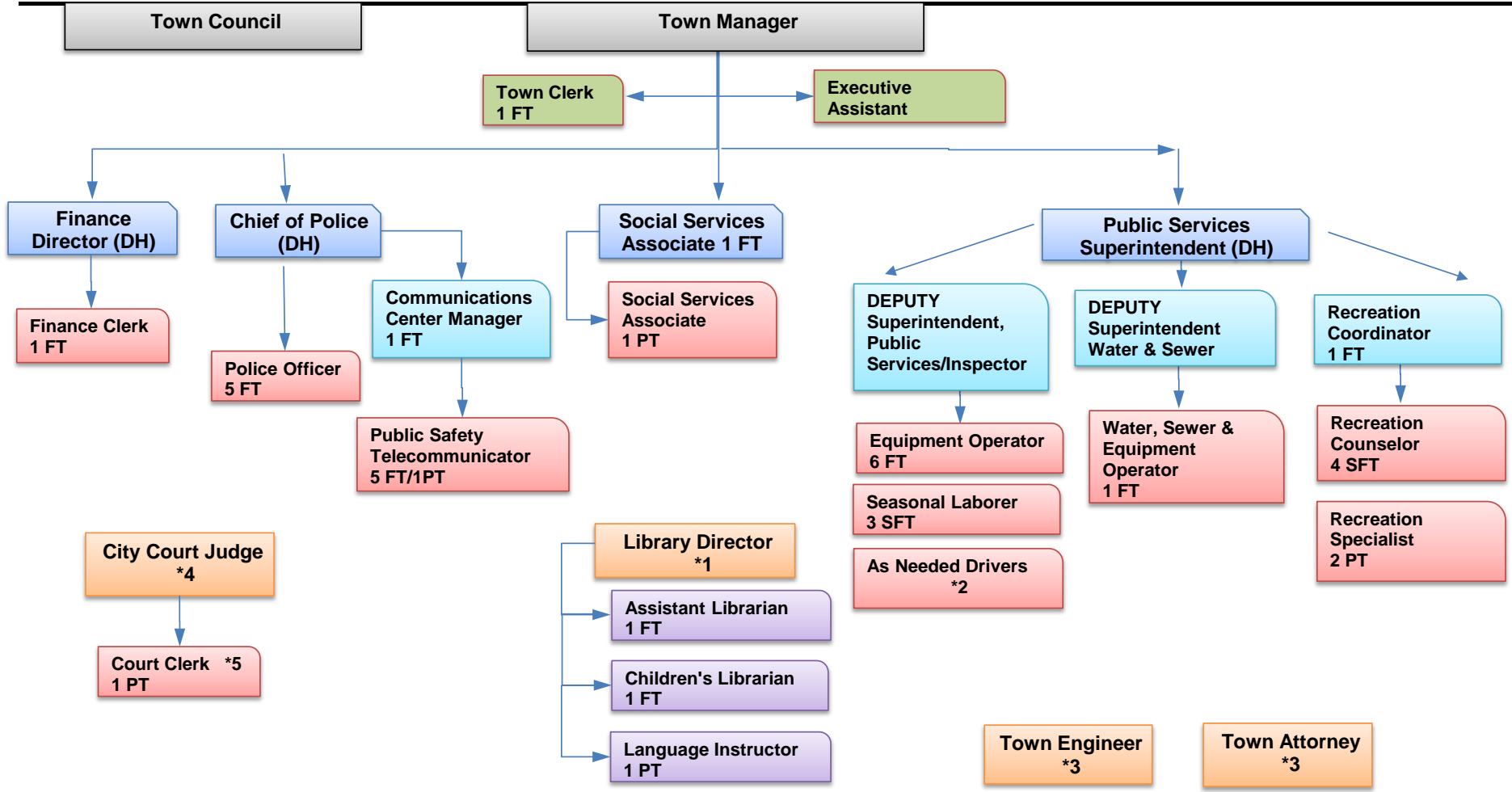
General Town Council Meeting Information

- 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 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

11/12/21
17:07:00

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/21

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Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48490	10/31/21	764 General Distributing Co. compressed O2		57.66 57.66		STREET	1000 430200	231	101000
48493	10/31/21	2853 Two Seasons Recycling monthly recycling		850.00 850.00		PARKS	1000 460430	534	101000
48494	10/31/21	266 Utilities Underground Location excavation notifications		20.41 10.21*		WATER	5210 430500	357	101000
	10/31/21	excavation notifications		10.20		SEWER	5310 430600	357	101000
48496	11/05/21	2801 West Yellowstone Back & Neck DOT Physicals x 2		250.00 250.00		STREET	1000 430200	351	101000
48497	11/01/21	2558 Hebgen Basin Fire District November 2021		54,210.00 46,877.00		FIRE	1000 420400	357	101000
	11/01/21	employee grant November 2021		7,333.00		FIRE	1000 420471	140	101000
48499	10/31/21	2575 WY Tourism Business Improvement Collections for October 2021		52,459.91 52,459.91		TBID	7202 411800	540	101000
48500	11/01/21	2789 WEX Bank 06 Dodge Durango 6-1374		3,421.80 106.32		PUBSER	1000 430200	231	101000
	11/01/21	17 Dodge Ram #1		251.72		POLICE	1000 420100	231	101000
	11/01/21	17 Dodge Ram #2		625.02		POLICE	1000 420100	231	101000
	11/01/21	10 Ford Expedition 6-000046		77.18		SOCSER	1000 450135	231	101000
	11/01/21	11 Ford Expedition 6-21425A		0.00		POLICE	1000 420100	231	101000
	11/01/21	10 JD Backhoe 310SJ		86.06		STREET	1000 430200	231	101000
	11/01/21	77 Int'l Dumptruck		0.00		STREET	1000 430200	231	101000
	11/01/21	Snow Blower		0.00		STREET	1000 430200	231	101000
	11/01/21	02 Freightliner		0.00		STREET	1000 430200	231	101000
	11/01/21	140 G Grader		0.00		STREET	1000 430200	231	101000
	11/01/21	CAT 936 Loader		0.00		STREET	1000 430200	231	101000
	11/01/21	91 Ford 6-582		206.23		STREET	1000 430200	231	101000
	11/01/21	15 Sweeper		206.07		STREET	1000 430200	231	101000
	11/01/21	SS Snow Blower Green		0.00		STREET	1000 430200	231	101000
	11/01/21	14 Water Truck		0.00		STREET	1000 430200	231	101000
	11/01/21	00 Freightliner Dump 6-60700A		0.00		STREET	1000 430200	231	101000
	11/01/21	2010 JD 772 Grader		0.00		POLICE	1000 420100	231	101000
	11/01/21	02 Freightliner Dump 6-54564A		0.00		STREET	1000 430200	231	101000
	11/01/21	08 Ford Pickup 6-1450		0.00		WATER	5210 430500	231	101000
	11/01/21	08 Ford Pickup 6-1450		0.00		SEWER	5310 430600	231	101000
	11/01/21	08 GMC Pickup 6-1484		195.71		STREET	1000 430200	231	101000
	11/01/21	08 CAT 938H Loader		294.10		STREET	1000 430200	231	101000
	11/01/21	08 904B MiniLoader		0.00		WATER	5210 430500	231	101000

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	11/01/21 08 904B MiniLoader	46.27		SEWER	5310 430600	231	101000
	11/01/21 01 Freightliner truck 1	0.00		STREET	1000 430200	231	101000
	11/01/21 01 Freightliner truck 2	0.00		STREET	1000 430200	231	101000
	11/01/21 14 Police Interceptor	35.87		POLICE	1000 420100	231	101000
	11/01/21 15 Ford F-250	154.39		STREET	1000 430200	231	101000
	11/01/21 18 2018 Dodge Ram-PW	145.46		STREET	1000 430200	231	101000
	11/01/21 18 Dodge Ram-Police	259.48		POLICE	1000 420100	231	101000
	11/01/21 19 Dodge Durango	235.69		POLICE	1000 420100	231	101000
	11/01/21 Tractor	0.00		STREET	1000 430200	231	101000
	11/01/21 19 Dodge 5500	243.92		STREET	1000 430200	231	101000
	11/01/21 20 Dodge Ram-COP	252.31		POLICE	1000 420100	231	101000
48501	2845 Kastig, Kauffman & Mersen, PC	2,289.10					
	11/05/21 legal services	2,289.10		LEGAL	1000 411100	352	101000
	11/05/21 postage/copies	0.00		LEGAL	1000 411100	870	101000
	11/05/21 phone/fax	0.00		LEGAL	1000 411100	345	101000
	11/05/21 travel	0.00		LEGAL	1000 411100	373	101000
	11/05/21 Misc Adjustment credit	0.00		LEGAL	1000 411100	352	101000
48503	73 Westmart Building Center	2,133.29					
	11/27/21 Street Buildings	53.18		BULDNG	1000 430200	366	101000
	11/27/21 Street Supplies	221.69		STREET	1000 430200	220	101000
	11/27/21 Street Small Items of Equip	294.45		PARKS	1000 430200	212	101000
	11/27/21 Sewer Supplies	42.12*		SEWER	5310 430600	220	101000
	11/27/21 Sewer Buildings	0.00		SEWER	5310 430600	366	101000
	11/27/21 Sewer Supplies C & T	0.00		SEWER	5310 430630	220	101000
	11/27/21 Sewer Supplies T & D	0.00		SEWER	5310 430640	220	101000
	11/27/21 Water Supplies	0.00		WATER	5210 430500	220	101000
	11/27/21 Water Supplies T&D	0.00		WATER	5210 430550	220	101000
	11/27/21 Water Small Equipment T&D	0.00		WATER	5210 430550	212	101000
	11/27/21 Police Building Supplies	0.00*		POLICE	1000 411258	366	101000
	11/27/21 Police Supplies	0.00		POLICE	1000 420100	220	101000
	11/27/21 Finance Supplies	11.39		COURT	1000 410510	220	101000
	11/27/21 UPDL	3.95		UPDL	1000 411252	220	101000
	11/27/21 UPDL Buildings	0.00		UPDL	1000 411252	366	101000
	11/27/21 Library Supplies	0.00		LIBES	2220 460100	220	101000
	11/27/21 Town Hall Bldng Supplies	610.63		TWNHAL	1000 411250	366	101000
	11/27/21 Town Hall Supplies	24.63		TWNHAL	1000 411250	220	101000
	11/27/21 Blding Dept. supplies	0.00		BLDINS	1000 420531	220	101000
	11/27/21 Povah Ctr. Suuplies	0.00		POVAH	1000 411255	220	101000
	11/27/21 Parks Grounds	0.00		PARKS	1000 460430	365	101000
	11/27/21 Parks Supplies	813.31		PARKS	1000 460430	220	101000
	11/27/21 Parks Sm. Equip.	0.00		PARKS	1000 460430	212	101000
	11/27/21 Parks Buildings	0.00		PARKS	1000 460430	366	101000
	11/27/21 Cemetery Supplies	57.94		CEM	2240 430900	220	101000

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	11/27/21	Clinic Supplies		0.00		CLINIC	1000	411251	366		101000
	11/27/21	Social Services Supplies		0.00		SOCSRV	1000	450135	220		101000
	11/27/21	Comm. Garden		0.00		CMGARD	2213	460000	220		101000
	11/27/21	Sum Rec Supplies		0.00*		SUMREC	1000	460449	220		101000
	11/27/21	Rec. Dept Supplies		0.00		REC	1000	460440	220		101000
	11/27/21	Safety Supplies		0.00		SAFETY	1000	430200	229		101000
	11/27/21	Learning Ctr Supplies		0.00		SIEGEL	1000	411254	220		101000
	11/27/21	Recycling		0.00		PARKS	1000	460430	534		101000
	11/27/21	Waste Water Job 2		0.00		SEWER	5320	430640	934		101000
48505		379 Energy Laboratories, Inc		31.98							
	433145	11/02/21 fluoride samples		31.98*		WATER	5210	430500	357		101000
48506	E	2673 First Bankcard		25.00							
	11/03/21	Notary training		25.00		DISPAT	1000	420160	335		101000
48508		2546 Century Link QCC		15.80							
	10/24/21	long dist chg 406-646-7600		15.80		DISPAT	2850	420750	345		101000
48509		2813 Century Link		1,553.73							
	10/19/21	E911 Viper 255-9710		1,001.66		E911	2850	420750	345		101000
	10/19/21	E911 Viper 255-9712		27.24		E911	2850	420750	345		101000
	11/19/21	E911 Viper 646-5170		113.54		E911	2850	420750	345		101000
	11/19/21	Alarm Lines 646-5185		92.78		TWNHLL	1000	411250	345		101000
	11/19/21	Police - 646-7600		318.51		POLICE	2850	420750	345		101000
48511		2822 ClearBlu Business Services		5,295.00							
	11/01/21	Town Hall		1,000.00		TWNHLL	1000	411250	357		101000
	11/01/21	Library		400.00		LIBES	1000	411259	357		101000
	11/01/21	Trailhead Bldng.		260.00		TRLHED	1000	411256	350		101000
	11/01/21	Povah		850.00		POVAH	1000	411255	350		101000
	11/01/21	Dispatch		585.00		POVAH	1000	411258	398		101000
	11/01/21	Chamber Bldng.		1,400.00		CHAMB	1000	411257	357		101000
	11/01/21	Park Bathrooms		800.00		PARKS	1000	411253	357		101000
48512		2822 ClearBlu Business Services		50.00							
	10/29/21	jail cell clean		50.00		JAIL	1000	411258	398		101000
48514	E	2673 First Bankcard		1,372.81							
	10/10/21	Amazon, seat covers		119.99		POLICE	1000	430200	361		101000
	10/11/21	Home2Hilton, Richardson Helena		140.24		POLICE	1000	420100	370		101000
	10/14/21	Public Law Encyclopedia		119.00		POLICE	1000	420100	335		101000
	10/22/21	Sportsmans Warehouse, ammo		336.83		POLICE	1000	420100	389		101000
	10/29/21	Expedia, Hol Inn, Douglas, WY		656.75		POLICE	1000	420100	380		101000

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48515	E	2673 First Bankcard		289.84					
	10/15/21	Amazon, books		109.21		LIB	2220 460100	215	101000
	10/16/21	Amazon, books		70.00		LIB	2220 460100	215	101000
	10/18/21	Amazon, supplies		6.99		LIB	2220 460100	220	101000
	10/18/21	Amazon, supplies		46.97		LIB	2220 460100	220	101000
	10/23/21	Amazon, supplies		30.70		LIB	2220 460100	220	101000
	11/02/21	Amazon, supplies		7.99		LIB	2220 460100	220	101000
	11/02/21	Amazon, books		17.98		LIB	2220 460100	215	101000
48517	E	2673 First Bankcard		451.94					
		Lanie's card							
	10/06/21	RT Audit letters		82.76		RT	2100 410532	353	101000
	10/12/21	Bus.Lic & RT delinquent postag		7.38		FINANC	1000 410510	311	101000
	10/08/21	Utility delinquency notices		3.40		SEWER	5310 430600	311	101000
	10/08/21	Utility delinquency notices		3.40		WATER	5210 430500	311	101000
	10/18/21	Fred Pryor training Renewal		199.00		SOCSVC	1000 450135	380	101000
	10/22/21	bus ticket - jarrot		156.00		HELP	7010 450135	370	101000
48519		151 Gallatin County WY TS/Compost		379.05					
	10/31/21	Household waste		379.05		PARKS	1000 460430	534	101000
48546	E	2964 CITI CARDS		526.85					
	10/08/21	Sweetwater Sound, equalizer		109.00		COURT	1000 410360	212	101000
	10/10/21	Amazon, book		11.69		LIB	2220 460100	215	101000
	10/11/21	Amazon, supplies		23.08		SOCSER	1000 450135	220	101000
	10/11/21	Amazon, supplies		54.95		REC	1000 460440	220	101000
	10/12/21	Amazon, books		18.97		LIB	2220 460100	215	101000
	10/28/21	Walmart, supplies		103.38		REC	1000 460440	220	101000
	10/28/21	Dollar Tree, supplies		21.20		REC	1000 460440	220	101000
	10/29/21	Roundup Trading Post		29.10		REC	1000 460440	220	101000
	10/29/21	Roundup Trading Post		42.51		REC	1000 460440	220	101000
	11/02/21	Wild West, supplies		91.64		LEGIS	1000 410100	220	101000
	11/02/21	Marketplace, supplies		21.33		LEGIS	1000 410100	220	101000
48547		40 Jerry's Enterprises		140.60					
	102121	10/22/21 Help fund -fuel		25.00		HELP	7010 450135	231	101000
	100621	10/06/21 Help fund -fuel		35.00		HELP	7010 450135	231	101000
	101221-01	10/12/21 Help fund -fuel		35.00		HELP	7010 450135	231	101000
	10/20/21	fuel for F350		48.47		STREET	1000 430200	231	101000
	10/20/21	Discount		-2.87		STREET	1000 430200	231	101000

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48548	11/05/21	2801 West Yellowstone Back & Neck DOT Physical - Brown		125.00 125.00		STREET	1000 430200	351	101000
48549	21-25044	10/25/21 record a Resolution	525 Gallatin County Clerk & Recorder	32.00 32.00		LEGIS	1000 410100	870	101000
48550	5878	10/01/21 self-hosted yearly fee	3268 Libdata	400.00 400.00		LIBES	2220 460100	398	101000
48551		11/01/21 LOC interest	1146 Madison Valley Bank	2,968.97 2,968.97		SEWER	5320 430640	951	101000
48552	west92021	09/20/21 Gospodarek - MLCT conf atte	75 Montana League Cities/Towns	99.00 99.00		FINANC	1000 410510	380	101000
48553	20774	10/28/21 registratioin	3335 MLEA c/o DCI	438.00 300.00		POLICE	1000 420100	380	101000
	20774	10/28/21 lodging		75.00		POLICE	1000 420100	370	101000
	20774	10/28/21 meals		63.00		POLICE	1000 420100	370	101000
48554	3179	09/15/21 Course Registration - Armorer	3336 Defensive Edge Training &	800.00 400.00		POLICE	1000 420100	380	101000
	3179	09/15/21 Course Reg- Adv. Armorer		400.00		POLICE	1000 420100	380	101000
48555	121409	10/25/21 utility operational support	2 Forsgren Associates P.A.	18,840.00 845.00		WATER	5210 430500	354	101000
	121409	10/25/21 utility operational support		845.00*		SEWER	5310 430600	354	101000
	121409	10/25/21 sewer capacity reviews		1,000.00*		SEWER	5310 430600	354	101000
	121409	10/25/21 Funding Assistance -grants		4,350.00		GRANTS	1000 411000	354	101000
	121409	10/25/21 Task 8 Mammoth Rm Struct. Eval		8,000.00		UPDH	4000 460460	920	101000
	121409	10/25/21 Task 9 Out of Town User Rate c		3,800.00*		SEWER	5310 430600	354	101000
48556	0152620164	06/01/20 FY 21 catalog services	2932 OverDrive, Inc.	838.12 838.12		LIBES	2220 460100	398	101000
48557	21-03	10/21/21 2021 Big Sky Roundup event AFR	999999 LISA GRIMSLEY, WY DESPERADOS	5,177.49 -2,500.00		MAP	2101 410130	398	101000
	21-03	10/21/21 Stamey, Madison, ads, coolers,		5,379.32		MAP	2101 410130	398	101000
	21-03-2	11/05/21 Spiffy Biffy, Republic Servic		2,298.17		MAP	2101 410130	398	101000

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48558	2952 DIS Technologies	7,217.47					
	7995 07/29/21 downpayment on server	3,250.00		911	2850 420750	948	101000
	8053 08/04/21 battery	279.99		DISPAT	1000 420160	212	101000
	8075 08/11/21 security renewal	169.92		IT	1000 410580	355	101000
	8220 09/03/21 new computer, Social Services	1,375.00*		SOCSEK	1000 450135	216	101000
	8217 09/05/21 managed service, police/Dispat	690.00		DISPAT	1000 420160	216	101000
	8524 11/05/21 managed service, police/Dispat	625.00		DISPAT	1000 420160	216	101000
	8524 11/05/21 software subscription	70.00		DISPAT	1000 420160	216	101000
	8431 11/05/21 managed service, Town accounts	757.56		IT	1000 410580	355	101000
48559	1751 DPHHS-FCSS	115.00					
	2022 11/05/21 license renewal-PCC, FL 44516	115.00		POVAH	1000 411255	335	101000
48560	135 Food Roundup	66.39					
	legis 11/01/21 supplies	39.88			1000 410100	220	101000
	police 11/01/21 supplies	26.51			1000 420100	220	101000
48561	3314 Intrinsik Architecture	465.00					
	2021-0429 11/02/21 planner support, Moonrise	465.00		PLAN	1000 411000	398	101000
48562	471 Northwest Pipe Fittings, Inc.	2,649.13					
	3626288 11/03/21 8 meters, 16 collars/flanges	2,649.13		WATER	5210 430500	251	101000
48563	2635 Jake's Automotive and Tire	740.00					
	27193 11/05/21 tires-2008 Ford pickup	740.00		STREET	1000 430200	239	101000
48564	2268 Myslik, Inc.	1,225.95					
	110321TOWY 11/03/21 oil seals, bear backers	1,225.95		STREET	1000 430200	369	101000
48565	3309 AQUAPRO	109.44					
	21048 10/04/21 supplies	109.44*		WATER	5310 430600	220	101000
48566	999999 DISCOUNT RUBBER STAMPS	46.46					
	2843398 10/22/21 planning approval stamps	46.46		BLDINS	1000 420531	220	101000
48567	2099 Quick Print of West Yellowstone	380.00					
	15486 11/04/21 leave requests	227.00		ADMIN	1000 410210	220	101000
	15460 10/15/21 laminations	46.00		BLDINS	1000 450135	220	101000
	15461 10/18/21 laminations	12.00		BLDINS	1000 450135	220	101000
	15435 10/14/21 zoning form	75.00		BLDINS	1000 450135	220	101000
	15429 10/14/21 laminations	20.00		BLDINS	1000 450135	220	101000

11/12/21
17:07:00

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/21

Page: 7 of 8
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48568		3337 Lexipol		814.08					
	INVPR6523	11/01/21	PoliceOne academy, 12 user	814.08		POLICE	1000 420100	357	101000
48569		2537 Balco Uniform Co., Inc.		1,431.35					
	64416	11/08/21	emblems	212.04		POLICE	1000 420100	226	101000
	64776	11/03/21	safety vests	81.00		POLICE	1000 420100	226	101000
	64081-4	11/02/21	uniform-Courtis	7.60		POLICE	1000 420100	226	101000
	64230-4	11/04/21	uniform-Seaman	1,113.41		POLICE	1000 420100	226	101000
	64264-5	09/24/21	uniform-Sosa	17.30		POLICE	1000 420100	226	101000
		# of Claims	43	Total:	170,803.62				
		Total Electronic Claims		2,666.44	Total Non-Electronic Claims		168137.18		

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$86,124.03
2100 Local Option Taxation-Resort Tax	
101000 CASH	\$82.76
2101 Marketing & Promotions (MAP)	
101000 CASH	\$5,177.49
2213 Community Garden	
101000 CASH	\$0.00
2220 Library	
101000 CASH	\$1,558.62
2240 Cemetery	
101000 CASH	\$57.94
2850 911 Emergency	
101000 CASH	\$4,726.75
4000 Capital Projects/Equipment	
101000 CASH	\$8,000.00
5210 Water Operating Fund	
101000 CASH	\$3,539.72
5310 Sewer Operating Fund	
101000 CASH	\$5,856.43
5320 Sewer Replacement Depreciation Fund	
101000 CASH	\$2,968.97
7010 Social Services/Help Fund	
101000 CASH	\$251.00
7202 TBID Agency Fund	
101000 CASH	\$52,459.91
Total:	\$170,803.62

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
November 2, 2021

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

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Lanie Gospodarek, Public Services Superintendent Jon Simms, Chief of Police Todd Richardson, Jeff McBirnie

HEALTH CARE SERVICES ADVISORY BOARD MEMBERS: Kyle Goltz, Greg Forsythe, Kenny Jones, Robin Eyman

The meeting is called to order by Mayor Jerry Johnson 5:30 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

Lanie Gospodarek comments that they recently met a gentleman named Harry Conrad who wrote a book in 1979 about resort tax. He left them a copy of his book and sent a picture of the staff with him from last week.

WORK SESSION

Mayor Johnson calls the meeting to order. The topic of discussion for the work session is the Health Care Request for Proposals (RFP) process. The Council discusses the RFP document that was prepared by the Health Care Services Advisory Board, including a timeline for releasing the RFP, accepting proposals, and making a decision. Mayor Johnson points out that the RFP says the Town does not have any historical data to include in the RFP, but Community Health Partners (CHP) has offered to share their data. Buck Taylor, Executive Director for CHP, is present by Zoom and says that they are willing to share historical data. He explains that when CHP took over operation of the clinic, they had no data to start with and didn't know what to expect. The Council discusses whether to include that information or just make it available if requested. The group discusses whether they need to include language allowing the Town to award to the lowest responsible bidder, not necessarily the lowest bidder. Kyle Goltz points out that a proposal with a mid-level provider will be much lower than a proposal that provides a MD. Town Attorney Jane Mersen says that the requirements for bidding and contracts would not apply and the language in the RFP is acceptable. A few grammatical and spelling errors are pointed out. The group agrees on a 5-year contract that will be negotiated following the selection of the provider. Watt asks if other communities have to do this to provide health care services. Mayor Johnson says that no, they have found no other communities that do this. Watt expresses frustration that they have to do this to ensure healthcare services in West Yellowstone. The group discusses the furnishings in the clinic and the x-ray machine. Buck Taylor explains that CHP did have to furnish the building to operate and that the x-ray machine will stay with the building as was agreed when it was purchased. Mayor Johnson suggests that once the proposals are received, they should be reviewed for completeness by Town Administration. He says that they should also establish an oversight committee to make a recommendation to the Town Council for selecting a proposal. He suggests composing the committee of one member of the Town Council, two members of the Health Care Services Advisory Board, the Town Manager, and a member at large-possibly from Social Services. The Council discusses the proposed oversight committee or evaluation team as referred to in the RFP. Mathews asks if they are legally required to provide proprietary and confidential information. Mersen says they are not obligated, but it does provide some security for the responders that their proprietary information is protected. The Council reflects on how the process was operated in 2016. The Council agrees that they will basically follow the same method as in 2016. Oral presentations will be scheduled at a Council Meeting, the Health Care Services Advisory Board will meet following the presentations and score the applications and then make a recommendation to the Council. The

Council directs Town Manager to work with the Health Care Services Advisory Board and Town Attorney to finalize the RFP. The work session is adjourned at 6:40 PM.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #6441 to Yellowstone Paving Solutions to crack seal the east/west streets in town for \$76,898.00. (Watt, Benike)
- 2) Motion carried to approve the claims, which total \$170,354.55. (Watt, Mathews)
- 3) Motion carried to approve the Consent Agenda, which includes the minutes of the October 19, 2021 Town Council Meeting and the October 26, 2021 Special Town Meeting. (Watt, Benike)
- 4) Motion carried to accept the recommendation from the Marketing and Promotions Fund Advisory Board to award \$23,912.00 to the West Yellowstone Ski Festival 2021. (Watt, Benike)
- 5) Motion carried Exposition and Special Event Permit for Mistletoe Magic Holiday Bazaar and waive the resort tax bond, vendor fees and rental of the Povah Community Center. (Watt, Benike)
- 6) Motion carried to authorize Town Manager Dan Walker to sign USFS Standard Form 299 to grant long-term access to cemetery plots in Fir Ridge Cemetery that cannot be access from the interior of the cemetery. (Schmier, Watt)
- 7) Motion carried to approve the Memorandum of Agreement between the Town of West Yellowstone and the West Yellowstone Police Protective Unit, Montana Federation of Public Employees. (Watt, Benike)
- 8) Motion carried to designate Town Manager Dan Walker as the lending representative for Madison Valley Bank. (Watt, Benike)

DISCUSSION

- 1) Town Manager Dan Walker explains that they are receiving funding from gas tax to pay for this project. He points out that they budgeted less than they should have for this project as they didn't understand the traffic control was a daily cost. They will amend the budget to account for this later in the year.
- 5) Mayor Johnson reports that the annual Mistletoe Magic Holiday Bazaar is scheduled for December 3-4, 2021. Diana Morris explains that the proceeds from the event will be donated to the Senior Center. They are asking the Council to waive the resort tax fee, vendor fees, and rental fee for the Povah Community Center.
- 6) Kevin Davis addresses the Town Council and explains that there are plots on the northeast side of the cemetery that cannot be accessed without crossing other graves or from US Forest Service land. He says that this form will grant the Town long-term access across the forest service land to access those graves when it is necessary.
- 7) Town Manager Dan Walker explains that there was tentative agreement for these provisions to be included in the current MFPE Contract with the Police Protective Unit that were not actually included in the language of the contract. The Memorandum of Agreement provides for \$1.00 per hour for Field Training Officer, School Resource Officer, Continuing Education Trainer. Mathews asks if they have job descriptions for these positions. Chief Richardson explains that they are developing criteria for these duties and officers will only receive the additional pay when active in those duties.

- 8) Finance Director Lanie Gospodarek explains that Madison Valley Bank has requested the Town designate the Town Manager, Dan Walker, as the lending representative. The existing line of credit at the bank was set up by the previous Town Manager and they have requested an update.
- A) **Town Manager Report/Department Reports:** Town Manager Dan Walker reports that they were able to submit a CDBG grant by the deadline last week, which required an extensive application and he thanks Gospodarek, Roos, and the staff at Forsgren Engineering for their efforts to get it done. Walker says that they are preparing for the work session with the Council later this month to discuss staffing needs. He says that they are reviewing the Welcome Letter for winter visitors that they put out annually in conjunction with the Chamber. He reports that he is meeting with County Administrator Jim Door in Bozeman on Thursday. He says he will meet with their new contact at Intrinisk Architecture next week and meeting with the county regarding ARPA funding for the wastewater treatment plant. Brad Schmier comments that he thinks they need to step up and do a better job providing parking for winter visitors. He says they need to be more signage so people know where to park.
- B) **Advisory Board Reports:** Council Member Brian Benike reports that the Parks & Recreation Advisory Board met last week. He says that Ken Davis was able to share a lot of history about the development of the parks in West Yellowstone that was helpful.

CORRESPONDENCE

Snow Removal and Storage Meeting, November 10, 2021 at 5 PM

The meeting is adjourned. (7:55 PM)

Mayor

ATTEST:

Town Clerk

Finance Operation Report – October 29 – November 12, 2021

- Provided MAP Fund Accounting Reports
- Monthly Balancing
- Year-end Closing: GASB 68 Worksheet
 - Taxes Reconciliation
 - Correcting errors found in the system
 - Capital Outlay
- Provided Quarterly budget reports to all departments
- Submitted current job descriptions for Finance Department
- Met with USDA RD (Donna Andregassi), Dave Noel and Camille Miller regarding possible eligibility for RD grant
- Met with Maggie Anderson about bonding needs of the Town for WWTP
- Reviewed Payroll
- Provided MAP Fund accounting to MAP Fund treasurer
- Reviewed finance items with Senior Center staff
- Met with Rob Pertzborn and Tyler Steinway of Intrinsic with Dan Walker
- Met with Jackie Haines and Dan
- Met with the Gallatin County Commission and HRDC members Tracy Menuetz and Heather, Others present were County Administrator Jim Doar, Finance Director Justine Swanson, Jackie Haines from NRMEDD and Cola, grant contact for the county.
- Covered the Finance Clerk duties (with the assistance of Liz Roos) during Peggy's two-week absence for vacation. Entered Claims, posted daily deposits, customer service and answering telephones, mail collection etc.
- Started dialogue with auditors for upcoming audit
- Still working with engineers on questions from CDBG and USDA RD
- Provided copies of most recent job description drafted by Dan Sabolsky and Lisa Johnson
- Worked with Kyle Tanner, Building Inspector on required annual report and project revenue review
- Discussed possibilities for communication process about newly assigned SFE's and timing for when new building projects should be connected to the water and sewer system for the purposes of billing.

Public Services Dept. Bi-weekly Report: October 29th thru November 11th 2021

Work performed

Equipment and vehicle updates/ scheduled PM's: Resolve transmission issues and replace belt on 2008 GMC. Prep both 08 Ford Escape and Expedition for trade in on new Sienna (strip decals, clean vehicles, check fluids and test brakes). Winterize tanker truck. Have crew practice running payloader and grader. Train new guys on operation of snow loaders. Install new battery on 2015 F-250. Grease all zerk fittings on equipment and check fluids, pre-trip inspections (practice for CDL testing). 2017 Ram still at Billion Dodge, was advised by service department on 11/03 that parts had arrived cracked and were being reordered. Get all dump trucks running and exercise vehicles. Test all plow equipment. Sharpen chainsaw blades, replace bars as needed. Reseat tire on 936 loader. Move town's stage into Parker's storage at Westgate Station. Finished up with tree removal & trimming at cemetery (Ken Davis advised us "that's exactly what needed to happen, nice job"). Spot sand intersections and shovel snow off sidewalks, plow parking lots. Daily trash route and litter collection, service refuse/ recycling receptacles throughout central business district and city parks (trash containers were all pulled for the season the first week of November). Haul cardboard and recycling from town buildings/ stations to Two Seasons recycling facility. All trash containers were brought back to PW shop to be pressure washed, sanitized, then hauled behind the museum for winter staging. Build new meter box behind museum and paint. Move ticketed vehicles to waste water lagoon for police department. Haul more equipment and scrap out to sewer lagoon. Tend to burn pile at lagoon and move debris. Adjust and lube door closers and hinge points in buildings throughout town. Installed x-mas snowflake decorations and rope lighting on poles throughout CBD, tightened existing brackets. Replace several burnt utility pole bulbs. Asphalt patch work throughout town as necessary. Respond to vandalism as needed. Finish building new shelving in basement at town hall and start organizing stock. Install new bulbs and begin touchup painting at town hall. Replace drop ceiling tile grid at Povah. Hang stuff up in office for town manager. Install new toilet chain for Community Clinic. Support needs of social services department. Move cabinet in basement for Police Department and haul down to station. Deliver supplies to Povah Center for special event. Cycled off Well #4 for the season on Oct. 30th. Cycle IP beds. Excavate and reset gate valve stacks on two hydrants: #48 & #68.

Administrative

Annual snow removal meeting: review of policies and procedures (Nov 10th). Evaluate 2022 budgetary needs and submit weekly invoices. Enter timesheets and approve payroll for crew. Meet with town manager, bi-weekly town council meeting, department head meeting, weekly WWTP design meetings. Respond to residential and business complaints, sewer backups, service valve requests, flag raising and lowering notifications. Meet with Nick Griffin at PJ's Plumbing to look over job on Canyon Street and work at visitor's center. Meet Glen and Ryan w/ T&T Plumbing to oversee meter work at 509 Campanula and service connection on Gallatin Ave. Coordinate with Forsgren Engineering and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Research blower alternatives for new WW treatment facility. Conduct weekly COVID samples (results

available on the Gallatin County Health Departments website). Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Line up flooring renovation with Yale Creek at town clinic for two exam rooms (mid-December). Reached out to vendors to collect waste oil at PW Shop, still waiting to hear back on schedule from Oil Worx out of Billings. Ordered new $\frac{3}{4}$ " meters through Northwest Pipe. Receive proposals back from DiJulio Displays and I-WorQ's (Public Works Software). Respond to information requests from Noesis Engineering regarding development at 19 Hayden. Respond to information request from Mike Allred on the development of his property at 522 Gibbon Ave. Facilitate service call request to EcoLabs for dishwasher at Povah center and set up service for kitchen deep cleaning. Receive service proposal back on water storage tank cleaning from Midco Diving. Attain County burn permit for brush pile at WW lagoon. Coordinate updated parts delivery with MySlik Inc. for planetary leak on older Stewart & Stevenson. Drug screen for PW crew on November 9th.

WEEKLY HIGHLIGHTS

NOVEMBER 8TH-12TH

- CALL 911, FRANK TRANSPORTED TO BIG SKY MEDICAL CENTER
- CONTACTED FRANK'S FAMILY
- FOOD BOXES (FOUR)
- UNEMPLOYMENT/ID.ME VERIFYING PROCESS (5 CLIENTS)
- SOCIAL SECURITY DISABILITY (1) CLIENT
- GAS VOUCHER (1)
- SNAP INTERVIEW FOR CLIENT
- 375 LB FOOD DONATION (LOCAL GROCERY STORE)
- STAFF MEETING
- MEETING WITH TOWN MANAGER
- VETERENS DAY HOLIDAY
- TWO FOOD BANK DONATIONS EQUALING \$450.00
- TWO SALVATION ARMY APPLICATION'S – CLIENTS NEEDING RENTAL ASSISTANCE DUE TO MEDICAL SITUATIONS
- DIAPERS FOR FOUR FAMILIES
- RECEIVED LOGO TOTES FOR THANKSGIVING FROM GRANT MONEY
- VETERENS INSURANCE ASSISTANCE FOR HEARING AIDS AND ASSISTED LIVING POSSIBILITIES
- ASSISTED STRANDED FAMILY FROM PERU THAT WERE IN A CAR RENTAL ACCIDENT. NEEDING TRANSPORTATION TO JACKSON HOLE WYO. AIRPORT FOR FLIGHT HOME TO PERU.



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



Marketing and Promotion (MAP) Fund APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: _____

Event or Project Contact Person: _____

Address: _____

Phone: _____ Email: _____

Application Submission Date: _____

EVENT OR PROJECT INFORMATION

Event or Project Name: _____

Location of Event or Project: _____

Date(s) of Event or Project: _____

Estimated Total Event or Project Cost: _____

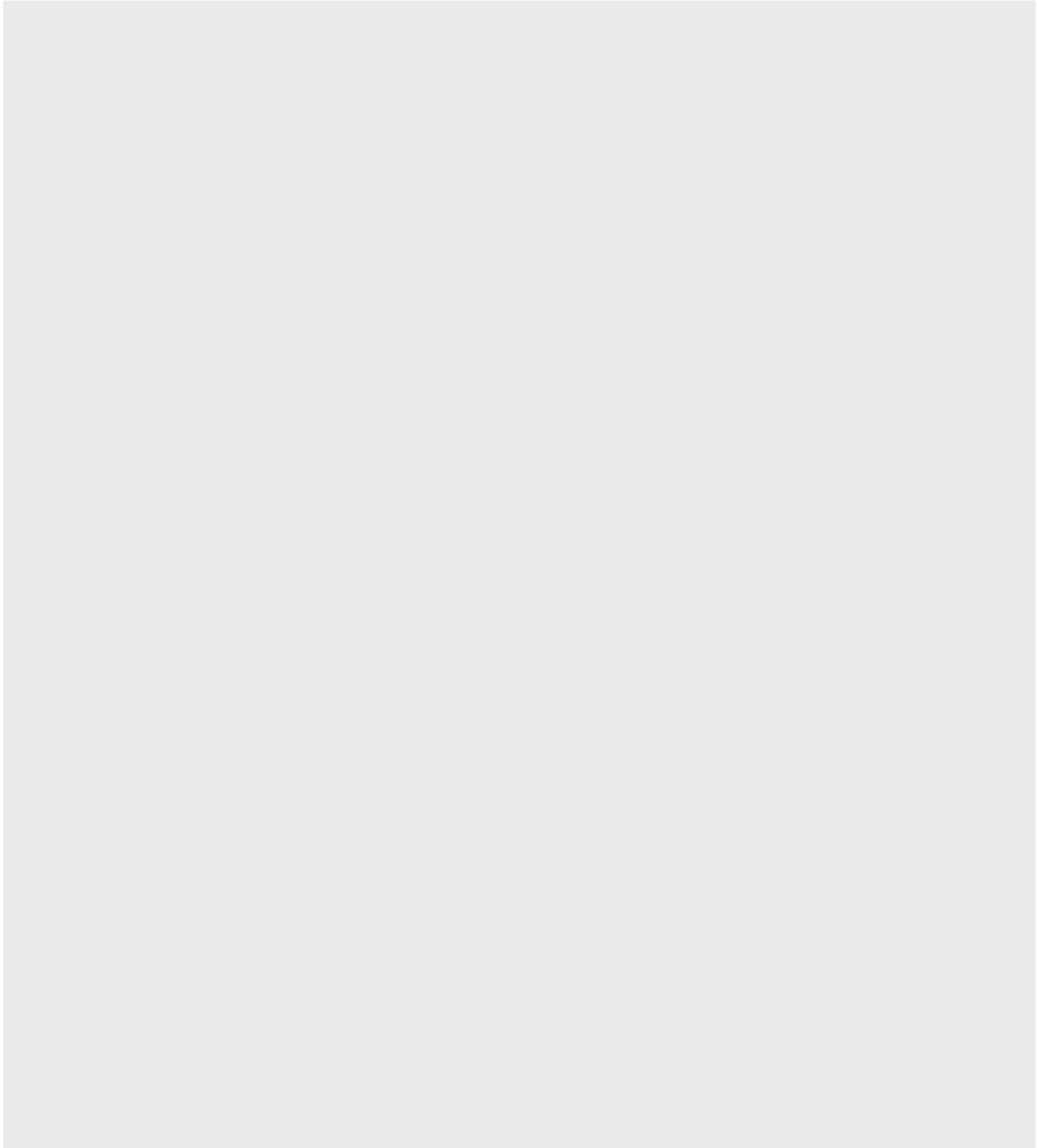
MAP Fund Amount Requested: _____

SECTION 1 · PROPOSED EVENT OR PROJECT SUMMARY

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

SECTION 2 • PROPOSED TIMELINE

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



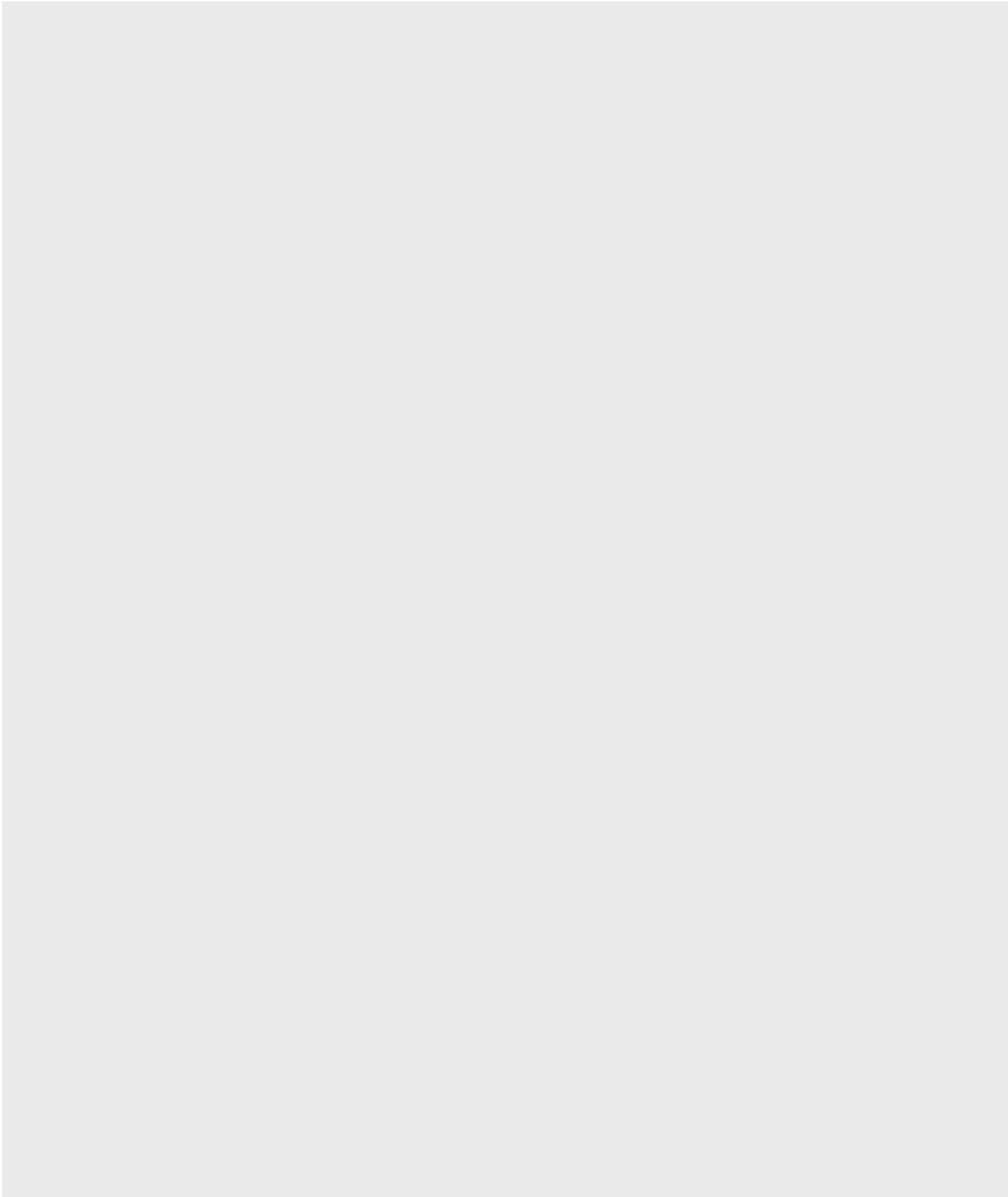
SECTION 3 • PUBLICITY, PROMOTION, MARKETING

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

SECTION 4 • PROPOSED BUDGET

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

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



SECTION 5 · APPLICATION REVIEW CRITERIA

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

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

SECTION 5 - APPLICATION REVIEW CRITERIA

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

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

4 Can your event or project proceed without MAP funds?

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

SECTION 6 · APPLICATION SUPPORTING DOCUMENTATION

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

Certification

Applicant Individual or Organization: _____

Event or Project Contact Person: _____

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

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

Signature _____ Name (printed) _____

Title _____ Date _____

FOR OFFICE USE ONLY

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

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

Application not approved by MAPFAB Date _____

Reason:



THE TOWN OF

WEST YELLOWSTONE

Marketing and Promotion Fund Advisory Board (MAPFAB)

RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: W. Yell./Hebgen Lake Ice Fishing Tournament Committee

Event or Project Name: W. Yell./Hebgen Lake Ice Fishing and NAIFC Tournament

Date Submitted: 10.22.21

Date Approved by MAPFAB: 11.11.21

Requested Funding Amount: \$7,000

Approved Funding Amount: \$7,000

Comments:

All criteria have been met to recommend that funding be approved

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



Marketing and Promotion (MAP) Fund APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: West Yellowstone/Hebgen Lake Ice Fishing Tournament Committee

Event or Project Contact Person: Wendy Swenson & Garret Ostler

Address: c/o West Yellowstone Chamber - PO Box 458, West Yellowstone, MT 59758

Phone: 406-570-2417 (Wendy) / 80 Email: wswenson01@gmail.com

Application Submission Date: 10/22/2021

EVENT OR PROJECT INFORMATION

Event or Project Name: West Yellowstone/Hebgen Lake Ice Fishing and NAIFC Tournament

Location of Event or Project: Primary - Kirkwood Marina/Hebgen Lake and Holiday Inn

Date(s) of Event or Project: January 7-9, 2022

Estimated Total Event or Project Cost: \$28,400

MAP Fund Amount Requested: \$7,000

SECTION 1 · PROPOSED EVENT OR PROJECT SUMMARY

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

The purpose of this project is to hold the 10th annual Ice Fishing Tournament to continue to build this regional/national event. We again will engage the NAIFC to market/promote and administer the national tournament, seminars/workshops and kid's camp using its established procedures ensuring visibility and credibility to this national competitive event. The vision is for West Yellowstone to hold an annual ice fishing festival year after year that will bring established ice anglers to town AND provide activities that will introduce more people to the sport, developing an additional market for West Yellowstone. In all materials distributed through shows, radio talk show interviews, the NAIFC TV episodes, news releases and interviews, we promote West Yellowstone as a base camp for all types of activities throughout the winter months, in addition to ice fishing.

In 2020, we were one of the few winter events held, not only locally, but in the county due to the pandemic restrictions. We worked with the County Health Dept. to hold a safe event. We were proud to have over 50 teams take the ice in participation and had much positive feedback with gratitude for having the event and the precautions taken.

There is a new director for the NAIFC and he is excited to continue to come to West Yellowstone. He refers to our event as the cornerstone and one that others aspire to. Even with the majority of other events in the Midwest, our tournament has the most participants aside from the National Championship.

- Rebuild the number of registered teams 60-80 teams with 75% from out of town
- Maintain the number of participants in the Kids Ice Camp, maintaining the percentage from out of town (70%+).
- Maintain the number of tournament sponsors that use materials and channels provided by the Tournament project to market their properties directly to potential visitors. There is clear evidence that this increases the number of visitors and the revenue any single property realizes from the event.
- Continue to partner with the Kids'N'Snow program through cross-promotion on our tournament website, in editorial, promotional, and publicity efforts, and by sharing ad placement and creative costs where applicable.
- Partner with other tourism marketing organizations and related businesses to increase the amount of media coverage and publicity that we can bring to West Yellowstone. Maintain or increase the excellent print, radio, on-line, and television coverage we have received in past and expand editorial features from outdoor writers and publications.
- Maintain local business support .
- Maintain corporate sponsorships.

SECTION 2 • PROPOSED TIMELINE

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

The 2022 event will take place on January 7-9th, the weekend prior to the Martin Luther King Day 3-day weekend. The Friday and Saturday evening sessions and the Sunday Weigh-in and Awards are held in West Yellowstone, encouraging overnight stays and meals in town.

The tournament will be the same as in past years, administered by the NAIFC according to its established procedures. The seminars/workshops and demonstrations will be a joint effort by the NAIFC, as it has done in previous years, and other major sponsors that will demonstrate their products and provide additional fun activities for participants, including families.

A preliminary schedule of events for the weekend:

November/December

Event logistics

Sponsorships

Advertising

Friday, January 10

5-9 pm Social Hour, Meals and Shopping at Various Businesses in Downtown West Yellowstone, or Bingo at the Holiday Inn

Saturday, January 11

All Day: Pre-fishing, Kirkwood Marina, Hebgen Lake

10 am-2 pm NAIFC Kids Camp (Holiday Inn & Hebgen Lake)

Meals and Shopping at Various Businesses in Downtown West Yellowstone

5-7 pm Team Dinner & Networking with Product Reps, Holiday Inn Conference Center

7-8 pm NAIFC Team Rules Meeting, Holiday Inn Conference Center

8-9:30 pm Calcutta, Holiday Inn Conference Center

Sunday, January 12

7am-1:05 pm NAIFC Tournament, Kirkwood Marina, Hebgen Lake

2:30 pm NAIFC Weigh-in and Awards, Holiday Inn Conference Center, West Yellowstone

SECTION 3 • PUBLICITY, PROMOTION, MARKETING

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

We have realized great success from our various online advertising and participation in ice fishing blogs, which will be continued. Also, we are continuing to work closely with NAIFC on national and Midwest advertising. In addition, “personality-based” promotion on radio and in-person will be leveraged again this year to generate publicity.

A marketing plan for this year includes both national NAIFC components and our own efforts.

SECTION 4 • PROPOSED BUDGET

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

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

SECTION 4 · PROPOSED BUDGET

The event will be funded by a combination of business sponsors, marketing and promotions grants, as well as additional fund-raising. (Please see budget attached)

The West Yellowstone Chamber will continue as the fiscal sponsor for this event handling the management of our funds.

The CVB has committed up to \$2000 for advertising (under in-kind in budget).

We are asking MAP to participate in funding \$7,000 for the following marketing components:

- Working with NAIFC on regional and national news releases and collateral materials targeted to ice fishing enthusiasts including furnishing content, images, and costs to produce and distribute, fishing and recreation shows in the Midwest. (\$2500)
- Regional advertising and promotion in conjunction with the other marketing funds. Banner ads and links on specific ice fishing/winter fishing informational websites, ice fishing equipment sponsors, ice fishing/winter fishing forums/ blogs including: iceshanty.com (national focus), ice-fishing-central.com (Midwest focus), www.bigfishtackle.com (MT, ID, UT focus), icefishing247.com (national focus), Icemen.com (national), icefishingchat.com (regional), Bismanonline (ND & SD focus). Targeted Facebook advertising campaigns to specific activity likes in the following states: UT, ID, WY, MT, ND, SD, OR, WA, MN, WI, IA, MI (\$1500)
- Website updates (included in Advertising - \$500)
- Print including posters, signage, and flyers for distribution. (\$500)
- Partial admin costs including porta potties (\$250), equipment rental/fuel (\$250), location fees for team meeting and weigh-in (\$500)
- Prizes (up to \$1000)

SECTION 5 • APPLICATION REVIEW CRITERIA

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

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

This event is establishing West Yellowstone as an exciting, prime location for winter fishing in the western United States building on its other diverse winter offerings for individuals and families. The timing—early winter—fills a void of other winter activities or events, bringing in ice fishing competitors, their families and friends as well as people interested in learning more about the sport at a time when West Yellowstone needs it. In addition, NAIFC studies show that many tournament participants visit the location 1-3 times in a year, besides the tournament weekend, to scout the lake. The best fishing seasons for Hebgen Lake are shoulder season months, when West Yellowstone also has a need to expand business.

In addition, the operators of entertainment/activity services are able to promote and generate business from this new source of visitors. Besides fishing, socializing topped the list of other activities while they were here with snowmobiling/snowcoach coming in second followed by a variety of local activities (skiing, hiking, Kids'N'Snow, shopping, movies and GWDC). This additional economic activity during this slower time of year helps not only the business operators but also the employees who depend on regular work from these employers.

Ice Fishing continues as a growing segment of the outdoor sports market thereby offering West Yellowstone a broad and growing competitor base to draw from and an even larger market segment to promote into. New teams with minimal equipment are competitive from the get-go. That ease of entry into tournament fishing is just one of the reasons NAIFC Qualifiers remain approachable for newcomers and have such wide appeal.

Tournaments like this around the country have been recorded to bring in \$30,000+ of revenue during the week surrounding the event.

Lodging

In 2021, approximately 75% of the teams and staff were not “local” and needed overnight accommodations. Our tracking shows competitors’ length of stay varies from 1-5 nights, with an average stay of 2 nights. The event had over 50 registered teams. They stayed at 5 different lodging properties and ate at at least 8 different restaurants.

In 2021, under covid restrictions, over 20 children and their families participated in the Kids Camp.

SECTION 5 · APPLICATION REVIEW CRITERIA

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

We plan to use a number of metrics for evaluating the NAIFC project and continuing improvements:

- We can use monthly resort tax and TBID collections in a year-over-year comparison.
- We have access to registration information and we conduct a survey of teams to record where they stay, how long and where they eat.
- We have an email address which will be used in all marketing efforts. This will allow us to track the number and type of requests.
- We use analytics from the www.westyellowstonemticefishing.com website to track the number of visitors.
- We will also track resulting articles and media coverage, and any direct inquiries from publicity efforts.

The following general objectives are incorporated into the Destination Yellowstone (West Yellowstone Chamber/CVB) Annual Marketing Plan and carry through to all of our marketing projects:

- 3% increase in West Yellowstone Resort Tax Collections over the previous fiscal year.
- 1% increase Lodging Facilities Use Tax Collections (bed tax).
- 10% increase over the previous fiscal year for online campaign landing page as entry point.
- 8% increase in social media followers over the previous fiscal year.

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

The event received \$3,750 from MAP in 2012 and 2013, \$3,250 in 2014; \$3,500 in 2015 and 2017; \$5,000 in 2018; \$7,500 in 2019; and \$5,000 in 2020.

All vendors and expenses have been paid and reports are on file.

- 4** Can your event or project proceed without MAP funds?

Not without other donors surfacing that covers expenses for the event. However, as those corporations are considering their participation and support for this event, they look to the commitment of the local community. Continued support from the Businesses of West Yellowstone persuades these national and regional companies that this is a good community to work with as they decide how to build their presence in the Rocky Mountain West. In addition, we

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

We will include the "Businesses of West Yellowstone" support and logo on all event signage, website, advertising, promotional, and publicity efforts.

SECTION 6 · APPLICATION SUPPORTING DOCUMENTATION

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

See attached 2020 Final report.

Certification

Applicant Individual or Organization: West Yellowstone/Hebgen Lake Ice Fishing Tournament Committee

Event or Project Contact Person: Wendy Swenson & Garret Ostler

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

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

Signature Wendy Swenson

Name (printed) Wendy Swenson

Title Marketing/Coordinator

Date 10/22/21

FOR OFFICE USE ONLY

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

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

Application not approved by MAPFAB Date _____

Reason:

**WY/Hebgen Lake Ice Fishing Tournament
2022 Preliminary Budget**

Income			2022 Budget
Rollover Funds from 2021			\$3,956
Community Fund Grants (MAP)			\$7,000
Corporate Sponsorships			\$2,000
Business Sponsorships (local)			\$2,000
Net Calcutta			\$1,000
In-Kind Donations & Time			\$13,250
Total			\$29,206

Expenses			
NAIFC Fee (includes some marketing)			\$5,000
Advertising/Promotion/Publicity			\$5,000
Fishing Signage & Site Prep			\$1,700
Snow Removal, Trash & Potties			\$3,500 *
Rooms for NAIFC			\$1,200 *
Sat. Night Meeting - Room/Meals			\$1,500
Prizes/Added Purse Money			\$2,000 *
Committee Volunteer Time			\$5,000 *
Volunteers for Event			\$2,000 *
Fuel & Equipment for Event			\$1,500 *
Insurance-NAIFC provided			*
Total			\$28,400

* Partial costs covered by in-kind donations/volunteers

THE TOWN OF



WEST YELLOWSTONE

Marketing and Promotion Fund Advisory Board (MAPFAB)

RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: Yellowstone Rendezvous Race

Event or Project Name: Yellowstone Rendezvous Race

Date Submitted: 10.22.21

Date Approved by MAPFAB: 11.11.21

Requested Funding Amount: \$11,450

Approved Funding Amount: \$11,450

Comments:

All criteria have been met to recommend that funding be approved

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



Marketing and Promotion (MAP) Fund APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: Yellowstone Rendezvous Race

Event or Project Contact Person: Julie Wieseler

Address: PO Box 956

Phone: 406.539.6021 Email: wysefgrants@gmail.com

Application Submission Date: October 22, 2021

EVENT OR PROJECT INFORMATION

Event or Project Name: Yellowstone Rendezvous Race

Location of Event or Project: Rendezvous Ski Trails

Date(s) of Event or Project: March 5, 2022

Estimated Total Event or Project Cost: \$45,500

MAP Fund Amount Requested: \$11,450

SECTION 1 · PROPOSED EVENT OR PROJECT SUMMARY

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

We are requesting funding to support the Yellowstone Rendezvous Race held each year at the beginning of March. This event generally marks the end of the West Yellowstone and regional Nordic ski season, and is appropriate for all skiers regardless of age or ability. That is, the races offered include 2k races for young children, 5k for older children, and 10k, 25k, and 50k for older/more advanced skiers. Of note, the 50k Yellowstone Rendezvous Race is part of the American Ski Marathon series, adding to the value of the race for some skiers. The Rendezvous Race atmosphere is festive and fun and draws in skiers, their families, and their friends from around the country, and internationally.

Typically the event brings in 500-700 skiers and a couple hundred support staff, spectators, and family members. While the races are held on Saturday, most non-resident visitors arrive the day before (determined by typically 80% of the race packets being picked up Friday evening) and don't leave until the day after the races (evidenced by the well attended awards ceremony held the evening following the race). Additionally most of these people stay and ski on Sunday before leaving West Yellowstone.

The Yellowstone Rendezvous Race is seeking funding from the MAP board to cover advertising opportunities and race preparation grooming (listed as an eligible administrative cost).

SECTION 2 · PROPOSED TIMELINE

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

Preparation timeline:

- Ongoing - advertisement (print and social media)
- Grooming preparation specific to race day begins approximately 14 days out

Proposed event schedule:

Friday, March 4

- 6:00-9:00 PM Packet Bib Pickup at Povah Community Center

Saturday, March 5

- 7:15 - 8:15 AM Packet Bib Pickup at Povah Community Center
- 8:45 - 9:25 AM Race Starts:
 - 8:45 AM 25k Classic
 - 9:00 AM Elite 25k & 50K
 - 9:02 - 9:10 25k & 50k, Classic & Skate, Waves 1-3
 - 9:15 10k Classic & Skate
 - 9:20 5k Children's Classic
 - 9:25 2k Children's Classic
- 6:30 - 9:00 PM Awards Ceremony/ Dessert Buffet

SECTION 3 · PUBLICITY, PROMOTION, MARKETING

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

The Yellowstone Rendezvous Race is marketed through multiple outlets including printed material, digital advertisements, and social media (Facebook and Instagram). The Race is promoted through regional ski associations and national publications as well as online including Boulder Mountain Tour Program, Birkie Program, Fasterski.com, and skinnyski.com among others. And yes, West Yellowstone, MT, is clearly identified as the race location and the place to be on the first weekend of March.

SECTION 4 · PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
- A Budget Template can be downloaded [here](#) or requested by email or in person from the Board member contact and adapted for your event or project. Use of this fill in the blank Template isn't required, but is provided as a convenience for applicants who want to use it.
- Your budget should include projected income from all sources, including income from requested/applied for grants, awards, donations, contributions and sponsorships.
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- All budget expenses must be subsequently supported with invoices, bills, receipts, etc.
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- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.
- Even though we ask you to submit a detailed line item budget, you can request disbursement or reimbursement in any amount for any approved expense, as long as the amounts requested aren't more than the approved amount of total funding.

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

Income				
	Sponsor Income		\$4,000.00	
	Retail Income		\$500.00	
	Race Registrations		\$30,500.00	
		TOTAL	\$35,000.00	
Expenses				
	Event operations			
		Race Expenses	\$16,000.00	(e.g., bibs, skier swag, feed stations, volunteer expenses, medals, prize money, etc.)
		Timing	\$2,750.00	
		Grooming	\$6,700.00	
		USFS	\$950.00	
	Marketing & Promotion	Advertising	\$2,500.00	
	Payroll		\$6,500.00	(e.g., Director, Chiefs of comp, course, volunteers, etc.)
	General operating expenses	Miscellaneous	\$10,000.00	(e.g., insurance, laminated signs, porta potties, credit card processing fees, payroll, accounting, postage, etc.)
		Utilities (March)	\$100.00	
		TOTAL	\$45,500.00	
Proposed MAP Budget Request				
	Marketing & Promotion			
		Advertising	\$2,500.00	
	Event operations			
		Grooming	\$6,700.00	
		Insurance	\$1,250.00	
		Porta potties	\$1,000.00	
		TOTAL	\$11,450.00	

Preliminary Ski Event Marketing Budget 2021/22				
Publication/Website	CVB Lodging Tax Funds	Ski Private Funds	YSF - MAP	RR-MAP
	\$3,000	\$3,000	\$2,500	\$2,500
Cross Country Skier				
- Oct issue - 1/2 pg YSF/RR/Calendar				
- Online Ads	\$600.00			
TUNA				
- Oct/Nov issue-YSF			\$125.00	
- Dec - general				\$125.00
- Jan - RR				\$125.00
- Feb - RR				\$125.00
SkiInnyski.com				
- Front page sticker ad YSF	\$250	\$250.00	\$500.00	\$500
Fasterski.com				
- Right Column Ad (200 x 50 pi)	\$500	\$450.00	\$100.00	85
- Article Banner (468 x 60 pi)				
Obvious Ads				
- 3 months (YSF)		\$300.00		
xcskiworld.com				
- web button		\$0.00		
skipost.com				
- web button		\$1,000.00		
Social Media - Facebook, Instagram, Twitter				
	\$200.00		\$250.00	\$250.00
Birkie Program (MN - national) - Early Deadline				
1/3 pg - Annual			\$287.50	\$287.50
Boulder Mtn Tour Program (Sun Valley - national)				
print ad - 1/2 pg			\$375.00	\$375.00
CCSAA				
directory cover/web banner		\$900.00		
Other/New Digital Markets				
online banner ads	\$1,000.00		\$500.00	\$500.00
Creative	\$300.00		\$350.00	\$250.00
	\$2,850.00	\$2,900.00	\$2,487.50	\$2,497.50

SECTION 5 • APPLICATION REVIEW CRITERIA

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

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

The Yellowstone Rendezvous Race is known to be a key event impacting West Yellowstone's winter economy. Racers and spectators come to West Yellowstone for the race, and West Yellowstone's amenities during the days leading up to and following the race. Thus leading to non-resident expenditures on lodging, food, gear, gifts, and fuel. The people that visit often take advantage of being close to the park, and ski in or take a snow-coach tour. We also work with Chamber and Kids N Snow to provide activities for people to do and see throughout the event weekend.

SECTION 5 · APPLICATION REVIEW CRITERIA

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

We measure the success of the Yellowstone Rendezvous Race through the number of registrants for the race, trail pass sales, advertising reports, social media analytics, and overall feedback from participants, event workers, volunteers, and our sponsors. We also compare year to year the resort tax and TBID collections for March to measure the success of the race. This information allows us to better prepare for future Yellowstone Rendezvous Races.

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

The Yellowstone Rendezvous Race has been awarded MAP grants previously. All of our vendors and expenses have been paid to date.

- 4** Can your event or project proceed without MAP funds?

The Yellowstone Rendezvous Race would be able to proceed without MAP funds with adjustments and cuts made, likely leading to decreased attendance and the corresponding economic consequences.

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

The appropriate wording ("Supported by West Yellowstone Businesses") and image will gladly be printed on all event signage, advertising, promotional, and publicity efforts.

SECTION 6 • APPLICATION SUPPORTING DOCUMENTATION

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

All Yellowstone Rendezvous Race information will be posted online at <http://www.skirunbikemt.com/rendezvous-race2.html>.

We did not request MAP funding last year (due to COVID), and I do not have access to the 2019 Outcome Report. That being said, I know the Yellowstone Rendezvous Race has received funds in the past, and I know we are paid up with all vendors and expenses.



Certification

Applicant Individual or Organization: Yellowstone Rendezvous Race

Event or Project Contact Person: Julie Wieseler

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

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

Signature _____

Name (printed) Julie L Wieseler

Title Grant Administrator

Date 25 Oct 2021

FOR OFFICE USE ONLY

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

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

Application not approved by MAPFAB Date _____

Reason:

Certification

Applicant Individual or Organization: Yellowstone Rendezvous Race

Event or Project Contact Person: Julie Wieseler

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

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

Signature *Julie Wieseler*

Name (printed) Julie L Wieseler

Title Grant Administrator

Date 25 Oct 2021

FOR OFFICE USE ONLY

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

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

Application not approved by MAPFAB Date _____

Reason:

LINE OF CREDIT REVIEW

Total Line of Credit:		\$2,500,000.00
Interest Paid/Due to-date	\$12,681.70	
Est. interest outlay between Dec. 2021 and Sept. 2023	\$78,600.00	
Current Line of Credit Balance (draws)		1377809.47*
Engineering Contract : 2,551,072 +300,000		\$2,726,572.00
Cash Available in Additional 1% fund (10/31/21)		\$2,609,639.18

Option 1		
Total Line of Credit (LOC)	2,500,000	
Estimated loan balance to pay off	(1,377,809.47)	
Available LOC left for interim financing	1,122,190.53	

Option 2		
Total Line of Credit (LOC)	2,500,000.00	
Estimated loan balance to pay off	(1,377,809.47)	
Make a revolving LOC	1,377,809.47	
Available LOC left for interim financing	2,500,000.00	

Option 3		
Estimated loan balance to pay off	1,377,809.47	
terminate the LOC - Avail. LOC for interim financing	0	

Grant Sources not available until August 2023		
MT Coal Endowment Program (MCEP)	750,000	
Renewable Resource Grant & Loan (RRGL)	125,000	
	875,000	

*Amount (approx.) we would be paying off

CANVASS OF VOTES CAST

West Yellowstone Municipal General Election November 2, 2021

Total Active and Late Registered voters within district: 612

<i>Ballots:</i>	<i>Issued</i>	<i>Returned</i>	<i>Rejected</i>	<i>Accepted</i>
	<u>612</u>	<u>324</u>	<u>4</u>	<u>320</u>
				<u>319</u>
				<u>1</u>

Total Ballots Scanned 319
Difference between Ballots to be Accepted and Scanned 1

FOR TOWN COUNCIL MEMBER VOTE FOR THREE

<u>183</u>	BRIAN BENIKE
<u>216</u>	LISA GRIFFITH
<u>175</u>	JERRY JOHNSON
<u>185</u>	JEFF MCBIRNIE

STATE OF MONTANA)
)ss
County of Gallatin)

We, the undersigned members of the Board of Directors, as Canvassers, do hereby certify that this is a full, true, and complete Canvass of Votes cast in Gallatin County for the above mentioned election.

Erin Cox

STL

BOARD OF CANVASSERS

Paul B...

In Witness whereof, I have hereunto set my hand and Official Seal this 10th day of November 2021.

Eric Semerad

Eric Semerad, Election Administrator

