

Town of West Yellowstone

Tuesday, October 19, 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

6:00 PM

West Development, LLC v. Town of West Yellowstone Litigation Update

(Note: the Council may move into executive session at this time to discuss the litigation, as the subject of this topic involves discussion of legal strategy and open discussion would have a detrimental effect on the litigating position of the Town. See Montana Code Ann. § 2-3-203(4)(a).

TOWN COUNCIL MEETING

7:00 PM

Comment Period

- **Public Comment**
- **Council Comments**

Securities Report

Purchase Orders

Claims ∞

Business License Applications **BZ Plowing and Snow Removal** ∞

Consent Agenda: **Minutes of October 5, 2021 Town Council Meeting** ∞

Town Manager & Staff Reports ∞

Advisory Board Reports

NEW BUSINESS

Marketing and Promotions Fund Award Recommendations

Discussion/Action ∞

- Dog Sled Races of West Yellowstone, \$3885.00

Resolution No. 764, Business Improvement District

Discussion/Action ∞

Advisory Board Appointments

Discussion/Action ∞

- Business Improvement District
- Parks & Recreation Advisory Board

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
Claim Approval List
For the Accounting Period: 10/21

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Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/		Document \$/	Disc \$					Cash
	Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
48405		1273 Montana Security and	61.50						
	68410	09/30/21 monitoring UPDL	61.50		UPDL	1000	411252	357 101000	
48409		2853 Two Seasons Recycling	850.00						
	2021904	09/30/21 monthly recycling Oct 2021	850.00		PARKS	1000	460430	534 101000	
48410		266 Utilities Underground Location	43.96						
	1095367	09/30/21 excavation notifications	43.96*		WATER	5210	430500	357 101000	
48411		2421 NAPA Auto Parts	537.48						
	09/30/21	Napa Supplies-Repairs	120.44		STREET	1000	430200	361 101000	
	09/30/21	Napa Supplies	75.76		STREET	1000	430200	220 101000	
	09/30/21	Napa Supplies Parks	104.31		PARKS	1000	460430	220 101000	
	09/17/21	NAPA supplies - Hydraulic Filt	236.97		SEWER	5310	430630	941 101000	
48412		2813 Century Link	62.00						
	09/28/21	DSL Pub Serv Office 646-7949	62.00		ROAD	1000	430200	345 101000	
48413		2558 Hebgen Basin Fire District	55,040.00						
	10/01/21	October 2021	47,580.00		FIRE	1000	420400	357 101000	
	10/01/21	employee grant October 2021	7,460.00		FIRE	1000	420471	140 101000	
48415		2575 WY Tourism Business Improvement	48,278.16						
	09/30/21	Collections in September 2021	48,278.16		TBID	7202	411800	540 101000	
48416		2789 WEX Bank	3,293.01						
	10/01/21	06 Dodge Durango 6-1374	92.67		PUBSER	1000	430200	231 101000	
	10/01/21	17 Dodge Ram #2	647.06		POLICE	1000	420100	231 101000	
	10/01/21	10 Ford Expedition 6-000046	41.66		SOCSE	1000	450135	231 101000	
	10/01/21	91 Ford 6-582	396.66		STREET	1000	430200	231 101000	
	10/01/21	15 Sweeper	95.88		STREET	1000	430200	231 101000	
	10/01/21	2010 JD 772 Grader	236.41		POLICE	1000	420100	231 101000	
	10/01/21	08 Ford Pickup 6-1450	112.76		STREET	1000	430200	231 101000	
	10/01/21	08 GMC Pickup 6-1484	83.68		STREET	1000	430200	231 101000	
	10/01/21	08 CAT 938H Loader	99.93		STREET	1000	430200	231 101000	
	10/01/21	08 904B MiniLoader	201.04		STREET	1000	430200	231 101000	
	10/01/21	08 Ford Escape (multi-use)	124.46		DISPAT	1000	420160	370 101000	
	10/01/21	14 Police Interceptor	25.71		POLICE	1000	420100	231 101000	
	10/01/21	15 Ford F-250	177.66		STREET	1000	430200	231 101000	
	10/01/21	18 2018 Dodge Ram-PW	180.90		STREET	1000	430200	231 101000	
	10/01/21	18 Dodge Ram-Police	320.48		POLICE	1000	420100	231 101000	
	10/01/21	19 Dodge Durango	223.50		POLICE	1000	420100	231 101000	
	10/01/21	2020 Dodge Ram (silver)	232.55		POLICE	1000	420100	231 101000	

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48417		2845 Kasting, Kauffman & Mersen, PC	6,182.75					
	10/07/21	legal services 9/1--30/21	5,975.00		LEGAL	1000 411100	352	101000
	10/07/21	postage/copies	4.65		LEGAL	1000 411100	870	101000
	10/07/21	travel	203.10		LEGAL	1000 411100	373	101000
48421		2952 DIS Technologies	756.14					
	8315 10/05/21	Monthly Managed IT	756.14		IT	1000 410580	355	101000
48422	E	2673 First Bankcard	93.64					
	09/08/21	Help Fund travel voucher	55.25		HELP	7010 450135	370	101000
	09/13/21	Walmart - food bank supplies	38.39		HELP	7010 450135	220	101000
48423	E	2964 CITI CARDS	3,376.13					
	09/07/21	Wild West Pizzeria	74.12		LEGIS	1000 410100	220	101000
	09/09/21	Amazon - Coupler ethernet Soc	12.98		SOCSE	1000 450135	216	101000
	09/10/21	Bozeman DailyChrSubDigitalform	202.80		LIBRY	2220 460100	215	101000
	09/15/21	Amazon - Books	10.99		LIBRY	2220 460100	215	101000
	09/15/21	Amazon - Books	17.39		LIBRY	2220 460100	215	101000
	09/15/21	Amazon - Books	112.12		LIBRY	2220 460100	215	101000
	09/15/21	HI Missoula-Walker Conference	488.76		ADMIN	1000 410210	370	101000
	09/20/21	Amazon - Flag Football kit Rec	53.82		RECREA	1000 460440	220	101000
	09/20/21	Amazon - Books	141.59		LIBRY	2220 460100	215	101000
	09/23/21	Amazon - USB Charge Cable/char	32.79		ADMIN	1000 410210	220	101000
	09/25/21	Amazon - Books	158.90		LIBRY	2220 460100	215	101000
	09/25/21	Amazon - Supplies	26.87		LIBRY	2220 460100	220	101000
	09/27/21	Amazon - Books	13.59		LIBRY	2220 460100	215	101000
	09/29/21	Amazon Help fund- MFBN Grant	21.49		HELP	7010 450135	212	101000
	09/29/21	Amazon Help fund- MFBN Grant	38.94		HELP	7010 450135	220	101000
	09/30/21	Amazon Helpfind bags- MFBNGrant	189.99		HELP	7010 450135	220	101000
	09/30/21	Delta Hotels Helena Jent Confe	339.72		COURT	1000 410360	370	101000
	10/01/21	Amazon - supplies	24.49		LIBRY	2220 460100	220	101000
	10/01/21	MT League Conference	204.67		ADMIN	1000 410210	370	101000
	10/01/21	MT League Conference	204.67		LEGIS	1000 410100	370	101000
	10/01/21	Amazon - Books	80.82		LIBRY	2220 460100	215	101000
	10/01/21	Amazon - Soc Serv supplies	83.60		SOCSE	1000 450135	220	101000
	10/03/21	Amazon - library supplies	10.19		LIBRY	2220 460100	220	101000
	10/04/21	Amazon-Speakers Libry	49.99		LIBRY	2220 460100	220	101000
	10/04/21	Amazon-SocServ Supplies calend	25.87		SOCSE	1000 450135	220	101000
	10/04/21	Amazon-Street iPhone case	28.97		STREET	1000 430200	220	101000
	10/04/21	Ressler - downpymnt on Van	1,000.00		ADMIN	4000 410210	944	101000
	10/05/21	American Planning Membership	616.00		ADMIN	1000 410210	370	101000
	09/15/21	Apple.com iPhone returns	-890.00*		LEGIS	1000 410100	212	101000

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48424		2546 Century Link QCC	18.09							
	243403406	09/24/21 long dist chg 406-646-7600	18.09		DISPAT	2850	420750	345		101000
48427		2822 ClearBlu Business Services	5,430.00							
	1317	10/10/21 Town Hall	1,000.00		TWNHLL	1000	411250	357		101000
	1317	10/10/21 Library	400.00		LIBES	1000	411259	357		101000
	1317	10/10/21 Trailhead Bldng.	260.00		TRLHED	1000	411256	350		101000
	1317	10/10/21 Povah	850.00		POVAH	1000	411255	350		101000
	1317	10/10/21 Dispatch Bldng	585.00		DISPTC	1000	411258	398		101000
	1317	10/10/21 Chamber Bldng.	1,400.00		CHAMB	1000	411257	357		101000
	1317	10/10/21 Park Bathrooms	800.00		PARKS	1000	411253	357		101000
	1310	10/07/21 Grease Trap Pump out	135.00		POVAH	1000	411255	350		101000
48428		2952 DIS Technologies	695.00							
	8356	10/05/21 Monthly managed IT services911	695.00		911	1000	420160	398		101000
48429		2852 Blackfoot Communications	2,140.78							
	10/15/21	646-5106, fax soc svc	40.53		SOCSSRV	1000	450135	345		101000
	10/15/21	646-5119, police station Dispa	40.53		DISPCH	2850	420750	345		101000
	10/15/21	646-5141, sewer plant alarm	40.53		SEWER	5310	430600	345		101000
	10/15/21	646-5185, town hall alarm	40.53		TWNHAL	1000	411250	345		101000
	10/15/21	646-7311, social services	21.43		SOCSSRV	1000	450135	345		101000
	10/15/21	646-7481, povah elevator	58.16		POVAH	1000	411255	345		101000
	10/15/21	646-7511, town hall fax	40.53		TWNHAL	1000	411250	345		101000
	10/15/21	646-7609, public works	70.31		PUBSVC	1000	430200	345		101000
	10/15/21	646-7650, police station fax	40.53		DISPCH	2850	420750	345		101000
	10/15/21	646-7715, povah center	24.44		POVAH	1000	411255	345		101000
	10/15/21	646-7795, town hall	251.61		TWNHAL	1000	411250	345		101000
	10/15/21	646-7845, court clerk	86.05		COURT	1000	410360	345		101000
	10/15/21	646-9017, library	43.44		LIBRAR	2220	460100	345		101000
	10/15/21	646-9027, sewer plant alarm	40.53		SEWER	5310	430600	345		101000
	10/15/21	ethernet, library	300.00		LIBRAR	2220	460100	345		101000
	10/15/21	ethernet, povah center	187.26		POVAH	1000	411255	345		101000
	10/15/21	ethernet, police station	350.00		POLICE	1000	411258	345		101000
	10/15/21	ethernet, Public Works Dept	125.00		STREET	1000	430200	345		101000
	10/15/21	ethernet, town hall	272.00		TWNHAL	1000	411250	345		101000
	10/15/21	602-4909, town hall judge	14.77		COURT	1000	410360	345		101000
	10/15/21	602-4894 Town hall Court Clerk	1.10		COURT	1000	410360	345		101000
	10/15/21	602-4897 town hall	1.10		TWNHAL	1000	411250	345		101000
	10/15/21	602-4898 town hall	1.10		TWNHAL	1000	411250	345		101000
	10/15/21	602-4900 town hall	5.25		TWNHAL	1000	411250	345		101000
	10/15/21	602-4901 town hall	5.25		TWNHAL	1000	411250	345		101000
	10/15/21	602-4902 town hall	1.10		TWNHAL	1000	411250	345		101000
	10/15/21	602-4903 town hall	1.10		TWNHAL	1000	411250	345		101000

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	10/15/21	602-4904 town hall	1.10		TWNHAL	1000	411250	345		101000	
	10/15/21	602-4905 town hall	1.10		TWNHAL	1000	411250	345		101000	
	10/15/21	602-4906 Library Main desk	1.10		LIBRY	2220	460100	345		101000	
	10/15/21	602-4907 Library Director	1.10		LIBRY	2220	460100	345		101000	
	10/15/21	602-4908 Povah Ctr	11.10		POVAH	1000	411255	345		101000	
	10/15/21	602-4949 Town Hall	11.10		TWNHAL	1000	411250	345		101000	
	10/15/21	6024044 Soc Ser Pantry	10.00		SOCSE	1000	450135	345		101000	
48430	E	2673 First Bankcard	1,872.68								
	09/17/21	Delta Hotels Disptch Conferenc	566.20		DSPTCH	1000	420160	370		101000	
	09/17/21	Delta Hotels Disptch Conferenc	566.20		DSPTCH	1000	420160	370		101000	
	09/21/21	Fairmont Disptch Conference	145.76		DSPTCH	1000	420160	370		101000	
	09/21/21	Fairmont Disptch Conference	113.36		DSPTCH	1000	420160	370		101000	
	09/28/21	Positivepromotion-HalloweenKit	331.16		POLICE	1000	420100	220		101000	
	09/28/21	TransUnion-background Checks	150.00		POLICE	1000	420100	357		101000	
48431	E	2673 First Bankcard	1,724.03								
	09/14/21	eBay trimmerBrush Cutter	38.12		STREET	1000	460430	220		101000	
	09/21/21	Lowes-PW Supplies	107.84		STREET	1000	430200	220		101000	
	09/21/21	Bozeman Safe-Key Group	18.00		STREET	1000	430200	220		101000	
	09/21/21	Murdochs- Uniform	209.97*		STREET	1000	430200	226		101000	
	09/21/21	Murdochs- PW Supplies	433.73		STREET	1000	430200	220		101000	
	09/21/21	Murdochs- Uniform	50.00*		STREET	1000	430200	226		101000	
	09/21/21	Staples-Supplies	106.45		ADMIN	1000	410210	220		101000	
	09/29/21	Amazon- PW Ink cartridges	54.91		STREET	1000	430200	870		101000	
	09/30/21	Amazon- Sewer supplies	43.95*		SEWER	5310	430600	220		101000	
	09/23/21	Amazon-18V Battery	248.00		PARKS	1000	460430	220		101000	
	09/23/21	Vacpartwarehse-HousingAuger	258.10		STREET	1000	430200	361		101000	
	09/24/21	Amazon-TirepressureGauge/infla	79.00		STREET	1000	430200	220		101000	
	09/24/21	Amazon-sealingropeTufTiteTankR	75.96		STREET	1000	430200	220		101000	
48432	E	2673 First Bankcard	21.98								
	09/12/21	Amazon-Dry Erase labels	21.98		POLICE	1000	420100	220		101000	
48433		2551 TK Elevator	472.75								
	3006207331	10/01/21 Povah Elevator Maintenance	472.75		POVAH	1000	411255	350		101000	
48434		547 WY Chamber of Commerce	3,500.00								
	DDA#3WYCC	09/28/21 Roger Brooks Services	3,500.00		LEGIS	1000	410100	870		101000	

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48435			2800 RDO Equipment Co.	4,563.61					
	W1224116	10/05/21	CompressorReplacemnt772Grade	4,563.61		STREET	1000 430200	369	101000
48436			2 Forsgren Associates P.A.	105,712.40					
	121364	09/25/21	WWTP Project	105,712.40		SEWERD	5320 430640	951	101001
48437			151 Gallatin County WY TS/Compost	743.50					
	09/30/21		Household waste	743.50		PARKS	1000 460430	534	101000
48461			999999 SANDRA BROWNFIELD	350.00					
	09/30/21		Povah-Cleaning Deposit refund	350.00		POVAH	2210 214001		101000
48462			40 Jerry's Enterprises	63.70					
	082721-1	08/27/21	Help fund Gas Voucher	30.00		HELP	7010 450135	231	101000
	083021-2	08/30/21	Help fund Gas Voucher	35.00		HELP	7010 450135	231	101000
	083021-2	08/30/21	Help fund Gas Voucher Credit	-1.30		HELP	7010 450135	231	101000
48463			999999 PRABHAKARAN SETHURAMAN	40.00					
	10/06/21		Exonerated Bond/ovrvmntSethura	40.00		COURT	7469 212401		101000
48464			3176 Magda Nelson - Local Government	17.50					
	197	10/09/21	Consulting Services	17.50		FINADM	1000 410510	356	101000
48465			1446 Yellowstone Historic Center	3,100.00					
	21-05-A	10/05/21	Gallatin Painters-Rail Car	2,600.00		MAP	2101 410130	398	101000
	21-05-A	10/05/21	GaryCarter-Rail Car	3,000.00		MAP	2101 410130	398	101000
	21-05-A	10/05/21	AFR-Rail Car	-2,500.00		MAP	2101 410130	398	101000
48466			1163 CS Construction	423.12					
	2649	10/03/21	Final on Room for FreezerPovah	423.12		POVAH	1000 411255	350	101000
48467			2099 Quick Print of West Yellowstone	123.98					
	15405	09/30/21	BuildingPermit fillable PDF	120.00		BULDNG	1000 420531	357	101000
	15392	09/28/21	PW-highlighter	0.99		STREET	1000 430200	220	101000
	15394	09/30/21	PW-Whiteout	2.99		STREET	1000 430200	220	101000
48468			764 General Distributing Co.	55.80					
	1043036	09/30/21	Welding supplies	55.80		STREET	1000 430200	220	101000

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48469			999999 DAREN VICTOR COX	1,815.00					
	10/14/21	ExoneratedBond-Cox		1,815.00		COURT	7469 212401		101000
48470			3319 Lawson Products, Inc.	11.34					
	9308850912	09/27/21 Drill bits-no flats		2.89		STREET	1000 430200	229	101000
	9308855143	09/28/21 Drill bit w/flats		6.89		STREET	1000 430200	229	101000
	9308872516	10/04/21 1/8" Drill Bits		1.56		STREET	1000 430200	220	101000
48471			3066 Core & Main	366.58					
	P640570	09/22/21 ConcreteRake/blad,Manholecovh		366.58		WATER	5210 430500	212	101000
48472			2762 Mission Communications, LLC	3,500.40					
	1055996	09/29/21 Annual Monitoring Wells Etc		3,500.40*		WATER	5210 430500	357	101000
48473			3235 Yellowstone Weed Management	2,650.00					
	10/07/21	Weed sprayng Cem,Twn,MadAdd		2,650.00		PARKS	1000 460430	357	101000
48474			1085 JD Speciality Services	5,856.86					
	3586	08/30/21 Repair Green Snow Blower		4,922.86		STREET	1000 430200	369	101000
	3597	10/01/21 Repair Ford Expedition		934.00		STREET	1000 430200	361	101000
48475			309 PJ's Plumbing & Heating	3,390.00					
	99005510	09/30/21 InstallWaterFountainBttlFill		2,665.00		CHMBR	1000 411257	357	101000
	99006135	10/11/21 Heating Diagnostics/heatingM		725.00		CHMBR	1000 411257	357	101000
48476			999999 OVN LLC	50.00					
	10/08/21	Passthru casclosedpdotherprty		50.00		COURT	7469 213000		101000
48477			3314 Intrinsik Architecture	325.00					
	2021-0399	10/07/21 Zoning T&E Moonrise		325.00		LEGAL	1000 411100	352	101000
48478			3329 Shane Brown	195.00					
	10/13/21	Uniform Boots		195.00*		STREET	1000 430200	226	101000
48479			3330 Sam Mouldenauer	200.00					
	10/13/21	Uniform Boots		200.00*		STREET	1000 430200	226	101000
48480			29 Terrell's Office Machines Inc	30.00					
	421504	10/04/21 waste toner box (2)		30.00		DSPTCH	1000 420160	220	101000

10/15/21
14:57:21

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 10/21

Page: 7 of 8
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
48481			2537 Balco Uniform Co., Inc.	599.99					
	64296-1	10/07/21	Uniform-Trujillo	118.00		POLICE	1000 420100	226	101000
	64264-2	10/07/21	Uniform-Sosa	123.99		POLICE	1000 420100	226	101000
	64230-2	10/07/21	Uniform-Seaman	358.00		POLICE	1000 420100	226	101000
48482			999999 ADRIAN SCOTT WORTHEN	5.00					
	10/14/21		Exonerated Bond-Worthen	5.00		COURT	7469 212401		101000
48483			1194 Montana Historical Society	35.00					
	10/13/21		Annual subscription	35.00		LIBRY	2220 460100	215	101000
48484			2586 Waxie Sanitary Supply	1,595.16					
	80360100	10/11/21	Cleaning products	1,595.16		PARKS	1000 460430	220	101000
48485			3261 Targhee Services	77.90					
	10/11/21		Oil Change '17 Ram 1500	77.90		STREET	1000 430200	361	101000
48486			2684 Titan Machinery	1,742.67					
	15951568	08/24/21	Curtain Main-Broom	227.55		STREET	1000 430200	369	101000
	15950696	08/24/21	LDR 10/12 Rubber Cutting edg	1,515.12		STREET	1000 430200	369	101000
48487			2 Forsgren Associates P.A.	2,011.00					
	121362	09/25/21	Operation Support	1,005.50*		SEWER	5310 430600	354	101000
	121362	09/25/21	Operation Support	1,005.50		WATER	5210 430500	354	101000
48488			1146 Madison Valley Bank	2,838.14					
	10/12/21		Line of Credit Interest	2,838.14		SEWER	5320 430640	951	101000
# of Claims 52				Total: 276,938.73					
Total Electronic Claims				7,088.46	Total Non-Electronic Claims	269850.27			

10/15/21
14:57:26

TOWN OF WEST YELLOWSTONE
Fund Summary for Claims
For the Accounting Period: 10/21

Page: 8 of 8
Report ID: AP110

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$105,728.82
2101 Marketing & Promotions (MAP)	
101000 CASH	\$3,100.00
2210 Parks & Recreation	
101000 CASH	\$350.00
2220 Library	
101000 CASH	\$1,230.38
2850 911 Emergency	
101000 CASH	\$99.15
4000 Capital Projects/Equipment	
101000 CASH	\$1,000.00
5210 Water Operating Fund	
101000 CASH	\$4,916.44
5310 Sewer Operating Fund	
101000 CASH	\$1,367.48
5320 Sewer Replacement Depreciation Fund	
101000 CASH	\$2,838.14
101001 Cash of Line of Credit - MVB	\$105,712.40
7010 Social Services/Help Fund	
101000 CASH	\$407.76
7202 TBID Agency Fund	
101000 CASH	\$48,278.16
7469 City Court - Judge Jent	
101000 CASH	\$1,910.00
Total:	\$276,938.73



Town of West Yellowstone Business License Application

Business Name: BZ Plowing and Snow Removal
Applicant: Zach Martin and Brenda Martin
Contact Person: Zach Martin
Mailing Address: PO Box 1832
Physical Address of Business: 706 Sylvan Circle
Phone Number: 406-646-4145 Fax Number: 406-577-6828
Email Address: Zachmartin203@gmail.com Website: _____
Brenda.Kphillips@gmail.com
Signature of Property Owner of Record: [Signature]

Subdivision: _____
Block: _____ Lot: _____

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 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.

This is a business to remove snow out of people's driveways.
As of right now, it is only operating in the Mad Add.

Business License Fee: \$ 50.00
Resort Tax Bond: \$ NA

[Signature]
Signature of Applicant

Total Amount Due: \$ 50.00

[Signature]
Signature of Applicant
10/15/21
Date

FOR OFFICE USE ONLY			
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____
Date <u>10/15/21</u>	Check # <u>2790</u>	Amount \$ <u>50.00</u>	License # _____
SCN _____	BLP _____	STX _____	RDX _____

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
October 5, 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, Fire Chief Shane Grube

The meeting is called to order by Mayor Jerry Johnson 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

Representative Jane Gillette addresses the members of the meeting through video conferencing. She says that the last time she was in West Yellowstone, she met with Fire Chief Shane Grube and Chief of Police Todd Richardson. She says the theme of the meetings was to lobby for more funding for infrastructure and safety. She says that it is unlikely the County will change its stance on use of PILT monies, but says that they may want to pursue how tourism tax monies can be used in the future. She also mentions that there will be ARPA money available for child care issues in the near future and that she made sure Little Rangers Child Care Center is aware.

Council Comments

No comments are received.

Presentation: Gallatin County Commissioner Joe Skinner presents information on the proposed **Courts Facility Bond** that will be on the upcoming ballot. The \$29 million dollar bond, if passed, will be used to build a new building to house county court functions.

ACTION TAKEN

- 1) Motion to approve the Securities Report dated September 30, 2021. (Benike, Mathews)
- 2) Motion carried to approve Purchase Order #6438 to Ressler Toyota to purchase a 2022 Toyota Sienna Mini-Van for \$40,000 plus two trade-in vehicles. (Benike, Schmier)
- 3) Motion carried to approve the Consent Agenda, which includes the minutes of the September 21, 2021 Town Council Meeting. (Schmier, Benike)
- 4) Motion carried to approve the claims, which total \$37,509.01. (Benike, Schmier)
- 5) Motion carried to appoint Michael Bryers, Trent Redfield and Alma Clark to the Library Board of Trustees for five-year terms. (Watt, Benike)
- 6) Motion carried to table the appointments to the Downtown Improvement District Advisory Board and request staff prepare an updated resolution for the next Town Council meeting. (Watt, Benike)
- 7) Motion carried to approve the site plan for Canyon Street Courtyard at 24 N Canyon Street made by Doug Tabor for walk-up food service, outdoor seating and stage and purchase one cash-in-lieu parking space, noting that the Town is not responsible for maintaining access to the property from the alley. (Watt, Benike)
- 8) Motion carried to approve the site plan for 410 Parkway D made by Todd and Vickie Barta to build two nightly rental units. (Benike, Mathews)

- 9) Motion carried approve the site plan for 433 Highway 20 made by KW Corporation to remodel the building to include one nightly rental and a coffee shop and approval to purchase two cash-in-lieu parking spaces. (Benike, Watt)
- 10) Motion carried to approve the site plan for 512 Gibbon made by Mark Deift to add three modular cabins to the property to be used as nightly rentals. (Benike, Watt)
- 11) Motion carried to approve the site plan for 224 N Electric made by Jerry Johnson to construct a new shop with two long-term rental apartments. (Benike, Watt) Johnson abstains.
- 12) Motion carried to approve Resolution No. 762, a resolution revising the mill levy for FY 2022 for the Town of West Yellowstone. (Benike, Watt)
- 13) Motion carried to approve Resolution No. 763, a resolution declaring a 2008 Ford Escape and 2007 Ford Expedition as surplus property. (Schmier, Watt)

DISCUSSION

- 6) Mayor Johnson explains that they have eleven applications to serve on the Downtown Improvement District Advisory Board including Kristy Coffin, Grant Evje, Morgan Maurer, Sara Maurer, Melissa Mincheff, Garrett Ostler, Pauline Richardson, Leah Sherman, Tashina Smith, Rebecca Konieczny, and Erica Kingston. Mayor Johnson says that the resolution that established the DID is dated and does not include terms and much detail about the purpose of the board. He suggests that they hold off making appointments to the board this evening and ask the staff to update the resolution and present it at the next meeting. Schmier agrees and says that in the past, there has been confusion about the purpose of the board and what its role was. The group discusses the preferred composition of the board and what should be included in the resolution.
- 7) The Council requests that the lessee obtain and submit a letter from the property owner approving the project.
- 12) Finance Director Lanie Gospodarek explains that there was an error in the original mill levy adopted in August and this resolution corrects it.
- A) **Town Manager and Staff Reports:** Town Manager Dan Walker reports that they had an impromptu staff barbecue today to enjoy the beautiful day. He says that he and Jon Simms were able to participate in a bike ride today to tour the trails for the Rails to Trails project. He says that they have put together a list of work session topics to schedule over the next couple of months. He reports that they met with representatives from the Yellowstone Airport yesterday to discuss the water and sewer extension to the airport. The Airport is moving ahead with the terminal project with bids due in April and anticipated construction starting next May. The group briefly discusses multiple aspects of the project that need to be worked out as the water and sewer is extended and the terminal is built. He also mentions finalizing the contract with the City Judge, meeting with the Planning Board regarding the update of the zoning code and scheduling monthly one on one meetings with Department Heads.
- B) Dave Noel addresses the Council to discuss what is appropriate to charge out-of-town users of the utility system. Noel describes different scenarios for funding up to 2/3 of the capital costs of the new sewer project through resort tax based on the assumption that users of the system are also paying for the system through resort tax. He says that it could be considered a fair basis to bill the out of town users at three times the rate that is billed to in-town users. Noel suggests that they simply consider establishing a multiplier on the base rate for the billing for out of town users, using the same SFE schedule that the Town has already adopted. Johnson points out that they will have to apply the same multiplier to other out of town users including the US Forest Service, National Park

Service, and the new building WYSEF is going to build on the Rendezvous Trail System. They discuss whether the water rate should be calculated the same way. Noel explains that it is reasonable to apply a multiplier to the base rate, but the per gallon usage fee should probably be charged the same as usage is considered operations and maintenance and should not be subsidized.

Noel says that one of the decisions pertaining to the new treatment facility is handling the solids that come out of the plant. He says that they have contacted landfills in Idaho and Montana and determined that none of the landfills nearby will accept the solids. However, they have other options to de-water and then treat the solids or create compost. He says they are still looking into the best equipment for de-watering the solids but that is what they are currently researching. He says that they have design meetings weekly on Thursdays and their focus is controlling costs and completing the design by the end of November.

The meeting is adjourned. (9:40 PM)

Mayor

ATTEST:

Town Clerk

Finance Operation Report – Week of October 4, 2021

- Continue to work with Camille Miller of Forsgren on information needed for different grant applications
- Attended MMIA Board Meeting, MMIA Annual Business Meeting and, MMIA board elections meeting.
- Attended several sessions of the MLCT virtual conference.
- Worked on SFE calculator additions with Dave Noel and Peggy
- Peggy has arranged for the Resort Tax Audits to take place in early December and has booked rooms for the auditors' stay
- Submitted the 911 expenditure report and Detail Ledger Queries to the State 911
- Provided Mill Levy information to the Montana Tax Foundation

Took a week to go bird hunting and catch up with extended family. (10/8 – 10/15/21) Y'all stay warm!

Recreation Department
October 14, 2021

- Last day of flag football and soccer was last week
- Made Snap call back appointments for 2 clients
- Helped Social Services while Debbi is on vacation
- Have been working on Sportsman getting to know the software better
- Cooking class registration is online
- Helped make Dr appointments for 2 families
- Helped fill out employment applications

Vely Vazquez

HIGHLIGHTS OF THE WEEK

SOCIAL SERVICES

OCTOBER 11-15, 2021

- COLUMBUS DAY
- THREE CLOTHING DONATIONS
- FIVE FOOD DONATIONS EQUALING 549.5 LBS
- CLEANED/ORGANIZED DIAPER ROOM TO ACCOMMODATE FUTURE TELETHERAPY CLIENTS
- HELPED CLIENT WITH BLUE CROSS BLUE SHIELD QUESTIONS/RX WALLGREENS QUESTIONS
- CLOTHING BANK FORMS FOR TWO CLIENTS
- LIEAP APPLICATION
- PHONE APPOINTMENT WITH HRDC
- STRANDED VICTIM ARRANGED ONE NIGHT STAY
- 10 LOBBY SHOPPERS
- FOUR FOOD BOXES FOR CLIENTS
- WORKING WITH VA SERVICE OFFICER FILLING OUT PAPERWORK FOR VET INSURANCE
- TWO UNEMPLOYMENT CLIENTS ONE REQUIRING RESEARCH AND JOB SERVICE BOZEMAN ASSISTANCE
- TWO SNAP CLIENTS – ONE FAXING SNAP APPLICATION/ ONE COORDINATING INTERVIEW
- RECEIVED \$500.00 DOLLAR DONATION
- WRITE THANK YOU NOTES FOR DONATIONS
- RESEARCH FOR FUTURE GRANT APPLICATION

Public Services Dept. Bi-weekly Report: Sept. 30th thru Oct. 14th 2021

Work performed

CREMATION: Bernadine Kmitch. Equipment and vehicle updates/ PM's: 772 Grader (replaced compressor, broken shaft, replaced belts, hoses, fittings, accumulator, receiver dryer and flushed system). Resolved grounding harness issue on 938. Installed new rubber cutting edges on both Raptor plow boxes (fabricated retaining plate w/ flat stock). Oil leak on 08 F-350 (timing chain housing). Replaced bearings on 904. Ordered parts for planetary gear on green Stewart & Stevenson requires new seals and flanges. Ordered shield housing for smaller snow blower. AC clutch replaced on blue expedition. 2017 Ram still at Billion Dodge, parts ordered for valve body and bulkhead on 10/06. Diagnosing electrical issues on boss plow. Snow removal, spot sand intersections, installed plows and V-box, spread sand/ mag- chloride. Continue grading Parkways, sweeping streets, brooming aprons and add material as necessary for re-crowning. Haul away debris from homecoming fire on 80 acres parcel. Continue tree removal & trimming at cemetery. Mark out gravesites for monument company deliveries. Clean up stumps near museum. Daily 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. Begin hauling away trash containers, bring back to shop to pressure wash and sanitize. Haul hand sanitizers back to park shop. Replace street signs, square and u-channel posts. Move more ticketed vehicles to waste water lagoon for police department. Adjust door closers in buildings throughout town. Fix flap seal in bathroom holding tank at museum. Build new shelving racks for cordless power tools at PW shop and park shop. Asphalt patch work throughout town as necessary (south side of library). Support employee appreciation cookout. Provide support to Social Services Department (loading & hauling goods). Remove graffiti from town signage, playground equipment, park bathrooms pavilion and basketball courts. Change bulbs in park shop storage room and PW maintenance shop. Put condenser boxes back on AC units at town hall and kill panels. Tightened all hardware on exercise equipment. Hauled skating rink boundary boards back down to town park for install. Move bleachers from baseball field over to north side of old fire house. Respond to utility locates and emergency locates as they come in. Move material out of IP Beds 7,8 & 9 for better drainage. Winterize WW lagoon: remove evaporators, drained pumps, took down solar panels. Cycle discharge in IP beds. Inspect water meters at 509 Camanula, 17 Madison and 435 Parkway- C. Water service shutoff requests at 8 Parkway-D and 608 Highway Ave. Replace housing seals on hydrant #25. Dye tested SAS lateral at 307 Geyser to verify system is connected. Respond to water supply concerns at Madison Hotel, flushed system and hydrant #10 for 30 minutes (if issue remains in the spring we'll flush again and make appropriate recommendation once hotel reopens for the season).

Administrative

Met with Tyler Wittmer on 10/02 to look at lighting retrofit in Firehole room (will discuss the project with his boss and get back to us with proposal). Met with Dave at Yale Creek Flooring to look over replacing existing floor in the two exam rooms at the clinic (picked up the samples from builders supply in Island park on 10/13). Yellowstone Paving Solutions finished up with Crack sealing project on 10/10.

Evaluate 2022 budgetary needs and submit weekly invoices. Meet with town manager, bi-weekly town council meeting, CIP meeting, department head meeting, tour with free heel and wheel, met with chamber of commerce to discuss wayfinding and beautification efforts, met with WY Foundation to review building inspection checklist, met with sales rep. from Waxie, weekly WWTP design meetings, airport infrastructure meeting with Morrison-Maierle, planning board meeting, zoning and permitting meeting. Respond to residential and business complaints, sewer backups, service valve requests, flag raising and lowering notifications. Coordinate with Forsgren Engineering and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Conduct weekly COVID samples (results available on the Gallatin County Health Departments website). Received parking lot light pole at the chamber, set to have Barta install for us. Demo street light fixture installed on utility pole in 400 block of Gibbon. Installed new light on north end of basketball court. Discuss available options for street lighting updates along highway. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Set up snow call out rotation and forward to PD. Shane, Angel, Sam and Adin set to take their CDL tests in early November. Reached out to Safety Kleen again to coordinate disposal of waste oil drums at PW shop (apparently, they need to come take samples first, waiting on call back. Will call Oil Worx out of Billings next). Inventory and order manhole castings and WW parts. Daily monitoring of missions SCADA. Coordinating annual fire extinguisher inspection for month of November with Fire Suppression Systems Inc. Performed inventory on vehicle and equipment fleet. Coordinated water service shutoffs for historic district properties with Travis Hansen (scheduled for week of Oct. 18)



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. 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 _____

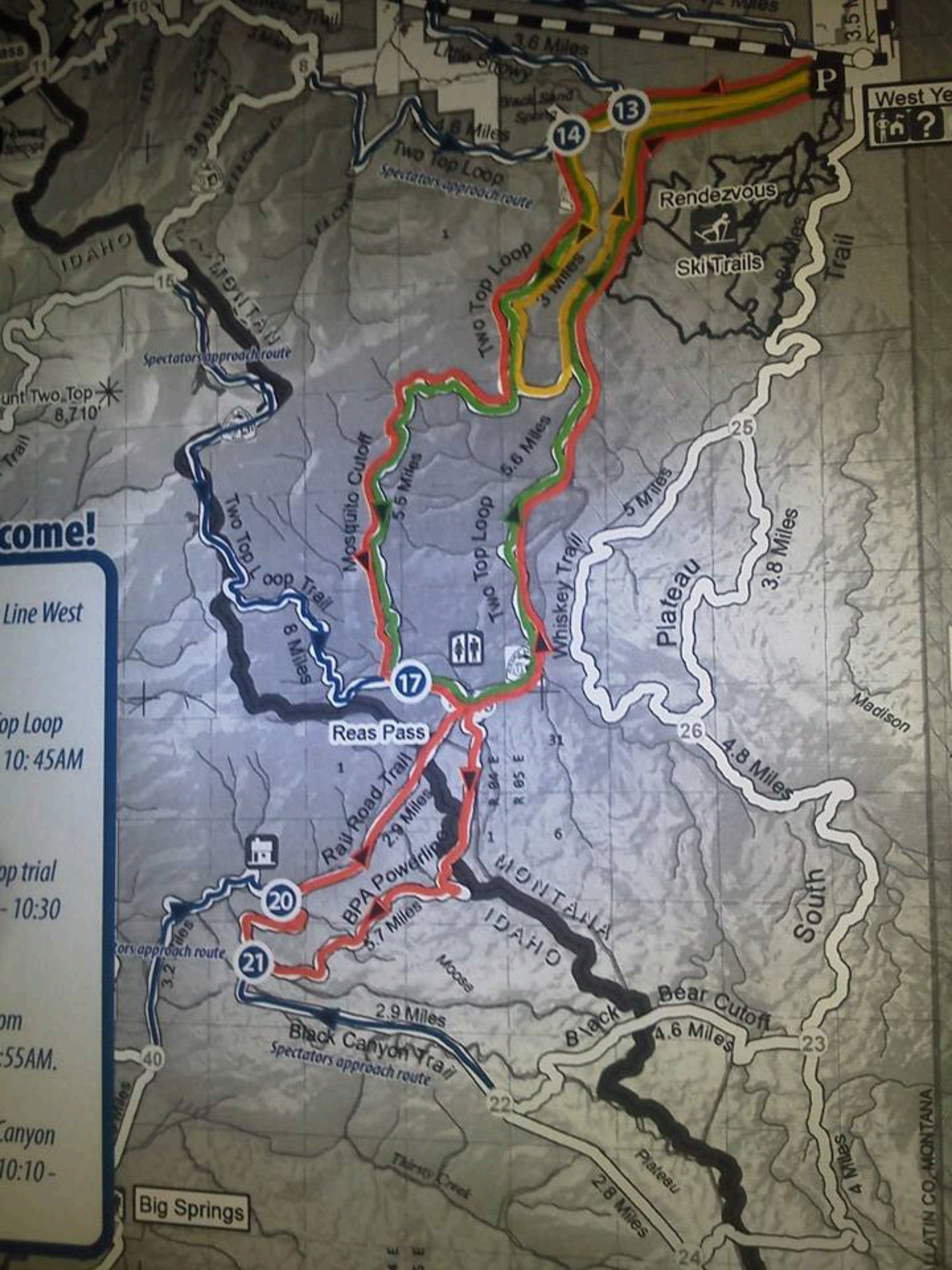
FOR OFFICE USE ONLY

☐ 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:



come!

Line West

op Loop
10:45AM

op trial
- 10:30

om
- 55AM.

Canyon
10:10-

Big Springs

West Ye
? ?

LATIN CO. MONTANA

TOWN OF WEST YELLOWSTONE

ADVISORY BOARD VACANCIES

Parks & Recreation Advisory Board

Downtown Improvement District

Planning Board

Police Commission

The West Yellowstone Town Council is seeking interested individuals to serve on the West Yellowstone **Parks & Recreation Advisory Board**. This board advises and makes recommendations to the Town Council regarding park and recreation policies, programs, facilities, maintenance, development, funding, and other related needs of the community. Board members are appointed by the Town Council for a term of four years.

The West Yellowstone Town Council is seeking an interested individual to serve on the **Downtown Improvement District Project Advisory Board**. Members of this committee will work with the Town Council to develop a strategic plan for the downtown commercial area and address specific issues including interior park development, parking issues, beautification, sign regulations, and tree planting. The committee will form recommendations for action that will be presented to the Town Council.

The West Yellowstone Town Council is seeking interested individuals to serve on the **West Yellowstone Planning Board**. This board develops recommendations for action by the Town Council on zoning variances, conditional uses, encroachments, and subdivisions. Membership on this board requires review of parking and development plans for projects in West Yellowstone. This board will be involved with updating the zoning code and developing zoning of the 80-acres. There is one vacancy on this board.

The West Yellowstone Town Council is seeking an interested individual to serve on the **Police Commission**. Duties of a Police Commissioner include screening police officer applicants and hearing/deciding upon appeals brought by a police officer that has been disciplined, suspended, removed, or discharged. Police Commissioners are appointed by the Town Council for a term of five years.

Interested individuals should complete and return the 'Application for Boards and Committees' which is available from the Town Offices, 440 Yellowstone Avenue, West Yellowstone, MT or on the Town website: www.townofwestyellowstone.com. Positions are open until filled. For more information please contact the Town Hall at 646-7795 or by email to: info@townofwestyellowstone.com.



RESOLUTION NO. 764

A RESOLUTION ESTABLISHING A BUSINESS IMPROVEMENT ADVISORY BOARD AND PROVIDING FOR THE BOARD'S ADOPTION OF POLICIES AND PROCEDURES, STRUCTURE AND RESPONSIBILITIES

WHEREAS, the Charter for the Town of West Yellowstone authorizes the Mayor, with the consent of the Town Council, to appoint boards, commissions, or committees as necessary; and

WHEREAS, these bodies shall serve at the pleasure of the Council and exercise only those powers granted them by the Council through specific resolution or ordinance; and

WHEREAS, in August 2008, the Town Council passed Resolution No. 538 creating the Downtown Improvement District; and

WHEREAS, the Town Council wishes to create a Business Improvement Advisory Board to replace the Downtown Improvement District Advisory Board that was created by Resolution No. 538 and update the structure and responsibilities of the board.

WHEREAS, the Town Council desires to develop a strategic beautification plan for the commercial areas; and

WHEREAS, the Town Council wishes to proceed with establishment of the Business Improvement Advisory Board and set general guidelines for its operation.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE:

1. The Mayor and Town Council shall appoint seven members to the Business Improvement Advisory Board. Members of the board shall be residents of School District No. 69. A representative of the Chamber of Commerce shall serve as an ex-officio member of the board.
2. Membership of the board shall include one representative from the Town Council, two business owners that also own the real property for their business, two business owners that own their property or operate on leased property, two members from the community at large.
3. Each board members shall be appointed by the Mayor and Town Council, for a term of four years. Initial appointments may be shorter to provide for staggered terms. The Town Council Member that serves on the board shall serve a term concurrent with their town council term.

4. The Town Council hereby establishes a board to develop a strategic plan for the commercial areas and to address issues including but not limited to beautification, parking, signs, landscaping, garbage and recycling. The board will make recommendations to the Town Council on these issues.
5. The Business Improvement Advisory Board shall operate under the following guidelines:
 - A. The Business Improvement Advisory Board shall be subject to the open meeting laws in the State of Montana. All meetings shall be properly noticed to the public.
 - B. The Business Improvement Advisory Board shall adopt an organizational structure and establish by-laws and regulations for the conduct of business.
 - C. The Business Improvement Advisory Board shall report on its activities to the Town Council on a quarterly basis at a regularly scheduled Town Council Meeting.
 - D. The Business Improvement Advisory Board is advisory in nature and has no authority to seek funds or obligate Town funds or resources without prior authorization from the Town Council.

**PASSED BY THE TOWN COUNCIL FOR THE TOWN OF WEST
YELLOWSTONE THIS 19TH DAY OF OCTOBER, 2021.**

Mayor Jerry Johnson

Council Member Travis Watt

Council Member Brad Schmier

Council Member Brian Benike

Council Member Jeff Matthews

ATTEST:



Town Clerk Elizabeth Roos



Received
9-22-21
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name Kristy Coffin Date 9.17.2021

Address P.O. Box 1642

City West Yellowstone State MT Zip 59758

Phone (Home): 646-4809 (Work): 640-0029 (Cell/Other): 640-0333

E-Mail Address: coffinkk@hotmail.com

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 29 years

Board or Committee you are applying for: Downtown Improvement

Occupation: Administrator WY. Tourist Business Improvement Dist

Employer: WYTBID

Have you previously served on a County or City board? Yes

If so, which board, and for how long? Downtown Improvement - 4 years

Past Memberships and Associations: Booster Club, Chamber Marketing
Chair, Chamber Board member, Rail Trail Committee

Current Memberships and Associations: _____

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: _____

What are your primary objectives for serving on this board? to enhance the town of WY
thru beautification efforts, ideas & suggestions to the town
of WY. to enhance visitor experience & return
visitation for winter growth.

References (Individual or Organization):

Jeff Schoenhard Phone: 406-440-1334

Katrina Weise Phone: 406-539-1713

Wendy Swenson Phone: 406-570-2417

Signature: [Signature] Date: 9.17.2021

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



9-21-21
ak

APPLICATION FOR BOARDS AND COMMITTEES

Name Grant Evje Date 09/21/21
Address 905 Chokecherry Ln.
City West Yellowstone State MT Zip 59758
Phone (Home): _____ (Work): 406-646-7621 (Cell/Other): 406-580-1218
E-Mail Address: grant.evje@gmail.com
Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 30 yrs
Board or Committee you are applying for: Downtown Business Improvement District
Occupation: GM - Madison Crossing Advisory Board
Employer: Horizon Holdings LLC
Have you previously served on a County or City board? No
If so, which board, and for how long? N/A
Past Memberships and Associations: N/A

Current Memberships and Associations: N/A

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: Business Manager / Owner in downtown W.Y.
Town local for my entire life w/ understanding of
improvement needs, positive and negative.

What are your primary objectives for serving on this board? Improving appearance and
livelihood of Downtown W.Y. Thoughts on improving
efficiency of parking, business promotion, town promotion,
etc.

References (Individual or Organization):

Diane Konieczny Phone: 406-640-2948
Kenny Whitman Phone: 406-640-1360

Phone: _____

Signature: _____

Date: 09/21/21

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



Received
10-6-21 ER

APPLICATION FOR BOARDS AND COMMITTEES

Name Kelli Hart Date 10/6/2021

Address 77 Moose Dr.

City W. Yellowstone State MT. Zip 59758

Phone (Home): _____ (Work): _____ (Cell/Other): 406-640-5713

E-Mail Address: kelli@freeheelandwheel.com

Are you a resident of West Yellowstone? Y Length of residency in West Yellowstone: 27 years

Board or Committee you are applying for: DIB

Occupation: self employed

Employer: _____

Have you previously served on a County or City board? Y

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

Past Memberships and Associations: _____

Current Memberships and Associations: _____

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I have served on the West Yellowstone Ski Education Foundation Board for 16 Years.

What are your primary objectives for serving on this board? Improve the aesthetics of downtown

References (Individual or Organization):

Kristy Coffin(TBID) Phone: 406-640-0333

Kevin Flanagan(WYF) Phone: 406-640-1616

Rachel Spence(WYSEF) Phone: 406-640-0266

Signature: Kelli Hart Date: 10/6/2021

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



APPLICATION FOR BOARDS AND COMMITTEES

Name Erica Kingston Date 10-1-2021
Address 282 Buffalo Dr PO Box #1433
City W Yellowstone State MT Zip 59758
Phone (Home): _____ (Work): 406-646-4004 (Cell/Other): 248-217-4881
E-Mail Address: EricaKingston@att.net
Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 3 years
Board or Committee you are applying for: Downtown Improvement District
Occupation: Assistant Branch Manager + Loan Officer
Employer: Madison Valley Bank
Have you previously served on a County or City board? Yes -
If so, which board, and for how long? Currently on Towns Revolving Loan Fund
Past Memberships and Associations: Women in Technology Assoc, Miscel Michigan Scholastic Cycling Assoc (Coach & Fundraising Volunteer) & many others
Current Memberships and Associations: WYF Board Member, Revolving Loan Fund Committee Member

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I have attached my resume pre-Madison Valley Bank employment.
I started at MVB Jan 2020 → current

What are your primary objectives for serving on this board? I would love to see our community continue to evolve & increase standards for businesses, beautification, create new areas for community & visitors to enjoy. Work to clean up buildings & work with landlords to create an overall more appealing Downtown in all seasons for us to be proud of.

References (Individual or Organization):

<u>Jake Combs, CEO Madison Valley Bank</u>	Phone: <u>406-640-1302</u>
<u>Amber Smith, WYF</u>	Phone: <u>406-640-2347</u>
<u>Sara Maurer</u>	Phone: <u>406-640-1287</u>

Signature: Erica Kingston Date: 10-1-2021

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



10/4/21
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name Rebecca Konieczny Date 09-25-21
Address 536 Grouse Ave
City West Yellowstone State MT Zip 59758
Phone (Home): _____ (Work): _____ (Cell/Other): 406-640-2947
E-Mail Address: xcskibecca@gmail.com
Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 1994 - 2013
2018 - Present
Board or Committee you are applying for: Downtown Improvement Committee
Occupation: Forestry Technician (Wilderness/Trails)
Employer: US Forest Service - Hebgen Lake Ranger District
Have you previously served on a County or City board? No
If so, which board, and for how long? _____
Past Memberships and Associations: Nordic Ski Club of Fairbanks, Glacier Nordic Ski Team,
Methow Valley Nordic Team, Professional Ski Instructors of America, USSA
Current Memberships and Associations: _____

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: Experience designing logos for Clubs I have worked for.
Experience designing signs and trail improvements for
the Forest Service.

What are your primary objectives for serving on this board? Please See Attachment

References (Individual or Organization):

Brian Thompson Phone: 660-359-7444
Beth Serniak Phone: 970-217-7359
Kevin Murphy Phone: 716-908-3628

Signature: [Signature] Date: 09-25-21

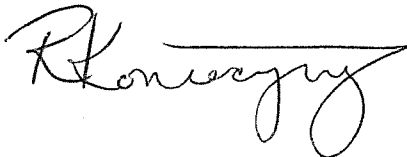
Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.

Dear Selection Committee,

This is the first time I am applying for a position on a city board or committee. I grew up in the town of West Yellowstone, however, and now that I am back here living and working year-round, I would like to be involved and play an active role in my community. West Yellowstone has always been my home, and I have a strong desire to be a part of the effort to improve town for its residents and its visitors. I have always taken pride in this little town and would like to have the opportunity to help make positive changes in its appearance while also working to preserve its charm and rich history. Last month I attended Roger Brooks' presentation, and I liked what he said about marketing only attracts people once, but the experience brings people back again. I believe town has many opportunities to improve the visitor experience while also being beneficial to its residents. In addition, I am a strong proponent for improving the steps we take as a community to lessen our impact on the environment. Because, after all, no matter how nice we make town, we would not see the visitation nor have the same sense of fulfillment of life in this town without the wonders of the natural world that surround us in every direction.

Thank you for your time and for considering me for a position on the West Yellowstone Downtown Improvement Committee.

Rebecca Konieczny

A handwritten signature in black ink, appearing to read 'R Konieczny', with a stylized, flowing script.



9-20-21
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name SARA MAURER Date 9/17/21

Address P.O. BOX 1835

City W. YELLOWSTONE State MT Zip 59758

Phone (Home): _____ (Work): 406-640-9534 (Cell/Other): _____

E-Mail Address: SARA@THEEVERGREENMOUNTAIN.COM

Are you a resident of West Yellowstone? YES Length of residency in West Yellowstone: 13 YEARS

Board or Committee you are applying for: DOWNTOWN IMPROVEMENT DISTRICT

Occupation: LODGING MANAGER ADVISORY BOARD

Employer: SELF

Have you previously served on a County or City board? YES

If so, which board, and for how long? TOURISM BUSINESS IMPROVEMENT DISTRICT

Past Memberships and Associations: 5 YEARS

Current Memberships and Associations: TBID BOARD OF DIRECTORS / TRUSTEES

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: _____

What are your primary objectives for serving on this board? TO WORK WITH TOWN COUNCIL
TO DEVELOP AND STRATEGIZE TOWN BEAUTIFICATION PROJECTS
TO ENHANCE VISITOR EXPERIENCE AND INCREASE
COMMUNITY INVOLVEMENT.

References (Individual or Organization):

JEFF SCHENK HARD TBID PRESIDENT Phone: _____

JERRY ROBERSON TBID V. PRESIDENT Phone: _____

JERRY JOHNSON Phone: _____

Signature: [Signature] Date: 9/17/21

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



9-21-21
ak

APPLICATION FOR BOARDS AND COMMITTEES

Name MELISSA MINCHEFF Date 9-20-21
Address P.O. Box 1012
City WEST YELLOWSTONE State MT Zip 59758
Phone (Home): _____ (Work): _____ (Cell/Other): 419-707-9952
E-Mail Address: mincheffm1@gmail.com
Are you a resident of West Yellowstone? ✓ Length of residency in West Yellowstone: 4 1/2 yrs
Board or Committee you are applying for: DOWNTOWN BUSINESS IMPROVEMENT DISTRICT
Occupation: RESTAURANT MANAGER Advisory Board
Employer: MADISON CROSSING LOUNGE / HORIZON HOLDINGS LLC
Have you previously served on a County or City board? NO
If so, which board, and for how long? N/A
Past Memberships and Associations: N/A

Current Memberships and Associations: N/A

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: MANAGER OF 2 DIFFERENT RESTAURANTS IN WEST YELLOWSTONE.

- RAISED NEAR TOURIST TOWN IN NW OHIO - HAVE BEEN AROUND TOURISM MY WHOLE LIFE
- TRAVEL EXPERIENCE - HAVE BEEN ABLE TO SEE HOW OTHER TOWNS & CITIES MAINTAIN APPEARANCE OF MAIN AREAS

What are your primary objectives for serving on this board? TO HELP BRING A FRESH PERSPECTIVE ON WHAT POSSIBLE IMPROVEMENTS CAN BE MADE TO THE APPEARANCE AND AESTHETIC OF DOWNTOWN. BRING IDEAS OF WHAT CAN MAKE DOWNTOWN MORE ENJOYABLE, EFFICIENT, AND SOMETHING WE CAN BE PROUD OF.

References (Individual or Organization):

ANDIE WITNER

Phone: 406-209-3142

LEAH SHERMAN

Phone: 802-279-1031

KELLI HART

Phone: 406-640-5713

Signature: _____

Date: 9.21.21

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



9-21-21
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name Garrett Ostler Date 9-21-21
Address 25 Decker Dome, or 139 Yellowstone Ave
City West Yellowstone State _____ Zip _____
Phone (Home): 801 721 4435 (Work): 406-646-7745 (Cell/Other): _____
E-Mail Address: garrett@MadisonHotelMotel.com
Are you a resident of West Yellowstone? kind of yes Length of residency in West Yellowstone: 8
Board or Committee you are applying for: Improvement District
Occupation: Owner of Madison Legacy Corp Madison Hotel Motel Giftshop Madison Adventures
Employer: self
Have you previously served on a County or City board? Chamber, Historic Board
If so, which board, and for how long? 7 years Chamber, 3 years Museum Historic board (past)
Past Memberships and Associations: MOY - Historic Board
Current Memberships and Associations: Chamber Destructive Yellowstone

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: own property & preserving historic nature
Particularly Mgr 25 years

What are your primary objectives for serving on this board? Help direct & control Historic
Down town & over all city

References (Individual or Organization):

Travis with Chamber Phone: _____
Chop Smith MOY Phone: _____
Phone: _____

Signature: [Signature] Date: 9-21-21

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



9-20-21
ER

APPLICATION FOR BOARDS AND COMMITTEES

Name Tashina Smith Date 9-20-21

Address 608 Apollinaris Ave

City West Yellowstone State MT Zip 59758

Phone (Home): _____ (Work): _____ (Cell/Other): 406-640-0980

E-Mail Address: smitht2507@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 15 years

Board or Committee you are applying for: Downtown Improvement District Advisory Board

Occupation: General Manager, Owner-The Aspen

Employer: Moose Creek Inn, 1872 Inn

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

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

Past Memberships and Associations: _____

Current Memberships and Associations: _____

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I have been the General Manager of Moose Creek Cabins and Inn for 14 years, General Manager of 1872 Inn for 5 years, and partner of The Aspen for 3 years. My work experience includes remodel, startup, and operation of Moose Creek Inn, 1872 Inn, and The Aspen. My experience has afforded me the opportunity to interact with guests daily, regarding feedback on our town and also improve/develop properties in town.

What are your primary objectives for serving on this board? My primary objectives include researching, recommending, and implementing improvements to the downtown district in an effort to enhance visitor experience and show our town's pride of ownership. Improvements to the downtown district will increase visitation, improve West Yellowstone's reputation and help the town to grow in a positive direction for the benefit of all residents.

References (Individual or Organization):

Kristy Coffin Phone: 406-640-0333

Vickie Barta Phone: 406-539-9742

Layna Polansky Phone: 406-552-2862

Signature: Tashina Smith Date: 9-20-21

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone,



9-21-21
ak

APPLICATION FOR BOARDS AND COMMITTEES

Name Leah Sherman Date 9/20/2021

Address P.O. Box 2077

City W. Yellowstone State MT Zip 59758

Phone (Home): _____ (Work): _____ (Cell/Other): 802-279-1031

E-Mail Address: leahkshearn@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 8 years

Board or Committee you are applying for: Downtown Improvement District Advisory Board

Occupation: Owner of U's Boutique

Employer: Self Employed

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

If so, which board, and for how long? N/A

Past Memberships and Associations: N/A

Current Memberships and Associations: Current member of the Community West Outreach Board

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I grew up in a tourist town and understand the challenges that can come with a tourist destination. I also feel my travel experience to other high volume, attractive locations can provide me with a different outside perspective.

What are your primary objectives for serving on this board? As a new ^{young} business owner in West I believe I can bring a different perspective. I have a large interest in becoming apart of this committee to work with the Town Council to develop a strategic plan for the downtown commercial area. I'm invested in our community especially as a year-round business owner.

References (Individual or Organization):

Erin Benike Phone: 406-580-8864

Kristy Coffin Phone: 406-640-0333

Nancy Heideman Phone: 406-539-7112

Signature: Leah Sherman Date: 9/20/2021

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



Received
9-24-21 *GR*

APPLICATION FOR BOARDS AND COMMITTEES

Name Pauline Richardson Date 9/22/2021

Address 516 Grouse Ave

City West Yellowstone State MT Zip 59758

Phone (Home): 801-725-1010 (Work): same (Cell/Other): same

E-Mail Address: PaulinesSalvie@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 5 months

Board or Committee you are applying for: Cemetery Board & Improvement District Advisory Board

Occupation: Visitor Center / Chamber of Commerce Information Specialist

Employer: Chamber of Commerce / Visitor Center

Have you previously served on a County or City board? City Board for Parade 4th of July F.O.P. Shop w/cap

If so, which board, and for how long? Parade & Celebrations 8 years + Coordinator

Past Memberships and Associations: Republican Party Senate Chair 6 yrs

Current Memberships and Associations: Utah Registered Appraiser for 20 yrs -

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: West Yellowstone Foundation Bus reservations - Volunteer at Town Social Services

What are your primary objectives for serving on this board? To volunteer my time to the community and improvements to it. Invest in my community and help with any improvements.

References (Individual or Organization):

Katrina Wiese Phone: 406-539-1713

Beth Sernaik Phone: 970-217-7359

Dianna Hansen Phone: 406-640-2354

Signature: Pauline Richardson Date: Sept 22-2021

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

Parks & Recreation Advisory Board

BOARD MEMBER	APPOINTED	EXPIRES	E-MAIL ADDRESS
Brandi Brown	10/9/18	10/8/21	bns174@msn.com
Lindsey Charlton	10/9/18	10/8/21	charlton5126@gmail.com
Neil Courtis	10/9/18	10/8/22	treadandcast@gmail.com
Rachel Spence	10/9/18	10/8/22	rachelaspence@hotmail.com
Ken Davis*	7/6/21	10/8/22	kdavi51@icloud.com
Jennifer Jordan	4/16/19	4/15/23	parksdept@outlook.com
Liz Watt	1/21/20	1/20/24	mtrealtor@wyellowstone.com
Jessica Picone	3/16/21	3/15/25	jessapicone@gmail.com
Brian Benike, Town Council – concurrent with term			bbenike@townofwestyellowstone.com
Staff Support – concurrent w/ employment			
Vely Vazquez, Recreation Coordinator			ivazquez@townofwestyellowstone.com

*Reorganized by the Town Council 2/1/11 via Resolution No. 591, 4-year terms.
Reorganized again 9/18/18, Resolution No. 719, 4 new positions added.*

* Ken Davis was appointed 7/6/21 to fill the remainder of Amy Freed’s term through 10/8/22

Updated 7/7/21 er

10/4/21 gr



APPLICATION FOR BOARDS AND COMMITTEES

Name Lindsey Charlton Date 10/04/21

Address PO BOX 1607

City West Yellowstone State MT Zip 59758

Phone (Home): 931-551-1520 (Work): 406-646-9093 (Cell/Other): _____

E-Mail Address: charlton5126@gmail.com

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 4 years

Board or Committee you are applying for: Park and Rec Board

Occupation: Administrative Assistant

Employer: Hebgen Basin Fire District

Have you previously served on a County or City board? yes

If so, which board, and for how long? Park And Rec, 3 years

Past Memberships and Associations: _____

Current Memberships and Associations: West Yellowstone Senior Social Center, Library Foundation, Community Glass Recycling, Community West Outreach

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I have three years of experience with the Park and Rec board under my belt and I would like to continue to help by sharing a different perspective along with voicing opinions of other parents within the community that utilize the Towns green spaces.

What are your primary objectives for serving on this board? To invest in the Future of our Towns greenspace and to help make the best decisions for the future of existing green spaces.

References (Individual or Organization):

Jennifer Jordan Phone: 406-646-7068

Agata Morrill Phone: 406-579-3174

Shane Grube Phone: 406-640-0301

Signature: [Signature] Date: 10/4/2021

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



Received 9R
10-7-21

APPLICATION FOR BOARDS AND COMMITTEES

Name Brandi Brown Date 10/06/21

Address PO Box 735

City West Yellowstone State MT Zip 59758

Phone (Home): _____ (Work): 406-646-9355 (Cell/Other): 406-640-2663

E-Mail Address: bns174@msn.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 28 years

Board or Committee you are applying for: Parks & Recreation

Occupation: Accountant

Employer: Rudd & Company, PLLC

Have you previously served on a County or City board? Yes

If so, which board, and for how long? Parks & Recreation, 4 years

Past Memberships and Associations: _____

Current Memberships and Associations: West Yellowstone Athletic Booster Club, West Yellowstone School Board

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: As an individual who was raised in this community and is currently raising my own children in this community I believe I have a special insight into what our locals need and want for our Parks & Recreation. Most of us spend so much time working to pay the bills, we have very little time leftover for pleasure. I believe it is extremely important to provide fun and healthy ways for our local community to enjoy the Town of West Yellowstone.

What are your primary objectives for serving on this board? Helping our community enjoy their free time in the green spaces of West Yellowstone. It is also important to provide fun, clean and healthy ways for community members of all ages to get out and take in some fresh air. Whether that is playing in Pioneer Park or talking a walk around town, we want to make sure everyone who enters town has a nice clean place to play and recreate.

References (Individual or Organization):

Jennifer Jordan Phone: 303-908-4196

Mike Frazzelle Phone: 520-499-8122

Jessica Clark Phone: 224-407-1084

Signature: Brandi Brown Date: 10/06/2021

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



GALLATIN COUNTY

October 13, 2021

Dear Mayor Jerry Johnson,

The Gallatin County Commissioners held a meeting on October 8, 2021, to review the first round of minimum grant applications received. Your request for the West Yellowstone Wastewater Treatment Plant project was \$2,000,000 and the Commission has decided to award \$750,000.

All the preliminary approvals from Gallatin County Commission to award minimum allocation dollars are contingent upon the State's final approval. Therefore, we will forward West Yellowstone's initially approved recommendation to the State in the next couple of weeks and anticipate correspondence in December 2021.

Upon final approval from the State of our recommendation of your project, the Grants department will contact you to initiate further planning and contracting for this grant.

In addition to this potential partnership for water/sewer infrastructure, the commissioners have expressed an interest in learning more about the scope and impact of this project in correlation with West Yellowstone's affordable housing initiatives. We would like to invite you and/or your project team to participate in an upcoming Gallatin County ARPA meeting. Meetings are generally held on Tuesdays at 2pm, and there is currently space on the October 26th agenda. The preference is for an in-person meeting; however, we can accommodate a virtual meeting also. Let us know if Tuesday, October 26th will work for you or please suggest another Tuesday afternoon in November.

Thank you for your application, and congratulations.

Sincerely,

Jamie Grabinski

Jamie Grabinski

Grants Coordinator, Gallatin County

Cc: Laney Gospardek

From: [Elizabeth Roos](#)
To: [Elizabeth Roos](#)
Subject: FW: FW: Gallatin county minimum allocation grant applications- round one
Date: Friday, October 15, 2021 10:15:32 AM

Begin forwarded message:

From: "Green, Jeff" <Jeff.Green@gallatin.mt.gov>
Date: October 13, 2021 at 4:00:49 PM MDT
Cc: ARPA <ARPA@gallatin.mt.gov>
Subject: Gallatin county minimum allocation grant applications- round one

Dear Minimum Allocation Grant Applicants,

The Gallatin County Commissioners reviewed the round one minimum allocation grant applications on October 8, 2021 and have determined to recommend the following projects at this time:

- Town of Manhattan Water Resource Recovery Facility \$750,000
- West Yellowstone Wastewater Treatment Plant \$750,000
- Gallatin Canyon Sewer Project - Phase 1 \$750,000
- Three Forks Water Supply and Distribution Improvements \$559,000

If one of the above-mentioned projects is your project, the final award of Gallatin County's recommendation is contingent upon approval by the State of Montana DNRC. Gallatin County will be forwarding these recommendations for our minimum allocation funding in the next couple of weeks and anticipate correspondence in December 2021. If your project receives final approval for minimum allocation funding, the Gallatin County Grants Department will reach out to you to coordinate your contract.

If your project was not selected during round one, your application will automatically carry over to the second round for further consideration after the close of that round on Jan 30, 2022. If you would like to rescind your application for the Gallatin County minimum grant allocation funding, please email arpa@gallatin.mt.gov to do so.

Thank you for your application.

Sincerely,

Jeff Green / Grants Coordinator
jeff.green@gallatin.mt.gov
406-582-3097
GALLATIN COUNTY