

Town of West Yellowstone

Tuesday, June 20, 2023

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

FY 2024 Budget

Discussion

- Special Budget Requests
- Enterprise Funds

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders: #6579 to Tri-State Excavating LLC, snow removal, \$222,268.02

Claims

Business License Applications: Joe Novak, local ride service

Consent Agenda

Minutes: June 6, 2023 Town Council Meeting

Town Manager & Staff Reports

- Town Council Priorities, Mid-Year Update

Advisory Board Reports

Presentation: Single Family Equivalency (SFE) Schedule Update and Implementation for Sewer Rates

ACTION ITEMS

FY 2024 Preliminary Budget

Discussion/Action

Event Permits

Discussion/Action

- 4th of July Parade and Fireworks
 - Outside Amplification Permit
- Music in the Park Concert Series 2023
 - Outside Amplification Permit
 - Request to lift Open Container Ordinance, Resolution No.791
- Bullwinkles Horse Soldier Bourbon Bottle Signing Event
 - Outside Amplification Permit
 - Request to lift Open Container Ordinance, Resolution No. 792

Advisory Board Applications

- Library Board of Trustees

Correspondence/FYI/Meeting Reminder



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

General Town Council Meeting Information

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



Town of West Yellowstone Budget Request Form



All requests must be turned into the Finance Director's office, by **5:00 p.m. on May 31, 2023**. This form will be required to be considered for FY 23-24 budget process.

Date of Request: 05 / 15 / 2023

Organization Name: West Yellowstone Foundation

Contact Name and Title: Carrie Coan, Executive Director

Contact Email: ed@wyfmt.org

Contact Phone: 406-646-1152

Requested Amount: \$25,000

Description of services provided and community served:

In addition to our scholarship program, community grants, endowments, fiscal sponsorships and addressing other community needs, for the last 29 years we have been providing public transportation to our community. Currently we run twice weekly trips from West Yellowstone to Big Sky, Belgrade, Bozeman and back, year-round; and we provide once a week trips from West Yellowstone to Rexburg and Idaho Falls June-October. As the only provider of this type of transportation in our area, residents rely on the West Yellowstone Foundation's public transportation assistance. Without our transportation services, many residents will not be able to receive medical care they require, grow old in their homes, or have access to necessary items in order to live and thrive in West Yellowstone.

Name and Description of Event or Activity:

West Yellowstone Foundation Public Transit- We are seeking funding to help support our public transit program for seniors, low income and other community members who need safe, reliable transportation. WYF has provided 1353 rides to date in FY23, a 46% increase from FY22 total rides. 59% of those riders were elderly and/or disabled. We also coordinate with the Town of West Yellowstone's Social Services department to provide rides to their clients in need. To date, we have driven these passengers 22,194 miles. We have been able to meet the demand for a dramatic increase in rides this year and have also hired a bilingual driver, providing better service to our 21% Hispanic population.

Anticipated Number of Participants: We estimate providing around 2,000 rides in FY24

Financial Need: (What would happen if you didn't receive this money?)

We would need to cut our days of operation, which would have serious negative effects on several passengers that are receiving weekly medical treatments in Bozeman. There is no other alternative for our passengers, especially in the winter. We are also funded in part through rider fares(10%), private donations(1%), Gallatin County(16%), the Montana Department of Transportation(42%) and are actively seeking other funding sources(14%) to meet the community's demand for service. Our TOWY funding request would make up 17% of our FY24 budget. As the cost of operating increases, we are committed to securing other funding sources rather than increasing our funding request to TOWY.

MUST ATTACH CURRENT BALANCE SHEET AND PROFIT AND LOSS STATEMENT

Signature of Applicant: Carrie Coan Date: 05/16/2023

West Yellowstone Foundation
Profit & Loss by Class
 July 1, 2022 through May 15, 2023

	Bus Operations	General Operations	TOTAL
Ordinary Income/Expense			
Income			
Bus Income			
Gallatin County	11,500.00	0.00	11,500.00
RTAP	1,379.39	-50.00	1,329.39
Rider Contributions	13,900.00	0.00	13,900.00
State Grant	40,290.00	0.00	40,290.00
Town of West Yellowstone	25,000.00	0.00	25,000.00
		0.00	
Total Bus Income	92,069.39	-50.00	92,019.39
Community Impact Fee	0.00	1,626.11	1,626.11
Direct Public Support			
Individ/ Business Contributions	215.00	43,299.88	43,514.88
Direct Public Support - Other	0.00	1,000.00	1,000.00
Total Direct Public Support	215.00	44,299.88	44,514.88
One Valley Grant Funds	16,000.00	0.00	16,000.00
Other Types of Income			
Miscellaneous Revenue	26.11	107.58	133.69
Other Types of Income - Other	1.00	0.00	1.00
Total Other Types of Income	27.11	107.58	134.69
Total Income	108,311.50	45,983.57	154,295.07
Expense			
Advertising/Marketing			
Website Fees	211.20	52.80	264.00
Advertising/Marketing - Other	577.90	2,525.60	3,103.50
Total Advertising/Marketing	789.10	2,578.40	3,367.50
Bank Charges	5.00	0.00	5.00
Drug Testing	152.46	0.00	152.46
Dues & Subscriptions	809.92	672.20	1,482.12
Employee Training			
RTAP	671.00	0.00	671.00
Employee Training - Other	845.16	1,086.70	1,931.86
Total Employee Training	1,516.16	1,086.70	2,602.86
Fuel			
Gasoline	6,924.30	0.00	6,924.30
Total Fuel	6,924.30	0.00	6,924.30
Grants Awarded			
Board Initiated	0.00	1,007.79	1,007.79
Quarterly	0.00	8,999.99	8,999.99
Total Grants Awarded	0.00	10,007.78	10,007.78
Insurance			
Liability Insurance	2,548.50	1,125.75	3,674.25
Vehicle Insurance	4,433.75	0.00	4,433.75
Total Insurance	6,982.25	1,125.75	8,108.00
Licenses & Permits	10.00	10.00	20.00
Materials and Supplies	1,865.29	622.84	2,488.13
Meals	200.99	55.02	256.01
Medical	140.00	0.00	140.00
Miscellaneous	0.00	16.26	16.26
Office Supplies	500.41	772.41	1,272.82
One Valley Grant			
Advertising & Marketing	4,241.74	0.00	4,241.74
Drug Testing	76.23	0.00	76.23
Fuel/Gasoline	815.12	0.00	815.12
Materials/Supplies	553.46	0.00	553.46
Office Supplies	391.87	0.00	391.87
Payroll Expenses Driver	3,076.51	0.00	3,076.51
Payroll Expenses/Dispatch	2,400.00	0.00	2,400.00
Training	150.00	0.00	150.00

West Yellowstone Foundation
Profit & Loss by Class
 July 1, 2022 through May 15, 2023

	Bus Operations	General Operations	TOTAL
Utilities			
Telephone			
Driver & Dispatch	1,003.64	0.00	1,003.64
Office	834.99	0.00	834.99
Total Telephone	1,838.63	0.00	1,838.63
Total Utilities	1,838.63	0.00	1,838.63
Total One Valley Grant	13,543.56	0.00	13,543.56
Payroll Expenses			
Dispatcher Wages	7,500.00	0.00	7,500.00
Driver Wages	19,486.58	0.00	19,486.58
Manager/Admin Wages	33,374.54	33,374.53	66,749.07
Payroll Taxes - Driver/Dispatch	2,808.39	0.00	2,808.39
Payroll Taxes - Manager/Admin	2,865.07	2,865.07	5,730.14
Worker's Compensation	298.32	74.57	372.89
Payroll Expenses - Other	0.00	0.00	0.00
Total Payroll Expenses	66,332.90	36,314.17	102,647.07
Postage	0.00	106.40	106.40
Professional Fees			
Accounting	5,264.00	5,264.00	10,528.00
Professional Fees - Other	8,299.05	6,007.20	14,306.25
Total Professional Fees	13,563.05	11,271.20	24,834.25
Rent	80.00	20.00	100.00
Repairs & Maintenance			
Building Repairs & Maintenance	562.22	110.60	672.82
Vehicle Service	619.14	0.00	619.14
Repairs & Maintenance - Other	4,034.98	0.00	4,034.98
Total Repairs & Maintenance	5,216.34	110.60	5,326.94
Taxes	0.00	0.40	0.40
Transfer to MCF	0.00	12,407.74	12,407.74
Travel & Meetings	558.42	0.00	558.42
Utilities			
Electricity	534.22	133.65	667.87
Gas	1,225.28	306.31	1,531.59
Snow Removal	422.15	70.79	492.94
Telephone			
Driver & Dispatch	694.50	0.00	694.50
Internet	615.58	153.87	769.45
Office	344.58	298.04	642.62
Reservation	27.79	0.00	27.79
Total Telephone	1,682.45	451.91	2,134.36
Water	475.71	118.93	594.64
Total Utilities	4,339.81	1,081.59	5,421.40
Vehicle Registration	119.82	0.00	119.82
Total Expense	123,649.78	78,259.46	201,909.24
Net Ordinary Income	-15,338.28	-32,275.89	-47,614.17
Other Income/Expense			
Other Income			
Interest Income	87.23	652.16	739.39
Total Other Income	87.23	652.16	739.39
Net Other Income	87.23	652.16	739.39
Net Income	-15,251.05	-31,623.73	-46,874.78

West Yellowstone Foundation

Balance Sheet

As of March 31, 2023

05/25/23

Accrual Basis

Mar 31, 23

ASSETS

Current Assets

Checking/Savings

Basin Bank Checking .1%	
Artisan Gallery	5,062.00
AS Memorial Fund	14,751.00
BJ Casting Pond	124,236.00
Bus Account	31,443.81
Charitable Scholarship	31,813.00
Food Bank	36,607.00
Green Up WY	4,770.00
Yellowstone Expeditions	104,591.00
Basin Bank Checking .1% - Other	81,778.92

Total Basin Bank Checking .1%	435,052.73
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Bus Funds- Money Market 2659	69,452.19
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Money Market Funds-0664	94,690.47
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Petty Cash-5519	913.19
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Total Checking/Savings	600,108.58
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Total Current Assets	600,108.58
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Fixed Assets

Accumulated Depreciation	-187,196.95
Buildings	310,873.29
Equipment	3,686.49
Furniture and Equipment	1,974.00
Vehicles	118,013.00

Total Fixed Assets	247,349.83
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Other Assets

Montana Community Fund

After School Endowment WYAS(a)	60,176.62
Cameron Comm Club WYCC(a)	33,268.21
Comm West Outreach WYCW (a)	41,399.38
Exp.Yellow Endowment WYFY(a)	104,709.48
Food Bank Endowment WYFB(a)	36,606.44
Smoking Water Endowment WYSW(a)	143,803.72
WYF Endowment WYRF(a)	400,374.36

Total Montana Community Fund	820,338.21
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Vanguard Funds

Total Stock mkt Idx Adm	
Robinson Award (0585-###9585)	146,869.46
Siegel BOD Grant (0585-###9607)	70,509.47

Total Total Stock mkt Idx Adm	217,378.93
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Total Vanguard Funds	217,378.93
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Total Other Assets	1,037,717.14
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TOTAL ASSETS	1,885,175.55
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LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities	
Payroll Liabilities	1,621.91

Total Other Current Liabilities	1,621.91
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Total Current Liabilities	1,621.91
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Total Liabilities	1,621.91
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05/25/23
Accrual Basis

West Yellowstone Foundation
Balance Sheet
As of March 31, 2023

	<u>Mar 31, 23</u>
Equity	
Net Asset w/ Donor Restriction	1,268,142.00
Net Asset w/o Donor Restriction	527,184.04
Net Income	88,227.60
Total Equity	<u>1,883,553.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,885,175.55</u></u>



West Yellowstone Foundation

PO Box 255
420 Yellowstone Ave
West Yellowstone, Montana 59758
(406) 646-1152
ed@wyfmt.org
wyfmt.org

May 31, 2023

Town Council Members
Town of West Yellowstone
P.O. Box 1750
West Yellowstone, MT 59758

Dear Town Council Members:

Thank you for the opportunity to submit a formal request by the West Yellowstone Foundation Public Transit program for your consideration.

We and the town residents greatly appreciate the town's annual financial contribution that enables us to provide transportation for our elderly and disabled citizens, those without vehicles, and seasonal employees to and from Belgrade, Bozeman and Big Sky. These funds ensure that these residents can receive comprehensive and specialized medical services, benefit from additional grocery store options, and access other public and state services available in these larger locales.

As you may be aware with non-profits, many funds are restricted funds. We cannot transfer funds from program to program. Currently we are carrying higher balances than normal in our bus and general operating accounts because we have a new bus on backorder (expected "any minute") and we have been saving up for our anticipated facility expansion. We will not be asking for funds from the Town for either of these items as we have been slowly building up our funds as well as sourcing potential grant funds for those two large expenses.

Please let me know if you have any questions and thank you for your consideration and support.

Sincerely,

Carrie Coan
Executive Director

Town of West Yellowstone Budget Request Form



All requests must be turned into the Finance Director's office, by **5:00 p.m. on May 31, 2023**. This form will be required to be considered for FY 23-24 budget process.

Date of Request: 5/31/2023

Organization Name: Free Music in the Park by Black Mtn. Productions

Contact Name and Title: Kristy Coffin

Contact Email: KCoffinb@id@gmail.com

Contact Phone: 406-640-0333 or 406-640-0069

Requested Amount: \$ 8,000.00

Description of services provided and community served:

The community has been a huge support to our efforts thru sponsorships, volunteers & in kind donations. We have continued to offer music in the Park to visitors & locals alike to ensure a positive visitor experience as they visit our town as a premier destination of Yellowstone Park.

Name and Description of Event or Activity:

Music in the Park has been offering "free" music to locals & visitors alike for years. We have secured 5 nights this summer for music, July 4, July 22, August 4, August 5, August 26 with openers!

Anticipated Number of Participants: For the whole series: approx: 10k visitors

Financial Need: (What would happen if you didn't receive this money?)

The money is used to contact bands and put deposits down for the next years' events. These dollars help us get bigger named bands & get us on their booking schedules that begin in January.

MUST ATTACH CURRENT BALANCE SHEET AND PROFIT AND LOSS STATEMENT

Signature of Applicant: [Signature] Date: 5.30.2023

4:48 PM
05/30/23
Cash Basis

Black Mountain Productions
Profit & Loss
January 1 through May 30, 2023

	<u>Jan 1 - May 30, 23</u>
Income	
Individual, Business Donatio...	1,300.00
MAP Grant	<u>5,497.18</u>
Total Income	6,797.18
Expense	
Advertising	207.00
Bands	26,700.00
Banking fees	20.00
Business License	50.00
Equipment	3,473.00
Insurance - Liability	1,025.00
Lodging for Bands	<u>2,921.00</u>
Total Expense	<u>34,396.00</u>
Net Income	<u><u>-27,598.82</u></u>

Black Mountain Productions
Balance Sheet
As of May 30, 2023

	<u>May 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
First Security Checking	8,200.23
Total Checking/Savings	<u>8,200.23</u>
Total Current Assets	8,200.23
Fixed Assets	
Furniture and Equipment	18,416.89
Total Fixed Assets	<u>18,416.89</u>
TOTAL ASSETS	<u><u>26,617.12</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Bands	16,500.00
Due to Bissell Agency	1,025.00
Total Other Current Liabilities	<u>17,525.00</u>
Total Current Liabilities	<u>17,525.00</u>
Total Liabilities	17,525.00
Equity	
Unrestricted Net Assets	36,690.94
Net Income	-27,598.82
Total Equity	<u>9,092.12</u>
TOTAL LIABILITIES & EQUITY	<u><u>26,617.12</u></u>

Town of West Yellowstone Budget Request Form



All requests must be turned into the Finance Director's office, by **5:00 p.m. on May 31, 2023**. This form will be required to be considered for FY 23-24 budget process.

Date of Request: 05 / 31 / 2023

Organization Name: Destination Yellowstone / West Yellowstone Chamber of Commerce

Contact Name and Title: Janna Turner, 4th of July Chair / Katrina Wiese, CEO

Contact Email: Janna.Turner@ourbank.com / president@destinationyellowstone.com

Contact Phone: 406-641-0096 / 406-646-7701

Requested Amount: \$7,000.00

Description of services provided and community served:

Destination Yellowstone / West Yellowstone Chamber of Commerce along with it's cooperating partners organize this annual celebration every year. We are very proud of the quality of show we as a small town are able to offer to both our residents and visitors. Because we are the closest location to Island Park and Big Sky that provide a display, we also draw guests from those areas.

Name and Description of Event or Activity:

Annual 4th of July Firework display. Launch site is on the west side of Iris Street between Yellowstone Ave and Obsidian, making the show visable from nearly any location in Town.

Anticipated Number of Participants: An estimated 8000 - 9000 visitors and local community members.

Financial Need: (What would happen if you didn't receive this money?)

We have relied on local donations and support for over 20 years to provide this celebration. Over the years, our donations have been on a steady decline. Although we do have some funds in our reserve account, we would have a difficult time providing this event without the financial support from the Town.

MUST ATTACH CURRENT BALANCE SHEET AND PROFIT AND LOSS STATEMENT

Signature of Applicant:  Date: 5/31/2023

West Yellowstone Chamber of Commerce-General
Profit & Loss
May 2022 through May 2023

	<u>May '22 - May 23</u>
Ordinary Income/Expense	
Income	
General Income	
4400 · Events	
4405 · Contributors	12,590.00
Total 4400 · Events	<u>12,590.00</u>
Total General Income	<u>12,590.00</u>
Total Income	<u>12,590.00</u>
Gross Profit	12,590.00
Expense	
6000 · Administrative Expense	900.00
6020 · EVENT OPERATIONS	
6025 · Event Production	
6027 · Fourth of July	17,178.46
6025 · Event Production - Other	-49.96
Total 6025 · Event Production	<u>17,128.50</u>
Total 6020 · EVENT OPERATIONS	17,128.50
6300 · OPERATIONS	
6455 · Permits	25.00
Total 6300 · OPERATIONS	<u>25.00</u>
Total Expense	<u>18,053.50</u>
Net Ordinary Income	<u>-5,463.50</u>
Net Income	<u><u>-5,463.50</u></u>

West Yellowstone Chamber of Commerce-General Balance Sheet As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Main Company	
1001 · Building Reserve	6,613.96
1002 · Cash For General	69,779.12
1003 · Cycle Events	21,090.78
1004 · Event Reserve	7,500.08
1005 · Fourth of July	13,138.09
1006 · KNS PRIVATE FUNDING	-243.91
1008 · ICE FISHING PRIVATE FUNDING	618.04
Total 1000 · Main Company	118,496.16
1007 · VIC Account	45,373.82
1010 · Direct Deposits	154.65
1015 · Petty Cash	826.05
1017 · Groomer Checking	1,982.13
1018 · Groomer Savings	1,990.35
1020 · State Accommodations	106,733.01
1025 · X-C Ski Funds	
1026 · X-C Operating Funds	40,692.46
1027 · X-C Ski Festival	198,824.57
1025 · X-C Ski Funds - Other	-5,311.73
Total 1025 · X-C Ski Funds	234,205.30
Total Checking/Savings	509,761.57
Accounts Receivable	
1100 · Accounts Receivable	-50.00
Total Accounts Receivable	-50.00
Other Current Assets	
1200 · CD Investment	
1211 · X-C CD 66000000528	11,242.04
Total 1200 · CD Investment	11,242.04
Total Other Current Assets	11,242.04
Total Current Assets	520,953.61
Fixed Assets	
1300 · Accum Depr - Primary Building	-278,779.73
1301 · Accum Depr - Primary Equipment	-49,487.84
1301.5 · Accum Amort - Primary Equipment	-30,870.02
1302 · Accumulated Dep - Groomer	-235,231.59
1303 · Accumulated Dep - XC Ski	-114,406.58
1320 · Building - Groomer	46,461.72
1321 · Building - Primary	464,038.24
1322 · Building - XC Ski	133,816.01
1330 · Equipment - Groomer	252,975.05
1331 · Equipment - Primary	112,699.18
1332 · Equipment - XC Ski	22,532.10
15100 · Accum Dep Site Improvements	-9,470.78
15200 · SE EXPO Site Improvements	9,727.75
Total Fixed Assets	324,003.51
TOTAL ASSETS	844,957.12

* This is the only amount that has to do with the VIC. \$40K of this just came through from Yellowstone Country for the Summer 2023. *

1:32 PM

05/31/23

Cash Basis

West Yellowstone Chamber of Commerce-General
Balance Sheet
As of May 31, 2023

	<u>May 31, 23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-1.01
Total Accounts Payable	-1.01
Other Current Liabilities	
2300 · Capital Lease Liability	9,209.80
Total Other Current Liabilities	9,209.80
Total Current Liabilities	9,208.79
Total Liabilities	9,208.79
Equity	
3000 · Fund Balance - Groomer	91,349.00
3001 · Fund Balance - Primary	749,194.68
3002 · Fund Balance - State Ad	13,648.00
3003 · Fund Balance - XC	81,558.00
3005 · SE Fund Balance	27,252.66
Net Income	-127,254.01
Total Equity	835,748.33
TOTAL LIABILITIES & EQUITY	<u><u>844,957.12</u></u>

West Yellowstone Chamber of Commerce-General Transaction Detail By Account May 2022 through June 2023

Type	Date	Num	Name	Memo	Class	Paid Amou...	Balance
6020 · EVENT OPERATIONS							
6025 · Event Production							
6027 · Fourth of July							
Check	05/20/2022	25070	Funding Sources:208 - FOUR...	BIG SKY FIREWORKS -Invoice 5114	765 - JUL...	-14,347.72	-14,347.72
Check	06/30/2022	25111	Funding Sources:208 - FOUR...	FIRST PLACE - 4th of July Parade 2022 tooenster Tr...	765 - JUL...	-150.00	-14,497.72
Check	06/30/2022	25112	Funding Sources:208 - FOUR...	SECOND PLACE - 4th of July Parade 2022	765 - JUL...	-100.00	-14,597.72
Check	06/30/2022	25113	Funding Sources:208 - FOUR...	THIRD PLACE - 4th of July Parade 2022 donated b...	765 - JUL...	-50.00	-14,647.72
Check	07/07/2022	25119	Funding Sources:208 - FOUR...	LAZY G -Lodging for fireworks crew	765 - JUL...	-425.36	-15,073.08
Check	07/14/2022	25129	Funding Sources:208 - FOUR...	QUICK PRINT - Invoice 16320	765 - JUL...	-1,016.88	-16,089.96
Check	07/14/2022	25129	Funding Sources:208 - FOUR...	QUICK PRINT - Invoice 16390	765 - JUL...	-128.50	-16,218.46
Check	07/14/2022	25129	Funding Sources:208 - FOUR...	QUICK PRINT - Invoice 16380	765 - JUL...	-76.00	-16,294.46
Check	07/22/2022	25137	Funding Sources:208 - FOUR...	I.P. NEWS -Invoice 3350 - 4th of July ad	765 - JUL...	-350.00	-16,644.46
Check	08/15/2022	25162	Funding Sources:208 - FOUR...	BZM CHRON -Invoice 072233647 4TH of July 2022 ...	765 - JUL...	-534.00	-17,178.46
Total 6027 · Fourth of July						-17,178.46	-17,178.46
6025 · Event Production - Other							
Check	10/03/2022	25194	Funding Sources:208 - FOUR...	BARTA - Music in the Park Event	765 - JUL...	-382.50	-382.50
Deposit	10/13/2022	2394	No Name	Barta - Set up for Music in the Park 4th of July	765 - JUL...	49.96	-332.54
Deposit	10/13/2022	2395	No Name	Reimburse Westmart Bill Music in Park 4th of July	765 - JUL...	382.50	49.96
Total 6025 · Event Production - Other						49.96	49.96
Total 6025 · Event Production						-17,128.50	-17,128.50
Total 6020 · EVENT OPERATIONS						-17,128.50	-17,128.50
6300 · OPERATIONS							
6455 · Permits							
Check	05/25/2022	25075	Funding Sources:208 - FOUR...	TOWN OF WY -Permit for 4th of July 2022	765 - JUL...	-25.00	-25.00
Total 6455 · Permits						-25.00	-25.00
Total 6300 · OPERATIONS						-25.00	-25.00
TOTAL						-5,463.50	-5,463.50

11:02 AM

05/31/23

Cash Basis

West Yellowstone Chamber of Commerce-General Transaction Detail By Account May 2022 through June 2023

Type	Date	Num	Name	Memo	Class	Paid Amou...	Balance
General Income							
4400 · Events							
4405 · Contributors							
Invoice	06/29/2022	FW22...	Slippery Otter Pub	Fireworks Donation	765 - JUL...	100.00	100.00
Invoice	06/29/2022	FW22...	Timberline Cafe	Fireworks Donation	765 - JUL...	200.00	300.00
Invoice	06/29/2022	FW 2...	Lupine LLC/SEE BLUE CLO...	Fireworks Donation	765 - JUL...	50.00	350.00
Invoice	06/30/2022	FW 2...	Lazy G Motel	Fireworks Donation	765 - JUL...	300.00	650.00
Invoice	06/30/2022	FW 2...	Ventures West	Fireworks Donation	765 - JUL...	200.00	850.00
Invoice	07/05/2022	FW 2...	Jacklin's Fly Shop	Fireworks Donation	765 - JUL...	50.00	900.00
Invoice	07/05/2022	FW 2...	Alpine Motel	Fireworks Donation	765 - JUL...	100.00	1,000.00
Invoice	07/05/2022	FW 2...	Acupuncture and Herbal RX	Fireworks Donation	765 - JUL...	20.00	1,020.00
Invoice	07/05/2022	FW 2...	Food Roundup.	Fireworks Donation	765 - JUL...	250.00	1,270.00
Invoice	07/05/2022	FW 2...	Madison Hotel & Hostel	Fireworks Donation	765 - JUL...	500.00	1,770.00
Invoice	07/05/2022	FW 2...	Roundup Trading Post	Fireworks Donation	765 - JUL...	250.00	2,020.00
Invoice	07/05/2022	FW22...	Anderson, Chris & Diane	Fireworks Donation 2022	765 - JUL...	20.00	2,040.00
Invoice	07/05/2022	FW22...	Westmart Building Center.	Fireworks Donation	765 - JUL...	350.00	2,390.00
Invoice	07/05/2022	FW22...	Westmart Building Center.	Fireworks Donation	765 - JUL...	400.00	2,790.00
Invoice	07/11/2022	FW22...	Barta Electric	Fireworks Donation	765 - JUL...	100.00	2,890.00
Invoice	07/11/2022	FW22...	Barta Enterprises	Fireworks Donation	765 - JUL...	100.00	2,990.00
Invoice	07/11/2022	FW22...	Quickprint of West Yellowstone	Fireworks Donation	765 - JUL...	100.00	3,090.00
Invoice	07/13/2022	FW22...	Two Seasons Recycling	Fireworks Donation	765 - JUL...	200.00	3,290.00
Invoice	07/14/2022	FW22...	First Security Bank	Fireworks Donation	765 - JUL...	300.00	3,590.00
Invoice	07/19/2022	FW22...	Yellowstone T-Shirt Co	Fireworks Donation	765 - JUL...	500.00	4,090.00
Invoice	07/26/2022	FW22...	Funding Sources:278 - TOW...	Fireworks Donation 2022	765 - JUL...	6,000.00	10,090.00
Invoice	08/09/2022	FW22...	West Yellowstone TBID	Fireworks Donation	765 - JUL...	2,500.00	12,590.00
Total 4405 · Contributors						12,590.00	12,590.00
Total 4400 · Events						12,590.00	12,590.00
Total General Income						12,590.00	12,590.00
6000 · Administrative Expense							
Check	06/15/2022	25095	Funding Sources:208 - FOUR...	WYCC - Administration fee 21-22	765 - JUL...	-450.00	-450.00
Genera...	02/08/2023			22-23 Admin Fee	765 - JUL...	-450.00	-900.00
Total 6000 · Administrative Expense						-900.00	-900.00

Town of West Yellowstone Budget Request Form



All requests must be turned into the Finance Director's office, by **5:00 p.m. on May 31, 2023**. This form will be required to be considered for FY 23-24 budget process.

Date of Request: 05/29/2023

Organization Name: Destination Yellowstone: West Yellowstone Visitor Information Center

Contact Name and Title: Katrina Wiese, President

Contact Email: President@destinationyellowstone.com

Contact Phone: 406-539-1713 or 406-646-7701

Requested Amount: \$40,000

Description of services provided and community served: Staffing and operational expenses for the Visitor Information Center.

Name and Description of Event or Activity: See budget for operational expenses breakdown

Anticipated Number of Participants: n/a

Financial Need: (What would happen if you didn't receive this money?) Without this amount of money, the VIC would not be able to stay open 7 days a week, 8:00-5:00 from October - May of every year - severely impacting the visitor experience and resulting in extra strain upon the businesses of the town, as the visitor's will still have the same questions, but no one to go to for the answers or business recommendations they receive from my staff. The West Yellowstone VIC is the busiest VIC in the entire State of Montana, helping over 200,000 visitors every year.

MUST ATTACH CURRENT BALANCE SHEET AND PROFIT AND LOSS STATEMENT

Signature of Applicant:

A handwritten signature in cursive script, appearing to read "Katrina Wiese", written over a horizontal line.

Date: 5/29/2023

West Yellowstone Chamber of Commerce-General
Profit & Loss
 July 2022 through June 2023

	Jul '22 - Jun 23
Ordinary Income/Expense	
Income	
General Income	
4700 · Miscellaneous Income	0.00
Total General Income	0.00
5700 · VIC Support	
5705 · BED TAX	40,500.00
5715 · T.B.I.D.	7,000.00
5720 · TOWN OF WEST YELLOWSTONE	40,000.00
Total 5700 · VIC Support	87,500.00
Total Income	87,500.00
Gross Profit	87,500.00
Expense	
6010 · Contract labor	0.00
6300 · OPERATIONS	
6340 · Employee Recognition	700.00
6345 · Equipment Purchase	987.00
6500 · SUPPLIES	
6510 · Office Supplies	205.05
6520 · Software	40.00
Total 6500 · SUPPLIES	245.05
6535 · Training & Education	975.00
Total 6300 · OPERATIONS	2,907.05
6600 · PAYROLL EXPENSES	
6615 · Payroll	109,263.70
6620 · Workers Comp Insurance	205.28
Total 6600 · PAYROLL EXPENSES	109,468.98
Total Expense	112,376.03
Net Ordinary Income	-24,876.03
Net Income	-24,876.03

← * Yellowstone
 Country
 FY23 came in
 before July &
 FY24 hasn't
 come in ye

* two pay rolls remaining as well as operation expenses to be paid to Chamber.

West Yellowstone Chamber of Commerce-General Balance Sheet As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Main Company	
1001 · Building Reserve	6,613.96
1002 · Cash For General	69,779.12
1003 · Cycle Events	21,090.78
1004 · Event Reserve	7,500.08
1005 · Fourth of July	13,138.09
1006 · KNS PRIVATE FUNDING	-243.91
1008 · ICE FISHING PRIVATE FUNDING	618.04
Total 1000 · Main Company	118,496.16
1007 · VIC Account	45,373.92
1010 · Direct Deposits	154.65
1015 · Petty Cash	826.05
1017 · Groomer Checking	1,982.13
1018 · Groomer Savings	1,990.35
1020 · State Accommodations	106,733.01
1025 · X-C Ski Funds	
1026 · X-C Operating Funds	40,692.46
1027 · X-C Ski Festival	198,824.57
1025 · X-C Ski Funds - Other	-5,311.73
Total 1025 · X-C Ski Funds	234,205.30
Total Checking/Savings	509,761.57
Accounts Receivable	
1100 · Accounts Receivable	-50.00
Total Accounts Receivable	-50.00
Other Current Assets	
1200 · CD Investment	
1211 · X-C CD 66000000528	11,242.04
Total 1200 · CD Investment	11,242.04
Total Other Current Assets	11,242.04
Total Current Assets	520,953.61
Fixed Assets	
1300 · Accum Depr - Primary Building	-278,779.73
1301 · Accum Depr - Primary Equipment	-49,487.84
1301.5 · Accum Amort - Primary Equipment	-30,870.02
1302 · Accumulated Dep - Groomer	-235,231.59
1303 · Accumulated Dep - XC Ski	-114,406.58
1320 · Building - Groomer	46,461.72
1321 · Building - Primary	464,038.24
1322 · Building - XC Ski	133,816.01
1330 · Equipment - Groomer	252,975.05
1331 · Equipment - Primary	112,699.18
1332 · Equipment - XC Ski	22,532.10
15100 · Accum Dep Site Improvements	-9,470.78
15200 · SE EXPO Site Improvements	9,727.75
Total Fixed Assets	324,003.51
TOTAL ASSETS	844,957.12

* This is the only amount that has to do with the VIC. \$40k of this just came through from Yellowstone Country for the Summer 2023. *

1:32 PM

05/31/23

Cash Basis

West Yellowstone Chamber of Commerce-General
Balance Sheet
As of May 31, 2023

	<u>May 31, 23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-1.01
Total Accounts Payable	-1.01
Other Current Liabilities	
2300 · Capital Lease Liability	9,209.80
Total Other Current Liabilities	9,209.80
Total Current Liabilities	9,208.79
Total Liabilities	9,208.79
Equity	
3000 · Fund Balance - Groomer	91,349.00
3001 · Fund Balance - Primary	749,194.68
3002 · Fund Balance - State Ad	13,648.00
3003 · Fund Balance - XC	81,558.00
3005 · SE Fund Balance	27,252.66
Net Income	-127,254.01
Total Equity	835,748.33
TOTAL LIABILITIES & EQUITY	<u><u>844,957.12</u></u>



(406) 646-7701 PO Box 458 West Yellowstone, MT 59758 destinationyellowstone.com

May 29, 2023
Town of West Yellowstone
Town Council Members
PO Box 1570
West Yellowstone MT 59758

Dear Council Members,

I would like to submit a formal Letter of Request to the Town Council along with the Budget Request Form, asking for a continued partnership with the West Yellowstone Visitor Information Center as a financial contributor for FY23'-FY24'.

I am again asking for fiscal support of \$40,000 for FY23'-FY24' for staffing and operational expenses. (Budget with operational expense detail attached.) Without this amount of money, the VIC would not be able to stay open 7 days a week, 8:00am-5:00pm from October - May of every year - severely impacting the visitor experience and resulting in extra strain upon the businesses of the town, as the visitor's will still have the same questions, but no one to go to for the answers or business recommendations they receive from my staff. The West Yellowstone VIC is the busiest VIC in the entire State of Montana, helping over 200,000 visitors every year.

The VIC budget is funded through 5 different funding sources. We have secured financial contributions from Yellowstone Country (\$40,000 to be used Memorial Day - Labor Day) and State Accommodations (Bed Tax - increased this year to \$40,500). Destination Yellowstone (West Yellowstone Chamber of Commerce) continues to support financially (estimated to be at least \$32,873 for FY24'), as well as provide the space and means to which the Visitor Center resides. The West Yellowstone Tourism Business Improvement District (TBID) has written the VIC into their budget as a line item, but the amount won't be set until a later date when their budget is set. In the past we have received between \$7,000 - \$8,000.

We feel we have been excellent stewards of Town funds over the years. Again, we thank you for your support and ask for the continued partnership and line item in the Town's FY23'-FY24' budget in the amount of \$40,000 to be granted to the Visitor Information Center.

Sincerely,

Katrina Wiese
President/CEO

Visitor Information Center Budget FY 2024

(July 1, 2023 - June 30, 2024)

FUNDING SOURCES	
Yellowstone Country Montana (Start 5/26/23)	\$ 40,000.00
Marketing Committee (Bed Tax)	\$ 40,500.00
West Yellowstone TBID***	\$ 7,000.00
Town of West Yellowstone***	\$ 40,000.00
Destination Yellowstone (Chamber of Commerce)	\$ 32,873.12
TOTAL FUNDING AVAILABLE:	\$ 160,373.12
LABOR	
Labor-Staff (Including Taxes, WC & Benefits)	\$ 146,193.12
TOTAL LABOR:	\$ 146,193.12
OPERATIONS	
Payroll Processing	\$ 7,000.00
Staffing Software (Whentowork)	\$ 100.00
Centrylink: Phones (1/2 of total expense)	\$ 1,800.00
Safelink: WiFi Hot Spot (1/2 of total expense)	\$ 580.00
Brochure Storage (1/2 of total expense)	\$ 990.00
Computer IT	\$ 960.00
Supplies/Equipment	\$ 750.00
Staff Appreciation	\$ 500.00
Training	\$ 1,500.00
TOTAL OPERATIONS:	\$ 14,180.00
TOTAL LABOR & OPERATIONS:	\$ 160,373.12

***TBID & Town of West Yellowstone created a line item within their budget for the VIC

5.29.2023

Town of West Yellowstone Budget Request Form



All requests must be turned into the Finance Director's office, by 5:00 p.m. on May 31, 2023. This form will be required to be considered for FY 23-24 budget process.

Date of Request: 5/31/2023

Organization Name: Yellowstone Historic Center

Contact Name and Title: Brandi Burns, Executive Director

Contact Email: bburns@museumoftheyellowstone.org

Contact Phone: 406-646-7461

Requested Amount: \$87,840

Description of services provided and community served:

The Yellowstone Historic Center discovers, preserves, and presents the history of Yellowstone National Park, West Yellowstone, and the surrounding area for the education of visitors and residents. We specifically serve the West Yellowstone Community through our programs + exhibits at the Museum of the Yellowstone.

Name and Description of Event or Activity:

Resurface concrete + fix spalling on Depot Porch. Approx. 2,808 sq. ft.
\$25 - \$30/sq. ft = \$70,200 - \$84,240.

Remove carpet + refinish wood floor, approx. 450 sq. ft. \$7-\$8/sq. ft.
\$3,150 - \$3,600

Anticipated Number of Participants: 18,000 - 20,000/year

Financial Need: (What would happen if you didn't receive this money?)

Without assistance, the concrete will continue to degrade and increase safety hazards at the depot's only public access point. The carpet requires replacement. However, restoring the original wood flooring will create a complete experience of the restored 1908 depot.

MUST ATTACH CURRENT BALANCE SHEET AND PROFIT AND LOSS STATEMENT

Signature of Applicant: Brandi Burns

Date: 5-31-2023

Yellowstone Historic Center, Inc.
Statement of Activity
 January through December 2022

	Jan - Dec 22
Ordinary Income/Expense	
Income	
Admissions	118,394.43
Annual Fund	350.00
Crdit Crd Fees chgd to Customer	87.50
Dining Lodge Income	
2022 DL Rental	25,550.00
2023 Dining Lodge Rental	2,500.00
Dining Lodge Income - Other	266.00
Total Dining Lodge Income	28,316.00
Donation Box - Museum	746.55
Donations & Contributions	18,651.98
Gift Shop Sales	34,830.44
Heritage Celebration	
Auction Income	1,944.00
Donations & Sponsorships	6,140.00
Raffle	302.00
Tickets/Tables	5,610.00
Total Heritage Celebration	13,996.00
Memberships	10,480.00
Pie on the Porch	3,080.94
Raffle	120.00
Resort Tax Administration	72.06
Restricted Income	
Fly Fishing Fund	1,968.28
SP- Archives	10,000.00
SP- YHJ	1,244.29
SP-Rail Trail	378,193.53
Total Restricted Income	391,406.10
Walking Tours	82.00
Total Income	620,614.00
Expense	
Board - Miscellaneous	301.68
Business Expense	
Corporate Filing Fee	20.00
Credit Card Discount Fees	1,319.93
POS	99.88
Business Expense - Other	75.00
Total Business Expense	1,514.81
Dining Lodge Program	
Cleaning	2,720.00
DL- Event Oversight	9,688.00
DL - Trash	1,347.91
Supplies	1,480.03
Utilities	4,155.53
Total Dining Lodge Program	19,391.47
Dues and Subscriptions	915.80
Facilities	3,091.35
Gift Shop	
miscellaneous	349.68
Over/Short	171.39
Purchases	30,263.09
Supplies	459.17

	Jan - Dec 22
Gift Shop - Other	325.99
Total Gift Shop	31,569.32
Heritage Celebration Expenses	
Catering	3,600.00
Marketing	173.50
Miscellaneous	1,700.34
Total Heritage Celebration Expenses	5,473.84
Insurance	
Commercial package/ China	1,716.00
Worker's Comp	2,837.76
Insurance - Other	2,703.00
Total Insurance	7,256.76
Marketing	3,952.50
Membership Expenses	980.29
Miscellaneous	69.91
Museum Programs	
Junior Historian	227.27
Museum Programs - Other	698.28
Total Museum Programs	925.55
Museum Supplies	390.33
Office Expense	
Computers	3,909.38
Computers - Webhosting	231.55
Phones	
Museum	1,594.64
Office	1,936.08
Total Phones	3,530.72
Postage and Delivery	393.98
Office Expense - Other	192.48
Total Office Expense	8,258.11
Office Supplies	1,147.35
Payroll Expenses	154,877.91
Permits & Licenses	75.00
Personnel	
Awards	77.00
Training & Travel	3,147.85
Personnel - Other	50.00
Total Personnel	3,274.85
Professional Services	6,999.00
Rents	
Storage Unit	3,000.00
Total Rents	3,000.00
Restricted	
SP- Archive Project	19.49
SP- YHJ	6,149.13
SP-Rail Car	3,000.00
SP-Rail Trail	280,924.68
SP - Exhibits	241.00
Total Restricted	290,334.30

	<u>Jan - Dec 22</u>
Utilities	
Electric	1,273.55
Gas	2,085.18
Trash Removal	13.00
Water & Sewer	997.97
	<u>4,369.70</u>
Total Utilities	4,369.70
Void	0.00
Yellow Bus Expenses	1,000.00
	<u>1,000.00</u>
Total Expense	549,169.83
Net Ordinary Income	71,444.17
Other Income/Expense	
Other Income	
Interest Income	93.37
	<u>93.37</u>
Total Other Income	93.37
Other Expense	
Unrealized Losses	37,382.63
	<u>37,382.63</u>
Total Other Expense	37,382.63
Net Other Income	-37,289.26
Net Income	<u><u>34,154.91</u></u>

Yellowstone Historic Center, Inc.
Balance Sheet
 As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Checking	23,330.80
Checking- Restricted Grants FSB	37,739.42
Credit Card Deposit Acc't -FIB	47,604.07
Debit Card Account	-7,478.28
Dining Lodge	130,840.56
Glacier Credit Card Deposit	-385.38
Paving Account	8,279.82
Petty Cash	250.00
Special Projects Checking	-38,570.30
Yellstone Publications Checking	335.56
Total Checking/Savings	201,946.27
Other Current Assets	
Book Store Inventory	5,509.97
Endowment Fund CDs (6 laddered)	35,978.23
Fall River Deposit	30.00
Povah Center Deposit	100.00
Unconditional Promises to Give	671,488.00
Yell Publications Inventory	1,353.00
Total Other Current Assets	714,459.20
Total Current Assets	916,405.47
Fixed Assets	
Accumulated Depreciation	-3,962.31
Collections	60,000.00
Displays	15,184.97
Leasehold Improvements	6,516.10
Office Equipment	1,301.44
Total Fixed Assets	79,040.20
Other Assets	
Endowment with Vanguard	113,117.96
Total Other Assets	113,117.96
TOTAL ASSETS	1,108,563.63
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Dining Lodge Deposits	18,960.00
Payroll Liabilities	1,752.83
Sales Tax Payable	105.81
Total Other Current Liabilities	20,818.64
Total Current Liabilities	20,818.64
Total Liabilities	20,818.64
Equity	
Opening Bal Equity	-12,403.61
Retained Earnings	1,161,385.37
Net Income	-61,236.77
Total Equity	1,087,744.99
TOTAL LIABILITIES & EQUITY	1,108,563.63

TOWN OF WEST YELLOWSTONE
Revenue Budget Report -- MultiYear Actuals
For the Year: 2023 - 2024

5210 Water Operating Fund

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget	Rec.	Budget	Change	Budget	Budget
330000 Intergovernmental Revenues										
336020 Revenue on-behalf	1,153	5,407	961		4,500	0%	4,500		4,500	100%
Group:	1,153	5,407	961		4,500	0%	4,500	0	4,500	100%
340000 Charges for Services										
343021 Metered Water Sales	350,003	395,616	426,778	427,132	435,172	98%	435,172		435,172	100%
343022 Bulk Water Sales	22	45	140		50	0%	50		50	100%
343024 Sales of Water Materials	5,824	5,088	10,214	12,858	2,500	514%	2,500		2,500	100%
343029 Water service charge	80	260	426	242	350	69%	350		350	100%
343034 Connection Fees	25,760	14,880	30,880	14,400	5,000	288%	5,000		5,000	100%
Group:	381,689	415,889	468,438	454,632	443,072	103%	443,072	0	443,072	100%
360000 Miscellaneous Revenues										
362000 Refunds & Reimbursement	3,423	446	175		0	0%			0	0%
Group:	3,423	446	175		0	0%	0	0	0	0%
370000 Interest										
371020 Interest Earned	768	75	170	1,849	0	***%			0	0%
371050 STIP Program	2,760	307	1,057	13,225	750	***%	750		750	100%
Group:	3,528	382	1,227	15,074	750	***%	750	0	750	100%
380000 OTHER FINANCING SOURCES										
383000 Interfund Operating	562,662				0	0%			0	0%
Group:	562,662				0	0%	0	0	0	0%
Fund:	952,455	422,124	470,801	469,706	448,322	105%	448,322	0	448,322	100%

TOWN OF WEST YELLOWSTONE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2023 - 2024

5210 Water Operating Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Old
430500	Water Utilities										
110	Salaries and Wages	42,598	58,050	9,777	38,127	39,607	96%	56,967		56,967	144%
140	Employer Contributions	21,934	25,325	1,307	13,433	18,820	71%	18,829		18,829	100%
212	Small Items of Equipment	1,674	696	987	298	1,000	30%	1,000		1,000	100%
220	Operating Supplies	4,727	971	4,382	7,626	4,000	191%	10,000		10,000	250%
226	Clothing and Uniforms		172	331	329	600	55%	600		600	100%
230	FUEL AND TIRES			4,163		0	0%			0	0%
231	Gas, Oil, Diesel Fuel, Gr	1,627	898		2,477	3,000	83%	3,000		3,000	100%
251	Water Materials	1,738	7,368	12,243	1,330	8,000	17%			0	0%
311	Postage, Box Rent, etc.	1,281		20		250	0%	250		250	100%
327	Advertising / Marketing	1,168		152		1,000	0%	1,000		1,000	100%
335	Membership Fees & Dues	1,273	1,427	2,362	2,125	3,000	71%	3,000		3,000	100%
341	Electric	5,497	5,983	9,088	8,821	10,000	88%	10,000		10,000	100%
345	Telephone & Internet	1,137	576	472	453	1,000	45%	1,000		1,000	100%
348	Testing Fees			8,002	6,491	10,000	65%	10,000		10,000	100%
354	Architectural, Engineerin	16,297	7,555	16,871	5,961	28,000	21%	28,000		28,000	100%
355	IT Related Services	400	200		400	400	100%	400		400	100%
357	Other Professional Servic	7,164	17,421	16,615	2,095	23,000	9%	23,000		23,000	100%
369	Repair & Mtn Equipment	3,315	885	3,493	1,848	5,000	37%	5,000		5,000	100%
370	Travel	416		951	2,152	2,500	86%	2,500		2,500	100%
380	Training Tuition/Registra	255		710	1,500	1,500	100%	3,000		3,000	200%
398	Other Contracted Services	2,267	2,461	813	45,273	133,600	34%	133,600		133,600	100%
	water specialist (8600) & FPS study (125000)										
830	Depreciation	93,993	94,574	92,534		0	0%			0	0%
870	Miscellaneous			-13,682	1,208	2,500	48%	2,500		2,500	100%
930	Improvements Other than B					15,000	0%	15,000		15,000	100%
940	Machinery & Equipment				620	23,000	3%	26,250		26,250	114%
	Fire hydrant replacement in Mad Add (x3); Mission SCADA controller in Well #4 (\$5k); Snowmobile \$3,250)										
	Account:	208,761	224,562	171,591	142,567	334,777	43%	354,896	0	354,896	106%
430530	Source of Supply and Pumping										
191	Pension Expense	37,684	39,922			0	0%			0	0%
212	Small Items of Equipment			2,328	996	3,100	32%	3,100		3,100	100%
230	FUEL AND TIRES			5,200		0	0%			0	0%
354	Architectural, Engineerin	10,377				5,000	0%	5,000		5,000	100%
937	Improvements					30,000	0%	30,000		30,000	100%
	New railroad well building repairs										
	Account:	48,061	39,922	7,528	996	38,100	3%	38,100	0	38,100	100%
430550	Transmission and Distribution										
212	Small Items of Equipment	1,820	1,161		1,251	2,000	63%	2,000		2,000	100%
220	Operating Supplies	9,938	1,322	3,654	5,314	4,000	133%	4,000		4,000	100%
354	Architectural, Engineerin	26,520				20,000	0%	20,000		20,000	100%
355	IT Related Services	400				1,000	0%	1,000		1,000	100%
357	Other Professional Servic	5,564	3,654	3,791	4,108	6,000	68%	6,000		6,000	100%
369	Repair & Mtn Equipment	2,298	4,901	3,072	3,500	3,500	100%	4,500		4,500	129%
930	Improvements Other than B					40,000	0%	40,000		40,000	100%
	Water line installation behind DeLacy & Tennis courts (40K) 60K for this same project in sewer fund.										

TOWN OF WEST YELLOWSTONE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2023 - 2024

5210 Water Operating Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
940	Machinery & Equipment				5,425	11,000	49%	11,000		11,000	100%
	Account:	46,540	11,038	10,517	19,598	87,500	22%	88,500	0	88,500	101%
430570	Customer Accounting and Collection										
110	Salaries and Wages	5,907	9,790	11,070	10,897	12,418	88%	14,203		14,203	114%
140	Employer Contributions	3,190	5,412	5,597	4,818	5,489	88%	6,211		6,211	113%
220	Operating Supplies	333		369		500	0%	500		500	100%
311	Postage, Box Rent, etc.	987	885	922	1,017	1,100	92%	1,100		1,100	100%
355	IT Related Services	1,648	3,679	4,293	1,843	4,400	42%	4,400		4,400	100%
870	Miscellaneous			-60,193		0	0%			0	0%
	Account:	12,065	19,766	-37,942	18,575	23,907	78%	26,414	0	26,414	110%
430590	Other Activities										
251	Water Materials	3,041		906	11,929	10,000	119%	10,000		10,000	100%
354	Architectural, Engineerin					250	0%	250		250	100%
	Account:	3,041		906	11,929	10,250	116%	10,250	0	10,250	100%
510330	Comprehensive Liability Insurance										
512	Insurance on Vehicles & E	1,640	2,796	1,006	5,387	5,387	100%	5,953		5,953	111%
513	Liability	5,022	6,593	3,116	1,267	1,267	100%	1,408		1,408	111%
	Account:	6,662	9,389	4,122	6,654	6,654	100%	7,361	0	7,361	111%
510600	Pensions										
191	Pension Expense	1,635	-33			0	0%			0	0%
	Account:	1,635	-33			0	0%	0	0	0	0%
521000	Interfund Operating Transfers Out - (Specify										
820	Transfer To Other Funds	125,142	143,317	123,569		210,000	0%	210,000		210,000	100%
825	Transfer					300,000	0%	300,000		300,000	100%
	Account:	125,142	143,317	123,569		510,000	0%	510,000	0	510,000	100%
	Fund:	451,907	447,961	280,291	200,319	1,011,188	20%	1,035,521	0	1,035,521	102%

5220 Water Replacement Depreciation Fund

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget	Rec.	Budget	Change	Budget	Budget
370000 Interest										
371020 Interest Earned -	296	147	163	471	100	471%	100		100	100%
371050 STIP Program	978	36	596	7,338	400	***%	400		400	100%
Group:	1,274	183	759	7,809	500	***%	500	0	500	100%
380000 OTHER FINANCING SOURCES										
383000 Interfund Operating	75,142	93,317	123,569		110,000	0%	110,000		110,000	100%
383005 Transfer In-Capital	50,000	50,000			100,000	0%	100,000		100,000	100%
Group:	125,142	143,317	123,569		210,000	0%	210,000	0	210,000	100%
Fund:	126,416	143,500	124,328	7,809	210,500	4%	210,500	0	210,500	100%

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TOWN OF WEST YELLOWSTONE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2023 - 2024

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5220 Water Replacement Depreciation Fund

Account	Object	Actuals				Current	%	Prelim,	Budget	Final	% Old
		19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
430530	Source of Supply and Pumping										
939	Well project					125,000	0%			0	0%
	Account:					125,000	0%	0	0	0	0%
430550	Transmission and Distribution										
924	Capital Projects					300,000	0%	300,000		300,000	100%
	Account:					300,000	0%	300,000	0	300,000	100%
521000	Interfund Operating Transfers Out - (Specify										
820	Transfer To Other Funds	552,662				0	0%			0	0%
	Account:	552,662				0	***%	0	0	0	0%
	Fund:	552,662				425,000	0%	300,000	0	300,000	71%

5310 Sewer Operating Fund

Account	Actuals				Current	%	Prelim.	Budget	Final	%
	19-20	20-21	21-22	22-23	Budget	Rec.	Budget	Change	Budget	Budget
330000 Intergovernmental Revenues										
336020 Revenue on-behalf	892	5,562	1,324		1,500	0%	1,500		1,500	100%
Group:	892	5,562	1,324		1,500	0%	1,500	0	1,500	100%
340000 Charges for Services										
343030 Sewer User Fees	625,728	687,679	764,765	791,281	770,200	103%	966,850		966,850	126%
343031 Sewer Service Charges	17		138	5,350	0	***%			0	0%
343034 Connection Fees	58,200	24,000	77,662	18,690	7,500	249%	7,500		7,500	100%
343037 Dumping at Lagoon	8,380	6,180	8,600	4,910	8,000	61%	6,000		6,000	75%
Group:	692,325	717,859	851,165	820,231	785,700	104%	980,350	0	980,350	125%
360000 Miscellaneous Revenues										
362000 Refunds & Reimbursement		1,556	71		0	0%			0	0%
Group:		1,556	71		0	0%	0	0	0	0%
370000 Interest										
371010 Interest-Money Market	48	36	45	15	50	30%	50		50	100%
371020 Interest Earned -	873	247	399	2,319	400	580%	400		400	100%
371050 STIP Program	12,393	1,366	1,602	13,892	1,500	926%	1,500		1,500	100%
Group:	13,314	1,649	2,046	16,226	1,950	832%	1,950	0	1,950	100%
380000 OTHER FINANCING SOURCES										
383000 Interfund Operating	568,165	1,046,171	668,572		0	0%			0	0%
Group:	568,165	1,046,171	668,572		0	0%	0	0	0	0%
Fund:	1,274,696	1,772,797	1,523,178	836,457	789,150	106%	983,800	0	983,800	125%

TOWN OF WEST YELLOWSTONE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2023 - 2024

5310 Sewer Operating Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
430600	Sewer Utilities										
110	Salaries and Wages	43,317	65,175	28,821	38,818	46,163	84%	56,967		56,967	123%
140	Employer Contributions	10,703	21,557	3,850	13,529	21,618	63%	18,828		18,828	87%
191	Pension Expense	-3,013	53,589			0	0%			0	0%
212	Small Items of Equipment	720	623	346	1,515	4,000	38%	4,000		4,000	100%
220	Operating Supplies	3,101	777	5,767	14,530	7,500	194%	15,000		15,000	200%
226	Clothing and Uniforms		144		868	400	217%	1,000		1,000	250%
231	Gas, Oil, Diesel Fuel, Gr	1,567	818	46	100	3,000	3%	3,000		3,000	100%
311	Postage, Box Rent, etc.	50		3		300	0%	300		300	100%
335	Membership Fees & Dues	554	138	243	247	500	49%	500		500	100%
340	Utility Services	168	200	158	35	250	14%	250		250	100%
341	Electric	59,648	57,044	43,270	40,271	50,000	81%	50,000		50,000	100%
344	Natural Gas/propane	351	400	858	512	750	68%	750		750	100%
345	Telephone & Internet	1,649	1,455	1,445	1,391	2,500	56%	2,500		2,500	100%
348	Testing Fees			5,400	12,439	15,000	83%	15,000		15,000	100%
351	Medical, Dental, Veterina		116			500	0%	500		500	100%
354	Architectural, Engineerin	15,718	8,185	28,634	37,839	96,000	39%	525,000		525,000	547%
355	IT Related Services		200	400		400	0%	400		400	100%
357	Other Professional Servic	5,836	26,504	47,462	8,574	40,000	21%	40,000		40,000	100%
366	Buildings	2,133	12			5,000	0%	5,000		5,000	100%
369	Repair & Mtn Equipment	4,186	428		1,083	17,000	6%	17,000		17,000	100%
370	Travel	790			186	2,500	7%	2,500		2,500	100%
380	Training Tuition/Registra	40		460		1,500	0%	1,500		1,500	100%
398	Other Contracted Services	1,690	1,127		2,296	2,000	115%	2,000		2,000	100%
512	Insurance on Vehicles & E					7,875	0%	8,703		8,703	111%
513	Liability					84,837	0%	94,262		94,262	111%
532	Land Rental	40,000	40,600		20,914	43,600	48%	25,000		25,000	57%
660				3,815		0	0%			0	0%
830	Depreciation	122,494	123,594	114,516		130,000	0%	130,000		130,000	100%
870	Miscellaneous		408	-28,737	992	1,000	99%	1,000		1,000	100%
	Account:	311,702	403,094	256,757	196,139	584,193	34%	1,020,960	0	1,020,960	175%
430630	Collection and Transmission										
220	Operating Supplies	207	460	2,025	4,426	3,000	148%	3,000		3,000	100%
230	FUEL AND TIRES			4,190		0	0%			0	0%
354	Architectural, Engineerin			11,136		20,000	0%	20,000		20,000	100%
355	IT Related Services					1,000	0%	1,000		1,000	100%
357	Other Professional Servic			815	9,661	27,500	35%	27,500		27,500	100%
369	Repair & Mtn Equipment	6,830	4,154	10,332	10,966	16,500	66%	16,500		16,500	100%
937	Improvements					110,000	0%	110,000		110,000	100%
	Sewer line installation behind DeLacy & Tennis Court (60k) 40K has been budgeted for water line installation in this same location in the water fund. Sewer line repair in Parkway A&B damaged sections (50,000)										
940	Machinery & Equipment				30,500	30,000	102%	3,250		3,250	11%
	50% of snowmobile cost										
941	General Purpose Machinery			-3	11,763	35,000	34%	38,204		38,204	109%
	Mad. Add. pump installation project to include back up pumps										
	Account:	7,037	4,614	28,495	67,316	243,000	28%	219,454	0	219,454	90%

5310 Sewer Operating Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
430640	Treatment and Disposal										
212	Small Items of Equipment	884	893	292	104	1,000	10%	1,000		1,000	100%
354	Architectural, Engineerin	6,955		618		0	0%			0	0%
357	Other Professional Servic	3,944	5,982	917	485	5,000	10%	5,000		5,000	100%
459	Other	1,851	2,305	3,000	5,500	16,000	34%			0	0%
870	Miscellaneous					0	0%	10,000		10,000	****%
	Account:	13,634	9,180	4,827	6,089	22,000	28%	16,000	0	16,000	73%
430670	Customer Accounting and Collection										
110	Salaries and Wages	5,907	9,790	11,070	10,897	12,418	88%	14,203		14,203	114%
140	Employer Contributions	3,190	5,412	5,597	4,818	5,489	88%	6,211		6,211	113%
220	Operating Supplies	333		369		400	0%	400		400	100%
311	Postage, Box Rent, etc.	968	885	922	1,017	1,100	92%	1,100		1,100	100%
355	IT Related Services	1,417	1,993	1,520	1,590	2,100	76%	2,100		2,100	100%
870	Miscellaneous			-41,311		0	0%			0	0%
	Account:	11,815	18,080	-21,833	18,322	21,507	85%	24,014	0	24,014	112%
510330	Comprehensive Liability Insurance										
512	Insurance on Vehicles & E	6,561	7,766	2,681	3,500	3,500	100%	3,890		3,890	111%
513	Liability	20,088	18,315	8,308	2,536	2,536	100%	2,803		2,803	111%
	Account:	26,649	26,081	10,989	6,036	6,036	100%	6,693	0	6,693	111%
510400	Depreciation										
835				29,340		0	0%			0	0%
	Account:			29,340		0	***%	0	0	0	0%
510600	Pensions										
191	Pension Expense	7,710	-33			0	0%			0	0%
	Account:	7,710	-33			0	***%	0	0	0	0%
521000	Interfund Operating Transfers Out - (Specify										
820	Transfer To Other Funds	498,458	537,523	661,117		550,000	0%	550,000		550,000	100%
	Account:	498,458	537,523	661,117		550,000	0%	550,000	0	550,000	100%
	Fund:	877,005	998,539	969,692	293,902	1,426,736	21%	1,837,121	0	1,837,121	129%

5320 Sewer Replacement Depreciation Fund

Account	Actuals				Current	%	Prelim,	Budget	Final	% Old
	19-20	20-21	21-22	22-23	Budget	Rec.	Budget	Change	Budget	Budget
					22-23	22-23	23-24	23-24	23-24	23-24

330000 Intergovernmental Revenues										
331000 Federal Grants					1,100,354	0%	1,100,354		1,100,354	100%
Group:					1,100,354	0%	1,100,354	0	1,100,354	100%
370000 Interest										
371010 Interest-Money Market	65	24	22	8	35	23%	35		35	100%
371020 Interest Earned -	247	240	431	1,891	500	378%	500		500	100%
371050 STIP Program	12,318	2,067	4,385	63,191	3,500	***%	3,500		3,500	100%
Group:	12,630	2,331	4,838	65,090	4,035	***%	4,035	0	4,035	100%
380000 OTHER FINANCING SOURCES										
381070 Proceeds from					2,000,000	0%	2,000,000		2,000,000	100%
383000 Interfund Operating	198,458	1,151,554	949,347		250,000	0%	250,000		250,000	100%
383005 Transfer In-Capital	300,000	300,000	300,000		2,800,000	0%	2,800,000		2,800,000	100%
Group:	498,458	1,451,554	1,249,347		5,050,000	0%	5,050,000	0	5,050,000	100%
Fund:	511,088	1,453,885	1,254,185	65,090	6,154,389	1%	6,154,389	0	6,154,389	100%
Grand Total:	2,864,655	3,792,306	3,372,492	1,379,062	7,602,361		7,797,011	0	7,797,011	

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TOWN OF WEST YELLOWSTONE
Expenditure Budget Report -- MultiYear Actuals
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5320 Sewer Replacement Depreciation Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		19-20	20-21	21-22	22-23	Budget	Exp.	Budget	Changes	Budget	Budget
430630	Collection and Transmission										
	934 Sewage Disposal lagoon					2,700,000	0%	2,700,000		2,700,000	100%
	Account:					2,700,000	0%	2,700,000	0	2,700,000	100%
430640	Treatment and Disposal										
	354 Architectural, Engineerin	29,723				0	0%	550,000		550,000	*****%
	951 Wastewater Treatment Plan			16	27,894	4,975,400	1%	4,975,000		4,975,000	100%
	Account:	29,723		16	27,894	4,975,400	1%	5,525,000	0	5,525,000	111%
490500	Other Debt service Payments-note acct										
	610 Principal					0	0%	750,000		750,000	*****%
	620 Interest					0	0%	491,270		491,270	*****%
	Account:					0	***%	1,241,270	0	1,241,270	*****%
521000	Interfund Operating Transfers Out - (Specify										
	820 Transfer To Other Funds	568,165	1,046,171	668,572		0	0%			0	0%
	Account:	568,165	1,046,171	668,572		0	***%	0	0	0	0%
	Fund:	597,888	1,046,171	668,588	27,894	7,675,400	0%	9,466,270	0	9,466,270	123%
											%
	Grand Total:	2,479,462	2,492,671	1,918,571	522,115	10,538,324		12,638,912	0	12,638,912	

P.O. BOX 1570

TOWN OF WEST YELLOWSTONE MONTANA

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

info@townofwestyellowstone.com

PURCHASE ORDER 1000-430200-398

Date 6-06-23

Ship Via

Order No. 006579

Department PUBLIC WORKS

TO: TRI-STATE EXCAVATING

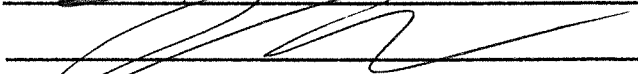
ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	SNOW REMOVAL
	February - \$28,810. ⁰⁰
	March - \$142,547. ¹⁴
	April - \$50,910. ⁸⁸

Estimated Cost \$ 222,268.⁰²

Authorized By 

Requested By 

VENDOR COPY - White OFFICE COPY - Canary



P.O. Box 853
 West Yellowstone, MT
 59758

Invoice

Date	Invoice #
5/9/2023	12628SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
	February snow removal		
4.651	Use of Dump truck for hauling snow 2/01/2023	140.00	651.14
0.75	Use of Front End Loader for pushing, stacking, and hauling of snow. 2/01/2023	165.00	123.75
7.75	Use of Semi for hauling 2/06/2023	165.00	1,278.75
2.75	Use of Front End Loader for pushing, stacking, and hauling of snow. 2/06/2023	165.00	453.75
3.5	Use of Dump truck for hauling snow 2/07/2023	140.00	490.00
9.5	Use of Semi for hauling 2/07/2023	165.00	1,567.50
2.267	Use of Dump truck for hauling snow 2/08/2023	140.00	317.38
3.5	Use of Front End Loader for pushing, stacking, and hauling of snow. 2/08/2023	165.00	577.50
10.5	Use of Semi for hauling 2/08/2023	165.00	1,732.50
3.835	Use of Front End Loader for pushing, stacking, and hauling of snow. 2/09/2023	165.00	632.78
3	Use of Dump truck for hauling snow 2/09/2023	140.00	420.00
9.75	Use of Semi for hauling 2/09/2023	165.00	1,608.75
3.5	Use of Dump truck for hauling snow 2/10/2023	140.00	490.00
2	Use of Semi for hauling 2/10/2023	165.00	330.00
8.5	Use of Semi for hauling 2/13/2023	165.00	1,402.50
5.5	Use of Dump truck for hauling snow 2/14/2023	140.00	770.00
8.75	Use of Semi for hauling 2/14/2023	165.00	1,443.75
3.75	Use of Dump truck for hauling snow 2/15/2023	140.00	525.00
3.75	Use of Dump truck for hauling snow 2/15/2023	140.00	525.00

If you choose to pay with credit card, a 3% processing fee will be added to the total.	Total
	Balance Due
<i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i>	
Payments/Credits	

Phone #	E-mail
406-640-0216	ehris.kachur@gmail.com



P.O. Box 853
 West Yellowstone, MT
 59758

Invoice

Date	Invoice #
5/9/2023	12628SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
0.75	Use of Front End Loader for pushing, stacking, and hauling of snow. 2/15/2023	165.00	123.75
8	Use of Semi for hauling 2/15/2023	165.00	1,320.00
9.5	Use of Semi for hauling 2/16/2023	165.00	1,567.50
5	Use of Semi for hauling 2/17/2023	165.00	825.00
1.03	Use of Front End Loader for pushing, stacking, and hauling of snow.2/22/2023	165.00	169.95
4	Use of Dump truck for hauling snow 2/22/2023	140.00	560.00
4	Use of Semi for hauling 2/22/2023	165.00	660.00
4.5	Use of Dump truck for hauling snow 2/22/2023	140.00	630.00
7	Use of Dump truck for hauling snow 2/23/2023	140.00	980.00
6.5	Use of Dump truck for hauling snow 2/23/2023	140.00	910.00
6	Use of Semi for hauling 2/23/2023	165.00	990.00
3.5	Use of excavator for stacking snow. 2/23/2023	185.00	647.50
4.5	Use of Dump truck for hauling snow 2/24/2023	140.00	630.00
4	Use of Dump truck for hauling snow 2/24/2023	140.00	560.00
2.5	Use of excavator for stacking snow. 2/24/2023	185.00	462.50
7	Use of Semi for hauling 2/24/2023	165.00	1,155.00
7.75	Use of Semi for hauling 2/28/2023	165.00	1,278.75

Thank you for your business. If you have any questions about this invoice, please call our office at 406-640-0216.

If you choose to pay with credit card, a 3% processing fee will be added to the total.	Total	\$28,810.00
<i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i>	Payments/Credits	\$0.00
	Balance Due	\$28,810.00

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com



P.O. Box 853
 West Yellowstone, MT
 59758

Invoice

Date	Invoice #
6/1/2023	12914SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
	March snow removal		
6.5	Use of Dump truck for hauling snow 3/01/2023	140.00	910.00
6.5	Use of Dump truck for hauling snow 3/01/2023	140.00	910.00
10.75	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/2/2023	165.00	1,773.75
4	Use of excavator for stacking snow. (Little Rangers snow removal) 3/02/2023	185.00	740.00
3	Use of excavator for stacking snow. (Town Offices) 3/02/2023	185.00	555.00
5.534	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/03/2023	165.00	913.11
11.25	Use of Dump truck for hauling snow 3/03/2023	140.00	1,575.00
8.5	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/06/2023	165.00	1,402.50
7.5	Use of Semi w/ side dump for hauling snow 3/06/2023	165.00	1,237.50
4.267	Use of bulldozer for stacking and removing snow 3/06/2023	225.00	960.08
9.5	Removal of Snow by Road Grader	255.00	2,422.50
8	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/06/2023	165.00	1,320.00
10	Use of Dump truck for hauling snow 3/06/2023	140.00	1,400.00
9.5	Use of Dump truck for hauling snow 3/06/2023	140.00	1,330.00
8	Use of Semi w/ side dump for hauling snow 3/07/2023	165.00	1,320.00
4.25	Use of Semi for hauling 3/07/2023	165.00	701.25
12	Use of Dump truck for hauling snow 3/07/2023	140.00	1,680.00
11.5	Removal of Snow by Road Grader 3/07/2023	255.00	2,932.50
11.5	Use of Dump truck for hauling snow 3/07/2023	140.00	1,610.00
12	Use of Dump truck for hauling snow 3/07/2023	140.00	1,680.00
8	Use of bulldozer for stacking and pushing snow 3/07/2023	225.00	1,800.00
10.167	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/08/2023	165.00	1,677.56

If you choose to pay with credit card, a 3% processing fee will be added to the total. <i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i>	Total
	Balance Due

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com



P.O. Box 853
 West Yellowstone, MT
 59758

Invoice

Date	Invoice #
6/1/2023	12914SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
11	Removal of Snow by Road Grader 3/08/2023	255.00	2,805.00
3.25	Use of Semi for hauling snow 3/08/2023	165.00	536.25
11.5	Use of Semi w/ Side Dump for hauling snow 3/08/2023	165.00	1,897.50
12.25	Use of Dump truck for hauling snow 3/08/2023	140.00	1,715.00
8.5	Use of bulldozer for stacking and pushing snow 3/08/2023	225.00	1,912.50
6.5	Use of excavator for stacking snow. 3/08/2023	185.00	1,202.50
1.332	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/09/2023	165.00	219.78
13.5	Removal of Snow by Road Grader 3/09/2023	255.00	3,442.50
14.267	Use of bulldozer for stacking and pushing snow 3/09/2023	225.00	3,210.08
12	Use of Semi for hauling snow 3/09/2023	165.00	1,980.00
12	Use of Semi w side dump for hauling snow 3/09/2023	165.00	1,980.00
1.5	Use of excavator for stacking snow. 3/09/2023	185.00	277.50
10.5	Use of Dump truck for hauling snow 3/09/2023	140.00	1,470.00
10	Use of Dump truck for hauling snow	140.00	1,400.00
10	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/10/2023	165.00	1,650.00
5.5	Use of Semi for hauling 3/10/2023	165.00	907.50
3.75	Use of Semi w/ side dump for hauling snow 3/10/2023	165.00	618.75
12.5	Use of bulldozer for stacking and pushing snow. 3/10/2023	225.00	2,812.50
12	Use of Dump truck for hauling snow 3/10/2023	140.00	1,680.00
10.5	Use of Dump truck for hauling snow. 3/10/2023	140.00	1,470.00
5	Removal of Snow by Road Grader 3/10/2023	255.00	1,275.00
5	Use of excavator for stacking snow. 3/10/2023	185.00	925.00
2.5	Removal of Snow by Road Grader 3/11/2023	255.00	637.50
3	Use of excavator for stacking snow. 3/11/2023	185.00	555.00
5.5	Use of bulldozer for stacking and pushing snow 3/11/2023	225.00	1,237.50
9.75	Use of Semi w side dump for hauling snow 3/13/2023	165.00	1,608.75

If you choose to pay with credit card, a 3% processing fee will be added to the total.	Total
<i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i>	Payments/Credits
	Balance Due

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com



P.O. Box 853
West Yellowstone, MT
59758

Invoice

Date	Invoice #
6/1/2023	12914SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
8.75	Use of Dump truck for hauling snow 3/13/2023	140.00	1,225.00
9	Use of Dump truck for hauling snow 3/13/2023	140.00	1,260.00
10	Use of bulldozer for stacking and pushing snow 3/13/2023	225.00	2,250.00
6.5	Use of excavator for stacking snow. 3/13/2023	185.00	1,202.50
2.5	Removal of Snow by Road Grader 3/14/2023	255.00	637.50
5.75	Use of bulldozer for stacking and pushing snow 3/14/2023	225.00	1,293.75
4.332	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/15/2023	165.00	714.78
2.684	Use of Semi w side dump for hauling snow 3/15/2023	165.00	442.86
3.5	Removal of Snow by Road Grader 3/15/2023	255.00	892.50
10	Use of excavator for stacking snow. 3/15/2023	185.00	1,850.00
7.75	Use of Semi for hauling snow 3/15/2023	165.00	1,278.75
9.5	Use of bulldozer for stacking and pushing snow 3/15/2023	225.00	2,137.50
11.5	Removal of Snow by Road Grader 3/16/2023	255.00	2,932.50
11	Use of Semi for hauling snow 3/16/2023	165.00	1,815.00
10	Use of Semi w side dump for hauling snow 3/16/2023	165.00	1,650.00
11	Use of Dump truck for hauling snow 3/16/2023	140.00	1,540.00
10	Use of Dump truck for hauling snow 3/16/2023	140.00	1,400.00
1.267	Removal of snow with Skid-Steer 3/16/2023	125.00	158.38
7	Use of excavator for stacking snow. 3/16/2023	185.00	1,295.00
6	Use of bulldozer for stacking and pushing snow 3/16/2023	225.00	1,350.00
1	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/17/2023	165.00	165.00
11.25	Use of Dump truck for hauling snow 3/17/2023	140.00	1,575.00
11	Use of Semi w/ side dump for snow 3/17/2023	165.00	1,815.00
9.25	Use of bulldozer for stacking and pushing snow 3/17/2023	225.00	2,081.25
12.5	Removal of Snow by Road Grader 3/17/2023	255.00	3,187.50
5.5	Use of excavator for stacking snow. 3/17/2023	185.00	1,017.50

<p>If you choose to pay with credit card, a 3% processing fee will be added to the total.</p> <p><i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i></p>	Total
	Balance Due

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com



P.O. Box 853
West Yellowstone, MT
59758

Invoice

Date	Invoice #
6/1/2023	12914SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
10.25	Use of Semi for hauling snow 3/17/2023	165.00	1,691.25
12.75	Use of Dump truck for hauling snow 3/17/2023	140.00	1,785.00
7	Use of excavator for stacking snow. 3/20/2023	185.00	1,295.00
11.75	Use of Dump truck for hauling snow 3/20/2023	140.00	1,645.00
10.5	Use of Dump truck for hauling snow 3/20/2023	140.00	1,470.00
4.5	Use of Semi w/ side dump for hauling snow 3/20/2023	165.00	742.50
9.5	Use of bulldozer for stacking and pushing snow 3/20/2023	225.00	2,137.50
12	Removal of Snow by Road Grader 3/20/2023	255.00	3,060.00
10	Removal of Snow by Road Grader 3/21/2023	255.00	2,550.00
3.5	Use of Front End Loader for pushing, stacking, and hauling of snow. 3/23/2023	165.00	577.50
8.267	Use of Dump truck for hauling snow 3/23/2023	140.00	1,157.38
13	Use of bulldozer for stacking and pushing snow 3/23/2023	225.00	2,925.00
8	Removal of Snow by Road Grader. 3/23/2023	255.00	2,040.00
4.885	Removal of snow with Skid-Steer 3/24/2023	125.00	610.63
8.75	Use of bulldozer for stacking and pushing snow 3/24/2023	225.00	1,968.75
7	Use of Dump truck for hauling snow 3/24/2023.	140.00	980.00
10	Removal of Snow by Road Grader 3/24/2023	255.00	2,550.00
7	Use of Dump truck for hauling snow 3/24/2023	140.00	980.00
4	Removal of Snow by Road Grader 3/28/2023	255.00	1,020.00
8	Use of Dump truck for hauling snow 3/28/2023	140.00	1,120.00
11.5	Use of bulldozer for stacking and pushing snow 3/28/2023	225.00	2,587.50
1.5	Use of Dump truck for hauling snow 3/31/2023	140.00	210.00
		0.00	0.00

<p>If you choose to pay with credit card, a 3% processing fee will be added to the total.</p> <p><i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i></p>	Total
	Balance Due

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com




P.O. Box 853
 West Yellowstone, MT
 59758

Invoice

Date	Invoice #
6/1/2023	12914SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
	<p>Thank you for your business. If you have any questions about this invoice, please call our office at 406-640-0216.</p> 		

<p>If you choose to pay with credit card, a 3% processing fee will be added to the total.</p> <p><i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i></p>	Total	\$142,547.14
	Payments/Credits	\$0.00
	Balance Due	\$142,547.14

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com



P.O. Box 853
West Yellowstone, MT
59758

Invoice

Date	Invoice #
6/1/2023	12916SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
	April snow removal.		
11.5	Use of bulldozer for stacking and pushing snow 4/2/2023	225.00	2,587.50
4.5	Removal of Snow with loader. 4/03/2023	125.00	562.50
8.5	Use of bulldozer for stacking and pushing snow 4/3/2023	225.00	1,912.50
7.5	Removal of Snow by Road Grader	255.00	1,912.50
9.75	Use of Dump truck for hauling snow 4/4/2023	140.00	1,365.00
10.5	Use of Dump truck for hauling snow 4/4/2023	140.00	1,470.00
12.5	Use of Dump truck for hauling snow 4/4/2023	140.00	1,750.00
1.5	Removal of Snow with loader. 4/4/2023	125.00	187.50
0.617	Removal of snow with Skid-Steer 4/4/2023	125.00	77.13
1	Use of Front End Loader for pushing, stacking, and hauling of snow. 4/4/2023	165.00	165.00
17	Removal of Snow by Road Grader 4/4/2023	255.00	4,335.00
9	Use of bulldozer for stacking and pushing snow 4/4/2023	225.00	2,025.00
5.25	Use of Semi for hauling 4/05/2023	165.00	866.25
11.5	Use of Dump truck for hauling snow 4/05/2023	140.00	1,610.00
1.5	Removal of snow with Skid-Steer 4/05/2023	125.00	187.50
11.5	Use of Dump truck for hauling snow 4/05/2023	140.00	1,610.00
1.5	Removal of Snow with loader. 4/05/2023	125.00	187.50
4.5	Use of Semi w/ side dump for hauling 4/05/2023	165.00	742.50
11.5	Removal of Snow by Road Grader 4/5/2023	255.00	2,932.50
12	Use of bulldozer for stacking and pushing snow 4/05/2023	225.00	2,700.00
16	Removal of Snow by Road Grader 4/06/2023	255.00	4,080.00
9.75	Use of Dump truck for hauling snow 4/06/2023	140.00	1,365.00
2	Use of Front End Loader for pushing, stacking, and hauling of snow. 4/06/2023	165.00	330.00

If you choose to pay with credit card, a 3% processing fee will be added to the total.

Total

All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.

Payments/Credits

Balance Due

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com



P.O. Box 853
West Yellowstone, MT
59758

Invoice

Date	Invoice #
6/1/2023	12916SNOW

Bill To
Town Of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

Terms
Net 30

Qty	Description	Rate	Amount
10	Use of Dump truck for hauling snow 4/06/2023	140.00	1,400.00
14	Use of bulldozer for stacking and pushing snow 4/06/2023	225.00	3,150.00
1.5	Removal of snow with Skid-Steer 4/06/2023	125.00	187.50
10.5	Use of Semi for hauling 4/06/2023	165.00	1,732.50
9	Removal of Snow by Road Grader 4/07/2023	255.00	2,295.00
13	Use of bulldozer for stacking and pushing snow 4/07/2023	225.00	2,925.00
7.5	Use of Dump truck for hauling snow 4/07/2023	140.00	1,050.00
7.25	Use of Dump truck for hauling snow 4/07/2023	140.00	1,015.00
7	Use of Dump truck for hauling snow 4/07/2023	140.00	980.00
2	Use of Front End Loader for pushing, stacking, and hauling of snow. (Little Rangers) 4/10/2023	165.00	330.00
3	Use of excavator for stacking snow. @ Little Rangers 4/10/2023	185.00	555.00
2	Use of Front End Loader for pushing, stacking, and hauling of snow. 4/20/2023	165.00	330.00

Thank you for your business. If you have any questions about this invoice, please call our office at 406-640-0216.

If you choose to pay with credit card, a 3% processing fee will be added to the total.	Total	\$50,910.88
<i>All invoices are due and payable upon receipt. Statements will be issued on past due accounts only. Past due accounts will be subject to a re-billing fee and finance charges will be added to all past due balances.</i>	Payments/Credits	\$0.00
	Balance Due	\$50,910.88

Phone #	E-mail
406-640-0216	chris.kachur@gmail.com

Repairs needed from Tri-State Excavating.

<u>Description:</u>	<u>Estimated Costs:</u>
• Hydrant #94, Yellowstone Inn	<i>\$7,500.00</i>
• Sidewalks- Post Office, One Horse Motel	<i>\$5,000.00</i>
• Light Pole Bases in central business district- Yellowstone Camera Store	<i>\$6,000.00</i>
Wild West Express	
Slippery Otter	
Yellowstone Brewing Co	
• Tree's- Two Top Touring Co	<i>\$4,500.00</i>
Kelly Inn/ Clubhouse (behind UPDL)	
PW Shop	
522 Gibbon	
Wagon Wheel	
• Property Posts- Boundary Street	<i>\$2,500.00</i>
• Clean-up and removal of debris throughout Interior Storage corridors	<i>\$4,500.00</i>
• Damages to rotary equipment from tire chains on dump trucks	<i>\$1,500.00</i>
• Storage of equipment and aggregate on town property: ongoing	<i>TBD</i>
	<u>Totals:</u> <i>\$31,500.00</i>

06/16/23
15:39:00

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 6/23

Page: 1 of 10
Report ID: AP100

For dates posted from 06/07/23 to 06/16/23, FSB - Operating account

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50123		266 Utilities Underground Location	32.97					
	3055371	05/31/23 excavation notifications	16.48		WATER	5210 430500	357	101000
	3055371	05/31/23 excavation notifications	16.49		SEWER	5310 430600	357	101000
50126	E	2964 CITI CARDS	3,311.41					
	05/04/23	HamptonInnsClerkMathews	330.16*		LEGIS	1000 410100	370	101000
	05/04/23	HamptonInnsClerkRussell	660.32*		FINADM	1000 410510	370	101000
	05/09/23	Food Roundup	21.87		LEGIS	1000 410100	220	101000
	05/09/23	Firehole BBQ	158.07		LEGIS	1000 410100	220	101000
	05/12/23	MT AssocofPlannersWalker	325.00		ADMIN	1000 410210	335	101000
	05/16/23	US postal Extra oz stamp	9.60		FINADM	1000 410510	311	101000
	05/16/23	US Postal 6 rolls of Stamps	378.00		COURT	1000 410360	311	101000
	05/17/23	EquipmentOrganizer	139.99		SUMREC	1000 460449	220	101000
	05/18/23	Supplies for Sum Rec	618.49		SUMREC	1000 460449	220	101000
	05/18/23	Supplies for Sum Rec	92.69		SUMREC	1000 460449	220	101000
	05/23/23	Calculator	52.90*		TWNCLK	1000 410210	220	101000
	05/23/23	webcam	65.47*		ADMIN	1000 410210	220	101000
	05/24/23	Pete's Pizza	104.70		LEGIS	1000 410100	220	101000
	05/25/23	Custom Logo	113.60		SUMREC	1000 460449	226	101000
	06/01/23	Walmart	94.56		SUMREC	1000 460449	220	101000
	06/02/23	Sum Rec Supplies	145.99		SUMREC	1000 460449	220	101000
50128	E	2673 First Bankcard	1,909.31					
	05/04/23	Rec Supplies	396.32*		RECDPT	1000 460440	220	101000
	05/06/23	Apple.com	5.99		STREET	1000 430200	345	101000
	05/09/23	Apple.com	0.99		STREET	1000 430200	345	101000
	05/09/23	AM2PlaysetParts.comSwingparts	297.27*		PARKS	1000 460430	220	101000
	05/14/23	Adobe	19.99		STREET	1000 430200	345	101000
	05/17/23	Apple.com	5.99		STREET	1000 430200	345	101000
	05/24/23	Apple.com	5.99		STREET	1000 430200	345	101000
	05/30/23	Propane hoseforgrill	9.99*		TWNHLL	1000 411250	220	101000
	05/30/23	Flag supplies	234.96*		PARKS	1000 460430	220	101000
	05/30/23	Apple.com	5.99		STREET	1000 430200	345	101000
	05/31/23	Drinking Fountain	669.50		UPDL	1000 411252	366	101000
	06/01/23	Indoor/outdoor mat	71.95*		STREET	1000 430200	220	101000
	06/01/23	Tags	37.95*		STREET	1000 430200	220	101000
	06/01/23	SuttonsSaw-chainsawparts	146.43*		PARKS	1000 460430	220	101000
50129	E	2673 First Bankcard	2,751.82					
	05/10/23	Dispatch supplies	53.34		DSPTCH	1000 420160	220	101000
	05/10/23	Dispatch sm item equip	54.99		DSPTCH	1000 420160	212	101000
	05/12/23	Dispatch sm item equip	1,531.13		DSPTCH	1000 420160	212	101000
	05/19/23	Mesa Tacticalshellcarrier	120.00		POLICE	1000 420100	212	101000
	05/26/23	MilitaryCoinCollectionbox	94.95		DSPTCH	1000 420160	212	101000

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	05/26/23	Costco Dispatch supplies	8.98		DSPTCH	1000 420160	220	101000
	05/31/23	Dispatch supplies	60.98		DSPTCH	1000 420160	220	101000
	06/02/23	Transunion	150.00		POLICE	1000 420100	398	101000
	06/02/23	Blue Force Gear Inc	77.45		POLICE	1000 420100	357	101000
	06/04/23	911 training forum	600.00		DSPTCH	1000 420160	380	101000
50132		2845 Kasting, Kauffman & Mersen, PC	8,649.58					
	06/06/23	legal services 5/1-5/31/23	8,420.00*		LEGAL	1000 411100	352	101000
	06/06/23	phone/fax	0.00		LEGAL	1000 411100	345	101000
	06/06/23	travel	229.58*		LEGAL	1000 411100	373	101000
50134	E	2673 First Bankcard	1,796.15					
	05/03/23	Target-Supplies	26.66		FINADM	1000 410510	220	101000
	05/04/23	HamptonInnClerksThompson	660.32*		FINADM	1000 410510	370	101000
	05/05/23	GovernmentAcctngTraining	85.00		FINADM	1000 410510	380	101000
	05/15/23	Finance Supplies	30.45		FINADM	1000 410510	220	101000
	05/17/23	Help Fund Suppliesthrugrant	313.95*		HELP	7010 450135	790	101000
	05/17/23	HelpFund-BePreparedThrugrant	511.89*		HELP	7010 450135	790	101000
	05/20/23	Costco-Supplies	18.99*		TWNHLL	1000 411250	220	101000
	05/20/23	Costco-Supplies	22.99*		TWNHLL	1000 411250	220	101000
	05/22/23	Costco-Supplies	22.99*		POVAH	1000 411255	220	101000
	05/22/23	Costco-Supplies	22.79*		TWNHLL	1000 411250	220	101000
	05/22/23	Costco-Supplies	62.16		LEGIS	1000 410100	220	101000
	05/23/23	Cleaning Supplies	17.96		FINADM	1000 410510	220	101000
50135	E	2673 First Bankcard	1,338.76					
	05/04/23	books	20.44		LIBRY	2220 460100	215	101000
	05/04/23	Supplies	10.79*		LIBRY	2220 460100	220	101000
	05/04/23	Books	18.99		LIBRY	2220 460100	215	101000
	05/04/23	Supplies	14.11*		LIBRY	2220 460100	220	101000
	05/04/23	Supplies	123.49*		LIBRY	2220 460100	220	101000
	05/05/23	Copier maintenance	44.33		LIBRY	2220 460100	398	101000
	05/05/23	Books	64.11		LIBRY	2220 460100	215	101000
	05/05/23	supplies	16.99*		LIBRY	2220 460100	220	101000
	05/09/23	Supplies	9.00*		LIBRY	2220 460100	220	101000
	05/09/23	Books	82.50		LIBRY	2220 460100	215	101000
	05/09/23	Supplies	40.77*		LIBRY	2220 460100	220	101000
	05/10/23	iPhone supplies	32.28		LIBRY	2220 460100	345	101000
	05/10/23	Pen supplies	10.59*		LIBRY	2220 460100	220	101000
	05/10/23	supplies	6.74*		LIBRY	2220 460100	220	101000
	05/29/23	Books	22.49		LIBRY	2220 460100	215	101000
	05/29/23	Supplies	43.94*		LIBRY	2220 460100	220	101000
	05/29/23	Books	25.98		LIBRY	2220 460100	215	101000
	05/29/23	Supplies	117.43*		LIBRY	2220 460100	220	101000
	05/31/23	Books	19.99		LIBRY	2220 460100	215	101000

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	06/01/23	Supplies	18.99*		LIBRY	2220 460100	220	101000
	06/01/23	MarketPlaceTraining supplies	13.77*		LIBRY	2220 460100	220	101000
	06/01/23	ErniesTraining Supplies	67.48*		LIBRY	2220 460100	220	101000
	06/01/23	Westmart-Flower box	22.95*		LIBRY	2220 460100	220	101000
	05/14/23	Telephone Case	14.59		LIBRY	2220 460100	345	101000
	05/15/23	books	9.95		LIBRY	2220 460100	215	101000
	05/15/23	supplies	35.99*		LIBRY	2220 460100	220	101000
	05/15/23	Membership fee	14.99		LIBRY	2220 460100	398	101000
	05/15/23	supplies	36.40*		LIBRY	2220 460100	220	101000
	05/18/23	books	30.37		LIBRY	2220 460100	215	101000
	05/22/23	books	133.87		LIBRY	2220 460100	215	101000
	05/22/23	books	38.72		LIBRY	2220 460100	215	101000
	05/23/23	books	25.49		LIBRY	2220 460100	215	101000
	05/23/23	books	15.39		LIBRY	2220 460100	215	101000
	05/23/23	supplies	10.17*		LIBRY	2220 460100	220	101000
	05/25/23	Westmart	104.75*		LIBRY	2220 460100	220	101000
	05/29/23	Supplies	19.93*		LIBRY	2220 460100	220	101000
50140		2558 Hebgen Basin Fire District	55,849.00					
	06/01/23	June 2023	48,294.00*		FIRE	1000 420400	357	101000
	06/01/23	employee grant June 2023	7,555.00		FIRE	1000 420400	140	101000
50143		2952 DIS Technologies	823.00					
	11774	06/05/23 Monthly Managed IT	823.00		IT	1000 410580	355	101000
50144		2952 DIS Technologies	1,500.00					
	11777	06/05/23 Monthly IT	675.00		IT	1000 420160	398	101000
	11777	06/05/23 Software Subscription	60.00		DSPTCH	1000 420160	216	101000
	11816	06/09/23 DIGAdvancedEndpoint	765.00		DSPTCH	1000 420160	216	101000
50146	E	2673 First Bankcard	838.70					
	05/05/23	HelpFund Supplies /thruGrant	153.99*		HELP	7010 450135	790	101000
	05/09/23	HelpFund Supplies /thruGrant	193.92*		HELP	7010 450135	790	101000
	05/11/23	HelpFund Supplies /thruGrant	148.95*		HELP	7010 450135	790	101000
	05/15/23	HelpFund Supplies /thruGrant	25.00*		HELP	7010 450135	790	101000
	05/16/23	HelpFund Supplies	28.79		HELP	7010 450135	212	101000
	05/19/23	Soc Serv Supplies	9.98		SOCSEK	1000 450135	220	101000
	05/19/23	Soc Serv Supplies	21.55		SOCSEK	1000 450135	220	101000
	05/20/23	HelpFund Supplies	17.94		HELP	7010 450135	220	101000
	05/29/23	HelpFund Supplies	41.92		HELP	7010 450135	220	101000
	05/29/23	HelpFund Supplies	61.68		HELP	7010 450135	220	101000
	06/02/23	Soc Serv Supplies	134.98		SOCSEK	1000 450135	220	101000

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50148		2789 WEX Bank	5,459.85					
	06/01/23	10 Ford Expedition 6-000046	0.00		SOCSEB	1000 450135	231	101000
	06/01/23	10 JD Backhoe 310SJ	0.00*		STREET	1000 430200	231	101000
	06/01/23	91 Ford 6-582	118.95*		STREET	1000 430200	231	101000
	06/01/23	SS Snow Blower Green	0.00*		STREET	1000 430200	231	101000
	06/01/23	Grader	0.00*		STREET	1000 430200	231	101000
	06/01/23	14 Water Truck	0.00*		STREET	1000 430200	231	101000
	06/01/23	2010 JD 772 Grader	354.32		STREET	1000 420100	231	101000
	06/01/23	92 SS Blower-Yellow	0.00*		STREET	1000 430200	231	101000
	06/01/23	02 Freightliner Dump 6-54564A	0.00*		STREET	1000 430200	231	101000
	06/01/23	08 GMC Pickup 6-1484	255.28*		STREET	1000 430200	231	101000
	06/01/23	FrontEnd Loader	274.91*		STREET	1000 430200	231	101000
	06/01/23	08 CAT 938H Loader	348.28*		STREET	1000 430200	231	101000
	06/01/23	08 904B MiniLoader	123.30*		STREET	1000 430200	231	101000
	06/01/23	15 Ford F-250	118.48*		STREET	1000 430200	231	101000
	06/01/23	18 2018 Dodge Ram-PW	252.38*		STREET	1000 430200	231	101000
	06/01/23	18 Dodge Ram-Police	380.96		POLICE	1000 420100	231	101000
	06/01/23	19 Dodge Durango	398.30		POLICE	1000 420100	231	101000
	06/01/23	Multi-Use Vehicle - Sienna	17.16*		LIBRY	2220 460100	370	101000
	06/01/23	Multi-Use Vehicle - Sienna	14.20*		FINADM	1000 410510	370	101000
	06/01/23	Multi-Use Vehicle - Sienna	48.81*		HELP	7010 450135	231	101000
	06/01/23	06 Dodge Durango 6-1374/6-2010	110.10*		STREET	1000 430200	231	101000
	06/01/23	15 Sweeper	501.81*		STREET	1000 430200	231	101000
	06/01/23	'00 FL Dumptrk 6-60700A	57.50*		STREET	1000 430200	231	101000
	06/01/23	'14 Ford Intercep	444.20		POLICE	1000 420100	231	101000
	06/01/23	PD Dodge Ram#1	511.42		POLICE	1000 420100	231	101000
	06/01/23	PD Dodge Ram#2	406.80		POLICE	1000 420100	231	101000
	06/01/23	01 Frht truck #1	0.00*		STREET	1000 430200	231	101000
	06/01/23	01 Frht truck #2	0.00*		STREET	1000 430200	231	101000
	06/01/23	19 Dodge 5500	0.00*		STREET	1000 430200	231	101000
	06/01/23	20 Dodge Ram (silver)	198.68		POLICE	1000 420100	231	101000
	06/01/23	'17 Chevy 3/4 ton white	333.42		WATER	5210 430500	231	101000
	06/01/23	'13 Chevy 3500	190.59*		STREET	1000 430200	231	101000
50151	E	2673 First Bankcard	2,640.54					
	05/06/23	SRO Training	295.00*		POLICE	1000 420100	380	101000
	05/15/23	First Aid Trauma Kits	479.70		POLICE	1000 420100	212	101000
	05/15/23	SpitHoods-Prisonertransport	111.90		POLICE	1000 420100	212	101000
	05/15/23	Flares for road safety	157.00		POLICE	1000 420100	212	101000
	05/18/23	Flares for road safety	177.24		POLICE	1000 420100	212	101000
	05/18/23	Police small Items of Equip	1,269.89		POLICE	1000 420100	212	101000
	05/22/23	CalvertHotelSosa	320.52		POLICE	1000 420100	370	101000
	05/24/23	Guardian Angel	488.93		POLICE	1000 420100	212	101000
	06/03/23	Police small Items of Equip	-659.64		POLICE	1000 420100	212	101000

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50177		3047 Leonel Sosa Jimenez	192.00					
	05/31/23	Training Desert SnowSosa	192.00		POLICE	1000 420100	370	101000
50178		135 Food Roundup	33.12					
	05/05/23	Supplies	33.12*		RECDPT	1000 460440	220	101000
50179		3042 Klondike Dreams	4,625.00					
	23-09 06/01/23	WildFireDefenseSledDogRace	4,625.00		MAP	2101 410130	398	101000
50180		3030 Irma Vazquez	350.00					
	06/04/23	RefundPovahcleaningdeposit	350.00		POVAH	2210 214001		101000
50181		2 Forsgren Associates P.A.	5,612.00					
	123184 05/25/23	Task2022-03W/SExtention	4,652.00		PLNNG	1000 411000	357	101000
	123184 05/25/23	Moonrisemeadowsengsupport	960.00		PLNNG	1000 411000	354	101000
50182		75 Montana League Cities/Towns	608.69					
	ML00829 06/01/23	FY24 Membership Fees	608.69*		LEGIS	1000 410100	335	101000
50183		40 Jerry's Enterprises	314.23					
	05/29/23	Fuel	215.64*		STREET	1000 430200	231	101000
	050323-01 05/03/23	Fuel Voucher	45.00*		HELP	7010 450135	231	101000
	051823-01 05/18/23	Fuel Voucher	60.00*		HELP	7010 450135	231	101000
	05/29/23	discount	-6.41*		STREET	1000 430200	231	101000
50184		3314 Intrinsik Architecture	1,728.75					
	20230150 06/07/23	Zoning permits	1,728.75		PLNNG	1000 411000	354	101000
50185		1061 Lane and Associates	225.00					
	23 05/25/23	Year's Consortium feeAnnual	225.00		ADMIN	1000 410210	356	101000
50186		764 General Distributing Co.	68.88					
	1251168 05/31/23	Welding Supplies	68.88*		STREET	1000 430200	231	101000
50187		3342 EVS, LLC	990.00					
	4-23 05/23/23	Lights on Cranetruck	990.00*		STREET	1000 430200	361	101000
50188		3400 Julie Brown	2,450.00					
	061623 06/16/23	Cleaning Town Office	1,100.00*		TWNHLL	1000 411250	357	101000
	061623 06/16/23	Cleaning TrailheadBuilding	80.00		TRLHD	1000 411256	350	101000
	061623 06/16/23	Cleaning Library	225.00*		LIBRY	1000 411259	357	101000
	061623 06/16/23	Cleaning Dispatch w/laundry	470.00		DSPTCH	1000 411258	398	101000
	061623 06/16/23	Cleaning Povah	575.00*		POVAH	1000 411255	350	101000

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50189		1454 Bozeman Daily Chronicle/Big Sky	109.00					
	052327780	05/20/23 Ads	49.00		ADMN	1000 410210	327	101000
	06/02/23	PrelimMunicipalBudget	60.00		ADMN	1000 410210	327	101000
50190		2264 MORNING GLORY COFFEE & TEA	33.75					
	254831	06/06/23 coffee	33.75		POLICE	1000 420230	220	101000
50191		2887 Century Link - Maintenance	9,816.97					
	QIA248114	06/13/23 Annual Maintenance Support	9,816.97*		911	2850 420750	345	101000
50192		1077 Bob Barker Company Inc	476.84					
	0202408	06/05/23 Supplies	476.84		POLICE	1000 420230	220	101000
50193		1934 Brenda Martin	38.60					
	06/16/23	Postage	38.60		POLICE	1000 420100	311	101000
50194		3394 Ashlee Stoneburner	24.90					
	06/07/23	Postage	24.90		POLICE	1000 420100	311	101000
50195		3226 Peggy Russell	50.00					
	06/16/23	Dispatch Petty Cash	50.00		DSPTCH	1000 101000		101000
50196		1311 Teton Communications	5,844.00					
	23767	04/27/23 Avtec Annual Tech support	5,844.00*		911	2850 420750	362	101000
50197		2632 WYSEF	40,000.00					
	06/16/23	Special Request fromFY23	40,000.00		LEGIS	1000 410100	870	101000
50198		999999 VAN HADDOX	3,514.00					
	06/13/23	Restitution DisbursementWhitem	3,514.00		COURT	7469 212401		101000
50199		533 Market Place	5.95					
	05/21/23	Dispatch supplies	5.95		DSPTCH	1000 420160	220	101000
50200		2854 Mountain Alarm	125.55					
	3665073	07/01/23 Monitoring, Alarm	125.55*		TWNHLL	1000 411250	357	101000
50201		3315 IAS EnviroChem	750.00					
	2303148	06/15/23 Sewer Testing	750.00		SEWER	5310 430600	348	101000

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50202		2800 RDO Equipment Co.	937.28					
	P6702716	05/11/23 Repair supplies	937.28*		STREET	1000 430200	369	101000
50203		65 T & E	601.65					
	0462278	05/26/23 repair supplies	102.39*		STREET	1000 430200	369	101000
	0462279	05/26/23 repair supplies	499.26*		STREET	1000 430200	369	101000
50204		2586 Waxie Sanitary Supply	4,579.91					
	81768886	06/09/23 janitorial supplies	4,579.91*		PARKS	1000 460430	220	101000
50205		2455 Tri State Excavating, LLC	222,268.02					
	12628SNOW	05/09/23 Feb SnowRemoval	28,810.00*		STREET	1000 430200	398	101000
	12914SNOW	06/01/23 March SnowRemoval	142,547.14*		STREET	1000 430200	398	101000
	12916SNOW	06/01/23 April SnowRemoval	50,910.88*		STREET	1000 430200	398	101000
50206		2099 Quick Print of West Yellowstone	96.91					
	17683	06/09/23 Soc Serv Brochures	76.00		SOCSER	1000 450135	220	101000
	17555	05/19/23 Sm clipboardothersupplies	20.91*		STREET	1000 430200	220	101000
50207		2856 DANA Safety Supply, Inc.	410.13					
	852846	05/15/23 seatbeltlock	410.13		POLICE	1000 420100	212	101000
50208		2952 DIS Technologies	525.00					
	11825	06/12/23 SonicWall 1 yr	525.00		LIBRY	2220 460100	355	101000
50209		3418 Deere Credit, Inc.	39,111.02					
	06092023	06/09/23 John Deere Loader Lease Pymt	39,111.02		LEASE	4060 430200	398	101000
50210		3317 3H Construction LLC	52,688.80					
	2201	06/13/23 Pipe line cleaning	9,160.80		SEWER	5310 430630	357	101000
	2201	06/13/23 Pipe line cleaning	43,528.00		WATER	5210 430500	398	101000
50211		3239 Salt Lake Wholesale Sports	7,147.14					
	13506	06/07/23 Police Supplies	3,078.00		POLICE	1000 420100	212	101000
	13505	06/07/23 Police Supplies	615.94		POLICE	1000 420100	212	101000
	13504	06/07/23 Police Supplies	3,453.20		POLICE	1000 420100	212	101000
50212		3388 YCG, Inc.	517.87					
	231056	06/13/23 Watchguard	517.87		POLICE	1000 420100	362	101000

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50213		3243 Susan Swimley	314.50					
	12592 06/07/23	Land use issues	314.50*		LEGAL	1000 411100	352	101000
50214		2541 Montana Outdoors	25.00					
	06/16/23	Subscription	25.00		LIBRY	2220 460100	215	101000
50215		3236 Nubia Allen	90.00					
	06/13/23	Court Interpreter	90.00		COURT	1000 410360	350	101000
50216		3419 Olga Watt	90.00					
	05/31/23	Court Interpreter	90.00		COURT	1000 410360	350	101000
50217		3366 Kettle Embroidery, LLC	328.60					
	30071 06/08/23	Uniforms	328.60		WATER	5210 430500	226	101000
50218		3409 Big Sky Photography & Design	225.00					
	85 06/16/23	Photos aroundtownforwebsite	225.00		IT	1000 410580	355	101000
50219		3277 Hadronex, Inc. dba SmartCover	661.00					
	26186 06/19/23	Springboxrenewal	661.00		WATER	5210 430550	357	101000
50220		3392 DELCO Western	4,467.86					
	23-1169 06/14/23	transmitter flange	4,467.86		WATER	5210 430550	940	101000
50221		379 Energy Laboratories, Inc	269.00					
	554054 05/23/23	Water testing fees	93.00		WATER	5210 430500	348	101000
	554052 05/23/23	Water testing fees	53.00		WATER	5210 430500	348	101000
	556004 06/06/23	Water testing fees	123.00		WATER	5210 430500	348	101000
50222		3309 AQUAPRO	6,065.97					
	A23239 06/05/23	Water Supplies/equipment	1,251.10		WATER	5210 430550	212	101000
	A23235 06/05/23	Water supplies	377.14*		WATER	5210 430500	220	101000
	A23234 06/05/23	Water supplies	419.00*		WATER	5210 430550	220	101000
	A23240 06/05/23	Water supplies	1,824.00*		WATER	5210 430550	220	101000
	A23236 05/12/23	Sewer supplies	1,294.83*		SEWER	5310 430630	220	101000
	A23237 06/05/23	Shop Supplies	899.90*		STREET	1000 430200	220	101000
50223		3241 Bridger Analytical Lab	300.00					
	2306351 06/15/23	Water testing fees	300.00		WATER	5210 430500	348	101000

06/16/23
15:39:00

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 6/23

Page: 9 of 10
Report ID: AP100

For dates posted from 06/07/23 to 06/16/23, FSB - Operating account

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50224		2822 ClearBlu Business Services	425.00					
	1947	06/03/23 Hydro Jetting line	425.00		SEWER	5310 430600	870	101000
# of Claims			61	Total:	507,033.98			
Total Electronic Claims			14,586.69	Total Non-Electronic Claims	492447.29			

06/16/23
15:39:00

TOWN OF WEST YELLOWSTONE
Fund Summary for Claims
For the Accounting Period: 6/23

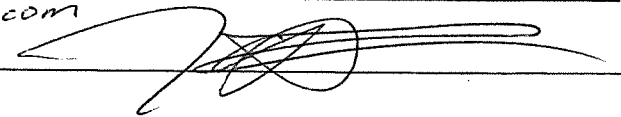
Page: 10 of 10
Report ID: AP110

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$374,792.51
2101 Marketing & Promotions (MAP)	
101000 CASH	\$4,625.00
2210 Parks & Recreation	
101000 CASH	\$350.00
2220 Library	
101000 CASH	\$1,905.92
2850 911 Emergency	
101000 CASH	\$15,660.97
4060 Public Works Equipment Replacement	
101000 CASH	\$39,111.02
5210 Water Operating Fund	
101000 CASH	\$53,775.60
5310 Sewer Operating Fund	
101000 CASH	\$11,647.12
7010 Social Services/Help Fund	
101000 CASH	\$1,651.84
7469 City Court - Judge Jent	
101000 CASH	\$3,514.00
Total:	\$507,033.98



Town of West Yellowstone Business License Application

Business Name: _____
 Applicant: JASON NOVAK
 Contact Person: JASON NOVAK
 Mailing Address: PO BOX 1902 WEST YELLOWSTONE MT 59758
 Physical Address of Business: 726 N HAYDEN WEST YELLOWSTONE MT 59758
 Phone Number: 406 640-8882 Fax Number: _____
 Email Address: YELLOWSTONE RIDES@gmail.com Website: _____

Signature of Property Owner of Record: 

Subdivision: _____
 Block: _____ Lot: _____

Zoning District, please mark one:

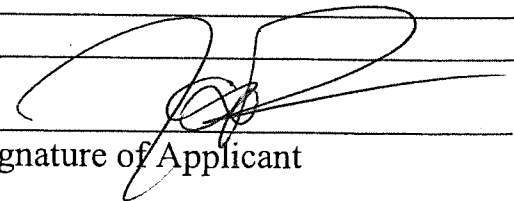
- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name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

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

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

RICE SERVICE NO TOUR IN PARK

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


 Signature of Applicant
 Signature of Applicant
5 JUNE 2023
 Date

FOR OFFICE USE ONLY

Date Approved: _____ Town Council Administration _____
 Date _____ Check # _____ Amount \$ _____ License # _____
 SCN _____ BLP _____ STX _____ RDX _____

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
June 6, 2023

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

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

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

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

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

Public Comment Period

No public comments are received.

Council Comments

Griffith thanks the staff for arranging Community Clean Up last week. She requests that the Council discuss Policy #10 on an upcoming agenda, which pertains to the use of interior parks. Benike thanks everyone that participated in Community Clean Up and also thanks Chief Gavagan for his active shooter presentation at the school last week. Mayor Watt mentions the passing of Bill Schaap and Drew Barney, both long-time members of the community.

WORK SESSION

Mayor Watt calls the meeting to order, the topic for the work session is a discussion of the FY 2024 general fund budget. Finance Director Katie Thompson addresses the Council to describe the revenue and expenditures for the general fund. She briefly addresses revenue and then moves into expenditures, starting with the Legislative Services budget, the budget for the Town Council. The Council asks various questions about the miscellaneous line, the line that includes special requests from outside entities. Thompson covers increases and changes in the Administration, Court and Finance budgets. Auditing and Information Technology (IT) budgets have been based on quotes from the consulting companies the Town works with. The Elections budget accounts for two seats on the Town Council. Thompson describes the operating budgets for each building including the Town Hall, Clinic, Union Pacific Dining Lodge, Povah Center, Siegel Learning Center. The Town has different responsibilities at the buildings that are leased to other entities. The budget for the Police Department currently includes a Chief and five officers. The Chief has requested to expand the department by adding another officer. Thompson distributes an estimate of what it would cost to add another officer. Chief Gavagan presents support for adding another officer, noting that they have taken over 2300 calls so far in 2023. They are currently scheduling two officers on duty for the majority of the night shift each night. The Council asks if the pay is competitive for this region. Gavagan explains that Bozeman Police Department does pay significantly more, but the job also presents more risk and more calls. He says that in West Yellowstone, they tend to attract entry level officers because they just don't pay enough to attract experienced officers. The group discusses the dispatch, Fire/EMS, and building inspections. The budget for Road and Street Services is discussed. She points out that they significantly exceeded the budget for fuel because the winter was so harsh and further discussion will be had about contracting out snow removal. They just received the bills from Tri-State Excavating for February, March and April and that will be discussed at the next meeting. The Recreation and Smoking Waters Day Camp budgets are close to the current year. There is discussion about the Smoking Waters Day Camp and the gap between the revenue and expenses. Thompson also covers insurance, the risk share agreement with Billings Clinic, fund reserve of two months expenditures, and debt service. The work session is adjourned at 6:20 PM.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #6577 to Tractor & Equipment Co. for repairs to the 938H Loader for \$12, 876.09. (McBirnle, Benike)
- 2) Motion carried to approve the claims, which total \$104,708.54. (McBirnle, Benike)
- 3) Motion carried to approve the minutes of the May 23, 2023 Town Council Meeting & Work Session. (Mathews, Benike) Griffith is opposed.
- 4) Motion carried to approve the lease agreement for the Siegel Learning Center for five years. (Mathews, Benike)
- 5) Motion carried to approve the Application to Maintain an Encroachment made by Blackfoot Communications to replace a fiber line from the Verizon tower on Dunraven north and bore under Parkway D. (McBirnle, Benike)
- 6) Motion carried to approve Resolution No. 790, a resolution setting a new fee schedule for residential building inspections. (Benike, McBirnle)
- 7) Motion carried to appoint Brock Wilson to serve on the Parks & Recreation Advisory Board for a term of four years. (McBirnle, Benike)
- 8) Motion carried to appoint Kristine Wilkinson to serve on the Cemetery Board of Trustees for a two year term. (McBirnle, Griffith)

DISCUSSION

- 4) Walker reports that the lease for the Siegel Learning Center expires this month. He met with the co-chairs for the Board of Directors and walked through the building. The Town will address some repairs needed at the building as requested.
- A) **Town Manager & Department Reports:** Town Manager Dan Walker thanks everyone for their participation in Community Clean Up. He reports that the survey of the land for the wastewater treatment plant has been completed. They had a surprise inspection from Montana Department of Transportation today to inspect the site. They received the Finding of No Significant Impact (FONSI) and Environmental Assessment (EA) from Montana DEQ of the site, which will be published. They did receive a preliminary letter from Montana DEQ last week with 83 items they need to respond to, but that was expected and is part of the process. The funding package is being put together. He mentions current concerns about camping on public property and they are addressing the problem. Chief Gavagan also comments that if they are going to address every interior park and non-permitted or personal use of public property, it is going to take a lot of staff time and affect a lot of people.

The meeting is adjourned at 7:45 PM. (McBirnle, Benike)

Mayor

ATTEST:

Town Clerk



Town Priority Projects for 2023.

Updated 6/15/2023.

1. Food Truck Ordinance.

- ✓ Revised Ordinance adopted on April 4, 2023
- ✓ Effective date May 4, 2023

2. Website revisions.

- ✓ New website is on the brink of being active. It should be up and running very very soon!

3.A. Town Policy Manual update/revisions.

- ✓ I initially wanted to bring this forward in March, but it is likely this item will begin once the employee manual is updated, and we have completed the budget process.
- ✓ The employee manual should be completed by early fall.
- ✓ The Town Council should review and make notes on the Manual in preparation for review.

3.B. Employee Policy Manual update/revisions

- ✓ As of 6/14/23 the Committee has reviewed chapters 1-6. There are 12 chapters, plus drug and alcohol policies.
- ✓ We are getting through about 1 chapter per week.
- ✓ Dan Walker, Liz Roos, Katie Thompson, Dianna Hansen, Mike Gavagan, KC Tanner make up the committee.

4. Mammoth Room Structural.

- ✓ Town Council held a work session on this topic on 4/4/23.
- ✓ Further discussion during 23/24 budget review.
- ✓ Will need to make a decision on when we would like to bid the project and how to finance.

5.A. Attorney contract.

- ✓ The Town Council voted to renew the contract with Kasting, Kauffman and Mersen on May 9, 2023.

5.B. Engineer contract.

The Town Council voted to extend the contract with Forsrgen and Associate for one more year on February 7, 2023.

6. 2. 80 Acres Development Plan/strategy.

- ✓ Fall Creek Planning has indicated that they would be willing to help create a development plan once the zoning update is complete.
- ✓ Will also coordinate with the WYS Housing Coalition on housing strategies.
- ✓ A timeline for this work will be provided once the Zoning Code update is completed.

7. Growth Policy.

- ✓ MCA 76-1-601 requires reviewing the growth policy at least once every 5 years and revising the policy if necessary.
- ✓ Last revision adopted by the Town Council on December 5, 2017.
- ✓ Town Council should begin reviewing and making notes on whether the plan is still viable, or needs revision.

Town Secondary Priority Projects for 2023

1. Facilities Planning Study (utilities).

- ✓ Town Received a \$15,000 Grant for a Facilities Planning Study.
- ✓ Total project cost around \$50,000.
- ✓ Remainder of project cost, \$35,000 is budgeted in this FY.
- ✓ DEQ is requiring the FPS.
- ✓ Sewer lines were cleaned and camera'd in May.
- ✓ Jon Brown is working with Dave to collect and analyze data.
- ✓ Forsrgren hopes to be collecting data in the spring and have the project complete in the fall.

2. New water well.

- ✓ The Town will need to consider an additional water well in the future.
- ✓ Need to complete work on WWTP first.

3. Review Advisory Boards.

- ✓ Some of the established Town Advisory Boards have not meet in a long time.
- ✓ Some are just fine.
- ✓ Consideration should be given at some point about the effectiveness and necessity of certain boards.

4. Lead and Copper Mandates.

- ✓ Jon Brown will continue to monitor and advise as necessary.

Police Department - Department Head(s) Report June 9 – June 15, 2023

- 146 calls for service
- 25 citations issued
- 33 Warnings
- 2 Arrests
- Chief Grube, Deputy Stubblefield, Sgt. Haydon and I met to discuss what we know, what we need to know, and what discovered issues we have with the new county wide radio system. We should be installing our radio console very soon, connecting our current radios county wide. There will be some hiccups and some issues to work through, but the ultimate product should substantially improve our radio clarity and coverage for the PD, HBFD and Search & Rescue.
- Attended the weekly town policy review meeting
- Developed a fair and equitable fee schedule increase for individuals not complying with the town's illegal camping rules.
- Dan Walker, KC and I met to discuss options for the prohibited parking problems in the town parkways and on town property.
- Had an online meeting with Lexipol about instituting a comprehensive Wellness Solution for the PD officers and telecommunicators. This was a project that I had initially started at the end of last year, but was put on the back burner. In a nutshell, this wellness program is designed specifically for emergency and first responders to help confidentially cope & combat the effects resulting from critical events and chronic exposure to their jobs. This program provides support for managing stress, post-traumatic stress disorder, family and work relationships, and fitness and nutrition. It provides Peer & Chaplain support, Crisis Alert One-Touch dialing, Therapist support, Fitness, Nutrition, and Injury Prevention, suicide prevention, . This program is customized for the individual and includes the staff's family members. More to come on this as I take this project back up.
- We had a power outage on Monday that caused issues with the text 2 911 and radios. Will be getting the weekly tests set back up soon just to make sure everything is operating as planned
- Met with RapidSOS regarding RapidSOS premium updates. (CAD/RMS related)
- Dispatch Meeting with dispatchers- overviewed the training module of Central Square
- Officer Courtis has been attacking the abandoned vehicle and abandoned property issues all over town. Public works has been a big help getting them moved to an area for being collected and moved out of town.
- Two contractors have been met with and are providing a bid for the Chief's office rebuild. No quotes have yet been received.

Until next week,

Mike & Brenda



JUNE 16, 2023

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

- Facilitated meetings for the Housing Coalition, Cemetery Board, and Business Improvement Advisory Board this week
- Processed multiple event permits for this summer: Music in the Park, 4th of July, and Bullwinkles event
- Payroll for 6.16.23
- Agenda and Town Council Packet for 6.20.23
- Waiting for one more authorization from our previous website host...crossing my fingers that by the time you read this, the new website will be up and our emails will still be working!



Recreation Department
Highlights
June 15, 2023

- Day camp has finally started, we have between 40 to 48 kids daily. This is the best time of the year for me! I love working with the kids. If I could change one thing about this program it would just be to add one more counselor, this would make it a lot easier for my counselors and myself. The only reason I would like that is because we do have a few kiddos that require one counselor just for them.
- I have also been answering emails for the rental of the Povah and Pavilion for this summer.

Thank you,

Vely

From: [Dan Walker](#)
To: [Elizabeth Roos](#)
Subject: FW: Bullet points 1/16/2023
Date: Friday, June 16, 2023 10:33:34 AM

From: Kyle Tanner <ktanner@townofwestyellowstone.com>
Sent: Friday, June 16, 2023 10:29 AM
To: Dan Walker <dwalker@townofwestyellowstone.com>
Cc: Jon Simms <jsimms@townofwestyellowstone.com>
Subject: Bullet points 1/16/2023

Bullet points 1/16/2023

- #1 Dug grave and burial at fir ridge
- #2 Issued sign permit for 221 N Canyon
- #3 Issued reroof building permit for 425 Madison ave
- #4 issued reroof building permit for 300 Washburn circle
- #5 issued remodel building permit for 9 Gibbon ave
- #6 issued remodel building permit for 132 Geyser ave
- #7 worked with police tagging junk in snow blocks 14 and 16 for removal

K.C. Tanner

Town Of West Yellowstone
Deputy Public Services Superintendent
Building Codes Inspector
Code Enforcement
Townofwestyellowstone.com

Social Services

Highlights

June 1-15 2023

Social Service has been busy this month assisting 407 clients.

Setting up travel assistance to the local clinic

Assisting Summer Recreation with job interviews for Counselors

Helped a homeless gentleman with food and information about transportation

A young lady needing assistance with getting to a Woman's Shelter

Homeless man needs help get Medicaid for Chemical Rehab

Monthly Food boxes prepared for clients

Emergency Food Box for an injured man

Constantly updating the Job Board with positions available

Checking on SNAP benefits for the client

Dianna held her first self-reliance class – "Meals in a Jar"

Our second self-reliance class was a huge success = Gardening

Monthly reports are completed to Montana Food Bank and Gallatin Valley Food Bank

We have been working with DIS to update our client computers

"Senior Foods" handed out to our Seniors

Many donations of food and clothing

Public Services Dept. Bi-Weekly Report: June 1st through June 15th, 2023

Work Performed

Interment: Bill Schapp on 6-10. Continue grading parkways, bringing in more material for recrowning and regaining proper slope. Street sweeping, brooming aprons in alleyways and sidewalks: ongoing. Signage updates and pole repairs: ongoing. Vehicle and equipment maintenance: front, passenger side wheel seal replaced on unit #80, radiator on unit #55 should be upgraded, auxiliary drive seal leaking on 1999 rotary loader, needs to be replaced. Will be outsourcing to get up and running again. Welded the frame of older zero turn mower, reinforced decking, fixed the hydro's, fixed tensioner, replaced belts. Rotary snow loaders will need an overall if they are to be operational next year. Waiting to be scheduled from Keith Conover or else Kodiak in Paul, ID if they'll even look at them. Fuel injection pressure regulator and ICP sensor out on 2009 Expedition, replace window regulator, water pump. Needs a new instrument cluster after it was out serviced at Woody Smith Ford. Pump assembly's and pedestals from Madison lift pump station removed, new zinc coated pedestals are currently getting installed by our crew. Continue deep ripping STS storm line outfall. Reset manhole castings to proper grade. Fix sensors in restrooms at the visitor's center. Fix and repair water service line running through crawlspace at UPDL, solder supply lines going into the Firehole Room. Fixed jagged culvert pipe at the end of linear trail in the Madison Addition. Add material to berms at intersections where washouts have begun to occur. Get sprinkler systems on, replace valves and heads that were damaged from plow season. Install a new drinking fountain at UPDL. Respond to vandalism at visitor's center. Snake plugged drains at the chamber building. Fix fire hydrant #45 that was struck by vehicle last week. Begin mowing lawns and trimming weeds. Measure ROW's downtown to confirm legal placement of privately owned storage racks and signage. PW crew has been hogging out material with payloaders from the IP cells at WW lagoon to allow for proper drainage. Crew working on hauling abandoned metal around town to the WW lagoon for scrap. Cleaning up interior parks, alleyways, lagoon, and enclosure at the PW shop. Sorting through and organizing shipping containers used for storage at shop and WW plant. Continue to fill in potholes along town streets and parking lots. Utility locate requests: as needed. Respond to flag lowering notifications. Cleanup graffiti and respond to vandalism: ongoing. Cleaned up debris blowing out of triple bin roll off containers and Abitibi's at PW shop. Fix jack fencing. Continue cleaning up loose tree limbs and brush around town that was put out after community cleanup week ended. Replace cadets as needed in facilities. Water valve service requests. Continue installing utility locate whiskers in all parkways. Exercise service and gate valves. Install risers and replace castings on SAS and STS manholes. Continue flushing fire hydrants. Well #3 will be getting flushed and cycled on as needed to help offset the water demand from Whiskey Spring. Our newly leased payloader just arrived last week. It's a John Deere 624P that replaced our old 1991, 936 which had 18,000+ hrs. on it. Our 772G grader is scheduled to arrive mid-July We've hired several new PT/ seasonal employees: Chris Denicola and Alma Clark Jr.

Administrative

Pre-bid meeting for Highway 20 lighting project. Been working with our supplier at Mountain States Lighting. So far, Montana Lines, Rocky Mountain Electric and Big Daddy's Fab Shop are interested in the installation. All showed up for the pre-bid meeting on 6-08. Attended the Solid Waste District meeting. Spoke with Tri- State Excavating about their recent invoice and the damaged items we need them to address throughout town. Coordinate burial service for Bill Schapp. Attended the Cemetery Board Meeting. Scheduled dust control for alleyways later this month with Mountain Valley Construction. Followed up with Asphalt Systems Inc. on street sealcoat treatments for this August. Haul the Town Manager around to show him PW projects were working on. Met with Finance Director regarding budgetary items and revisions before final adoption, met RDO/ John Deere to discuss our newly leased equipment and follow up on factory completion, delivery dates. The 624 payloader has been delivered, the 772 grader will be showing up mid-July. Coordinate sewer line cleaning and CCTV inspection with 3-H Construction and Montana Drains. Continue discussion with Briggs Roofing for bid on Museum upgrades that are necessary. Ridge caps are either missing or rusted through, shakes are missing, and EPDM needs to be replaced with TPO. Continuing to line up projects for the construction season. Schedule boiler inspection at public works shop. Followed up with Mill Creek Metal on timeframe for hauling away the scrap metal and vehicles on the 20 acres at the current WW lagoon. Schedule out service work on ice machine at dining lodge and community center. Fill in shifts on road grader, trash, and litter collection throughout town as needed. Discuss future plans for roadways markings with Idaho Traffic Safety. Review parts needs with vendors on heavy equipment. Follow up with John Deere, RDO, Caterpillar/ Tractor and Equipment for ongoing equipment and fleet maintenance issues. Get in contact with Rocky Mountain Electric and ES2 Engineering over upcoming projects. Coordinate facility service and lavatory repairs with R&R Lock and PJ's Plumbing. Dealt with JR engineering for airport project and Tri- State Excavating for water requests. Dealt with Blackfoot Communications regarding their encroachment/ work in public way request. Spoke with Swiss Precision Nursery for bid on 3" caliper aspen trees throughout downtown for future CBD enhancements. Get parts ordered for new sprinkler heads, solenoids and valving that was damaged throughout the winter. Coordinate with CJ Holland at Montana Department of Labor for their annual Safety Compliance Inspection and facilities report, repair items at PW shop that they've requested to be replaced. Discussed signage upgrades for Fir Ridge Cemetery with Ken Davis and Dewey Dumsday. We should be getting the new sign installed at the cemetery here in the next several weeks as time and priorities allow. Met with Big Sky Anglers at casting pond, come up with date for opening the pond for use and coordinate updates that our crew will be taking care of. Continue to put out building cleaning and trash route rotation schedule for public works crew. Met with roofers to look over Museum, UPDL and the Police Department (I have samples in my office if anyone is interested in looking at some options). Discuss utility locating call-out procedural issues with our local providers. Got back to the folks at Moonrise to let them know that the hydro-excavating and potholing we conducted confirmed that we have 12" mainline water throughout the loop in the Madison Addition. Coordinate hauling abandoned vehicles for the Police Department, as needed. Confirm parts needs with Green Manufacturing, Applied Industrial Technologies, HD Supply, Aqua Pro, Metro-Quip, Marc-1, Precision Fluid Power, Hotsy, Myslik- Eagle Corporation, Caterpillar, John Deere, MacQueen Equipment, Freightliner, Waxie Supply. Continue to explore options for a used vector truck, when the town has a major backup in any SAS mainline/ lift station and contractor is not available, or their equipment is down the town will run into problems (town staff continues to open problem areas at intersecting SAS manholes where sanitary debris has potential of accumulating to help mitigate

issues). Go over importance of water service requests, access dates for turning on & off curb stops with Jon Brown, get these added to the town's revised webpage. Come up with utility termination request dates for the fall and spring. Discussed encroachment issues with town residents and staff. Continue looking for utility locator training opportunities for public works crew. Continue meeting with public works staff to discuss ongoing laundry list items within the department and how we can work more effectively and improve our operations for next year. Discuss easement and setback requirements with business owners and residents, clarify municipal codes. Schedule parts orders and updates to town's fleet. Place orders for necessary O&M supplies, follow up with vendors on supply chain issues. Coordinate with staff at Forsgren and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Investigate weir levels on cells A & B at lagoon and adjust as needed. Coordinate monthly coliform/ bac- T samples with Jon Brown. Follow up on proposals for CIP projects. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Evaluate 2024 budgetary needs, review purchase orders and submit weekly invoices. Enter timesheets and payroll for crew. Respond to WY pump status reports and dispatch to town as necessary. Ticket entry for 811's new "positive response" reporting software.

Water/Wastewater

Weekly Report

6/9/23; Performed Water/Wastewater rounds.

Well #4 Maintenance {pump oil service -chlorination pump service work} keeping it in tip top shape.

6/12/23; Performed Water/Wastewater rounds.

Working on Wastewater lagoon clean up. Blower building #2 Maintenance {oil service- belt replacement- alignment on motors.

Wastewater lagoon adjustments A-B-C cells. Working still on removing Material from IP beds.

6/13/23; Performed Water/Wastewater Rounds. working on lead and copper inventory. Working with public works crews getting road base Established thought the Alleys building up the roads.

Water bacteria-Bac- tee samples were taken for the month of June all came back NO detect for any bacteria WATER IS AWESOME IN THE TOWN OF WEST.

Iris and Madison Lift station maintenance.

Working with public works starting to clean up debris in Town that is unsightly and need Attention.

6/14/23; Performed Water/Wastewater rounds.

Manhole repair and water service valves.

Well #4 flow meter work getting ready to install new meter this is the replacement for the one that got damaged in the lighting Strike last summer.

Working with the Fire department on some education to the staff on the importance of opening and closing the hydrant's properly, if done incorrect this can cause major damage to the water infrastructure and posable rupture.

I might add that the town staff [Public works crews and fire- police- social services and all the other are a joy to work with. GREAT BUNCH OF PEOPLE.

6/15/2023; Water/Wastewater rounds Clean up still continues we have been working on some of the public works building removing old junk and organizing the building to make them more efficient.

Water service request for customers

Paperwork- Billing getting everything in by june 16th for end of the year to make the finance director happy.

If you have any Questions please feel free to contact me.

Jon Brown

Scenario #1

Proposed \$33m 30-year SRF Bond	
Maximum Fiscal Year Debt Service	\$ 1,570,975.00
Coverage requirement 110%	\$ 1,728,072.50

2023 Actual thru 3/23 (Annualized)	
Estimated Annualized Gross Revenue	\$ 814,694.24
Less Annualized FY 2023 O&M	\$ 365,894.53
Net Revenue	\$ 448,799.71
Plus Resort Tax Revenue	\$ 1,000,000.00
Adjusted Net Revenue	\$ 1,448,799.71
Net Revenue (2024 Budget)	\$ 1,448,799.71
Less coverage requirement (110%)	\$ 1,728,072.50
Surplus Net Revenue	\$ (279,272.79)

Current Sewer Rate (2,627.94 total SFEs) \$27.07

Scenario #3

Proposed \$33m 30-year SRF Bond	
Maximum Fiscal Year Debt Service	\$ 1,570,975.00
Coverage requirement 110%	\$ 1,728,072.50

Estimated FY Revenue New SFEs/FY 2023 Annualized O&M	
Estimated Gross Revenue (New SFEs and 7/1/2023 rate increase)	\$ 1,444,357.48
Less Annualized FY 2023 O&M	\$ 365,894.53
Net Revenue	\$ 1,078,462.95
Plus Resort Tax Revenue	\$ 1,000,000.00
Adjusted Net Revenue	\$ 2,078,462.95
Net Revenue (2024 Budget)	\$ 2,078,462.95
Less coverage requirement (110%)	\$ 1,728,072.50
Surplus Net Revenue	\$ 350,390.45

7/1/2023 Sewer Rate (3,969.76 total SFEs) \$30.32

Scenario #2

Proposed \$33m 30-year SRF Bond	
Maximum Fiscal Year Debt Service	\$ 1,570,975.00
Coverage requirement 110%	\$ 1,728,072.50

Estimated FY 2024 Revenue/FY 2023 Annualized O&M	
Estimated Gross Revenue (using 7/1/2023 rate increase)	\$ 956,149.69
Less Annualized FY 2023 O&M	\$ 365,894.53
Net Revenue	\$ 590,255.16
Plus Resort Tax Revenue	\$ 1,000,000.00
Adjusted Net Revenue	\$ 1,590,255.16
Net Revenue (2024 Budget)	\$ 1,590,255.16
Less coverage requirement (110%)	\$ 1,728,072.50
Surplus Net Revenue	\$ (137,817.34)

7/1/2023 Sewer Rate (2,627.94 total SFEs) \$30.32

RESOLUTION No. 778

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE CAUSING AN INCREASE IN THE UNIT CHARGE FOR WATER SERVICES AND FIXING THE RATE THEREOF AND ESTABLISHING WATER CONNECTION AND INSPECTION FEES

WHEREAS, the Town of West Yellowstone constructed its water supply system to accommodate further growth, and

WHEREAS, the Town of West Yellowstone needs to improve and upgrade the water supply system, and

WHEREAS, the Town Council desires to ensure that the Town will collect funds sufficient for ongoing operations and maintenance, together with funds to improve and upgrade the water supply system, and

WHEREAS, 69-7-101 MCA authorizes the Town to regulate, establish, and change, as it considers proper, rates, charges and classifications imposed for utility services to its inhabitants and others served by the municipal utility system that are reasonable and just; and

WHEREAS, the Town held public hearings on April 19 and July 5, 2022, after notice of the same was published on June 17, June 24 and July 1, 2022 and mailed to the persons served by the utility on June 24, 2022, and emailed to the Montana Consumer Counsel on June 29, 2022, all as required by §§69-7-111 and 7-1-4127, MCA.

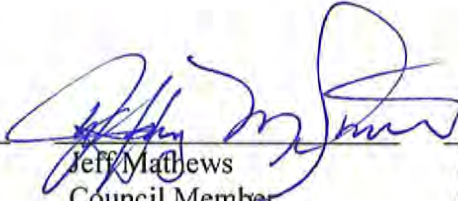
NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of West Yellowstone, County of Gallatin, in the State of Montana that:

- 1) Effective July 1, 2022 the current water usage fees shall be increased each year from July 2022 through June 2025 as set out on the attached "Water & Sewer Rate Increase Plan"
- 2) Effective July 1, 2022, each new water connection shall be assessed a connection fee of \$1600 per volume ratio unit.
- 3) The connection fee will be charged one time only.
- 4) The connection fee will be collected at the time that all other fees associated with building construction and inspection are collected.
- 5) All connection and building fees must be paid prior to commencement of construction.
- 6) Connection fees will be collected on all projects occurring within the corporate limits of the Town of West Yellowstone.
- 7) Such connection fees shall be subject to periodic review and revision at an interval deemed appropriate by the Town Council.
- 8) In such cases where a water service line size is increased to support a change in use request for the property, the Town will apply the volume ratio unit associated with that new line size. The Town will also assess a connection fee based on the difference between the original and the increased volume ratio unit.

PASSED AND ADOPTED BY THE TOWN COUNCIL AND APPROVED BY THE MAYOR
FOR THE TOWN OF WEST YELLOWSTONE THIS
5th DAY OF JULY 2022



Travis Watt
Council Member/Mayor



Jeff Matthews
Council Member



Lisa Griffith
Council Member

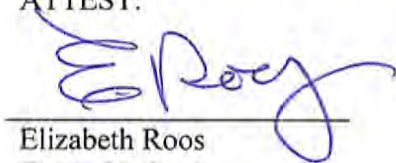
ATTEST:



Jeff McBirnie
Council Member



Brian Benike
Council Member



Elizabeth Roos
Town Clerk

RESOLUTION No. 779

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE CAUSING AN INCREASE IN THE UNIT CHARGE FOR SEWER SERVICES AND FIXING THE RATE THEREOF, CAUSING AN INCREASE IN SEPTAGE DUMP FEES, AND ESTABLISHING SEWER CONNECTION AND INSPECTION FEES.

WHEREAS, the Town of West Yellowstone constructed its waste water treatment facility to accommodate further growth, and

WHEREAS, the Town of West Yellowstone needs to improve and upgrade the wastewater system, and

WHEREAS, the Town Council desires to ensure that the Town will collect funds sufficient for ongoing operations and maintenance, together with funds to improve and upgrade the wastewater system, and

WHEREAS, 69-7-101 MCA authorizes the Town to regulate, establish, and change, as it considers proper, rates, charges and classifications imposed for utility services to its inhabitants and others served by the municipal utility system that are reasonable and just; and

WHEREAS, the Town held a public hearings on April 19 and July 5, 2022, after notice of the same was published on June 17, June 24 and July 1, 2022, and mailed to the persons served by the utility on June 24, 2022, and emailed to the Montana Consumer Counsel on June 29, 2022, all as required by §§69-7-111 and 7-1-4127, MCA.

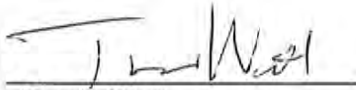
NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of West Yellowstone, County of Gallatin, in the State of Montana that:

- 1) Effective July 1, 2022, the current monthly equivalent use rate of \$27.07 per 1.0 equivalent user will be increased each year from July 2022 to June 2025 as set out on the attached "Water & Sewer Rate Increase Plan".
- 2) Effective July 1, 2022, each new sewer connection shall be assessed a connection fee of \$3000 per equivalent user.
- 3) The connection fee will be charged one time only.
- 4) The connection fee will be collected at the time that all other fees associated with building construction and inspection are collected.
- 5) All connection and building fees must be paid prior to commencement of construction.
- 6) Connection fees will be collected on all projects occurring within the corporate limits of the Town of West Yellowstone.
- 7) Such connection fees shall be subject to periodic review and revision at an interval deemed appropriate by the Town Council.
- 8) In such cases where a sewer connection is already in place and the Town receives a change in use request for the property, the Town will apply the equivalent user chart to the new use. If the new use results in a higher equivalent user number/greater impact on the waste water

treatment system the Town will assess a connection fee based on the difference between the original and the increased equivalent use number.

9) The septage dump fee will be increase from \$150 to \$250 per load not to exceed 1,500 gallons per load.

PASSED AND ADOPTED BY THE TOWN COUNCIL AND APPROVED BY THE MAYOR
FOR THE TOWN OF WEST YELLOWSTONE THIS
5th DAY OF JULY 2022.



Travis Watt
Council Member/Mayor


Brian Benike
Council Member


Jeff Mathews
Council Member


Lisa Griffith
Council Member


Jeff McBirnie
Council Member

ATTEST:

Elizabeth Roos
Town Clerk

RESOLUTION NO. 780

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, TO SET FEES FOR THE SALE OF BULK WATER AND FOR THE RENTAL OF WATER METERS FOR THE PURPOSE OF SALE OF BULK WATER.

WHEREAS: The Town Council of the Town of West Yellowstone has passed Ordinance No. 260, allowing for the sale of bulk water; and

WHEREAS: The fees for the sale of water and for the rental rate for a meter to measure the amount of bulk water shall be set by resolution pursuant to the Ordinance; and

WHEREAS: The Town Council of the Town of West Yellowstone believes it is in the best interests of the citizens of the Town that the Town receive some compensation for the sale of bulk water and the for the use of the Town's approved water meters:

NOW THEREFORE, BE IT RESOLVED:

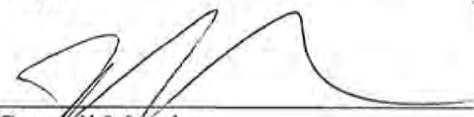
The Town Council of the Town of West Yellowstone, Montana hereby sets the fees and rental rates for the purchase of bulk water as:

Meter Rental Fee (Short Term):	\$ 50.00 per day.
Meter Rental Fee (Long Term):	\$200.00 per month.
Meter Installation Fee: (In addition to meter rental)	\$50.00 per occurrence.
Purchase price for bulk water:	\$11.00 for the first 1000 gallons \$1.10 per 1000 gallons after the first 1000

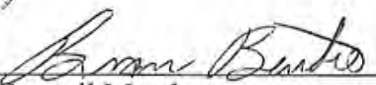
DATED this 5 day of July, 2022.



Mayor



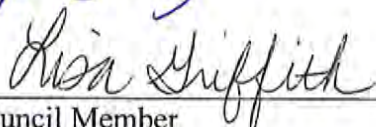
Council Member



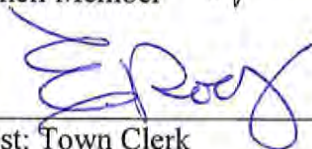
Council Member



Council Member



Council Member



Attest: Town Clerk

Water & Sewer Rate Increase Plan

Water Rates		Current	FY 2022-2023	FY 2023-2024	FY 2024-2025	Change
Base		\$18.49	\$20.34	\$22.37	\$24.61	\$6.12
Per 1000 gallon usage rate		\$0.80	\$0.85	\$0.90	\$0.95	\$0.15
Projected Annual Revenues			\$467,362	\$522,061	\$551,024	
Sewer Rates						
Base		\$24.17	\$27.07	\$30.32	\$33.96	\$9.79
Projected Annual Revenues based on 2,628 SFEs			\$853,680	\$956,172	\$1,070,963	

2022

Work Session: Camille Miller & Kevin Harris presents on rates and payment for new WWTP

17 May 2022

Town Council Meeting: Public Hearing regarding Utility Rates / SFE Calculator draft is presented
Res No. 778, 779, 780 are approved.

5 July 2022

Work Session: Camille Miller & Rob Cromwell present the purpose of using a SFE calculator and recommendations

30 Aug. 2022

Work Session: Dave Noel presents options to update the SFE calculator

7 June 2022

Work Session: Proposed SFE calculator is presented by Dave Noel

26 July 2022

Town Council Meeting: SFE calculator is approved

20 Sep. 2022



PO Box 1633 West Yellowstone, Mt. 59758

To: Town of West Yellowstone:

The West Yellowstone Tourism Business Improvement District board is writing a letter of concern to the Town Council regarding the increases for the sewer and calculation of beds and sewer rates. The board has met recently and is concerned about the seasonality of the hoteliers and the increases that will be incurred for the properties of West Yellowstone.

We understand that the Town may have been undercharging for these services for many years in the past and now we are moving forward to making the necessary changes with rate increases to get the sewer project moving forward. The board realizes the importance of the sewer and water project and the critical role it plays for the town of West Yellowstone. We want to be able to continue to be a premier destination for our visitors so that we can sustain our destination status and continue to be an economically viable community for years to come.

We are concerned that the lodging industry will be paying for the lions share of the sewer project and would like to understand fully the goals and reasoning behind the proposed bed/sewer rate ratio. In the past it was a per room calculation (amount) and the new proposed change is per bed amount. TBID

Properties in West with an 11 year average have the following occupancies for the following seasons:

Year Round: 40% of total rooms avail.

Summer (May- Oct) 70% of total rooms avail.

Winter (Nov-April) of 22% of total rooms avail.

The jump of collections will be substantial for some lodging properties almost 300%. Our hope is that all other types of businesses including: (retail, gas station, guiding, restaurants, nightly rentals, RV parks etc..) will see the same amount of increased rates for sewer and water across the board and is based on the gallons used and or consumed. The board is in support of the sewer project and sewer increases if fair among all town businesses and community members.

We look forward to working with you in the future and hope that you will take any suggestions or concerns from our stakeholders and implement them into future policy and or rate increases.

Thank-you

Jeff Schoenhard, President West Yellowstone Tourist Improvement District

WEST YELLOWSTONE MUNICIPAL CODE

8.16.010 Outside amplification prohibited.

From the effective date of the ordinance codified in this chapter, it is unlawful for any motor vehicle or commercial business to allow the outside amplification of sound by any means. (Ord. 178, 1995: Ord. 70 (part), 1977)

8.16.020 Outside amplification--Permit required.

The governing body of the town may in its discretion allow by a non-fee special permit, the outside amplification of sound, by church, civic, or other types of organizations on an occasional basis. (Ord. 70 (part), 1977)

9.12.020 Public drinking prohibited--Exception.

A. Public drinking and public display or exhibition of alcoholic beverages as defined in this chapter are prohibited and it shall be unlawful for any person to engage in public drinking, public display or exhibition of alcoholic beverages within the town limits.

B. The town council may by resolution exempt a specific area of a public place where an event or activity will be held from the prohibition on public display or public drinking of alcoholic beverages contained in this section. Sponsors of events that wish to serve or allow alcoholic beverages in public places may apply to the town council for an exemption to this section. The town council, in its sole discretion, may deny such an application for any reason or it may set whatever conditions or requirements it deems appropriate or necessary for the public health, safety, and welfare. (Ord. 230 §2, 2007: Ord. 59 (part), 1973)

EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: Fourth of July Parade & Fireworks

Sponsor Organization: Destination Yellowstone - West Yellowstone Chamber of Commerce

Sponsor Address: 30 Yellowstone Ave West Yellowstone MT 59758

Contact Person: Janna Turner or Katrina Wiese

Contact Phone: 406-641-0096 / 406-646-7701 Fax: 406-646-4977

E-mail Address: Janna.Turner@ourbank.com president@destinationyellowstone.com

Date(s) of Event: 07/03/2023 - 07/05/2023

Location of Event:

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

Event Fee: \$ 25.00 pd
Resort Tax Bond: \$ NA
Vendor(s) Fee: \$ NA
Total Due: \$ 25.00

Janna Turner
Signature of Applicant
6/12/23
Date

Date Received by the Town: 6/13/23 ER

Event Detail

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

Destination Yellowstone - West Yellowstone Chamber of Commerce's Fourth of July Committee would like to submit this Special Event Permit Application for the Annual Fourth of July Celebration. We are requesting the following permissions, accommodations, and assistance from the Town and its respective departments:

1. Use of the south end of Iris Street between Yellowstone Ave and Obsidian St for firework set up and launch area. Metal grate for shells will be delivered to this area on July 2, 2023 and removed on or around July 5, 2023 by Big Sky Fireworks Company.
 2. Town's Public Works to fence off Town Recreation Park at Little Ranger's Building to Obsidian St as early as July 2, 2023 in order to provide for the required safety zone for firework setup and launch.
 3. Post NO PARKING signs on Yellowstone Ave between Geyser St and Iris St by 9am on July 4, 2023 to ensure adequate time to clear streets of vehicles before firework launch time.
 4. Close off Grizzly Ave beginning at 4pm on July 4, 2023 for parade line up.
 5. Participate and lead parade. Provide road blocks and traffic control. See proposed parade route on Site Plan.
 6. Water the ground located immediately to the north, south, east, and west of launch zone.
 7. Stand ready to extinguish any firework debris or hot spots.
 8. Provide street sweeper on July 5, 2023 to clean up firework debris on Iris, Yellowstone, and Obsidian.
 9. Waive outside sound and amplification ordinances on July 4, 2023 during the parade and fireworks. Outside Amplification Permit Application is included with Event Permit Application packet.
-
-
-
-

4th of July 2023

Event Map



FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services			
H20/Sewer			
Fire			
Police			
Finance			
Administration			

Notes/Conditions: _____

Approved

Denied

Town Clerk

Date

ATTACHMENTS

Liability Insurance	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Waived
Outside Amplification Permit	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Encroachment Application	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> NA
Open Container Resolution	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Resort Tax Bond	<input type="checkbox"/> Paid	<input type="checkbox"/> Surety	<input checked="" type="checkbox"/> NA



Outside Amplification Permit Application Town of West Yellowstone

Event: Fourth of July Parade & Fireworks

Contact Person: Janna Turner or Katrina Wiese

Mailing Address: PO BOX 2184 West Yellowstone MT 59758

Email Address: Janna.Turner@ourbank.com or president@destinationyellowstone.com

Phone Number: 406-641-0096 or 406-646-7701


Signature of Property Owner of Record: _____

Date(s) of Event: 07/04/2022

Location: See Site Plan Attached

Amplification between the hours of: 5pm and 11pm

Description of Event: Annual Fourth of July Celebration including Parade and Firework Show.


Signature of Applicant

6/12/2022

Date

FOR OFFICE USE ONLY

Decision by Town Council: Approved Disapproved

Conditions: _____

Signature of Mayor/Town Manager: _____

_____ Date

EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana





Event: Music in the Park Series
 Sponsor Organization: Black Mountain Productions
 Sponsor Address: PO Box 1313 West Yellowstone, MT 59758
 Contact Person: Katrina Wiese
 Contact Phone: 406-539-1713 Fax: _____
 E-mail Address: president@destinationyellowstone.com
 Date(s) of Event: 7/4/23, 7/22/23, 8/4/23, 8/5/23 & 8/26/23
 Location of Event: Pioneer Park

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

Event Fee: \$ 25.00 pd
 Resort Tax Bond: \$ 0
 Vendor(s) Fee: \$ 0
 Total Due: \$ 25.00


 Signature of Applicant
 6/14/23
 Date

Date Received by the Town: JUN 15 2023  

Event Detail

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

Black Mountain Productions is a non-profit 501(c)(3) organization whose goal is to bring family oriented live entertainment to West Yellowstone.

Black Mountain Products owns its own equipment, stage and extensive sound system. Our main focus has always been free live music in the City Park.

This year, we are planning 5 quality events, starting with the Annual July 4th concert, and additional productions scheduled on July 22nd,

August 4th & 5th and August 26th. The 4th of July adds to existing events and is the most highly attended event. The Aug. 4th & 5th concerts will

happen in conjunction with Rod Run weekend, with a goal of attracting more attendance for all activities. We have also added an additional concert in July.

Current bookings include: July 4th, Devon Worley Band with 2 opening bands. July 22nd, The Powell Brothers, with 2 opening bands.

August 4th, Slamabama with 2 opening bands. August 5th, Imagine with 1 opening band. July 26th, Luke Dowler & Midnight Conversations with 2 opening bands.

Green Up West Yellowstone will have an information booth and recycle bins. The concerts will utilize existing public restrooms

and trash cans located in or near the Park, as well as public parking lots and side streets. The concerts usually have about 300-500 people

in attendance in small groups of family and friends. The 4th of July event is always the largest. We plan to use the Chamber trailer again

for the band's green room/changing room. The stage will be set in the SW corner of the Park, as in prior years, and some sponsor banners adjacent.

The sound booth is set up about 20 feet away under a popup tent, and fencing is put up in front of the stage. 2 wood sandwich boards will be placed at the

corners of Pioneer Park on the mornings of each concert with large banners announcing a Free Music in the Park concert that night.

The only Town assistance we ask for is help with the placement of the stage for each event as well as to put up Music in the Park banners.

Please see attached requests for open container and amplification requests.



FREE Music

IN THE Park

WEST YELLOWSTONE, MONTANA

Join us for the 2023 free Music in the Park Concert Series! This year we have 5 concerts scheduled, starting on July 4.

2023 LINE UP



JULY 4

DEVON WORLEY BAND

Start time at 5:00PM. Break for Parade.
Music resumes at 7:00PM



JULY 22

THE POWELL BROTHERS



AUGUST 4

SLAMABAMA



AUGUST 5

IMAGINE

Start time at 12:30PM



AUGUST 26

LUKE DOWLER & MIDNIGHT CONVERSATIONS

7:00PM • PIONEER PARK
WEST YELLOWSTONE • MT

SUPPORT
New Yellowstone
Businesses



Yellowstone County
MONTANA

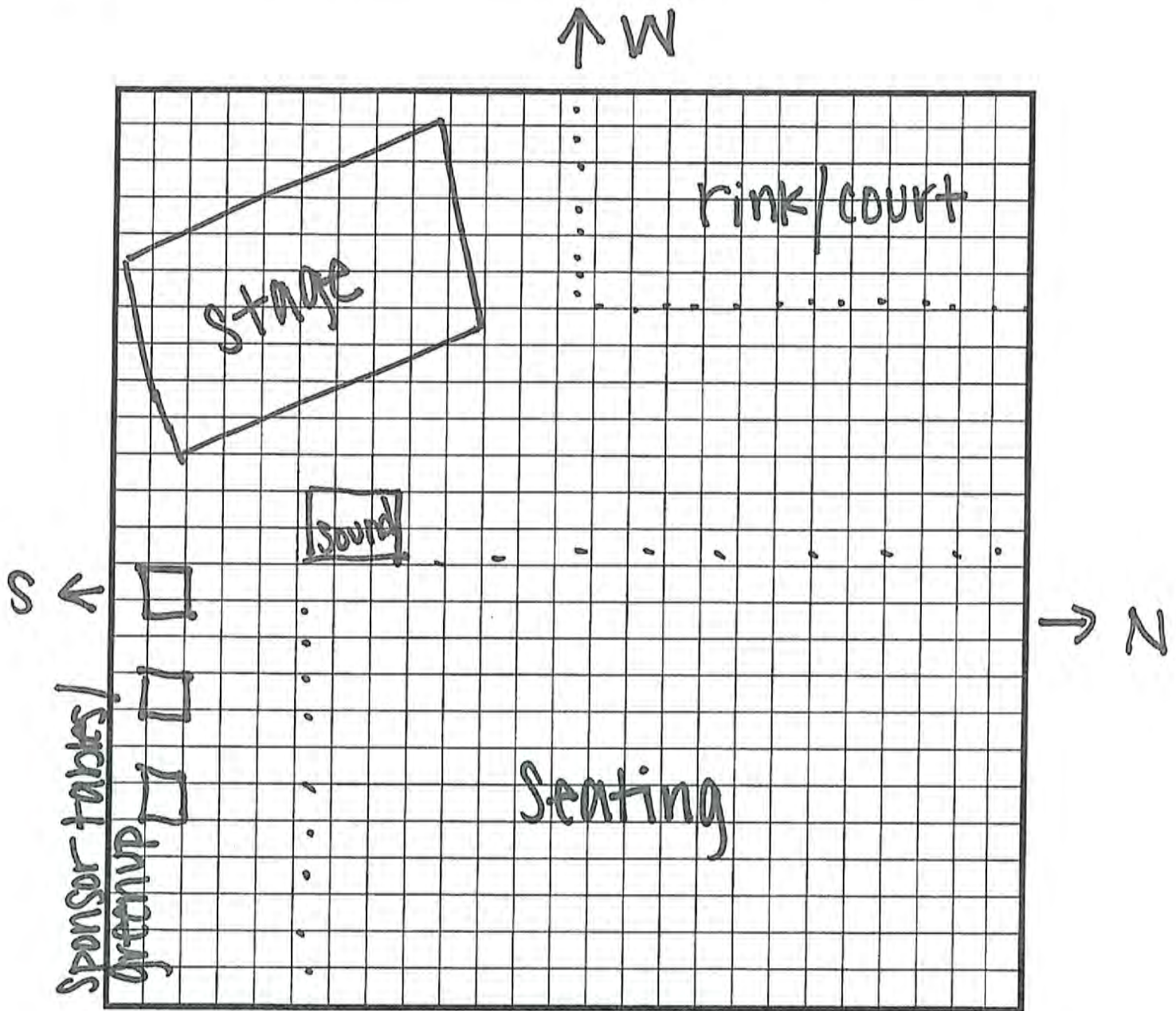


donate
now →



SITE PLAN

Event: Black Mountain Productions: Music in the Park Series



Please indicate direction



Pioneer Park

VENDING AND SALES

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

Event: MUSIC IN THE PARK

Date(s) 7/4, 7/22, 8/4, 8/26

Attach additional sheets as necessary.

Primary Sponsor: YELLOWSTONE BREWING COMPANY

Contact Person: GRANT EVJE

Address: PO BOX 1330

WEST YELLOWSTONE MT 59758

Phone: 406-217-3133

Type of sales: ALCOHOL

Resort Tax applicable: **YES** **NO**

BUSINESS ALREADY HAVE LICENSE AND PAY RESORT TAX

Vendor Name: BURGER CHURCH

Contact Person: TOMMY CHURCH

Address: PO BOX 1178

WEST YELLOWSTONE MT 59758

Phone: 323-420-6666

Type of sales: FOOD

Resort Tax applicable: **YES** **NO**

BUSINESS ALREADY HAVE LICENSE AND PAY RESORT TAX

Vendor Name: WYS INTERNATIOANL CLUB

Contact Person: SARA GRUBE

Address: 411 N.GEYSER STREET

WEST YELLOWSTONE MT 59758

Phone: 406-640-0586

Type of sales: NONE/FUNRASING

Resort Tax applicable: **YES** **NO**

Vendor Name: WYS BASKETBALL

Contact Person: NUBIA ALLEN /ABRIL

Address: 411 N.GEYSER STREET

WEST YELLOWSTONE MT 59758

Phone: 406-640-2603

Type of sales: NONE/FUNRASING

Resort Tax applicable: **YES** **NO**

Vendor Name: RESENDIZ TAQUERIA

Contact Person: JOHNATHAN RESENDIZ

Address: PO BOX 1757

WEST YELLOWSTONE MT 59758

Phone: 406-641-0079

Type of sales: FOOD

Resort Tax applicable: **YES** **NO**

BUSINESS ALREADY HAVE LICENSE AND PAY RESORT TAX

Vendor Name: THE FALAFAL SPOT

Contact Person: ISSAC KIMSHI

Address: 3101 N COUNTRY CLUB DR, APT 111

AVENTURA FL 33180

Phone: 954-980-9238

Type of sales: FOOD

Resort Tax applicable: **YES** **NO**

BUSINESS ALREADY HAVE LICENSE AND PAY RESORT TAX

Vendor Name: WYS FOOTBALL TEAM

Contact Person: MARTIN GRUBE

Address: 411 N GEYSER STREET

WEST YELLOWSTONE MT 59758

Phone: 406-209-0934

Type of sales: NONE/FUNRASING

Resort Tax applicable: **YES** **NO**

Vendor Name: WYS SKI TEAM

Contact Person: KATIE HOLTZMAN

Address: 411 N GEYSER STREET

WEST YELLOWSTONE MT 59758

Phone: 406-640-0315

Type of sales: NONE/FUNRASING

Resort Tax applicable: **YES** **NO**

FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services			
H20/Sewer			
Fire			
Police			
Finance			
Administration			

Notes/Conditions: _____

Approved

Denied

Town Clerk

Date

ATTACHMENTS

Liability Insurance	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Waived
Outside Amplification Permit	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Encroachment Application	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> NA
Open Container Resolution	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Resort Tax Bond	<input type="checkbox"/> Paid	<input type="checkbox"/> Surety	<input checked="" type="checkbox"/> NA



Outside Amplification Permit Application Town of West Yellowstone

Event: Music in the Park Concert Series

Contact Person: Katrina Wiese, Black Mountain Productions

Mailing Address: PO Box 1313 West Yellowstone MT 59758

Email Address: president@destinationyellowstone.com

Phone Number: 406-539-1713

Signature of Property Owner of Record: _____

Date(s) of Event: 7/4/23, 7/22/23, 8/4/23, 8/5/23 & 8/26/23

Location: Pioneer Park

Amplification between the hours of: 4pm and 10:30pm

Description of Event: Music in the Park concerts, produced by Black Mountain Productions in conjunction with the Town and partner organizations, provides free public concerts throughout the summer for residents and visitors. Many of the concerts are part of larger events like the community 4th of July Celebrations and Rod Run.


Signature of Applicant

6/14/23

Date

FOR OFFICE USE ONLY

Decision by Town Council:

Approved

Disapproved

Conditions: _____

Signature of Mayor/Town Manager: _____

Date

June 14, 2023


West Yellowstone Town Council,

Black Mountain Productions is planning to host a series of concerts in Pioneer Park again during the summer of 2023. We are increasing our concerts from 4, to 5, with the following dates: 7/4/23, 7/22/23, 8/4/23, 8/5/23 & 8/26/23.

We would like to make the following requests of the Council:

1. In accordance with section 8.16.020 of the West Yellowstone Municipal Code, we would like the Council to approve our application for outside amplification during each of the concerts listed above.
2. Black Mountain Productions would like to allow the consumption of alcoholic beverages in the concert area, see attached diagram attached in the Special Event Permit Application, of Pioneer Park one hour prior to the start time of each show, during each show and one hour after each show concludes. Therefore, we are applying to the Town Council for an exemption to section 9.12.020 of the West Yellowstone Municipal Code. Specifically, we are asking that the Town Council pass a resolution to exempt the concert area of Pioneer Park from the prohibition on public display or public drinking of alcoholic beverages contained in section 9.12.020 of the West Yellowstone Municipal Code on the dates specified above.
3. In accordance with section 5.20.030 of the West Yellowstone Municipal Code, we would like to ask the Council to grant permission to allow the bands that perform in the concerts to sell their CDs, or other related items before, during and after the concert dates on which they perform.

Thank you for your consideration and please contact me if you have any questions.



Katrina Wiese
President/CEO, Destination Yellowstone & Music in the Park Committee

Resolution No. 791

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA TO EXEMPT THE CONCERT AREA OF PIONEER PARK FROM SECTION 9.12.020 OF THE WEST YELLOWSTONE MUNICIPAL CODE, PUBLIC DRINKING PROHIBITED, FOR THE MUSIC IN THE PARK EVENTS DURING THE SUMMER OF 2023

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

WHEREAS, Black Mountain Productions will be hosting a series of concerts in Pioneer Park on July 4, July 22, August 4 & 5, and August 26, 2023; and

WHEREAS, the Black Mountain Productions desires to allow the consumption of alcoholic beverages in the designated concert area one hour prior to the start of each show, during each show, and one hour after each show;

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

NOW THEREFORE BE IT RESOLVED THAT the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, grants an exemption to Black Mountain Productions from the Public Drinking Prohibition effective one hour prior to the start of each show, during each show, and one hour after each show in the designated concert area as part of the Music in the Park series on July 4, July 22, August 4 & 5, and August 26, 2023.

PASSED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF WEST YELLOWSTONE THIS 20th DAY OF JUNE 2023

Mayor

Council Member

Council Member

Council Member

Council Member

ATTEST:

Town Clerk



EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: Bullwinkles Horse Soldier Bourbon Bottle Signing
Sponsor Organization: Bullwinkles Saloon & Eatery I
Sponsor Address: 115 W Canyon str West Yellowstone MT, 59758
Contact Person: Vince Louato
Contact Phone: (406) 640-7798 Fax: _____
E-mail Address: Vince@Bullwinklesmt.com
Date(s) of Event: July 21st, 2023
Location of Event: Bullwinkles Saloon & Eatery East Park lot of Alley B

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

Event Fee: \$ 25.00
Resort Tax Bond: \$ 1500.00
Vendor(s) Fee: \$ 25.00
Total Due: \$ 1550.00

Vince Louato
Signature of Applicant
06/15/23
Date

CM# 2879
\$1550.00

Date Received by the Town: 6-16-23 GR

Event Detail

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

This Event (July 21st 2023, Friday) Is to help honor & promote Horse Soldier Bourbon & Will Summers Retire U.S Army Infantry officer whom served as member of the 82nd Air Borne division & ODA 595 Special Forces team. The Event will take place on July 21st 2023, Friday located in the East Parklet attached to Bollwinkles Saloon & Eatery located on 115 W Canyon str. West Yellowstone from 4:00 pm - 8 pm with live music (two ~~piece~~ ^{Piece} Acoustic Band), BBQ & 5:30 Will Summers will tell his story of their (ODA 595 special forces team) unconventional warfare experience which earned them the moniker "The Horse Soldiers" & brought to life the Hollywood film "12 Strong". The plan is to sell over 100 plates of food @ 16.⁹⁹ & 30 cases over Horse Soldier Bourbon with sales ranging from \$7,000 - \$15,752.50 in liquor sales (based on inventory sold) \$1,600 in food sales = ranging from \$8,600 - 12,352.50 (Combined Food + Liquor Sales). Three Tents, 10 Dining table + 100 chairs, 6 trash bins, porter potties (two if necessary). Orange Fense for perimeter. - Schedule trash Clean up before & after Event Location's Alley B + town Parking East of Event location. all trash will be disposed in our Business Dumpsters.

Town of West Yellowstone Event Application

- Signage Feather Banner located beginning of Ally B 2 of 5 West Entrance + Buddy Bar for Beer trailer for consumption

Public drinking? public display of alcoholic
Beverage will conform with Section 9.12.020
of West Yellowstone, I here by request.

from West Yellowstone town Council permission
to sell Horse Soldier Bourbon (for off premise
consumption), To sell & pour Alcohol Beverages & food
within the Event perimeter for consumption.

• Live Music from 4pm (Event start) - 9:30pm (End)
on July 21st Friday, day of the Event.

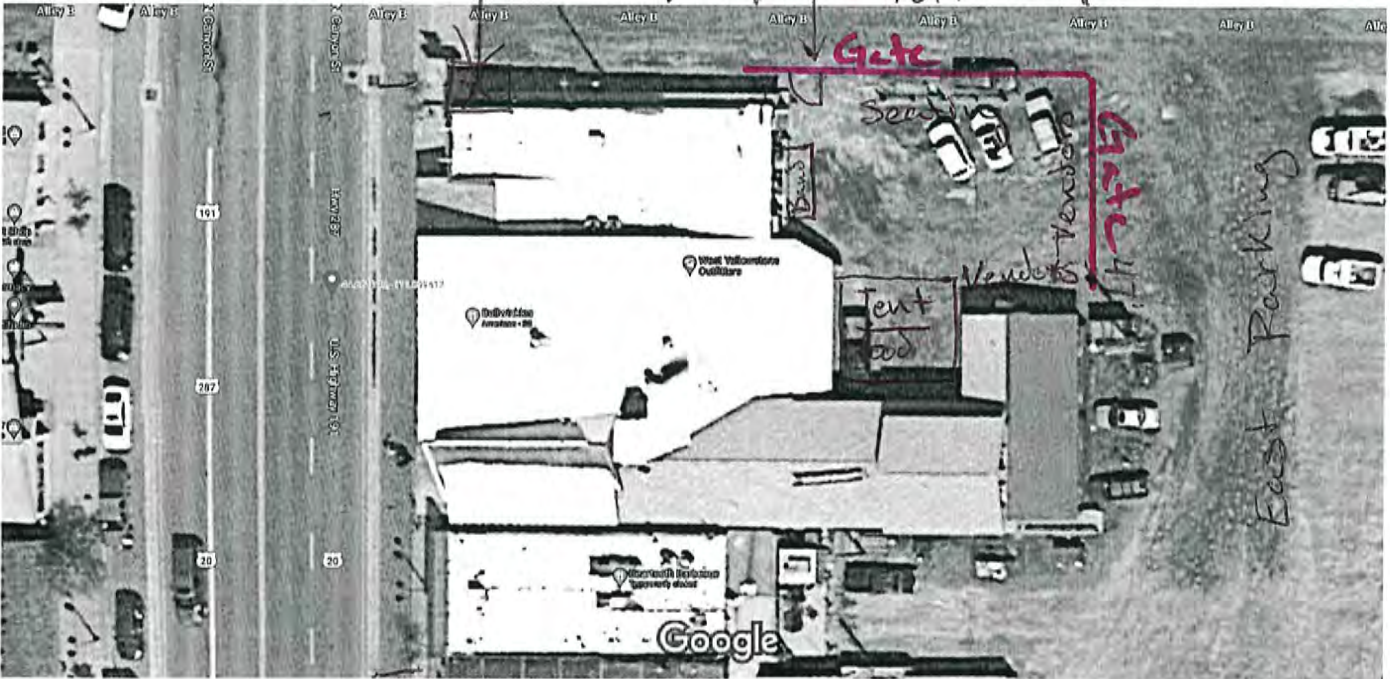
Portable Bar & Beer trailer for the sale of
Alcoholic Beverages.

- Vince H Lovato
General Manager
Bullwinkle Balcony Eater
115N Canyon str
West Yellowstone, MT 59758
(406) 640-2798

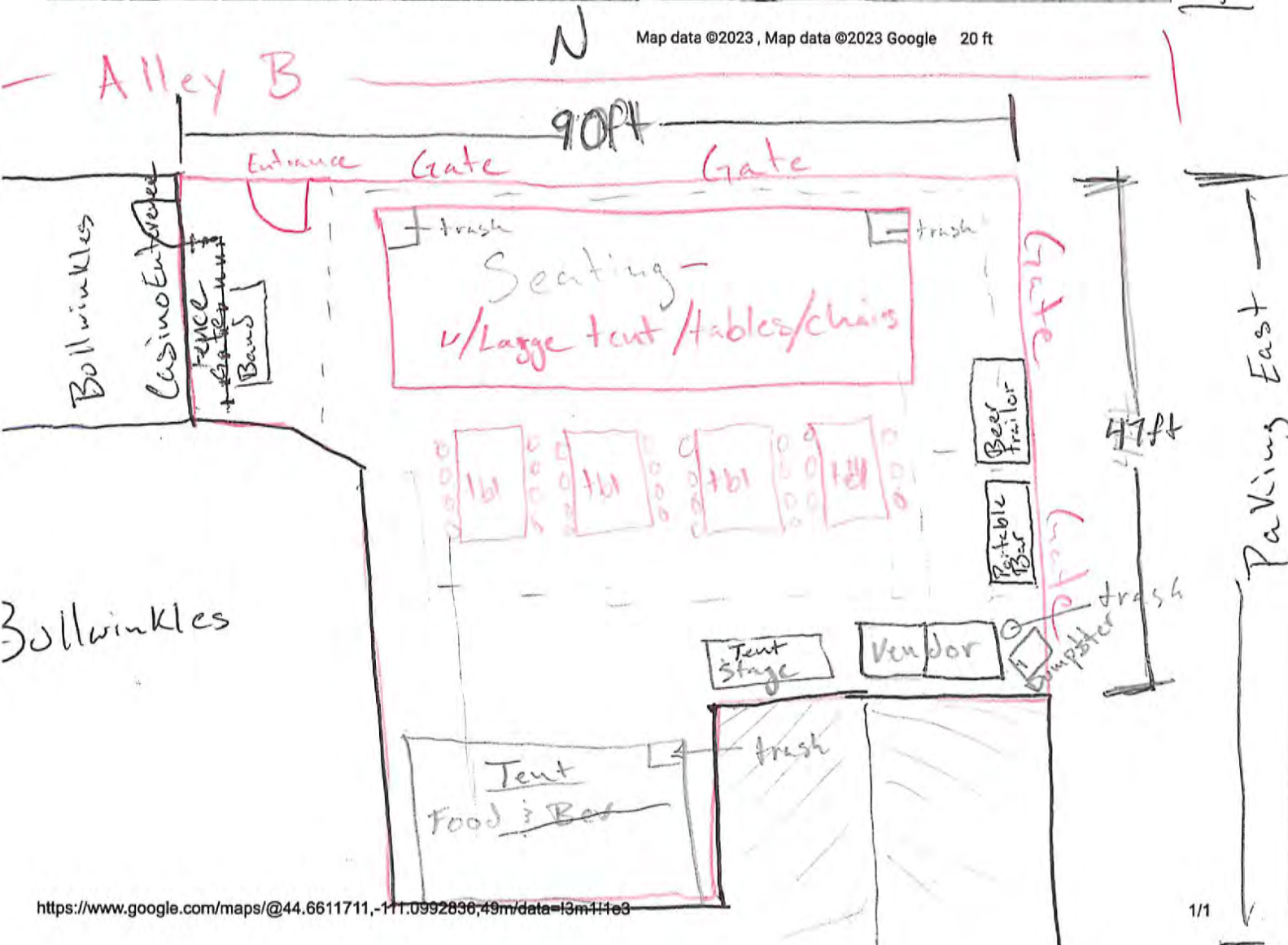
Feather Signage/Banner

Google Maps

Google Maps



Map data ©2023, Map data ©2023 Google 20 ft



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

Event: Bullwinkles Horse Soldier Bourbon Bottle Signing - **Date(s)** July 21st 2023

Attach additional sheets as necessary.

Primary Sponsor: Bullwinkles Saloon
Contact Person: Vince Lovato
Address: 115 N Canyon Str
West Yellowstone MT 59758
Phone: (406) 640-2798
Type of sales: Food & Beverage
Resort Tax applicable: YES NO

Vendor Name: _____
Contact Person: _____
Address: _____
Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Horse Soldier Bourbon
Contact Person: Matt Clark
Address: 2232 5th Ave South
St. Petersburg, FL 33712
Phone: (406) 370-8909
Type of sales: Liquor - off Premise
Resort Tax applicable: YES NO

Vendor Name: _____
Contact Person: _____
Address: _____
Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: _____
Contact Person: _____
Address: _____
Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: _____
Contact Person: _____
Address: _____
Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: _____
Contact Person: _____
Address: _____
Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: _____
Contact Person: _____
Address: _____
Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Summary of Insurance

Prepared: 12/14/2022
Coverages as of: 11/22/2022

For: D & B Panko Enterprises LLC
P O Box 1322

West Yellowstone, MT 59758

By: Stockman Insurance, Inc.
161 W. Madison
Belgrade, MT 59714

Coverage	Company	Policy Number	Eff date	Exp date	Premium
Liquor	Trisura Specialty Insurance Co.	OSU1005942-00	11/22/2022	11/22/2023	\$40,909.87

Loc 1, Building 1
115 N. Canyon Rd, West Yellowstone, MT 59758

General Aggregate applies per:

Coverage	Limits
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	
Personal & Advertising Injury	
Each Occurrence	\$1,000,000
Damage to Rented Premises (Each Occurrence)	
Medical Expense (Any One Person)	
Employee Benefits	

Hazard Schedule

Loc #	Hazard #	Classification	Class Code	Exposure	Premium Basis
1	1	Liquor Liability Restaurants	58164	1,000,000	Gross Sales - Per \$1,000/Sales
1	2	Liquor - Retail	69211	800,000	Gross Sales - Per \$1,000/Sales

FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services			
H20/Sewer			
Fire			
Police			
Finance			
Administration			

Notes/Conditions: _____

Approved

Denied

Town Clerk

Date

ATTACHMENTS

Liability Insurance	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Waived
Outside Amplification Permit	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Encroachment Application	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Open Container Resolution	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Resort Tax Bond	<input checked="" type="checkbox"/> Paid	<input type="checkbox"/> Surety	<input type="checkbox"/> NA

Resolution No. 792

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA TO EXEMPT THE SOUTHWEST PORTION OF THE INTERIOR PARK OF BLOCK 15 FROM SECTION 9.12.020 OF THE WEST YELLOWSTONE MUNICIPAL CODE, PUBLIC DRINKING PROHIBITED, FOR THE BULLWINKLES HORSE SOLDIER BOURBON BOTTLE SIGNING EVENT ON JULY 21, 2023

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

WHEREAS, Bullwinkles Saloon & Eatery will be hosting the Bullwinkles Horse Soldier Bourbon Bottle Signing Event on July 21, 2023; and

WHEREAS, Bullwinkles Saloon & Eatery desires to allow the consumption of alcoholic beverages in the southwest portion of the interior park of Block 15, adjacent to the business, between the hours of 4 PM and 10 PM ;

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

NOW THEREFORE BE IT RESOLVED THAT the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, grants an exemption to Bullwinkles Saloon & Eatery from the Public Drinking Prohibition effective between the hours of 4 PM and 10 PM in the southwest portion of the interior park of Block 15 on July 21, 2023.

PASSED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF WEST YELLOWSTONE THIS 20th DAY OF JUNE 2023

Mayor

Council Member

Council Member

Council Member

Council Member



ATTEST:

Town Clerk



APPLICATION FOR BOARDS AND COMMITTEES

Name Kristine Wilkinson Date 5.17.23

Address P.O. Box 1292

City West Yellowstone State MT Zip 59758

Phone (Home): (Work): (Cell/Other): 503-329-8414

E-Mail Address: kriswilkinson@mac.com

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 2 years

Board or Committee you are applying for: Parks & Rec or Library

Occupation: Systems Administrator

Employer: Westlake Academy, Westlake TX

Have you previously served on a County or City board? Teton School District, Dragons Id 4 years

If so, which board, and for how long?

Past Memberships and Associations: Church of Jesus Christ of Latter Day Saints

Current Memberships and Associations: same as above

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? Provide service & assistance where need.

References (Individual or Organization):

Liz Roos Phone: 406-640-1105

Heidi Hauck Phone: 406-640-0293

Phone:

Signature: Kristine Wilkinson Date: 5.17.23

KRIS WILKINSON

(503) 329-8414 | kriswilkinson@mac.com | PO Box 1292 West Yellowstone, MT

≈ EXECUTIVE SUMMARY ≈

A self-managed and result-oriented **Product Manager** with 20+ years' experience in *Project Management, Product Development/Launch, Training/Development, Technical Support, Data Base Management and Systems Administrator*. Experienced in managing multiple large-scale projects. Strategic manager with strong interpersonal, communication, problem-solving and decision-making skills. Ability to establish strong alliances; lead and motivate teams; drive projects to successful completion; convey complex technical requirements; exceed customer expectations.

≈ SKILLS ≈

- | | | |
|--------------------|-------------------------------|------------------------|
| ◆ SCRUM/ Agile | ◆ User Group Management | ◆ Team Facilitation |
| ◆ Release Planning | ◆ Stakeholder Management | ◆ Quality Assurance |
| ◆ Customer Support | ◆ Requirement Management | ◆ K12 State Reporting |
| ◆ Product Training | ◆ Student Information Systems | ◆ Software Development |

≈ AREAS OF EXPERTISE ≈

DATABASE ADMINISTRATOR (*PowerSchool Student Information System*)

- Administered all facets of PowerSchool database; evangelized PowerSchool functionality across organization.
- Provided expedient end-user support, including basic desktop and network issue-resolution, troubleshooting, and setup; ensured data accuracy; resolved database validation errors.
- Trained, modeled, and assisted teachers and staff in integrating classroom technology to improve student achievement and cater to diverse learning modalities.
- Worked cooperatively with administrators, supervisors, staff, parents/guardians, and outside vendors to meet business objectives.
- Drafted school data reports related to staffing, grade trends, GPA, graduations rates, and accountability measures regarding state and federal requirements.
- Conducted advanced queries and supported special requests from various district department directors.
- Created new district-wide procedures and accompanying documentation for data entry.

PROJECT MANAGEMENT (*Software Implementation*)

- Identified project scope and oversaw planning to foster milestone achievements.
- Set realistic deadlines, establishing and maintaining open communication throughout project lifecycles.
- Supported decisions regarding resource availability and deadlines.
- Facilitated communication between project stakeholders, including business, technology, and student services department members; developed control measures to help mitigate potential risks.
- Liaised with customers to determine the best business processes and system requirements.
- Guided customers through the configuration of the student information system based on customer-specific business processes and requirements;
- Facilitate meetings for executive-level steering committees, handling minutes and agendas.
- Developed, maintained and fostered effective relationships with clients, providing updates on the project and resolving any issues/concerns promptly to ensure their satisfaction
- Assisted customers with the development of technical documentation for their specific needs.
- Provided initial product training to all stakeholders.

PRODUCT MANAGER / BUSINESS ANALYSIS (*Compliance*)

- Worked with a team of System Engineers, Testers and Clients to define and deliver a product with detailed documentation that functioned according to specific requirements.
- Lead Scrum meetings, sprint planning, release planning and sprint retrospectives.
- Managed releases/sprints through all phases of the software development lifecycle, working with Software Engineers, Quality Assurance, Software Support Engineers and Technical documentation teams to ensure successful releases.
- Mentored team members on Agile software development principles and practices including the implementation of process improvement ideas learned from retrospectives.
- Executed gap analysis processes comparing existing product functionality to desired or required functionality. Documented results and create specifications designed to address gaps.
- Facilitate meetings for executive-level steering committees, handling minutes and agendas.
- Developed, maintained and fostered effective relationships with clients, providing updates on projects. Resolved issues and concerns promptly to ensure customer satisfaction.
- Designed walk-through scripts and plans used to demonstrate new functionalities for end-users, internal support, and training teams.

≈ EXPERIENCE ≈

- **Westlake Academy Charter School**
Systems Administrator- Remote *January 2023-Current - Westlake, TX*
- **Marcia Brenner Associates**
Software Training and Support Services-Remote *2019-2023 - Madison, WI*
- **PowerSchool LLC - Project Manager (Contracted)**
Professional Services Team - Remote *2017-2019 - Folsom, CA*
- **Foundation Learning Charter School - Senior SIS Manager** *2017-2019 - Lakewood, CO*
- **Power School LLC - Senior Product Manager**
Compliance Team - Remote *2011-2017 - Folsom, CA*
- **Insight Schools Inc. - Senior SIS Manager** *2008-2011 - Portland, OR*
- **NWAB School District - Senior Systems Admin** *2007-2008 - Kotzebue, AK*
- **PowerSchool Inc. - Project Manager / Team Lead**
Implementation Team *2000-2007 - Folsom, CA*
- **State of Hawaii School System** *1993-2000 - Big Island, HI*
Ed Tech Coordinator/Student Information Admin 1997-2000
Educational Assistant 1993-1997

≈ EDUCATION ≈

Bachelor of Arts, Human Services Management - University of Phoenix
Associates of Arts, General Studies - University of Phoenix
Certificate of Executive Secretary - LDS Business College



APPLICATION FOR BOARDS AND COMMITTEES

Name Sarah Heames Date 6/5/23

Address 400 Moose Dr / PO Box 1022

City W. Yellowstone State MT Zip 59758

Phone (Home): 406-640-1441 (Work): (Cell/Other):

E-Mail Address: Srodcar@yahoo.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 19

Board or Committee you are applying for:

Occupation: Property Manager

Employer: Self

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: personable

Long standing relationship w/ the library
Worked on donations for childrens books for the library

What are your primary objectives for serving on this board?

Help the library grow, explore new ideas for programs at the library,

References (Individual or Organization):

Rachel Spence Phone: 406-640-0266

Kelli Hart Phone: 406-640-5713

Magen Crowley Phone: 208-891-3119

Signature: Sarah Heames Date: 6/5/23

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
6-8-23
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name Paulina Salinas - Diaz Date 6/8/2023

Address 620 Firehole ave Apt 1C

City West Yellowstone State MT Zip 59758

Phone (Home): — (Work): — (Cell/Other): 406.589.8988

E-Mail Address: Paulina8606@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 20+ years

Board or Committee you are applying for: West Yellowstone Public Library

Occupation: Senior Admin Solutions Specialist

Employer: LPL Financial (Remote)

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

If so, which board, and for how long? Para los niños, Burien WA 2 years

Past Memberships and Associations: Community Health workers collaborative of Pierce County, The Service Board, Seattle King Co. Health workers

Current Memberships and Associations: MCC (migrant Community Coordinators)

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: Most of my Board Experience was for 5+ years in Washington state, I sat on 2 Boards & partnered through work w/ others. I have also mentored & involved myself in many youth organizations.

What are your primary objectives for serving on this board? Expand services to our community, including all Spanish speakers. Increase library events & activities by partnering w/ local organizations & schools.

References (Individual or Organization):

Patty Peterson Phone: 218-689-4537

Diana Hansen Phone: 406-640-2354

Buck Taylor Phone: 406-589-9358

Signature: [Signature] Date: 6/8/2023

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.

PAULINA SALINAS-DIAZ

HEALTH AND MARKETING PROFESSIONAL

406.589.8988

paulina8606@gmail.com

West Yellowstone, MT

A dedicated and passionate leader with over eight years of experience in Marketing, Customer Service, Management, and community outreach in the Healthcare industry. Proven track record in building and managing teams, customer success, business development, health education, event management, and product campaigns. Skilled in team leading, working collaboratively across small teams and large groups to deliver against goals, objectives, and deadlines. Strong ability to develop and strengthen relationships with key partners including community-based partners, faith-based organizations, medical providers, and government agencies. Experienced in consumer marketing with knowledge of Digital Marketing and Public Relations.

Skills/Highlights

Brand Management | Implementation | 340B Health | Microsoft Office Suite | Customer Success | Social Media Marketing | Customer Service | Data Analysis | Account Management | Consumer Relations | Hospitality | Sales Management | Public Relations | Medical Assistant | Healthcare Marketing | Epic

Experience

Community Health Partners

W. Yellowstone, MT

Medical Assistant/ Administrative Generalist

Feb 2022-~~Present~~ ^{DEC 2022}

In charge of administrative duties that pertain to whole person health with CHP Patients. Responsible of clearing all PHI in a responsible and trained manner, as well as scanning and documenting all paper work pertaining to CHP. Worked according to HIPAA and excelled in maintaining the administrative desk organized. Medical Assistant duties were handled in professional manner, from blood draws, lab work, to documenting all work flow. Responsible for day to day communication with patients as well as providers and additional staff on duty.

Equiscript, LLC

Seattle, WA

Client Relationship Manager

Mar 2020-Nov 2022

Responsible for building and maintaining client relationships/account management based on trust and value. Supported in developing detailed business plans for clients of the 340B program, including future projections of patient enrollments and success rate for the 340B program. Identified opportunities for account growth in order to financially support the company and the client. Advocated for customers of the Equiscript 340B program.

- ❖ Problems solving, addressing client concerns, and supporting leadership to run a successful

program

- ❖ Monitoring 340B program success per financial and operational performance based on the company platform
- ❖ Developing reports and analysis in Salesforce and Company Portal to analyze the success of each client
- ❖ Ensure that prescriptions are being refilled and handled efficiently for the home delivery program

Nationwide Logistics

Remote, Contract

Logistics Support and Communications Specialist

Nov 2018 – Nov 2019

Responsible for B2B Communication and Coordination between accounts, ensuring all client relationships continued to unfold and develop into strong meaningful partnerships. Effectively supported the Sales and Operations Manager to deliver outstanding Carrier / Account service in order to achieve sustainable growth for the business. Managed accounts by nurturing and professional means to ensure understanding of client goals for successful growth and increased business.

- ❖ Efficiently lead 5-10 accounts and handled over 20 LHT carriers daily in order for the continued successful delivery of goods and products
- ❖ Steered Operations when Sales and Operations managers needed support and helped improve relationships with current accounts, as well as effectively assist all clients when any issues occurred. Effectively worked with 5-10 accounts to support their successful growth and help increase the company's opportunity in multiplying sales and business
- ❖ Assured 40-56 appointments weekly and entered data effectively in the NWL account management system- Followed up on appointments and analyzed data to make sure no losses and continued sales growth
- ❖ Answered phones to schedule appointments, confirm shipments, and processed invoices for all shipments and dealings

UnitedHealth Group

Seattle, Washington

Marketing and Outreach Manager– Western Washington

May 2016 – Oct 2018

In charge of overseeing marketing and outreach activities for Western Washington, and supporting efforts in Northeast and Southeast Washington state. Accountable for a team of 9+ field representatives who assured membership growth for the company and brand. Responsible for managing partner relationships and growing member markets throughout the state. Implemented team schedule for outreach events, to gain member growth as well as promote United Health Care Benefits by guiding the marketing team in supporting health education activities, programs, and campaigns in Provider offices/ Medical clinics, community centers, and other partner locations

- ❖ Expanded membership by 10% and retained membership for the organization by effectively establishing educational campaigns and events in the state. Expanded activities for the organization by multiplying annual events for the years to a total of 300 events per year.
- ❖ Defined and managed all events and a marketing budget of \$50-200K and expenses for the year as well as executed and analyzed the success of said events and campaigns
- ❖ Developed and strengthened relationships by working with our provider partners to support preventative measures for our members/patients. Assisted over 20 Federally Qualified Health centers with their member engagement activities and preventative education
- ❖ Successfully educated over 40,000 members on preventative service in order for patient emergency visits to decrease immensely, helping Medical practices positively run their business.

Education

Montana State University- Bozeman | Graduated December 2012

Bachelor of Science Degree, Business Management and Marketing

Bachelor's degree, Arts in Modern Language and Literature- Communications

Eastern Washington University-Online Program | Current Education

Masters in Health Administration