

Town of West Yellowstone

Tuesday, November 19, 2013

Povah Community Center

Town Council Meeting

7:00 PM

TOWN COUNCIL MEETING AGENDA

Pledge of Allegiance

Purchase Orders ∞

Treasurer's/Securities Report

Claims ∞

Consent Agenda: **November 5, Town Council Meeting** ∞

November 14, 2013 Work Session ∞

Business License Applications

Advisory Board Report(s)

Operations Manager & Department Head Reports

Assignments Report

Council Comments

Public Comment Period

UNFINISHED BUSINESS

Future of the Clothing Bank Recommendation

Discussion/Action

NEW BUSINESS

Marketing and Promotions Fund Award Recommendations ∞

Discussion/Action

- Kids N Snow Event Series, \$5000
- West Yellowstone/Hebgen Lake Ice Fishing Tournament, \$3500

Police Commission Appointments ∞

Discussion/Action

- Bill Howell
- Don "Doc" detonancour
- Richard Gibson

Fire Station 1 (former Town Offices) Remodeling Request ∞

Discussion/Action

Legal Services Contract ∞

Discussion/Action

Correspondence/FYI

- Official Canvass of Votes Cast, November 5, 2013 Election ∞

Meeting Reminders

Adjournment



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

Public Hearing/Public Meeting

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

Oral Communication

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

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments related to non-agenda items will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing. Public comments specifically related to an agenda item will be heard immediately prior to the Council taking up the item for deliberation.
- Speakers must state their name for the record.
- Any citizen requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.
- Comments should be limited to three (3) minutes unless prior approval by the presiding officer.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- If a response from the Council or Board is requested by the speaker and cannot be made verbally at the Council or Board meeting, the speaker's concerns should be addressed in writing within two weeks.
- Personal attacks made publicly toward any citizen, council member, or town employees are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command.

Any member of the public interrupting Town Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing Town Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the meeting room by Police Department personnel or other agent designated by Town Council or Operations Manager.

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the Povah Community Center located at 10 S. Geyser Street.
- Presently, informal Town Council work sessions are held at 7:30 AM on the first and third Tuesdays of each month and occasionally on other mornings and evenings. Work sessions also take place at the Povah Community Center located at 10 S. Geyser Street
- 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 always 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 are available online at the Town's website: www.townofwestyellowstone.com. Questions about the agenda may be directed to the Town Clerk at 646-7795.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office or on the Town's website: www.townofwestyellowstone.com.

Adopted November 3, 2010, a complete copy of this policy is available at the Town Offices.

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 1 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
39342	2546 Century Link QCC	20.84							
	10/23/13 long dist chg	17.81		FINADM	1000 410510	345		101000	
	11/23/13 access fee/sm bus plan/tax	3.03		finadm	1000 410510	345		101000	
39343	2575 WY Tourism Business Improvement	48,039.25							
	11/01/13 October 2013 collections	48,039.25		TBID	2102 411800	540		101000	
39347	2204 Republic Services	718.63							
	10/28/13 dumpster lease police	240.73		POLICE	1000 411258	534		101000	
	10/28/13 Chamber dumpster	235.24*		CHAMB	1000 411257	534		101000	
	10/28/13 dumpster lease/shop	242.66		PARK	1000 460430	534		101000	
39348	146 Morrison-Maierle, Inc	130.00							
	16990 11/07/13 PD online backup	70.00		DISPAT	1000 420160	355		101000	
	16991 11/07/13 Town Offices online backup	60.00		FINADM	1000 410510	356		101000	
39349	266 Utilities Underground Location	47.32							
	3105280 10/31/13 excavation notifications	23.66		WATER	5210 430500	357		101000	
	3105280 10/31/13 excavation notifications	23.66		SEWER	5310 430600	357		101000	
39350	2789 WEX Bank	4,418.66							
WEX detected a fraudulent charge on the card for the 08 Ford Escape, charged in TX 10/30/13. Charge has been reversed and new card is on its way, but credit will not show until next month's bill. We need to pay the bill in full to avoid late charges and all will be credited back next month. er									
	11/01/13 07 Ford Expedition	248.37		SS	1000 450135	231		101000	
	11/01/13 06 Dodge Durango 6-1374	184.09		POLICE	1000 430200	231		101000	
	11/01/13 10 Ford Crown Vic 6-34157A	232.43		POLICE	1000 430200	231		101000	
	11/01/13 08 Ford Crown Vic 6-1437	161.48		POLICE	1000 430200	231		101000	
	11/01/13 10 Ford Expedition	309.40		POLICE	1000 430200	231		101000	
	11/01/13 11 Ford Expedition 6-21425A	452.06		POLICE	1000 430200	231		101000	
	11/01/13 140 G Grader	161.00		STREET	1000 430200	231		101000	
	11/01/13 91 Ford Pickup	118.26		STREET	1000 430200	231		101000	
	11/01/13 00 Freightliner Dump 6-60700A	486.26		STREET	1000 430200	231		101000	
	11/01/13 02 Freightliner Dump 6-54564A	131.73		STREET	1000 430200	231		101000	
	11/01/13 08 Ford Pickup 6-1450	156.09		STREET	1000 430200	231		101000	
	11/01/13 08 GMC Pickup 6-1484	388.57		STREET	1000 430200	231		101000	
	11/01/13 08 CAT 938H Loader	108.78		STREET	1000 430200	231		101000	
	11/01/13 08 904B MiniLoader	65.06		STREET	1000 430200	231		101000	
	11/01/13 08 Ford Escape (multi-use)	58.86		DISPAT	1000 420100	370		101000	
	11/01/13 08 Ford Escape	62.59		FINADM	1000 410510	370		101000	

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 2 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	11/01/13 08 Ford Escape	71.30		DISPAT	1000 420160	370	101000
	11/01/13 93 Dodge Pickup 6-2010	138.78		STREET	1000 460430	231	101000
	11/01/13 08 Ford Escape-Fraudulent	884.79		STREET	1000 430200	231	101000
	11/01/13 rebate	-1.24		STREET	1000 430200	231	101000
39352	2558 Hebgen Basin Fire District	43,143.00					
	11/15/13 November 2013	43,143.00		FIRE	1000 420400	357	101000
39353	2088 Town West Yellowstone	908.64					
	11/01/13 utility chrgs, Chamber, 895	35.34		BLDGS	1000 411257	340	101000
	11/01/13 utility chrgs, UPDL, 892	51.78		BLDGS	1000 411252	340	101000
	11/01/13 utility chrgs, PS Shops, 884	23.71		BLDGS	1000 411253	340	101000
	11/01/13 utility chrgs, ESB, 883	162.18*		BLDGS	1000 411254	340	101000
	11/01/13 utility chrgs. Povah Ctr, 887	46.68		BLDGS	1000 411255	340	101000
	11/01/13 utility chrgs, Police Dept, 886	375.89		BLDGS	1000 411258	340	101000
	11/01/13 utility chrgs, City Park, 885	91.67		BLDGS	1000 411253	340	101000
	11/01/13 utility chrgs, Library, 891	23.95		LIBRAR	2220 460120	340	101000
	11/01/13 utility chrgs, Lift #1, 903	10.15		SEWER	5310 430600	340	101000
	11/01/13 utility chrgs, Twn Hall, 921	87.29		TWNHAL	1000 411250	340	101000
39354	95 Energy West-Montana	2,085.52					
	10/29/13 nat gas - 62211 - updh	227.88		UPDH	1000 411252	344	101000
	10/29/13 nat gas - 62017 - police sta.	20.60		POLICE	1000 411258	344	101000
	10/29/13 nat gas - 12204-pub.svcs	27.11		STREET	1000 430200	344	101000
	10/29/13 nat gas - 62214- old firehall	54.45		PARK	1000 460430	344	101000
	10/29/13 nat gas - 01603 - Bldg. Dept.	80.51		INSPET	1000 420531	344	101000
	10/29/13 nat gas - 62205 - ems bldg	387.80		EMS/FI	1000 411254	344	101000
	10/29/13 nat gas - 61962 - library	116.96		LIBRAR	2220 460120	344	101000
	10/29/13 nat gas - 07154 - Povah Ctr.	316.84		POVAH	1000 411255	344	101000
	10/29/13 nat gas - 62207 - pub svcs	286.23		PUBSVC	1000 430200	344	101000
	10/29/13 nat gas -17279 -Town Hall	534.81		TWNHAL	1000 411250	344	101000
	10/29/13 nat gas -17569-Sewer Lift	32.33		SEWER	5310 430600	344	101000
39355	2716 CenturyLink	2,302.40					
	10/19/13 DSL Povah, 646-7982	56.25		POVAH	1000 411255	345	101000
	10/19/13 DSL Fire/Town Offices 646-7962	141.20*		STREET	1000 411254	345	101000
	10/19/13 DSL Library, 646-7953	77.20		LIBRAR	2220 460100	345	101000
	10/19/13 DLS Police 646-0231	71.25		POLICE	1000 420110	345	101000
	10/19/13 DSL Soc Serv 646-7951	71.25		SOCSEK	1000 450135	345	101000
	10/19/13 DSL Pub Serv Office 646-7949	71.25		BLDINS	1000 430200	345	101000
	10/19/13 Sewer Treat 646-9027	38.25		STREET	5310 430600	345	101000
	10/19/13 Sewer lift 646-5141	37.64		SEWER	5310 430600	345	101000

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 3 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
	10/19/13 Fire Call Box 646-7273	37.64*		FIRE	1000	411254	345	101000	
	10/19/13 PCC Elevator 646-7481	41.64		POVAH	1000	411255	345	101000	
	10/19/13 Centrex Finance - 20%	106.52		FINADM	1000	410510	345	101000	
	10/19/13 Centrex, Police-20%	106.52		POLICE	1000	420110	345	101000	
	10/19/13 Centrex, Soc Ser -10%	53.26		SOC SER	1000	450135	345	101000	
	10/19/13 Centrex, Court - 10%	53.06		COURT	1000	410360	345	101000	
	10/19/13 Centrex, Bld Ins - 10%	53.06		BLDINS	1000	430200	345	101000	
	10/19/13 Centrex, Street - 10%	53.06		STREET	1000	430200	345	101000	
	10/19/13 Centrex, PCC - 10%	53.06		POVAH	1000	411255	345	101000	
	10/19/13 Centrex, Lib - 10%	53.06		COURT	2220	460100	345	101000	
	10/19/13 E911 Viper 646-5170	98.49		E911	2850	420750	345	101000	
	10/19/13 E911 255-9710	995.96		E911	2850	420750	345	101000	
	10/19/13 E911 255-9712	32.78		E911	2850	420750	345	101000	
39399	725 Swan Cleaners	130.50							
	1087 11/06/13 laundry service	130.50		JAIL	1000	420230	390	101000	
39400	171 Montana Food Bank Network	611.94							
	37864-1 11/06/13 commodities	420.10*		HELP	7010	450135	220	101000	
	36933-1 08/15/13 commodities	47.60*		HELP	7010	450135	220	101000	
	36934-1 08/15/13 commodities	124.24*		HELP	7010	450135	220	101000	
	37173-1 08/15/13 commodities	20.00*		HELP	7010	450135	220	101000	
39401	999999 JESTERS OF MONTANA	100.00							
	11/12/13 UPDL refund deposit	100.00		UPDL	2210	214000		101000	
39402	2803 Brian McCoy	210.00							
	11/08/13 reimb travel, Pocatello	210.00		POLICE	1000	420100	370	101000	
39403	2645 Nansi Cisneros	326.56							
	11/09/13 reimb travel, Missoula	326.56		POLICE	1000	420100	370	101000	
39404	2726 Rooter-Man	1,360.00							
	13671 11/06/13 flush/camera sewer lines	1,360.00		SEWER	5310	430600	357	101000	
39405	375 Black Mountain	978.00							
	17675 11/01/13 cash receipt maint 2013	978.00		FINADM	1000	410510	356	101000	
39406	2673 First Bankcard	4,663.92							
	10/28/13 chain hoist, lift, container	4,663.92		SEWER	5310	430600	357	101000	

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 4 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
39407	2673 First Bankcard	393.74							
	10/01/13 USPS, Postage-return MCA	17.74		FINADM	1000 410510	311		101000	
	10/03/13 USPS, Postage-RT audits	67.80		FINADM	1000 410510	311		101000	
	10/15/13 Precision Roller, toner	225.00		FINADM	1000 410510	311		101000	
	10/22/13 USPS, Postage, H20 samples	35.50		WATER	5210 430500	311		101000	
	10/25/13 fees-will be refunded next mo	47.70		FINADM	1000 410510	630		101000	
39408	471 Northwest Pipe Fittings, Inc.	309.85							
	5205042 10/24/13 meter/gasket	117.60		WATER	5210 430590	251		101000	
	1210992 11/06/13 pit meter	192.25		WATER	5210 430590	251		101000	
39409	764 General Distributing Co.	39.37							
	177499 10/31/13 compressed O2	39.37		STREET	1000 430200	220		101000	
39410	1417 DYER GROUP, LLC	55,520.00							
	13033 10/31/13 Engineering, general	595.00		ENGIN	1000 411040	354		101000	
	13033 10/31/13 Engineering, Sewer	1,275.00		SEWER	5310 430640	934		101000	
	13034 10/31/13 Engineering, Sewer	47,150.00		SEWER	5310 430640	354		101000	
	13035 10/31/13 Engineering, Alley Project	6,500.00*		ALLEYS	4070 430230	354		101000	
39411	1531 Saurey Construction, Inc.	18,091.26							
	1473 10/24/13 Septic Dump Station	18,274.00		SEWER	5310 430640	934		101000	
	1473 10/24/13 1% MT Contractors Tax	-182.74		SEWER	5310 430640	934		101000	
39412	277 DEPARTMENT OF REVENUE	182.74							
	1473 10/24/13 1%, Saurey Construction	182.74		SEWER	5310 430640	934		101000	
39413	2733 James Patterson	40.00							
	11/13/13 reimb trailer registrations	40.00		STREET	1000 430200	870		101000	
39414	2654 Community Health Partners	50.00							
	09/26/13 drug test	25.00		STREET	1000 430200	351		101000	
	09/20/13 drug test	25.00		ADMIN	1000 410210	351		101000	
39415	1219 Sabol and Rice, Inc	527.72							
	212864 11/01/13 filters	527.72		SEWER	5310 430600	369		101000	
39416	2163 Island Park Services, Inc.	87.45							
	33893 10/25/13 road base	87.45		SEWER	5310 430640	934		101000	

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 5 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
39417	1235 Yellowstone Rental & Sports	200.00							
21876	10/04/13 compressor, fitting	200.00		PARKS	1000 460430	365		101000	
39418	65 Tractor & Equipment Co	3,379.20							
cr14027358	09/24/13 parts-dup pmt	-21.07		STREET	1000 430200	220		101000	
cr14027358	09/24/13 parts-dup pmt	-1,789.23		STREET	1000 430200	220		101000	
	10/24/13 parts	973.09		STREET	1000 430200	220		101000	
42cs0410444									
	10/24/13 parts	2,395.71		STREET	1000 430200	369		101000	
BLW00142836									
	11/08/13 parts	1,820.70		STREET	1000 430200	369		101000	
42cs0410685									
39419	1089 Gallatin County Treasurer	10.00							
	10/31/13 TV Dist, Police	5.00		POLICE	1000 420100	870		101000	
	10/31/13 TV Dist, Library	5.00		LIB	2220 460100	870		101000	
39420	2826 Montana Underground	155,140.03							
2	11/14/13 Alley Reconstruction/Drainage	156,707.10		ALLEYS	4070 430230	937		101000	
2	11/14/13 1% MT Contractors Tax	-1,567.07		ALLEYS	4070 430230	937		101000	
39421	2099 Quick Print of West Yellowstone	67.73							
4271	09/30/13 Fed Ex	20.31		POLICE	1000 420100	220		101000	
4304	09/24/13 supplies	15.94		BLDINS	1000 420531	220		101000	
4360	10/11/13 copies	3.20		SEWER	5310 430600	220		101000	
4368	10/25/13 box	1.39		POLICE	1000 420100	220		101000	
4266	09/30/13 cardstock	26.89		FINADM	1000 410510	220		101000	
39422	2647 Bigfork Web Development, Inc.	13.60							
13548	11/11/13 website support	13.60		FINADM	1000 410510	356		101000	
39423	2831 Yellowstone West Hotel	78.00							
	10/16/13 help fund room	78.00*		HELP	7010 450135	220		101000	
39424	479 Williams Plumbing & Heating	330.00							
s-8915	08/14/13 install meter	330.00		WATER	5210 430590	251		101000	
39425	151 WY Hebgen Basin Refuse District	355.20							
	10/31/13 transfer station charges	355.20		PARKS	1000 460430	534		101000	

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 6 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
39426	2832 Martin's Mowing & Trimming	3,397.00							
11/04/13	sprinkler system, Town Hall	3,397.00		TWNHAL	1000 411250	364		101000	
39427	2198 Westgate Auto Body	65.00							
990 11/13/13	rock chip repair	65.00		POLICE	1000 420100	361		101000	
39428	1796 Barta Electric, Inc.	6,017.08							
3973 11/09/13	sewer time clock	492.63		SEWER	5310 430640	357		101000	
3948 11/08/13	lights-PD	687.29		POLICE	1000 411255	366		101000	
3975 11/09/13	Hwy 20 lights	1,453.75*		LIGHTS	1000 430263	357		101000	
3974 11/09/13	street lights	3,383.41*		LIGHTS	1000 430263	357		101000	
39429	2586 Waxie Sanitary Supply	705.89							
74225634 10/18/13	custodial supplies	705.89		PARKS	1000 460430	220		101000	
39430	29 Terrell's Office Machines Inc	315.97							
273056 11/07/13	toner	315.97		SOCSEK	1000 450135	220		101000	
39431	999999 KARLA VEGA	350.00							
11/12/13	refund Povah deposit	350.00		POVAH	2210 214001			101000	
39432	2473 Pioneer Human Services	88.40							
32502 10/28/13	commodities	88.40*		HELP	7010 450135	220		101000	
39433	40 Jerry's Enterprises	40.00							
10182013/1 10/28/13	fuel, help fund	40.00		HELP	7010 450135	231		101000	
39434	2835 Corner Cenex	45.00							
102413/01 10/28/13	fuel, help fund	45.00		HELP	7010 450135	231		101000	
39435	135 Food Roundup	138.13							
09/30/13	help fund	12.34*		HELP	7010 450135	220		101000	
11/01/13	supplies-Jail	72.95		JAIL	1000 420230	220		101000	
11/01/13	supplies	7.60		TWNHAL	1000 411250	220		101000	
11/01/13	supplies	10.74		LEGIS	1000 410100	220		101000	
11/01/13	supplies	34.50		JAIL	1000 420230	220		101000	
39436	1864 Loomis Family Limited	40.00							
091713/01 09/17/13	fuel-help fund	40.00		HELP	7010 450135	231		101000	

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 7 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39437	2836 Aaron Frank 11/07/13 reimb travel, Missoula	140.00 140.00		POLICE	1000 420100	370	101000
39438	2072 Public Agency Training Council 171525 11/04/13 registration, Conlon	295.00 295.00		POLICE	1000 420100	380	101000
39439	1454 Big Sky Publishing 991372 10/25/13 Snow Mtg ad	56.25 56.25		ADMIN	1000 410210	327	101000
39440	951 Barnes & Noble 2685242 10/25/13 books	143.26 143.26		LIB	2220 460100	215	101000
39441	2540 Centennial Auto Repair 9349 11/04/13 repair rear wiper	60.00 60.00		SOCSER	1000 450135	361	101000
39442	533 Market Place 11/01/13 supplies 11/01/13 supplies	51.19 30.61 20.58		REC STREET	1000 460440 1000 430200	220 220	101000 101000
39443	2291 American Express 10/11/13 Fairfield Inn, Helena 10/11/13 Fairfield Inn, Helena 10/11/13 Fairfield Inn, Helena 10/11/13 Fairfield Inn, Helena 10/12/13 Costco 10/15/13 Amazon.com 10/16/13 Amazon.com 10/22/13 Wild West 10/23/13 Wild West 10/25/13 Eset, virus protection 11/01/13 Ruby's Inn, Missoula 11/01/13 Ruby's Inn, Missoula 11/06/13 USPS, postage	2,321.72 190.32 190.32 761.28 190.32 174.99 17.08 29.99 70.40 110.89 89.99 221.49 221.49 53.16		FINADM STREET LEGIS ADMIN STREET FINADM FINADM LEGIS REC BLDINS POLICE DISPAT WATER	1000 410510 1000 430200 1000 410100 1000 410210 1000 430200 1000 410510 1000 410510 1000 410100 1000 460440 1000 420531 1000 420100 1000 420160 5210 430500	370 370 370 370 220 220 220 220 220 220 220 370 370 311	101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000
39444	2507 Silvertip Pharmacy 101813/02 10/18/13 Rx 102513/01 10/25/13 Rx	52.22 35.00 17.22		HELP	7010 450135 7010 450135	351 351	101000 101000

11/15/13
17:10:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/13

Page: 8 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39445	11/01/13	2820 Brian Sosa interpreter		35.00 35.00		COURT	1000 410360	394	101000
39446	10/28/13	2813 Century Link fire/alarm lines Town Hall		91.24 91.24		TWNHAL	1000 411250	345	101000
39447	11/15/13	2837 Sheri Holtzen reimb petty cash, postage		28.93 28.93		FINADM	1000 410510	311	101000
39448	11/04/13	1907 Kathleen Hopkins reimb supplies		28.17 16.28		JAIL	1000 420230	220	101000
	11/04/13	reimb supplies		11.89		POLICE	1000 420100	220	101000
39449	11/04/13	2107 Department of Labor & Industry Inspection fee 2013		56.00 56.00		STREET	1000 430200	398	101000
<p>the permit but still have to pay the inspection fee. (\$240-\$174=\$56)</p>									
# of Claims				61	Total:	359,572.52			
359,572.52									

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
November 5, 2013

COUNCIL MEMBERS PRESENT: Mayor Jerry Johnson, Brad Schmier, and Doc Stewart, John Costello and Tom Cherhoniak

OTHERS PRESENT: Operations Manager Becky Guay, Social Services Director Jack Dittmann, Finance Director Lanie Gospodarek, Chief of Police Gordon Berger

The meeting is called to order by Mayor Jerry Johnson at 7:00 PM in the Povah Community Center

Portions of the meeting are being recorded.

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

ACTION TAKEN

- 1) Motion carried to approve purchase order #6206 to Lew Schwab Tire for six snow tires and o-rings for the grader for \$8815.00. (Stewart, Cherhoniak)
- 2) Motion carried to approve purchase order # 6207 to ColdCreek Cabinets Inc. & Evergreen Cabinets for \$16,328.81 furnishings for the Town Hall. (Stewart, Schmier)
- 3) Motion carried to approve payment of the claims, which total \$34,266.53. (Stewart, Schmier)
- 3) Stewart asks a couple questions about the claims but is satisfied with the answers from the staff.
- 4) Motion carried to approve the Consent Agenda, which includes the minutes of the October 15, 2013 Town Council Meeting, October 22, 2013 Work Session, and October 29, 2013 Snow Management meeting. (Stewart, Cherhoniak)
- 5) Motion carried to approve the new business license application for BZ Rentals, dba Firehole Cottage to operate a nightly rental and one RV space. (Schmier, Costello) See next motion.
- 6) Secondary Motion to approve contingent upon the proper approvals from the County Health Department. (Stewart, Schmier)
- 7) Motion carried to table the clothing bank location recommendation. (Schmier, Stewart)
- 8) Motion carried to accept the recommendation from the committee to select the firm of Kasting, Kaufman and Mersen, P.C. to provide legal representation for the Town of West Yellowstone. (Costello, Stewart)
- 9) Motion carried to approve Resolution No. 641, a resolution establishing the West Yellowstone Police Commission. (Stewart, Cherhoniak)

Council Comments

Mayor Johnson says that today is election day and commends the candidates that were willing to run for office this year and wishes them well. He says that if he is re-elected, he looks forward to working with the other elected members in the future.

Public Comment Period

Grace McCoy addresses the Town Council and explains that she has had the privilege to work with the clothing bank over the past six weeks and thanks the Town for the opportunity to serve the community.

DISCUSSION

- 7) Mayor Johnson explains that the next topic on the agenda is the future location of the clothing bank. Social Services Director Jack Dittmann prepared a summary of the history, operation, and location of the clothing bank, which was included in the Council Packet. Operations Manager Becky Guay explains that it is the recommendation of the Department Heads to move the clothing bank back into the Union Pacific Dining Lodge. She says that they came to this recommendation because the building is compliant with ADA, it will be heated through the winter because the YHC is occupying it, and it will be run by volunteers. Stewart clarifies that the clothing bank can remain in the basement of the Baptist Church until April 1, 2014. He says that when they built the new Town Hall, they did so with the understanding that Social Services would move out of the UPDL entirely. He says they were assured by Dittmann that they could offer all the same services from the Town Hall that they offered in the UPDL. Johnson says he thinks the clothing bank should be moved to the basement of the Town Hall. The employees can access the basement. Schmier says that he knows his viewpoint is not going to be popular, but he questions why it is the responsibility of the Town government to provide a clothing bank. Forsythe says that when they moved Social Services into the new building, the Town never indicated that they would cut services. Cherhoniak says that he thinks it is a valuable service and a good thing for the Town to provide. Diane Konieczny, Grace McCoy, and Corinne Fagerburg also express support for the clothing bank. Johnson reiterates that the new space for Social Services was designed to provide the same amount of space as in the UPDL. Dittmann points out that they also stored clothing in the hallway and that due to the sprinkler system, they cannot stack food as high in the food bank. Ed Geiger says that the timing of this discussion is somewhat difficult because the YHC is in the process of negotiating future management of the UPDL, which includes use of those other rooms for possible meetings and conventions. The Council agrees that this topic warrants more discussion before a decision is made.
- 8) Operations Manager Becky Guay explains that procedure that was followed to prepare a recommendation for legal services representation for the Town. Guay explains that they formed a committee that included two council members, the Police Chief, Finance Director, and Operations Manager to interview and prepare a recommendation for the Council. The recommendation from the committee is to select the firm of Kasting, Kaufman and Mersen, P.C. and in particular, Jane Mersen, to represent the Town. Mayor Johnson says that he has been involved with the Town's current firm (McKenna Law Firm) for many years and although there has been criticisms, they have done a very good job. He says he was not on the committee that made the recommendation but supports McKenna Law Firm for their history and experience. Stewart says there were some concerns brought up about preparedness for court by McKenna's firm. Jane Mersen introduces herself and assures the Council that they have no concerns about traveling to West Yellowstone to provide service to the Town whenever necessary. Guay indicates that upon direction from the Council, she will start negotiating a contract and bring it back to the council within a couple weeks.
- Guay expresses appreciation to Jim McKenna for his service and dedication to the Town over the past several years. Mayor Johnson agrees and thanks McKenna for his many years of service.
- 9) Schmier questions the language about the term lengths that is included in the resolution. Town Attorney Jim McKenna explains that the statute is not well written, but the Supreme Court ruled several years ago that it was legal to appoint the three members to one of the three year, four year, or five year terms in order to provide for staggered terms. Guay indicates they will advertise to fill the positions on the commission as well as for a new police officer.

- A) **Advisory Board Reports:** Vickie Barta, Chair for the Parks & Recreation Advisory Board reports that they recently met with the organizers of the Kids N Snow events. She says that several questions came up at the meeting that they couldn't answer and they wanted to put them before the Council. She says the skating rink is being moved to Pioneer Park this winter. The first question was whether they need to post "Skate at your own risk" signs at the rink. The staff indicates they have purchased such signs and they should still be around. Greg Forsythe says the signs are in the shack. She says they have other questions about establishing the 120cc snowmobile track in the park, signage for that, advertising banners in the park all winter, storing firewood, the fire pits, garbage collection, and portable toilets. After further discussion, the Council agrees they should have a work session with the advisory board and the organizers of Kids N Snow. Barta also explains that they need power at the ice rink for the Kids N Snow events. She says that her husband, Todd Barta of Barta Electric, believes he can run power from the existing streetlight to a temporary panel attached to the ice rink shack.
- B) **Operations Manager's Report: Town Hall Project** –Two local firms, Cold Creek Cabinets and Evergreen Cabinets combined forces to submit a joint bid to build and install furniture and cabinets in the Town Hall. Their bid of \$16,328.81 was more than \$2,000 less than a cabinet maker out of Billings. Staff recommends that the Council approve the purchase order on tonight's agenda for this work. Plans are included in the agenda packet. Court will be held in the courtroom this Friday. **UPDL Window Replacement Project** – Construction should begin later this week or early next. **Parkway Drainage Improvements Project** – The contractor has completed work in Alley A and Dunraven, Alley D and Dunraven and Alley A and Faithful. Last week the contractor worked on Alley A and Geysler and then Alley B and Electric and Faithful, and then go back to Alley A at Faithful and work westward. Contractor will be completing work for the season this week. **Legal Services RFP** – The evaluation committee presents its recommendation this evening for action by the Town Council. **Affordable Housing** – Staff participated in a conference call on October 28 to discuss the status of the project and also assess next steps. The group is currently hoping to submit an application to obtain CDBG Planning Grant to prepare a feasibility assessment for proposed affordable housing development. The request to obtain a \$30,000 planning grant will require a commitment of \$10,000 from the Town or another source, bringing the total feasibility study cost to \$40,000. The first step in preparing the feasibility study will be to conduct a housing needs assessment. The group is proposing that the Town use \$5,000 from its CDBG Revolving Loan Fund to engage the Bozeman Human Resources Development Council (HRDC) to prepare the needs assessment. The expenditure of \$10,000 for matching funds for the CDBG Planning Grant and the \$5,000 for the needs assessment are NOT currently in the Town's operating budget and would require the Council to approve a budget amendment. **Public Services** – Crews are getting ready for winter and helping finish up the move into Town Hall. Crews have changed the banners on Highway 20, put up the lighted snowflakes and blue lights on light poles around town, picked up bicycle racks and chairs in the downtown area, and have blown out all sprinkler systems in parks and around Town buildings. Trash cans will be removed and stored behind the museum and all water will be turned off in the UPDL this week. A big THANK YOU goes out to public services personnel for all their help in moving. **YHC Lease for Rainbow Room in UPDL** – Staff amended the draft lease as discussed at the last work session and it is currently being reviewed by the Town Attorney.

The meeting is adjourned. (8:20 PM)

ATTEST:

Mayor

Town Clerk

WEST YELLOWSTONE TOWN COUNCIL

Work Session
November 14, 2013

COUNCIL MEMBERS PRESENT: Mayor Jerry Johnson, Brad Schmier, John Costello

OTHERS PRESENT: Operations Manager Becky Guay, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Chief of Police Gordon Berger, Recreation Coordinator Brandy Holland, West Yellowstone Chamber of Commerce/Kids n Snow Event Representatives Marysue Costello, Cynthia Knapp, Jan Stoddard, Kristy Coffin, Parks & Recreation Board Chair Vickie Barta

The meeting is called to order by Mayor Jerry Johnson at 7:00 PM in the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana

Portions of the meeting are being recorded.

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

Public Comment Period

No public comment is received.

Mayor Johnson calls the meeting to order and explains that the purpose of the meeting is to discuss the details of the recurring Kids n Snow events that are planned for this winter season in Pioneer Park. The event has previously been held at the ice skating rink on leased property on the east side of South Faithful Street, but the rink has been relocated to the northwest corner of Pioneer Park for at least this season. Those involved previously agreed that it was necessary to have a meeting to work out all the details of the events, which is typically held over four weekends during the winter season. The first issue to be discussed is signage for the rink and sledding hill. The Town has signs that were put up at the previous location that say "Skate at your own risk" or "Sled at your own risk." Patterson indicates that he will make sure the signs are put up. The next item discussed is allowing the small snowmobiles (120 cc or less) in the park on a small track that will be constructed with a snowmobile trail groomer. The group debates fencing the track off, tearing it up after each event, or just allowing the small snowmobiles in there at any time. Stoddard explains that during their events, they require parents to sign a liability waiver before their kids can ride the provided snowmobiles on the track. The group also discusses the fire pits. The organizers explain that they use an elevated barrel that shouldn't damage the grass underneath the snow and they just need to figure out where to store the rings between events. The group also discusses garbage and how to control it and get rid of it following the events. The organizers indicate they will make sure the garbage is taken care of. Patterson says he think they should just find a young person that will take responsibility for picking up the area after each event, like a boy scout. He also says it would be fine if they put the garbage in one of the Town's dumpsters, but there will not be a garbage can or dumpster in the park. Barta says they would also like to use the benches that are in the park that are used for flag football/soccer for putting on/taking off skates. Patterson says that is fine but they will need to move them when it snows so they don't get buried. They also consider moving the aluminum bleacher over to provide seating, but acknowledge they will be cold and slippery. Marysue Costello clarifies that the fires are okay as long as they are not on the grass. Patterson agrees and says what he means is just that the fires are not directly on the grass, they must be elevated on cement bricks or on a sled. They discuss how much space is available in the garage (old Fire Station) that is in the park. Patterson says that there is a lot of gym equipment in there for the police officers, but it does not appear it is used much. He says if they can move that equipment then they will have a lot more space. They also discuss putting power on the light pole. Patterson points out which lightpole the power will be installed on. Stoddard asks if it is okay for them to plug their sound system in during the events and the Town indicates that will be fine. The group discusses when will the ice be put down. Patterson says that they are waiting for enough snow to cover the ground so they can smooth it out and then put down the liner. He says if they get snow this weekend they might be able to put the ice down next week. The group also discusses putting up a banner sign to advertise the event through the winter. They consult the sign ordinance and determine that a temporary banner sign may, with the approval of the

Public Services Superintendent, be put up for the winter season. Barta says the last issue they need to discuss is providing a port-a-potty in the park for the season. Patterson says they are not going to do that and the group expresses dismay...but then Patterson says they are going to keep the public bathrooms open and heated through the winter. He says he believes they can heat the bathrooms for a comparable amount as a port-a-potty would cost for the entire winter. He says they will also plow a trail using their small blower on the skid-steer from the rink to the bathrooms. Public Services will open the bathrooms in the mornings and the Police will lock them up in the evenings. The group agrees that will be a positive thing for the community. The organizers ask if they need to obtain additional permission if they add other activities to the events such as a snowshoe walk. The Council indicates that activities like that can be covered as part of the Special Event permit process. Johnson directs the discussion back to the small snowmobile track and points out that they did not really decide how to handle that issue. Patterson says he thinks it would be great if that track was there for the whole winter. The group considers potential problems such as kids riding their snowmobiles without parents present or larger snowmobiles being ridden in the park. Johnson suggests signage that says no snowmobiles over 120 ccs and adult supervision required. He also suggests that they put the track up for the first event and then monitor how it is used until the January event, which will include Christmas week. The group agrees that they will just need to monitor the situation. They discuss several minor details including advertising for the event, access to the park, and a follow-up meeting after the first event in early January. Costello also reminds Patterson that they are going to meet to evaluate the lighting and space in the garage and they agree to meet next Wednesday.

- 1) Motion carried to approve the claim to Cold Creek Cabinets, Inc. for \$8,164.40. (Costello, Schmier)

- 1) Mayor Johnson explains that this claim is for 50% of the desks/furnishings for the new Town Hall. They are hoping to get the furniture finished and moved in prior to holding an open house for the building in December.

The meeting is adjourned. (8:50 PM)

Mayor

ATTEST:

Town Clerk

**Town of West Yellowstone
Marketing and Promotion Fund Advisory Board (MAPFAB)
Recommendation to Town Council for Award Approval**

Event or Project Applicant: WY C of C Marketing Committee

Event or Project Name: Kids 'N' Snow Event Series

Date Submitted: 10/25/13

Date Approved by MAP Fund Advisory Board: 11/14/13

Requested Amount: \$5000

Approved Amount: \$5000

Exceptions: None

Comments: None

Recommendation submitted by: John M. Greve, MAPFAB Secretary

- This MAP Fund Award Recommendation is approved by the Town Council
- This MAP Fund Award Recommendation is not approved by the Town Council

_____ Date: _____

Comments:

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

MARKETING AND PROMOTION (MAP) FUND APPLICATION COVER PAGE

Applicant Information

Applicant Individual or Organization: West Yellowstone Chamber of Commerce Marketing Committee

Event or Project Contact Person: Wendy Swenson or Cynthia Knapp

Address: West Yellowstone Chamber, PO Box 458, West Yellowstone, MT 59758

Phone: 406-570-2417 *Fax:* 406-646-9691 *Email:* marketing@destinationyellowstone.com

Application Submission Date: 10/25/2013

Event or Project Information

Event or Project Name: Kids'N'Snow event series

Location of Event or Project: West Yellowstone Visitor Center & various locations in and around West Yellowstone

Date(s) of Event or Project: December 14, 2013-March 9, 2014

Estimated Total Event or Project Cost: \$48,140.00

MAP Fund Amount Requested: \$5,000.00



SECTION ONE: PROJECT SUMMARY

The goal of the Kids'N'Snow Program is to offer a sustainable, repeatable weekend offered throughout the winter, raising the awareness of West Yellowstone as a family-friendly destination, bringing winter destination families to West Yellowstone, and creating a memorable experience to bring those same visitors back again and again. In doing so, we meet community and organizational objectives of increasing room nights and attracting visitors to West Yellowstone consistent with our long-term vision of West Yellowstone as a vacation destination.

This is the third year for the winter Kids'N'Snow program in West Yellowstone. Please see the tentative schedule (page 2) for a more complete description of the dates and activities that have been planned.

The Kids'N'Snow weekends around existing and new events and we are also incorporating existing programs offered by our strategic partners and organizations to fill the weekend.

With the skating rink moving to a new location at the City Park, we plan promote the new location and expand our activities to possibly include a kids' nordic ski track and snow games. The kids' snowmobile ride test program started last year, was a great success and the Chamber Snowmobile Committee would like to continue the program this season, expanding to every weekend.

Marketing will be directed towards our winter drive markets in Idaho, Wyoming, Utah, and Montana. The website, Facebook, and Twitter pages are Internet-based and we are working to increase their visibility and followers on a regional and national level. Additionally, news releases, event calendars, the website, and social media markets will generate publicity.

On a local level, we plan to ask businesses to help support Kids'N'Snow through their own advertising and promotional efforts. We will again be working with media partners for matching advertising programs, editorial and no-charge publicity across multiple media streams including radio, television, magazines, and web-based companies.

We are partnering with other events to share ad space and stretch our advertising dollars. This includes the West Yellowstone Sled Dog races, the NAIFC Ice Fishing Tournament, and Youth Ski Festival.

Kids'N'Snow MAP Application

October 25, 2013

	Chamber & Other Local Events	USFS - Hebgen Lake District	Yellowstone National Park	Other organizations and businesses:
December 14-15th, 2013	Christmas Stroll (12th); West Yellowstone Annual Dog Sled Races (13-14th); S'mores & More	Snowshoe hike with a ranger (forest/Refugee Point)	Snowshoe hike with a ranger; Junior ranger snow program; Yellowstone opens for over snow travel (Dec 15)	SPAM Cup, Grizzly & Wolf Discovery Center programs, Snowcoach sampler; Christmas for the Critters, Christmas Bird Count, "Yellowstone" IMAX Movie; kids snowmobile rides; <i>SNOW games; kids ski</i>
January 18-19th, 2014	NAIFC Cabela's Kid's Ice Fishing Camp (18th); West Yellowstone Annual Dog Sled Races (18-19th); S'mores & Sledding	Snowshoe hike with a ranger (forest/Refugee Point)	Snowshoe hike with a ranger; Junior ranger snow program; Yellowstone Ranger Talks	Grizzly & Wolf Discovery Center programs, Ski games, Snowcoach sampler; sled dog rides; <i>SNOW games; kids ski; kids snowmobile rides</i>
February 15-16th, 2014	S'mores & Sledding	Snowshoe hike with a ranger (forest/Refugee Point)	Snowshoe hike with a ranger; Junior ranger snow program; Yellowstone Ranger Talks	Grizzly & Wolf Discovery Center programs, sled dog rides; Snowcoach sampler; <i>SNOW games; kids ski; kids snowmobile rides</i>
MARCH 8-9th, 2014	Youth XC Ski Festival; S'mores & Sledding	Snowshoe hike with a ranger (forest/Refugee Point)		Depends on date: Grizzly & Wolf Discovery Center programs, Youth Ski Festival Snowcoach Sampler; kids snowmobile rides; <i>SNOW games; kids ski</i>

October 25, 2013

SECTION TWO: TIMELINE

Here is the timeline for specific tasks:

October 2013:	November 2013:	December 2013:
Grant applications (including web-based fund raising and corporate programs)	Grant applications (including web-based fund raising and corporate programs)	Finalize and publicize December event schedule
Finalize programs	Finalize marketing budget	December advertising & publicity
Meetings with strategic partners	Outline press/media plan	January advertising placement & creative
Load on web-based calendar of events	December advertising placement & creative	January media & publicity
Website updates	December media & publicity	Create & print signage
Twitter & Facebook focus	Creative & produce print pieces	Update & print passports
	Website updates	Create & setup Kids Headquarters
	Twitter & Facebook focus	Schedules for paid and volunteer participants
	Set-up Kids'N'Snow Patrol	Event management
		Survey of attendee's
		Website updates
		Twitter & Facebook updates
		Administrative (billing, communications)
January 2014:	February 2014:	March 2014:
Finalize and publicize January event schedule	Finalize and publicize February event schedule	Setup Kids Headquarters & signage
January advertising & publicity	February advertising & publicity	Coordination with schedules & partners
February advertising placement & creative	March advertising placement & creative	Event management
February media & publicity	March media & publicity	Administrative (billing, communications, final reports)
Update & print passports	Setup Kids Headquarters & signage	
Setup Kids Headquarters & signage	Coordination with schedules & partners	
Coordination with schedules & partners	Event management	
Event management	Update & print passports	
Survey of attendee's	Survey of attendee's	
Website updates	Website updates	
Twitter & Facebook updates	Twitter & Facebook updates	
Administrative (billing, communications)	Administrative (billing, communications)	

SECTION THREE: BUDGET

The most significant cost is promoting four different weekends through the winter, as well as expenditures associated with putting on so many activities over the two days. Fortunately, we have partners and businesses that have committed labor, supplies, and cash to the program. The West Yellowstone Chamber Accommodations Marketing Budget has allocated up to \$10,000 to the project.

The Tourism Business Improvement District (TBID) awarded \$5,000 for marketing to the program. These funds will be used for marketing and publicity outside of our area in places like Missoula, Helena and eastern Idaho to bring families within our drive market to stay one or more nights.

Requests will also be made to the Three Bear Lodge Marketing Fund, and WYED grant programs. Out of community grants are being submitted to a variety of organizations and programs as well. We are recruiting additional cash from businesses/organizations.

In-kind contributors (food, equipment, utilities, plowing, supplies) are anticipated from businesses who have participated in the past including, but not limited to Costco, SYSCO, and Westmart. Additionally, we will team with our strategic learning partners to again provide resources including the Grizzly & Wolf Discovery Center, various snowcoach operators, Yellowstone National Park, Hebgen Lake District of the Forest Service, Freeheel and Wheel, and WYSEF.

We will again be working with media partners for matching advertising programs, editorial and no-charge publicity across multiple media streams including radio, television, magazines, and web-based companies. On a local level, we plan to ask local businesses to help support Kids'N'Snow through their own advertising and promotional efforts.

Revenue Sources (as of 10/25/13)		Requested	Committed or in-kind
<i>Advertising & marketing</i>	<i>Accommodations Marketing</i>	\$10,000.00	\$10,000.00
	<i>WY TBID</i>	\$6,000.00	\$5,000.00
<i>Staffing</i>	<i>Chamber, TBID, partners, grants, in-kind contributions</i>	\$8,140.00	\$8,140.00
<i>Event supplies, rentals, equipment</i>	<i>Businesses, cash & in-kind contributions</i>	\$17,750.00	\$0.00
<i>In process</i>	<i>Other grants or matching programs requests</i>	\$6,250.00	\$0.00
Total		\$48,140.00	\$23,140.00

October 25, 2013

Expenses	2013-2014 Budget	Budget Per Event	Total (4 events)	Actual (committed or in-kind)	Balance
Marketing	Print Ads with web banner	\$2,200.00	\$8,800.00	\$7,899.00	\$1,300.00
	Radio/Television Ads	\$1,587.50	\$6,350.00	\$0.00	\$6,350.00
	Internet advertising	\$350.00	\$1,400.00	\$1,400.00	\$0.00
	Print: posters, Passports	\$400.00	\$1,600.00	\$0.00	\$1,600.00
	Publicity: press releases, media/press	\$75.00	\$300.00	\$0.00	\$300.00
	Website -updates, additional pages, add analytics, domain name, hosting	\$215.00	\$850.00	\$250.00	\$600.00
Staffing	Marketing & Project Management	\$863.00	\$3,452.00	\$3,452.00	\$0.00
	Visitor Center Staff support for Saturday & Sunday (15 hrs X \$10.50/hr)	\$157.50	\$630.00	\$630.00	\$0.00
	Organize and supervise individual activities (XC ski games, snowshoe hikes, XC trails ,ice skating, ranger programs, GWDC raptor program, Safety, S'mores, etc),	\$1,800.00	\$7,200.00	\$7,200.00	\$0.00
Event supplies, equipment, insurance, etc.	Copies, postage	\$15.00	\$60.00	\$0.00	\$60.00
	Event signage	\$70.00	\$280.00	\$0.00	\$280.00
	Giveaway, event supplies	\$202.00	\$808.00	\$0.00	\$808.00
	S'mores supplies (Add'l Nov night averaged in these totals)	\$260.00	\$1,040.00	\$0.00	\$1,040.00
	Equipment rentals (ice skates, XC ski's, snowshoes)	\$480.00	\$1,920.00	\$0.00	\$1,920.00
	Snowcoach Sampler Activity (snowcoaches, driver/guide) 50% donation from businesses	\$3,300.00	\$13,200.00	\$0.00	\$13,200
	Music for S'mores (Add'l Nov night averaged in these totals)	\$62.50	\$250.00	\$0.00	\$250.00
	Total	\$12,035	\$48,140.00	\$20,831.00	\$27,309.00

We are asking for MAP funding in the amount of \$5,000.00 to cover part of the costs of the following items:

- Website changes and enhancements
- Print/web/television regional coverage
- Print (signage and passport programs)

October 25, 2013

Print/web/television	Jackson Hole print and web banner ads (Jan-Feb.) plus \$45.00 creative	\$2,110.00
	MT Parent Magazine: Multi-media package (Jan-Feb) 1/3 page color ad, editorial article to accompany, tweets and Facebook postings, web tile ad, email blast \$250, \$595 x 2 plus \$50.00 creative	\$1,490.00
Signage:	Posters, passports, flyers	\$800.00
Website Updates	Changes for schedules and registration required monthly	\$600.00
Total		\$5,000.00

SECTION FOUR: PUBLICITY, PROMOTION, MARKETING

Marketing will be directed towards our winter drive markets in Idaho, Wyoming, Utah, and Montana. The website, Facebook, and Twitter pages are Internet-based and we are working to increase their visibility and followers on a regional and national level.

On a local level, we plan to ask businesses to help support Kids'N'Snow through their own advertising and promotional efforts. We will again be working with media partners for matching advertising programs, editorial and no-charge publicity across multiple media streams including radio, television, magazines, and web-based companies. We are partnering with other events to share ad space and stretch our advertising dollars. This includes the West Yellowstone Sled Dog races, the NAIFC Ice Fishing Tournament, and Youth Ski Festival.

We will use as many mediums as possible including, but not limited to, press releases, print and web advertising, and radio. This synergistic campaign will mesh various media types to increase the probability of response. The number of partners we are able to include will determine the final depth of the campaign. We also want to broaden the scope of media coverage to portray West Yellowstone as a *complete winter destination with a full range of activities for anyone of any ability.*

SECTION FIVE: APPLICATION REVIEW CRITERIA

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

Keeping winter lively in West Yellowstone is important to all. Guests have a better experience when more businesses can be open. Our residents have employment opportunities and enjoy better services when more businesses can prosper. Kids'N'Snow will directly benefit the entire gamut of business in West Yellowstone: lodging, restaurants, activities, attractions, retail stores, service businesses, gas station operators, etc.

We have designed Kids'N'Snow to be a multi-day event encouraging families to spend one or more nights. We are working with local lodging properties to include this information on their websites and in their own promotion efforts, as well as offer packages or specials that would encourage an overnight stay.

The social benefits of Kids'N'Snow will be both immediate and long-term. It will immediately raise awareness of kids and winter activities as well as provide an immediate opportunity for local kids to do something at little or no cost.

Indirectly, the publicity leading up and following this promotion will benefit the entire West Yellowstone winter community. Future winter visitors will become aware, or more informed, about the family-friendly nature of our community in the winter and the wealth of activities for all ages and abilities.

2. How does the event or project reach potential visitors outside West Yellowstone?

Any funding received from the Chamber Marketing Accommodations budget is designated for out-of-state advertising. Additional funding from the Three Bear Lodge Marketing Fund, and potentially MAP and TBID will help support these campaigns. The website, Facebook, and Twitter pages are Internet-based and we are working to increase their visibility and followers on a regional and national level.

3. How does the event or project have the potential to increase the number of visitors to West Yellowstone or to extend the visitor stays?

We have designed Kids'N'Snow to be a multi-day event encouraging families to spend one or more nights. We will work with local lodging properties to include this information on their websites and in their own promotion efforts, as well as offer packages or specials that would encourage an overnight stay.

4. How does the event or project complement or enhance existing events or projects?

As described previously, the Kids'N'Snow weekends incorporate new and existing winter events. We will include information about these in the Kids'N'Snow website, social media, printed passport, and news releases. We will also encourage media coverage of these events.

5. How does previous experience support this type of event or project as viable?

The West Yellowstone Chamber and the other organizations involved with this program (WYSEF, Yellowstone Park ranger programs, USFS snowshoe hikes) have a history of putting on success events. The Kids'N'Snow Program continues to evolve and grow. A final report on last year's results was turned into MAP and we would be glad to furnish that again.

We plan to use a number of metrics for evaluating the Kids'N'Snow project and continuing improvements:

- We can use monthly resort tax and TBID collections in a year-over-year comparison. However, this data is not isolated to a particular week or day(s) and so we would not be able to separate the impact of a specific weekend. We will ask lodging properties to offer Kids'N'Snow weekend family packages and report any bookings.
- We plan to continue the registration process we initiated with the pilot program. We are asking each child/family to register and receive a *Kids'N'Snow Passport* at the Kids Headquarters located in the Visitor Center. This registration process will ask each participate for permission to send follow-up information.
- We have an email address which will be used in all marketing efforts. This will allow us to track the number and type of requests. We now have analytics added to the www.kidsnsnow.org website and will be able to track the number of visitors. We did offer a

October 25, 2013

pre-event on-line registration through the website, and with some modifications, plan to do the same again this year.

- We will also track resulting articles and media coverage, and any direct inquiries from publicity efforts and develop our own 'media champions.'

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

The Chamber Marketing Committee has received the following MAP funding in the past:

- \$3,3830.00 for Kids'N'Snow (2010)
- \$1,550.00 for Earth Day (April 2011)
- \$7,299.00 Kids'N'Snow (Nov 2011)
- \$5,985.00 Kids'N'Snow (Nov 2012)

All vendors associated with these projects have been paid. Final reports for all of these projects have been submitted.

7. Can this event or project proceed without MAP Funds?

Kids'N'Snow will proceed without MAP Funds. However, it would reduce the amount of marketing and publicity locally (signage), near-by communities, and destination family markets. We would reduce the event, marketing, or promotion as needed to compensate.

8. How will you acknowledge the receipt of MAP funds as a funding source for the event or project?

We will include the appropriate verbiage and image on all event signage, advertising, promotional, and publicity efforts. We will work with the MAP Board regarding this as well as what can be given to West Yellowstone businesses demonstrating their support.

October 25, 2013

Certification

Applicant Individual or Organization: *West Yellowstone Chamber of Commerce Marketing Committee*

Event or Project Name: *Kids'N'Snow Event Series*

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

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

Signature: *Wendy Swenson* Name (printed): *Wendy Swenson*

Title: *Marketing Director* Date: *10/25/13*

For Office Use Only

This application has been approved by MAPFAB Date: _____

This application has not been approved by MAPFAB Date: _____

Town of West Yellowstone
Marketing and Promotion Fund Advisory Board (MAPFAB)
Recommendation to Town Council for Award Approval

Event or Project Applicant: WY/Hebgen Lake Ice Fishing Tournament Committee

Event or Project Name: WY/Hebgen Lake Ice Fishing Tournament

Date Submitted: 10/23/13

Date Approved by MAP Fund Advisory Board: 11/14/13

Requested Amount: \$3,500

Approved Amount: \$3,500

Exceptions: None

Comments: None

Recommendation submitted by: John M. Greve, MAPFAB Secretary

- This MAP Fund Award Recommendation is approved by the Town Council
- This MAP Fund Award Recommendation is not approved by the Town Council

_____ Date: _____

Comments:

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

**THE BUSINESSES OF WEST YELLOWSTONE
MARKETING AND PROMOTION (MAP) FUND
APPLICATION COVER PAGE**

Applicant Information

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

Event or Project Contact Person: Pam Sveinson

Address: PO Box 621, West Yellowstone, MT 59758

Phone: 406-640-1198 *Email:* psveinson@kirkwoodresort.com

Application Submission Date: October 23, 2013

Event or Project Information

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

Location of Event or Project: Hebgen Lake, various hotels and restaurants in West Yellowstone (seminars and meals)

Date(s) of Event or Project: January 17-19, 2014

Estimated Total Event or Project Cost: \$40,858 (including in-kind and volunteer time)

MAP Fund Amount Requested: \$3,500.00

Section 1 Proposed Event or Project Summary

The purpose of this project is to hold the third annual Ice Fishing Tournament Event to continue to expand and **establish a new regional/national event**. We again will engage the NAIFC (North American Ice Fishing Circuit) to administer this national tournament using its established procedures ensuring visibility and credibility to this new national competitive event. The NAIFC will provide national promotion and marketing, media coverage on its television show, seminars by expert ice fishermen during the event, a kid's workshop fishing event, and administration of the event itself. NAIFC has a proven process for successful events.

The tournament and family Ice Camp will take place on Hebgen Lake on the Martin Luther King Day 3-day weekend, January 17-19th, 2014, with the Friday and Saturday evening sessions, including the expanded Rocky Mountain Ice Fishing Product Fair, held in West Yellowstone, encouraging overnight stays and meals in town. In all materials distributed through shows, radio talk show interviews, the NAIFC TV episode aired on Midwest Outdoors for several weeks in the late fall, news releases and interviews, **we promote West Yellowstone as a base camp for all types of other winter activities, in addition to ice fishing.**

The plan is for West Yellowstone to become an annual NAIFC tournament location, thereby developing an additional market, promoting West Yellowstone as a family-friendly destination in every season, including winter, with an array of activities and events. Our ultimate goal is to grow the tournament to the NAIFC maximum of 150 teams along with continuing to support West Yellowstone and the area as a true winter destination vacation location all winter long with an excellent reputation for ice fishing, both for families and for professionals.

We are on track to build West Yellowstone as one of the premier annual NAIFC tournament locations, thereby developing an additional market, promoting West Yellowstone as a family-friendly destination in every season, including winter, with an array of activities and events.

Section 2 Proposed timeline

For the third year, the event (and West Yellowstone winter activities generally) will be promoted in person at the premier national ice fishing gatherings in December 2013. These include the annual St. Paul Ice Fishing Show, the largest ice fishing show in the country, and the NAIFC National Championship Tournament. In addition, online and other media promotions placed on targeted sites that receive significant traffic by ice fishermen, are beginning in October 2013, ramping up as winter arrives, with a blitz in late December and January. The significant activity, of course, occurs during the tournament weekend, which is described below:

NAIFC Qualifying Tournaments: NAIFC Qualifying Tournaments are 3-day events: Two-thirds education and one-third competition with a maximum entry of 150 two-person teams. For those three days, West Yellowstone becomes the national center of Ice Fishing and provides an opportunity to showcase the amenities our community has to offer: Friday-Saturday provides tremendous education opportunities, while Sunday provides a media outlet to promote World Class Competition. The mandatory Rules Meeting on Saturday night brings at

least 200 people to town, in addition to the families who come for the Kids Ice Camp (see detail below).

NAIFC Seminar Series™ On the Friday Night of Tournament Week a seminar is held, free of charge and open to anyone. Each seminar features a recognized, industry-leading speaker, demonstrating the latest techniques and equipment. That presentation is followed by a round-table discussion with NAIFC Pro-Staffers focusing on specific techniques on how to catch fish on the Host Community's tournament lake. On the morning following the seminar, participants are invited to attend an on-ice tutorial held on the tournament lake, guided by NAIFC Pro-staffers, which includes demonstrations of equipment from the Rocky Mountain Ice Fishing Product Fair. The NAIFC Seminar Series is an unprecedented fishing education and stands apart as the only program of its kind in the world of competitive fishing. No other organization in the Sport Fishing Industry offers this level of professional mentorship at no cost to the public. Bringing in this high level education experience is seen as giving something back to the "locals", which we definitely heard from seminar participants in the first two years of the event. Friday Night Seminars (FNS) create goodwill in the community as well as attracting media attention.

Rocky Mountain Ice Fishing Product Fair Introduced at the 2013 event, the product fair was well-received by participants and by exhibitors. The Fair is set up at the tournament base at the Conference Center in West Yellowstone both Friday and Saturday nights. Ice fishing equipment manufacturers and distributors are interested in being a part of a new show with promise to become the signature opportunity for winter anglers in the Rocky Mountain West to see the new offerings on the market.

KIDS ICE CAMP™ Kids Ice Camp, a popular industry-leading youth education program that is open to the public and free of charge, was attended by 162 kids (and their parents or families) in 2013; most of these families traveled to West Yellowstone for this weekend's events. Ice Camp events are advertised in the weeks before the event in area schools, churches, Boy Scouts, Girl Scouts, YMCA, Community Education programs and Recreation Districts, in addition to the promotions done for the entire weekend's activities. Ice Camp consists of in-class and on-ice fishing tutorials delivered by experienced NAIFC Pro-Staff instructors. In addition to demonstrations of the latest techniques and sponsor-provided equipment, the curriculum promotes safety, conservation and environmental stewardship. Sponsors provide equipment and prizes for the activity, and kids who sign up and participate receive complimentary ice rods and tackle provided by HT Enterprises. **The Ice Camp will be a featured part of the Kids'N'Snow being scheduled for this same weekend.** Although Ice Camp is geared toward kids, all family members are encouraged to attend regardless of age. Introduction to the newest technology coupled with professional guidance gives both the parent and child a memorable ice fishing experience. West Yellowstone will again be seen as standing out in front bringing an outstanding education experience to the town, while providing yet another venue to garner media attention and visitor delight.

Section 3 Proposed budget

The event will be funded by a combination of business and corporate sponsors, marketing and promotions grants, as well as additional fund-raising events. (Please see budget in Section 6).

We are also working with local and area businesses for team sponsorships at the tournament. The West Yellowstone Foundation again has agreed to be the fiscal sponsor for this event handling the management of our funds. Solicitation for funding has just started, but we have received significant financial commitments for the 2014 event already:

- Major Business Sponsorship: *\$2,000 from PPL Montana and unspecified support committed by Bob Wards corporation (both for the second year) and a new sponsorship by Beam Outdoors, a significant ice fishing equipment company*
- Grants & Marketing Funds: *\$6,750.00*
 - WY TBID
 - West Yellowstone Chamber Accommodations Marketing Project

We are asking MAP to participate in funding \$3,500 for the following marketing components:

- **NAIFC marketing fee that covers national promotion, collateral marketing and registration/registrant communications, and costs for filming and producing the West Yellowstone/Hebgen Lake Ice Men TV footage (described below).**
- **Regional advertising and promotion not included by the out-of-state Accommodation Marketing funding. We are working with various media sources for matching ads and NP consideration through the WY Foundation. This would include radio, newsprint, and website banners as well as signage.**
- **Website updates**

Section 4 Publicity, Promotion, & Marketing

Putting on a successful event, especially an event new to a market, requires a very specific strategic marketing plan. We are continuing to work closely with NAIFC on national and Midwest advertising. In our first two years of marketing, we realized great success from our various online advertising and participation in ice fishing blogs, which will be continued. In addition, “personality-based” promotion on radio and in-person will be leveraged again this year to generate publicity.

A marketing timeline for this year includes both national NAIFC components and our own efforts. Please see Attachment #2 for more detail regarding this schedule.

NAIFC EVENT PROMOTION:

ICE MEN[®] Television Show on multiple channels/markets through Midwest Outdoor Television
Ice Men[®] is a fresh and exciting television series that both educates and entertains audiences by revealing a candid, behind-the-scenes look at what it takes to prepare for, compete in and win World-Class ice fishing tournaments.

HIGH PROFILE MEDIA PRESENCE

The NAIFC Tournament Series has fast become the go-to resource for nearly all industry media storylines. As many as 200 media source press reports follow each NAIFC Tournament. Local TV and radio stations and area sports reporters often interview the participants and winners. During the season, NAIFC Pro-staffers appear on popular sports-related talk shows discussing the tournaments and our sponsors. Local stations and newspapers providing coverage of NAIFC

events are each presented with a media kit. All of these outlets help produce media saturation for the host communities. It's important to note that West Yellowstone/Hebgen Lake has become a favorite of the NAIFC staff and Pro-Staffers, so they promote this location regularly with passion.

TRADE SHOWS & INDUSTRY EVENTS

Banners detailing schedules and individual Qualifying Tournament flyers highlighting Host Community lakes are shown and handed out at several trade shows, such as the annual St. Paul Ice Fishing Show (well over 20,000 attendees annually). As a member of AGLOW (Area Great Lakes Outdoor Writers) the NAIFC attends yearly conferences and presents/provides writers with host community information to base travel or feature articles on. Plans for past West Yellowstone/Hebgen Lake tournaments was "all the buzz" in these circles and got even more intense after the tournament when it was referred to as one of the best experiences NAIFC has on its tournament circuit.

NAIFC® Web site: www.naifc.com

Since 2007, the site has evolved into one of the most recognized online ice fishing resources, with consistent referrals coming from some of the most prominent fishing sites in the nation. Host Communities get noticed because they are prominently displayed, and often highlighted in numerous feature articles, stories, updates, press releases, photos, streaming media, and coverage of NAIFC Tournaments, that are posted on naifc.com.

Host Communities are linked to the Tournament pages on naifc.com. where contestants, tourists, or writers access community information: travel, lodging, bar/restaurant on a daily basis. *NOTE: lodging properties will be linked from the NAIFC website.*

Section 5 Application Review Criteria

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

Over the last several years, many individuals and groups concerned with economic development of this area have been trying to find new sustainable sources of winter business. Consistent with this, two goals have emerged to establish WY as a family-friendly destination in all seasons and to leverage activities outside of YNP, both of which are addressed by this project. In addition, the business community is also focusing on increasing occupancy, particularly in shoulder seasons with a focus on activities and events outside of Yellowstone Park.

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

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

By partnering with NAIFC, we tap into an already identified market segment of active ice fishermen and their families. NAIFC showcases West Yellowstone as a destination location at the shows and events they attend. (We will have our own committee person at the NAIFC Booth at the St. Paul Show and at the NAIFC National Championship Tournament in Minnesota distributing information about West Yellowstone and area.) NAIFC will also promote us on their existing websites and forums (9.5 million hits combined between September and March).

West Yellowstone also will again be featured in the television show filmed and presented by NAIFC on multiple television broadcast and cable channels in the Midwest. The program is focused on educating the viewer by highlighting tournament host communities, prominently featuring West Yellowstone, along with the latest techniques and products currently used by leading ice fishing professionals. NAIFC camera crew will film and feature significant reasons to visit West Yellowstone to millions of viewers.

Our goal for the 2014 Tournament Weekend is to again raise the number of participating teams to at least 80 and for participation in the Saturday Kids Camp to hit 175, mostly being kids from families visiting West Yellowstone for the weekend. Based on this, we expect to bring the following visitors to West Yellowstone on tournament weekend:

- 3/4 of the 80 teams registered for the Tournament (60 two-person teams means 120 people plus accompanying spouses and families)
- 4-8 Sponsor reps from winter fishing goods manufacturers and retailers exhibiting at the Rocky Mountain Ice Fishing Product Fair
- Staff/pro's (5) working the event weekend
- 3/4 of the 175 kids attending the Ice Camp, with accompanying parents (close to 400 kids and parents)
- Based on NAIFC economic impact surveys (conducted annually), at least 1/3 of the participants will come 1-3 additional times to scout and fish the lake prior to the event.

Based on what we learned from tracking the first two years of the event, we estimate the following.

Approximately 75% of the tournament participants are coming from outside the area and will stay overnight, most for at least two nights, many for more. For this third year of the weekend event, we are estimating 169 room nights @\$100.00 a night = \$16,900. Food, drinks for those two-three days plus a gas fill up leaving town easily equates to \$327.00 per team adding an additional \$24,525.00 for the weekend for a total of **\$41,425** from teams in the tournament. In addition, we estimate the families who come for the Kids Ice Camp (a different market

segment) will stay at least one night to enjoy the evening Kids'N'Snow events and will book approximately 82 rooms for a lodging total of **\$8,200** and additional expenditures of **\$11,480**—a total of almost **\$20,000**. This does NOT include the revenue from ice anglers who visit West Yellowstone in addition to tournament weekend, which is the underlying—and more important—purpose of the event. The goal is for West Yellowstone to become an annual NAIFC tournament location, thereby developing an additional market, promoting West Yellowstone as a family-friendly destination in every season, including winter, with an array of activities and events, which would bring additional revenue to West Yellowstone during ALL the weekends of winter. Our ultimate goal is to grow the tournament to the NAIFC maximum of 150 teams, which would bring at least **\$61,875** to town from teams plus another **\$41,500** from Kids Ice Camp families for a total of **\$103,375** for tournament weekend and would solidify the reputation of West Yellowstone and the area as a true winter destination vacation location with an excellent reputation for ice fishing, both for families and for professionals.

This event has been designed to spread the activities among many local businesses not just a few. Obviously, the hotels and restaurants in West Yellowstone and Hebgen Lake benefit directly from the ice fishermen coming for the tournament. In addition, the operators of entertainment/activity services are able to promote and generate business from this new source of visitors. (Snowmobiling topped the list of other activities fishermen reported they did while here for the event weekend, with x-country skiing, drinking/gambling and Kids'N'Snow also getting multiple mentions.) This additional economic activity during this slower time of year helps not only the business operators but also the employees who depend on regular work from these employers.

WE are now beginning to build a funding model for this event that can gradually reduce reliance on grants, by committing major corporate sponsorships and holding other fundraising activities. The Committee is now beginning two new fund-raising approaches: 1) A series of winter and fishing related fund-raising campaigns/events throughout the year, aimed at visitors to the area. 2)-Building relationships with large companies outside of West Yellowstone to become ongoing major sponsors of the event, including product exhibits by event sponsors as one of the features of the tournament weekend.

• ***How does your event or project reach potential visitors outside West Yellowstone?***

By working with an existing established organization such as NAIFC, we can immediately leverage their national market presence. Our Marketing timeline outlines a comprehensive approach that, within our budget limitations, reaches multiple markets in the Midwest and as well as surrounding states, through print, radio and online promotions. We will also use sporting goods businesses with existing clientele, internet fishing and ice fishing websites and forums.

The Sunday tournament competition attracts attention for two reasons: the fun of the competitive sport amongst fishermen AND the significant prizes. The second year event in 2013 distributed a total of over \$10,000 in prize money funded by team entries to 12 teams, plus fishing merchandise provided by NAIFC sponsors to another 5 teams. This is a meaningful prize pool, which has again increased interest in the 2014 event

We are increasing our efforts working with interested businesses to promote bundled packages for lodging and activities, before and during the event weekend. In addition, we are urging more businesses to include information on their websites and calendars, as well as market their own specials or packages, as a few did in previous years. **An important note is that there is clear evidence from the results from our interviews with tournament participants that the businesses that promoted ice fishing events as a part of their own business promotions received the most benefit from the event.**

Additionally, by working with representatives from Flathead Lake area, who offer several regional ice fishing tournaments each winter, we expand our reach to ice anglers in Western Montana who previously had no knowledge of Hebgen Lake as a go-to destination for their sport.

• ***How does your event or project complement or enhance existing events or projects?***

The Ice Fishing Tournament will be held the same weekend as the Chamber's February Kids'N'Snow weekend. The Kid's Ice Camp will be incorporated into the program for the weekend. By combining these events, we are continuing to build and market West Yellowstone as a winter family destination.

In previous years, we partnered with the Snowmobile Expo and associated businesses to cross-promote our events. That worked out as a good partnership and we plan to build on that again this coming year.

Our primary goal is to create awareness of ice fishing, Hebgen Lake, and West Yellowstone as a "new and exciting" ice destination location. However, in all materials distributed through shows, radio talk show interviews, news releases and interviews, **we will promote West Yellowstone as a base camp for all types of other winter activities, in addition to ice fishing. The variety of West Yellowstone winter activities and winter access to Yellowstone is a compelling combination that other ice fishing destinations cannot offer.**

• ***How does previous experience support your type of event or project as viable?***

The first two West Yellowstone/Hebgen Lake Ice Fishing Tournaments were successful on many counts, as detailed in the final reports submitted to MAP. In addition, since the last event, we have received many inquiries and comments from new and returning people about the next event. The continuing sponsorship commitments show that there is growing confidence in this recreation event as being good for the West Yellowstone and the regional fishing community.

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

The event received \$3,750 from MAP in 2012 and 2013. All vendors and expenses were paid by early May.

• ***Can your event or project proceed without MAP funds?***

Possibly, with the support we have received already, we believe we could make the event happen without MAP funding. However, it would mean cutting back on some of the print and radio advertising planned, especially in larger markets, which clearly would limit promotion of this new activity in West Yellowstone and slow the growth of this event as a promotion and source of winter business.

Demonstrating good faith on our goal to have this event become self-sustaining, the Committee is reducing its request to MAP from \$3750 in 2013 to \$3250 for 2014, as it gradually progresses toward reducing its reliance on community funding. However, until the ice fishing industry and enthusiasts become even more aware of West Yellowstone as an ice fishing destination, we will need continued grants for marketing funds to reinforce and expand the reach and impact of our marketing efforts to bring people to West Yellowstone for this event—and throughout the winter.

• How will you acknowledge the receipt of MAP funds as a funding source for your event or project?

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

Section 6 Application Supporting Documentation

Project Budget

WY/Hebgen Lake Ice Fishing Tournament				
2014 Preliminary Budget				
Revenues	Cash & In-Kind Budget	2013 Budget	2013 Actual Cash	2013 In-Kind
Community Fund Grants	\$11,758	\$14,600	\$17,193	
Corporate Sponsorships	\$5,500	\$4,000	\$2,000	\$2,350
Business Sponsorships	\$3,000	\$3,400	\$3,462	\$4,350
Fundraising Donations	\$2,000	\$3,000	\$1,553	
Calcutta	\$600	\$634	\$448	
In-Kind Donations & Time	\$18,000	\$13,960		\$14,510
Total	\$40,858	\$39,594	\$24,656	\$18,860
Expenses		Budget	Actual Cash	In-Kind Donation
NAIFC Fee		\$7,000		
2014 Fee	\$7,000		\$7,000	
Deposit for 2014 Fee	-\$1,050		\$1,050	
Advertising/Promotion/Publicity	\$6,400	\$9,960		
Promote 2013 Event			\$6,393	\$645
Report 2013/Promote 2014	-\$3,000		\$4,094	
Marketing & Impact Tracking	\$1,500	\$800		\$100
Signage & Site Prep	\$2,500	\$950	\$1,729	\$500
Snow Removal, Trash & Potties	\$2,500	\$1,280	\$1,136	\$600
Scouting Promotion Weekend			\$1,241	\$500
Rooms for NAIFC	\$1,200	\$1,600		\$900
Meals for Saturday Participants	\$2,208	\$2,063	\$1,063	\$1,000
Meals & Supplies for Kids Seminar	\$300	\$200		\$200
Postage, Printing, Supplies	\$600	\$500	\$450	\$50
Committee Volunteer Time	\$14,500	\$5,280		\$13,570
Volunteers & Equipment for Event	\$3,000	\$2,700		\$2,700
Fuel for Equipment for Event	\$500	\$340		\$340
Insurance-NAIFC provided		\$0		
Fiscal Sponsor Fee	\$1,000	\$500	\$500	
Total	\$39,158	\$33,173	\$24,656	\$15,155
End of Period Balance	\$1,700		\$0	

Marketing Timeline

Marketing Timeline

National Marketing Efforts		Amount Required
<i>NAIFC Joint Marketing programs:</i>	NAIFC Ice Man Destination & Event Film Coverage	4500.00
	NAIFC Website Links	1,000.00
	Trade Show & Industry Press Releases	900.00
	Collateral Marketing	600.00
Website: www.westyellowstoneicefishing.com	Website domains, hosting, creative, updating	250.00
Web advertising banners on websites/forums:	Outdoornews.com	375.00
	Bigfishtackle.com	238.00
	Icefishing247.com	250.00
	iceshanty.com	300.00
	FISHUSA.com – trade out on web banners	0.00
Consumer Shows:	Flyers taken to regional sports and ice fishing shows	150.00
	St Paul Ice Fishing Show & Billings Sports Show-flyers & other materials	150.00
Outdoor Radio/Ice Fishing Show ads & call-in interview programs:	Montana Outdoor Network partnership	400.00

Regional Marketing Efforts		
Co-operative Advertising Programs	Havre and Kalispell, MT: Distribution of flyers to registrants & posters in city & area locations; cross-linking on websites and social media promotion	50.00
	E-blasts to customers/joint promotion with sporting goods/fishing stores in MT, ID, UT*	400.00
Newspaper/web banner	Full page color ad in "Ice Fishing Tournament" magazine published by Outdoors Weekly - features Ice fishing Tournaments and goes out to just over 50,000 ice fishing tournament anglers along with featured at all the ice fishing shows in Midwest.	250.00
	Bismanonline.com (on line thrift ad newspaper with 250M distribution in Bakken areas)	609.00
	On-line newspaper ads to specific cities in North Dakota and South Dakota where NAIFC qualifiers will be held before & after ours	700.00

	Bozeman Daily Chronicle 1:1 match program (Belgrade news, Bozeman Chronicle, Lone Peak, West Yellowstone News)	980.00
	Pocatello/Twin Falls, ID *	1300.00
	Island Park News/Journal*	250.00
Facebook	Geo & ice fishing targeted ads: : UT, ID, WY, ND, SD, MN, WI, IA, MI	500.00
Posters	Creative and print production; Regional Distribution by volunteers including Upper Midwest	300.00

Local Marketing Efforts

Radio	Chamber Chat	0.00
Posters	Printing & design covered in above; volunteer distribution	0.00
Signage	Venue locations, directional signs	200.00

* not funded at this time but would include if additional advertising funds are available

Other Marketing Efforts

Social Media	Twitter & Facebook posts	0.00
Publicity & Media Coverage	Using no-cost news release services. Working with local media for coverage and possible editorial space.	0.00
Team Recruitment Campaign	Campaign to push recruitment & reward those that recruit 5+ teams and highest recruiters	0.00
Sporting Goods partners	Working with area & regional sporting retailers & fishing equipment suppliers for assistance in Advertising & promotion	0.00

North American Ice Fishing Circuit®
HOST COMMUNITY
Projected Rate of Return

Host Community Return on Sponsorship Dollars

Prior to all 2009-2010 NAIFC Tournaments each and every contestant was asked to fill out a survey. The forecast of revenues laid out in the survey's answers show a tremendous return on Host Community sponsorship dollars. The survey's answers show the Qualifying Tournament generates substantial community dollars throughout the year... there is a great deal more revenues generated than just during the weekend of the Qualifying Tournament. The teams fishing in the Qualifying Tournament visit the Host Community several times a year. The revenue generated in the Host Community is constantly on going, so the Qualifying Tournament should be looked at as a year round event that positively affects the "entire" community.

During open water season: The summer and fall months, teams will scout the Host Lake. The teams are not fishing exactly... they are learning the lake. Teams find weed-lines, map the lake's contours and mark GPS spots that may hold good structure. Whatever the team's purpose: That activity brings big dollars to the Host Community... around **\$35,880.00** total or about **\$358.00** per team entered in the tournament (see appendix #1 survey question #3).

After freeze-up: The time period between when the lake freezes over and the weekend of the tournament. Once again the teams come to pre-fish the Host Lake. This time period falls at the very end of the fourth quarter and during the early first quarter of the financial year for most retail establishments... getting a revenue boost at this time of the year is exactly what every business in the Host Community would want. The survey indicates that pre-fishing amounts to **\$41,250.00** total or about **\$412.50** per team entered in the tournament (see appendix #1 survey question #2).

The week prior to the tournament: Pre-fishing is kicked into high gear at this time, with almost every team in town. Survey answers forecast the Host Community revenues for this time period to total near **\$63,040.00** or about **\$630.00** per team entered in the tournament (see appendix #1 survey question #5).

Tournament Weekend: The Friday Night Seminar, Saturday Night Rules Meeting and the Sunday competition. 80-90% of the teams are in the Host Community by Friday night. 100% on Saturday night as the Rules meeting is mandatory. 10-15% of the teams stay over Sunday night. For a 100 team tournament, that equates to 190 room nights for the weekend, @\$60.00 a night = \$11,400.00. Food, drinks for those three days plus a gas fill up leaving town easily equates to \$125.00 per team adding an additional \$12,500.00 to the weekend for a total of **\$23,900.00** or about **\$239.00** per team entered in the tournament.

Total Year Long Revenues: With the Host Community Sponsorship in-place allowing the Qualifying Tournament to be announced as soon as possible in the year, thus allowing for a summer pre-fishing season, along with ice conditions that are fishable during the hard-water season a 100 team tournament

has the history/potential to produce **\$164,070.00** city wide, or about **\$1,640.00** per team entered in the tournament.

None of the above figures remotely puts a value on the media exposure the Host Community reaps!

ADDITONAL SHORT TERM BENEFITS

- Showcased and marketed to participants attending NAIFC events. Those fishermen talk and word of mouth advertising has great reach and strength.
- 85 million House-holds Nationwide reached through the VERSUS channel (immediate recognition).
- Thousands of people: at the local, regional and national level reached through newspaper, press releases, event flyers, television and radio broadcasts.
- Kids Camp: Providing an opportunity to kids that may never have a chance to ice fish creates more goodwill in a community than can be measured. The value is priceless (just look at the kid's and parent's faces)!
- Friday Night Seminar: bringing people into the Host Community, while providing a seminar that clearly shows the local businesses are willing to give back to the community, thus building goodwill with-in that community.
- Web presence providing links to many heavily visited sites (9.5 million hits between September and March).

LONG TERM BENEFITS

- Yearlong pre-fishing: Fishers coming to the Community during open water season as well as pre-fishing during the ice season.
- 85 million House-holds Nationwide reached through the VERSUS channel (will be felt for years).
- Media exposure through multiple outlets providing exposure from Local to Regional to World Wide and whose effects will be felt for years.

Both short and long term benefits will establish the Host Community as a “destination” location.

Certification

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

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

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

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

Signature: Pam Sveinson Name (printed): Pam Sveinson

Title: Committee Chairperson Date: October 23, 2013

For Office Use Only

This application has been approved by MAPFAB __ Date: _____

TOWN OF WEST YELLOWSTONE
MONTANA
naturally inviting

PUBLIC NOTICE

Police Commission Vacancy

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

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

Elizabeth Roos
Town Clerk



Received
10/29/13
gh



APPLICATION FOR BOARDS AND COMMITTEES

Name Bill Howell Date 10/29/2013

Address 817 N. Electric St

City West Yellowstone State mt. Zip 59758

Phone (Home): 646-7475 (Work): _____ (Cell/Other): 640 7475

E-Mail Address: _____

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 39 yrs.

Board or Committee you are applying for: West Yellowstone Police Commission

Occupation: Business Person

Employer: self employed

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

If so, which board, and for how long? West Yellowstone Police Commission (8 yr?) +

Past Memberships and Associations: West Yellowstone Planning Board (2 yr)

Current Memberships and Associations: _____

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: member of Police reserve when started in

the 80's + served for 20+ years

What are your primary objectives for serving on this board? To select the

best Police officer candidate available

References (Individual or Organization):

Jerry Johnson

Phone: 640 - 7000

Bred Schumier

Phone: 646 - 7735

Doc Stewart

Phone: 646 - 9467

Signature: Bill Howell

Date: 10/29/2013

Please return this application to the Town Offices at 10 S Faithful, West Yellowstone, Montana. An interview may be required if deemed necessary. Thank you in advance for your interest.



Received
11-13-13
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name D. H. "Doc" DeTouancon Date 11-13-2013

Address P.O. 2045

City West Yellowstone State MT Zip 59758

Phone (Home): _____ (Work): _____ (Cell/Other): 406-640-0063

E-Mail Address: Doc.DeTouancon@live.com

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

Board or Committee you are applying for: Police Comm

Occupation: Retired

Employer: _____

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

If so, which board, and for how long? Police - 6 years

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: Foreman Deer Lodge Co. Deputy Sheriff
35 years Labor Advocate experience

What are your primary objectives for serving on this board?
Help with quality officers

References (Individual or Organization):
Gordon Burger Phone: _____
Mike Klobstich Phone: _____
Greg Forsyth Phone: _____

Signature: Don A DeTouancon Date: 11-13-2013

Please return this application to the Town Offices at 10 S Faithful, West Yellowstone, Montana. An interview may be required if deemed necessary. Thank you in advance for your interest.



Received 11/13/13 AR

APPLICATION FOR BOARDS AND COMMITTEES

Name RICHARD L. GIBSON Date 11-12-2013

Address P.O. BX 8 (508 CASCADE AVE.)

City W. YELLOWSTONE State MT. Zip 59758

Phone (Home): 646-1139 (Work): (Cell/Other): 530-906-8856

E-Mail Address: PAHASAP1@SYIX.COM

Are you a resident of West Yellowstone? YES Length of residency in West Yellowstone: 3 YRS

Board or Committee you are applying for: POLICE COMMISSION

Occupation: RETIRED POLICE SERGEANT

Employer: PART TIME PARK GUIDE (BUFFALO BUS TOURING CO.)

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

If so, which board. and for how long?

Past Memberships and Associations: AUBURN POLICE OFFICERS ASSOCIATION

CALIFORNIA NARCOTICS OFFICERS ASSOCIATION

Current Memberships and Associations: NAT. ASSOC. OF INTERPRETIVE GUIDES

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: 26 YRS LAW ENFORCEMENT. 15 YRS POLICE SERGEANT

THROUGH OUT MY CAREER I TRAINED POLICE OFFICERS AND WROTE PERFORMANCE EVALUATIONS FOR TRAINEES AND OFFICERS

What are your primary objectives for serving on this board? TO SERVE THIS COMMUNITY

References (Individual or Organization):

HEATHER JOHNSON Phone: 646-9564

SGT. DALE HUTCHINS Phone: (530)823-4234

CHIEF NICHOLAS WILICK (C.O.P. RET.) Phone: (916) 781-6273

Signature: [Signature] Date: 11-12-2013

Please return this application to the Town Offices at 10 S Faithful, West Yellowstone, Montana. An interview may be required if deemed necessary. Thank you in advance for your interest.



HEBGEN BASIN FIRE DISTRICT

P.O. Box 1508 • West Yellowstone, MT 59758

Station 1

10 S. Faithful

West Yellowstone, MT 59758

Station 2

20 Tern Lane

West Yellowstone, MT 59758

Station 3

10 Denny Creek Road

West Yellowstone, MT 59758

406-646-9094 • 406-646-9090 fax

November 4, 2013

To: Becky Guay
Town Operations Manager

Fm: Scott Waldron
HBFD Fire Chief

Re: Office re-model

Dear Becky:

The Hebgen Basin Fire District is planning on re-modeling the former Town offices. This remodel will be a substantial improvement and exceed \$10,000. The Interlocal Agreement requires the Operations Manager approval as outlined in the following paragraph:

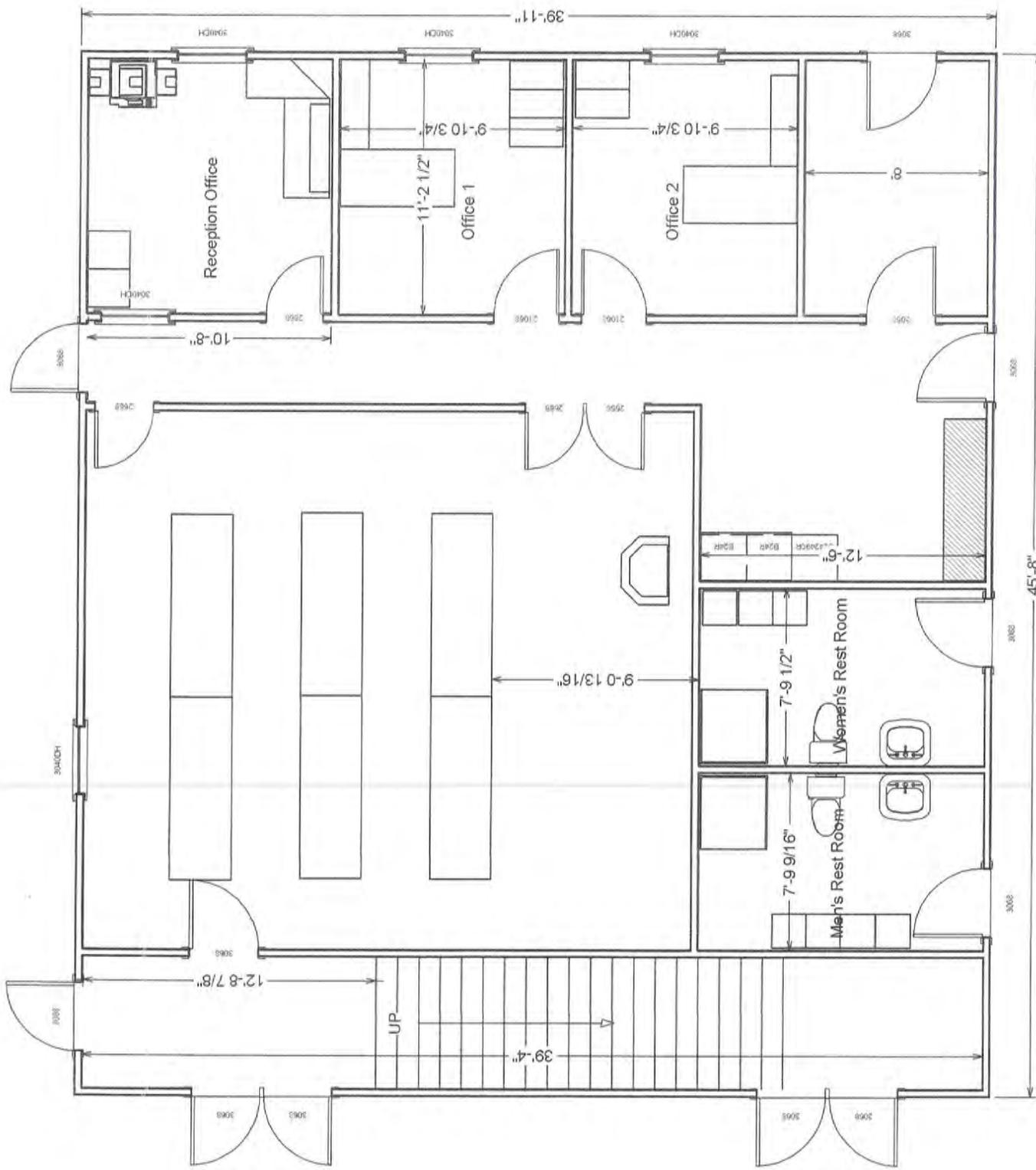
7.d Repairs, Maintenance, and Improvements. The District shall assume all repair and maintenance costs for the real property located at 10 S. Faithful Street (Fire Station One). The District shall consult with and acquire written approval from the Town prior to making any substantial improvements to Fire Station One. A "substantial improvement" shall be any improvement that is valued at \$10,000 or more. Improvements valued at more than \$10,000 shall require Town Council approval; improvements valued at less than \$10,000 shall require Operations Manager approval. Nothing in this Agreement shall preclude the parties from agreeing to an alternative method of valuing the impact of improvements on ownership interest.

Please find attached two proposed plans for the changes. The final choice will be based on what we find structurally, i.e., bearing walls.

Please review these and sign this letter as your acceptance of our plans

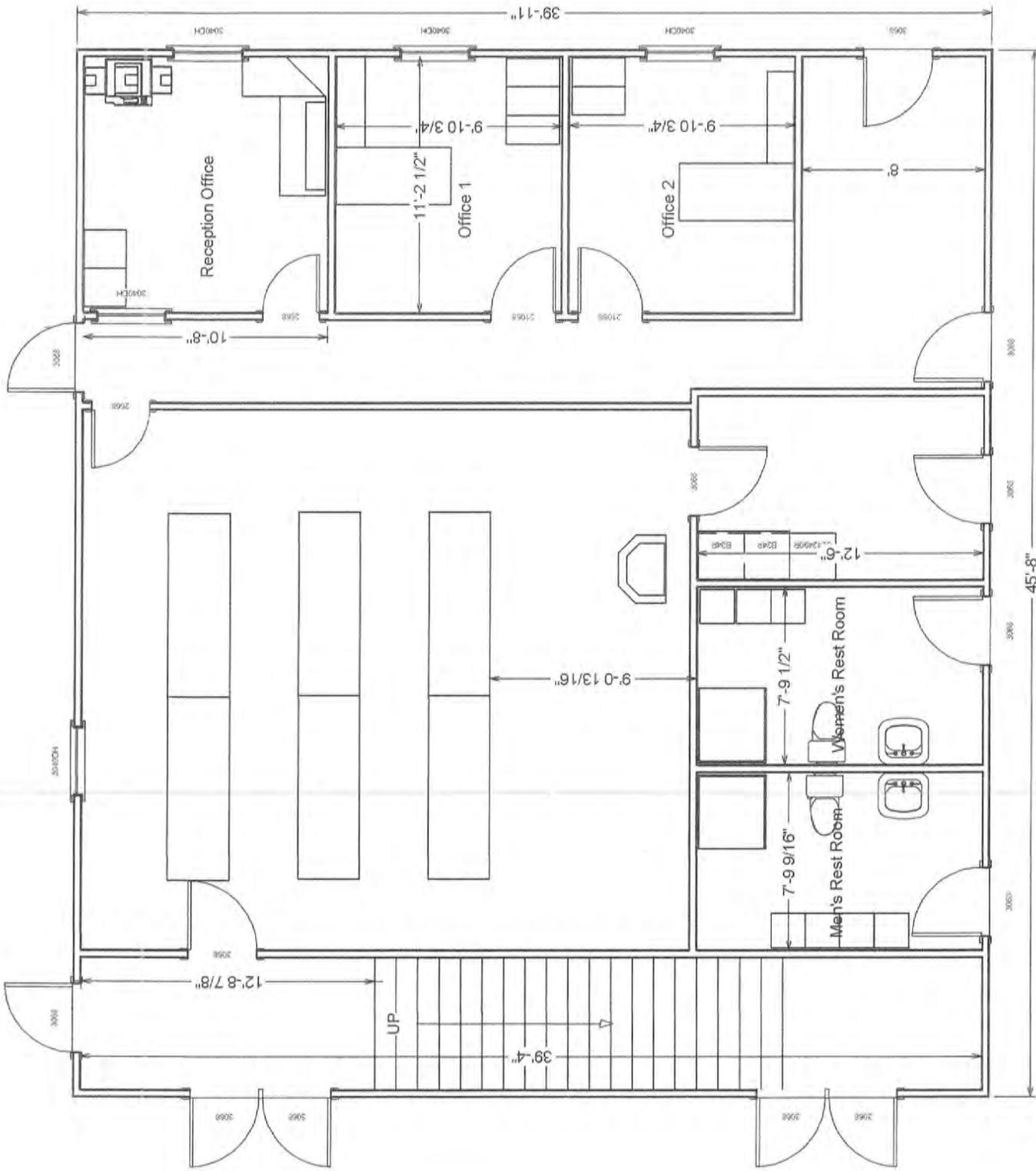
Accept Improvement _____

Becky Guay Town Operations Manager



LIVING AREA
1824 sq ft

HBRFD Rendered Lower Level (option 1)



LIVING AREA
1825 sq ft

HBRFD Rendered Lower Level (option 1)

TOWN OF WEST YELLOWSTONE, MONTANA

TOWN ATTORNEY FEE AGREEMENT

THIS AGREEMENT, made and entered into this 19th day of November, 2013 by and between the TOWN OF WEST YELLOWSTONE, a Montana municipal corporation (the Town”), and the law firm of Kasting, Kauffman & Mersen, P.C. (“Attorneys”).

W I T N E S S E T H:

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

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

NOW, THEREFORE, it is hereby agreed as follows:

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

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

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

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

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

a. For all regular services rendered as stated in paragraph 2 above, \$200.00 per hour for Partner time and \$150.00 per hour for associate attorney time, which includes all travel time involving Town business and the hourly time charges of the Attorneys include, but are not necessarily limited to: court appearances, office and

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

b. For paralegal or secretarial services, \$50.00 per hour;

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

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

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

7. Pursuant to Section 7-4-4602, MCA, the term of this Agreement shall be for two (2) years from November 20, 2013, unless sooner terminated as provided by the parties or in accordance with the law. The parties agree that either may terminate this contract with 60 days notice to the other party.

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

TOWN OF WEST YELLOWSTONE
a municipal corporation

By: _____
REBECCA C. GUAY
Operations Manager

ATTEST:

Town Clerk

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

Town of West Yellowstone
MAP Fund Advisory Board Meeting Minutes
7/11/13 at noon at the Povah Center

In attendance: Gloria, Jerry, Barb, John, Marysue

Also in attendance: Charlotte Mooney for Klondike Dreams

Agenda:

1. Public Comment
2. Approve 5/16/13 Meeting Minutes
3. Review Financials
4. Review Applications
 - 12:15 Klondike Dreams \$10,500
5. End of Fiscal Year Report
6. Updates
7. New Business
8. Next meeting date

Action items in red

Public Comment- None

Approved the 5/16/13 Meeting Minutes- (Gloria, Barb) **John will email copy to Liz.**

Reviewed Financials

1. \$19,535.73 available. Financials approved. (John, Gloria)
2. We've had fewer requests for funds, but most requests are for more dollars.
3. We've had fewer requests for new events/projects.

Reviewed Klondike Dreams App 12:15PM- W. Yell. Sled Dog Races \$10,500

1. Charlotte was present to hear comments and answer questions. She said the Fun Run has been turned into a real race this year on 1/10-1/14/14. Pedigree rearranged the schedule to accommodate the towns. The race crew will be in West for 2 days.
2. John- We've funded the races for 4 out of 5 years. Hard to decide to fund races again.
3. Barb- Charlotte has added events. Rodeo Run is self-funded. If different people submitted separated applications for the 3 events, then we would probably fund them.
4. Marysue- On the condition of receiving funds, she would like to see Charlotte distribute "survey in a box". For \$250, U of M will administer survey. Ask questions such as # of nights spent, expenditures, what is done for meals, etc.
5. **Charlotte felt she could conduct and analyze survey herself. We could contribute questions. Marysue will help her conduct survey.**
6. Motion (Barb, Gloria) to approve app with condition of conducting survey passed.
7. Marysue is the Board's events manager.
8. **John will email Liz to have recommendation for approval put on 7/16/13 town council agenda.**

End of Fiscal Year Report

1. John presented proposed report.
2. Marysue will verify figures. Then John will submit to town council.

Updates- None

New Business

1. Jerry- As a town council rep, Pierre will no longer be able to serve on the Comm. Assessment Action Team (CAAT). He asked John and Marysue if they still want a council rep on CAAT. Yes, they still want a council rep. It may end up being James or Becky.
2. John will remind Beth that honorariums need to be paid out to vinyl wrap artists.
3. At August MAP meeting, CAAT will present funding info from Clean Slate.

Next Meeting Date- Thurs. 8/8/13 at noon at Povah Center.

1. John will notify Liz and email Brandy to reserve the room.

Adjourned 1:10 PM

Meeting minutes approved as submitted by John Greve, MAPFAB Secretary 11.14.13

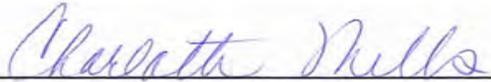
District Voter Counts Report

County: Gallatin
User Name : Mills, Charlotte

Date : 11/06/2013
Report No. : DP-003

DISTRICT	ACTIVE	INACTIVE	PROVISIONAL	LATE REG	TOTAL
CITYWIDE					
BOZEMAN CITYWIDE	20833	9430	15	125	30403
MANHATTAN CITYWIDE	824	156	0	2	982
THREE FORKS CITYWIDE	919	180	0	0	1099
WEST YELLOWSTONE CITYWIDE	536	202	2	2	742
Total	23112	9968	17	129	33226
RESORT					
BIG SKY RESORT	1237	472	0	4	1713
MADISON COUNTY	208	0	0	0	208
Total	1445	472	0	4	1921
RURAL					
RURAL	23059	4803	7	38	27907
Total	23059	4803	7	38	27907
WARD					
BELGRADE 1	1162	342	0	1	1505
BELGRADE 2	1207	437	0	0	1644
BELGRADE 3	1008	347	0	6	1361
Total	3377	1126	0	7	4510
TOTAL GALLATIN COUNTY REGISTERED VOTERS	50785	16369	24	178	67356
TOTAL MADISON COUNTY ACTIVE REGISTERED VOTERS	208				208

I, Charlotte Mills, Election Administrator of the County of Gallatin, do hereby certify that the voter counts listed above are a complete and accurate list of the number of electors registered in each district of said counties at the close of the election on November 5, 2013, and were eligible to vote in the Municipal General and Special District Election held in Montana on November 5, 2013.


 Charlotte Mills, Clerk & Recorder/Election Administrator

CANVASS OF VOTES CAST

West Yellowstone Municipal General Election November 5, 2013

Total Active and Late Registered voters within district: 540

	<i>Ballots Issued:</i>	<i>Ballots Received:</i>	<i>Ballots Rejected:</i>	<i>Ballots to be Counted</i>
Gallatin County	<u>540</u>	<u>317</u>	<u>11</u>	<u>317</u>
			Total Ballots Scanned	<u>317</u>
			Difference between Ballots to be Counted and Scanned	<u>0</u>

FOR CITY COUNCIL MEMBER FULL TERM VOTE FOR THREE

<u>123</u>	WILLIE BINFET
<u>65</u>	TOM CHERHONIAK
<u>162</u>	JERRY JOHNSON
<u>189</u>	COLE PARKER
<u>188</u>	BRAD SCHMIER

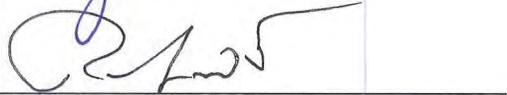
FOR CITY COUNCIL MEMBER UNEXPIRED TERM VOTE FOR ONE

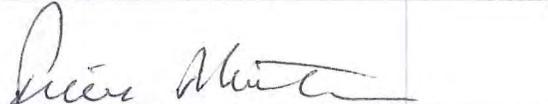
<u>102</u>	BRENDA MARTIN
<u>63</u>	BLAIZE "DOC" STEWART
<u>128</u>	GREG FORSYTHE WRITE-IN

STATE OF MONTANA)
)ss
County of Gallatin)

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







BOARD OF CANVASSERS

In Witness whereof, I have hereunto set my hand and Official Seal this 12th day of November, 2013.

Charlotte Mills, Election Administrator