

Town of West Yellowstone

Tuesday, April 22, 2014

West Yellowstone Town Hall, 440 Yellowstone Avenue

Town Council Meeting

7:00 PM

TOWN COUNCIL MEETING AGENDA

Pledge of Allegiance

Purchase Orders

Treasurer's Report

Claims ∞

Consent Agenda: **April 8, 2014 Town Council Meeting** ∞

Business License Applications ∞

- Canton Express, LLC

Advisory Board Report(s)

- Library Report, Librarian Bruce McPherson

Operations Manager & Department Head Reports

Assignments Report

Council Comments

Public Comment Period

Presentation: WY Chamber of Commerce, Accommodations Tax Marketing Budget FY 15

NEW BUSINESS

Firehole Trading Company, Resort Tax Bond Waiver Request ∞ Discussion/Action

Request to Forgive Ambulance Debt ∞ Discussion/Action

Marketing & Promotions Fund Award Recommendation, Music in the Park 2014 ∞ Discussion/Action

Staffing Plan Amendment, Public Services Department ∞ Discussion/Action

Police Officer Confirmation, Sergeant Aaron Frank ∞ Discussion/Action

Town Council Representation on Advisory Boards ∞ Discussion/Action

Correspondence/FYI

- Bulldog Cable, Deactivation of Cable TV Service ∞

Meeting Reminders

- Town Clean Up
- Work Session-Easements and Access Issues for Potential Purchase of 80 acres of Forest Service Land



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.
- Presently, informal Town Council work sessions are held at 12 Noon on Tuesdays and occasionally on other mornings and evenings. Work sessions also take place at the Town Hall located at 440 Yellowstone Avenue.
- The schedule for Town Council meetings and work sessions is detailed on an agenda. The agenda is a list of business items to be considered at a meeting. Copies of agendas are available at the entrance to the meeting room.
- Agendas are 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 and packets are available online at the Town's website: www.townofwestyellowstone.com. Questions about the agenda may be directed to the Town Clerk at 646-7795.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office or on the Town's website: www.townofwestyellowstone.com.

04/18/14
16:46:47

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 4/14

Page: 1 of 4
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	
39781	2204 Republic Services	101.64							
	03/28/14 dumpster lease police	100.36		POLICE	1000 411258	534		101000	
	03/28/14 dumpster lease/shop	1.28*		PARK	1000 460430	534		101000	
39783	146 Morrison-Maierle, Inc	130.00							
	18084 04/07/14 PD online backup	70.00		DISPAT	1000 420160	355		101000	
	18085 04/07/14 Town Offices online backup	60.00		FINADM	1000 410510	356		101000	
39790	2845 Kastling, Kauffman & Mersen, P.C.	9,596.16							
	04/11/14 legal services	9,177.50		LEGAL	1000 411100	352		101000	
	04/11/14 postage/copies	397.60		LEGAL	1000 411100	870		101000	
	04/11/14 phone/fax	0.30		LEGAL	1000 411100	345		101000	
	04/11/14 travel	20.76		LEGAL	1000 411100	373		101000	
39826	1331 West Yellowstone Foundation	7,600.00							
	01/07/14 6 bus vouchers	60.00		HELP	7010 450135	370		101000	
	04/10/14 4 bus vouchers	40.00		HELP	7010 450135	370		101000	
	04/10/14 2nd Half bus funding FY 14	7,500.00		LEGIS	1000 410100	870		101000	
39827	999999 ROSEMARY SANDAU	200.00							
	04/15/14 refund overpmt UPDL rent	200.00		UPDL	2210 214000			101000	
39828	2540 Centennial Auto Repair	740.00							
	9664 04/11/14 new tires, 07 Expedition	740.00		SOCSER	1000 450135	361		101000	
39829	1311 Teton Communications	19,700.00							
	126416 04/11/14 Eventide Logging Recorder	15,910.00*		911	2850 420750	945		101000	
	126416 04/11/14 setup & install recorder	3,790.00*		911	2850 420750	945		101000	
39830	1796 Barta Electric, Inc.	124.63							
	4069 04/08/14 electrician labor/ballast repl	124.63		POLICE	1000 411258	366		101000	
39831	48 Gallatin County	394.90							
	invoice mailed 4/10/14								
	FY14Q1Q2 01/21/14 CTEP Entrance Signs, Town Sh	394.90			2956 460434	242		101000	
39832	2701 Mobile Electronic Service, Inc.	178.00							
	63898 01/31/14 camera repair, 2010 Crown Vics	178.00		POLICE	1000 420100	361		101000	
39833	2855 Basic Computer Troubleshooting &	35.00							
	03/10/14 IT support, Toshiba laptop	35.00		DISPAT	1000 420160	357		101000	

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39846	2837 Sheri Holtzen 04/17/14 reimb travel, Billings	102.00 102.00		FINADM	1000 410510	380	101000
39847	2586 Waxie Sanitary Supply 74534604 04/11/14 suction hose	42.80 42.80		PARKS	1000 460430	220	101000
39848	2797 Rocky Mountain Supply 25143 04/15/14 weed spray	1,398.00 1,398.00*		SEWER	5310 430600	220	101000
39849	764 General Distributing Co. 217822 03/31/14 compressed O2	41.85 41.85		STREET	1000 430200	220	101000
39850	151 Gallatin County WY TS/Compost 03/31/14 transfer station charges	46.60 46.60*		PARKS	1000 460430	534	101000
39851	2316 AWWA 7000804951 04/01/14 membership renewal, Patter	72.00 72.00		WATER	5210 430500	380	101000
39852	2291 American Express 03/10/14 ESET.com, malware defense 03/10/14 Trend-Micro, anti-virus 03/11/14 Book Peddler, supplies 03/13/14 Constant Contact, email mktg 03/14/14 Amazon, "go-bags" 03/19/14 Herman Miller, chairs 03/21/14 Amazon, MS Office download 04/02/14 USPS, postage on envelopes 04/02/14 USPS, envelopes 04/03/14 Amazon, phone case 04/04/14 Malwarebytes, virus protect 04/04/14 Malwarebytes, virus protect 04/06/14 Amazon, screen protect 04/06/14 Amazon, phone case	2,372.17 59.99 71.95 10.51 15.00 283.86 1,048.68 171.08 490.00* 121.05 14.94 24.95 41.90 9.27 8.99		DISPAT SOCSER LEGIS REC POLICE DISPAT COP FINADM FINADM PARKS LIB LIB REC REC	1000 1000 1000 1000 1000 1000 1000 1000 1000 1000 1000 2220 2220 1000 1000	216 220 220 220 389 212 216 311 220 220 216 216 220 220	101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000
39853	1989 A&E Architects, P.C. 1004601002 04/14/14 arch services, UPDL window	2,400.00 2,400.00		UPDL	4000 411240	929	101000
	# of Claims 31	Total: 48,916.28					
		48,916.28					

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
April 8, 2014

COUNCIL MEMBERS PRESENT: Mayor Brad Schmier, Jerry Johnson, John Costello, Cole Parker, Greg Forsythe

OTHERS PRESENT: Operations Manager Becky Guay, Finance Director Lanie Gospodarek, Chief of Police Gordon Berger, Public Services Superintendent James Patterson, Social Services Director Jack Dittmann, Brenda Martin, Randy Wakefield, WY Chamber Representatives Travis Watt and Marysue Costello, Kurtis Holtzen, Wes and Moira Dow, Tom Cherhoniak, Joyce Berger, County Commissioner Pierre Martineau, Ryan Barker, Gallatin County Deputy Matt Stubblefield, Assistant Fire Chief Shane Grube

The meeting is called to order by Mayor Brad Schmier 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.

ACTION TAKEN

- 1) Motion carried to approve the claims which total \$58,962.42. (Forsythe, Johnson) Forsythe abstains from #39807, Schmier abstains from #39801.
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the March 18, 2014 Town Council Meeting. (Johnson, Costello)
- 3) Motion carried to approve the first concert for the Andrew Gromiller and the Organically Grown Band on 4/10/14 and request a report from the staff before the subsequent performances. (Forsythe, Costello) Johnson and Parker are opposed.
- 4) Motion carried to approve the new business license application for Basic Computer Troubleshooting & Setup. (Forsythe, Johnson)
- 5) Motion carried to approve the new business license application for Montana Turtle. (Costello, Schmier)
- 6) Motion carried to approve the Application to Maintain and Encroachment to place a shed on the (Forsythe, Parker) Johnson is opposed.
- 7) Motion carried to approve the Application for Outside Amplification Permit for the 2014 West Yellowstone Community Concert Series (Music in the Park). (Johnson, Forsythe)
- 8) Motion carried to approve Resolution No. 647, a resolution to exempt the concert area from the open container law during the Music in the Park events during the 2014 summer season. (Forsythe, Parker)
- 9) Motion carried to approve the Special Event Permit for the 2014 Music in the Park events and allow the performing group CDs to be sold during and after the shows. (Costello, Forsythe)
- 10) Motion carried to approve the Professional Services Agreement between the Town and All Secure, Inc. to provide secure protective custody holds for the WY Police Department in Bozeman when waiting to see a mental health professional. (Costello, Parker)

Council Comments

Council Member Johnson reports that the Stevenson Family, a family that used to live in West Yellowstone was recently spotlighted on national television. Their son ?? was paralyzed in a motorcycle accident and he is one of four individuals in the country that is using a remote frequency to control his paralyzed limbs for up to three hours a day. He says it is very exciting advancement for his condition.

Public Comment Period

WY Chamber of Commerce Executive Director Marysue Costello invites everyone to a meeting at the visitors center on April 22. The Yellowstone National Park Superintendent Dan Wenk will be in attendance. Topics of discussion will include summer construction projects and other current issues. Travis Watt thanks the Town for all of its support during the winter season and specifically during the snowmobile EXPO. They are still waiting for a lot of the information about the event to come in but he can report that attendance was up by 160 people this year for a total attendance over the weekend 6008. He says that preliminary information indicates that room nights also increased. Most of the comments they heard were positive, too. He says they will come back with a full budget report once all the bills come in.

Ryan Barker of Forsgren Associates addresses the Council to let the Town know that they are planning to be in the area one or two days a week this summer and would be happy to assist the Town with anything they need.

DISCUSSION

- 1) The Council asks multiple questions about the bill for recycling from Two Seasons Recycling for \$600/month. Patterson and Guay explain that this fee covers all the recycling for the Town. Bins will be provided in all of the buildings by Two Seasons.
- 3) Council discusses business license application for Andrew Gromiller and the Organically Grown Band. The Council asks multiple questions about whether this type of use is allowed in the Povah Center. The Council refers to Policy 24. The Council considers approving the license conditionally. They discuss conditions such as not allowing alcohol or only approving the first concert.
- 6) Moira Dow addresses the Council on behalf of WYSEF, the Chamber of Commerce, and the After School Ski Program to request permission to erect a 10' x 12' shed adjacent to the Trailhead Building for the purpose of storing skis and equipment used by the After School Ski Program. She says they intend to purchase a shed that will blend with the natural surroundings but they will probably have to remove a couple trees. They will not be sure until after the snow melts. Johnson says he would rather see them put in something permanent with a concrete foundation. Dow agrees that would be preferable but that is a matter of finances.
- 10) Schmier explains that this agreement is with a private security company that can provide custody of individuals that are being held in protective custody on the occasion that there is a significant wait to see a Gallatin County mental health professional in Bozeman. Cherhoniak asks if this firm has police powers. Guay responds that they do not. She also explains that this firm came highly recommended and is used by the City of Bozeman Police Department. She also points out that their hourly rate is very reasonable.
- A) **Operations Manager/Department Head Reports** Operations Manager Becky Guay reports on current issues: **Police Officer Hiring Process** – The Police Commission has selected six candidates to participate in the testing and interview phase of the hiring process. Four out of six candidates have agreed to be interviewed. **Head Dispatcher Hiring Process** – We received five applications for the head dispatcher position. **Protective Custody Policy and Procedure** – A draft of an agreement with All Secure (private security) firm from Bozeman is on your agenda this evening. All Secure would provide security in the event that the police department transports a person in Protective

Custody to Bozeman for evaluation by a Mental Health Professional. **Clothing Bank** – Public Services and Social Services staff and volunteers moved clothing racks, shelving units and clothing from the basement of the Baptist Church and other locations into the basement of the Town Hall last week. Social Services and volunteers are beginning to set up the clothing bank and are discussing operational issues prior to opening to provide clothing to the public. **Water Bills** – The water bills issued this month contained a notice about the naturally occurring high levels of fluoride in the Town’s water. Montana Department of Water Quality requires this notice to be issued to the public. **Canyon Street Project** – The Montana Department of Transportation is expected to let the bid for the project on August 21, 2014, and construction activities won’t begin until 30-days after the letting. Yellowstone Avenue from the entrance to Yellowstone Park back to the intersection with Canyon Street, then north on Canyon to the concrete will be milled and filled. A traffic signal will be installed at Canyon and Yellowstone Ave. and the lanes will be reconfigured with new striping. Pavement will only be chip sealed north of the concrete on Canyon. MT will NOT be improving the stormwater channels on Canyon during this project. **Animal Licensing** – Animal licenses for the 2014-2015 license year are now available for purchase at the Dispatch Center. **UPDL Window Restoration Projects** – The first project for restoration of the UPDL windows has received its final inspection and we are waiting for the final invoice from the contractor. The second project for the windows on the east side of the Firehole Room is progressing according to schedule. Window re-installation has occurred, however the glazing is not in accordance with the insulated unit requirement of the drawings. The architect will be addressing this issue with the contractor. **CTEP Project** – the Committee will be meeting with the project engineer and the County CTEP grant manager this Friday to discuss the bid specifications and process.

Costello suggests including representation from the 911 Advisory Board on the interview panel. Guay explains that the Personnel Policy Manual outlines how the interview panel is to be composed of Town employees of various age, supervisory status, and both genders. The Council asks a couple more questions about the process. Forsythe asks how many of the applicants were local and Dittmann answers that all five were local.

Canyon Street-Schmier adds that MDOT is planning to do a mill and fill project from the edge of Town to the Duck Creek “Y” on Highway 191 this summer as well. He says he would expect they will time those projects about the same time.

The meeting is adjourned. (8:15 PM)

Mayor

ATTEST:

Town Clerk

Town of West Yellowstone Business License Application

Business Name: Canton Express LLC.
 Applicant: Siang Lo (SAM)
 Contact Person: Siang Lo (SAM)
 Mailing Address: 317 A Nez Perce, West Yellowstone, MT 59758
 Physical Address of Business: Le Siesta Trailer Park 524 Madison
 Phone Number: 406-579-4541 Fax Number: _____
 Email Address: saml@sinotech-usa.com Website: _____

Signature of Property Owner of Record: [Signature]

Subdivision: Old Town - Le Siesta
 Block: 23 Lot: 4

Zoning District, please mark one:

- | | |
|--|---|
| <input checked="" type="checkbox"/> B-3 Central Business District (Old Town) | <input type="checkbox"/> PUD Planned Unit Development (Grizzly Park) |
| <input type="checkbox"/> B-4 Expanded Business District (Grizzly Park) | <input type="checkbox"/> Residential Districts, Home Occupations Only (Mad Add) |
| <input type="checkbox"/> E-2 Entertainment District (Grizzly Park) | |
| <input checked="" type="checkbox"/> New Business | <input type="checkbox"/> Transfer of Ownership |
| <input type="checkbox"/> Change of Location | <input type="checkbox"/> Name Change |

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

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

Canton Express served fast Chinese food, mainly for to-go or delivery. Food Trailer is 8' x 16' and fully contained.

Business License Fee:	\$ <u>50</u>	<u>[Signature]</u>
Resort Tax Bond:	\$ <u>500</u>	Signature of Applicant
Total Amount Due:	\$ <u>550.00</u>	Signature of Applicant
		<u>4/16/2014</u>
		Date

FOR OFFICE USE ONLY				
Date Approved by Town Council: _____				
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	BLC _____	RDX _____

3176 - LK 31514

Rest Room
 W M
 ✓ ✓

RV #8
 16X40

RV #7
 20X40

Mobile Home
 14X60

RV #5 20X40

RV #4 20X40

RV #3 20X40

16X40 RV #8

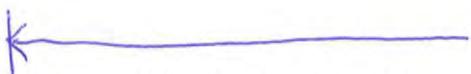
16X40 RV #9

RV #2 20X40

16X40 RV #10

RV #1 20X40

Street
 Off
 Parking
 16X40
 RV #11
 8X16
 Trailer



518
 Madison Ave

Business will be
 here





Retail Food License Application

Montana Department of Public Health & Human Services
Food & Consumer Safety Section – 406.444.2408

- Establishments with 2 or fewer employees working at any one time (\$85 license fee)
 Establishments with more than 2 employees working at any one time (\$115 license fee)
 One Stop License? (Fees collected by Department of Revenue – ONE STOP)
 **Make check payable to – Montana Department of Public Health & Human Services (MDPHHS)

Note: By provision of 50-50-201, MCA, one license fee includes all types of retail food establishments operating on the same premises by the same owner. Food Manufacturing Establishments are licensed separately and must submit a separate application with appropriate fees.

Licensee Name (Business Owner) Canton Express LLC
 Establishment Name Canton Express
 Establishment Location Address 3805 Valley Commons Drive, Suite 7
 City Bozeman Zip Code 59715
 Mailing Address (if different from above) _____
 City _____ State _____ Zip Code _____
 Establishment Telephone (406) 579-4541 Owner/Corporate Telephone _____
 Establishment Fax _____ Contact E-mail address saml@sinotech-usa.com

I hereby certify that the information I have supplied above is true and correct.

Licensee Signature  Date 03/25/14

Regulatory authority must submit applications with fees to DPHHS/CCBS
 DPHHS will not accept license applications directly from applicants

This section is to be completed and signed by the Local Health Authority Only!

Type of Establishment (Check one or more – the fee is the same regardless of number checked)

- | | |
|---|--|
| <input type="checkbox"/> 1. Food Service Establishment | <input type="checkbox"/> 8. Water Hauler |
| <input type="checkbox"/> 2. Tavern or Bar | <input type="checkbox"/> 9. Perishable Food Dealer (On-site Retail Only) |
| <input type="checkbox"/> 3. Meat Market (On-site Retail Only) | <input type="checkbox"/> 10. Food Service / Catering (On-site Retail Only) |
| <input type="checkbox"/> 4. Bakery (On-site Retail Only) | <input type="checkbox"/> 11. Food Service / Delicatessen (On-site Retail Only) |
| <input type="checkbox"/> 6. Food Manufacture (On-site Retail - Takeout) | <input type="checkbox"/> 12. Produce (On-site Retail Only) |
| <input checked="" type="checkbox"/> 7. Mobile Food Service | <input type="checkbox"/> 13. Schools |

Seasonal Yes No Dates Open _____ to _____

Water Supply Sewage Treatment

- Public, PWSID # MT0003136 City/Municipal West Yellowstone
 Private, Test Results Satisfactory? Yes No Public, (non-municipal)
 Private, Permit # _____

Previously Licensed Yes No Former Name of Establishment _____

Previous License Number _____ Last Calendar Year Licensed _____

License Limitations and Restrictions _____

(The above statement will appear on the printed license identifying restriction with this license)

Signature of Regulatory Authority  Date 03/25/14
 (Signature verifies compliance with applicable statutes and rules for this establishment)

Printed Name of Regulatory Authority Alfredo Caron County Gallatin

West Yellowstone Chamber of Commerce Accommodation Tax Marketing Budget: FY15

Income	Forecast
WYM estimate bed tax revenue: (18 of 95% of estimated collection)	164,500.00
WYM estimated funds not expended from FY13/14	5,500.00
WYM estimated additional earnings beyond estimate above	0
	170,000.00

Project Description/Category	Budget:
Marketing Support	
Administrative (up to 20% of 95% of estimated collection)	28,649.00
TAC Meetings/Gov Conf/Partners Marketing	1,668.00
Marketing and Professional Services Position	45,000.00
Guide distribution	2,450.00
Opportunity Marketing (up to 10% of 95% of estimated collection)	100.00
Website: maintenance, development, updates, web cam	10,000.00
Web advertising (drive traffic to website)	7,500.00
VIC Staffing/Support	2,000.00
Publicity	
Electronic Advertising - E-Newsletters, E-blasts	100.00
Press Promotions	100.00
Social Media	100.00
Crisis Communication	100.00
Consumer	
Consumer show (Cooperative Community project)	5,000.00
Print Advertising - All campaigns and events, Joint ventures, Co-ops, maps, calendars, posters, tribal tourism	26,925.00
Online Advertising - All campaigns and events, Joint ventures, co-ops, tribal tourism	30,008.00
Social Media - Facebook/Twitter Ads for all events and campaigns	3,400.00
Electronic Advertising - E-blasts, E-newsletters	1,600.00
Radio/TV - All campaigns and events	1,000.00
Website: maintenance, development, content for events/projects	1800.00
Photo/Video Library	500.00
Equipment (new marketing laptop, external drive & GoPro w/acc.)	2,000.00
TOTAL	\$170,000.00

Consumer Breakdown:

Campaign	Print	Online	Social Media	Electronic	Website	Radio & TV	TOTAL
Joint Venture*	\$1500						\$1,500
MTOT Co-op**		\$2700					\$2,700
Tribal Tourism	\$50	\$50					\$100
Winter Destination							
- Nordic Ski (Destination & Events)	\$2600	\$4000	\$400				\$7,000
- Snowmobile (Destination & Events)	\$3750	\$2250	\$500	\$350	\$150		\$7,000
- Kids'N'Snow (Destination & Events)	\$3500	\$2600		\$500	\$400		\$7,000
- Ice Fishing (Destination & Events)	\$2000	\$3500	\$500			\$1,000	\$7,000
- Sled Dog (Destination & Events)	\$1500	\$2500	\$1000	\$750	\$1250		\$7,000
- Destination Opportunity	\$250	\$250					\$500
							\$35,500
Cross-Seasonal/Shoulder							
- West of Yellowstone Map	\$250						\$250
- Comeback Calendars	\$750						\$750
- Spring* (April/May/June)	\$3000	\$6500	\$500				\$10,000
- Fall*** (Sept/Oct/Nov)	\$7525	\$5408	\$500				\$13,433
- Destination Opportunity	\$250	\$250					\$500
							\$24,933
Total	\$26,925	\$30,008	\$3,400	\$1,600	\$1,800	\$1,000	\$64,733

Notes:

Page 1 is how the State (MTOT) is asking us to submit our budget (new for FY15) with Expenditures for projects consolidated under Print, Online, etc.

Page 2 is a breakdown of how our "methods" (campaigns/projects) will fall under those line items under the Consumer segment in the overall budget.

- Added a stronger shoulder season (fall/spring) campaign, trimming the budget in other areas accommodate this. Advertising will focus on alternative routes and activities outside of Yellowstone Park.
- No funds were taken away from winter, but were allocated equally among campaigns/events per input from planning sessions and public comment.
- All campaigns will use a destination focus, with events included in a portion of the ad. Only a portion of funds for each "segment" will be used for event specific advertising.
- To make the budget stretch farther, we will try to promote multiple events in ads.
- This budget version, like past years, is for general allocation and we will be able to adjust between projects as marketing opportunities arise.
- We no longer need to break out the specific publications and websites we will use for advertising, but will include this information in year-end completion reports.

*Joint Venture: Nat Geo Greater Yellowstone Map Reprint

**MTOT Co-op: Sled the Rockies

***\$5,500 unspent are the funds we allocated to rollover for the fall ad for Western Journeys (included in \$13,433 for Fall).

Town of West Yellowstone Business License Application

Business Name: Firehole Trading Company
 Applicant: Ventures West Inc
 Contact Person: Mandy Munger
 Mailing Address: PO Box 710 WYS, MT 59758
 Physical Address of Business: 111 Yellowstone Ave
 Phone Number: 406-646-1099 FHT Fax Number: Office # 646-4113
 Email Address: mandy@ventureswestinc Website: _____

Signature of Property Owner of Record: M.D. P.O.

Subdivision: B-3 - original Townsite of West Yellowstone
 Block: 27 Lot: 13

Zoning District, please mark one:

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

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

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

General merchantile retail store, used in same capacity as prior ownership

Business License Fee: \$ 50 2014 bus lic year
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____

Signature of Applicant Mandy Munger
 Signature of Applicant _____
 Date April 8 2014

FOR OFFICE USE ONLY					
Date Approved by Town Council: _____					
Date _____	Check # _____	Amount \$ _____	License # _____		
SCN _____	BLP _____	STX _____	BLC _____	RDX _____	



VENTURES WEST INC.
WEST YELLOWSTONE, MONTANA

April 8, 2014

Town of West Yellowstone
Po Box 1810
West Yellowstone, MT 59758

Dear Town of West Yellowstone Council,

Being a well established local business Ventures West is requesting the Resort Tax Bond be waived for our newly purchased retail location, Firehole Trading Company, located at 111 Yellowstone Ave. This business was operated with success in the past and we have no concerns that the success will perish under our ownership.

Please feel at liberty to write or call with any questions or concerns.

Thank you for your time and consideration,

Mandy Munger
Controller
Ventures West Inc.
DBA Firehole Trading Company
406-646-4113

March 18, 2014

Town of West Yellowstone
440 Yellowstone Ave
West Yellowstone, MT 59758

ATTENTION: CREDIT DEPARTMENT
RE: ACCOUNT #978798

Dear Town of West Yellowstone and CBI,

My current income from Social Security Retirement is not enough for me to be able to make any payments towards my ambulance bill for \$1759.00 with the town at this time. Due to my medical condition, a traumatic brain injury I sustained in 2006 I amassed \$267,789.12 in medical bills. I do not foresee any changes to my mental and financial situation or employment status that would put me in a position to make payments any time in the future (see attached supporting documents).

I respectfully request that you forgive my debt as my current and future income does not support any debt repayment.

Sincerely,



Robert Stuart Pollard
PO Box 2043
West Yellowstone, MT 59758
(406) 641-0736

P.O. Box 696
 Bozeman, MT 59771-0696
 Address Service Requested

CBI, Inc.
 d/b/a

CBO Collections

2413 W. Main, Suite #1
 P.O. Box 696
 Bozeman, MT 59771-0696
 (406) 587-4226
 MT (800) 823-2220
 A Debt Collection Company

March 3, 2014

 Pollard, Stuart 978798
 PO Box 2043
 West Yellowstone, MT 59758-2043



ACCOUNT IDENTIFICATION

Account Number : 978798
 Principal Owing : \$ 1489.00
 Check\Legal Fee : \$0.00
 Coll. Fee : \$0.00
 Interest : \$270.47
 Total Balance : \$1759.47

WE MUST HAVE YOUR CALL!

You did not respond to our notice sent to you, telling you that the creditor(s) listed below has assigned your account(s) to us for collection!

I feel that by our getting together and discussing this situation, we can work something out where you can have this paid in the quickest time possible.

**** Please respond by marking one of the following and return. ****

- () PAYMENT IN FULL IS ENCLOSED
- () WE NEED TO DISCUSS PLEASE CALL ME AT (_____) _____ - _____
- () I WILL COME TO YOUR OFFICE ON _____ / _____ AT _____ : _____ AM/PM

This is an attempt to collect a debt, and any information obtained will be used for that purpose.

Sincerely,
 Velisha Ext 211

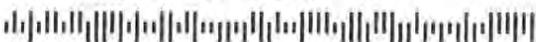
CREDITOR	LAST CHG.	PRINCIPAL	INTEREST	CHECK\LEGAL FEE	COLLECTION FEE
Town Of West	11-12-06	\$ 1489.00	\$270.47	\$0.00	\$0.00

Creditor : Town Of West Yellowstone
 Account Number : 978798
 Name : Stuart Pollard
 Balance Due : \$1759.47
 Amount Enclosed : \$ _____
 Date : March 3, 2014

Checks will be accepted over the phone via toll free at 866-492-9850 as well as from our website www.paybill.com/cbo.

We accept: Visa, MasterCard, Debit cards (circle 1)
 Cardholder Name: _____
 Card #: _____ - _____ - _____ - _____
 CVV#: _____ (3 digit code on back of card)
 Exp. Date: ____/____/____
 Payment \$ _____ + 2.5% surcharge \$ _____ = \$ _____
 Billing Address _____
 Signature: _____
 Phone: _____
 Employer: _____
 Change of Address: _____
 City, State, Zip: _____
 Telephone: _____ Ext. _____

978798
 CBI, Inc., d/b/a CBO Collections
 P.O. Box 696
 Bozeman, MT 59771-0696



Enclosing this notice with your payment will expedite credit to your account.

Robert Stuart Pollard

Expense Report

Debts	Payment
Rent	500.00
Food	230.00
Medicaid Rx	11.00
Net 10 (Phone)	15.00
Total	756.00
Income SSI	756.00
Balance	0

Social Security benefits are taxable. Do not return this form to us or the IRS. Do not attach it to your income

Box 3- Benefits Paid in 2013 - shows the total amount of Social Security we paid you in 2013. This amount may not agree

benefits you repaid us in 2013. We show items that apply to you in the column headed "Description of Amount in Box 4."

FORM SSA-1099 - SOCIAL SECURITY BENEFIT STATEMENT

2013 • PART OF YOUR SOCIAL SECURITY BENEFITS SHOWN IN BOX 5 MAY BE TAXABLE INCOME.
• SEE THE REVERSE FOR MORE INFORMATION.

Box 1. Name R S POLLARD		Box 2. Beneficiary's Social Security Number 
Box 3. Benefits Paid in 2013 \$8,856.00	Box 4. Benefits Repaid to SSA in 2013 NONE	Box 5. Net Benefits for 2013 (Box 3 minus Box 4) \$8,856.00

CU1034105-1PA81034589

DESCRIPTION OF AMOUNT IN BOX 3 Paid by check or direct deposit \$8,856.00 Benefits for 2013 \$8,856.00	DESCRIPTION OF AMOUNT IN BOX 4 NONE
	Box 6. Voluntary Federal Income Tax Withheld NONE
	Box 7. Address R S POLLARD PO BOX 2043 WEST YELLOWSTONE MT 59758-2043
	Box 8. Claim Number (Use this number if you need to contact SSA.) 033-30-7908A

CU1034105-1PA81034589

Medical

Robert Stuart Ballard



Last Invoice

Buisness	Date	Amount Due
Bismarck-Dunning Hospital	8/12	3371.21
Intermountain Anesthesia	9/19	2400.00
Eastern Radiological	9/18	229.69
Eastern Idaho Cardiology	9/17	801.00
Intercity Radiology	10/03	301.00
Idaho Falls Infectious Diseases		1162.00
Western Rehabilitation	10/1	1363.00
Eastern ID Reginal #3151210082	10/1	37,261.71
Dr. Brent Greenwald	8/20	7095.00
Idaho Neurosurgical Cntr	8/15	12,915.00
Neurology Associates Pllc	9/20	523.07
Medical Imaging Assoc	9/25	2455.00
Northern Rockies Neurosurgeons	9/14	678.72
Mountain Medical Services	7/25	6919.04
Idaho Falls Phys Med + Rehab	8/3	635.00
Intermountain Emerg Phys	9/5	419.92
St Vincent Healthcare Acct# 174156	10/1	1009.50
St Vincent Healthcare Acct# 525929	9/2	7239.55
St Vincent Healthcare Acct# 215054	9/11	6919.04
Community Health Partners	9/19	100.02
Town of W.Y. Acct# P04302A1	7/10	459.00
Town of W.Y. Acct# P07193A1	8/28	50.00
Town of W.Y. Acct# P07226	10/03	629.00
Surgical Associates	8/29	323.67

From: John Greve <jmg533g@gmail.com>
Sent: Thursday, April 10, 2014 7:50 PM
To: Elizabeth Roos
Subject: MAPFAB issues
Attachments: TC Recommend Approval Music in Park 2014.docx; MAPFAB Minutes 3.13.14.docx

Liz,

1. The YHC application for printing the Walking Tour brochures failed to obtain a majority vote for recommendation to the Town Council for approval.

A primary reason it failed to obtain a majority vote was because the resort tax funds are paid to the MAP Fund by the businesses of West. The Board felt that those tax funds from the businesses should not be used to pay fees for YHC, which then in turn would be paid to WYED for printing of the brochures. The businesses at the historic sites already pay a fee to WYED to cover the cost of printing brochures. In essence, the businesses at the sites would be then be paying a double fee to WYED.

2. The Board voted to recommend funds for Music in the Park to the Town Council for approval. The Recommendation is attached. Please add the Recommendation to the Council's agenda for 4/22.

3. The approved 3.13.14 MAPFAB Minutes are attached.

4. We are working on a few revisions for page 3 of the MAP Fund Application. When we finalize the revisions, I'll forward them to you.

5. Our next meeting is scheduled for Thurs. May 8 from 12pm-1:30pm at the Povah Center.

John

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

Event or Project Applicant: Don Perry, Black Mountain Productions

Event or Project Name: W. Yell. Community Concert Series (Music in the Park)

Date Submitted: April 1, 2014

Date Approved by MAP Fund Advisory Board: April 10, 2014

Requested Amount: \$7500

Approved Amount: \$7500

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 FUND (MAPF) APPLICATION COVER PAGE

Applicant Information

Applicant Individual or Organization: Don Perry, Black Mountain Productions

Event or Project Contact Person: Don Perry

Address: PO Box 875 West Yellowstone, MT 59758

Phone: 406-646-4074 or 406-640-0136 Fax: N/A Email:

Application Submission Date: April 1, 2010

Event or Project Information

Event or Project Name: West Yellowstone Community Concert Series (Music in the Park)

Location of Event or Project: City Park

Date(s) of Event or Project: July 4, July 19, August 9, with potential dates of July 5, August 16, and August 23

Estimated Total Event or Project Cost: \$20,000.00

MAPF Amount Requested: \$7,500.00

Section 1-Project Summary

Black Mountain's productions of Music in the Park have grown to be very successful. This FREE event has drawn many local residents as well as tourist looking for a fun, family activity to enjoy.

Section 2-Proposed Timeline

There are a total of 3 nights scheduled with 3 additional nights that are still to be determined this year. The confirmed dates are: July 4, July 19, and August 9. The additional potential dates are July 5, August 16, and August 23. Each band is scheduled to start at 7:00pm and will conclude by 10:00pm.

Section 3-Proposed Budget

We are requesting \$7,500.00 of MAP funds. Local sponsors will be funding an additional \$6,500.00 and we are submitting an application to TBID for \$5,000.00. We do have some funds in reserve.

Approximate Budget Breakdown is:

Entertainment:	\$ 7,500.00
Advertising	\$ 5,000.00
Misc Event Expense:	\$ 6,500.00
Insurance:	\$ 1,000.00

Section 4-Publicity, Promotion, Marketing

Advertising avenues will be the same as in the past, posters will be distributed throughout town to local businesses, as well as in the surrounding area. Radio spots will run in the Bozeman and Idaho area and on our local KWYS station. Newspaper ads will run in the local West Yellowstone News.

Section 5-Application Review Criteria

The central location of the concerts will attract Highway traffic from both Hwy 20 and Hwy 191. The West Yellowstone News, KWYS Radio, and Bozeman Radio stations will be used to reach visitors outside the area. Posters will be distributed to area businesses, hotels, and restaurants. Distribution of posters will also take place in Island Park, Big Sky, and Ennis. Communities such as Island Park, Big Sky, Ennis, and Bozeman, which are within a few hours of West Yellowstone are being targeted, supporting possibilities of some of these visitors will decide to stay over the weekend, supporting local hotels, campgrounds, and restaurants.

We rely on tourism to support our local economy. Sponsoring events such as the concerts in the Park give visitors, as well as locals, a diverse choice of activities. We know that when we create a positive experience for tourists, they are more likely to be repeat visitors.

Black Mountain Productions have had Music in the Park for over seven years now. These concerts have been very well attended on all occasions. These events are intended to generate more visitors whom in turn will support local retail shops, restaurants, bars, hotels, and RV Parks.

MAP Funds will be acknowledged in printed media, radio ads, and on stage at the event site.

Section 6-Application Supporting Documentation

Advertising will take place at the concerts and local and area radio spots, and our local paper.

Section 7-Event Outcome

1. Economic Impact: Local food and retail shops should see added business with the people attending these events.
2. Marketing Efforts: We hope to attract people from local communities to attend these concerts. Big Sky has been successful in pulling from surrounding areas in attending their outdoor concerts. We hope to mirror these results with advertising in these markets.
3. Attendance: We would like to see 150-200 locals and visitors attend the free concerts.
4. Inquires: Inquires may be made to Don Perry at 640-0136.
5. Partnerships: We collected \$6,475.00 in sponsorships from local businesses and an additional \$4,600.00 in grants last year.
6. Aesthetic or other Beneficial Enhancements: This event provides visitors and locals with a unique opportunity to experience family entertainment in a unique setting.

memo

TOWN OF WEST YELLOWSTONE

Date: April 18, 2014
To: Honorable Mayor and Town Council
From: Becky Guay, Operations Manager *BS*
Regarding: Amendment to Staffing Plan for Public Services Department

Recommendation

It is recommended that the Town Council approve amendments to the Staffing Plan that are shown on the document titled DRAFT Staffing Plan, April 22, 1014. The proposed amendments are as follows:

1. Reduce the number of Facilities Technicians from three (3) full time equivalents (FTE) to two (2) FTE plus one (1) Seasonal Facilities Technician at 0.5 FTE.
2. Increase the number of Seasonal Laborers from 1 at 0.5 FTE to 2 for a total of 1 FTE.
3. Instead of allowing for the hire of one (1) Temporary Part Time Roof Shoveler, allow the Public Services Director to maintain a list of eligible truck drivers that may be called to work on an as needed basis during the winter plowing season.

These recommended amendments do not increase or decrease the overall number of FTE assigned to the public services department

Discussion

In order to provide more flexibility and efficiency during the winter plowing season, and to provide staffing for the operation of the Union Pacific Dining Lodge (UPDL) during the summer season, the Public Services Director is proposing amendments to the adopted staffing plan for the department.

These amendments do not increase the total number of FTE in the department, but simply reallocate the labor mix to permit a better distribution of labor resources during key times of the year. There are currently openings for one (1) Facilities Technician and one (1) Operator in the department. With the recent resignation of Mark Austin from an Operator's position, the Town is currently advertising to secure his replacement, however, we have not advertised to find a replacement for the Facilities Technician position formerly held by Nate Slaughter, who resigned in January.

Rather than hiring another full time Facilities Tech (1 FTE), we propose to hire a seasonal full time Facilities Tech (0.5 FTE) to operate the UPDL this summer. To compensate for the loss of the full time position, we would like to add an additional Seasonal Laborer (0.5) FTE to assist in trash removal,

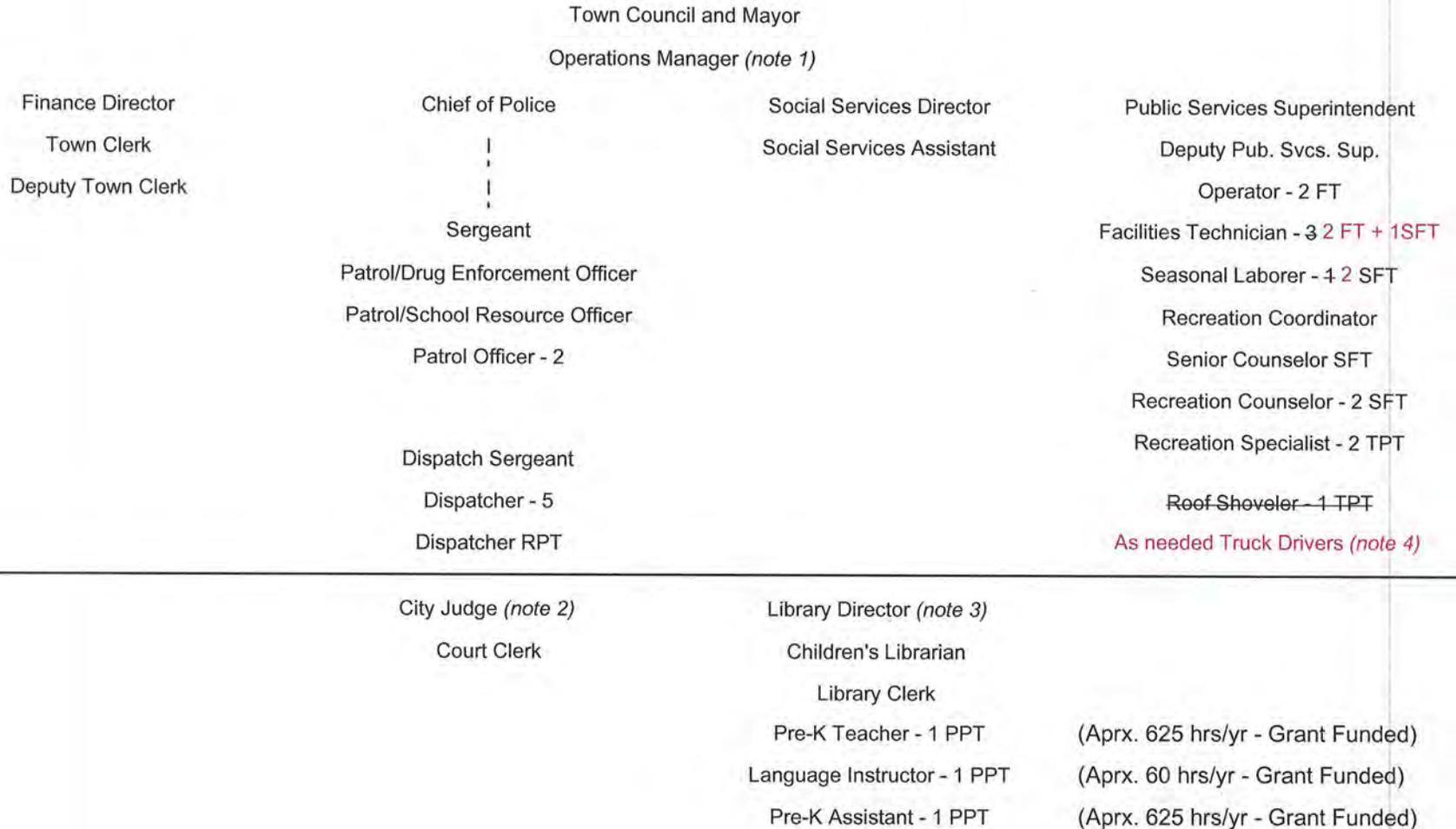
landscaping and mowing, and janitorial duties. This will allow the Public Services Director more flexibility in staffing a seven-day per week operation in the summer.

The amendment may also result in a slight cost savings since the wage for a Seasonal Laborer is less than that for a Facilities Technician.

In order to facilitate plowing in the winter, the Director is requesting that he be allowed to establish a list of people possessing a Commercial Driver's License (CDL) who would be available to drive snow hauling trucks in the winter. The wage proposed for these positions is equivalent to a Seasonal Laborer, currently \$11.48 per hour, salary range 30. Truck drivers will only work on as needed basis, will not observe a set work schedule, and will not be guaranteed a minimum number of hours in any given pay period.

**DRAFT Staffing Plan
April 22, 2014**

TOWN OF WEST YELLOWSTONE STAFFING PLAN



note 1 : Operations Manager's salary is set by negotiated agreement

note 2 : City Judge is appointed by the Town Council. Judge's salary is set by annual budget resolution. Court Clerk is a Town employee.

note 3 : Library functions are governed by agreement; Director is appointed by board and directs staff.

note 4 : List of people with CDLs will be maintained to call as needed during the winter plowing season.



TOWN OF WEST YELLOWSTONE



POLICE DEPARTMENT

Aaron C. Frank

P.O. Box 565

West Yellowstone, Montana 59758

April 1, 2014

Aaron,

The Town of West Yellowstone and I are pleased to note that your one year probationary period with the West Yellowstone Police Department will end on, April 1, 2014. You are hereby appointed as a member of the West Yellowstone Police Department. This appointment is subject to Town Council approval at the regular meeting scheduled for April 22, 2014.

We all look forward to your continued service and dedication to the police department and the Town of West Yellowstone.

Sincerely,

A handwritten signature in black ink that reads "Gordon L. Berger".

Chief Gordon L. Berger

Cc: Lanie Gospodarek, Financial Administrator

Becky Guay, Towns Operation Manager



West Yellowstone Police Department

P.O. Box 1570 West Yellowstone, Montana 59758 (406) 646-7600 Fax (406) 646-7650

TOWN OF WEST YELLOWSTONE

TO: Town Council
FROM: Liz, Town Clerk
SUBJECT: Boards & Committees
DATE: 4/18/14

After reviewing the composition of all the Town Advisory Boards and Committees, I've determined that there are only a couple changes that need to be made.

Downtown Improvement District: Tom Cherhoniak was the Town Council representative on this committee while he was serving on the Council. We still have a vacancy on this board so Cherhoniak can remain on the board as a citizen and the vacancy can be filled by a sitting Town Council member.

Healthcare Services Board: Tom Cherhoniak was also representing the Town Council on this board while serving on the Council. John Costello also serves on this board so Costello can serve as the Council Representative and Cherhoniak can remain on the board as a citizen.

Parks & Recreation Advisory Board: Pierre Martineau was serving as the Town Council representative on this board. Greg Forsythe is also a member of this board so he can now serve as the Council Representative. The Council should decide whether to remove Martineau from the board and seek a new member.

Planning Board: Pierre Martineau was also serving as the Town Council representative on this board. Cole Parker is the Gallatin County Designation on the board. We considered whether Parker could serve as both the Gallatin County designee and the Town Council representative, but determined the Council should probably appoint another member to serve as the Town Council representative in place of Martineau. MCA 76-1-221

Gallatin County Regional Parks Board: The Town Council appoints one representative from West Yellowstone to serve on this board. Before Martineau took his seat on the County Commission, he indicated he would continue to serve in this capacity.

Town of West Yellowstone
Boards & Committee Appointments
April 2014

Airport Advisory Board

Bill Howell
Glen Loomis
Jerry Schmier
Mike Polkowske
Dennis LaFever

Cemetery Board of Trustees

Mayor Brad Schmier
Ken Davis
Spring Binfet
Rocky Hermanson
Vacancy

CDBG/Revolving Loan Fund

Operations Manager-Becky Guay
Finance Director- Lanie Gospodarek
Kyle Goltz-Business Rep
Maggie Anderson-FSB
Vacancy-YBB
Vacancy-TC

Clothing Bank Ad Hoc Committee

Corinne Fagerburg
Doug Buskirk
Grace McCoy
Brian McCoy
Doc Stewart
Bob Everest
Kathi Arnado (Employee)
Salle Engelhardt
Jerry Johnson (Town Council)

Downtown Improvement District

Tom Cherhoniak
Kristy Coffin
Betty Richey
Kellie Sanders
Kim Howell
Don Perry
Vacancy

Healthcare Services Board

Tom Cherhoniak
Kyle Goltz
Rachel Burden
John Costello
Jessica McCrossin

Library Board of Trustees

Yessika Vega
SJ Shepherd
Rocky Hermanson
Patrick Brennan
Lacey Trowbridge
Bruce McPherson, Librarian

MAP Advisory Board

Jerry Johnson, (Chair & Council)
Gloria Evans
Marysue Costello
Kay Matthews
Barbara Klesel
Kim Howell
John Greve

Parks & Rec Advisory Board

Pierre Martineau
Kevin Flanagan
Greg Forsythe
April Heesacker
Vickie Barta-Chair

Planning

Pierre Martineau ?
Cole Parker (Gall Co. Appt)
Public Services Supt (Employee)
Bill Howell (in-town)
Tim Daley (in-town)
Kim Howell (out of town)
Vacancy (out of town)

Police Commission

Doc DeTonancour
Bill Howell
Charles Gibson

Sign Review & Appeals Board

Doc Stewart
Randy Roberson
Jason Howell
Jeremy Roberson
1 Vacancy

Snow Arbitration Board

Brad Schmier, (Council)
Tim Whitman
Chris Kahur
6 Vacancies
Public Services Supt. (ex-officio)

TBID Board of Directors

Jeff Schoenhard
Jerry Johnson
Alicia Thompson
Jeremy Roberson
John Stallings
Brock Kelley
Michael Lundberg

911 Advisory Board

Gallatin County Sheriff Brian Gootkin
Chief of Police Gordon Berger
Operations Manager Becky Guay
YNP West District Ranger Tara Ross
USFS Representative Nate Card
MT Highway Patrol Capt. Art Collins
Hebgen Basin Fire Chief Scott Waldron
MDOT Representative Kyle DeMars
MT FWP Warden Jim Smolczynski
WY Trail Groomers Representative
Non law enforcement user (wrecker serv)
John Costello (Town Council)
Brenda Martin (General Public)

OTHER BOARDS

Community Assessment Action Team

Becky Guay, Operations Manager

Gallatin County Regional Parks Bd

Pierre Martineau

Solid Waste District Board

James Patterson, Public Services Supt.

Town of West Yellowstone

9-1-1 Advisory Board

April 15, 2014

Town of West Yellowstone Council Member

Deputy Mayor John Costello
P.O. Box 1570
West Yellowstone, MT 59758
(406) 646-7795 – office
(406) 640-1413 - cell

West Yellowstone Police Department

Chief Gordon Berger
P.O. Box 1570
West Yellowstone, MT 59758
(406) 646-7600 – office
(406) 640-1754 – cell
gberger@townofwestyellowstone.com

Town of West Yellowstone

Operations Manager
Rebecca (Becky) Guay
P.O. Box 1570
West Yellowstone, MT 59758
(406) 646-7795 – office
(406) 640-1472 – cell
rguay@townofwestyellowstone.com

Gallatin County Sheriff's Office

Sheriff Brian Gootkin
615 South 16th
Bozeman, MT 59715
(406) 582-2125
(406) 582-2126 – fax
Brian.Gootkin@gallatin.mt.gov

Yellowstone National Park

Tara Ross, West District Ranger
P.O. Box 640
West Yellowstone, MT 59758
(406) 581-1644 cell
(307) 344-2881 office
tara_ross@nps.gov

USDA Forest Service

Nate Card, R1, LE&I
3710 Fallon Street, Suite C
Bozeman, MT 59718
(406) 522-2555 – work
(406) 551-3554 – mobile
ncard@fs.fed.us

Montana Highway Patrol

Captain Art Collins
1045 Reeves Rd. East, Suite B
Bozeman MT 59718
(406) 587-4525 – office
(406) 544-4110 – cell
acollins@mt.gov

Alternate: Sgt. Marvin Reddick
(406) 579-3944 – cell
Mreddick2@mt.gov

Hebgen Basin Fire District

Scott Waldron, Fire Chief
P.O. Box 1508
West Yellowstone, MT 59758
(406) 646-9094
SWaldron@hbrfd.com

Montana Dept. of Transportation

Kyle DeMars
Bozeman Division Maintenance Chief
907 North Rouse Avenue
PO Box 1110
Bozeman MT 59771-1110
(406) 556-4704 office
(406) 581-0732 cell
kdemars@mt.gov
Alternate: Bill Stecker,
Bozeman Division Maintenance Superintendent
(406) 556-4705 office
(406) 581-2718 cell
bstecker@mt.gov

Montana Dept. of Fish, Wildlife & Parks

Jim Smolczynski, Warden
P.O. Box 1662
West Yellowstone, MT 59758
(406) 646-7155
jsmolczynski@mt.gov

Public-At-Large Representative

Brenda Martin
P.O. Box 1832
West Yellowstone, MT 59758
(406) 640-1065 – cell
brendakphillips@gmail.com

The Head Dispatcher serves as staff to this Board.



BULLDOG
C A B L E

April 10, 2014

Dear Valued Customer,
RE: Service in West Yellowstone, MT

This letter is to serve notice to you that Bulldog Cable will be deactivating our cable system in your immediate area on Monday May 12, 2014.

It is our anticipation that our final day of service to your account will be **Sunday May 11, 2014.**

Since there is no other active cable in your area, Bulldog Cable has secured an option for continued service with DirecTV. To activate DirecTV services, please call 1-855-650-9903 and mention you were a Bulldog Cable customer.

It has been our pleasure to serve you.

Should you have any questions regarding the deactivation of our cable system, please do not hesitate to call us Monday – Friday between 7AM and 3PM Mountain time at 1-800-388-6577.

Thank you,

Bulldog Cable

Town of West Yellowstone
MAP Fund Advisory Board Meeting Minutes
3/13/14 at 12pm at the Povah Center

In attendance: John, Gloria, Kim, Kay, Barb, Marysue

Agenda:

1. Public Comment
2. Approve 1/09/14 Meeting Minutes
3. Review Financials
4. Discussion
 - 1.21.14 concerns raised by Lanie re Expo and Snow Shoot applications
 - Should event/project administrative costs qualify for funding?
 - How can we market the Fund for 2014?
 - Other
5. Updates
6. Next proposed meeting date Thurs. 4/10/14

Action items in red

Start 12:05pm

Public Comment- None

Approved the 1/09/14 Meeting Minutes- (Kay, Barb) **John will email copy to Liz.**

1. Barb will not be the Board's event manager for Snow Shoot. Kay will now be the manager for both Expo and Snow Shoot.
2. **Board members requested that John put together the list of events/projects that are still open and who is responsible for their management.**

Reviewed Financials

1. \$39,196.02 available.
2. Last year we approved \$8K for staff funding at the Visitor Center. Marysue reported that they didn't need to use all those funds. She will indicate the amount of unused funds being returned to the available funds budget in the next couple of weeks.
3. Financials approved. (Barb, Gloria)

Discussion

1/21/14 concerns raised by Lanie re Expo and Snow Shoot applications

Not all of Lanie's concerns are addressed in these Minutes. Some of her concerns were ones that needed to be addressed by Marge, the applicant. Back on 1.21.14, John, Marysue and Marge addressed most, if not all, of her concerns via email or in person.

1. Approval of the apps without any new events being added
 - Expo had the new vintage race; Casino night added to Snow Shoot after we approved the app.

- The apps still met our other criteria; the events were essential to the continued success of the winter for many individuals, groups and businesses; we had funds available
2. Applications submitted late
 - Apps were submitted 25 days later than last year.
 - We agreed that with these reoccurring annual events, the applications perhaps could have been submitted sooner. Our Application guidelines encourage applications to be submitted months in advance so all individuals and groups involved in making decisions about approval and processing of the apps are not rushed to make decisions just to accommodate the soon to occur event.
 3. Applications didn't include detailed budgets; figures were wrong
 - Expo application had a good detailed budget; Snow Shoot submitted a decent budget
 - Yes, there was budget info that contradicted itself or figures that didn't add up properly. Responsibility for proper budgets lies with the applicant. Our Advisory Board must make sure figures are correct, too, and ask the applicant to redo budget figures if they're incorrect before we recommend the application for approval.
 4. The applicants could have requested fewer funds because they returned some unused funds last year
 - True, but with contingencies, the amounts we approved were reasonable and acceptable.

Marysue suggested we consider having two different applications- one for new events and one for repeat events. Is there merit to this suggestion?

1. As Board members, we each need to come up with several criteria, questions, and necessary info to be provided by the applicant for the two different applications.
2. At the same time, we need to look at the old app, eliminate duplicate info being requested of the applicant, and identify what can be used or not used in the new apps.
3. For both possible apps, we might ask applicant to:
 - Provide an example of a budget format we want to see used by the applicant when submitting their budget. A downloadable Excel format?
 - Provide a schedule of events taking place during the event time period.
 - If we don't approve funds for this event/project, from what source will you obtain them?
4. For a new event/project app, we might ask:
 - Why do you think your event/project is important to town?
 - What is your rationale for thinking you can generate your proposed income or achieve your goals?
5. For a repeat event/project app, we might ask applicant to:
 - Provide Outcome Report from previous year
 - Provide all the "returns" and marketing info collected from the previous year's event/project. Did they increase or decrease? Improve or not?

Should event/project administrative costs qualify for funding?

1. An official vote was not taken. However, John, Barb and Kay do not support admin costs qualifying for funding. Marysue and Kim see merit and reason in them qualifying for funding. Currently, there is not a majority opinion for us to approve admin costs qualifying for funding.
2. If events/projects had their admin costs (wages) paid for by MAP funds, they would have to deal with the IRS/income/tax considerations and requirements.

How can we market the Fund for 2014?

1. Discuss Fund criteria, what events/projects we've approved in the past with WY News
 - Also, we might suggest some events/projects for others to organize, i.e. 3 on 3 basketball tournament, concerts, celebrity shootouts, Hunt For Bigfoot, dart tournament
2. Social media- marketing and promotion \$ are available for promoting your event
3. Develop searchable language on the town's website for people searching for grants. See Becky.
4. Within the mt.gov website and their list of available grants, confirm that W. Yellowstone and the MAP Fund are listed.

Updates- None

Next meeting: Thurs. April 10 at noon at the Povah Center.

1. John will notify Liz and reserve room.
2. Barb will be out of town.

Adjourned 1:30pm

Meeting Minutes approved as submitted by John Greve, MAPFAB Secretary 4.10.14

TOWN OF WEST YELLOWSTONE
MONTANA
Naturally interesting

PUBLIC NOTICE
Planning Board Vacancy

The West Yellowstone Town Council is seeking interested individuals to serve on the West Yellowstone Planning Board. This board develops recommendations for action by the Town Council on zoning variances, conditional uses, encroachments, and subdivisions. Current projects include a review of the zoning code, updating the growth policy, and zoning of the potential 80-acres land acquisition. The Board is composed of seven individuals that serve two-year terms. Board members are appointed by the Mayor/Town Council for a term of two years with the option of being re-appointed. Montana Code stipulates that membership shall be as follows: one member of the Town Council, one member who may an employee or hold public office in the city or county, one member that is designated by the County Commissioners, two citizen members that are residents of the city limits, two citizen members that reside outside the city limits but within Gallatin County. **The current vacancy is for a citizen member that resides outside the city limits but within Gallatin County.**

Interested individuals should complete and return the 'Application for Boards and Committees' which is available from the Town Offices, 10 S Faithful, West Yellowstone, MT. Applications received by the 18th of April 18, 2014 will receive priority consideration. 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

