

Town of West Yellowstone

Tuesday, November 1, 2016

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL MEETING-7:00 PM

Pledge of Allegiance

Purchase Orders

Treasurer's Report & Securities Report

Claims ∞

Consent Agenda: **October 18, 2016 Town Council Meeting** ∞

Business License Applications ∞

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

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

NEW BUSINESS

Mistletoe Magic Holiday Bazaar, Exposition Permit & Resort Tax Bond Waiver	Discussion/Action ∞
Resolution No. 691, Finalize 80 Acres Purchase	Discussion/Action ∞
Marketing & Promotions Fund Award Recommendation <ul style="list-style-type: none">▪ Kids N Snow 2016-2017 Event Series, \$5000	Discussion/Action ∞
Marketing & Promotions Fund Board Recommendation to Return \$25,000 to Town	Discussion/Action ∞
Staffing Plan Amendment	Discussion/Action ∞
Board Appointments, Revolving Loan Fund Review Committee <ul style="list-style-type: none">▪ Larry Ott▪ Rob Klatt	Discussion/Action ∞
Correspondence/FYI/Meeting Reminders	



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.
- Presently, informal Town Council work sessions are held at 12 Noon on Tuesdays and occasionally on other mornings and evenings. Work sessions also take place at the Town Hall located at 440 Yellowstone Avenue.
- The schedule for Town Council meetings and work sessions is detailed on an agenda. The agenda is a list of business items to be considered at a meeting. Copies of agendas are available at the entrance to the meeting room.
- Agendas are published at least 48 hours prior to Town Council meetings and work sessions. Agendas are posted at the Town Offices and at the Post Office. In addition, agendas and packets are available online at the Town's website: www.townofwestyellowstone.com. Questions about the agenda may be directed to the Town Clerk at 646-7795.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office or on the Town's website: www.townofwestyellowstone.com.

10/28/16
16:06:57

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/16

Page: 1 of 4
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
42515	2845 Kastling, Kauffman & Mersen, PC	9,334.14					
	10/05/16 legal services	9,287.50		LEGAL	1000 411100	352	101000
	10/05/16 postage/copies	46.64		LEGAL	1000 411100	870	101000
	11/05/16 phone/fax	0.00		LEGAL	1000 411100	345	101000
	11/05/16 travel	0.00		LEGAL	1000 411100	373	101000
42516	2852 Blackfoot Communications	300.00					
	10/15/16 fiber optic, Town Hall	300.00		TWNHAL	1000 411250	345	101000
42517	146 Morrison-Maierle, Inc	143.75					
	25175 10/19/16 WY Network Maint	78.75		FINADM	1000 410510	356	101000
	25095 10/09/16 Off-Site Backup	65.00		FINADM	1000 410510	356	101000
42519	42 Fall River Electric	9,483.24					
	10/20/16 UPDH 4212041 elec service	1,004.35		UPDH	1000 411252	341	101000
	10/20/16 POLICE 4212008 elec service	256.11		POLICE	1000 411258	341	101000
	10/20/16 shop 4212018 elec service	77.95		STREET	1000 430200	341	101000
	10/20/16 ANIMAL 4212029 elec serv	61.35		ANIMAL	1000 440600	341	101000
	10/20/16 PARK 4212032 Elec ser	86.85		PARK	1000 411253	341	101000
	10/20/16 PARK 2901001 elec serv	44.70		PARK	1000 411253	341	101000
	10/20/16 CLORINATOR 4212030 elec serv	52.21*		WATER	5210 430500	341	101000
	10/20/16 MAD ADD WATER 4212017	49.12*		WATER	5210 430500	341	101000
	10/20/16 PUMP 4212005 elec serv	413.41*		WATER	5210 430500	341	101000
	10/20/16 SEWER LIFT STATION 4212006	352.46		SEWER	5310 430600	341	101000
	10/20/16 SEWER PLANT 4212007 elec ser	1,570.63		SEWER	5310 430600	341	101000
	10/20/16 MAD SEWER LIFT 4212014 elec	119.35		SEWER	5310 430600	341	101000
	10/20/16 SEWER TREAT SERV 4212046 ele	2,919.28		SEWER	5310 430600	341	101000
	10/20/16 library 23 dunraven 4212054	149.67		LIBRY	1000 411259	341	101000
	10/20/16 povah comm ctr 4212001	214.49		POVAH	1000 411255	341	101000
	10/20/16 unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	10/20/16 Town Hall 4212009	491.83		TWNHAL	1000 411250	341	101000
	10/20/16 Ice Rink 421010	38.00		PARKS	1000 411253	341	101000
	10/20/16 Hay/Gro Well 4212015	69.86*		WATER	5210 430500	341	101000
	10/20/16 Water Well/Elec/SB St 4212031	60.37*		WATER	5210 430500	341	101000
42528	65 Machinery Power & Equipment Co	258.00					
	42CS042472 10/18/16 CAT parts	213.90		PW	1000 430200	369	101000
	42CS042466 10/13/16 CAT parts	44.10		PW	1000 430200	369	101000
42529	2764 HD Supply Waterworks, Ltd.	1,290.60					
	G260771 10/10/16 Speed Control	266.00		WATER	5210 430550	369	101000
	G096092 08/29/16 Curb Box	669.48		WATER	5210 430550	369	101000
	G096092 08/29/16 Large Surveyors Vest	133.86		WATER	5210 430550	369	101000
	G096092 08/29/16 Valve Box Wrench	221.26		WATER	5210 430500	369	101000

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42530	2986 Justin Paul Solomon 10/14/16 Exonerated Bond	185.00 185.00		COURT	7469 212401		101000
42531	29 Terrell's Office Machines Inc INV322805 07/25/16 Toner for Library INV325535 09/14/16 Toner for SS	256.84 140.00 116.84		LIBRAR SOCSER	2220 460100 1000 450135	220 220	101000 101000
42532	2099 Quick Print of West Yellowstone 00009390 10/20/16 RT Forms	153.10 153.10		FINADM	2100 410540	220	101000
42533	633 Bozeman Trophy & Engraving 12964 10/17/16 Brass Plate	68.75 68.75		PD	1000 420100	220	101000
42534	2906 Anthony Kearney 10/22/16 Property & Evidence CD	27.95 27.95		PD	1000 420100	389	101000
42535	951 Barnes & Noble 3336535 09/27/16 Books for Library 3336721 09/27/16 Books fior Library 3336882 09/27/16 Book for Library 3340972 09/27/16 Books for Library 3344977 10/09/16 Books for Library 3344978 10/09/16 Book for Library	664.46 196.05 188.62 7.99 16.14 238.87 16.79		LIBRAR LIBRAR LIBRAR LIBRAR LIBRAR LIBRAR	2220 460100 2220 460100 2220 460100 2220 460100 2220 460100 2220 460100	215 215 215 215 215 215	101000 101000 101000 101000 101000 101000
42536	2935 Monika Rogers 10/18/16 Travel Expenses	111.37 111.37		LIBRAR	2220 460100	370	101000
42537	2658 Delfino Salinas 10/14/16 Court Interpreter	270.00 270.00		COURT	1000 410360	394	101000
42538	1796 Barta Electric, Inc. 4773 10/15/16 Pump Control & Labor 4772 10/15/16 Labor & Truck Rental 4771 10/15/16 Labor & Bucket Rental 4770 10/15/16 Labor & Switch Motion Sensor 4769 10/15/16 Labor & Parts 4768 10/18/49 Labor & Parts 4819 10/15/16 Labor& Parts	5,405.62 189.60 1,537.50 2,320.00 175.97 343.46* 230.11* 608.98		WATER STREET STREET PARKS PARKS PARKS BUILDI	5310 430630 1000 430263 1000 430263 1000 460430 1000 460430 1000 460430 1000 430200	369 357 357 366 357 357 366	101000 101000 101000 101000 101000 101000 101000
42539	2987 Casey McCray 10/18/16 Bond Ex for Joshua R. Sanders	435.00 435.00		COURT	7469 212401		101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
42540		2988 Michael Scott Eaves		85.00					
	10/18/16	Exonerated Bond		85.00		COURT	7469 212401		101000
42541		2821 Teton Turf & Tree Farm		250.00					
	15034 10/14/16	Blue Spruce		250.00*		PARKS	1000 460430	870	101000
42542		489 MSE ANALYTICAL LABORATORY		672.20					
	1609119 09/22/16	water samples		264.00		WATER	5210 430500	357	101000
	1610075 10/14/16	water samples		178.20		WATER	5210 430500	357	101000
	1610029 10/14/16	water samples		230.00		WATER	5210 430500	357	101000
42543		2788 Sabrah L. Van Leeuwen		184.00					
	09/29/16	Travel Expenses		184.00		POLICE	1000 420100	370	101000
42544		2929 Buffalo Bus Touring Co.		1,619.17					
	10/24/16	RT Overpayment		1,619.17		RT	2100 315100		101000
42545		547 WY Chamber of Commerce		4,726.70					
	MAPVIC 17- 10/06/16	VIC Support 2016 MAP Award		4,726.70		MAP	2101 410130	398	101000
42546		2989 US Forest Service		1425,000.00					
	1802451262 10/25/16	80 Acres of land, West Yel		1425,000.00		RT	2100 490110	910	101000
		# of Claims	23	Total: 1460,924.89					

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
October 18, 2016

COUNCIL MEMBERS PRESENT: Deputy Mayor Brad Schmier, Pierre Martineau, Greg Forsythe

OTHERS PRESENT: Town Manager Daniel Sabolsky, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Chief of Police Scott Newell, Social Services Director Kathi Arnado, Helene Rightenour, Richard & Teri Gibson, Nansi Cisneros, Robert Lee, Gallatin County Attorney Marty Lambert, Gallatin County Administrator Jim Door, Officers Anthony Kearney, Sabrah Van Leeuwen, Matthew Lovingier, and Neil Courtis, Fire Chief Shane Grube, Head Dispatcher Brenda Martine, Gallatin County Commissioner Don Seibert, Randy Wakefield, Yellowstone Historic Center Manager Kaitlin Johnson, John Greve, Tom Cherhoniak, Bob Patzke,

The meeting is called to order by Deputy Mayor Brad Schmier 7:00 PM in the 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 \$421,457.04. (Martineau, Forsythe) Forsythe abstains from #42451 to Westmart Building Center.
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the October 3, 2016 Town Council Meeting. (Martineau, Forsythe)
- 3) Motion carried to confirm the appointment of Sabrah Van Leeuwen as a police officer for the Town of West Yellowstone. (Forsythe, Martineau)
- 4) Motion carried to accept the proclamation which honors Patrick Kramer, Police Officer of West Yellowstone, Montana and proclaiming October 22, 2016 as Officer Patrick Kramer Day. (Martineau, Forsythe)
- 5) Motion carried to approve the updates to the Gallatin County Emergency Management Plan. (Forsythe, Martineau)
- 6) Motion carried to approve the proposal from Stahly Engineering to implement a GIS of Town infrastructure to inventory and organize critical data. (Martineau, Forsythe)
- 7) Motion carried to approve the consulting agreement with Land Solutions, LLC for updates to the Growth Policy, Subdivision Regulations, and Zoning Code. (Martineau, Forsythe)
- 8) Motion carried to approve the consulting agreement with Land Solutions, LLC to conduct preliminary planning for the 80 acres. (Forsythe, Martineau)
- 9) Motion carried to approve the revised Marketing and Promotions Fund Application. (Forsythe, Martineau)
- 10) Motion carried to approve Resolution No. 690, a resolution providing for the issuance of a General Obligation Refunding Bond in the principal amount of \$1,043,000 to refund the existing general obligation bond and pay for costs of issuance through First Security Bank. (Martineau, Forsythe)

Public Comment Period

Gallatin County Law & Justice Center Presentation

Jim Door, Gallatin County Administrator, addresses the Council and audience regarding the proposed bond to build a new Law & Justice Center in Bozeman. He explains that the bond is on the ballot this fall to build two new buildings to accommodate growth of the community. He explains that the population of Gallatin County has doubled since the current building was renovated in 1979, which was previously a Catholic High School. Captain Arlyn Greydanus of the Gallatin County Sheriff Department explains that they have a serious need to process evidence. The current center lacks security to protect patrons and employees. He explains that they currently have to walk inmates over from the detention center to the courtrooms but often come into contact with victims and witnesses in the general public area. He says they also have a problem with the location of the victim services office adjacent to a jury trial room. He also explains that the proposed center will improve communication and interaction between departments and entities such as Haven House (domestic abuse), child and family services, and victim advocacy services. Door explains that the current building does not meet current building codes, have enough space, no fire sprinkler protection. Don Seibert, Gallatin County Commissioner, explains that they are asking the voters of Gallatin County to approve a 68 million dollar bond to finance the project. The City of Bozeman is requesting approval of an additional mill levy for the project because much of the building will be shared between the City and the County. Residents that live outside of Bozeman will only vote on the County bond. He says that the projected cost is \$20.33 per \$100,000 of taxable value. Teri Gibson asks if the new building will be big enough for the population to double again in the next 25 years. Door says that it is and they have left space to expand between the two buildings. Grant Jackson asks what will they do with the existing buildings. Door says that the Police Department will maintain some of the space in their current building but the rest will be shared with the Fire Department. They do not expect to continue to use the current Law & Justice Center. Chief Newell says that he has found Gallatin County and Bozeman Police to be very helpful and supportive of their department. Robert Lee introduces himself as a representative of an independent group called "Friends of Law & Justice." He says that public officials cannot advocate for a bond, but as an independent group they can. He says they formed their group with the purpose of getting the bond passed the first time. He says that the proposed center will save both County residents and Bozeman residents in the long run because of the combined space. Gallatin County Attorney Marty Lambert also encourages everyone to vote in favor of the Law & Justice Center. He says that the building barely qualifies as having handicapped access and now is a great opportunity to expand and build.

No other public comments are received.

Council Comments

Deputy Mayor Schmier reports that Mayor Johnson had heart surgery last week and is recovering in Missoula but encourages all to keep him in their thoughts.

DISCUSSION

- 3) Deputy Mayor Schmier reads a letter from Fire Chief Shane Grube commending Sabrah Van Leeuwen for her quick response to an unresponsive child recently. Schmier recognizes Van Leeuwen and states that she is an asset to the department and thanks her for her service.
- 4) Deputy Mayor Brad Schmier reads a proclamation honoring Patrick Kramer, a deceased West Yellowstone Police Officer, and proclaiming October 22, 2016 as Patrick Kramer Day.

- 5) Patrick Lonergan, Gallatin County Emergency Services, addresses the Council regarding the update of the Gallatin County Emergency Management Plan. He briefly summarizes the updates and asks the Council to accept it. The Council thanks Lonergan for her assistance this past summer during the fires that were close to West Yellowstone. Sabolsky says that he has reviewed the updates to the plan as has the Fire Chief and Police Chief and they recommend approval.
- 6) Town Manager Dan Sabolsky describes the proposed geographic information system (GIS) of Town infrastructure which will enable the Town staff to locate buried infrastructure precisely and public land boundaries to survey grade. He says they solicited two proposals for this project and he would like to recommend they accept the proposal from Stahly Engineering & Associates for an estimated cost of \$12,000-\$16,500.
- 7-8) Sabolsky explains that he has met with multiple planning firms seeking assistance with the Growth Policy, Subdivision Regulations, and Zoning updates. He says that he specifically was looking for a planning firm, not an engineering firm that offers planning services. He says that they anticipate being able to complete the three projects within two years. He also recommends using Land Solutions, LLC to conduct preliminary planning of the 80 acres. Dave DeGrandpre of Land Solutions, LLC addresses the Council and describes the services his company can provide. DeGrandpre says they primarily work with cities and counties to develop plans and regulations to shape community growth. He also explains that obtaining grant funding for planning and market analysis is possible through the CDBG program and they have had a lot of success applying for such grants. Sabolsky explains that they have budgeted \$55,000 for these services this year, but anticipate spreading the cost over two budget years. Teri Gibson says that she thinks this is a good time to embark on these projects and it is long overdue. Commissioner Seibert says that the County has a great grants department and offers assistance through that department on these projects. Sabolsky adds that Town Attorney Jane Mersen has reviewed the consulting agreements for both projects.
- 9) Town Manager Dan Sabolsky explains that he has reviewed the revised application and agrees with all of the recommended changes. He says that it clarifies the process and informs applicants that their event may be subject to resort tax, which was requested by the Town staff.
- 10) Sabolsky explains that Resolution No. 690 is a resolution that provides for the refunding of the General Obligation Bond (GO Bond) through First Security Bank, an action that will save the taxpayers approximately \$77,000. Finance Director Lanie Gospodarek explains that the original GO Bond partially funded the building of the Povah Center, purchase of the Library building, and the window replacement project at the Union Pacific Dining Lodge.
- A) **Town Manager/Department Head Reports:** Town Manager Dan Sabolsky reports that they are working with ThinkOne to find suitable locations for restrooms in the downtown area. The CDBG Grant that was applied for through Habitat for Humanity to build affordable housing was unsuccessful. He and Martineau met with some Gallatin County Commissioners about converting the existing television system from analog to digital. They would like to schedule a public meeting in West Yellowstone to discuss the issue and explore options. He also mentions the training that will be provided by the Montana Local Government Center on November 1-2, 2016. Public Services Superintendent James Patterson says they are preparing for winter and picking up garbage cans from the downtown area. Chief of Police Scott Newell says that they received 8 applications for Police Officer position, there is a 911 Advisory Board meeting tomorrow, and Dispatcher Nansi Cisneros has advised them that she plans to retire in the spring. Social Services Director Kathi Arnado reports that her office has been busy and she is grateful that Social Services Assistant Leah Sherman has returned from vacation. She says that

unemployment filings have increased and they are also taking over helping people with the Affordable Care Act as the clinic does not have a person to provide that service at this time. Finance Director Lanie Gospodarek reports that they put together the new General Obligation Bond refunding resolution last week and conducted resort tax audits.

CORRESPONDENCE

Dated October 18, 2016, the Town sends a letter to the US Department of Transportation in support of the SkyWest Airlines Essential Air Service Proposal for West Yellowstone, Montana.

The meeting is adjourned. (8:55 PM)

Mayor

ATTEST:

Town Clerk

EXPOSITION LICENSE APPLICATION

Town of West Yellowstone
Gallatin County, Montana

Exposition: Mistletoe Magic - Holiday Bazaar
 Sponsor Organization: Three Wise Women
 Sponsor Address: PO Box 344
 Contact Person: Stacy Schmier, Roxy White, Diana Morris
 Contact Phone: 646-1345 570-0333 Fax: 646-4022
 E-mail Address: SASCHMIER@ADL.com
 Date(s) of Event: Dec 2+3 2016
 Location of Event: Gusher

Respond to all sections either on the applicable sheets, or attach sheets as needed. A complete application should be submitted a minimum of 4 weeks prior to the event.

- A. Exposition detail: Use the attached sheet to describe the expo in detail and any special accommodations you are requesting from the Town.
- B. Site Plan: Detail the physical layout of the expo on the attached site plan and return with the application.
- C. Vendor List: Provide a list of the names and addresses of all participating vendors 14 days in advance.
- D. Fees: Fees are \$50 for vendors not already licensed in West Yellowstone or \$250 for the entire event.
- E. Resort Tax: The sponsor must post a \$1500 bond in accordance with Chapter 3.12 of the West Yellowstone Municipal Code (www.codepublishing/MT/WestYellowstone.html). Vendors must collect 3% on all resort tax applicable sales and remit to the Town by the 20th of the month following the month of the event. Most retail sales are subject to resort tax. Please review Chapter 3.12 of the WYMC for further information. The bond will be returned within 90 days of remittance of the resort tax.

Application Fee: \$ 50⁰⁰ *pd 450 10/26/16 ch# 6438*
 Bond: \$ ~~1500.00~~ *pd 450 10/26/16 ch# 6438* Signature of Applicant *[Signature]*
 Total Due: \$ 50⁰⁰ Date 10/25/16

FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services			
Fire			
Police			
Administration			

Notes/Conditions: We are asking that the fee be reduced to \$50 and the bond waived.

Approved

Denied

Town Clerk

Date

EXPOSITION LICENSE APPLICATION

Town of West Yellowstone
Gallatin County, Montana

Exposition Detail

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

We are proposing to host a Holiday Craft Bazaar featuring local artisans & crafters to sell their wares.

We will have 10-13 local vendors.

Operation will be Friday Dec. 2 3-7 pm

and Saturday 3 from 9 am - 4 pm. We have secured the Gusher for this event.

This is the 3rd year for this event, and have made sure that city tax was collected and turned in and will do so again this year.

EXPOSITION LICENSE APPLICATION

Town of West Yellowstone
Gallatin County, Montana

Event: mistletoe magic Holiday Bazaar Date(s) 12/2 12/3 2016

Vendors

Attach additional sheets as necessary.

Vendor Name: Diana Morris
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Stacy Schmier
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Roxy McLaughlin-White
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Yeton View Lavender Farm
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Misty Johnson
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Carrie Pope
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Pam Talasco
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

Vendor Name: Janet Freund
Contact Person: _____
Address: _____

Phone: _____
Type of sales: _____
Resort Tax applicable: YES NO

+ more to follow

RESOLUTION NO. 691

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, TO FINALIZE THE LAND PURCHASE TRANSACTION WITH THE UNITED STATES FOREST SERVICE AND TO AUTHORIZE THE TOWN MANAGER OF THE TOWN TO EXECUTE DOCUMENTS NECESSARY TO COMPLETE THE PURCHASE OF SUCH LAND.

BE IT RESOLVED by the Town Council of the Town of West Yellowstone, Montana, that:

WHEREAS: on January 19, 2016, the Town Council of the Town of West Yellowstone resolved to purchase 80 acres from the Unites States Forest Service, the (“Forest Service”); and

WHEREAS: The Town of West Yellowstone and the Forest Service have completed most of the items necessary in order to close this transaction except executing the final closing documents; and

WHEREAS: The Town of West Yellowstone has received, reviewed and approved the proposed deed and other document related to the closing and now desire to authorize the Town Manager to execute any remaining documents necessary to close this transaction:

NOW THEREFORE, BE IT RESOLVED:

The Town Council of the Town of West Yellowstone authorizes its Town Manager to execute any documents necessary to complete the purchase of the real property described above, including, but not limited to the deed, realty transfer certificate, settlement statement, affidavits of Buyer, and any other document necessary to complete the transaction and to take all steps necessary to fully execute and perform under the Purchase and Sale Agreement dated January 19, 2016.

DATED this _____ day of _____, 2016.

Mayor

Council Member

Council Member

Council Member

Council Member

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: W. Yell. Chamber of Commerce Marketing Committee

Event or Project Name: Kids 'N' Snow Event series 2016-2017

Date Submitted: 9.16.16

Date Approved by MAP Fund Advisory Board: 10.27.16

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

**KIDS'N'SNOW
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 Kristy Coffin (Chair)

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: September 16, 2016

Event or Project Information

Event or Project Name: Kids'N'Snow event series 2016/17

Location of Event or Project:

West Yellowstone Visitor Center & various locations in and around West Yellowstone

Date(s) of Event or Project:

- November 27, 2016 – Smores at Trailhead, *supply support only – WYSEF/Ski provides manpower*
- Dec. 17-18, 2016
- Jan. 14-15, 2017
- Feb. 4-5, 2017
- March 4-5, 2017

Estimated Total Event or Project Cost: \$40,865.00

MAP Fund Amount Requested: \$5,000.00

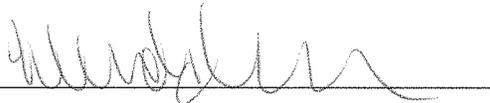
Certification

Applicant Individual or Organization:

Event or Project Name:

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

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

Signature:  Name (printed): Wendy Swenson

Title: Marketing Director Date: 9/16/16
W. Yellowstone Chamber of B

For Office Use Only

This application has been approved by MAPFAB Date: _____

This application has not been approved by MAPFAB Date: _____

Section 1. Proposed Event or Project Summary

Kids'N'Snow is a developing program in West Yellowstone, MT that connects kids & families to nature. A partnership between the Grizzly & Wolf Discovery Center, the WY Chamber, TBID, & other community organizations & individuals seeks to offer winter-friendly, family-centered, process-based programming one weekend per month December-March. By achieving this goal, 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.

The mission of the program is to offer an opportunity for all kids, both from our community and winter visitors, the chance to try new things in a safe and fun hands-on learning environment. It's a chance to develop lifelong healthy habits as well as instill a reason to return over and over again in the winter. Scheduled opportunities to connect & learn more about nature include ice fishing, Nordic skiing, snowmobiling, sled dog rides, geo-caching and snowshoeing. Meeting a live raptor, learning winter snow safety, discovering the magic of hibernation, and tracking wildlife in the snow are other activities.

After five years, the program has expanded to over 1,000 participants spanning more than ten states and several countries over the four weekends each winter. We are always researching ways to expand the outdoor programming, & significantly increase the nature play experiences for children of all ages and their families.

As the West Entrance to Yellowstone National Park, we have the unique opportunity to work with local Park staff when creating activities for Kids'N'Snow. Activities offered include ranger-led talks and snowshoe hikes, search and rescue, and much more.

In 2012, the program received the "Tourism Event of the Year" from the Montana Office of Tourism and in 2014, we were awarded an AZA Nature Grant, recognizing us as an AZA Nature Play Site.

Receiving financial, logistical, and creative support for Kids'N'Snow would allow a sustainable boost to this program which would benefit thousands of children and family members for years to come.

Section 2 Proposed Timeline

November:

November 25 – S'mores at the Trailhead (part of Ski Festival)

- Finalize marketing budget
- Outline press/media plan
- December advertising placement & creative
- December media & publicity
- Creative & produce print pieces
- Website updates
- Social Media focus
- Set-up Kids'N'Snow Patrol

December:

December 17-18, 2016 – Event Weekend

- Finalize and publicize December event schedule
- December advertising & publicity
- January advertising placement & creative
- January media & publicity
- Create & print signage
- Update & print passports
- Create & setup Kids Headquarters
- Schedules for paid and volunteer participants
- Event management
- Survey of attendee's
- Website updates
- Social Media updates
- Administrative (billing, communications)

January:

January 14-15, 2017 – Event Weekend

- Finalize and publicize January event schedule
- January advertising & publicity
- February advertising placement & creative
- February media & publicity
- Update & print passports
- Setup Kids Headquarters & signage
- Coordination with schedules & partners
- Event management
- Website updates
- Social Media updates
- Administrative (billing, communications)

February:

February 4-5, 2016 – Event Weekend

- March advertising placement & creative
- March media & publicity
- Setup Kids Headquarters & signage
- Coordination with schedules & partners
- Event management
- Update & print passports
- Survey of attendee's
- Website updates
- Social Media updates
- Administrative (billing, communications)

March:

March 4-5, 2016 – Event Weekend

- Social Media updates
- Setup Kids Headquarters & signage
- Coordination with schedules & partners
- Event management
- Administrative (billing, communications, final reports)

Please see detailed schedule of activities attached

Section 3. Proposed Budget

2016 Preliminary Budget:

<i>Marketing</i>	Print/Online/Social Media	\$12,500.00
	Print: posters, Passports, flyers, banners	\$500.00
	Website Updates	\$400.00
<i>Staffing</i>	Marketing & Project Management	\$3,500.00**
	Visitor Center Staff support	\$250.00**
	Volunteer Organize/supervise individual activities (XC ski games, snowshoe hikes, XC trails, ice skating, etc)	\$5,200.00*
	Event Coordinator (Admin & Reg. Desk)	\$4,000.00
<i>Event supplies, equipment, insurance, etc.</i>		
	Event signage	\$200.00
	Snow Patrol (hats/prize)	\$200.00
	S'mores supplies	\$500.00*
	Supplies/Equipment for Activities	\$2,150.00
	Insurance (\$225.00 per event x 4)	\$900.00
	Event Permit -City (\$25 per event x 4)	\$100.00
	Music for S'mores (\$85.00 x 4)	\$340.00
	Activities (sled dog, snowcoach, snowshoe, etc)	\$10,000.00*
	Total	\$40,740.00
	Est. In-Kind	- \$12,000.00
	Marketing & Operating	\$28,740.00

* Partial Costs are covered by in-kind donations

** Chamber & Accommodations also cover partial Marketing/Project Mgmt and VIC Staff costs

Estimated Matching Funding Sources - 2016/17

<i>Committed: State Accommodations (Marketing)</i>	\$7,000.00
<i>Committed: Remaining from 2015/16 (Unrestricted)</i>	\$8,000.00
<i>Committed: TBID Grant (Marketing)</i>	\$2,500.00 approved
<i>W. Yellowstone Foundation</i>	\$1,500.00 grant application in process
	\$19,000.00

See marketing breakout attached.

Section 4. 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. Each season, we strive to reach new markets.

Geographically, our audiences are predominantly from Idaho, WY, UT, ND, SD & MT, but we see participants from as far away as FL & TX. Our website, Facebook, & Twitter pages are Internet-based & help to increase our visibility on a regional & national level. Our local lodging partners, Ski & Snowmobile Events Committees include program information in their promotions, further enhancing our regional & national reach.

- **Geo-traveler**, identified as the primary target market at a state strategic level. Geo-travelers are represented by a variety of age groups & income ranges, & we believe include a special niche of family-based travelers looking for new experiences & in the context of outdoor activities.
- **Traditional family travelers** identified as the #1 target market in the FY16 CVB/Chamber Marketing Plan. They want a quality experience, to create memories & family traditions, & to satisfy the spirit of shared adventures. This group includes a subset of non-traditional family travelers such as those who are home-schooled, families with children in year-round school & under school-age children.
- **Active Mature Travel** market, primarily intergenerational travelers. Intergenerational travel focuses on the idea of families traveling together utilizing itineraries designed to appeal to family members of all ages. This could be an extended family unit or grandparents & grandchildren. Grandparents (especially newly retired boomers) have the time, resources, & interest in traveling that parents may not.
- **Geo-Mobile:** Combination of Millennials and GenXer's with families who travel for experiences. They use social media and technology to plan their trips and activities.

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. 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 5. 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 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.

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. Many national organizations have recognized the importance of responsible outdoor recreation and education for our youth, much like that of AZA/Disney in 2014. We are hopeful that these organizations will award our program with grants this year that will allow us to continue to develop Kids'N'Snow into the future.

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

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

- We can use monthly resort tax and TBID collections in a year-over-year comparison.
- We plan to continue the registration process. 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 gathers information regarding numbers of family groups and lodging nights.
- We have an email address which will be used in all marketing efforts. This will allow us to track the number and type of requests.
- We use analytics from the www.kidsnsnow.org website to track the number of visitors. We will continue to offer a pre-event on-line registration through the website, which often fills within a week of posting.
- We will also track resulting articles and media coverage, and any direct inquiries from publicity efforts.
- Our partners like GWDC and Yellowstone Giant Screen provide coupons with specific codes to track use.

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

- 2% increase in West Yellowstone Resort Tax Collections over the previous .
- 1% increase in occupied room nights over the previous year as reported by West Yellowstone TBID collections.

- 6% increase in social media followers over the prior year.
- 10% increase over the prior year for online campaign landing page as entry point on website.
- 2% increase in mobile traffic over the prior year on website.

3. Has your organization received MAP funding in the past? If so, how many times and for what event(s) or project (s)? Have all vendors 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 – pilot program with limited activities)
- \$1,550.00 for Earth Day (April 2011)
- \$7,299.00 Kids'N'Snow (Nov 2011)
- \$5,985.00 Kids'N'Snow (Nov 2012)
- \$5,000.00 Kids'N'Snow (Nov 2013)
- \$5,000.00 Kids'N'Snow (Oct 2014)
- \$3,000.00 Kids'N'Snow (Sept 2015)

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

Kids'N'Snow can 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.

5. 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 have made it a point to include West Yellowstone Montana on all promotional materials and encourage all organizations to do the same for community branding.

Section 6. Application Supporting Documentation

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

Schedule of Activities:

	Chamber & Other Local Events	USPS - Hebgen Lake District	Yellowstone National Park	Other organizations and businesses:
December 17-18, 2016	Annual Dog Sled Races; S'mores, Skating & Sledding	Snowshoe hike with a ranger, winter games, build a snowman	Snowshoe hike with a ranger; Junior ranger snow program	SPAM Cup, Christmas for the Critters, Christmas Bird Count, Sled Dog Rides; "Yellowstone" Giant Screen Movie; M120 Snowmobile Demo Rides, "Animal Tracks" & "Owl Pellets" GWDC
January 14-15, 2016	NAIFC Kid's Ice Fishing Camp (free clinic & fishing rod); S'mores, Skating & More	Snowshoe hike with a ranger, winter games, build a snowman	Snowshoe hike with a ranger; Junior ranger snow program; Yellowstone Ranger Talks	Sled Dog Rides; "Yellowstone" Giant Screen Movie; M120 Snowmobile Demo Rides, "Animal Tracks" & "Owl Pellets" GWDC, Snow games; Learn to Ski
February 4-5, 2016	S'mores, Skating & More	Snowshoe hike with a ranger, winter games, build a snowman	Snowshoe hike with a ranger; Junior ranger snow program; Yellowstone Ranger Talks	Sled Dog Rides; "Yellowstone" Giant Screen Movie; M120 Snowmobile Demo Rides, "Animal Tracks" & "Owl Pellets" GWDC; Kirkwood Ice Fishing Camp; Snow games; Learn to Ski
March 4-5, 2016	Youth XC Ski Festival; S'mores, Skating & More	Snowshoe hike with a ranger, winter games, build a snowman	Snowshoe hike with a ranger; Junior ranger snow program; Yellowstone Ranger Talks	Sled Dog Rides; "Yellowstone" Giant Screen Movie; M120 Snowmobile Demo Rides, "Animal Tracks" & "Owl Pellets" GWDC; Kirkwood Ice Fishing Camp; Snow games; Learn to Ski

KidsNSnow MAP Grant (\$5,000)	Budgeted
Idaho Falls Post Register	
- Print Ads Main Paper & FR	\$1,250.00
- Online Ads Dec, Jan, Feb	
Magic Valley Twin Fall, ID	\$1,200.00
- 1/4 pg color - Monthly - 4x	
- Online Ads Dec, Jan, Feb	
Signage (Posters, passports, flyers, banners)	\$500.00
- Quick Print	
Website Updates Monthly	\$350.00
- Quick Print	
Island Park News	\$450.00
- 1/4 pg print - 4x	
West Yellowstone Star	\$400.00
- 1/4 pg x 4	
Big Sky Weekly	\$450.00
- 1/4 pg x 4	
Creative	\$400.00
	\$5,000.00

Addendum #1 - Budget Breakout

Accommodations - KidsNSnow Advertising 2016-17

Website/Publication	Cost
Idaho Falls Post Register	
- Holiday Happenings Winter Guide	\$250.00
Teton Valley News (Driggs)	
- online banner - Dec, Jan, Feb	\$700.00
- Get Out Winter Edition FP	\$150.00
- 1/4 pg Print Dec, Jan, Feb - bw	\$540.00
Madisonian (Ennis)	
- FP - Winter Times w/editorial	\$155.00
- Monthly Ad (Dec-Mch)	\$405.00
Idaho Standard Journal (Rexburg)	
- 6x2 print banner + 1 day online (Jan/Feb/Mch)	\$600.00
- online pencil ad (Jan/Feb/Mch)	\$375.00
Great Falls Tribune	
- web banners	\$500.00
Big Sky Publishing Online Pkg Dec-Feb	\$1,350.00
- 300x250 & 728.90	
Destination Split with other segments	
- 2 1/2 pg print (split with ski/SD)	\$500.00
ID State Journal - Online Banner	\$275.00
Daily Interlake/Snow & Ice	\$450.00
Quick Print - Creative	\$500.00
Quick Print - website updates	\$250.00

\$7,000.00

TBID (\$2,500.00)	Budgeted
Utah Digital Campaign	\$1,000.00
Eblast and Online Ads Dec-Feb	
Lee Papers Online Pkg - Dec, Jan, Feb - 728x90 ROS 1 week	\$1,250.00
- Helena - 5k per run = 15k impressions	
- Missoula - 12k, 12k, 11k = 35,000 impressions	
- Billings - 23k, 23k, 24k = 70,000 impressions	
Creative	\$250.00
	\$2,500.00

From: jmg533g@gmail.com
To: [Elizabeth Roos](#)
Cc: [Westmayor](#); [Marysue Costello](#); [Barbara Klesel](#); [Kay Mathews](#); [kimberly howell](#)
Subject: MAPFAB items for Council's 11.1 Agenda
Date: Thursday, October 27, 2016 3:24:59 PM
Attachments: [MAPFAB Minutes 9.15.16.docx](#)
[MAPFAB TC Recommend Approval KidsNSnow2016-17.docx](#)

Liz,

Please note the following MAPFAB items:

1. Attached above are the approved 9.15.16 MAPFAB Meeting Minutes
2. Attached above is the MAPFAB Recommendation to the Town Council to approve \$5000 in MAP funding for the Kids 'N' Snow Event Series 2016-17.
 - Please add the review of the Application and Recommendation to the Council's Tues., Nov. 1 agenda
3. Please add this additional item to the Council's Nov. 1 agenda:
 - Today the MAP Fund Board voted to return the \$25,000 in seed money that the town initially gave to help establish the MAP Fund in 2008. Currently, there is \$101,024 available in the Fund. It's a good point in time to return the original investment.
 - The Board requests that the Council vote on accepting the return of the \$25,000.
 - If the Council accepts the return of the \$25,000, they may choose to use the funds in any manner they deem applicable or required based on any conditions associated with the return of the funds.
 - The MAP Fund Board respectfully requests that the Council consider using the \$25,000 for a purpose that encourages the establishment of or continued growth of a project or event that brings future and reoccurring economic benefit to the town.
 - The Board strongly recommends two uses of the funds for the Council to consider: 1) To help fund the construction of a cover (roof) over the Pioneer Park ice rink and/or 2) to help fund the construction of the proposed Pioneer Park amphitheater.
 - Also, these funds could be used as matching funds for such a recommended project in order to receive additional funds from another source.
 - The MAP Fund Board thanks the Council, the Town and businesses of W. Yellowstone for the initial and continuing confidence, commitment and support of them and the Fund.
4. Our next MAPFAB meeting is scheduled for Thurs. Nov. 17. However, if we don't have any applications submitted by Nov. 4 to review, we won't hold the meeting.

Any questions, let me know. Thanks.

John Greve
MAPFAB Secretary
580-1520
jmg533g@gmail.com

November 1, 2016
TOWN OF WEST YELLOWSTONE STAFFING PLAN
Town Council and Mayor
Town Manager

FINAL

Finance Director - DH
Town Clerk FT
Deputy Town Clerk FT

Chief of Police - DH
Patrol/Drug Enforcement Officer FT
Patrol/School Resource Officer FT
Patrol Officers 3 FT

Head Dispatcher FT
Dispatchers 5 FT

Social Services Director - DH
Social Services Assistant FT**

Public Services Superintendent - DH
Deputy Public Services Superintendent FT
Operator 6 FT*
Seasonal Laborer 2 SFT**

As Needed Truck Drivers (note 4)

Recreation Coordinator FT
Senior Recreation Counselor SFT
Recreation Counselor 2 SFT
Recreation Specialists 2 TPT

City Judge
Court Clerk PT

Library Director
Children's Librarian FT
Library Clerk 3/4 PT

Pre-K Teacher PT (Aprx. 625 hrs/yr - Grant Funded)
Language Instructor PT (Aprx. 625 hrs/yr - Grant Funded)
Pre-K Assistant PT (Aprx. 625 hrs/yr - Grant Funded)

note 1: Town 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.

* Added 1 FT + Two FT (Former 2 FT Facilities Tech Positions)

** Eliminated 1 SFT

*** Eliminated 2 FT Facilities Technician Positions

FT = full-time status

PT = part-time status

SFT = seasonal full-time status

TPT = temporary part-time status

DH = Department Head



Received
10/17/16 *af*

APPLICATION FOR BOARDS AND COMMITTEES

Name Rob Klatt Date 10/17/16

Address 518 Carnelian Court P.O. Box 215

City Yellowstone State MT Zip 59758

Phone (Home): 406 646-9331 (Work): 406 646-9523 (Cell/Other): 406 580-2002

E-Mail Address: wybroker@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 37 yrs

Board or Committee you are applying for: Revolving Loan Fund Review Committee

Occupation: Real Estate Broker

Employer: ABM Corp. / Berkshire Hathaway HomeServices

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

If so, which board, and for how long? Planning Board 15 years

Past Memberships and Associations: Montana and National Assoc. of Realtors

WY Chamber Director
Treasurer of Yellowstone Historic Center & Treasurer of West Yellowstone Foundation

Current Memberships and Associations: Montana and National Assoc. of Realtors

Montana Bowhunters Assoc., Applying for County TV Board

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: Have dealt with financing on several boards and

manage 3 HOA's dealing with their finances. In real estate we deal with home & business financing

What are your primary objectives for serving on this board? Think I could be an asset and provide a different perspective

References (Individual or Organization):

Jerry Schmier Phone: 646-9702

Byrns Fagerburg Phone: 646-7555

Ken Davis Phone: 646-7265

Signature: Robert Klatt Date: 10/17/16

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.



APPLICATION FOR BOARDS AND COMMITTEES

Name Larry D. Ott Date 9/30/16

Address P.O. Box 166 341 Delacy

City West Yellowstone State MT. Zip 59758

Phone (Home): _____ (Work): _____ (Cell/Other): 208-262-6021

E-Mail Address: hedocr@yahoo.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 4+

Board or Committee you are applying for: _____

Occupation: Retired Substitute teacher

Employer: _____

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

If so, which board, and for how long? (School Board Member)

Past Memberships and Associations: Floral Associations, Kiwanis, Chamber Board, etc.

Current Memberships and Associations: _____

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

What are your primary objectives for serving on this board? To serve & support

Community

References (Individual or Organization): _____

_____ Phone: _____

_____ Phone: _____

_____ Phone: _____

Signature: Larry D. Ott Date: 9/30/16

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.