

Town of West Yellowstone

Tuesday, October 3, 2017

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL WORK SESSION

6:00 PM

Siegel Learning Center Project Award Recommendation

Discussion ∞

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Purchase Orders

Treasurer's Report & Securities Report

Claims ∞

Consent Agenda: **Minutes of September 19, 2017 Town Council Meeting** ∞

Business License Applications ∞

- Blue Ribbon Bungalow (tabled 9/5/17 and 9/19/17)

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

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

NEW BUSINESS

Siegel Learning Center Project Award Recommendation

Discussion/Action ∞

Library Room Addition

Discussion/Action ∞

Yellowstone Cycle Tour

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.

09/29/17
16:19:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 10/17
For Pay Date: 09/29/17

Page: 1 of 6
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
43696	2852 Blackfoot Communications two months' bills combined	1,711.47					
	10/15/17 602-4908, povah center	5.00		POVAH	1000 411255	345	101000
	10/15/17 646-5106, fax soc svc	1.10		SOCSR	1000 450135	345	101000
	10/15/17 646-5119, police station	1.10		POLICE	1000 420100	345	101000
	10/15/17 646-5141, sewer plant alarm	1.10		SEWER	5310 430600	345	101000
	10/15/17 646-5185, town hall alarm	1.10		TWNHAL	1000 411250	345	101000
	10/15/17 646-7311, social services	81.19		SOCSR	1000 450135	345	101000
	10/15/17 646-7481, povah elevator	1.10		POVAH	1000 411255	345	101000
	10/15/17 646-7511, town hall fax	1.10		TWNHAL	1000 411250	345	101000
	10/15/17 646-7609, public works	36.21		SEWER	5310 430600	345	101000
	10/15/17 646-7650, police station fax	1.10		POLICE	1000 420100	345	101000
	10/15/17 646-7715, povah center	31.85		POVAH	1000 411255	345	101000
	10/15/17 646-7795, town hall	252.13		TWNHAL	1000 411250	345	101000
	10/15/17 646-7845, court clerk	21.94		COURT	1000 410360	345	101000
	10/15/17 646-9017, library	41.85		LIBRAR	2220 460100	345	101000
	10/15/17 646-9027, sewer plant alarm	1.10		SEWER	5310 430600	345	101000
	10/15/17 ethernet, library	280.67		LIBRAR	2220 460100	345	101000
	10/15/17 ethernet, povah center	310.00		POVAH	1000 411255	345	101000
	10/15/17 ethernet, police station	361.16		POLICE	1000 420100	345	101000
	10/15/17 ethernet, town hall	280.67		TWNHAL	1000 411250	345	101000
43705	40 Jerry's Enterprises 10188333 09/14/17 Battery backups for computer	144.94		FINADM	1000 410510	220	101000
43706	2537 Balco Uniform Co., Inc. 47043 09/14/17 bodyshield uniform	100.12		POLICE	1000 420100	226	101000
43707	2264 MORNING GLORY COFFEE & TEA 291778 09/18/17 coffee	37.50			1000 420160	220	101000
43708	162 House of Clean 193447 08/24/17 nitrile gloves	190.77			1000 460430	220	101000
43709	2977 Staples Credit Plan 1877780971 08/14/17 binders 1877780971 08/14/17 ink cartridge	84.16			1000 410510 1000 420160	220 220	101000 101000
43710	3066 Core & Main H750968 09/08/17 floride/chlorine H772143 09/12/17 hydrant diffuser	720.22			5210 430500 5210 430500	212 212	101000 101000

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43711	2991 West Yellowstone Star	181.30					
	1819 08/17/17 library ad	29.26		LIBRAR	2220 460100	398	101000
	1870 08/24/17 library ad	29.26		LIBRAR	2220 460100	398	101000
	1923 08/31/17 library ad	29.26		LIBRAR	2220 460100	398	101000
	1711 08/03/17 library ad	29.26		LIBRAR	2220 460100	398	101000
	1773 08/10/17 library ad	29.26		LIBRAR	2220 460100	398	101000
	09/01/17 annual subscription	35.00		LIBRAR	2220 460100	398	101000
43712	951 Barnes & Noble	165.72					
	3531931 09/11/17 library books	93.83		LIBRAR	2220 460100	215	101000
	3531930 09/11/17 library books	71.89		LIBRAR	2220 460100	215	101000
43713	2942 New York Times	192.40					
	09/10/17 newspaper subscription	192.40		LIBRAR	2220 460100	398	101000
43714	3065 Chemical Montana Company	720.00					
	23177 09/14/17 sodium hypochlorite 10 - 5 gal	720.00		WATER	5210 430550	369	101000
43715	3068 Kati Holtzman	25.00					
	09/21/17 Mariah overpayment sum rec fee	25.00		SUMREC	1000 346051		101000
43716	3069 Sarah Hanson	25.00					
	09/21/17 Charley overpayment summer rec	25.00		SUMREC	1000 346051		101000
43717	3070 Chad Reichensperger	65.00					
	09/21/17 Kyla overpayment summer rec	65.00		SUMREC	1000 346051		101000
43718	3071 Cendy Sangermano	210.00					
	09/21/17 Shelby overpayment summer rec	210.00		SUMREC	1000 346051		101000
43719	3072 Skip Normandin	70.00					
	09/21/17 Bode overpayment summer rec	70.00		SUMREC	1000 346051		101000
43720	3073 Delia Sosa	40.00					
	09/21/17 Elizabeth overpayment sum rec	40.00		SUMREC	1000 346051		101000
43721	3074 Jade Liszka	35.00					
	09/21/17 bentley overpayment summer rec	35.00		SUMREC	1000 346051		101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
43722		3075 Kiley Knight		275.00					
	09/21/17	Huxley overpayment summer rec		275.00		SUMREC	1000 346051		101000
43723		3076 Agata Morrill		20.00					
	09/21/17	Konrad overpyment summer rec		20.00		SUMREC	1000 346051		101000
43724		3077 Rebecca Gallegos		65.00					
	09/21/17	Miel overpayment summer rec		65.00		SUMREC	1000 346051		101000
43725		3078 Ortal Perez		50.00					
	09/21/17	Daniel overpayment sum rec		25.00		SUMREC	1000 346051		101000
	09/21/17	Jonathan overpayment sum rec		25.00		SUMREC	1000 346051		101000
43726		3079 Kim Wakefield		85.00					
	09/21/17	mallari overpayment summer rec		85.00		SUMREC	1000 346051		101000
43727		3080 Dan Davenport		700.00					
	09/21/17	Gillian overpayment sum rec		350.00		SUMREC	1000 346051		101000
	09/21/17	Mitchell overpayment sum rec		350.00		SUMREC	1000 346051		101000
43728		3081 Jennifer Reinsch		300.00					
	09/21/17	Russell overpayment summer rec		300.00		SUMREC	1000 346051		101000
43729		3082 carolyn Giannini		335.00					
	09/21/17	Taylor overpayment summer rec		335.00		SUMREC	1000 346051		101000
43730		3083 Danielle Appleby		45.00					
	09/21/17	Livia summer rec overpayment		45.00		SUMREC	1000 346051		101000
43731		3084 Brandi Brown		5.00					
	09/21/17	Shyla summer rec overpayment		5.00		SUMREC	1000 346051		101000
43732		547 WY Chamber of Commerce		4,437.50					
	09/22/17	Expo MAP Fund advance funding		4,437.50		EXPO	2101 410130	398	101000
43733		3056 Yellowstone Outlaw Regulators		2,500.00					
	09/20/17	Diamond P Shootout MAP balance		2,500.00		MAP	2101 410130	398	101000
43735		3066 Core & Main		545.00					
	H776889 09/15/17	Lamotte DC1500 flouride teste		545.00		H2O	5210 430500	212	101000

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43736	1387 MONTANA RURAL WATER SYSTEMS 2017082212 09/15/17 Membership dues	200.00 200.00		H20	5210 430500	335	101000
43737	2268 Myslik, Inc. 091517A 09/15/17 snoblower parts 092817TWY 09/28/17 parts/repair	1,286.06 816.22 469.84		STREET STREET	1000 430200 1000 430200	369 369	101000 101000
43738	2189 Custom Logo 15881 09/19/17 digitize new logo for dept. us	95.00 95.00		ADMN	1000 410210	327	101000
43739	2925 Daniel Sabolsky 09/24/17 coffee for the break room	39.99 39.99		TWNHAL	1000 411250	220	101000
43740	2937 CINTAS First Aid & Safety 5008955414 09/20/17 first aid kit replenish in	56.36 56.36		STREET	1000 430200	220	101000
43741	54 Bozeman Daily Chronicle 1666245 09/16/17 RFQ CMAR learn. dtr 1666247 09/16/17 RFQ Developer learn. dtr	124.00 62.00 62.00		ADMN ADMIN	1000 410210 1000 410210	327 327	101000 101000
43742	2991 West Yellowstone Star 2068 09/20/17 RFQ CMAR learn ctr 2069 09/20/17 RFQ Developer learn ctr.	88.00 44.00 44.00		ADMN ADMIN	1000 410210 1000 410210	327 327	101000 101000
43743	2845 Kasting, Kauffman & Mersen, PC 09/15/17 Legal services 09/15/17 travel 09/15/17 copies/postage/research fees	13,212.74 13,070.00 96.30 46.44		LEGAL LEGAL LEGAL	1000 411100 1000 411100 1000 411100	352 373 870	101000 101000 101000
43744	2635 Jake's Automotive and Tire 09/26/17 tires for James' durango 09/26/17 mount & balance 06/29/17 tire disposal	833.32 749.52 67.80 16.00		STREET STREET STREET	1000 430200 1000 430200 1000 430200	361 361 361	101000 101000 101000
43745	99986 Michele DesRochers 09/19/17 TAC conference 09/19/17 training	164.00 92.00 72.00		DISPAT DISPAT	1000 420160 1000 420160	370 370	101000 101000
43746	2440 David L Rightenour 09/25/17 Training 09/25/17 tac conference	164.00 72.00 92.00		DISPAT DISPAT	1000 420160 1000 420160	370 370	101000 101000

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43747		1934 Brenda Martin		92.00					
	09/25/17	TAC Conference		92.00		DISPAT	1000 420160	370	101000
43748		2682 TW Enterprises, Inc.		1,320.20					
	33809 09/28/17	service of sewer equip		752.50		SEWER	5310 430600	369	101000
	33810 09/28/17	service of sewer equip		567.70		SEWER	5310 430600	369	101000
43749		2866 Blue Heron Design-Build, Inc.		25,042.73					
	09/22/17	westmart material		9,093.23*		PAVIL	4000 460430	920	101000
	09/30/17	labor		7,511.50*		PAVIL	4000 460430	920	101000
	09/20/17	subcontractor - infinity const		1,560.00*		PAVIL	4000 460430	920	101000
	596753 09/28/17	subcontract - holly rock mason		4,602.00*		PAVIL	4000 460430	920	101000
	09/30/17	margin		2,276.00*		PAVIL	4000 460430	920	101000
43751		2992 Lisa Johnson		43.17					
	09/29/17	SS assistance		29.79		SOC SER	7010 450135	220	101000
	09/29/17	postage		3.08		SOC SER	1000 450135	311	101000
	09/29/17	postage		3.65		POLICE	1000 420100	311	101000
	09/29/17	postage		6.65		FINADM	1000 410510	311	101000
43752		999999 AUSTIN LARSEN		167.22					
	09/29/17	bond refund TK-110-2017-11		167.22		COURT	7469 212401		101000
		# of Claims	47	Total:	57,009.89				

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
September 19, 2017

COUNCIL MEMBERS PRESENT: Mayor Jerry Johnson, Brad Schmier, Pierre Martineau, Cole Parker

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, West Yellowstone Star Editor Dustin Jones, Helene Righenour, Richard & Teri Gibson, Patricia Barnes, Randy Wakefield,

The meeting is called to order by Mayor Jerry Johnson at 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 Purchase Orders, which include #6679 to JC Billion to purchase a 2018 Dodge Ram Pickup plus police outfitting from Dana Safety Supply for \$47,425 and #6755 to Barta Electric and Saurey Concrete to install light poles on Gibbon Avenue for \$11,964.20. (Martineau, Schmier)
- 2) Motion carried to approve the Treasurer's Report and Securities Report dated September 13, 2017. (Martineau, Schmier)
- 3) Motion carried to approve the claims, which total \$122,399.08. (Parker, Martineau) Schmier abstains from #43653 and #43645.
- 4) Motion carried to approve the Consent Agenda, which includes the minutes of the September 5, 2017 Town Council Meeting. (Parker, Schmier)
- 5) Motion carried to table Blue Ribbon Bungalow business license application. (Parker, Martineau)
- 6) Motion carried to approve the business license application for Markov Rentals (Parker, Johnson) See next motion.
- 7) Motion carried to approve the business license application for Markov Rentals, contingent upon verifying that the parking complies with the ordinance and the owners obtain the necessary health and safety permits. (Johnson, Martineau)
- 8) Motion carried to approve the recommendations from the Marketing and Promotions Fund Advisory Board to award \$17,750 to the 2018 Snowmobile Expo, Power Sports and Race Event, \$3500 to the 2018 Hebgen Lake ice Fishing Tournament, and \$5000 to the 2017-2018 Kids 'N' Snow Event Series. (Parker, Martineau)
- 9) Motion carried to approve Option #2 regarding use of accrued excess hours by exempt employees, which allows parties to use the time until the end of the year and then allow them to carry over unused hours until April 30, 2018 or the end of 2018 if not given ample opportunity to use the hours. (Parker, Martineau)

Public Comment Period

No public comment is received.

Council Comments

Council Member Brad Schmier reports that the West Yellowstone Foundation held the annual Happening fundraising event last Saturday, which was well attended. He says that the Town presented a plaque to Steffi Siegel recognizing her late husband, Arnie Siegel, for all the contributions and the impact he made in the community. Mayor Johnson says that he has heard a few comments about the chlorine in the water, so it is noticeable. He also mentions a family from his childhood in West Yellowstone, the Morrisons, who have all moved on but still consider West Yellowstone to be their home. Council Member Martineau reports that there should be three channels working now on the TV system, substantial progress.

DISCUSSION

- 9) Town Manager Dan Sabolsky explains that they need to agree on a method to phase out accrued excess hours for Exempt Employees. Sabolsky presents multiple options for the Council to consider and adds that the Town Attorney recommends allowing ample time for those employees to use up the time. The Council discusses the options and agrees to the option that allows the exempt employees until April 30, 2018 to use the accrued hours or the end of 2018 if not given ample opportunity to use the hours.
- A) **Advisory Board Reports:** Teri Gibson of the Planning Board reports that at their meeting last week, the Planning Board approved the current draft of the Growth Policy. The next step is to present the document to the Town Council for approval.
- B) **Town Manager/Department Head Reports:** Town Manager Dan Sabolsky reports that Dave DeGrandpre of Land Solutions would like to meet with the Town Council in a work session on October 17 to present the final draft of the Growth Policy and answer questions. He says that they are working on the process they follow for the Building and Zoning procedures. The RFP and RFQs for the Little Rangers Learning Center/Siegel Learning Center are due September 21, 2017 at 4 PM. They will review the responses and anticipate presenting at the first meeting in October. The Safety Committee is working on the Safety Policy and hope to have it revised and ready for adoption in October. He reports that Town Engineer Dick Dyer has been reviewing the plans for the proposed Electric Street Project and has made some recommendations. Once they complete that they will work on the development agreement. The union stewards met with their representative this week and the stewards and Sabolsky are going to attend training offered by the Department of Labor next week. They have received two rental payments of \$1000 for renting the mobile stage to Black Mountain Productions. He says he has been contacted by another stage rental business out of Missoula that has accused the Town of unfairly competing with his business and was very unhappy with the procedure. Sabolsky says that he will turn the matter over to their attorney when she returns from vacation.

Public Services Superintendent James Patterson reports that they have to add chlorine to the water system for two more days and then it will take about a week to dissipate. He says the water samples have been good. Montana DEQ will be in town tomorrow. The permit for the sewer lagoon has been submitted but they have not heard anything back. The permit to drill the water well is under review by DEQ. Patterson says they are working on equipment in preparation for winter but expect the weather to clear next week. The pavilion in Pioneer Park is almost finished. They didn't budget for lights this year but they did put in the conduit to put the lighting in next year. Johnson says the organizers of the Kids n Snow events are already planning to use it during their events this winter and would like to have light in the structure.

Finance Director Lanie Gospodarek reports that the Finance Department is working on proposed revisions to the business license ordinance and intends to submit it to the Town Manager and then the Council by the end of September. She reports that all three members of the Finance Department are attending the Montana League of Cities and Towns Conference in Great Falls next week. She explains that at the last meeting they

discussed purchasing a chain link fence for Pioneer Park and to fund the project with the money for the gazebo. They since discovered that the gazebo is not funded this year so they will need to revisit that project in the spring. She also reports that they have been pursuing the Yellowstone Cycle Tour event for resort tax on registration fees for the event that was held in August.

Chief of Police Scott Newell reports that there is a bear moving around the Madison Addition and cautions everyone to be aware. He says the department has been very busy so far this month and they have actually has to use tasers on two individuals. One couple was camping at Bakers Hole and going into the park daily and stealing purses and wallets. They were identified and then apprehended. They have also dealt with a very intoxicated individual that used a gun as well as a rescue of a fisherman from the river well inside the park who blew out his knee.

Social Services Director Kathi Arnado reports that the Social Services Department has been very busy this summer. She mentions a workshop they attended last week offered by CHP to help clients move out of poverty. She mentions other trainings and progress in the foodbank.

The meeting is adjourned. (8:30 PM)

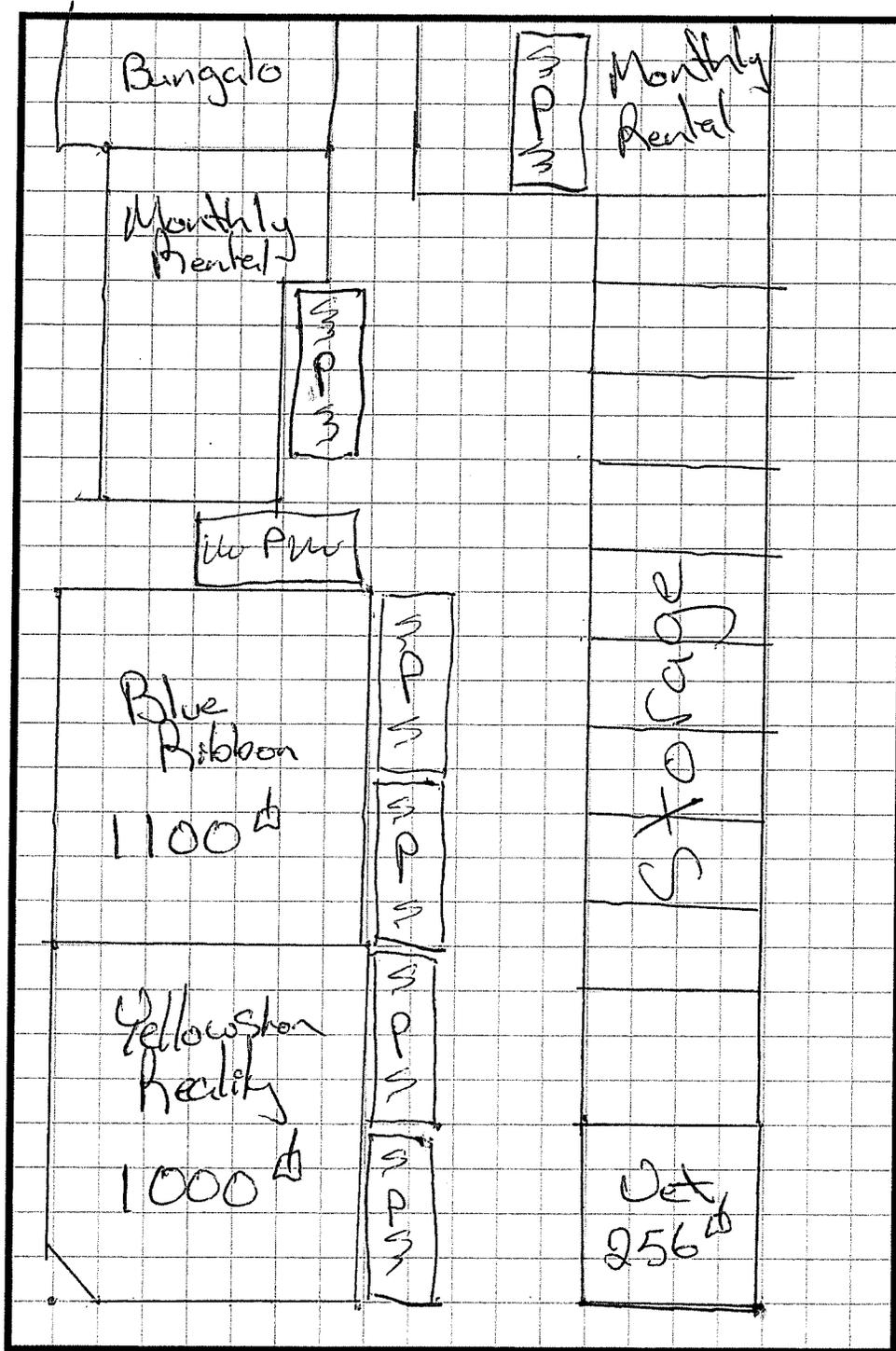
Mayor

ATTEST:

Town Clerk

Site Plan

Business Name: Blue Ribbon Eres / Bungalow
 Business Owner: Cam & Kristy Coffin
 Business Street Address: 305 J Canyon St
 Block: _____ Lot: _____ Subdivision: _____



Scale: 1 inch = 20 feet

Note: This grid represents a standard Town lot, 100 feet by 150 feet.

From: [Taylor, Buck](#)
To: "Elizabeth Roos"
Cc: ["jjohnson@townofwestyellowstone.com"](mailto:jjohnson@townofwestyellowstone.com)
Subject: Public Comment regarding Little Rangers Learning Center
Date: Wednesday, September 27, 2017 8:49:45 AM
Attachments: [image001.png](#)

Hi Liz – I would like to provide this for public comment and the next Council meeting regarding LRLC:

Dear Members of the Council:

As an employer in West Yellowstone and someone who sees first hand the economic impacts of parents trying to make a living across all income categories, please strongly consider making up any remaining funds for the construction of the Little Rangers Learning Center. It has been most impressive to see the Town, as well as the philanthropic, faith and other segments of the community come together to solve a complex issue that touches everyone in town. This effort truly has demonstrated the can-do attitude and partnering for the common good that can be a rarity in communities today and you are getting it done. Thank you for investing in this project that is an imperative underpinning to the continued economic growth of town.

Respectfully submitted,

Buck Taylor
Director, Community Development and Administration
Community Health Partners

Buck Taylor
Community Health Partners
406/548-3570
406/539-9358 (cell)
taylorbu@chphealth.org



This communication is confidential to Community Health Partners and is intended solely for the use of the individual or organization to whom it is addressed. It may contain privileged information. If you have received this message in error, please notify the originator immediately. If you are not the intended recipient, you should not use, copy, alter, or disclose the contents of this message. All information or opinions expressed in this message and/or any attachments are those of the author and are not necessarily those of Community Health Partners. Community Health Partners accepts no responsibility for loss or damage arising from its use.



PO Box 1280, Livingston, MT 59047-1280
Office: 406-223-3137
www.kendedafund.org

June 20, 2017

Bruce McPherson
West Yellowstone Public Library Foundation Inc.
P.O. Box 1179
West Yellowstone, MT 59758-1179

Dear Mr. McPherson:

The Kendeda Fund is pleased to enclose a check in the amount of \$20,000 to the West Yellowstone Public Library Foundation Inc. for the completion of the new meeting room. This grant is subject to the terms set forth in the attached Grant Terms and Conditions and, by cashing the grant check, you are indicating that you agree to its terms.

The Kendeda Fund requires a brief narrative and financial report on the use of the funds due 10 months from the date of this grant. We will be contacting you regarding the details of the report prior to that time.

Please send any receipts, grant confirmations or other correspondence regarding this contribution to the address listed above. If you are interested in including a link to The Kendeda Fund on your website or mentioning us in other communications, our press policies, logo and brand guidelines can be found here: <http://kendedafund.org/grantee-portal> (Password: kendedalogo2015). Any questions that are not answered by visiting this webpage should be directed to your fund advisor.

The Kendeda Fund wishes you and your organization every success in your important work. If you have any questions concerning this grant agreement, please contact Tim Stevens at tim@kendedafund.org or via phone at the number above.

Sincerely,

Dena Kimball
Executive Director, The Kendeda Fund

**THE KENDEDA FUND
GRANT TERMS AND CONDITIONS**

Grant Amount: \$20,000

Grant Recipient: West Yellowstone Public Library Foundation Inc. (the "Grantee")

- a. **Tax- Exempt Status of the Grantee:** The Grantee is exempt under Internal Revenue Code Section 501(c)(3) and currently is classified as a public charity pursuant to Internal Revenue Code Section 509(a)(1), (2) or (3).
- b. **Grant Purpose and Expenditure of Funds:** The Grantee agrees to apply the grant funds exclusively toward the completion of the new meeting room, which is administered by the Grantee. The grant funds are not to be used for any other purpose without the Foundation's prior approval in writing. However, if such use would require the Grantee to distribute the grant funds without the Grantee's discretion to another entity or individual, this grant will be deemed general and unrestricted with a non-binding recommendation that the grant funds be used for the specified purpose. The Grantee further agrees to use the grant proceeds only for educational, scientific, literary, religious or other charitable purposes consistent with the Grantee's above described tax-exempt status. The Grantee will not use any of the grant funds to influence any legislation or the outcome of any election, to conduct a voter registration drive, or to pay the overhead expenses attributed to any such activities. Additionally, the Grantee will not use any of the grant funds to satisfy a charitable pledge or obligation of any person or organization other than the Foundation, or to provide any tangible economic benefit to any Foundation manager or substantial contributor or their respective family members.
- c. **Return of Grant Funds:** The Grantee agrees to return any grant funds not expended for the purposes described above to the Foundation, c/o Foundation Source at 55 Walls Drive, Suite 302, Fairfield, CT 06824-5163. The rules governing private foundations also require the Grantee to return the enclosed grant if the Grantee is no longer recognized by the Internal Revenue Service as having the above described tax-exempt status.
- d. **Other Terms:** These Grant Terms and Conditions encompass the entire agreement between the Foundation and the Grantee, and supersede all previous understandings and agreements between the Foundation and the Grantee, whether oral or written. This grant is subject to these Grant Terms and Conditions; by cashing the grant check the Grantee indicates its agreement to these terms. The term "Foundation" means the foundation making this grant.

