

Town of West Yellowstone

Tuesday, February 20, 2018

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Purchase Orders #6757 to IntelliChoice (E Force), \$20,800

Treasurer's Report & Securities Report ∞

Claims ∞

Consent Agenda: **Minutes of February 6, 2018 Town Council Meeting** ∞

Business License Applications ∞

- Highmark Rentals (Update)

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

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

**Public Hearing: Variance Request, Front Yard Setback
Tract 4B of the Madison Addition, Ridgetop Properties**

NEW BUSINESS

Ridgetop Properties Development, Tract 4B of the Madison Addition Discussion/Action ∞
▪ Variance Request, Front Yard Setback
▪ Site Plan

Ordinance No. 266, 2nd Reading, Regulations in the Madison Addition Discussion/Action ∞

2018 Snowmobile Expo and Races, March 9-11, 2018 Discussion/Action ∞
▪ Resolution No. 708, Open Container Resolution
▪ Outside Amplification Permit
▪ Special Event Permit/Temporary Closure of Iris Street
▪ Exposition License

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.

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P.O. BOX 1570

TOWN OF WEST YELLOWSTONE MONTANA

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date 02/08/18

Ship Via

Order No. 006757

Department Police

TO: IntelliChoice DBA E Force

ADDRESS: 1047 South 100 West Suite 130

Logan, UT 84321

888-570-4943

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Annual license and support See Ser CAD/RMS
	* This will be an annual bill due 03/01
	built into the contract
	* budget was estimated at \$21K Ser Siscal 2017-2018
	2850-420750-398

Authorized By

DAM

Estimated Cost \$

20,800⁰⁰

Requested By:

Scott Newell

VENDOR COPY - White OFFICE COPY - Canary

2850-420750-398
Scott Newell 2/7/18

IntelliChoice, Inc.

1047 S 100 W Suite 130
Logan, UT 84321
1-888-570-4943



Bill To
West Yellowstone Police Department 110 S. Faithful St. West Yellowstone, MT 59758

INVOICE

Terms	Date	P.O. No.	Invoice #	Due Date
Due on receipt	3/1/2018		1228845	3/1/2018

Quantity	Description	Amount
1	2nd Year forward: Annual License and Support Fee	20,800.60

Total	\$20,800.60
Payments/Credits	\$0.00
Balance Due	\$20,800.60



Agreement Number: 60722900
 Tax ID Number: 81-0299400
 Expiration Date: 5/31/2019

REPURCHASE CONFIRMATION

Treasurer's Office
 Town of West Yellowstone
 P O Box 1570
 West Yellowstone MT 59758

Trade Date: 2/13/2018
 Settlement Date: 2/13/2018
 Maturity Date: 2/14/2018

Repurchase Rate: The Federal Fund rate as posted by the Federal Reserve Bank of New York, adjusted weekly.

Current Balance: \$675,106.07

Repurchase Maximum Balance: \$750,000.00

Current Rate: 1.420%

SECURITY DESCRIPTION					Market
Security	CUSIP	Rate	Maturity	Par	Value
Sourdough MT Rural Fire Dist	836172AN6	3.500%	7/1/2026	\$375,000	\$384,824
Missoula County MT Sch Dist # 4	605815DZ9	3.500%	6/15/2024	\$500,000	\$540,446
				<u>\$875,000</u>	Total: <u>\$925,270</u>

Fractional Interest in Security* : **72.96%**

*Fractional Interest = [(Current Balance)/(Market Value)] %

This Repurchase Agreement is not a deposit and is not covered by FDIC deposit insurance. In the event of a bank failure, the Town of West Yellowstone will become the owner of the Securities, or obtains a perfected security interest in these Securities.

The following are Bank holidays

- Monday, January 02, 2017
- Monday, January 16, 2017
- Monday, February 20, 2017
- Monday, May 29, 2017
- Tuesday, July 04, 2017
- Monday, September 04, 2017
- Monday, October 09, 2017
- Thursday, November 23, 2017
- Monday, December 25, 2017
- Monday, January 01, 2018

Treasurer's Report January 2018

02/05/18
16:42:11

TOWN OF WEST YELLOWSTONE
Cash Report
For the Accounting Period: 1/18

Page: 1 of 4
Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 General Fund						
101000 CASH	337.40	675,807.37	824.53	349,040.35	263,428.21	64,500.74
101100 Investments - CD's	224,187.09	0.00	0.00	0.00	0.00	224,187.09
101300 Investments - Money Market Accou	380,516.66	349,136.10	0.00	494,500.00	0.00	235,152.76
101500 Investment-STIP	1,405,096.13	346,454.80	0.00	250,000.00	0.00	1,501,550.93
103000 Petty Cash	50.00	0.00	0.00	0.00	0.00	50.00
103100 Town Office	50.00	0.00	0.00	0.00	0.00	50.00
103200 Petty Cash/WY Police Dept	50.00	0.00	0.00	0.00	0.00	50.00
103400 Petty Cash-Recreation	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	2,010,437.28	1,371,398.27	824.53	1,093,540.35	263,428.21	2,025,691.52
2100 Local Option Taxation-Resort Tax						
101000 CASH	22,128.40	146,033.50	0.00	78,132.13	0.00	90,029.77
101300 Investments - Money Market Accou	514,710.19	143.04	0.00	500,000.00	0.00	14,853.23
101500 Investment-STIP	698.80	500,000.00	0.00	24,721.65	0.00	475,977.15
102215 STIP Investment-Rev Bond current	274,008.34	25,058.10	0.00	0.00	0.00	299,066.44
102225 STIP Reserve Acct Town Hall 10%	148,321.48	182.12	0.00	0.00	0.00	148,503.60
Total Fund	959,867.21	671,416.76		602,853.78		1,028,430.19
2101 Marketing & Promotions (MAP)						
101000 CASH	696.45	9,242.00	0.00	0.00	6,356.91	3,581.54
101300 Investments - Money Market Accou	32,562.58	9.05	0.00	5,675.00	0.00	26,896.63
101500 Investment-STIP	162,515.12	0.00	0.00	0.00	0.00	162,515.12
Total Fund	195,774.15	9,251.05		5,675.00	6,356.91	192,993.29
2102 TBID (Tourism Business Improvement District)						
101000 CASH	4,653.96	10,337.00	0.00	310.11	5,563.92	9,116.93
2111 Off Street Parking						
101000 CASH	1,474.33	1.02	0.00	0.00	0.00	1,475.35
101500 Investment-STIP	110,060.59	135.14	0.00	0.00	0.00	110,195.73
Total Fund	111,534.92	136.16				111,671.08
2210 Parks & Recreation						
101000 CASH	2,075.00	350.00	0.00	0.00	0.00	2,425.00
2211 Parks/Rec Donations - Teen Center						
101000 CASH	1,557.46	1.07	0.00	0.00	0.00	1,558.53
2212 Parks - Volleyball Court						
101000 CASH	5,048.91	3.48	0.00	0.00	0.00	5,052.39
2213 Community Garden						
101000 CASH	526.28	0.36	0.00	0.00	0.00	526.64
2214 Rec. Program Scholarships						
101000 CASH	2,604.80	1.80	0.00	0.00	0.00	2,606.60
2220 Library						
101000 CASH	2,752.23	23,995.26	0.00	0.00	12,625.29	14,122.20
102130 Donations for Extension Svcs Lib	661.12	0.46	0.00	0.00	0.00	661.58
103000 Petty Cash	50.00	0.00	0.00	0.00	0.00	50.00
Total Fund	3,463.35	23,995.72			12,625.29	14,833.78
2240 Cemetery						
101000 CASH	2,972.39	2.05	0.00	0.00	0.00	2,974.44
101500 Investment-STIP	9,231.15	0.00	0.00	0.00	0.00	9,231.15
Total Fund	12,203.54	2.05				12,205.59

TOWN OF WEST YELLOWSTONE
Cash Report
For the Accounting Period: 1/18

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
2390 Drug Forfeiture						
101000 CASH	488.66	0.00	0.00	0.00	0.00	488.66
101500 Investment-STIP	14,458.85	0.00	0.00	0.00	0.00	14,458.85
Total Fund	14,947.51					14,947.51
2392 CDBG-Local Source						
101000 CASH	10,009.71	6.90	0.00	0.00	0.00	10,016.61
101300 Investments - Money Market Accou	40,110.65	11.15	0.00	0.00	0.00	40,121.80
101500 Investment-STIP	39,221.77	48.16	0.00	0.00	0.00	39,269.93
Total Fund	89,342.13	66.21				89,408.34
2701 Cemetery Perpetual Care (7050)						
101000 CASH	3,897.39	2.69	0.00	0.00	0.00	3,900.08
101500 Investment-STIP	36,617.44	44.96	0.00	0.00	0.00	36,662.40
Total Fund	40,514.83	47.65				40,562.48
2820 Gas Tax Apportionment						
101000 CASH	19,618.07	2,473.49	0.00	0.00	0.00	22,091.56
101300 Investments - Money Market Accou	26,035.94	7.23	0.00	0.00	0.00	26,043.17
101500 Investment-STIP	2,083.88	2.56	0.00	0.00	0.00	2,086.44
Total Fund	47,737.89	2,483.28				50,221.17
2850 911 Emergency						
101000 CASH	44,356.87	24.23	0.00	0.00	9,211.32	35,169.78
101300 Investments - Money Market Accou	3,153.32	0.87	0.00	0.00	0.00	3,154.19
101500 Investment-STIP	54,573.71	67.01	0.00	0.00	0.00	54,640.72
Total Fund	102,083.90	92.11			9,211.32	92,964.69
2917 Crime Victims Assistance						
101000 CASH	6,454.93	0.00	0.00	0.00	0.00	6,454.93
3050 GO Bond						
101000 CASH	736.70	99,437.47	0.00	0.00	0.00	100,174.17
101300 Investments - Money Market Accou	59,097.22	16.42	0.00	0.00	0.00	59,113.64
101500 Investment-STIP	42,188.80	51.80	0.00	0.00	0.00	42,240.60
Total Fund	102,022.72	99,505.69				201,528.41
4000 Capital Projects/Equipment						
101000 CASH	44,314.85	892.59	0.00	0.00	14,763.00	30,444.44
101300 Investments - Money Market Accou	111,936.15	31.11	0.00	100,000.00	0.00	11,967.26
101500 Investment-STIP	281,623.29	100,345.80	0.00	0.00	0.00	381,969.09
Total Fund	437,874.29	101,269.50		100,000.00	14,763.00	424,380.79
4060 Public Works Equipment Replacement						
101000 CASH	359.75	0.00	0.00	0.00	0.00	359.75
101300 Investments - Money Market Accou	20.98	0.01	0.00	0.00	0.00	20.99
101500 Investment-STIP	242.65	0.30	0.00	0.00	0.00	242.95
Total Fund	623.38	0.31				623.69
4070 Parkway Construction/Mtn						
101300 Investments - Money Market Accou	0.34	0.00	0.00	0.00	0.00	0.34
101500 Investment-STIP	6,939.13	8.52	0.00	0.00	0.00	6,947.65
Total Fund	6,939.47	8.52				6,947.99
4075 Street Construction /Maintenance						
101000 CASH	117.05	0.08	0.00	0.00	0.00	117.13

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101300 Investments - Money Market Accou	13.68	0.01	0.00	0.00	0.00	13.69
101500 Investment-STIP	782,368.93	960.66	0.00	0.00	0.00	783,329.59
Total Fund	782,499.66	960.75				783,460.41
5210 Water Operating Fund						
101000 CASH	55,386.90	52,225.17	866.40	100,997.79	24,837.11	-17,356.43
101300 Investments - Money Market Accou	0.38	0.00	0.00	0.00	0.00	0.38
101500 Investment-STIP	29,873.66	36.68	0.00	29,910.34	0.00	0.00
102245 Replacement & Depreciation Ent.	151,570.68	186.11	0.00	0.00	0.00	151,756.79
Total Fund	236,831.62	52,447.96	866.40	130,908.13	24,837.11	134,400.74
5220 Water Replacement Depreciation Fund						
101000 CASH	40,585.58	101,062.83	0.00	29,910.34	0.00	111,738.07
101300 Investments - Money Market Accou	100,033.12	27.80	0.00	0.00	0.00	100,060.92
101500 Investment-STIP	344,145.53	30,332.91	0.00	0.00	0.00	374,478.44
Total Fund	484,764.23	131,423.54		29,910.34		586,277.43
5310 Sewer Operating Fund						
101000 CASH	90,918.61	218,396.89	1,406.95	182,263.93	121,964.18	6,494.34
101300 Investments - Money Market Accou	230,394.49	144,564.03	0.00	374,805.00	0.00	153.52
101500 Investment-STIP	635,363.08	200,780.15	0.00	144,500.00	0.00	691,643.23
101510 Mad Add Construction-STIP	61,653.56	75.70	0.00	0.00	0.00	61,729.26
102245 Replacement & Depreciation Ent.	132,426.51	162.60	0.00	0.00	0.00	132,589.11
Total Fund	1,150,756.25	563,979.37	1,406.95	701,568.93	121,964.18	892,609.46
5320 Sewer Replacement Depreciation Fund						
101000 CASH	8,556.67	182,395.50	0.00	0.00	0.00	190,952.17
101500 Investment-STIP	427,716.15	525.19	0.00	0.00	0.00	428,241.34
Total Fund	436,272.82	182,920.69				619,193.51
7010 Social Services/Help Fund						
101000 CASH	24,877.45	1,507.04	0.00	0.00	1,653.82	24,730.67
101300 Investments - Money Market Accou	10,211.96	2.84	0.00	0.00	0.00	10,214.80
101500 Investment-STIP	20,274.43	24.90	0.00	0.00	0.00	20,299.33
Total Fund	55,363.84	1,534.78			1,653.82	55,244.80
7195 Court Collections Trust Acct						
101000 CASH	8,296.49	0.00	0.00	0.00	0.00	8,296.49
7458 Court Surcharge HB176						
101000 CASH	120.00	130.00	0.00	0.00	120.00	130.00
7467 MT Law Enforcement Academy (MLEA)						
101000 CASH	130.00	150.00	0.00	0.00	130.00	150.00
7468 Public Defender Fee						
101000 CASH	0.00	93.00	0.00	0.00	0.00	93.00
7469 City Court - Judge Brandis						
101000 CASH	13,452.82	3,833.00	0.00	3,763.00	85.00	13,437.82
7699 Victims Assistance Program						
101000 CASH	24.00	104.00	0.00	0.00	24.00	104.00
7910 Payroll Fund						
101000 CASH	8,381.01	0.00	181,865.88	192,658.20	0.00	-2,411.31
7930 Claims Fund						
101000 CASH	66,055.33	0.00	275,799.00	333,561.78	0.00	8,292.55
Totals	7,401,235.98	3,227,944.08	460,762.76	3,194,749.62	460,762.76	7,434,430.44

02/16/18
12:08:08

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/18

Page: 1 of 8
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
44099	1089 Gallatin County Treasurer	477.00					
	January 18 02/28/18 Tech surcharge	130.00		COURT	7458 212200		101000
	January 18 02/28/18 MLEA	150.00		COURT	7467 212200		101000
	January 18 02/28/18 Public Defender	93.00		COURT	7468 212200		101000
	January 18 02/28/18 Victims Assistance	104.00		COURT	7699 212200		101000
44102	2789 WEX Bank	7,920.77					
	02/01/18 07 Ford Expedition 6-54563A	52.20		SS	1000 450135	231	101000
	02/01/18 06 Dodge Durango 6-1374	189.51		PUBSER	1000 430200	231	101000
	02/01/18 17 Dodge Ram #1	192.79		POLICE	1000 420100	231	101000
	02/01/18 17 Dodge Ram #2	275.95		POLICE	1000 420100	231	101000
	02/01/18 10 Ford Expedition 6-000046	384.69		POLICE	1000 420100	231	101000
	02/01/18 11 Ford Expedition 6-21425A	247.87		POLICE	1000 420100	231	101000
	02/01/18 10 JD Backhoe	0.00		STREET	1000 430200	231	101000
	02/01/18 77 Int'l Dumptruck	0.00		STREET	1000 430200	231	101000
	02/01/18 Snow Blower	152.46		STREET	1000 430200	231	101000
	02/01/18 85 Ford Dumptruck	0.00		STREET	1000 430200	231	101000
	02/01/18 140 G Grader	368.52		STREET	1000 430200	231	101000
	02/01/18 CAT 936 Loader	605.77		STREET	1000 430200	231	101000
	02/01/18 91 Ford 6-582	38.91		STREET	1000 430200	231	101000
	02/01/18 15 Sweeper	0.00		STREET	1000 430200	231	101000
	02/01/18 97 Athey Sweeper	0.00		STREET	1000 430200	231	101000
	02/01/18 14 Water Truck	0.00		STREET	1000 430200	231	101000
	02/01/18 00 Freightliner Dump 6-60700A	378.48		STREET	1000 430200	231	101000
	02/01/18 2010 JD 772 Grader	1,290.81		POLICE	1000 420100	231	101000
	02/01/18 02 Freightliner Dump 6-54564A	337.63		STREET	1000 430200	231	101000
	02/01/18 08 Ford Pickup 6-1450	129.63		STREET	1000 430200	231	101000
	02/01/18 08 GMC Pickup 6-1484	80.12		STREET	1000 430200	231	101000
	02/01/18 08 CAT 938H Loader	1,915.20		STREET	1000 430200	231	101000
	02/01/18 08 904B MiniLoader	88.11		STREET	1000 430200	231	101000
	02/01/18 93 Dodge 6-2010	0.00		STREET	1000 430200	231	101000
	02/01/18 YNP Truck #2	410.42		STREET	1000 430200	231	101000
	02/01/18 08 Ford Escape (multi-use)	0.00		DISPAT	1000 420160	370	101000
	02/01/18 14 Police Interceptor	224.76		POLICE	1000 420100	231	101000
	02/01/18 15 Ford F-250	178.44		STREET	1000 430200	231	101000
	02/01/18 YNP Truck #1	276.40		STREET	1000 430200	231	101000
	02/01/18 18 Dodge Ram	102.10		STREET	1000 430200	231	101000
44103	2558 Hebgen Basin Fire District	52,834.91					
	02/20/18 February 2018	45,501.58		FIRE	1000 420400	357	101000
	02/20/18 February 2018	7,333.33		FIRE	1000 420471	140	101000

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Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
44104	95 Energy West-Montana	2,510.83					
	02/28/18 nat gas 210361788 updl	206.27		UPDH	1000 411252	344	101000
	02/28/18 nat gas 210360293 Police	23.85		POLBLD	1000 411258	344	101000
	02/28/18 nat gas 210361746 Pub Services	571.06		STREET	1000 430200	344	101000
	02/28/18 nat gas 210361811 old firehall	200.00		PARK	1000 460430	344	101000
	02/28/18 nat gas 210363966 old bld ins	86.07		STREET	1000 430200	344	101000
	02/28/18 nat gas 210360540 library	264.60		LIBBLD	1000 411259	344	101000
	02/28/18 nat gas 210364599 Povah	528.54		POVAH	1000 411255	344	101000
	02/28/18 nat gas 210361697 Iris Lift St	27.36		PUBSVC	1000 430200	344	101000
	02/28/18 nat gas 210365425 Twn Hall	575.72		TWNHAL	1000 411250	344	101000
	02/28/18 nat gas 210361655 Mad Add Sewe	27.36		SEWER	5310 430600	344	101000
44108	2813 Century Link	1,531.26					
	02/19/18 DSL Pub Serv Office 646-7949	0.00		BLDINS	1000 430200	345	101000
	02/19/18 Police 646-7600	334.51*		POLICE	1000 420160	345	101000
	02/19/18 E911 Viper 646-5170	98.74		E911	2850 420750	345	101000
	02/19/18 E911 255-9710	999.32		E911	2850 420750	345	101000
	02/19/18 E911 255-9712	25.03		E911	2850 420750	345	101000
	02/19/18 Alarm Lines, 646-5185	73.66		TWNHAL	1000 411250	345	101000
44146	3091 Ben Coffin	105.00					
	02/09/18 court interpreter tk-2017-575	105.00		COURT	1000 410360	394	101000
44147	3103 Dehui Xie	13.00					
	02/09/18 exonerted bond tk-2017-575	13.00		COURT	7469 212401		101000
44148	3104 Anthony Celestina Jr	70.00					
	02/01/18 exonerated Bond TK-2017-86	30.00		COURT	7469 212401		101000
	02/01/18 exonerated Bond TK-2017-92	40.00		COURT	7469 212401		101000
44149	2099 Quick Print of West Yellowstone	202.67					
	9603 01/24/18 C Burke business cards	49.95		LEGIS	1000 410100	220	101000
	9610 01/02/18 Planner, Pub Works	11.99		STREET	1000 430200	220	101000
	2722 01/02/18 Shipping,water samples	75.04		WATER	5210 430500	357	101000
	2753 01/08/18 Shipping, water samples	31.58		WATER	5210 430500	357	101000
	2827 01/19/18 shipping, Pathway AV	34.11		WATER	5210 430500	357	101000
44150	2264 MORNING GLORY COFFEE & TEA	33.75					
	933117 02/07/18 coffee, dispatch	33.75		DISPAT	1000 420160	220	101000

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44151		2952 DIS Technologies		595.00					
	32744	01/05/18 February monthly services		595.00		DISPAT	1000 420160	398	101000
44152		633 Bozeman Trophy & Engraving		136.00					
	15555	01/12/18 notary supplies		136.00		DISPAT	1000 420160	220	101000
44153		533 Market Place		695.58					
	646421	01/31/18 kitty litter		8.63		STREET	1000 430200	220	101000
	637403	01/19/18 ice scraper, blower		28.79		STREET	1000 430200	220	101000
	510880	01/05/18 soc service supplies		18.63		SOCSRV	7010 450135	220	101000
	625398	01/03/18 water		5.81		SEWER	5310 430600	220	101000
		01/31/18 Xmas gift certificates		633.72		LEGIS	1000 410100	220	101000
44154		3105 Alex Schmier		45.00					
	02/09/18	court interpreter TK-2017-647		45.00		COURT	1000 410360	394	101000
44155		2658 Delfino Salinas		60.00					
	02/09/18	court interpreter TK-2018-37		60.00		COURT	1000 410360	394	101000
44156		3106 Ennis City Court		1,000.00					
	TK-570-201	02/14/18 bond pass through warrant		1,000.00		COURT	7469 213000		101000
44157		3061 Pathway AV Integration		300.00					
	02/14/18	installation, test run recordi		300.00		COURT	1000 410360	364	101000
44158		2991 West Yellowstone Star		1,681.15					
	2383	02/01/18 Legal Ad, Ordinance 266		32.00		ADMIN	1000 410210	327	101000
	2258	11/30/17 Nov flouride ads		487.50		WATER	5210 430500	357	101000
	2258	11/30/17 snow storage meeting		121.95		STREET	1000 430200	357	101000
	2315	12/31/17 Dec flouride ads		390.00		WATER	5210 430500	357	101000
	2203	10/31/17 Oct flouride ads		390.00		WATER	5210 430500	357	101000
	2203	10/31/17 Dispatcher wanted ad		15.80		ADMIN	1000 410210	327	101000
	2203	10/31/17 water chlorination ads		243.90		WATER	5210 430500	357	101000
44159		1311 Teton Communications		2,023.15					
	8860	02/01/18 police radio for new truck		2,023.15*		POLICE	4000 420110	944	101000
44160		1864 Loomis Family Limited		37.51					
	02/07/18	fuel-Travelers		37.51		POLICE	1000 420100	231	101000

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44161		2635 Jake's Automotive and Tire		520.70					
	18587	01/27/18 impound, silver Audi		150.00		POLICE	1000 420100	317	101000
	17641	02/07/18 2011 Expedition, diff bolts		85.00		STREET	1000 430200	361	101000
	17638	02/07/18 2006 Durango, ignition/relay s		285.70		STREET	1000 430200	361	101000
44162		1079 Assoc. of Montana Troopers		150.00					
	4106	02/03/18 legislative guide books x 6		150.00		POLICE	1000 420100	389	101000
44163		2964 CITI CARDS		143.11					
		01/16/18 supplies, Wild West		107.12		LEGIS	1000 410100	220	101000
		01/04/18 microphone, Amazon		35.99		LIBRAR	2220 460100	220	101000
44164		2937 CINTAS First Aid & Safety		261.81					
	5008513615	07/31/17 first aid supplies		10.95		JAIL	1000 420230	351	101000
	5008955413	09/20/17 first aid supplies		10.95		JAIL	1000 420230	351	101000
	5009235889	11/16/17 first aid supplies		113.01		JAIL	1000 420230	351	101000
	5009235888	11/16/17 first aid supplies		126.90		STREET	1000 430200	220	101000
44165		2898 TransUnion Risk and Alternative		25.00					
		02/08/18 background database use		25.00		POLICE	1000 420100	220	101000
44166		2978 Economart		1,671.07					
		01/31/18 fuel, blower & snowmobile		1,671.07		STREET	1000 430200	231	101000
44167		3107 MarCom, LLC		528.00					
	1801327	02/09/18 water samples		528.00		WATER	5210 430500	357	101000
44168		2952 DIS Technologies		595.00					
	32884	02/05/18 monthly managed service		595.00		DISPAT	1000 420160	398	101000
44169		725 Swan Cleaners		66.00					
	7775	02/01/18 laundry service, jail		66.00		JAIL	1000 420230	390	101000
44170		471 Northwest Pipe Fittings, Inc.		3,427.20					
	5927218	01/29/18 3" water meter + attachments		3,427.20		WATER	5210 430500	251	101000
44171		764 General Distributing Co.		51.46					
	611141	01/31/18 compressed O2		51.46		STREET	1000 430200	220	101000

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44172	1796 Barta Electric, Inc.	400.43					
	5151 02/01/18 trencher rental	165.00		STLITE	4000 460430	938	101000
	5149 02/01/18 heater, part restrooms	235.43		PARK	1000 460430	366	101000
44173	40 Jerry's Enterprises	118.98					
	01/31/18 fuel	118.98		STREET	1000 430200	231	101000
44174	151 Gallatin County WY TS/Compost	417.05					
	02/01/18 transfer station charges	417.05		PARKS	1000 460430	534	101000
44175	266 Utilities Underground Location	6.28					
	8015319 01/31/18 notifications	6.28		WATER	5210 430500	357	101000
44176	2845 Kastang, Kauffman & Mersen, PC	8,490.42					
	02/06/18 legal services	8,390.00		LEGAL	1000 411100	352	101000
	02/06/18 postage/copies	5.80		LEGAL	1000 411100	870	101000
	02/06/18 phone/fax	0.14		LEGAL	1000 411100	345	101000
	02/06/18 travel	94.48		LEGAL	1000 411100	373	101000
44177	2851 Amatics CPA Group	7,500.00					
	47364 01/31/18 audit work thru 1/31/18	7,500.00		AUDIT	1000 410530	353	101000
44178	2544 Yellowstone Lodge	202.00					
	020118/01 06/06/18 help fund room	202.00		HELP	7010 450135	370	101000
44179	999999 YATES BODY SHOP, INC.	155.10					
	6e239908 01/22/18 tail light repair	155.10		STREET	1000 430200	361	101000
44180	951 Barnes & Noble	424.30					
	3606645 01/29/18 library books	306.80		LIBRAR	2220 460100	215	101000
	3606646 01/29/18 library books	117.50		LIBRAR	2220 460100	215	101000
44181	1331 West Yellowstone Foundation	40.00					
	02/08/18 help fund bus vouchers	40.00		SOCSR	7010 450135	370	101000
44182	2455 Tri State Excavating, LLC	1,190.00					
	5989 02/01/18 snow hauling, dump truck	1,190.00		STREET	1000 430200	398	101000
44183	2557 MTLEIRA	100.00					
	02/15/18 Martin membership	50.00*		DISPAT	1000 420160	335	101000
	02/15/18 Rightenour membership	25.00*		DISPAT	1000 420160	335	101000
	02/15/18 DesRochers membership	25.00*		DISPAT	1000 420160	335	101000

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Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
44190	162 House of Clean 201418 01/08/18 nitrile gloves	95.39 95.39			1000 460430	220	101000
44191	73 Westmart Building Center 01/27/18 Street Buildings 01/27/18 Street Supplies 01/27/18 Sewer Supplies 01/27/18 Water Supplies 01/27/18 Police Supplies 01/27/18 Povah 01/27/18 Parks Grounds 01/27/18 Parks Supplies 01/27/18 Parks Buildings 01/27/18 UPDL Remodel	1,289.73 87.95 28.75 176.05 30.66 18.05 17.09 3.80* 7.12 12.98 907.28		STREET STREET SEWER WATER POLICE POVAH PARKS PARKS PARKS UPDL	1000 430200 1000 430200 5310 430600 5210 430500 1000 420100 1000 411255 1000 460430 1000 460430 1000 460430 4000 460460	366 220 220 220 220 220 365 220 366 920	101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000
44192	2779 Treasure State Lock & Key 993135 12/21/17 pumphouse lock, keys 993135 12/21/17 Town Park bldgs lock, keys 993135 12/21/17 clinic lock, keys	707.33 197.33* 355.00 155.00		SEWER PARK CLINIC	5310 430600 1000 411253 1000 411251	366 366 366	101000 101000 101000
44193	2977 Staples Credit Plan 1984658211 01/06/18 Office Supplies	51.98 51.98		DISPAT	1000 420160	220	101000
	# of Claims	53	Total:				114,704.00

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
February 6, 2018

COUNCIL MEMBERS PRESENT: Brad Schmier, Jerry Johnson, Pierre Martineau, Greg Forsythe

OTHERS PRESENT: Town Manager Daniel Sabolsky, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Officer Neil Curtis, Social Services Director Kathi Arnado

Richard & Teri Gibson, Fire Chief Shane Grube, Head Dispatcher Brenda Martin and her son, Lucas Aston, Moira Dow, Mindie Morris, Lauren Andersen, Terri Beth Dumsday, Doc and Mrs. Deconotour, Kaitlyn Johnson, Jerry Schmier, Bob Patzke, Grant Jackson

The meeting is called to order by Mayor Brad Schmier 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 claims, which total \$373,451.72. (Forsythe, Martineau)
- 2) Motion carried to approve the minutes of the January 16, 2018 Town Council Meeting. (Johnson, Martineau)
- 3) Motion carried to approve the first reading of Ordinance No. 266, as written. (Forsythe, Martineau) Johnson is opposed.
- 4) Motion carried to authorize the payment of \$100,000 to Community Health Partners as agreed upon in the risk share agreement. (Martineau, Johnson)
- 5) Motion carried to accept the recommendation to finance the Siegel Learning Center through First Security Bank with a 7-year fixed rate amortized over 10 years. (Martineau, Johnson) Forsythe abstains.
- 6) Motion carried to approve the revised staffing plan, dated 1/30/18. (Forsythe, Martineau) Johnson is opposed.
- 7) Motion carried to appoint the current members of the Town Council as members of the Board of Adjustments. (Forsythe, Martineau)

Public Comment Period

Town Clerk Liz Roos invites everyone to attend the high school basketball games this week and promises that they will be great games and worth attending.

Council Comments

Council Member Greg Forsythe says that he thinks it is time address adequate medical care in West Yellowstone and encourages the Town to put some time into this problem very soon. Mayor Schmier says that he did have a phone conversation with the auditor and was pleased to hear that there were no red flags or significant concerns to address.

Presentation: Custer-Gallatin Forest Service Plan Update, District Ranger Jason Brey
District Ranger Jason Brey explains that they are halfway through the process of developing a new plan for the Custer-Gallatin Forest. He explains that the public comment period is now open through March 5, 2018 and now would be the time to comment. He says that proposed plan does recognize Whiskey Springs as a municipal water supply and designated recreation emphasis areas such as the Rendezvous Ski Trails and the north shore of Hebgen Lake. He says they are recommending adding a sliver of wilderness area adjacent to the Lee Metcalf wilderness area. Forsythe asks who else works on this committee. Brey says they have a core staff that works on forest planning including a wildlife biologist, a rec planner, a vegetation ecologist, and staff that is familiar with this forest. Johnson asks how long does a “wilderness study area” remain a “wilderness study area.” Brey says that they basically wait until Congress decides to designate it as such or release it for use.

Public Hearing: Ordinance No. 266, an ordinance that regulates tourist homes, living in recreational vehicles, and workforce housing in the Madison Addition to minimize the potential negative impacts on this residential neighborhood. Mayor Schmier opens the hearing and reads the short version of the ordinance to the audience and offers copies of the full ordinance, which includes all the definitions, to anyone that would like one. Grant Jackson, President of the Board of Director of the Madison Addition Property Owners Association addresses the Council. He says that the Board of Directors strongly supports Ordinance No. 266 and urgently request it be adopted as soon as possible. Bob Patzke says that he also supports the ordinance and encourages the Council adopt it. Moira Dow says she also supports the ordinance and only suggests steeper fines for violations. Jerry Schmier says he also supports the ordinance. Mayor Schmier invites anyone that opposes the ordinance to speak. Mindy Morris says she favors most of the ordinance but questions why workforce housing is being regulated or prohibited in the Madison Addition. Mayor Schmier acknowledges an email from Udo Freund and his wife, Janet, who strongly favor the passage of the ordinance. He also acknowledges two letters of opposition, one from Josh Gregory and the other from Courtnie Gregory. They do not favor passage of the ordinance and Schmier reads a portion of the lengthy letters. Teri Gibson says that she lives in the Madison Addition and favors the ordinance as it is written. Terri Beth Dumsday says that she is also in favor of the ordinance. No other comments are offered and Mayor Schmier closes the hearing.

DISCUSSION

- 3) Town Manager Dan Sabolsky explains that they would have liked to put heftier fines in the ordinance but they are limited to what is allowed by state law, \$300 for the first offence and \$500 for each subsequent offense, but violators can be cited daily. Sabolsky says that in the zoning code, they already allow up to 4 unrelated people in a house and that is also allowed by this ordinance and the existing covenants. Sabolsky says that he will add a map to the ordinance that exhibits the boundaries of the Madison Addition. He adds that both of the housing projects that are being planned in the Madison Addition will have development agreements where it will be clear that nightly rentals are not allowed. Johnson asks if the homeowners association has voted or discussed this issue at a meeting. Grant Jackson responds that they have not formally discussed it. Sabolsky adds that the association intends to adopt similar language after this ordinance is approved. Johnson says that disagrees with the language that pertains to living recreational vehicles. He says that he thinks it should simply say that no one may live in a recreational vehicle. He says they fought to have the right to park and prepare their recreational vehicles and not have to worry about being regulated or how long it is plugged in. Schmier reads the definitions from the ordinance that relate to workforce housing and encourages anyone that is interested to get a full copy of the ordinance. Rich Gibson says this issue has been discussed at the homeowners association meetings multiple times. He says he believes the issue has been agreed upon by the majority of the people that attend the meetings. Patterson suggests that the association send out a mail ballot to gauge support from all the property owners in the Madison Addition.

- 4) Mayor Schmier explains that the town budgeted \$100,000 as the risk share with Community Health Partners for calendar year 2017. Forsythe says that he reviewed the financial records provided by CHP for the last four years. He points out that there have been significant increases in revenue, including patient collections and donations, but a decrease in federal grant funding. He points out increases in expenses and administration costs. He says that the overhead allocation has increased 50%. The Council discusses the operation of the clinic by CHP. Schmier says he has also had questions about their overhead costs but also acknowledges that they have taken steps to expand their hours and provide more services.
- 5) Mayor Schmier explains that they have proposals from the two local banks to finance the Siegel Learning Center. Sabolsky says that contrary to rumors, he did not favor one bank over the other. Finance Director Lanie Gospodarek says that it was nice to have a proposal from Yellowstone Basin as they have not always responded to requests for banking services. However, First Security Bank has worked with the Town on multiple projects and was able to offer a financing proposal that is more advantageous to the Town. She recommends accepting the option from First Security Bank for a 7 year fixed rate amortized over 10 years. Forsythe asks if the loan is for \$650,000 or \$750,000? Gospodarek explains that according to the agreement with the West Yellowstone Foundation, they are not obligated to give the Town the last \$100,000 it committed to for another two years, which means the Town would have to borrow that \$100,000 for two years. The Council asks multiple questions about the financing options.
- 6) Town Manager Dan Sabolsky explains that in preparation of the collective bargaining agreements and the upcoming budget, he would like to add a new position to the staffing plan, an Executive Assistant to the Town Manager. He says he would like to create it at this time so it can be included in the collective bargaining agreement. He also says he would like to eliminate the senior recreational counselor and just hire three recreational counselors. He says that this change was agreed to by the Recreation Coordinator and Public Services Superintendent. He says they also realized that based on current negotiations, the wage for this senior counselor was getting very close to what we pay full-time year round employees and that did not seem appropriate. He requests approval of these modifications so they may proceed with the agreements and work on funding for the new position. Johnson expresses concerns about not yet knowing what the new position will cost or the wage. He feels that they are getting ahead of themselves by approving the staffing plan now.
- 7) Schmier explains that in the past, the Council has always acted as the Board of Adjustments, but they can find no official action to designate that. Sabolsky says that legal counsel recommended making a motion to appoint the current Council as the Board of Adjustments and they will follow up that action with an ordinance. He says the ordinance will detail that sitting council members will always sit as members of the Board of Adjustments.
- A) **Town Manager Report/Department Head Reports:** Town Manager Dan Sabolsky reports that he asked Town Engineer Dick Dyer to submit monthly status reports on current projects. He says that he has seen a draft of the report for this month and the Council can expect to see that report this week. Representatives from Bozeman Health/CHP were in Town last week to research what types of services and needs we have in West Yellowstone. The Electric Street project by Ridgetop Properties will be seeking a variance at the next meeting in regards to their site plan. The Safety Committee met last week and discussed issues and current concerns and immediately addressed some snow and ice issues at the Povah Center. They are still trying to finish up the drafts of the collective bargaining agreements and they hope to have them completed soon. The Legal Services RFP responses have been received and Chief Newell, Council Member Forsythe and himself are going to conduct an initial review and will eventually ask the finalists to come down and make presentations. Sabolsky says he met with the developer of the Moonrise property (northwest corner of the Madison Addition) and the

proposed development. He says that the preliminary plans include up to 138 housing units, a buffer zone between existing houses, and a 2 acre park in the middle of the development. He says they are working on putting together a working group to address water sampling issues. Council Member Johnson requests copies of the legal services RFPs prior to the presentations.

Social Services Director Kathi Arnado reports on traffic in the Social Services department, particularly unemployment and housing issues. She mentions a large furniture donation from the Wyndham Resort. Officer Neil Courtis reports in place of Chief Newell, who is on vacation. He says operations at the Police department have been smooth in his absence. Courtis explains that the Town has been in possession of a Dodge Durango since last fall when the owner was arrested and sent to jail. The mother of the owner intended to come from Colorado to get the vehicle. The vehicle was stored out at the sewer lagoon but then the vehicle was seriously vandalized. He says that they have proposed to the mother that they will reimburse her \$1100 for the vehicle and junk the vehicle. He says that they should probably consider a fence for the area. Finance Director Lanie Gospodarek reports that the auditor came last week to audit FY 2017. They are still in the process of responding to her requests but things seem to be going well. She also mentions progress on the Town's Annual Financial Report and working with Patterson to add up the costs of maintaining the dining lodge. Public Services Superintendent James Patterson reports on snow removal, clearing snow from the roof at the dining lodge, and remodeling the bathrooms on the east end. He says that they have looked into putting up a fence at the sewer lagoon to meet up with the fence that is around the airport runway. He says the quote was \$100,000 so they are looking at other options. He says the roads are very slick right now and they have been working on clearing back the snow at the intersections.

Sabolsky says that Johnson inquired at the last meeting about the Growth Policy. He says that they are currently \$147 under budget but they are expecting one more bill from that project of approximately \$1300.

- B) Town Manager Dan Sabolsky says that they met with Town Employee Dan Hoskins this morning and discussed some of the current issues. Hoskins indicated that he was comfortable working through this problem with the administration and did not need to appear before the Council this evening. Hoskins confirmed this desire to be removed from the agenda through a text to Sabolsky.

Correspondence/FYI/Meeting Reminders

Sabolsky presents the current site plan for the Electric Street project and the variance they expect to request at the next meeting. Dated December 21, 2017, Fran Penner-Ray writes to thank the Town for its support of nordic skiing. There is a Gallatin County Hazard Mitigation planning meeting scheduled for Thursday, February 8, 2018 here at the Town Hall. Sabolsky also mentions an email from a gentleman that wishes to sell Flathead Cherries in West Yellowstone and purchase or be deeded one of the interior parks. ☺

The meeting is adjourned. (9:00 PM)

Mayor

ATTEST:

Town Clerk

Town of West Yellowstone Business License Application

Business Name: HIGHMARK RENTALS
 Applicant: MITCH TUTTLE
 Contact Person: _____
 Mailing Address: 442 ALFALFA RD HELENA MT 59602
 Physical Address of Business: 633 MADISON AVE WEST YELLOWSTONE
 Phone Number: 406 646 7855 Fax Number: _____
 Email Address: MITCH@HIGHMARK Website: HIGHMARK RENTALS.COM
RENTALS.COM
 Signature of Property Owner of Record: [Signature]

Subdivision: OLD TOWN
 Block: 21 Lot: 12

Zoning District, please mark one:

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

- Is this business licensed by the State of Montana? Yes No
- Appropriate 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.

50 SNOWMOBILES ALREADY LICENSED ADDING 6
SIDE BY SIDE (ATV) TO BE RENTED IN SUMMER
MONTHS

Business License Fee: \$64.00 (For 18-19)
 Resort Tax Bond: \$ paid in 2016
 Total Amount Due: \$64.00

[Signature]
 Signature of Applicant

 Signature of Applicant

 Date

FOR OFFICE USE ONLY

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

Copies to JP & DA 2/8/18

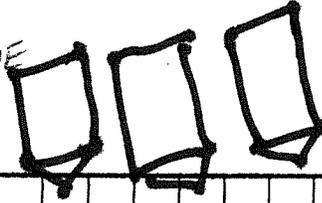
Site Plan

Business Name: HIGHMARK RENTALS

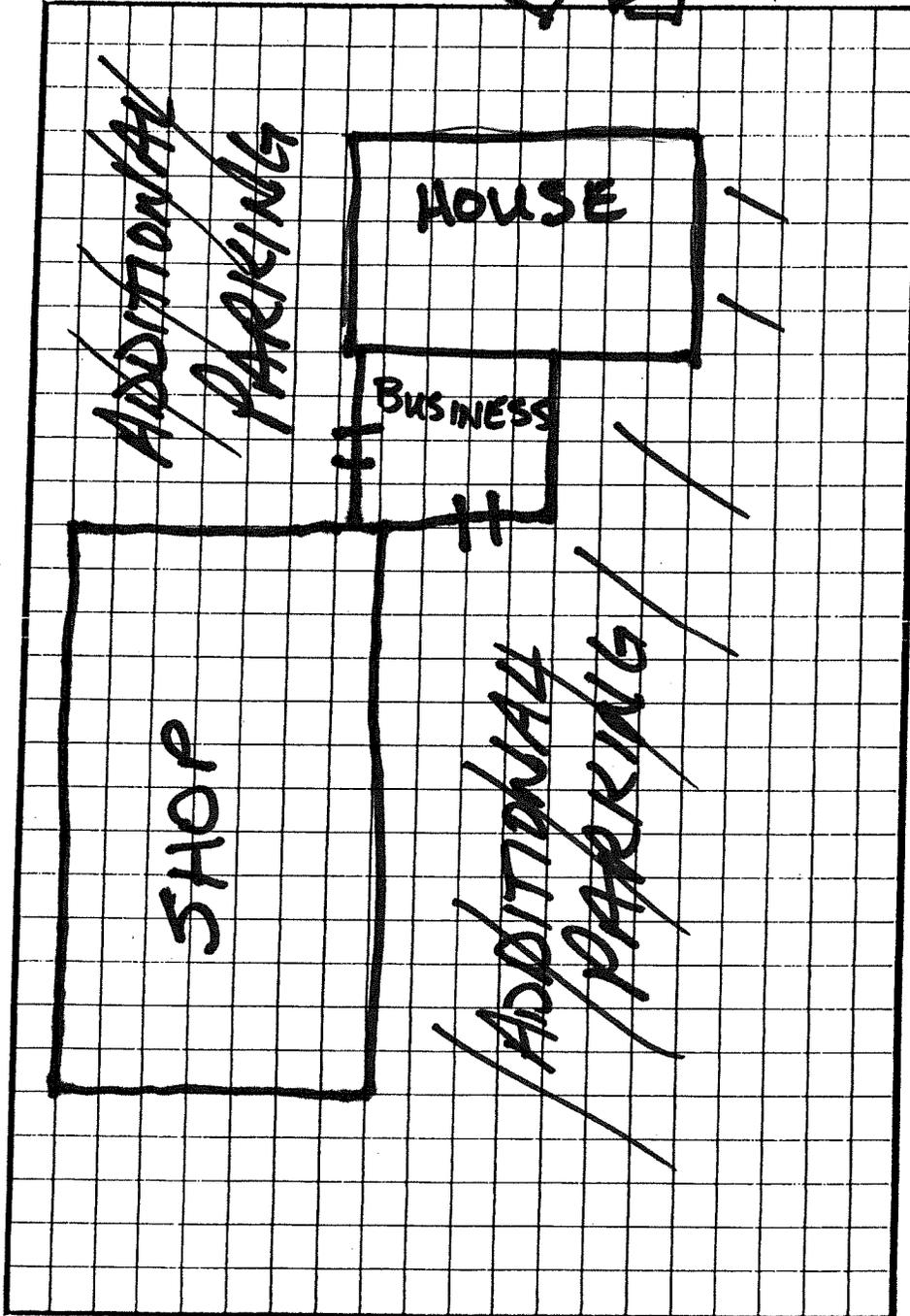
Business Owner: MITCH TUTTLE

Business Street Address: 633 MADISON AVE

Block: 21 Lot: 12 Subdivision:
OLDTOWN



↔
MADISON
AVE



Scale: 1 inch = 20 feet

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

TOWN OF WEST YELLOWSTONE

PUBLIC HEARING Variance Request, Front Yard Setback Tract 4B in the Madison Addition Ridgetop Properties

NOTICE IS HEREBY GIVEN that the West Yellowstone Town Council serving as the Board of Adjustments will conduct a Public Hearing **Tuesday, February 20, 2018** in the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana 59758. The purpose of the public hearing will be to consider a variance request from Section 17.16.050 of the West Yellowstone Municipal Code made by Ridgetop Properties. The property is located in the R-4, Medium Density Apartments, of the Madison Addition. The request is to allow a variance to the minimum front yard setback requirement of 25 feet. The applicant is requesting permission to allow a minimum setback of 20 feet.

The public hearing will be held during the regular Town Council Meeting which begins at 7:00 PM at which time oral testimony will be taken from the public. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Hall Offices or by email to info@townofwestyellowstone.com. For further information contact the Town Offices, (406) 646-7795.

Elizabeth Roos

Town Clerk



Adjacent Property Owners 2/8/18

Matt & Kelly Burden
PO Box 674
West Yellowstone, MT 59758

Brenda Holland
PO Box 1055
West Yellowstone, MT 59758

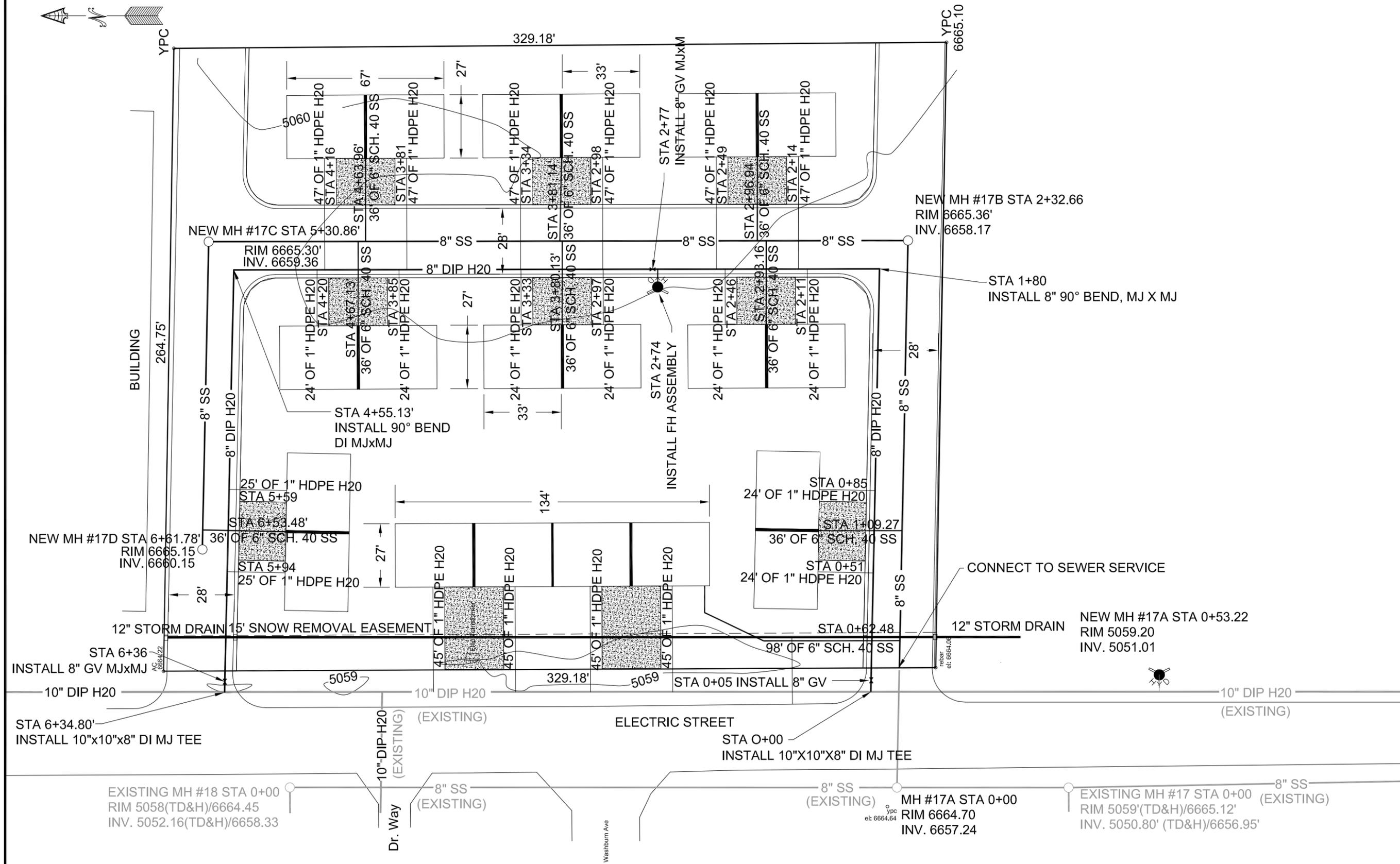
Tim Morris
PO Box 1018
West Yellowstone, MT 59758

Church of Christ WY
PO Box 435
West Yellowstone, MT 59758

HRDC Attn. Brian Guyer
32 S Tracy
Bozeman, MT 59715

Madiston Apts. Attn. Cara Dawkins
8358 Huffine Lane
Bozeman, MT 59718

Jim Harley
9690 210th Street Court North
Forrest Lake, MN 55025



SITE PLAN

**INNOVATIVE
ENGINEERING**
12140 GOOCH HILL ROAD
GALLATIN GATEWAY, MT
406-763-4185

TRACT 4B DEVELOPMENT WEST YELLOWSTONE, MT

To West Yellowstone Town Manager and Council:

I would like to comment on the proposed development of tract 4B of the Madison Addition. I see that there is a public hearing to grant a variance to the standard front yard setback. I believe there are far more issues that need to be addressed or far more variances to be granted. A standard parking spot is 10' X 20', an extended cab long box pickup is longer than 20' so it will hang out into the street, and the site plan shows 1 drive way parking spot for each unit. **Section 17.42.030 (D)** of the West Yellowstone Municipal Code states that *“Required parking spaces shall not be located in any required front or side yard in an R4 district, except that in a single or multifamily use, of the required two spaces, one may be within the driveway area”*. I believe that means the second required parking space cannot be in a front or side yard setback. The Madison Addition has always solved this by requiring a minimum of a single car garage but the space does not have to be in a garage to meet zoning requirements. **Section 17.30.100** of the Municipal Code states that corner lots shall have front yard setbacks on both streets and it appears that the site plan shows set backs on the north and south streets may be as small as 8' to 10'. This would also call into question **Section 17.30.010** maintaining visibility at intersections. In conclusion I would think it would not be advisable to grant a front yard setback variance when they have not even acknowledged front yard setbacks on all streets. I would also think it would be prudent to ask the people in the adjoining neighborhood and the Madison Addition HOA if they have any issues with this.

On a different topic, the site plan shows 28' from curb to curb. If a parking spot is 10' wide, that would mean that if a car parked on both sides of the street, there would only be 8' to pass between them. This is definitely not adequate access for emergency vehicles. If there is not off street parking they will have to be parking on the street. There has not been much information provided to the public, but if the Town of West Yellowstone is going to be expected to assume ownership and maintenance responsibilities for the streets, sewer and water systems on this 2 acre tract, I think we should expect quality streets that can be plowed and maintained the same way the rest of the streets in the Madison Addition are. If these are private drive ways then visibilities and emergency

vehicle access should still be a top priority including assurances that snow removal and parking enforcement will be provided to allow for basic safety to be provided.

If this type of minimalistic development is allowed to occur on tract 4B, does this set the standard for the type of development that we will have to allow on tract 1 (Moonrise Way) only on a much larger scale? I would like to see more *affordable* housing on the market as much as anyone, but rushing into a development that doesn't even try to meet minimum standards can easily become a tremendous burden on the tax payers of West Yellowstone.

I have been watching for a notice for a Planning and Zoning Board meeting but have not seen any, even though the bylaws of the board call for quarterly meetings. If this group is not being consulted then the public has lost their think tank and direct conduit to be able to voice their concerns and desires to the Town Council and Town Manager.

If anyone wishes to discuss these issues, please feel free to contact me in person or at 640-1431, or evanmathews53@gmail.com. Thank you for your time and consideration.

Sincerely

Evan Mathews

Concerned Citizen

ORDINANCE 266

Whereas, tourist rentals, workforce housing, and persons living in recreational vehicles in residential neighborhoods bring transients, traffic, create potential safety issues and could negatively impact surrounding property values in the Madison Addition; and

Whereas, short-term tourist rentals are occurring in West Yellowstone as the result of internet-based brokerages or other agencies listing available dwellings and facilitating rental reservations; and

Whereas, these arrangements are typically not rentals or leases that convey a real property interest and the exclusive right to possession but instead are permission to use a home (or a portion of it) for a short time, without the exclusive right to possession for a minimum of thirty (30) days occupancy, which makes them in essence a transient occupancy hotel or motel booking; and

Whereas, the demand for short-term tourist rental units has resulted in long-term rental units being withdrawn from the market; and

Whereas, long-term single-family residential units are being converted to workforce housing units; and

Whereas, the Town Council of the Town of West Yellowstone finds it is necessary for the health, safety and welfare of the citizens of the Town of West Yellowstone that the Town should regulate tourist rentals, workforce housing, and living in recreational vehicles within the residential neighborhood known as the Madison Addition, and

Whereas this Ordinance will provide the necessary regulations and restrictions until the Town completes the revision of its Zoning Ordinance.

PASSED BY the Town Council and approved by the Mayor of the Town of West Yellowstone, Montana, this ____ day of _____, 2018.

Brad Schmier, Mayor/Councilman

Greg Forsythe, Deputy Mayor/Councilman

Pierre Martineau, Councilman

Jerry Johnson, Councilman

Chris Burke, Councilman

ATTEST:

Elizabeth Roos
Town Clerk

SECTION 1:

PURPOSE:

This Section regulates tourist homes, living in recreational vehicles, and workforce housing within the Madison Addition to minimize the potential negative impacts on this residential neighborhood.

SECTION 2:

DEFINITIONS:

These definitions are for this particular Ordinance only.

Apartment: a habitable room or suite of two or more habitable rooms meeting the requirements of the International Building Code, located in an apartment building or used for residential purposes in non-residential buildings located within non-residential districts. Efficiency units shall qualify as an apartment under this definition.

Bed and Breakfast: means a private, owner or manager occupied residence that is used as a private residence but in which: 1) breakfast is served and is included in the charge for a guest room; and 2) the number of daily guests served does not exceed 18. MCA 50-51-102 (1).

Guest House: An attached or detached accessory building used to house guests of the occupants of the principal building, and which is never rented or offered for rent. Any guest house containing separate cooking facilities shall be considered a separate dwelling unit.

Hotel/Motel: includes 1) a building or structure kept, used, maintained as, advertised as, or held out to the public to be a hotel, motel, inn, motor court, tourist court, or public lodging house; and 2) a place where sleeping accommodations are furnished for a fee to transient guests, with or without meals. MCA 50-51-102 (6).

Household: a person living alone, or any of the following groups living together as a single non-profit housekeeping unit and sharing common living, sleeping, cooking, and eating facilities: 1) any number of people related by blood, marriage, adoption, guardianship or other duly-authorized custodial relationship; 2) not more than four unrelated people; or 3) two unrelated people and any children related to either of them; 4) Household does not include: a) any society, club, fraternity, sorority, association, lodge, combine, federation, coterie, cooperative housing or like organization; b) any group of individuals whose association is temporary or seasonal in nature; or any group of individuals who are in a group living arrangement as a result of criminal offenses.

Municipal Infraction - Civil Offense: a municipal infraction is a civil offense punishable by a civil penalty of not more than \$300 for each violation or if the infraction is a repeat offense, a civil penalty not to exceed \$500 for each repeat violation. MCA 7-1-4150.

Person: means one individual.

Recreational Vehicle: a vehicular-type portable structure without permanent foundation, which is built on a single chassis; which is designed to be self-propelled or permanently towable by another motor vehicle; primarily designed as temporary living accommodations for recreational, camping, and travel use including, but not limited to, boats, travel trailers, truck campers, camping trailers and self-propelled motor homes. (Eliminated width and length and reworded a section “towed by another motor vehicle.”)

Rooming-house or boardinghouse: means buildings in which separate sleeping rooms are rented that provide sleeping accommodations for three or more persons on a weekly, semimonthly, monthly, or permanent basis, whether or not meals or central kitchens are provided but without separated cooking facilities or kitchens within each room, and whose occupants do not need professional nursing or personal-care services provided by the facility.

Tourist Home: means a private home or condominium that is not occupied by an owner or manager and that is rented, leased, or furnished in its entirety to transient guests on a daily or weekly basis. MCA 50-51-102 (12). Also, for Town proposes, known as a short-term, vacation, or nightly rentals.

“Transient guest” means a guest for only a brief stay, such as the traveling public. MCA 50-51-102 (13). Any stay under thirty (30) days shall be considered a transient guest.

SECTION 3:

MADISON ADDITION AREA:

These regulations will focus on tourist rentals, workforce housing, and living in recreational vehicles ONLY within the residential neighborhood known as the Madison Addition. See attached map.

SECTION 4:

TOURIST HOME RENTALS:

Tourist home rentals (also known as short-term, nightly, or vacation rentals) are strictly prohibited within the area defined as the Madison Addition. The Town will periodically monitor various websites and other media that specialize in these types of rental properties. Any property owner or their authorized agent advertising properties for tourist home rentals, within the Madison Addition, on these sites is in violation of this Ordinance of conducting a tourist home rental.

SECTION 5:

WORKFORCE HOUSING:

Workforce housing is permitted in the Madison Addition if it conforms to the definition of household listed above in Section 2, under the following conditions:

- 1) The dwelling unit must contain at least two bedrooms.
- 2) It must meet all Health and Fire Department regulations.
- 3) Must meet the Town's parking regulations.
- 4) The Owner of the residence shall apply to the Town for a permit to allow the residence to be used as workforce housing. The fee for the permit shall be set by resolution and the permit must be renewed annually. Any permits for workforce housing granted by the Town may be revoked upon notice to the Owner of written complaints being filed regarding the residence.
- 5) If such a complaint is received, the Town Manager will investigate the complaint and report its findings to the Town Council. The Town Council shall set the matter for a hearing, if one is requested by the property owner. The Town Council shall hear evidence and make a decision on whether the complaint is accurate and of sufficient grounds to revoke the permit.

SECTION 6:

RECREATIONAL VEHICLES:

Living in recreational vehicles is strictly prohibited in the Madison Addition. (Deleted old language regarding electric connections). Sewer connections are prohibited. Water connections are allowed to refill freshwater tanks and then must be disconnected. Electricity can be connected to maintain batteries, provide for refrigeration during loading while preparing for departure, or unloading upon return, and heat only during below freezing temperatures not to exceed five days in any fourteen (14) consecutive day period.

SECTION 7:

RESIDENTIAL USES:

Only single-family residential dwellings are permitted in the Madison Addition except in R-3 and R4 Zoning Districts. Prohibited uses in Madison Addition's R-1 and R-2 Districts include rooming or boarding houses, apartments, duplexes, bed and breakfasts, guest houses, tourist homes, and other like uses are strictly prohibited.

In R-3 Districts, besides single-family dwellings, two to four family residential dwelling units are also permitted. Besides the uses in R-3, R-4 allows efficiency units and apartments. Uses including rooming or boarding houses, bed and breakfasts, guest houses, tourist homes, and other like uses are strictly prohibited in the Madison Addition R-3 and R-4 Zoning Districts.

SECTION 8:

VIOLATION & PENALTY:

Any violation(s) of this Ordinance will be considered a municipal infraction by the Town of West Yellowstone, in accordance with Section 1.12.020 WYMC.

Ordinance No.266, Map

TOWN OF WEST YELLOWSTONE

SEC. 27 & 34 T. 13 S., R. 5 E.
PRINCIPLE MERIDIAN MONTANA



ZONING LEGEND

- B-3 CENTRAL BUSINESS DISTRICT
- B-4 EXPANDED BUSINESS DISTRICT
- E-2 ENTERTAINMENT DISTRICT
- M-1 COMMERCIAL--LIGHT MANUFACTURING
- PL1 PUBLIC LAND AND INSTITUTIONS
- R-1 RESIDENTIAL--SINGLE-FAMILY--LOW DENSITY
- R-2 RESIDENTIAL--SINGLE-FAMILY--MEDIUM DENSITY
- R-3 RESIDENTIAL--MEDIUM DENSITY
- R-4 RESIDENTIAL--MEDIUM DENSITY APARTMENTS



U.S. 191 TO ASTON

U.S. 191 TO BOZEMAN

YELLOWSTONE NATL. PARK BOUNDARY

TO YELLOWSTONE NATIONAL PARK

GALLATIN NATIONAL FOREST

From: [Ken Oravsky](mailto:Ken.Oravsky@townofwestyellowstone.com)
To: eroos@townofwestyellowstone.com
Cc: [Claire](mailto:Claire.president@madadd.org); secretary@madadd.org
Subject: Comment on Ordinance 266
Date: Wednesday, February 14, 2018 2:12:56 PM

Hello,

We would like the Town Council to consider the following comment in regard to Ordinance 266:

We generally approve, but we do have one concern: The Madison Addition covenants prohibit living in campers, but do provide an exception (See Section 14, reproduced below) to allow owner/builders to live onsite in a camper during the approved construction window. Will the ordinance supercede this part of the covenants? If so, we would like to see this exception to remain in force as an exception listed in the Ordinance.

We will be building in a few years and have been counting on living and working on our lot during this period. There would be some cost savings involved, but the primary reason we wish to live onsite during construction is to provide security for materials, tools, equipment, and partially completed construction. Whenever we visit our lot, there is fresh evidence of neighborhood kids building small structures, re-arranging stakes and flags, damaging trees, and bringing in junk. I can't imagine what they would do with a partially completed house or tools and materials.

We would hope to see this exception continued. There are still many vacant lots, so this exception would benefit more people than just us. As for enforcement, new construction in progress, approved by MadAdd Architectural Committee and permitted by the Town, would be easily identifiable and would appear distinctly different than someone just living in an camper.

Thank you for your consideration.
Ken and Claire Oravsky
406-245-2861
[304 Shoshone Ave.](http://www.304shoshone.com) lot owners

Madison Addition Covenants--Sections relating to Construction

Section 14: Temporary Structures and Storage

No trailer, mobile home, basement, tent, shack, garage, or camper shell shall be used at any time on the premises, as a residence or a place for habitation or sleeping, temporarily or permanently, except where the same may reasonably be necessary during construction and never without: a) the prior approval of the committee, which is revocable at any time in its discretion, and b) never for more than seven (7) months at a time. No structure of a temporary nature shall be permitted to be kept or stored on the premises except under the terms of this Section.

No trailer, boat, mobile home, snowmobile, camper or any like property shall be permitted or kept stored on any premises except under the provisions of sub-paragraph (a) and (b) of the Section. Storage thereof is permissible if same is covered, fenced, and/or screened parking space is provided, which must be approved by the Committee.



To: Town Council

From: Daniel Sabolsky

cc: Liz Roos

Date: 2/16/2018

Re: Nightly Rental

The following is a summary of current regulations that are in existence already, both Madison Addition Covenants and Town Regulations that pertain to nightly rentals, living in recreational vehicles, and workforce housing:

Living in Recreational Vehicles:

- 1) "Occupancy of recreational vehicles is not permitted." Amendment to Protective Covenants of the Madison Addition to the City of West Yellowstone (January 18, 2002).
- 2) 17.10.020, 17.12.020, 17.14.020, and 17.16.020 Town Zoning: Living in an RV is not permitted use in any Zoning District in the Madison Addition.

In both the Madison Addition and the Town's regulations, living in an recreational vehicle is already prohibited.

Workforce Housing:

- 1) "Family: Any individual or two or more persons related by blood or marriage, or a group of not more than four persons (excluding servants) who need not be related by blood or marriage, living together as a single non-profit housekeeping unit." Protective Covenants of the Madison Addition to the City of West Yellowstone – Amended and Restated (October 15, 1984).
- 2) 17.10.020, 17.12.020, 17.14.020, and 17.16.020 Town Zoning: Workforce housing is not a permitted use. Only one-family residential are permitted and some other non-residential uses.
- 3) "Family: Any individual or two or more persons related by blood or marriage, or a group of not more than four persons (excluding servants) who need not be related by

blood or marriage, living together as a single non-profit housekeeping unit.” Town of West Yellowstone Zoning Code 17.04.190.

In both the Madison Addition and the Town’s regulations, workforce housing is clearly regulated by the same definition of family – therefore it is allowed only for not more than four unrelated persons. It matches what is included in the proposed ordinance.

Tourist Homes:

- 1) “Family: Any individual or two or more persons related by blood or marriage, or a group of not more than four persons (excluding servants) who need not be related by blood or marriage, living together as a single non-profit housekeeping unit.” Protective Covenants of the Madison Addition to the City of West Yellowstone – Amended and Restated (October 15, 1984).
- 2) 17.10.020, 17.12.020, 17.14.020, and 17.16.020 Town Zoning: Tourist Homes are not permitted use in any Zoning District in the Madison Addition.
- 3) “Family: Any individual or two or more persons related by blood or marriage, or a group of not more than four persons (excluding servants) who need not be related by blood or marriage, living together as a single non-profit housekeeping unit.” Town of West Yellowstone Zoning Code 17.04.190.

In both the Madison Addition and the Town’s regulations, tourist homes are clearly regulated by the same definition of family – therefore it must be a “non-profit housekeeping unit.” Tourist homes are clearly a commercial endeavor. In addition, it is not a permitted use in the any residentially zoned area in the Madison Addition.

Conclusion:

Based on all the sections of the covenants and zoning cited above, tourist homes and living in recreational vehicles are already strictly prohibited in the Madison Addition based on their dually approved covenants and the Town’s current zoning ordinance. Workforce housing is currently limited, by the definition of family, to four or less unrelated persons. In reality this ordinance just reinforces prohibitions and restrictions already on the books. It makes it easier for staff and property owners to clearly see what is allowed in one short document instead of stumbling through our zoning code and the Madison Additions covenants.

Resolution No. 708

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA TO EXEMPT THE BEER GARDEN AREA FROM 9.12.020 OF THE WEST YELLOWSTONE MUNICIPAL CODE, PUBLIC DRINKING PROHIBITED, ON MARCH 9-11, 2018 DURING THE 2018 SNOWMOBILE EXPO AND RACES

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

WHEREAS, the 2018 Snowmobile Expo and Races is a special event that will be held on public property; and

WHEREAS, the organizers and sponsors of the event desire to sell and allow the consumption of alcoholic beverages in the beer garden area, exhibition area, and race area as shown in Exhibit A, March 9-11, 2018 between the hours of 9 AM and 6 PM on March 9, 9 AM and 10 PM on March 11, and 9 AM and 2 PM on March 12, 2017; and

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

NOW THEREFORE BE IT RESOLVED THAT the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, grants an exemption to the organizers and the participants of the 2018 Snowmobile Expo and Races from the Public Drinking Prohibition in the beer garden area, exhibition area, and race area, effective only on March 9-11, 2018 between the hours indicated above.

PASSED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF WEST YELLOWSTONE THIS 20ST DAY OF FEBRUARY 2018.

Mayor

Council Member

Council Member

Council Member

Council Member

ATTEST:

Town Clerk

February 12, 2018

To the Town of West Yellowstone, Honorable Mayor, and Town Council:

We are asking for your permission to lift the open container ordinance as a variance for Friday March 9 through Sunday March 11, 2018 at the 2018 Snowmobile Expo located at the old airport; vendor's set-up on Iris Street. We ask this permission in order to serve during the snowmobile races and events happening at the Old Airport for the patrons viewing the shows and the vendor booths. We are requesting the hours of 9am-6pm on Friday, 9am-10pm on Saturday and for the hours of 9am – 2pm on Sunday.

With the permission and blessing of the Expo Committee it is our intent to have a Beer Garden on the City property behind the racetrack located next to the food booth.

We will supply you with the necessary paperwork as requested, including proof of insurance with additionally insured to include the Town of West Yellowstone and the West Yellowstone Chamber of Commerce.

We will post appropriate signage to keep patrons within the designated boundaries. We will also have competent staff to check for proper ID's and ages as well as help provide necessary oversight to make this event fun and safe for everyone.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Sydney Delaney". The signature is written in a cursive, flowing style.

Rod Sainsbury, Owner, Buffalo Bar

Sydney Delaney, Manager, Buffalo Bar

Application for Outside Amplification Permit
Town of West Yellowstone
Gallatin County, Montana

Event: 2018 Snowmobile Expo and Races

Contact Person: Brad Delaney or Travis West

Address of Contact Person: P.O. Box 453 - Chamber of Commerce

Phone Number: 578-578-0670 / 610-0293

Signature of Property Owner of Record: Town of West Yellowstone

Date(s) of Event: March 8-11, 2018

Location: Old Airport

Amplification between the hours of: 8 AM/PM and 10 AM/PM

Description of Event: Snowmobile Expo, Races,
Vintage Show, Vendors, and ATV/UTV races.

Travis West

Signature of Applicant

2-10-2018

Date

FOR OFFICE USE ONLY

Decision by Town Council: Approved Disapproved

Conditions: _____

Signature of Mayor/Operations Manager: _____

_____ Date

SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone
Gallatin County, Montana

Event: 2018 Snowmobile Expo and Races
 Sponsor Organization: W.Y. Chamber of Commerce
 Sponsor Address: PO Box 458
 Contact Person: Brad Delaney or Travis Warr 640-0392
 Contact Phone: 39-578-0670 Fax: _____
 E-mail Address: wysnowmobileevents@yahoo.com
 Date(s) of Event: March 8-11, 2018
 Location of Event: Iris Street and old Airport, West Yellowstone

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. Event detail: Use the attached sheet to describe your event in detail and any special accommodations you are requesting from the Town.
- B. Site Plan: Detail the physical layout of your event on the attached site plan and return with the application.
- C. Liability Insurance: Please provide a copy of the event's liability insurance naming the Town of West Yellowstone as additionally insured. Liability insurance coverage shall be in the minimum amounts of \$750,000 per claimant/\$1,500,000 per occurrence and include alcohol liability, if applicable. The Operations Manager may grant exception to these limits based on general public health, safety and welfare associated with the request for exception, as well as the liability risk and the applicant's ability to pay.

Application Fee: \$ 25.00
 Administration Fee: \$ _____
 Total Due: \$ _____

*pd 2-12-18
\$25*

Travis Warr
 Signature of Applicant
 2-10-2018
 Date

FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services	<i>SB</i>	<i>2/16/18</i>	
Fire	<i>SB</i>	<i>2/13/18</i>	<i>ok To Block IRIS street need 20' fire lane as proposed</i>
Police	<i>SN</i>	<i>2/13/18</i>	
Administration	<i>JS</i>	<i>2/14/18</i>	

Notes/Conditions: *Make sure to meet with the Public Services and Fire Departments as soon as possible to coordinate the Town's Assistance.*

Approved _____ Denied _____ Town Clerk _____
 Date _____

2018 Snowmobile EXPO and Races

After many changes to how we have run the EXPO, last year was very successful from an operations point of view. We would like to continue operating the EXPO similar to what we had done last year.

A focus this year has been to cut costs, keeping the liability to the Chamber low and the costs to our guests low. We want people to come to West Yellowstone, buy rooms, food, and retail, all while having a great and safe time.

With this guiding us, we have the following agenda for this year's EXPO:

- March 8 (Thursday) Vendor set up and racer registration
- March 9 (Friday) 9am – 5pm Vendors open to public (FREE)
- 9am – 4:30pm Vintage, 120, and youth snowcross races
- 6pm – 9pm Casino and Game Night. This will be at the Holiday Inn!
- March 10 (Saturday) 9am – 5pm Vendors open to public (FREE)
- 9am – 5pm Vintage Show - open to public (FREE)
- 9am – 4:30pm Vintage, 120, and youth snowcross races
- 9am – 3pm UTV/ATV race registration and Show'n'Shine (FREE)
- 7pm – 9pm SWOOP ATV/UTV races
- March 11 (Sunday) 9am – 1pm Vendors open to public (FREE)
- 9am – 1pm Snowbike Races

Many of the events are FREE including the vendors exhibition area! The race events are \$10 each, or \$20 for the whole weekend. Casino & Game Night has a \$20 charge to play. We will have many games of chance and fun in a carnival type atmosphere! As always, Kids 12 and under are FREE too!

With this in our plans, we are asking the following permissions and assistance from the Town of West Yellowstone:

- 1- We would like to close Iris Street between Firehole and Madison Avenues. This would be our Exhibition area and provide a safer venue for patrons. We would ask to close this off from 8am Thursday until 4pm Sunday, March 12th.

- 2- We would like to request the help from the Town's Public Works department to help with closing the roads, putting up signage, and clearing any snow/ice and using the street-sweeper to clear debris from the road as needed.
- 3- We would like to request permission to use the Old Airport area as in year's past for the races, demo rides, pit parking, and spectator stands. We have gotten the US Forest Service approval for the west portion of the town's property relating to the Old Airport. (see attached operating plan)
- 4- With any large event, a visible presence of law enforcement is always a great distraction for trouble-makers. We would ask for the Town's police to be visible. This also helps to keep the family-friendly atmosphere we are known for.
- 5- We will be charging for the races and will report and pay all applicable resort taxes!

We will have trash cans and trash removal at both sites. We will also have porta-potties at the Old Airport location for the whole event. We have one food vendor and the Buffalo Bar is planning on a beer garden and you will receive a separate request from them for an open container exemption for the Old Airport location for the event.

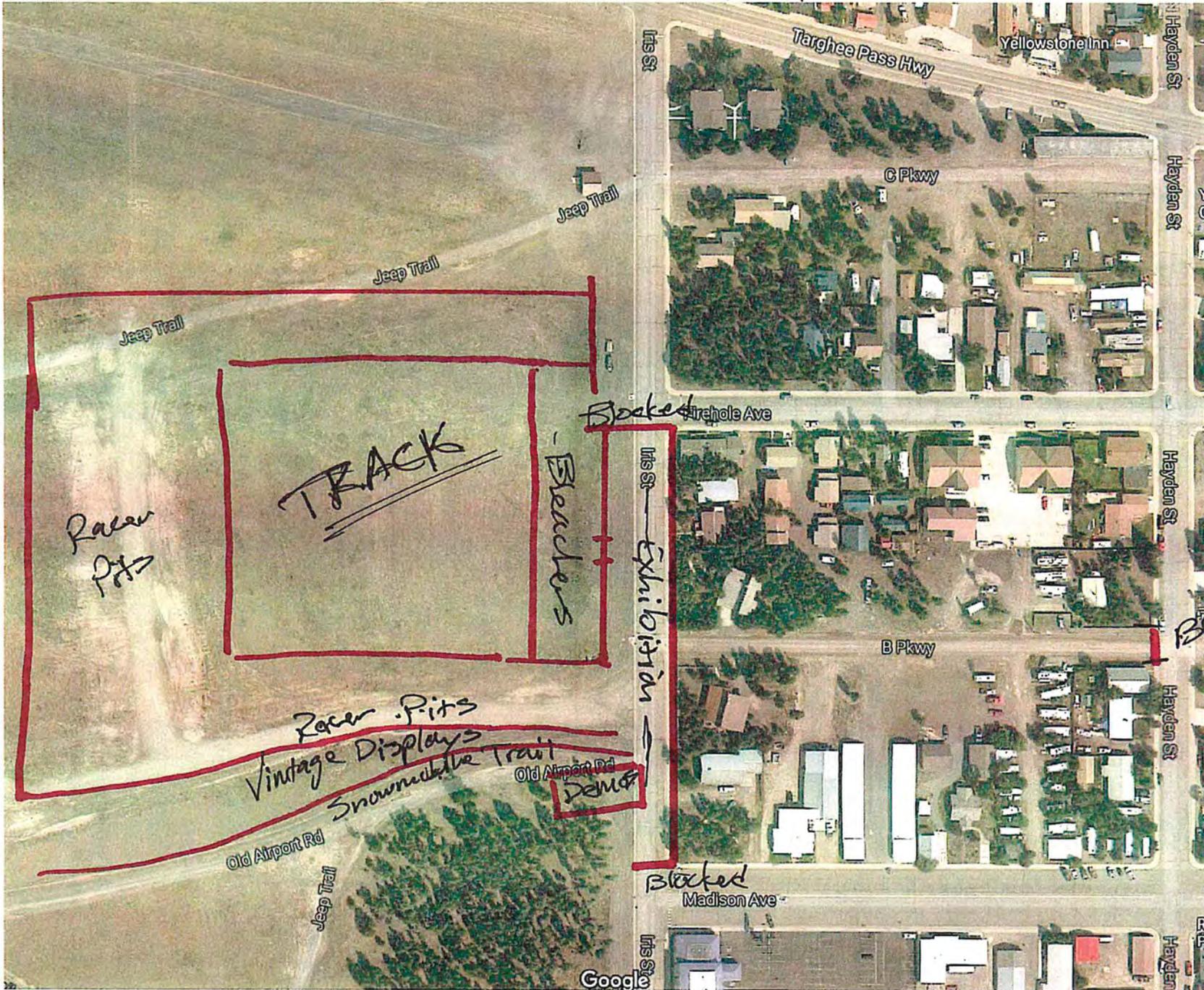
We are expecting up to 2,500 people on Saturday. This will again make for a great end of season weekend for the community and hopefully will be an economic benefit to the whole town!

Thank you for your continued support of this event.

Sincerely,

Brad Delaney,	Coordinator
Marge Wanner,	Asst. Coordinator
Travis Watt,	Snowmobile Events Chair

EXPO: Overview of Area



Blocked -
local traffic
only

EXPO Exhibition / Entry



1" = 40'

2017 West Yellowstone Snowmobile EXPO Exhibitor and Race event site map

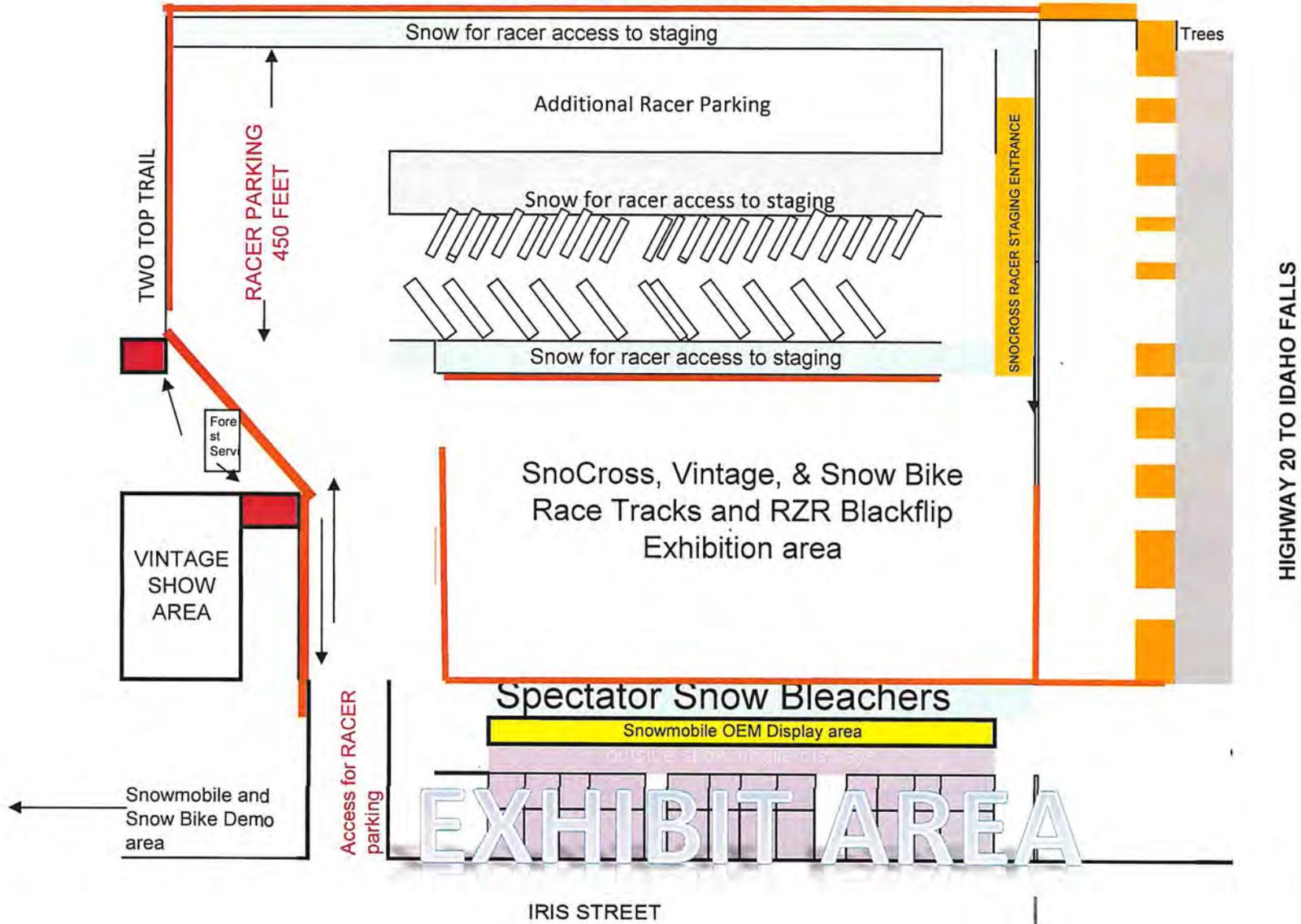


EXHIBIT B

OPERATING AND SAFETY PLAN

West Yellowstone Chamber of Commerce
2018 EXPO

Race Dates March 9,10,11, 2018

Set up starting 2/28/2018 Take down & initial clean-up by 6pm 03/13/2018
Final clean-up by 05/31/2018 Rehabilitation (if needed) done by 06/30/2018

**Hebgen Lake Ranger District
Gallatin National Forest**

When signed by the holder/agent and the District Authorized Officer, this Operating Plan becomes part of the Special Use Permit. This operating plan provides specific direction for the full term of the event authorized under permit. The authorized officer must approve any changes to the Operating Plan.

Permit Holder/Agent: Marge Wanner 2/8/2018
Marge Wanner, Assistant Snowmobile Event Date
Coordinator

Reviewed By: _____
Permit Administrator Date

Approved By: _____
District Ranger Date

REVISION AND AMENDMENT RECORD

Date	Page	Nature of Revision/Amendment	Authorized Officer
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The World Snowmobile "Powersport Expo and Races" is the 28th annual recreation event hosted by the West Yellowstone Chamber of Commerce on the property referred to as the "Old Airport" NE, NW Sec. 33, T13S, R5E just west of the city limits. This property is now co-owned and managed by Town of West Yellowstone and Gallatin –Custer National Forest. Included in this event are snowmobile and all terrain competitive and exhibition events, static displays, demo rides and product exhibitions.

EXPO 2018 will include snowmobile races and exhibitions, product demos and product exhibitors on the event site.

March 9, 11, 2018, West Yellowstone will host the **2018 West Yellowstone Snowmobile EXPO, Power Sports and Race Event**: consisting of various powersport venues at the Old Airport.

Event venues include:

- **Snowmobile manufacture new product display and demo rides, including power sport aftermarket products for display and purchase.**
- **120 cc to adult higher cc Snow Cross, and Vintage Oval, Sno-Bike and All terrain and UTV races.**
- **Food/Beer concessions**

All competitive events (*) will be administered by the International Snowmobile Racing Association (ISR) affiliated snowmobile race organizations. All race organizations (affiliates) will administer ISR rules for the competitive events following ISR safety rules and regulations. Exclusion is All Terrain use typical snowmobile race completion rules.

Insurance for all events and venues including event and race tracks include setup, race participants, spectators, exhibitors, demo rides, event maintenance, strike and restoration and will be provided by Mountain West Racing (MWR), thru International Racing Association (ISR) with West Yellowstone Chamber of Commerce as Certificate holder.

Additionally insured's will be US Government – USDA Forest Service, Custer-Gallatin National Forest, PO Box 520, West Yellowstone, MT 59758-0520, Town of West Yellowstone and Ride Solutions Inc.

Insurance provided will be \$ 1mil per incident, \$ 2mil aggregate.

Fees

Fees for the events are based on 3 % of gross revenue with a deduction for the cost of prizes. If commercial filming and/or still photography takes place, these fees are charged in addition to the 3% of gross revenue fee. It is estimated that up to 3 days commercial filming (video) or still photography for the 2018 events with 1-10 people involved per day for both types of photography. Commercial filming fee will be assessed according to the U.S. Forest Service fee structure guidelines. The 2018 rates are as follows:

Commercial filming	1-10 persons	\$150.00 per day
Still Photography	1-10 persons	\$ 50.00 per day

The number of days of filming will be turned in with the end of event financial paperwork.

COURSE DELINEATION

EXPO events: All power sport competition and exhibitions will be held on the "Old Airport" NE, NW Sec. 33, T13S, R5E and laid out as indicated on the attached map, labeled **Exhibit C**. Snow storage, plowing, grooming, and construction of snow structures, etc., will begin on approximately December 15, 2018 or earlier depending on snow accumulation in community. The area will be fenced before the above activities take place, and remain fenced until snow structures and other hazards are removed to the satisfaction of the District Ranger.

SITE OCCUPANCY

Occupancy of the Old Airport may begin on approximately Feb 14, 2017. This occupancy is limited to that portion of the Old Airport immediately adjacent to the western edge of Iris Street, and extending onto the Old Airport per attached map. An additional area south of the Two Top trail is permitted occupancy for avalanche gear demonstrations (see attached photo). Snowmobile trails will be accessible at all times to the general public at no charge.

The purpose of this initial occupancy is to accommodate the necessary snow storage to begin stacking snow for the bleacher area to be used for the races during EXPO, creation of the spectator bleachers and race track.

Once the bleacher area is established it will be delineated by either orange snow fence or highway construction barrels (orange, plastic with reflective tape) until the outer perimeter fence is in place. The outer perimeter fence is expected to start being installed on approximately March 1, 2018.

ADMINISTRATION ORGANIZATIONS:

:
Vintage Oval races, SnoCross, and Snow-Bike competition and demo rides, will be administrated by Mountain West Racing (MWR).

Vintage and SnoCross: March 9, 10, 2018 from 9:00 a.m. to 5:00 p.m. daily.

Snow-Bike Race March 11, 2018 9:00 a.m. to 3:00 p.m

All Terrain(UTV) Race March 10, 2018 7 p.m.to 9 p.m.

1. The courses will be delineated by pylons, and with 4-foot high fluorescent orange plastic fence attached.
2. Maintain patrol person in at least 3 locations inside the fenced area.
3. Provide safe viewing area for spectators.
4. Participants in all competitive races in all permitted events shall abide by all International Snowmobile Racing (ISR), American Motor Association (AMA) regulations.

Strike of all events will be completed by 7:00p.m. March 14, 2018

SNOWMOBILE DEMONSTRATION

Snowmobile and Power Sport Manufacturers, Sno-bike Manufactures

1. All demo rides will be set where it is safe. Demo rides are expected to be approximately 1 miles and 1 mile return to the start of ride.
2. Demo rides are also insured by the Snowmobile Manufacturers. Liability waivers are also required.

GENERAL REQUIREMENTS

1. The outer perimeter of the Old Airport venue site including race tracks areas shall be fenced by dark the day the parking lot is snow-blown open. The entire permitted area shall be completed by March 9 and remain fenced until restored to its original terrain by 2 p.m, on March 13, 2018 During this

time the fence shall be checked twice each day and shall be repaired immediately, if necessary. No bumps will remain on the terrain and entire area must be smoothed out.

2. Portable toilet facilities and bear proof garbage dumpsters shall be placed strategically within the permitted area starting on or before March 8, 2018, maintained accordingly, and removed by March 16, 2018. All trash outside of trash bins shall be placed into bins or removed nightly.
3. All debris, banners, course markers, signs, etc., shall be cleaned-up and removed from the permitted area by 6:00 p.m., March 14, 2018. Trash along both sides of Highway 20, next to the Old Airport shall also be picked up (paper cups, flyers, etc.). A second clean-up is required by mid-late April. When the snow is gone, a final clean-up of all litter and debris of the permitted area shall be conducted. The final clean-up shall occur on or before May 31, 2018. The permittee shall request the Forest Service to accompany them on an inspection of the permitted area following the last clean-up.
4. After clean-up all disturbed snow will be smoothed out by the groomers.
5. The permittee's use of the area shall not interfere with the activities of Ride Solutions, Inc. Any use of the Ride Solution's permit area must be agreed upon between the Chamber of Commerce and Ride Solutions and documented informally, such as through an email, in writing, or a documented phone conversation and presented to the Forest Service prior to the event setup.
6. The permittee shall provide necessary crowd control for all events.
7. All safety personnel shall be at least 18 years of age.
8. An EMT/ Fireman shall be required at all race events.
9. Straw used on site shall be certified weed seed-free.
10. Event organizers shall identify the person in charge of the events.
11. Wheeled street personal vehicles shall be kept off snowmobile trails.
12. Visitors who park outside of the fence to watch events will not be told to vacate the area unless they are creating an unsafe condition or there is danger to them due to the events.
13. The permittee shall promote, support and advertise the 45 mph speed limit on groomed trails throughout each of the events.
14. Maintain adequate "free area" around the Forest Service information signs that are permanently located on the old airport. Banners, fence, etc. will not be attached to these signs or sign posts.
15. All testing of snowmobiles for expo events shall be conducted within the fenced area.
16. Mark and maintain a snow route for snowmobiles to access north and south along Iris Street from Hwy 20 to Madison Street.
- 17. Gates to the area will be closed/locked at the end of each day.**

18. Daily meetings to discuss applicable permit requirements will be held at the discretion of the District Ranger to be agreed upon prior to events and during setup.
19. Event managers will be aware of the above requirements.

PARKING AREA

The designated parking area is located as shown on the attached Map.

1. **In the event that any soil damage is done in the parking area due to occupancy under this permit, the permittee will be responsible for rehabilitation of the area, and shall complete such rehabilitation by June 15, 2018.**
2. The permittee is responsible for removing all signs, ropes and refuse from the parking area by Tuesday, March 14, 2018. See item 3 under "General Requirements".
3. Parking area will be fenced before it is being plowed and will remain fenced until permit perimeter fence has been installed. The entrance to the parking area will be blocked after the event.

CONTACT INFORMATION

Name: Marge Wanner Date: 2/8/2018 Phone: 406 539-7895
 Address: 1279 Grayling Rd, West Yellowstone MT 59758
 Cell Phone: 406-539-7895 Email: events@wyellowstone.com Email: margew@wyellowstone.com

Name Brad Delany Date: 2/8/2018 Phone: _____
 Address: _____
 Cell Phone _____ Email: _____ Email: _____

EXPOSITION LICENSE APPLICATION

Town of West Yellowstone
Gallatin County, Montana

Exposition: 2018 Snowmobile Expo and Races
 Sponsor Organization: W.Y. Chamber of Commerce
 Sponsor Address: P.O. Box 458
 Contact Person: Erad Delaney or Travis West 610-0293
 Contact Phone: 578-578-0670 Fax: _____
 E-mail Address: wysnowmobileevent@aiahot.com
 Date(s) of Event: March 8-11, 2018
 Location of Event: Iris Street and Old Airport, West Yellowstone

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: \$ 250⁰⁰ pd 2-12-18
 Bond: \$ 1500.00 \$250 Signature of Applicant: Travis West
 Date: 2-10-2018

FOR OFFICE USE ONLY			
Department	Initials	Date	Comments
Pub Services	<u>SD</u>	<u>2/16/18</u>	
Fire	<u>SG</u>	<u>2/17/18</u>	<u>dit to Black IR's street need 20' fire lane as proposed</u>
Police	<u>SN</u>	<u>2/16/18</u>	
Administration	<u>AS</u>	<u>2/14/18</u>	
Notes/Conditions: <u>See Special Event permit.</u>			
Approved _____		Denied _____	Town Clerk _____
			Date _____

EXPOSITION LICENSE APPLICATION

Town of West Yellowstone
Gallatin County, Montana

Event: Expo 2018

Date(s) March 8-11, 2018

Vendors

Attach additional sheets as necessary.

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

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

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

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

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

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

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

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

