

Town of West Yellowstone

Tuesday, November 6, 2018

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Purchase Orders #6685 to Billion Dodge, New Dodge Durango for Police Department ∞

Treasurer's Report & Securities Report

Claims ∞

Consent Agenda: **Minutes of October 23, 2018 Town Council Meeting** ∞

Business License Applications

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

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

Presentation: Little Rangers Learning Center Update, Bruce McPherson-President

Public Hearing: Application to Maintain a Variance, Permitted Uses in the B-4 Zone, Hibernation Station Employee Housing Cabin ∞

NEW BUSINESS

Variance Application, Hibernation Station Employee Housing Cabin	Discussion/Action ∞
Resort Tax Bond Waiver Request, White Geyser Properties	Discussion/Action ∞
Marketing & Promotions Fund Award Recommendations	Discussion/Action ∞
▪ Skijor West National Championship Finals - \$13,000	
▪ Snow Shoot 2020 (Held in 2019) - \$16,500	
▪ Rodeo Run Dog Sled Race - \$1,925	
Resolution No. 721, Intent to Re-Create Tourism Business Improvement District	Discussion/Action ∞
Engineering Services RFP/RFQ Process	Discussion ∞
Water & Sewer Issues	Discussion ∞
Correspondence/FYI/Meeting Reminders ∞	



If you are viewing the agenda electronically, the ∞ symbol indicates a link to associated documentation in the Town Council Packet.

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.

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

PHONE: 406-646-7795
FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date 10/29/2018

Ship Via -

Order No. **006685**

Department Police

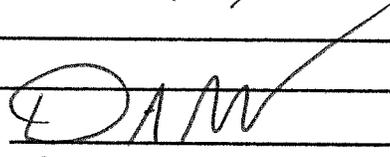
TO: Billion Dodge Chrysler Jeep Attn: Bob Galiger

ADDRESS: 355 Automotive Avenue Bozeman MT 59718-7508

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Dodge Durango plus equipment and installation
	* vehicle 29,940
	* equipment 19,907 Dana Safety Supply
	4000-420110-944

Authorized By



Estimated Cost \$

49,847⁰⁰

Requested By:

Scott Newell

VENDOR COPY - White OFFICE COPY - Canary

BILLION DODGE-CHRYSLER JEEP
355 AUTOMOTIVE AVE
BOZEMAN, MT 597187508

Configuration Preview

Date Printed: 2018-08-23 2:09 PM
Estimated Ship Date:

VIN:
VON:

Quantity: 1
Status: BA - Pending order
FAN 1: 001LX STATE OF MONTANA
FAN 2:
Client Code:
Bid Number: TB9075
PO Number:

Sold to:
 BILLION DODGE-CHRYSLER JEEP (68141)
 355 AUTOMOTIVE AVE
 BOZEMAN, MT 597187508

Ship to:
 BILLION DODGE-CHRYSLER JEEP (68141)
 355 AUTOMOTIVE AVE
 BOZEMAN, MT 597187508

Vehicle: 2019 (WDEE75)

	Sales Code	Description	MSRP(USD)
Model:	WDEE75		34,370
Package:	2BZ		0
	ERC	3.6L V6 24V VVT Engine Upg I w/ESS	0
	DFT	8-Spd Auto 850RE Trans (Make)	0
Paint/Seat/Trim:	PXJ	DB Black Clear Coat	0
	APA	Monotone Paint	0
	*H7	Cloth Low-Back Bucket Seats	0
	-X9	Black	0
Options:	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0
	MAF	Fleet Purchase Incentive	0
	NHK	Engine Block Heater	95
	ADL	Skid Plate Group	295
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	174	Zone 74-Denver	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB9075	Government Incentives	0
Discounts:	YG1	7.5 Additional Gallons of Gas	0
Destination Fees:			1,395

Total Price: 36,155.

Order Type: Fleet
Scheduling Priority: 1-Sold Order
Customer Name:
Customer Address: USA

PSP Month/Week:
Build Priority: 99

29,940.00

Instructions:

2995 for VR

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

Sales Order

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Order No.	263387-B
Customer No.	WYELLOWPD

Bill To
WEST YELLOWSTONE POLICE DEPT PO BOX 1570 WEST YELLOWSTONE, MT 59758

Ship To
DANA SAFETY SUPPLY 33 SUNDANCE DR. LIVINGSTON, MT 59047

Contact:
Telephone: 406-646-7795
E-mail: info@townofwestyellowstone.com

Contact:
Telephone:
E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
10/25/18	GROUND	FOB DESTINATION	DURANGO	NET30
Entered By		Salesperson	Ordered By	Resale Number
JIMMY COUMALATSOS		Jimmy Coumalatsos - Montana	SCOTT NEWELL	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	DELIVERY DELIVERY OF VEHICLES (ADD DETAILS) Warehouse: MT ** SCHEDULE DELIVERY ** CONTACT PERSON: CONTACT #: CAN VEHICLE(S) BE DRIVEN (Y/N): DELIVERY ADDRESS	0.0000	0.00
1	1	Y	INSTALL INSTALL OF CUSTOMER SUPPLIED RADIO Warehouse: MT	0.0000	0.00
1	1	Y	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: MT	0.0000	0.00
2019 DURANGO					

Print Date	10/26/18
Print Time	08:24:16 AM
Page No.	8

Amount Shipped	0.00
Open Order	19,907.00

Subtotal	19,907.00
Freight	0.00
Order Total	19,907.00

Printed By: JIMMY COUMALATSOS

11/02/18
11:44:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/18

Page: 1 of 7
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
45041	11/01/18	2575 WY Tourism Business Improvement October 2018 collections		62,119.72 62,119.72		TBID	2102 411800	540	101000
45045	Oct 2018	1089 Gallatin County Treasurer 11/02/18 Tech surcharge		1,326.00 400.00		COURT	7458 212200		101000
	Oct 2018	11/02/18 MLEA		420.00		COURT	7467 212200		101000
	Oct 2018	11/02/18 Public Defender		0.00		COURT	7468 212200		101000
	Oct 2018	11/02/18 Victims Assistance		506.00		COURT	7699 212200		101000
45046	11/01/18	2088 Town West Yellowstone utility chrgs, Chamber, 895		839.39 63.07		BLDGS	1000 411257	340	101000
	11/01/18	utility chrgs, UPDL, 892		69.86		BLDGS	1000 411252	340	101000
	11/01/18	utility chrgs, PS Shops, 884		32.11		BLDGS	1000 411253	340	101000
	11/01/18	utility chrgs. Povah Ctr, 887		68.18		BLDGS	1000 411255	340	101000
	11/01/18	utility chrgs, Police Dept, 886		41.21		BLDGS	1000 411258	340	101000
	11/01/18	utility chrgs, City Park, 885		396.38		BLDGS	1000 411253	340	101000
	11/01/18	utility chrgs, Library, 891		32.59		LIBBLD	1000 411259	340	101000
	11/01/18	utility chrgs, Lift #1, 903		13.89		SEWER	5310 430600	340	101000
	11/01/18	utility chrgs, Twn Hall, 921		122.10		TWNHAL	1000 411250	340	101000
45047	10/28/18	95 Energy West-Montana nat gas 210361788 updl		1,234.12 207.61		UPDH	1000 411252	344	101000
	10/28/18	nat gas 210360293 Police		21.45		POLBLD	1000 411258	344	101000
	10/28/18	nat gas 210361746 Pub Services		159.29		STREET	1000 430200	344	101000
	10/28/18	nat gas 210361811 old firehall		57.05		PARK	1000 460430	344	101000
	10/28/18	nat gas 210363966 old bld ins		53.61		STREET	1000 430200	344	101000
	10/28/18	nat gas 210360540 library		92.66		LIBBLD	1000 411259	344	101000
	10/28/18	nat gas 210364599 Povah		269.83		POVAH	1000 411255	344	101000
	10/28/18	nat gas 210361697 Iris Lift St		27.18		PUBSVC	1000 430200	344	101000
	10/28/18	nat gas 210365425 Twn Hall		320.55		TWNHAL	1000 411250	344	101000
	10/28/18	nat gas 210361655 Mad Add Sewe		24.89		SEWER	5310 430600	344	101000
45048	10/18/18	42 Fall River Electric UPDH 4212041 elec service		8,762.55 1,008.54		UPDH	1000 411252	341	101000
	10/18/18	POLICE 4212008 elec service		144.25		POLICE	1000 411258	341	101000
	10/18/18	shop 4212018 elec service		81.61		STREET	1000 430200	341	101000
	10/18/18	ANIMAL 4212029 elec serv		186.43		ANIMAL	1000 440600	341	101000
	10/18/18	PARK 4212032 Elec ser		40.15		PARK	1000 411253	341	101000
	10/18/18	PARK, old firehouse 2901001 e		56.34		PARK	1000 411253	341	101000
	10/18/18	CLORINATOR 4212030 elec serv		42.89		WATER	5210 430500	341	101000
	10/18/18	MADADD H2O Tower 4212017		53.90		WATER	5210 430500	341	101000
	10/18/18	RR Well 4212005 elec serv		242.97		WATER	5210 430500	341	101000
	10/18/18	SEWER LIFT STATION 4212006		274.76		SEWER	5310 430600	341	101000
	10/18/18	SEWER PLANT 4212007 elec ser		1,354.89		SEWER	5310 430600	341	101000

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	10/18/18 MAD SEWER LIFT 4212014 elec	303.10		SEWER	5310 430600	341	101000
	10/18/18 SEWER TREAT SERV 4212046 ele	2,530.66		SEWER	5310 430600	341	101000
	10/18/18 library 23 dunraven 4212054	145.85		LIBRY	1000 411259	341	101000
	10/18/18 povah comm ctr 4212001	233.96		POVAH	1000 411255	341	101000
	10/18/18 unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	10/18/18 Town Hall 4212009	479.53		TWNHAL	1000 411250	341	101000
	10/18/18 Ice Rink 421010	38.06		PARKS	1000 411253	341	101000
	10/18/18 Hayden/Grouse Well 4212015	40.10		WATER	5210 430500	341	101000
	10/18/18 Electric Well 4212031	53.31		WATER	5210 430500	341	101000
45050	2813 Century Link	1,536.00					
	11/19/18 DSL Pub Serv Office 646-7949	0.00		BLDINS	1000 430200	345	101000
	10/19/18 Police 646-7600	334.55		POLICE	1000 420160	345	101000
	10/19/18 E911 Viper 646-5170	98.86		E911	2850 420750	345	101000
	10/19/18 E911 255-9710	999.44		E911	2850 420750	345	101000
	10/19/18 E911 255-9712	25.03		E911	2850 420750	345	101000
	10/19/18 Alarm Lines, 646-5185	78.12		TWNHAL	1000 411250	345	101000
45052	1514 Verizon Wireless	1,346.14					
	18 Smartphones						
	1 regular phones						
	5 laptops						
	10/20/18 640-0108, Police, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-0121 Laptop	40.01		STREET	1000 420100	345	101000
	10/20/18 640-0141 Street SP	61.89		STREET	1000 430200	345	101000
	10/20/18 640-0159 Street SP	61.89		STREET	1000 430200	345	101000
	10/20/18 640-1103, Operator SP	61.89		STREET	1000 430200	345	101000
	10/20/18 640-1438, SS Director	31.89		SOCSEK	1000 450135	345	101000
	10/20/18 640-1460, Library Dir, SP	61.89		LIBRAR	2220 460100	345	101000
	10/20/18 640-1461, Street, SP	61.89		WATER	5210 430500	345	101000
	10/20/18 640-1462, Operator, SP	61.89		WATER	5210 430500	345	101000
	10/20/18 640-1463, Deputy PSS, SP	62.05		SEWER	5310 430600	345	101000
	10/20/18 640-1472, Ops Mgr, SP	61.89		ADMIN	1000 410210	345	101000
	10/20/18 640-1676, Rec Coord, SP	61.89		REC	1000 460440	345	101000
	10/20/18 640-1754, COP, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-1755, Police, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-1756, Police, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-1757, Police, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-1758, Police, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-1759, Police, SP	61.89		POLICE	1000 420100	345	101000
	10/20/18 640-7547, Street SP	61.89		PARKS	1000 460430	345	101000
	10/20/18 640-9074, PSS, SP	61.89		SEWER	5310 430600	345	101000
	10/20/18 683 laptop	40.03		POLICE	1000 420100	345	101000
	10/20/18 COP laptop	40.01		POLICE	1000 420100	345	101000
	10/20/18 686 laptop	40.01		POLICE	1000 420100	345	101000

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TOWN OF WEST YELLOWSTONE
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* ... Over spent expenditure

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	10/20/18	681	laptop	40.01		POLICE	1000 420100	345	101000
45055		2852	Blackfoot Communications	1,958.46					
	10/15/18	602-4908	povah center	310.00		POVAH	1000 411255	345	101000
	10/15/18	646-5106	fax soc svc	40.53		SOCSR	1000 450135	345	101000
	10/15/18	646-5119	police station	40.53		POLICE	1000 420160	345	101000
	10/15/18	646-5141	sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	10/15/18	646-5185	town hall alarm	40.53		TWNHAL	1000 411250	345	101000
	10/15/18	646-7311	social services	52.01		SOCSR	1000 450135	345	101000
	10/15/18	646-7481	povah elevator	41.67		POVAH	1000 411255	345	101000
	10/15/18	646-7511	town hall fax	40.53		TWNHAL	1000 411250	345	101000
	10/15/18	646-7609	public works	33.99		SEWER	5310 430600	345	101000
	10/15/18	646-7650	police station fax	40.53		POLICE	1000 420160	345	101000
	10/15/18	646-7715	povah center	31.85		POVAH	1000 411255	345	101000
	10/15/18	646-7795	town hall	224.84		TWNHAL	1000 411250	345	101000
	10/15/18	646-7845	court clerk	16.54		COURT	1000 410360	345	101000
	10/15/18	646-9017	library	41.85		LIBRAR	2220 460100	345	101000
	10/15/18	646-9027	sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	10/15/18		ethernet, library	300.00		LIBRAR	2220 460100	345	101000
	11/15/18		ethernet, povah center	0.00		POVAH	1000 411255	345	101000
	10/15/18		ethernet, police station	350.00		POLICE	1000 411258	345	101000
	10/15/18		ethernet, town hall	272.00		TWNHAL	1000 411250	345	101000
45056		2977	Staples Credit Plan	1,575.06					
	10/12/18		office supplies	135.49		FINADM	1000 410510	220	101000
	10/12/18		office supplies	606.50		DISPAT	1000 420160	220	101000
	10/12/18		office supplies	483.77		SOCSER	1000 450135	220	101000
	10/12/18		office supplies	349.30		LIB	2220 460100	220	101000
45057		2264	MORNING GLORY COFFEE & TEA	33.75					
	244995	10/26/18	supplies	33.75		DISPAT	1000 420160	220	101000
45058		2507	Silvertip Pharmacy	46.27					
	101518-01	10/30/18	Rx	12.27		HELP	7010 450135	358	101000
	101818-01	10/30/18	Rx	23.00		HELP	7010 450135	358	101000
	101918-01	10/30/18	Rx	11.00		HELP	7010 450135	358	101000
45059		2822	ClearBlu Cleaning Services	740.00					
	10	10/31/18	weekend bathroom cleans Oct 18	740.00		PARKS	1000 460430	398	101000

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45060		3144 Action Lighting, Inc. 416972 10/24/18 holiday lights		3,717.83 3,717.83		PARKS	1000 460430	220	101000
45061		3004 Partsmaster 23344866 10/19/18 parts		219.21 219.21		STREET	1000 430200	220	101000
45062		3101 Advanced Pump & Equipment 8431 10/26/18 solar unit + install		7,588.55 7,588.55*		WATER	5210 430550	357	101000
45063		3107 MarCom, LLC 1809063 10/22/18 wastewater samples		509.00 509.00		SEWER	5310 430600	357	101000
45064		2905 OC Rugged Laptops 3271772 10/23/18 recertified toughbook		1,292.00 1,292.00		BLDINS	1000 420531	212	101000
45065		2800 RDO Equipment Co. P38826 10/24/18 brackets, wiring harness P38819 10/24/18 lamps		1,961.64 1,354.84 606.80		STREET STREET	1000 430200 1000 430200	369 369	101000 101000
45066		999999 MARKUS T. ANDERSEN 09/17/18 bond tk-110-2018-308		85.00 85.00		COURT	7469 212401		101000
45067		2658 Delfino Salinas interpretation services 09/07/18 TK-110-2018-396, 403, 449 10/24/18 TK-110-2018-551		105.00 75.00 30.00		COURT COURT	1000 410360 1000 410360	394 394	101000 101000
45068		999999 RICHARD CRAWFORD 10/25/18 bond TK-110-2018-519		1.20 1.20		COURT	7469 212401		101000
45069		999999 CATHERINE DEVLIN 10/24/18 TK-110-2018-382 Bond		5.00 5.00		COURT	7469 212401		101000
45070		2727 Fly Tyer 11/01/18 subscription		21.95 21.95		LIB	2220 460100	215	101000
45071		951 Barnes & Noble 3735264 10/03/18 books 3735412 10/03/18 books 3730952 09/25/18 books 3720573 09/07/18 books		496.41 392.42 44.98 79.00 -19.99		LIB LIB LIB LIB	2220 460100 2220 460100 2220 460100 2220 460100	215 215 215 215	101000 101000 101000 101000

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45072		2997 The New Yorker 11/01/18 subscription		119.99 119.99		LIB	2220 460100	215	101000
45073		999999 MARLENE VAZQUEZ 10/18/18 refund PCC deposit		350.00 350.00		POVAH	2210 214001		101000
45074		3175 Community West Outreach 10/12/18 pass thru from Terrells Office		500.00 500.00			1000 212000		101000
45075		65 T & E BLCS068979 10/15/18 parts		424.49 424.49		STREET	1000 430200	369	101000
45076		3176 Magda Nelson - Local Government 5 10/23/18 license-workbook		50.00 50.00		FINADM	1000 410510	220	101000
45077		1140 Sagebrush Floral 10/15/18 reimb garden supplies, moss		111.72 111.72		GARDEN	2213 460000	220	101000
45078		725 Swan Cleaners 8192 10/08/18 laundry service		58.00 58.00		JAIL	1000 420230	390	101000
45079		633 Bozeman Trophy & Engraving 17314 10/08/18 notary stamp-Sosa		52.00 52.00		DISPAT	1000 420160	335	101000
45080		2963 Gallatin County Emergency 180927-01 09/27/18 mass notify service FY 19		500.00 500.00		DISPAT	1000 420160	398	101000
45081		2999 Michael Coffin 10/08/18 reimb meals, WW classes BZN		142.00 142.00		SEWER	5310 430600	370	101000
45082		2994 Joshawa Van Leeuwen 10/08/18 reimb meals, WW classes BZN		137.00 137.00		SEWER	5310 430600	370	101000
45083		3046 Benjamin Westphal 10/08/18 reimb meals, WW classes BZN		132.00 132.00		SEWER	5310 430600	370	101000
45084		379 Energy Laboratories, Inc 192012 10/17/18 water sample tests		195.00 195.00		WATER	5210 430500	357	101000

11/02/18
11:44:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/18

Page: 6 of 7
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
45085	497 MT Dept Environmental Quality	631.00					
	5J1900090 10/06/18 testing fee, Westphal	140.00		WATER	5210 430500	380	101000
	5J1900090 10/06/18 testing fee, Westphal	70.00		SEWER	5310 430600	380	101000
	5J1900054 09/06/18 testing fee, VanLeeuwen	70.00		WATER	5210 430500	380	101000
	5J1900054 09/06/18 testing fee, VanLeeuwen	140.00		SEWER	5310 430600	380	101000
	5J1900053 09/06/18 testing fee, Coffin	35.00		WATER	5210 430500	380	101000
	5J1900053 09/06/18 testing fee, Coffin	35.00		SEWER	5310 430600	380	101000
	5J1900108 10/28/18 testing fee, VanLeeuwen	35.00		WATER	5210 430500	380	101000
	5J1900108 10/28/18 testing fee, VanLeeuwen	35.00		SEWER	5310 430600	380	101000
	5J1900107 10/28/18 manual	1.00		WATER	5210 430500	380	101000
	5J1900106 10/28/18 testing fee, Arnado	35.00		WATER	5210 430500	380	101000
	5J1900106 10/28/18 testing fee, Arnado	35.00		SEWER	5310 430600	380	101000
45086	73 Westmart Building Center	1,424.72					
	10/27/18 supplies	117.69		STREET	1000 430200	366	101000
	10/27/18 supplies	51.90		STREET	1000 430200	220	101000
	10/27/18 supplies	24.69		SEWER	5310 430600	220	101000
	10/27/18 supplies	210.88		WATER	5210 430500	220	101000
	10/27/18 supplies	108.69		POLICE	1000 411258	366	101000
	10/27/18 supplies	114.88		UPDL	1000 411252	220	101000
	10/27/18 supplies	14.24		TWNHAL	1000 411250	366	101000
	10/27/18 supplies	145.07		PARKS	1000 460430	220	101000
	10/27/18 supplies	18.98		PARKS	1000 411253	366	101000
	10/27/18 supplies	9.64		SOCSEK	1000 450135	220	101000
	10/27/18 supplies	96.84		GARDEN	2213 460000	220	101000
	10/27/18 supplies	511.22		UPDL	1000 411252	366	101000
45087	547 WY Chamber of Commerce	3,250.00					
	11/02/18 MAP Fund 2019 Expo advance	3,250.00		MAP	2101 410130	398	101000
45088	547 WY Chamber of Commerce	2,500.00					
	11/02/18 KidsN Snow 18-19 Advance	2,500.00		MAP	2101 410130	398	101000
45089	3020 COLJ Conference Registration -	300.00					
	11/02/18 registration- R. Gibson	300.00		COURT	1000 410360	370	101000
45090	3177 Richard L. Gibson	366.58					
	11/02/18 travel, Judge training, Fairmo	366.58		COURT	1000 410360	370	101000
	# of Claims	43	Total:				108,764.75

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$21,490.03
2101 Marketing & Promotions (MAP)	
101000 CASH	\$5,750.00
2102 TBID (Tourism Business Improvement	
101000 CASH	\$62,119.72
2210 Parks & Recreation	
101000 CASH	\$350.00
2213 Community Garden	
101000 CASH	\$208.56
2220 Library	
101000 CASH	\$1,391.39
2850 911 Emergency	
101000 CASH	\$1,123.33
5210 Water Operating Fund	
101000 CASH	\$8,867.38
5310 Sewer Operating Fund	
101000 CASH	\$6,000.87
7010 Social Services/Help Fund	
101000 CASH	\$46.27
7458 Court Surcharge HB176	
101000 CASH	\$400.00
7467 MT Law Enforcement Academy (MLEA)	
101000 CASH	\$420.00
7468 Public Defender Fee	
101000 CASH	\$0.00
7469 City Court - Judge Brandis	
101000 CASH	\$91.20
7699 Victims Assistance Program	
101000 CASH	\$506.00
Total:	\$108,764.75

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
October 23, 2018

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

OTHERS PRESENT: Town Manager Daniel Sabolsky, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Chief of Police Scott Newell, Social Services Director Kathi Arnado

Garrett Ostler, Richard & Teri Gibson, Mike Moore, Justin Spence, Shelley Johnson, Helene Righenour, Craig & Stephanie Borash, Chris Talbot, Randy Wakefield, Jeff Schoenhard, Bob Patzke

The meeting is called to order by Mayor Brad Schmier 7:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Portions of the meeting are being recorded.

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

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$110,045.23. (Forsythe, Martineau)
- 2) Motion carried to approve the Consent Agenda, which include the minutes of the October 3, 2018 Town Council Meeting. (Martineau, Johnson)
- 3) Motion carried to approve the Marketing and Promotions Fund Advisory Board recommendations to award \$4850 to the 2018 Rodeo Run Sled Dog Race, \$13,000 to the 2019 Snowmobile Expo, Power Sports and Race Event, \$5000 to the WY/Hebgen Lake Ice Fishing and NAIFC Tournament, \$10,112 to the 2019 Yellowstone Rendezvous Race, and \$14,207 to the 2018 Yellowstone Ski Festival. (Forsythe, Martineau)
- 4) Motion carried to approve Resolution No. 720, a resolution establishing the compensation for the City Judge at an annual amount of \$35,000. (Martineau, Forsythe) Johnson is opposed, motion passes.
- 5) Motion carried to approve the site plan for the Marsden Cabins as presented. (Forsythe, Martineau)
- 6) Motion carried to approve the site plan for Westgate Auto to add four short-term rental units and an office at 103 S Electric Street. (Martineau, Forsythe) No vote, see next motion.
- 7) Secondary motion carried to approve the site plan for Westgate Auto at 103 S Electric Street to add four short-term rental units and an office, contingent upon approval by the Town Engineer and Hebgen Basin Fire Department and in accordance with the recommendation from the Planning Board. (Johnson, Martineau)
- 8) Motion carried to appoint Robert (Bob) Patzke to serve on the Cemetery Board for a term of two years. (Forsythe, Martineau)
- 9) Motion carried to replace the section of Sabolsky's contract that allowed the pay out of two weeks of vacation time with an annual bonus in the amount equivalent to two weeks of regular gross compensation to be applied annually in December. (Forsythe, Martineau)

Public Comment Period

Shelley Johnson says she has a letter she would like to read regarding compensation for the new Judge, but she will wait for that item to come up on the agenda.

Council Comments

Martineau says that the high school football team has a playoff game this weekend and he reminds everyone that passes will not be accepted so fans must pay to attend. He also says he attended a commUNITY Outreach meeting today and asks if there has been any progress on the curfew ordinance. Sabolsky says that he has not, but he will meet with Mike Gavagan to discuss it further. Forsythe says that Arnado has sent out many letters this summer about code violations and hopes most of those are taken care of by spring. He also congratulates the Girls Cross County Team for taking first place at the state meet. Johnson mentions that the boys football team took second in the conference.

DISCUSSION

- 4) Mayor Schmier explains that Resolution No. 720 is a resolution establishing the compensation for the City Judge at an annual amount of \$35,000. Johnson asks how they arrived at the amount of \$35,000. Sabolsky explains that the salary for this position is tied to the position and not necessarily the sitting judge. Shelley Johnson shares a letter expressing concern about the lack of education and experience of the new judge. She also expresses concern about the fiscal responsibility of the town by having to fund the time and effort it will take to train the new judge as well as setting his salary just slightly less than the sitting judge.
- 5) Sabolsky explains that the Marsden Cabins site plan is to build four rental cabins on one lot. The Council asks multiple questions about access to the parcel, which will only be from Alley A.
- 6-7) The Council reviews the site plan for Westgate Auto to add four rental units and an office to the existing building. Forsythe explains that the Grizzly Park Architectural Committee reviewed the plans earlier today and did grant approval. He points out that the buildings on these lots are built to the lot lines and there are no setbacks. Sabolsky clarifies that that there are no setbacks in the B-4 zoning.
- A) **Advisory Board Reports:** Public Services Superintendent James Patterson reports that the Planning Board met last week and discussed the Marsden Cabins site plan and the Westgate Auto Site Plan. Mayor Schmier reports that the Cemetery Board also met and Ken Davis has agreed to serve as the chair for that board. Town Manager Dan Sabolsky reports that the Parks & Recreation Advisory Board is going to meet on Thursday, October 25, 2018 at 4:30 PM.
- B) **Town Manager & Department Head Reports:** Town Manager Dan Sabolsky reports that they have received several comments from the public regarding the plans for the new 80 acres and they anticipate finalizing that plan in early December. He reports that he spoke to Mitch Simon about concerns about the fence, storage, and trees on the parcel east of Electric Street, Tract 4A. He is meeting with Pat Kinney of Yellowstone National Park tomorrow regarding the West Gate Project. He says he is going to approach the County Commission to solicit funds for that project. The engineering Request for Proposals (RFP) was released this week and they have already had eight firms request information. The Parks & Recreation Advisory Board is meeting this week and he hopes to start the process of drafting a recreation survey they can release in January. He says that he has been working with the West Yellowstone Foundation for funding for community projects. This same effort last year yielded \$100,000 that was spent in the community. He has met with representatives from the Yellowstone Historic Center about improving and enhancing the casting pond behind the Union Pacific Dining Lodge. They also discussed improvements and repairs to that building. Water and sewer issues will be discussed later this evening. The Chamber is supporting a Rails to Trails project that would build a trail from Town to Reas Pass. He says that he intends to write a letter of support for the project and asks the Council for their feedback. Johnson says he supports that but would like it more if it wasn't only for non-motorized traffic. Sabolsky says he will write up the letter and send it out to the Council and would try to include language

that encourages balanced use between motorized and non-motorized use. After discussion, Sabolsky suggests asking someone from the Forest Service to come in and explain the project in more detail.

Public Services Superintendent James Patterson reports that they have started putting up Christmas lights around town and they are also going to put heat tape on the north side of the Town Hall. They have some repairs to do at the Union Pacific Dining Lodge and they're getting ready for snow. The contractor poured the foundation for the new well house building today and they are preparing to install the electrical. Johnson asks about the new water line in Alley D and whether it should be lowered to grade. Patterson says that he will talk to the contractor about lowering the valve box. Chief of Police Scott Newell reports that he has been working nights with their new officer, Officer Trujillo. He says that they have had multiple drug related incidents and one suicide call for help. The new generator will be installed in a few weeks, which they expect to install early in the morning during which 911 calls will be routed to Bozeman.

- C) Town Manager Dan Sabolsky reports that he has engaged two individuals that specialize in water rights and hydrogeology. He says that now that they have determined that Whiskey Springs has rebounded and is flowing strong, they have the time to consider all their options pertaining to water rights and whether transferring them to the new well is the right approach. He says that in November, the Town could consider lifting the water moratorium. He says the not so good news is that about the capacity at the sewer lagoon. He says that it has been recommended that they install three evaporators at the sewer lagoon and submit all the information to DEQ. At the previous meeting, Dave Noel of Forsgren Associates indicated that adding the three evaporators would allow development up to 500 housing units. Sabolsky says the DEQ does not have a formal process to approve evaporators, but they have been encouraged to recycle and reuse the wastewater in an environmentally friendly way especially considering their proximity to Yellowstone National Park. DEQ will conduct a site visit once the evaporators are installed. He says that this is a short-term solution that will likely cost \$400,000 to \$500,000. He says the long-term solution will likely be a mechanical plant that will cost \$7-\$8 million. He says that DEQ realizes that our lagoon has some issues and is willing to work with us toward correcting them. He says the \$500,000 will cover three evaporators, aerators, and membrane that will allow development. Sabolsky recommends carefully allowing development to come online through a sewer moratorium and keeping track of the impact from each project. He says they might allow all the current projects to proceed but holding back to ensure there is enough capacity for new housing, etc. Craig Borash clarifies that the short-term solution should be in place by spring if not sooner. Teri Gibson recommends impact fees for new projects and the Council explains that they do already assess substantial water and sewer impact fees.

At 8:45 PM, the meeting is closed to the public to discuss a personnel issue with Town Manager, Dan Sabolsky. The public meeting reconvenes at 9:10 PM.

The meeting is adjourned at 9:15 PM.

Mayor

ATTEST:

Town Clerk

TOWN OF WEST YELLOWSTONE

PUBLIC HEARING Variance Request, Permitted Use Hibernation Station, 212 Grey Wolf Ave.

NOTICE IS HEREBY GIVEN that the West Yellowstone Town Council serving as the Board of Adjustments will conduct a Public Hearing **November 6, 2018** in the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana. The purpose of the public hearing will be to consider a variance request from Section 17.23.020 of the West Yellowstone Municipal Code made by Hibernation Station. The property is located in the B-4, Expanded Business District, of the Grizzly Park Subdivision. The request is to allow a variance to the permitted uses of that zone. The applicant is requesting permission to build a 20' by 40' cabin to be used as employee housing.

The public hearing will be held during the regular Town Council Meeting which begins at 7:00 PM. The meeting will take place in the West Yellowstone Town Hall, in West Yellowstone, MT, 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 Offices, 440 Yellowstone Avenue, by mail to PO Box 1570, West Yellowstone, MT 59758, or by email to eroos@townofwestyellowstone.com. For further information contact the Town Offices, 646-7795.

Elizabeth Roos
Town Clerk



REQUEST FOR VARIANCE

Town of West Yellowstone
Gallatin County, Montana

DATE: 09/19/2018
APPLICANT: Hibernation Station
ADDRESS: 212 Gray Wolf Ave.
PHONE: 406-646-4200
INTEREST IN PROPERTY: GM

OWNER OF RECORD'S SIGNATURE: [Signature]

1. LEGAL DESCRIPTION:

Subdivision: Grizzly Park Addition
Block: 4 Lot: 14
Zoning District Number: B-4

2. Section, Part, and Paragraph of the Zoning Ordinance that you are applying for a variance from: 17.23.020 Permit Use

3. Request for Variance is related to: Yard _____
Height _____
(Mark All that Apply) Use _____
Parking _____
Other _____

4. Please state specifically the change(s) proposed and the reason(s) such changes are necessary See Attachment

5. Application Fee: \$75.00 Paid \$75.00 Date 9-19-18

[Signature]
Signature of Applicant
09/19/2018
DATE

For Office Use Only:
DECISION BY TOWN COUNCIL

Approved Disapproved

Mayor/Operations Manager
DATE

To: West Yellowstone Board of Adjustments

The Planning Advisory Board met on 5-11-18 at 12:00 noon. Members present were Tim Daily, Bill Howell, Chip Smith, James Patterson and SJ Sheppard.

We reviewed the application by Hibernation Station. The following are our findings for your consideration:

- 1) The Grizzly Park Architectural Committee has approved this proposal. Their covenants allow this type of residential use.
- 2) Residential dwellings are not listed as a permitted use in B-4 zoning in the town code.
- 3) Residential dwellings are not listed as a conditional use in B-4 zoning in the town code.
- 4) Setbacks are a non-issue in the B-4 zone.
- 5) Area and lot coverage are also a non-issue in the B-4 zoning
- 6) The Planning board classified this structure as a 'rooming/boarding house'. Owner agreed to increase parking to 2 spaces plus 1 space per bedroom. There is room for this increase and the board feels this brings parking in compliance with the code.
- 7) MCA Section 76-2-321 does not empower the Board of Adjustment to consider a change of use as written in 17.50.030 (C) of the town code. The town's application for a variance does list use as a consideration.
- 8) Allowing a residential use in the B-4 zoning could set a precedent that may affect decisions on future applications in said zoning area.
- 9) The Planning Board commended the owner for the straight forwardness of this request and all agree that the lack of housing creates a hardship on many business owners.

Thank you,

West Yellowstone Planning Advisory Board

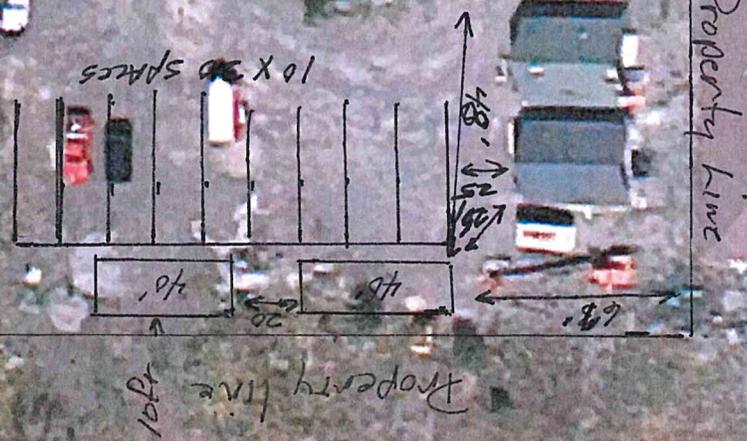
Gray Wolf Ave

Gray Wolf Ave

Imagery ©2018 Google, Map data ©2

Google

Hibernation Station Cabins



White Geyser Properties
P.O. Box 2025 326 Madison Avenue
West Yellowstone, MT 59758

To whom it may concern:

As of October 31, 2018, the Madison Plaza Apartments have been purchased by the White Family. This property was previously owned by Jay Thrift and Pati Taylor operating as Madison Plaza LLC.

I have attached a Town Business License Application for long term rental units and one for nightly vacation rentals.

I would like to ask your consideration in foregoing a Resort Fee Bond. We are currently operating several business' in town and paying resort tax for them. Our history with the Market Place and White Heron Holdings should speak for itself.

Please feel free to contact either myself (Troy White) at 406-640-9088 or Rocky Hermanson at 406-640-1089 if you have any concerns. You may also contact Rocky through email at: rockyhermanson@gmail.com

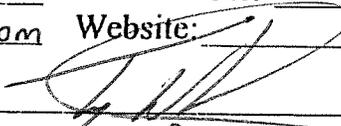
Thank you for your cooperation through this transition,

Troy White

Rocky Hermanson

Town of West Yellowstone Business License Application

Business Name: White Geyser Properties
 Applicant: Troy White
 Contact Person: "
 Mailing Address: P.O. Box 2025 West Yellowstone, MT 59758
 Physical Address of Business: 320-326 Madison Avenue
 Phone Number: 406-646-9087 Fax Number: _____
 Email Address: moosetamer@hotmail.com Website: _____

Signature of Property Owner of Record: 

Subdivision: Original Township of W.Y.
 Block: 25 Lot: 34

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.

7 nightly Vacation Rentals

Business License Fee: \$ _____
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____

Signature of Applicant

Signature of Applicant
10-31-18
Date

FOR OFFICE USE ONLY				
Date Approved by Town Council: _____				
Date	Check #	Amount \$	License #	

Town of West Yellowstone Business License Application

Business Name: White Geyser Properties
 Applicant: Troy White
 Contact Person: _____
 Mailing Address: P.O. Box 2025 West Yellowstone MT 59758
 Physical Address of Business: 320. 326 Madison Avenue
 Phone Number: 406-646-9087 Fax Number: _____
 Email Address: mooseramer@hotmail.com Website: _____

Signature of Property Owner of Record: _____

Subdivision: Original townsite of W.Y.
 Block: 25 Lot: 344

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.

8 Long term Rentals
1 Long term RV spot.

Business License Fee: \$ _____
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____

Signature of Applicant _____
 Signature of Applicant _____
10-31-18
 Date

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

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

Event or Project Applicant: Brian Giordano- Skijor West
Event or Project Name: Skijor West National Championship Finals
Date Submitted: 9.25.18
Date Approved by MAP Fund Advisory Board: 11.1.18
Requested Amount: \$15,400
Approved Amount: \$13,100

Comments: On 11.1.18, Applicant submitted an updated MAP funding request of \$13,033.60 for marketing and promotion. With the Applicant's acknowledgement, MAPFAB voted to recommend funding of an even amount of \$13,100.

Recommendation submitted by: John M. Greve, MAPFAB Secretary

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

_____ Date: _____

Comments:

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

MARKETING AND PROMOTION (MAP) FUND APPLICATION COVER PAGE

Applicant Information

Applicant Individual or Organization: Brian Giordano
Skijor West affiliated with Skijor USA

Event or Project Contact Person: Skijor West National Championship Finals

Address: PO BOX 956 Boulder, Montana 59632

Phone: 406.202.5696

Email: skijorwest@gmail.com

Application Submission Date: September, 25th 2018.

Event or Project Information

Event or Project Name: Skijor West National Championship Finals

Location of Event or Project: West Yellowstone, Montana (Iris St.)

Date(s) of Event or Project: March 3rd- 11th, 2019
(this includes construction and take down time)

Estimated Total Event or Project Cost: \$34,800

MAP Fund Amount Requested: \$15,400.00

Section 1- Proposed Event or Project Summary

Skijor West National Championships Race is the culminating event for a series of events held by SKIJOR USA. SKIJOR USA will be offering a regional race series comprised of a Northern Division, a Central Division and a Southern Division. Competitors who nominate for points will be able to select three Qualifying Races at which to earn points. The leaders will be invited to compete for a national title at the Skijor West National Championship race. There will also be an open series race, that invites all competitors to win prize money. This event is scheduled in West Yellowstone, Montana for March 9th, and 10th of 2019, with a running time of 6 hour race event. There will also be a meet and greet offered the day and evening of the 8th.

This event will proceed over the course of 3 days, section 2 contains the projected event construction, planning, schedule and explanation of activities involved.

Section 2- Proposed Timeline

August 14th, 2018

Attended County Commission meeting with presentation of the Skijor West event.
(planning)

OCTOBER-DECEMBER

Implement funding to acquire promotion/ marketing materials that include but are not limited to billboards, posters, flyers, social media ads, radio announcements and publication inserts.

- Facebook ads will lead viewers to the Skijor West page, West Yellowstone Page, and Skijor USA page
- Billboards will be lined out and reserved for the Bozeman, West Yellowstone and Rexburg ID area.
- Draft and create posters, ads and wording for publications and radio

January 1, 2019

- Billboards will be constructed and place.
- During the first of the northern region races, located in Helena promotion of Skijor West will begin. Skijor West will be announced and presented at every race starting January 5th.

The geographical location of the promotion at the races are as followed, these races are held starting January 5th-February 24th:

NORTHERN REGION

HELENA, MONTANA

BUTTE, MONTANA

COLUMBIA FALLS, MONTANA

WISDOM, MONTANA

CENTRAL REGION

CODY, WYOMING

JACKSON HOLE, WYOMING

KREMMLING, COLORADO

SOLDIER HOLLOW, UTAH

SOUTHERN REGIONSTEAMBOAT SPRINGS,
COLORADOPAGOSA SPRINGS,
COLORADO

SARATOGA, WYOMING

GUNNISON, COLORADO

February 9, 2019

Radio announcements will begin on a daily basis up until the day of event. For Helena the radio station will be 107.3 The Mighty Mo. For Bozeman 100.7 XL Country, 95.1 The Moose and 96.7 KISN. For Billings 102.9 Cat Country.

March 3-7, 2019

Begin construction of course. Hired company will use equipment, set aside by the town to construct course and spectator seating. The horse/trailer area is off of Old Airport Rd., the course starting line will begin at Madison Ave. and the finish line will be at Obsidian Ave. Snow seating for spectators will be built on the street edges of Iris St. An area will be cleared for vendors off of Yellowstone Ave. (for course/event construction plan see attached **Exhibit A**) (construction)

Friday, March 8th: Competitors Welcome and Sign In

Competitors will check in their riders and horses, settle into their accommodations, and have time to explore West Yellowstone. At 6:30pm, a Meet & Greet will open up at the Holiday Inn West Yellowstone- 315 Yellowstone Ave, West Yellowstone, MT. Here competitors will have an opportunity to network with other members of the alliance, SKIJOR USA directors, Members of the Corporate Council and official members of West Yellowstone (shall they accept the invitation to attend) and any other public members. At the meet and greet, beer and wine will be served as well as food catered from Holiday Inn. The meet and greet will continue on until closing at 9pm. (activities)

Saturday, March 9th: Race Day

Area opens up to competitors at 7:00am for pre-registration if they missed the evening before. Food and outdoor vendors have the opportunity to set of the night before or starting 7:00 am, they will line up on the street edges of Yellowstone Ave near the corner of Iris St. There will also be vendors located inside the Hayden Hall at the Holiday Inn. 3 local and surrounding area food vendors will be invited as well as a number of local and national sponsored and retail vendors. The gates will open to the public at 9:00 am and the races will begin at 11:00am and the starting line will be at the corner of Iris St and Madison Ave. Races will proceed as organized and are scheduled to finish by 4pm.

That evening a Calcutta will take place at the Holiday Inn at 6:00pm-10:00pm. Competitors and public are welcome to attend. Sponsors/West Yellowstone will be mentioned in full. band with a Montana country/ western band will be represented and games will be offered for entertainment. (activities)

Sunday, March 10th:

Sunday will be the final race day with races beginning at 11:00am. Races will proceed as organized and are scheduled to finish by 3pm. Vendors will begin to leave. Awards ceremony will follow the conclusion of the races. Sponsors/West Yellowstone will be mentioned in full. Clean up and take down crew will begin the breakdown of the event. (activities and de-construction)

Monday, March 11th: Finalized cleanup of race course area. (de-construction)

Section 3- Proposed Budget

MARKETING BUDGET PLAN				
NUMBER OF ATTENDEES		Goal 3,200		
EVENT COSTS		\$19,400.00		
ESTIMATED MARKETING GRAND TOTAL		\$15,400.00		
SUBTOTAL		\$34,800.00		
Primary Category	Secondary Category	Estimated Quantity	Cost per Unit	Notes
Event	Competitors Winnings			\$10,000.00
Event	Construction			\$2,000.00
Event	tickets			\$2,000.00
Event	Certified Timers			\$1,500.00
Event	Music			\$2,400.00
Audio/Visual Services	Basic PA system and MC			\$1,500.00
Giveaways	Competitors Belt Buckles			sponsorship
Advertising	Magazine Ads			\$1,500.00 powder, horseman, big sky journal
Advertising	social media (facebook, Instagram)			\$2,500.00 starting december
Advertising	Posters			\$500.00 print cost
Advertising	Mailings	5,000	\$0.14	\$700.00 print cost
Advertising	Radio	3 weeks worth		\$4,000.00 bozeman, helena
Advertising	Newspaper- West Yellowstone Star			\$300.00 with additional story about event
Advertising	Billboards to print	2	\$1,000.00	\$2,000.00 print and shipping
Public Relations	Billboards space rental	2	\$650.00	\$3,900.00 for 3 months

Section 4- Publicity, Promotion, Marketing

To begin the identification to West Yellowstone we have firstly named the race accordingly and are shortcut calling it SKIJOR WEST, which this name comes an iconic logo with buffalo. This name will have its own Facebook website, Instagram (with hashtag). Promotion begins with Facebook digital campaigns and Instagram posts. If funding provides, a Facebook advertisement will be launched, and billboards will be up 3 months before event. Billboard locations are to be determined, but it's projected to have billboards in Bozeman, Rexburg, Idaho, and Butte. Skijor West will be promoted at every race in the tri-regions beginning January 5th, 2019. The geographical location of races are as listed above.

Visitors- Facebook (West Yellowstone Chamber, Town of West Yellowstone, Skijor USA, Skijor West, VisitMT.gov site, Powder Magazine. Instagram (skijor west, West Yellowstone chamber etc)

Residents- Posters/ flyers, possible billboard, local report and advertisement in the Yellowstone Star, Social Media, Post Office Mailer

Participants- mass emails about the events will go through Skijor USA, social media

Section 5 - Application Review Criteria

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

West Yellowstone is a busy gateway and a perfect central location for Skijor USA's tri-regional national championship (Skijor West). The town of West Yellowstone thrives with sustainable tourism. By choosing to have another event in the winter, it makes optimal use of environmental resources that constitute a key element in tourism development. Residents and visitors alike can take advantage of a family-friendly winter spectating event. Secondly, to respect the socio-cultural authenticity of a host community like West Yellowstone and conserve the built and living cultural heritage and traditional values of western living; having a skijor event that brings skiers and horsemen together makes sense. Skijor West hopes to make this event a viable, long-term economic operation, providing socio-economic benefits to all stakeholders. These stakeholders include but are not limited to the shops, dining, lodging, tourism businesses and the town/chamber.

Methods/ estimates to measure first year success of event:

- Registrations..... 80 teams of competitors (horse/ rider and skier) divided into different race categories.
- Attendance..... 3, 000 spectators over the course of 2 days

- Attendance..... New and broaden array of spectators
- Hotel Stays Projected 60% occupancy of available rooms in West Yellowstone
- Social Media..... Reach out to 80,000 people
- Social Media..... Increase Skijor West likes by 50%, Increase West Yellowstone Chamber likes by 2%
- Partnerships..... Collaboration among Skijor USA, Skijor West, and West Yellowstone Town/ Chamber of Commerce
- Sponsorship..... Local, regional and national sponsorships

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

Skijor West nor Skijor USA, has never received or been the recipient of the Marketing and Promotion (MAP) funding in the past.

• Can your event or project proceed without MAP funds?

Yes, Skijor West can continue without MAP funds. However, Skijor West believes that in order to ensure complete success with this event a strong marketing and promotion campaign must be executed.

• If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? Because the MAP Fund consists of Resort Tax funds paid by town businesses, acknowledgements need to indicate, “Supported by West Yellowstone Businesses”

Acknowledgement of the funding source (West Yellowstone Businesses) will be promoted at event with advertising and will be stated by MC several times during event.

Certification

Applicant Individual or Organization: Brian Giordano- Skijor West

Event or Project Name: Skijor West National Championship Finals

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

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

Signature:  Name (printed): Brian Giordano

Title: owner / Operations Coordinator Date: 9.25.2018

For Office Use Only

Application approved by MAPFAB for total requested amount of _____ Date: _____

Application approved by MAPFAB for only _____ of total requested amount Date: _____

Application not approved by MAPFAB Date: _____

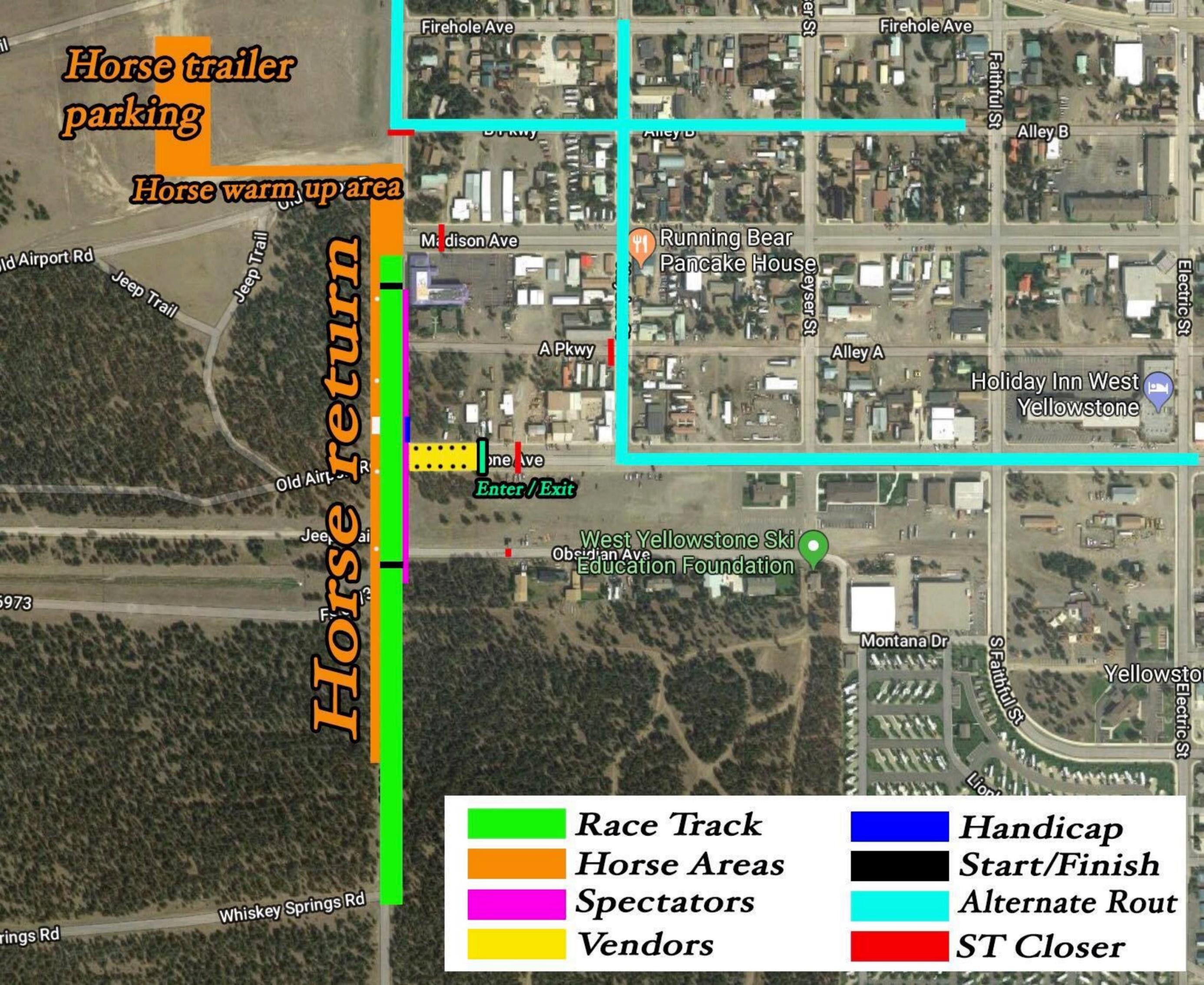
Reason:

Horse trailer parking

Horse warm up area

Horse return

- | | | | |
|---|--------------------|---|-----------------------|
|  | <i>Race Track</i> |  | <i>Handicap</i> |
|  | <i>Horse Areas</i> |  | <i>Start/Finish</i> |
|  | <i>Spectators</i> |  | <i>Alternate Rout</i> |
|  | <i>Vendors</i> |  | <i>ST Closer</i> |



Firehole Ave

Firehole Ave

Faithful St

Alley B

Madison Ave

Running Bear Pancake House

Deysler St

A Pkwy

Alley A

Holiday Inn West Yellowstone

One Ave

Enter / Exit

West Yellowstone Ski Education Foundation

Montana Dr

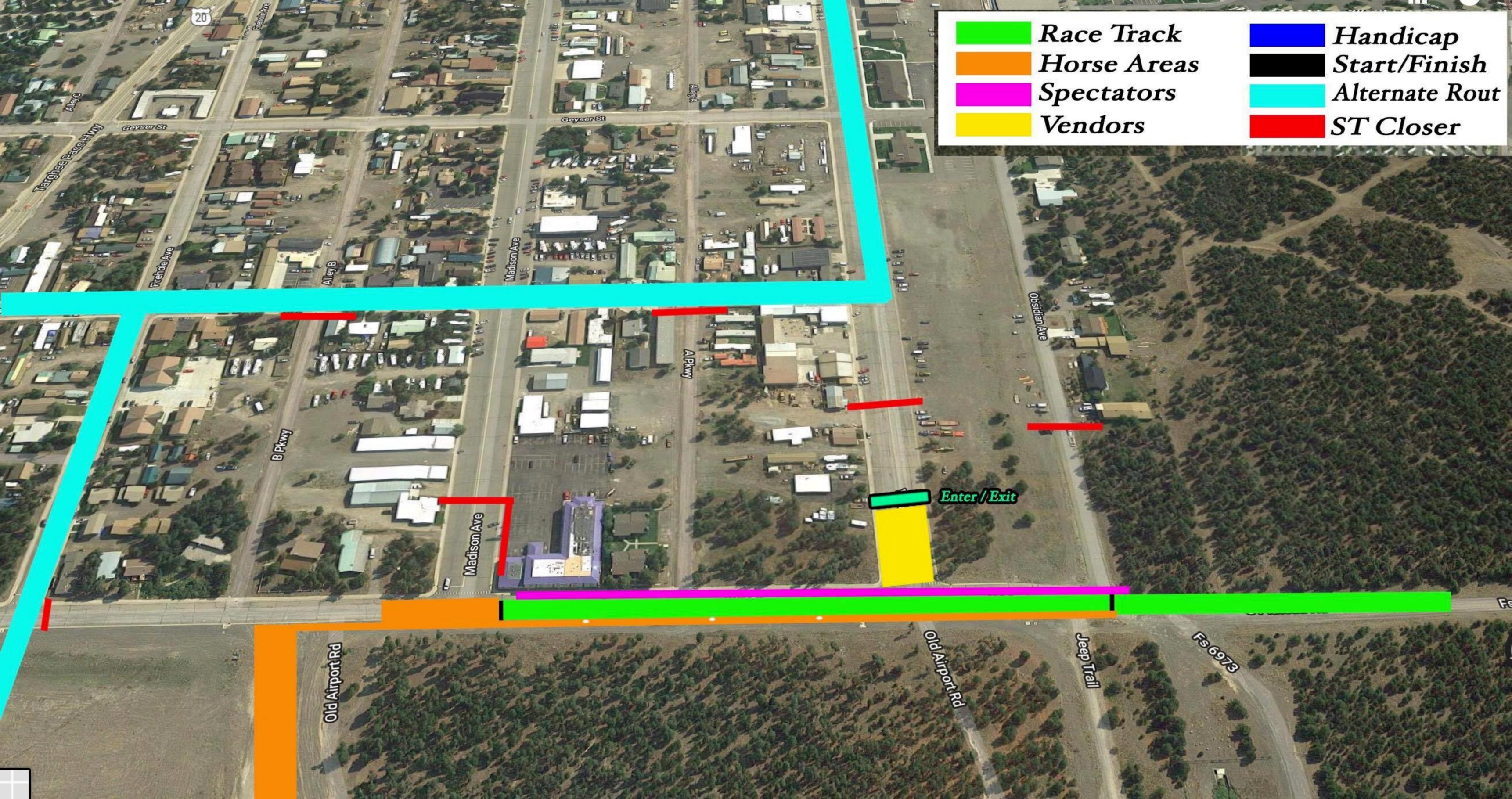
S Faithful St

Yellowstone

Whiskey Springs Rd

Whiskey Springs Rd

	<i>Race Track</i>		<i>Handicap</i>
	<i>Horse Areas</i>		<i>Start/Finish</i>
	<i>Spectators</i>		<i>Alternate Rout</i>
	<i>Vendors</i>		<i>ST Closer</i>



20

Targhee Pass Hwy

Geyser St

Freide Ave

Alley B

Madison Ave

Geyser St

A Pkwy

B Pkwy

Madison Ave

Obsidian Ave

Enter / Exit

Old Airport Rd

Old Airport Rd

Jeep Trail

Fs 6973

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

Event or Project Applicant: W. Yell. C of C Snowmobile Events Comm.

Event or Project Name: Snow Shoot 2020 (Held in 2019)

Date Submitted: 10.24.18

Date Approved by MAP Fund Advisory Board: 11.1.18

Requested Amount: \$16,500

Approved Amount: \$16,500

Comments: MAPFAB voted to recommend funding for the requested 4 media related expense items listed in the MAP Fund request budget. Expenses related to Media Center trailer rental costs to assist the media in the accomplishment of Snow Shoot functions may be less than requested and evident at a later date.

Recommendation submitted by: John M. Greve, MAPFAB Secretary

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

_____ Date: _____

Comments:

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

MARKETING AND PROMOTION (MAP) FUND APPLICATION COVER PAGE

Applicant Information

Applicant Individual or Organization:

West Yellowstone Chamber of Commerce Snowmobile Events Committee

Event or Project Contact Person: **Marge Wanner, Event Coordinator**

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

Phone: 406-539-7895 *Fax:* 406-646-9691

Email: margew@wyellowstone.com

Application Submission Date: 10/24/2018

Event or Project Information

Event or Project Name: **Snow Shoot 2020 (held in 2019)**

Location of Event or Project: **West Yellowstone Airport & Forest Service land**

Date(s) of Event or Project: **February 15- March Approx. March 3, 2019**

Estimated Total "ON SITE" Event or Project Cost: **\$ 125,000**

MAP Fund Amount Requested: **\$ 16,500.00**

Project Name: Snow Shoot 2020 (Held in 2019)

Project Sponsor: W Y Chamber of Commerce Snowmobile Events Committee

Each year the four major snowmobile manufacturers (Arctic Cat, Polaris, Skidoo, and Yamaha) host an annual event called “*Snow Shoot*” where they invite all the snowmobile media to come to ***Ride, Tech and Write*** about their snowmobiles for the next year. This is the most significant media event of the year for these manufacturers and the US and International media.

In preparation for the event, the snowmobile manufacturers (OEM) arrive several days ahead of the media with engineers and other support staff to prepare for the event, ride snowmobile trails, set-up their headquarters, and prepare a media center. Media arrive and are hosted by the manufacturers and the location hosting the event. The media represents all formats of snowmobiling and winter sports publications, websites, and social media from both the United States and Europe.

The manufactures crew will start to arrive around February 15, 2019. The national and international media will be scheduled to arrive February 24, until their scheduled departure approximately March 3, 2019.

The manufacturers and media choose and reserve their own rooms. Lists of lodging properties open for the winter and rates will be collected and will be forwarded before they are in the process of booking rooms. Manufactures like to have all their staff in one location and would like access to a private suite or meeting room for their staff gatherings, media tech privacy, and a place they can call home for 3 weeks. They are responsible for their own expenses.

The positive impact to West Yellowstone is both immediate and long-term. In our on-going struggling winter economy, this event will bring over 1400 rooms night to West Yellowstone in February and March. Attendees and participants will be eating all of their meals in West Yellowstone, renting cars from a local business, spending over \$200,000.00 on lodging, meals, rental cars, shopping retail stores, copying, printing and shipping services in addition to the events site services and meals catered.

The captive media audience that is covering the new manufacturer models will also be profiling West Yellowstone. They will be seeking supplemental stories on our great location, snowmobile trails, local lodging and eating establishments, profiling Yellowstone Park in winter, and other human interest stories. Positive publicity about our community appearing in these publications, social media and their respective web stories will have a ripple effect. **The amount and extent of this publicity is something that we could never afford to buy through existing marketing funds.**

Additional Event Benefits...

2018 Pre and Post Snow Shoot event, Polaris and Arctic Cat brought additional staff to town enhancing local business economy.

- Pre Snow Shoot... Polaris brought 32 District Sales Managers, and 30 Social Media Staff Communicators in for 2 days (3 nights) to experience their 2019 newly released product.
- Post Snow Shoot...Arctic Cat hosted their company’s new owner, “Textron” and 50 Executive staff and Board of Directors. 5 attendees arrived 2 days early including Executive CFO, Marketing VP and staff to tour our community by invitation from WYCOCSE as an option for their annual Snowmobile Dealer Show location. The tour included our vast number of lodging properties, eating options, IMAX theatre, UP Dining Hall as support options and event sites, and visited the Snowmobile EXPO.
- Mid May we heard from Arctic Cat about hosting their Dealer Show in 2019. We could not get the requested 750 rooms for 3-4 nights committed for the mid-February dates required. We will re-visit that discussion again with Arctic Cat during Snow Shoot 2019 about 2020 location option here in West Yellowstone.

Snow Shoot event held in 2018, created huge last minute financial challenges for both the Chamber of Commerce Snowmobile Events Committee (COCSE), and the four Snowmobile Manufactures (OEM). Previous annual event supplier was not be able to provide office trailers for all parties and Media Support Office trailer which also serves as lunch trailer for all attendees daily. We eventually found office trailers out of Salt Lake City, Utah at double the cost due to transportation.

Thanks to your MAP grant increase, and a unique financial contribution from TBID, we were able to meet our obligations and continue the event with the temporary infrastructure we could be proud of to host the OEM and media. Most of us involved in this event years ago remember the snow covered tents with 6 inches of ice for flooring, and water dripping thru holes prior to the construction/office trailer option. We had real thoughts that we would have to return to that nightmare.....

Snowmobile Manufactures (OEM) and I, Marge Wanner, Event Coordinator, (COCSE) have been in discussion about the 2019 event since early July. Our biggest challenge is again office trailers.

At this time as I submit this application, we are again faced with the same office trailer issue as 2018. We will not know until late December or early January if Pierce Trailer, Billings will have trailers available for this event. If they cannot provide the rentals, we will be forced to rent office trailers from Salt Lake again.

Snow Shoot 2020 (held in 2019) Possible Changes:

This office trailer cost is very concerning to the OEM and the COCSE. We really don't have additional options of these trailers, as they are not readily available from closer destinations. It is a large enough concern to the OEM that they are considering the following to reduce cost.

- *Using their individual mechanics trailer/semi's or tent for their company offices*
- *Using community lodging property meeting rooms for tech sessions. (Media & OEM will have to travel back and forth to event site for product still photos, equipment power and changes and lunches).*
- *Reducing number of media invited*
- *Reducing event to one larger group, 2 more days*
- *Hosting only one reception*

The above changes will reduce "On Site" event costs, along with number of attendee room nights and their 3 meals a day.

COCSE is asked to again contribute to the Media Reception(s), and the Media Center/Lunch Trailer. This heated trailer is used as a temporary work station area with Wi-Fi, charge and store equipment, change into dry clothing in-between photo and tech rides and used daily for lunch for all attendees that are catered from local restaurants and business licensed caterers. (Lunch Resort tax is paid by event to caterers)

We have been awarded this bid because of our existing infrastructure and experience with the event, great snow and groomed trails, security management, and because of our ability to host the event not just this year, but in future years.

Therefore we again are in need of MAP's additional assistance for 2018 to put on this important event. We are requesting \$16,500.00 in assistance to repeat West Yellowstone's respected hosting responsibilities for this unique opportunity as outlined in the following pages at this time.

Section III: Budget

The Snowmobile Events committee has financial obligations to meet and they include; temporary restrooms, One Event Office trailer for Event Coordinator responsibilities including: registration, information, security access, fuel usage, staff, and one public relations temporary office trailer on site for registration, avalanche training and lunches . In addition we provide trash removal, gas tanks, and one or two “Meet and Greet” casual receptions (TBD). These expenses for this event held in 2019 will total approximately \$30,000.00. Additionally, the manufacturers collectively, will pay more than \$120,000.00 for logistical costs such as their temporary rental office trailers, gasoline, utilities, grooming of special use areas, forest service permits, security, propane, vehicle washing, and airport lease. That is in addition to their lodging, meals, and personal expenses for approximately 3 weeks.

This is a huge opportunity for West Yellowstone economically and exposure to the snowmobile media. Since 2013, as social media has grown, attending media was posting comments and pictures on social media sites of the great snow conditions in West Yellowstone at that time. Because this is not a public event to the general public, it does not have a funding resource attached to it. Consequently, this event is being funded and supported in multiple ways; including:

1. **Funding Commitment from the Business Community** – In order to help fund this event the Snowmobile Events Committee asked for support from the business community. We asked for a reduced event rates from the lodging properties for each “Snow Shoot” attendee. We also ask for volunteer support for fueling of snowmobiles daily and reception dealers and game creators We also require 10% commission on all lunches delivered to the event site throughout the event. We may have to go back to lodging properties for commissions again this year,
2. **Contributions from other organizations: We are aware that TBID has eliminated grant options.** We will ask the TBID board request for continued in-kind office support for lodging options and event registration.
3. **Operations Support** – For 6 years the OEM asked for a “*Casino Night/Receptions*” to provide increased “Welcome inter-action event” amongst the staff and media. This started out as a huge challenge for the Food & Beverage locations with the fear of the “unknown” logistics due to attendee numbers, size of business available space, and commitment of closing to the public for 5 hours. The Snowmobile Event Committee created and hosted the two receptions at the Buffalo Bar for 3 years. The manufactures and the media were extremely happy with these two receptions and the welcome they received from the community and their support. They look forward to the “*Meet and Greet*” receptions to meet the community leaders and appreciate the *thank you* they receive during the networking event.

AND... The OEM host media groups along with their staff nightly, at local food and beverage locations big and small and various ethnic choices. OEM like to support businesses around town and not be in the same locations as another OEM for privacy discussions of product. Many food and beverage businesses appreciate this business and support local decision of receptions.

The Chamber Accommodations budget does not have any funds allocated or available to this project. However, the Chamber is providing support including copying, faxing, book keeping. Marge Wanner, Event Coordinator is paid a minimal fee by Snowmobile Manufacture companies for organizing event operations, infrastructure, setup, meals, “Meet & Greet” social events, Marge’s previous experience and knowledge was a critical factor in being awarded the event. Weekly phone calls and on-site preparation are underway.

4. **Volunteers Support** - The Snowmobile Events Committee and other business contribute volunteer considerable time to organize and assist coordinate this event in various ways.
5. **Inter-Agency Support** – We are working with the **U.S. Forest Service** for trail access permits; **Montana Department of Aeronautics** for use of the West Yellowstone Airport, And **Nevada Automotive Test Center (NATC)** the winter lease company of airport tarmac.

Section IV: Publicity, Promotion, Marketing

The requested \$16,500 in MAP funding would be used for the following:

- **\$3500.00 to assist in hosting one “Casino Style Meet and Greet” casual reception** required as part of our hosting location responsibilities. The OEM’s are committed to the balance of the cost of this reception. Attendance is approximately 140 attendees. The reception is hosted as a welcome mixer amongst attendees by our community for the manufactures and media the night before attendees starts their working schedule the following day.
- **\$ 2000.00 for media marketing tools.** This includes but not limited to Media packets and USB drives about West Yellowstone, Welcome banners at event site, posters at Media Room trailer and receptions, local information of activities, restaurants, trail grooming schedules and other local services etc. etc.
- **\$ 8000.00 financial support toward Media Center Lunch trailer.** This trailer is used for media home away from home office to charge their equipment, warm-up, take a break, avalanche training, and shared with all attendees for daily lunches. This does not include tables and chairs to seat 70 in rotation for lunches, power and Wi-Fi. Actual cost for SLC rental and transportation 12 X 56’ \$ 8,000.
- **\$ 3000.00 toward Main Event Office and “Go To” or Command Center location.** Office hosts attendee registration, provides information of the community, trails, and daily announcements. Staff serves as security onto the secured event site housing the new OEM product, dispenses and tracks fuel usage daily for the snowmobiles being ridden. Quick responder location for all event needs, ie snow plowing, grooming, Actual cost for SLC rental and transportation 8 X 24’ \$6819.00.

NOTE: We will continue to seek office trailers at a lesser cost. If available, the grant request would be reduced.

Section 5: Application Review Criteria

1. What do you expect the economic and social benefits of the event or project to be for the community and surrounding area?

As stated above, the positive impact to West Yellowstone is both immediate and long-term. In a struggling winter economy, this event will bring over 1,400 rooms night to West Yellowstone in February and March. Attendees and participants will be eating all of their meals in West Yellowstone, renting cars from a local business, buying gas, consuming power and phone services, shopping retail stores, and using local laundry, dry cleaning, copying and shipping services. The manufacturers collectively, will also spend over \$120,000 in operations costs. We have the potential to continue to host this event annually if we are great hosts.

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

The articles, web blogs, and photos of West Yellowstone, surrounding scenery and snowmobile trails, and Yellowstone in winter will reach millions of readers around the world.

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

Again--the median articles, web blogs, and photos of West Yellowstone, surrounding scenery and snowmobile trails, and Yellowstone in winter will reach millions of readers around the world. At this point, we do not know the continued effects of recession on winter tourism.. By including information in media packets focused on a wide variety of activities especially the chance to visit Yellowstone; we would hope to extend some visitors' stays.

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

The health of our overall winter season will enable businesses to support and enhance our winter events by being open and by being sponsors. As well, maintaining or the length of their visit supports local business and subsequently, employment, Resort Tax, MAP & TBID collections.

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

As stated above, there has already been an investment by local companies in the utility infrastructure for this event. West Yellowstone has hosted this event successfully in the past. We have knowledgeable and proactive resources that the manufacturers have trust and confidence in West Yellowstone putting on this event.

Again—Marge Wanner, Event Coordinator is well known and respected by the manufactures as their “GO TO PERSON” and has numerous years of experience hosting this event in West Yellowstone as well as attending other Snow Shoot event sites as a guest of the manufactures and media. Recently at Haydays (Snowmobile Show) in September 2018, the Event Coordinator again heard positive comments from both US and International media about how happy they are to be returning to West Yellowstone in 2019. They comments included, snow conditions did not hinder their testing and photography experience, they do not have to go to some unknown place early and scout where they want to shoot, and the slight shifts of snow fall over night covered previous tracks for photography

6. How does the event or project enhance the aesthetics of the Town for the benefit of the traveling public and Town residents?

Keeping winter lively in West Yellowstone is important to all. Guests have a better experience when more businesses can be open. Our residents have employment opportunities and enjoy better services when more businesses can prosper. Having visitors in town, makes for positive attitudes of employee and owners.

7. How does this event or project economically benefit a number of diverse town interests?

As listed above, this event benefit the entire gamut of business in West Yellowstone: lodging, catering, restaurants, bars, attractions, retail stores, service businesses, gas station operators, rental car businesses, utility providers etc.

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

Probably Not— Or this event would not be of the level “we”...Chamber Snowmobile Events Committee, MAP, TBID, and Community have created it to be. The Snowmobile Event Committee has limited funding sources from this event to meet all expenses. And these receptions, media packets and welcome presence, and media/lunch trailers are extremely important part and opportunity of the event. TBID dropped grants and MAP funds represent all forms of local businesses.

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

Since this does not involve specific ads or promotions, we will be noting the Town of West Yellowstone support on signs at the receptions and in any printed materials distributed to event coordinators. We need to adhere to the security restrictions for this event that would preclude news or press releases. The OEM are made aware of the MAP funding and very appreciative.

Section 6: Supporting Documentation.

We would be happy to furnish any additional information needed upon request.

Section 7: Event or Project Outcome

1. Economic Impact

We have implemented a better attendee number base through registrations since 2014 event and will continue to use this procedure in 2019.

2. Marketing Efforts

We will also track resulting articles and media coverage, and any direct inquiries that result from this publicity. These results will take longer to track. While there will be some immediate publicity on the web, most printed articles will not appear until late 2019 and into 2020 winter season year.

3. Attendance

We will report how many attendees came to each reception and any feedback (anecdotal). At this time we do an accurate list of OEM and media attending as this is an invitation only event.

4. Inquiries

We can track email and phone inquiries to the Chamber; however, we do know that it is likely that the vast majority will wind up directly with our private sector. TBID office staff and Event Coordinator are also in contact with attendees to assist in lodging options and additional information requests.

5. New Developments

Increase of financial responsibilities for both WYCOCSE and OEM is an ongoing concern. While West Yellowstone previously hosted this event a decade ago, and again since 2010, thru 2018, a successful, community supported, well-executed event could continue to bring “Snow Shoot” back here for a long term.

6. Partnerships

We are currently partnering with local businesses, TBID, the U.S. Forest Service, Montana Aeronautics Division, NATC and the West Yellowstone Chamber.

7. Aesthetic or other Beneficial Enhancements

We will measure this by a comments received from West Yellowstone businesses and on our social networking and web sites.

8. Other: *Attachments: 2020 Event Approved by Chamber Board of Directors, Budget.*

2019 Snowshoot budget

updated 8/8/2018

<u>Income:</u>	<u>Chamber</u>	<u>OEM</u>	<u>Grand Total</u>		<u>Arctic Cat</u>		<u>Polaris</u>		<u>Ski-Doo</u>		<u>Yamaha</u>
Manufacturers Pre- Event Deposit		110,000.00			23,000.00		31,000.00		32,000.00		24,000.00
Income rollover from 2018	1,200.00										
Lunches collected on site	5,055.45										
Fuel											
TBID In Kind Assistance	2,000.00										
MAP	14,274.93										
Total Income:	22,530.38										
<u>Expenses:</u>											
Permit - DOT Airport lease		5,020.00	\$ 5,020.00		1,255.00		1,255.00		1,255.00		1,255.00
Packets,signs, and marketing supplies (N	1,774.93	0.00	\$ 1,774.93								
OEM Office Trailers & supplies		29,814.60	\$ 29,814.60		7,453.65		7,453.65		7,453.65		7,453.65
Event Office and Media Trailers (MAP/	7,000.00		\$ 7,000.00								
Restrooms (800.00 +150.00)		3,117.52	\$ 3,117.52		779.38		779.38		779.38		779.38
Welcome Receptions (MAP/OEM)	7,500.00	13,735.00	\$ 21,235.00		3,433.75		3,433.75		3,433.75		3,433.75
Waste receptables / recycling	355.11	0.00	\$ 355.11								
Coordinator Fees - Marge/Assistant		7,000.00	\$ 7,000.00		1,750.00		1,750.00		1,750.00		1,750.00
Office Supplies	396.31	0.00	\$ 396.31								
Trailer washing		600.00	\$ 600.00		200.00		100.00		100.00		200.00
Phone/DSL/fax	54.09	1,144.16	\$ 1,198.25		0.00		707.50		181.62		255.04
Power Materials & usage		3,300.62	\$ 3,300.62		1,023.19		1,056.20		693.13		528.10
Propane		1,763.65	\$ 1,763.65				219.15		531.15		1,013.35
Grooming & Setup		5,721.28	\$ 5,721.28		1,830.32		1,130.32		1,130.32		1,130.32
Gas tanks & materials, pumps		631.16	\$ 631.16		157.79		157.79		157.79		157.79
Fuel - 91 Premium		21,005.53	\$ 21,005.53		5425.12		6461.19		6155.74		2,963.48
SM Permits - Idaho 32.50		2,957.50	\$ 2,957.50		0.00		1,235.00		1,170.00		552.50
SM Permits - Montana 25.00		2,275.00	\$ 2,275.00		0.00		950.00		900.00		425.00
Forest Service Use Permits (operating plan)		2,000.00	\$ 2,000.00		500.00		500.00		500.00		500.00
ISMA Models		4,490.49	\$ 4,490.49		0.00		1,254.98		1,855.66		1,379.85
Additional staff help		200.00	\$ 200.00				100.00				100.00
Tech Meals		3,056.32	\$ 3,056.32		764.08		764.08		764.08		764.08

Meals	3,967.31	3,735.00	\$ 7,702.31		840.00		2,115.00		0.00		780.00
CC/bank fees	146.83	0.00	\$ 146.83								
Misc/ CoC Staffing Acctg & Help	537.56	0.00	\$ 537.56								
Total Expenses:	\$ 21,732.14	\$ 111,567.83	\$ 133,299.97		25,412.28		31,422.99		28,811.27		25,421.29
Net Income/Loss	798.24				-2,412.28		-422.99		3,188.73		-1,421.29
Total due to/from Manufacturers:											-1,067.83

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

Event or Project Applicant: Sled Dog Races of W. Yellowstone

Event or Project Name: Rodeo Run Sled Dog Race

Date Submitted: 10.25.18

Date Approved by MAP Fund Advisory Board: 11.1.18

Requested Amount: \$1,925

Approved Amount: \$1,925

Comments: On 10.23.18, the Council approved \$4,850 in MAP funding for this event. The event has now received more than the previously expected number of musher registrations, so the Applicant has requested additional funding in the following amounts for these previously approved budget expenses:

\$ 800 for promotional sweatshirts and advertising expenses

\$ 300 for the musher awards banquet

\$ 825 for paying purse monies to 5th place finishes instead of just to 3rd place finishes

\$1925 total

Recommendation submitted by: John M. Greve, MAPFAB Secretary

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

_____ Date: _____

Comments:

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

Resolution No. 721

A RESOLUTION OF THE WEST YELLOWSTONE TOWN COUNCIL DECLARING ITS INTENTION TO CREATE A BUSINESS IMPROVEMENT DISTRICT FOR THE PURPOSE OF PROMOTING TOURISM AND TRAVEL TO THE TOWN OF WEST YELLOWSTONE, MONTANA

WHEREAS, the Business Improvement Districts law set forth in Montana Code Annotated 7-12-1101 through 7-12-1144 provides for the creation of a Tourism Business Improvement District (TBID) to collect assessments for the funding of projects that promote tourism, and

WHEREAS, the Town expects to receive a petition and expects to certify that petition, signed by the owners of more than 60% of the area of the proposed property and, pursuant to MCA 7-12-1111 and 7-12-1112, upon receipt of a petition the Town Council for the Town of West Yellowstone shall pass a resolution of intent to establish a Tourism Business Improvement District in West Yellowstone, and

WHEREAS, the boundaries of the district shall be non-contiguous and shall include all hotels with ten (10) or more rooms within the established limits of the Town of West Yellowstone as such limits are amended from time to time, not including areas that are zoned primarily as residential areas, and

WHEREAS, the services to be performed shall be the funding of uses and projects for tourism promotion with West Yellowstone, as specified annually by the TBID budget, and

WHEREAS, a hotel is defined in the Petition as any structure or portion of any structure, which is occupied or designed for occupancy by transients for dwelling, lodging, or sleeping purposes, and includes any hotel, inn, motel, or other similar structure or portion thereof, and

WHEREAS, all hotels within the district with ten (10) or more rooms shall be subject to an assessment of \$1 per occupied room night, and

WHEREAS, collection and administration of the Tourism Business Improvement District assessments will be by the Town of West Yellowstone in a manner consistent with State Law, using administrative procedures similar to those used to collect the West Yellowstone Resort Tax, and

WHEREAS, the duration of the Tourism Business Improvement District shall be for a period of ten years as prescribed in MCA 7-12-1141, and

WHEREAS, upon receipt of a petition signed by the owners of more than 50% of the area of the property included in the district, the governing body shall terminate the district at the end of the then current fiscal year of the district, and

WHEREAS, upon receipt and certification of a petition signed by the owners of more than 60% of the area of the proposed property, the Town of West Yellowstone will publish notice of passage and approval of this resolution and at any time within fifteen days from the date of the first publication of the notice of passage and approval, any owner of real property within the proposed district subject to the assessment may make and file a written protest with the West Yellowstone Town Clerk, and this Council will at a regular meeting after the expiration of the fifteen (15) days proceed to hear all such protests,

NOW, THEREFORE, BE IT RESOLVED that the West Yellowstone Town Council does hereby pass this resolution of intent to create a Tourism Business Improvement in the Town of West Yellowstone, substantially as described above.

**PASSED AND ADOPTED BY THE TOWN COUNCIL AND APPROVED BY
THE MAYOR FOR THE TOWN OF WEST YELLOWSTONE THIS
23rd DAY OF OCTOBER, 2018.**

Mayor Brad Schmier

Greg Forsythe

Jerry Johnson

Pierre Martineau

Chris Burke



ATTEST: Elizabeth Roos, Town Clerk

From: [Jane Mersen](#)
To: [Elizabeth Roos](#)
Cc: [Daniel Sabolsky](#)
Subject: RE: TBID Renewal Process
Date: Tuesday, May 1, 2018 3:32:09 PM

Liz,

First, it appears from 7-12-1141, that in order to renew the duration of the district, you simply follow the same process as you would to start one. So we go back to 7-12-1111, MCA, which provides that you need the petition signed by more than 60% of the area first, then you pass a resolution of intention to create the district, publish notices, allow for protest, and follow the process set out in 7-12-1112 through 1115, MCA. So, the petition is the first step- if the petition is the same as what we used before, it's probably okay but I understand your concerns and think the Town should be in front of this, not the district.

Let me know how I can help.

Jane Mersen
Kasting, Kauffman & Mersen, P.C.
716 S. 20th Avenue, Suite 101
Bozeman, Montana 59718
(406) 586-4383
(406) 587-7871 (f)
jmersen@kkmlaw.net

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Business Name	Owner	Physical Address	Rooms	% of SQF	SQF	Signed	Date	Date Cert.	Notes
1872 Bed and Breakfast	Moose 1872 LLC	603 Yellowstone	18	0.642986	15000				
Al's Westward Ho Motel	ALS WW HO LLC	16 Boundary	33	1.339553	31250	1.339553	6/18/2018	7/31/2018	
Alpine Motel	Wings Over West, LLC	120 Madison Ave.	15	0.642986	15000				
Best Western Weston Inn	YC Highland Hotel LLC	103 Gibbon	65	1.843226	43000				
Brandin Iron Inn	R & J Properties LLC	201 N Canyon	79	3.214928	75000	3.214928	7/31/2018	8/2/2018	
City Center Motel	214 Madison LLC	214 Madison	25	1.342254	31313	1.342254	6/18/2018	7/31/2018	
Clubhouse Inn	Kelly West Yellowstone Ventures	105 S Electric	77	7.085316	165291	7.085316	6/19/2018	7/31/2018	
Cross Winds Inn	West Fork LLC	201 Firehole	70	1.928957	45000	1.928957	8/2/2018	8/3/2018	
Crow's Nest	Montana Jem LLC	608 Highway Ave.	10	0.305418	7125				
Days Inn	Loomis Family Limited Partners	118 Electric & Madison	116	2.571943	60000	2.571943	12/16/2018	6/14/2018	
Desert Inn, Best Western	Cross Charitable Foundation	133 Canyon	65	2.108993	49200	2.108993	6/25/2018	7/31/2018	
Dude / Roundup Motels	D & R Montana LLC	3 & 4 Madison Ave.	61	2.379047	55500	2.379047	10/8/2018	10/17/2018	
Evergreen Motel	West Yellowstone Evergreen Properties LLC	229 Firehole	16	0.642986	15000	0.642986	7/31/2018	8/2/2018	
Explorer Cabins at Yellowstone	Yellowstone Explorer Inc.	Grizzly Avenue	50	8.20814	191485	8.20814	8/16/2018	8/16/2018	
Geyser Inn	Philip Zang & Jing Haitao	101 S Electric	23	0.65726	15333	0.65726	6/25/2018	8/16/2018	
Golden West Motel	Kurtis Lee Marsden	429 Madison	12	0.642986	15000				Power of Attorney?
Gray Wolf Inn & Suites	DNC Parks & Resorts at Gray Wolf & Yellowstone Park Inc.	250 S Canyon	102	2.483425	57935	2.483425	8/16/2018	8/16/2018	
Hadley's Motel/Gracy's Gifts	HEM LLC	29 Gibbon	15	0.642986	15000	0.642986	6/18/2018	7/31/2018	
Hibernation Station	Hibernation Station LLC	212 Gray Wolf	50	7.450232	173804	7.450232	6/18/2018	7/31/2018	
Ho Hum Motel	Johnson, Bernadine P & Jerry	126 Canyon	23	0.642986	15000	0.642986	6/18/2018	7/31/2018	
Holiday Inn	Holiday Inn West Yellowstone	315 Yellowstone	123	4.5009	105000	4.5009	8/16/2018	8/16/2018	
Kelly Inn	Kelly West Yellowstone Ventures	104 S Canyon	78	0					Same parcel as Clubhouse
Kelly Inn Annex	Kelly Midwest Ventures Limited Partnership	107 Grizzly Avenue		1.852313	43212	1.852313	6/19/2018	7/31/2018	
Lazy G Motel	Four G Corporation	123 Hayden	15	0.642986	15000	0.642986	6/18/2018	7/31/2018	
Madison Motel, Hotel & Gift Shop	Madison Legacy LLP	139 Yellowstone	31	1.285971	30000	1.285971	7/31/2018	8/2/2018	
Moose Creek Cabins	Mauers Moose Creek LLC	220 Firehole Ave	11	0.642986	15000				
Moose Creek Inn	Mauers Moose Creek LLC	119 Electric St.	24	0.642986	15000				
One Horse Motel	Yellowstone Lifestyle LLC	216 Dunraven	19	0.642986	15000	0.642986	6/18/2018	7/31/2018	
Pine Shadows Motel	Iron Rangers LLC	530 Gibbon	17	1.671763	39000	1.671763	7/31/2018	8/2/2018	
Pioneer Motel	Equavest Associates	515 Madison	20	1.285971	30000				
Pony Express Motel	4 Firehole LLC	4 Firehole	16	0.642986	15000	0.642986	7/31/2018	8/2/2018	
Sleepy Hollow Motel	Larry P Miller	124 Electric	13	0.642986	15000				Power of Attorney?
Stagecoach Inn	Aspen Limited Partnership	205 Madison	91	2.571943	60000				
Taos Inn	Four Seas LLC	102 S Electric	16	2.289629	53414	2.289629	7/27/2018	7/31/2018	
Three Bear Lodge & Restaurant	Three Bear Lodge, Inc.	219 Yellowstone	74	3.247721	75765	3.247721	6/18/2018	7/31/2018	
Traveler's Lodge	BCL & R LLC, Loomis Family Limited Partners	225 Yellowstone	44	1.285971	30000	1.285971	10/8/2018	10/17/2018	
Westwood Motel	Atanas Markov	238 Madison	18	1.928957	45000	1.928957	1/14/2018	6/14/2018	
White Buffalo	MGI - M, LLC	236 Dunraven	82	1.928957	45000	1.928957	10/8/2018	10/17/2018	
Wyndham	Worldmark The Club	110 Grey Wolf	112	14.58677	340290				
Yellowstone Cabins & RV, Inc.	Yellowstone Cabins Enterprises LLC	504 Hwy 20	14	1.660103	38728	1.660103	7/27/2018	7/31/2018	
Yellowstone Country Inn	YCI LLC	234 Firehole	69	1.928957	45000	1.928957	10/8/2018	10/17/2018	
Yellowstone Inn	Burt & Elizabeth Sauer	601 Highway Ave.	10	0.682765	15928				
Yellowstone Lodge	RJM Group LLC	251 S Canyon	80	2.5749	60069	2.5749	6/19/2018	7/31/2018	
Yellowstone Park Hotel	Yellowstone Investment Limited Partnership	201 Grizzly Ave.	66	2.15293	50225	2.15293	8/16/2018	8/16/2018	
Yellowstone West Gate Hotel	Comfort Inn West Yellowstone	638 Madison	78	1.928957	45000	1.928957	6/19/2018	7/31/2018	Kelly Midwest Ventures
			2046	100	2332867	74.86599			

Wyndham property included in calculation.

ENGINEERING SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this 20th day of October, 2015, by and between the **TOWN OF WEST YELLOWSTONE, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, P.O. Box 1570, West Yellowstone, Montana 59758, hereinafter referred to as "Town," and _____, hereinafter referred to as "Engineer."

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

1. **Purpose:** Town agrees to hire Engineer as an independent contractor to perform engineering services as requested by the Town. This Agreement is not exclusive and is not intended to in any way limit the ability of the Town to employ other engineers as needed.

2. **Term of Agreement:** This Agreement is effective October 20, 2015, through October 20, 2018. Both parties reserve the right to cancel this Agreement by providing a written thirty (30) day notice to the other party.

3. **Scope of Work:** Engineer will perform the work and provide the services in accordance with the requirements of the Town.

4. **Payment:** Town agrees to pay Engineer pursuant to the schedule of fees and costs attached hereto as **Exhibit A**. Exhibit A may be amended from time to time upon written agreement by the parties. The parties must agree to any extra charges in writing.

5. **Independent Contractor Status:** The parties agree that Engineer is an independent contractor for purposes of this Agreement and is not to be considered an employee of the Town for any purpose. Engineer is not subject to the terms and provisions of the Town's personnel policies handbook and may not be considered a Town employee for workers' compensation or any other purpose. Engineer is not authorized to represent the Town or otherwise bind the Town in any dealings between Engineer and any third parties unless specifically authorized in writing to do so.

Engineer shall comply with the applicable requirements of the Workers' Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. Engineer shall maintain workers' compensation coverage for all members and employees of Engineer's business, except for those members who are exempted by law.

Engineer shall furnish the Town with copies showing one of the following: (1) a binder for workers' compensation coverage by an insurer licensed and authorized to provide workers' compensation insurance in the State of Montana; or (2) proof of exemption from workers' compensation granted by law for independent contractors.

6. **Indemnification:** To the fullest extent permitted by law, Engineer shall fully indemnify, defend, and save Town, its agents, representatives, employees, and officers harmless from and against any and all claims, actions, costs, fees, losses, liabilities or damages of whatever kind or nature arising from or related to Engineer’s performance of this Agreement.

7. **Insurance:** Engineer shall purchase and maintain insurance coverage as set forth below. The insurance policy must, unless not available from the insured, name the Town, (including its elected or appointed officers, officials, employees, or volunteers), as an additional insured and be written on a “primary—noncontributory basis.” Engineer will provide the Town with applicable additional insured endorsement documentation. Each coverage shall be obtained from an insurance company that is duly licensed and authorized to transact insurance business and write insurance within the state of Montana, with a minimum of “A.M. Best Rating” of A-, VI, as will protect the Engineer, the various acts of subcontractors, the Town and its officers, employees, agents, and representatives from claims for bodily injury and/or property damage which may arise from operations and completed operations under this Agreement. All insurance coverage shall remain in effect throughout the life of this Agreement and for a minimum of one (1) year following the date of expiration of Engineer’s warranties, if any. All insurance policies must contain a provision or endorsement that the coverage afforded will not be canceled, materially changed, or renewal refused until at least forty-five (45) days prior written notice has been given to Engineer, Town, and all other additional insureds to whom a certificate of insurance has been issued. All insurance documentation shall be in a form acceptable to the Town.

Insurance Coverage at least in the following amounts is required:

1.	Commercial General Liability (bodily injury and property damage)	\$ 750,000 per occurrence \$1,000,000 aggregate
2.	Products and Completed Operations	\$1,000,000
3.	Automobile Liability	\$1,500,000 combined single limit
4.	Workers’ Compensation	Not less than statutory limits
5.	Employers’ Liability	\$1,000,000
6.	Professional Liability (E&O) (only if applicable)	\$1,000,000 per occurrence \$1,000,000 aggregate

Engineer may provide applicable excess or umbrella coverage to supplement Engineer’s existing insurance coverage, if Engineer’s existing policy limits do not satisfy the coverage requirements as set forth above.

8. **Professional Service:** Engineer agrees that all services and work performed hereunder will be accomplished in a professional manner and in accordance with all standards that apply to profession engineers.

9. **Compliance with Laws:** Engineer agrees to comply with all federal, state and local laws, ordinances, rules and regulations, including the safety rules, codes, and provisions of the Montana Safety Act in Title 50, Chapter 71, MCA.

10. **Nondiscrimination:** Engineer agrees that all hiring by Engineer of persons performing under this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, national origin, or other class protected by state and/or federal law.

11. **Default and Termination:** If either party fails to comply with any condition of this Agreement at the time or in the manner provided for, the other party, at its option, may terminate this Agreement and be released from all obligations if the default is not cured within ten (10) days after written notice is provided to the defaulting party. Said notice shall set forth the items to be cured. Additionally, the non-defaulting party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive. Use of one remedy does not preclude use of the others. Notices shall be provided in writing and hand-delivered or mailed to the parties at the addresses set forth in the first paragraph of this Agreement.

12. **Modification and Assignability:** This document contains the entire agreement between the parties and no statements, promises or inducements made by either party or agents of either party, which are not contained in this written Agreement, may be considered valid or binding. This Agreement may not be enlarged, modified or altered except by written agreement signed by both parties hereto. The Engineer may not subcontract or assign Engineer's rights, including the right to compensation or duties arising hereunder, without the prior written consent of Town. Any subcontractor or assignee will be bound by all of the terms and conditions of this Agreement.

13. **Ownership and Publication of Materials:** All reports, information, data, and other materials prepared by the Engineer pursuant to this Agreement are the property of the Town, unless the parties have agreed in writing that the information shall remain the property of the Engineer. The Town has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or part, information relating thereto. Any re-use without written verification or adaptation by the Engineer for the specific purpose intended will be at the Town's sole risk and without liability or legal exposure to the Engineer. No material produced in whole or in part under this Agreement may be copyrighted or patented in the United States or in any other country without the prior written approval of the Town.

14. **Liaison:** The Town's designated liaison with Engineer is James Patterson and Engineer's designated liaison with Town is _____.

15. **Applicability:** This Agreement and any extensions hereof shall be governed and construed in accordance with the laws of the State of Montana.

16. Equal Opportunity: Pursuant to Sections 49-2-303 and 49-3-207, MCA no part of this contract may be performed in a manner which discriminates against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by person performing the contract. Any hiring must be on the basis of merit and qualifications directly related to the requirements of the particular position being filled.

17.

18. New Laws and Regulations: If during the term of this Agreement new laws or regulations become applicable, Engineer shall also comply with them without notice from TOWN.

19. Waiver and Indemnification: Engineer waives any and all claims and recourse against TOWN or its officers, agents or employees, including the right of contribution for loss or damage to person or property arising from, growing out of or in any way connected with or incident to the performance of this Agreement except claims arising from the intentional acts or concurrent or sole negligence of Town or its officers, agents or employees.

Engineer will indemnify, hold harmless, and defend the Town and its agents, principals, and employees from and against any and all claims, demands, damages, costs, expenses, losses, liability (including liability where activity is inherently or intrinsically dangerous), judgments, defense expenses, and attorney's fees rising out of or resulting from Engineer's wrongful acts, errors, omissions, or negligence, or from Engineer's failure to comply with the requirements of this Agreement or with federal, state and local law applicable to the performance under this Agreement. Town may elect to represent itself and incur all costs and expenses of suit which shall be subject to reimbursement by Engineer.

20. Attorney's Fees: If it is necessary for either party to bring an action to enforce the terms, covenants, or conditions of this Agreement, the prevailing party shall be entitled to reasonable attorney fees to be set by the appropriate court, including fees of the Town Attorney.

21. Notice: All notices and certifications made pursuant to this agreement shall be delivered to the address above by first class mail, certified mail or personal delivery in care of the person set forth in Section 14 of this Agreement. A party shall give the other notice of any change in address.

22. Non-Waiver: The waiver or failure to enforce any provision of this Agreement shall not operate as a waiver of any future breach of any such provision or any other provision.

23. Entire Agreement: This document represents the entire and integrated Agreement between the Town and Engineer and supersedes all prior negotiations, agreements or

representations, either written or oral. This Agreement may be amended only by written instrument signed by both Town and Engineer.

24. Non-Assignment: Town and Engineer, respectively, bind themselves, their successors, assigns and legal representatives to the other party with respect to all covenants, terms, or conditions of this Agreement. Neither Town nor Engineer shall assign this Agreement without the written consent of the other. Such consent shall not be unreasonably withheld.

25. Execution of Agreement: The Clerk/Treasurer of the Town of West Yellowstone will keep the original Agreement. An exact unaltered copy of the original Agreement has the same force and effect as the original.

These obligations shall survive termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year first above written.

**TOWN OF WEST YELLOWSTONE
MONTANA**

ENGINEER

By _____

By _____

Title: _____

ATTEST:

(Seal of the Town)

Elizabeth Roos, Town Clerk

APPROVED AS TO FORM:

By _____
Jane Mersen, Town Attorney

October 24, 2018

Members of the West Yellowstone
Town Council -

My husband and I have
lived out on Horse Butte
each summer for the past
23 years.

Since buying a home here
we have tried to find ways
to be of help to the people
of this beautiful community.

I want you all to know
how much we appreciate
all that you do for the
city, and how easy you
have made it for us and
for all of the residents of
West Yellowstone to come
into the Social Services
Office, ask Kathi Arnado
what she needs, and
pitch in and help.

Kathi does a beautiful
job, she is knowledgeable
and a joy to deal with.

Kathi is organized and
no nonsense - but most
of all, she loves the
people of West Yellowstone!

You are all doing a
great job!

Thanks,
Connie Luechtefeld

LITTLE RANGERS LEARNING CENTER

PO Box 1794 • WEST YELLOWSTONE, MT • 59758
(406)602-4110

Police Chief Newell
Town of West Yellowstone
PO Box 1570
West Yellowstone, MT 59758

October 23rd, 2018

Dear Scott,

Last Friday, Sabrah conducted a full day session at Little Rangers Learning Center to prepare the staff for an armed intruder. Her presentation was thoughtful, well-researched, and clearly presented. She knows her stuff and is very competent in her presentation. She clearly cares about keeping the kids and teachers in Little Rangers safe and secure.

Towards the end of the day three more officers arrived for a walk-through of the building. Two of them were obviously off-duty but they came anyway.

On behalf of the board, staff, and parents of Little Rangers I want to convey our deep appreciation to Sabrah especially, but also to the other officers.

We are in good hands.

Best,



Bruce McPherson
Chair, Little Rangers Board