

Town of West Yellowstone

Tuesday, October 1, 2024

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted in person and virtually using ZOOM, connect at zoom.us or through the Zoom Cloud Meetings mobile app.

Meeting ID: 893 834 1297.

TOWN COUNCIL MEETING – 7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders #7039 to Midnight Auto, service on 2013 Chevy Silverado 3500, \$5397.88
 #7040 to Tractor & Equipment, repairs to 938 Loader, \$5416.99

Claims

Business License Applications: GOAL Services, LLC – bookkeeping

Consent Agenda

Minutes: **September 17, 2024 Town Council Meeting**

Town Manager & Staff Reports

Advisory Board Reports

PUBLIC HEARINGS: Ordinance No. 277, Zoning Code-Accessory Dwelling Units
 Ordinance No. 278, Tourism Business Improvement District Update

NEW BUSINESS

Ordinance No. 277, Zoning Code-Accessory Dwelling Units, 2 nd Reading	Discussion/Action
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Ordinance No. 278, Tourism Business Improvement District Update, 2 nd Reading	Discussion/Action
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Correspondence/FYI/Meeting Reminder

- Self-Care Fair, October 9, 2024
- Montana League of Cities & Towns Conference, October 2-4, 2024



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 Town 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 prior to regular Tuesday meetings 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 (406) 646-7795 or eroos@townofwestyellowstone.com.
- 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 5310-430600-369

Date 9-26-24

Ship Via

Order No. **7039**

Department Public Works / Sewer

TO: Midnight Auto

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	<u>outservice on 1 ton service truck.</u>

Estimated Cost \$ 5,397.88

Requested By: [Signature]

Accounting Code 5310-430600-369

☒ Authorized By: [Signature]

VENDOR COPY - White OFFICE COPY - Canary

Approved By: [Signature]

MIDNIGHT AUTO

409 N Emerson Ave
Idaho Falls, ID 83401
Ph: (208) 522-7008
midnightalldata@gmail.com

Estimate #51

Service Writer: Jamie
Technician: Patrick
Created: 09/25/24 10:33 AM
Updated: 09/25/24 04:09 PM

Town of West Yellowstone (Authorizer)

PO Box 1570
West Yellowstone, MT 59758
W: (406) 646-7795
jbrown@townofwestyellowstone.com

2013 Chevrolet Silverado 3500 HD

V8-6.0L OHV 16v MFI VIN G L96 322hp FLEX
VIN: 1GC5KZCG7DZ209122
License Plate: 609482D MT

Mileage: In 287608 | Out
287608

John Brown (Additional Auth.)
(208) 240-0534

ITEM	DESCRIPTION	PART #	QTY/HRS	PRICE/RATE	TOTAL
Front End					1182.94
Part	Tie Rod End: Power - Steering Gear & Linkage - Inner Tie Rod	19256660	2	79.99	159.98
Labor	Tie Rod End:Remove & Replace - Power - Steering Gear & Linkage - Inner Tie Rod, R&R - Power	Custom Labor Rate	1.40	90.00	126.00
Part	Tie Rod End: Power - Steering Gear & Linkage - Outer Tie Rod - 1 - Outer Tie Rod	22913602	2	86.99	173.98
Labor	Tie Rod End:Remove & Replace - Power - Steering Gear & Linkage - Outer Tie Rod, R&R - Power	Custom Labor Rate	1.00	90.00	90.00
Part	Idler Arm: Power - Steering Gear & Linkage - Idler Arm - 3 - Idler Arm	84068279	1	194.99	194.99
Labor	Idler Arm:Remove & Replace - Power - Steering Gear & Linkage - Power	Custom Labor Rate	1.20	90.00	108.00
Part	Pitman Arm: Power - Steering Gear & Linkage - Pitman Arm - 4 - Pitman Arm	23445899	1	68.99	68.99
Labor	Pitman Arm:Remove & Replace - Power - Steering Gear & Linkage - Power	Custom Labor Rate	2.90	90.00	261.00
Transmission Oil Flush					189.99
Part	Multi-Vehicle Auto Trans Flush (up to 12qts)	SZN6LV6G	1	99.99	99.99
Labor	R&R Transmission Oil (Flush)	Custom Labor Rate	1.00	90.00	90.00
Oil Change					50.88
Part	SAE Pro Formula Oil (up to 5qts)	5W-30	1	29.45	29.45
Part	Extra Qt SAE Pro Formula Oil	5W-30	1	5.89	5.89
Part	New Oil Filter	Filter	1	4.99	4.99
Labor	R&R Oil and Oil Filter	Custom Labor Rate	1.00	10.55	10.55
Filters					49.98
Part	Air Filter	SA10262	1	24.99	24.99
Part	Cabin Air Filter	CAF9957P	1	24.99	24.99
Alignment					129.99
Flat Fee	2/4 Wheel Alignment				129.99
Shocks					1065.88
Part	Shock/Strut - Front	554347	2	207.97	415.94
Labor	Suspension Strut / Shock Absorber:Replace - Front Suspension - Shock Absorber - Front Suspension	Custom Labor Rate	1.60	90.00	144.00
Part	Shock/Strut - Rear	555056	2	207.97	415.94
Labor	Suspension Strut / Shock Absorber:Replace - Rear Suspension - Shock Absorber - Rear Suspension	Custom Labor Rate	1.00	90.00	90.00
Front Differential					79.98
Labor	Fluid - Differential - Fluid, Change - Differential:Change	Custom Labor Rate	0.60	90.00	54.00
Part	80W 90 SAE QT	8090	2	12.99	25.98
Rear Differential					92.97
Labor	Fluid - Differential - Fluid, Change - Differential	Custom Labor Rate	0.60	90.00	54.00

MIDNIGHT AUTO
 Ph: (208) 522-7008 • midnightalldata@gmail.com
 Town of West Yellowstone
 2013 Chevrolet Silverado 3500 HD V8-6.0L OHV 16v MFI VIN G
 L96 322hp FLEX

Estimate #51
 Service Writer: Jamie
 Updated: 09/25/24 04:09 PM

Part	80W 90 SAE QT	8090	3	12.99	38.97
Transfer Case					88.47
Labor	Fluid - Transfer Case - Transfer Case:Change	Custom Labor Rate	0.60	90.00	54.00
Part	DEXRON	DEX	3	11.49	34.47
Rear Brakes					848.97
Part	Brake Pad: Brake Components - Rear Pads - Without Dual Rear Wheel	20829195	1	79.99	79.99
Labor	Brake Pad:Remove & Replace - Brake Components - Brakes, R&R - Brake Components	Custom Labor Rate	1.50	90.00	135.00
Part	Brake Rotor/Disc: Rear Brakes - Rotor - Without Dual Rear Wheel	25807301	2	226.99	453.98
Labor	Brake Rotor/Disc:Remove & Replace - Brake Components - Brakes, R&R - Rear Pads - NOTE - To R&I Or R&R Rear Rotor, Add - Brake Components	Custom Labor Rate	2.00	90.00	180.00
Battery					214.99
Part	Battery	H6-DLG	1	214.99	214.99
Note	Custom Note: *** 730 cold cranking amps (910 cranking amps)***. 115 reserve minutes.				
Rear Air Bags					1334.97
Part	Air Bags	RAB	1	974.97	974.97
Labor	Install Rear Air Bags	Custom Labor Rate	4.00	90.00	360.00

Payment is expected at the time of completion. All parts are new unless otherwise specified. OEM means Original Equipment Manufacturer (Factory) part. The shop is not responsible for any damage to vehicle caused by theft, fire or circumstances beyond our control. The Shop Supplies and Hazardous Materials Fees represents costs to the motor vehicle repair facility for miscellaneous supplies or waste disposal. A vehicle storage fee will be charged daily for vehicles left on-site after 72 hours from notice of work completion. Replaced parts will only be saved or returned to customer upon request.

ESTIMATES ARE VALID FOR 30 DAYS.

Deposits:

No Deposits recorded

Intended Method of Payment: ☐ Cash ☐ Check ☐ Credit Card ☐ Debit ☐ Other

Parts:	\$3443.47
Labor:	\$1756.55
Flat Fees:	\$129.99
Shop Supplies:	\$65.87
HazMat:	\$2.00
Subtotal:	\$5397.88
Total Tax:	\$0.00

X

Customer Signature

Date 09-25-2024

Total:	\$5397.88
Deposits	-\$0.00

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date 9-26-24

Ship Via

Order No. **7040**

Department Public Works

TO: Tractor & Equipment

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	<u>Repairs on 938 Loader</u>

Estimated Cost \$ 5,416.⁹⁹

Requested By: [Signature]

Accounting Code 1000-430200-369

☒ Authorized By: [Signature]

VENDOR COPY - White OFFICE COPY - Canary

Approved By: [Signature]



Tractor & Equipment
PO Box 58201
Tukwila, WA 98138-1201
MT - (406) 656-0202

SERVICE INVOICE

Invoice Number	Invoice Date	Customer Number
BLWO0237701	09/13/2024	9101662
PO Number		Page
		Page 1 of 3
To View & Pay Online Go To:		MyTractorandEquipment.billtrust.com
Use this Enrollment Code:		DKL HHS MVM

SOLD TO

4264 1 MB 0.622 E0414X I0739 D13372067332 S2 P10475792 0001:0005

SHIP TO

CITY OF WEST YELLOWSTONE
PO BOX 1570
WEST YELLOWSTONE MT 59758-1570

WEST YELLOWSTONE

Document Number	Doc Date	Customer Number	Model	Customer Equipment No.
BL38933	08/12/2024	9101662	938H	08.1342
Make	Machine ID	Serial Number	Meter Reading	Ship Via
AA	PL9962G	*CAT0938HJMJC00124*	9797.0	

Quantity	Item	N/R	Description	Stocked	Unit Price	Extended Price
TROUBLESHOOT STEERING SYSTEM COMPLAINT: STEERING TILT COLUMN DOES NOT STAY IN PLACE CAUSE: FAILED TILT COLUMN GAS SHOCK						
RESULTANT DAMAGE: COMPLICATIONS: CORRECTION: TRAVELED TO MACHINE IN WEST YELLOWSTONE. REMOVED STEERING COLUMN COVER. REMOVED GAS SHOCK. INSTALLED NEW SHOCK AND TILT KIT. TESTED AND ENSURED IT WORKED PROPERLY.						

1	217-4155		KIT-TILT LEV	N	39.66	39.66
1	319-9510		SPRING AS.	S	70.04	70.04
3	4526011		CAT UTILITY GREASE	S	3.76	11.28
3	5153973		CAT DEO-ULS 15W-40	S	20.75	62.25
TOTAL PARTS						183.23
FIELD LABOR						89.00
FIELD LABOR						354.00
TOTAL LABOR						443.00
1			INC SHIP&HANDLE			17.00
1			OUT SHIP&HANDLE			20.00
TOTAL MISC CHGS						37.00
SEGMENT 01 TOTAL						663.23

REMOVE AND INSTALL JOYSTICK
COMPLAINT: THE PLASTIC OF THE JOYSTICK IS GETTING STICKY
CAUSE: THE PLASTIC IS BREAKING DOWN

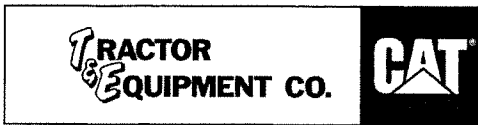
RESULTANT DAMAGE:

COMPLICATIONS:

CORRECTION: REMOVED ELECTRICAL CONNECTORS AND REMOVED JOYSTICK. INSTALLED NEW JOYSTICK.

FIELD LABOR 0.50 RT HOURS
FIELD LABOR 1.50 OT HOURS

89.00
354.00



Tractor & Equipment
PO Box 58201
Tukwila, WA 98138-1201
MT - (406) 656-0202



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BLWO0237701	09/13/2024	9101662
PO Number		Page
		Page 2 of 3
To View & Pay Online Go To:		MyTractorandEquipment.billtrust.com
Use this Enrollment Code:		DKL HHS MVM

Quantity	Item	N/R	Description	Stocked	Unit Price	Extended Price
	FIELD LABOR	0.50 PT HOURS				147.50
				TOTAL LABOR	SEG. 0	590.50
				SEGMENT 02 TOTAL		590.50

TROUBLESHOOT MIRROR
COMPLAINT: BROKEN LEFT MIRROR, MISSING RIGHT MIRROR
CAUSE: CUSTOMER DAMAGE

RESULTANT DAMAGE:
COMPLICATIONS:
CORRECTION: CUSTOMER REQUEST PREVIOUSLY ORDERED MIRRORS TO BE INSTALLED. WENT TO INSTALL THEM AND FOUND THAT IT WAS NOT JUST THE MIRRORS THAT NEEDED TO BE REPLACED, BUT THE WHOLE MIRROR BRACKET. ALSO FOUND THAT THE MIRRORS ORDERED WERE NOT HEATED, BUT THE MACHINE WAS SET UP FOR HEATED MIRRORS. ORDERED NEW MIRRORS, BRACKETS, AND MISC HARDWARE. ON SECOND TRIP, INSTALLED MIRRORS AND BASKETS. WIRED THE NEW MIRRORS IN. HAD TO EXTRACT 2 BOLTS. ALSO TROUBLESHOT THE MIRRORS NOT WOKRING, FOUND THAT IT WAS MISSING THE RELAY. REPLACED THE RELAY WITH THE HORN RELAY TO TEST IT. FOUND THAT THE HEATED MIRRORS STARTED WORKING AGAIN. ORDERED NEW RELAY.

8	3T-0852	NUT	S	0.73	5.84
50	7K-1181	TIE	S	0.48	24.00
8	8T-4189	BOLT	S	0.45	3.60
24	8T-4224	WASHER	S	0.45	10.80
8	8T-4908	BOLT	S	0.54	4.32
2	200-1173	MIRROR AS.	S	182.11	364.22
3	248-2841	RELAY AS	S	49.32	147.96
2	273-9605	TUBE	N	82.40	164.80
2	273-9607	PLATE	N	79.02	158.04
2	287-0298	PLUG	N	3.47	6.94
2	329-4101	TUBE	N	97.55	195.10
			TOTAL PARTS	SEG. 0	1,085.62
	FIELD LABOR	2.00 RT HOURS			356.00
	FIELD LABOR	1.00 OT HOURS			236.00
			TOTAL LABOR	SEG. 0	592.00
1		INC SHIP&HANDLE			31.00
1		MOR SHIP&HANDLE			31.00
1		OUT SHIP&HANDLE			31.88
1		OUT SHIP&HANDLE			17.00



Tractor & Equipment
PO Box 58201
Tukwila, WA 98138-1201
MT - (406) 656-0202

SERVICE INVOICE

Invoice Number	Invoice Date	Customer Number
BLWO0237701	09/13/2024	9101662
PO Number		Page
		Page 3 of 3
To View & Pay Online Go To:		MyTractorandEquipment.billtrust.com
Use this Enrollment Code:		DKL HHS MVM

Quantity	Item	N/R	Description	Stocked	Unit Price	Extended Price
1			SPO SHIP&HANDLE			46.00
1			YOR SHIP&HANDLE			64.00
TOTAL MISC CHGS SEG. 0						220.88
SEGMENT 03 TOTAL						1,898.50
PERFORM 500 SERVICE HOUR MAINT						
PERFORMED 500 HR SERVICE INCLUDING:						
CHANGED ENGINE OIL AND FILTER						
CHANGED FUEL FILTERS						
PERFORMED VISUAL INSPECTION OF MACHINE						
	FIELD LABOR	1.00 OT HOURS				236.00
	FIELD LABOR	0.50 PT HOURS				147.50
	FIELD LABOR	1.00 RT HOURS				178.00
TOTAL LABOR SEG. 0						561.50
SEGMENT 04 TOTAL						561.50
TRAVEL TO/FROM MACHINE						
CHARGED RST TO MACHINE IN WEST YELLOWSTONE. SHARED						
THE TRAVEL CHARGE WITH ANOTHER MACHINE.						
	TRAVEL TIME LBR	3.00 RT HOURS				429.00
TOTAL LABOR SEG. 9						429.00
1			MECH EXP-LODGING			223.88
1			MECH EXP - MEALS			79.43
164			MILEAGE			762.60
TOTAL MISC CHGS SEG. 9						1,065.91
SEGMENT 99 TOTAL						1,494.91
CONSUMABLES						208.35
BILLINGS NT						0.00
USD						5,416.99

This Service is subject to all terms and conditions set forth in the Tractor and Equipment Co. Work Authorization, including LIMITED WARRANTY AND RELEASE and EXCLUSION OF LIABILITY set forth on the authorization.

TERMS: ALL PARTS AND SERVICE INVOICES ARE DUE THE 10TH OF THE MONTH FOLLOWING THE DATE OF PURCHASE.

Each payment or sum past due shall bear a late payment of 1.5% per month (APR 18%) or an amount not to exceed the highest rate permitted by law.
4264 1 MB 0.622 E0414X I0741 D13372067332 S2 P10475792 0003:0005



Pay this Amount	\$5,416.99
Amount Credit	

Please send remittance to Harnish Lockbox LB1208, PO Box 35144 Seattle, WA 98124-5144.

Merchandise cannot be returned for credit without our prior approval and only in accordance with our Parts Return Policy. A copy of the policy is available upon request.



Town of West Yellowstone Business License Application

Business Name: GOAL Services LLC
Applicant: Katie Thompson
Contact Person: Katie Thompson
Mailing Address: PO Box 2063 West Yellowstone, MT 59758
Physical Address of Business: 528 Grouse Ave. West Yellowstone, MT 59758
Phone Number: 417.733.5111 Fax Number: _____
Email Address: mtgoalervices@gmail.com Website: _____

Signature of Property Owner of Record: Katie Thompson

Subdivision: Madison Addition
Block: 14 Lot: 3

Zoning District, please mark one:

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

- Is this business licensed by the State of Montana? ☒ Yes ☐ No
- Appropriate Town/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.

Bookkeeping, payroll, accounting, tax, financial planning services.

No clients to my home so there is no parking impact.

Business License Fee: \$50.00
Resort Tax Bond: \$

Katie Thompson
Signature of Applicant

Total Amount Due: \$50.00

Signature of Applicant
09.18.2024
Date

FOR OFFICE USE ONLY

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

09/27/24
12:45:39

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 10/24

Page: 1 of 4
Report ID: AP100

FSB - Operating account
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
51684		2264 MORNING GLORY COFFEE & TEA	35.00					
	143508	09/16/24 Dispatch coffee	35.00		DISP	1000 420160	220	101000
51694		3242 Fisher's Technology	17.24					
	1389467	09/25/24 copy fee	17.24		FINADM	1000 410510	356	101000
51705		3400 Julie Brown	2,080.00					
	092724	09/27/24 Library	450.00		LIBRY	1000 411259	357	101000
	092724	09/27/24 Rendezvous Ski building	80.00		TRLHD	1000 411256	350	101000
	092724	09/27/24 Town Hall	1,100.00		TWNHLL	1000 411250	357	101000
	092724	09/27/24 Povah Building	450.00		POVAH	1000 411255	350	101000
	09/27/24	Public Works Shop	0.00		PARKS	1000 411253	357	101000
51708		42 Fall River Electric	8,227.55					
	09/19/24	PARK, old firehouse 2901001	46.07		PARK	1000 411253	341	101000
	09/19/24	povah comm ctr 4212001	324.91		POVAH	1000 411255	341	101000
	09/19/24	unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	09/19/24	RR Well 4212005	64.94		WATER	5210 430500	341	101000
	09/19/24	IRIS LIFT STATION 4212006	304.65		SEWER	5310 430600	341	101000
	09/19/24	POLICE 4212008	188.58		POLICE	1000 411258	341	101000
	09/19/24	TOWN HALL 4212009	354.06		TWNHLA	1000 411250	341	101000
	09/19/24	ICE RINK 421010	79.01		PARKS	1000 411253	341	101000
	09/19/24	S Canyon XmasTreelite 4212011	0.00		STLITE	1000 430263	341	101000
	09/19/24	Sewer Plant 4212012	1,484.98		SEWER	5310 430600	341	101000
	09/19/24	South Iris Street Well 4212013	770.55		WATER	5210 430500	341	101000
	09/19/24	Hayden/DeLaceyPump 4212014	113.75		SEWER	5310 430600	341	101000
	09/19/24	Hayden/Grouse Well 4212015	39.00		WATER	5210 430500	341	101000
	09/19/24	911 Tower 4212016	138.97		911	2850 420750	341	101000
	09/19/24	MADADD H20 Tower 4212017	56.19		WATER	5210 430500	341	101000
	09/19/24	SHOP 4212018	87.65		STREET	1000 430200	341	101000
	09/19/24	UPDL 220 Yell Ave4212019	273.69		UPDL	1000 411252	341	101000
	09/19/24	ANIMAL 4212029	69.66		ANIML	1000 440600	341	101000
	09/19/24	CLORINATOR 4212030	47.21		WATER	5210 430500	341	101000
	09/19/24	Electric Well 4212031	52.61		WATER	5210 430500	341	101000
	09/19/24	PARK 4212032	93.62		PARKS	1000 411253	341	101000
	09/19/24	UPDL 4212041	380.63		UPDL	1000 411252	341	101000
	09/19/24	861PowerLinTREATSERV 4212046	1,626.46		SEWER	5310 430600	341	101000
	09/19/24	LIBRARY 23 dunraven 4212054	179.11		LIBR	1000 411259	341	101000

09/27/24
12:45:39

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 10/24

Page: 2 of 4
Report ID: AP100

FSB - Operating account
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
51715		547 WY Chamber of Commerce	40,000.00					
	Town24-25-	09/02/24 VIC Support 24-25	40,000.00		LEGIS	1000 410100	870	101000
51716		2440 David L Rightenour	96.00					
	09/13/24	CJIN TACConference	96.00		DSPTCH	1000 420160	370	101000
51717		999999 SUSAN BRANTSMA	28.60					
	09/19/24	RefundoverpaymentRTBrantsmaWMF	28.60		RT	2100 214000		101000
51718		99943 Brenda Phillips	96.00					
	09/16/24	CJIN TACConference	96.00		DSPTCH	1000 420160	370	101000
51719		3398 CentralSquare Technologies, LLC	14,886.67					
	420284 09/16/24	911 Annual Subscription	14,886.67		911	2850 420750	945	101000
51720		3236 Nubia Allen	360.00					
	09/19/24	SpanishInterpreter(8hrs)RuizOr	360.00		COURT	1000 410360	350	101000
51721		1061 Lane and Associates	251.40					
	10442 09/16/24	RandomnonDOT tests	251.40		ADMIN	1000 410210	351	101000
51722		1454 Bozeman Daily Chronicle/Big Sky	80.00					
	561252 09/22/24	Publichearingnotices	80.00		ADMIN	1000 410210	327	101000
51723		999999 SHAVANDA ROBINSON	350.00					
	09/22/24	RefundCleaningDepositPovah	350.00		POVAH	2210 214001		101000
51724		547 WY Chamber of Commerce	1,785.32					
	TOWY92024 09/10/24	VIC SupplyReimbursement	1,785.32		LEGIS	1000 410100	870	101000
51725		60 Westgate Station	33.68					
	091624-01 09/16/24	Fuel Voucher	33.68		HELP	7010 450135	231	101000
51726		1763 Madison Motel & Hotel	100.68					
	091724-01 09/17/24	Lidging Voucher	100.68		HELP	7010 450135	370	101000
51727		3464 Griffin Plumbing and Heating LLC	468.00					
	285 09/15/24	TroubleShoot Toilet issue	270.00		UPDL	1000 411252	357	101000
	286 09/15/24	TroubleShoot Toilet issue	198.00		UPDL	1000 411252	357	101000

09/27/24
12:45:39

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 10/24

Page: 3 of 4
Report ID: AP100

FSB - Operating account
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
51728		3280 Fall River Propane	120.00					
	2648108	09/01/24 Tank Rent	120.00		WATER	5210 430500	231	101000
51729		2854 Mountain Alarm	140.55					
	5214465	10/01/24 Monitoring 10/1-12/31/24	140.55		TWNHLL	1000 411250	357	101000
51730		3261 Targhee Services	1,692.95					
	061124	06/11/24 Tire swap '14 FordInterceptor	120.00		STREET	1000 430200	361	101000
	061724	06/17/24 '19DodgeDurangoService	1,024.95		STREET	1000 430200	361	101000
	072424	07/24/24 '17DodgeRam1500Service	508.00		STREET	1000 430200	361	101000
	082824	08/28/24 '14FodInterceptorService	40.00		STREET	1000 430200	361	101000
51731		65 Tractor & Equipment	5,144.22					
	0237704	09/13/24 EquipmentRepairs	854.85		STREET	1000 430200	369	101000
	0237701	09/13/24 Repairs to 938 Loader	5,416.99		STREET	1000 430200	369	101000
	0388379	05/02/24 Credit for Repairs	-118.35			1000 430200	369	101000
CI	26							
	0388457	06/19/24 Credit for Repairs	-1,009.27			1000 430200	369	101000
CI	27							
51732		3489 The Door Man	1,424.15					
	22153708	08/29/24 Gargage DoorRepairs	1,424.15		STREET	1000 430200	357	101000
51733		3491 Sessions Electrical Inc.	310.40					
	602	09/17/24 Work on ElectricalforWMF	310.40		UPDL	1000 411252	357	101000
51734		2189 Custom Logo	337.00					
	23418	09/11/24 Uniform shirts	337.00		STREET	1000 430200	226	101000
51735		2099 Quick Print of West Yellowstone	80.00					
	19757	09/05/24 Out of Service signs	80.00		TWNHLL	1000 411250	220	101000
51736		660 Swiss Precision Landscaping	33,825.00					
	24-07619	09/26/24 PlandingofTrees16)AspenCndaR	33,562.50		STREET	1000 430200	221	101000
	24-07168	07/18/24 Sprinkler repairs	262.50		PARKS	1000 460430	365	101000
		# of Claims	26	Total:	111,970.41			

09/27/24
12:45:40

TOWN OF WEST YELLOWSTONE
Fund Summary for Claims
For the Accounting Period: 10/24

Page: 4 of 4
Report ID: AP110

Fund/Account	Amount
1000 General Fund	
101000 CASH	91,751.47
2100 Local Option Taxation-Resort Tax	
101000 CASH	28.60
2210 Parks & Recreation	
101000 CASH	350.00
2850 911 Emergency	
101000 CASH	15,025.64
5210 Water Operating Fund	
101000 CASH	1,150.50
5310 Sewer Operating Fund	
101000 CASH	3,529.84
7010 Social Services/Help Fund	
101000 CASH	134.36
Total:	111,970.41

Town of West Yellowstone
Town Council Meeting
September 17, 2024

TOWN COUNCIL MEMBERS PRESENT: Mayor Travis Watt, Lisa Griffith, Jeff McBirnie, Jeff Mathews, Brian Benike

OTHERS PRESENT: Town Manager Dan Walker, Town Clerk Liz Roos, Finance Director Katie Thompson, Public Services Superintendent Jon Simms, Chief of Police Mike Gavagan

The meeting is called to order by Mayor Travis Watt at 5:30 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

The meeting is being broadcast over the internet using a program called Zoom.

WORK SESSION

Mayor Watt calls the work session to order. The purpose of the meeting is to discuss the current status and possible expansion of the Fir Ridge Cemetery. Rocky Hermanson, Chair for the Cemetery Board of Trustees, addresses the Council. He explains that the cemetery is almost full, they have only 43 unsold full plots and 10 unsold cremains plots. The Town has been in discussion with Ray Stinnett, who owns the adjacent parcels of land. Stinnett has proposed a land transaction that would involve him donating one parcel of land to the Community Protestant Church that could then be sold to the Town. The other parcel could be acquired through a land exchange, which could be exchanged for a parcel of similar value owned by the Town. Stinnett is requiring that all the transactions occur at the same time. Jerry Johnson and Brad Schmier, Cemetery Board Trustees, explain that this land proposal has been under discussion for a couple of years. They realized that in order to access the potential expansion parcels, they realized that they will need to approach the Forest Service for a permanent easement to allow access. The Board of Trustees explains that they have reached the point where they need direction from the Council to proceed. Johnson mentions that there is a small parcel of land in the vicinity that appears to belong to the Town. Town Manager Dan Walker explains that they are working with a title company and it appears that parcel should have been deeded to the Forest Service when the original cemetery was established. The group discusses the situation and specific details about the proposed transactions and estimated values. McBirnie says he supports moving forward, but they need to know numbers and values. He also questions whether they should look for another location to establish a cemetery. Mathews agrees, says he isn't keen on the land swap idea. Griffith says she has questions and the Town needs to stop funding cemetery plots for people that don't live here. The group considers adding plots to the existing cemetery, establishing a new cemetery in an alternate location, and other possible solutions. The Council indicates that they need values or an appraisal before moving forward. Hermanson estimates an appraisal would cost upwards of \$1000. Schmier encourages the Council to proceed with explore the Stinnett option as far as they can. Johnson says it is the recommendation of the Cemetery Board of Trustees to explore the Stinnett option until they can make a decision. Mathews agrees and says they should proceed until they can figure out what it will cost, McBirnie agrees. Watt agrees and says it is the consensus of the Council to move forward and explore the Stinnet proposal.

Public Comment Period

Greg Forsythe asks the Council to reconsider the moratorium on building permits. He says that the building season for this year is almost over and planning will begin for next year. He says that they need to address it before February and seek input from the building community.

Council Comments

Griffith notices that the public property off of Yellowstone has been cleaned up and all the junk vehicles removed, she expresses appreciation for whoever was responsible.

Mayor Watt says there have been some great events recently including the Wretched Mess Fest and West Yellowstone Foundation Happening, and also wishes Town Manager Dan Walker a happy birthday.

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$1,207,081.38. (McBirnie, Benike)
- 2) Motion carried to approve the minutes from the September 3, 2024 Town Council Meeting. (McBirnie, Benike) Griffith is opposed, motion passes.
- 3) Motion carried approve the recommendation from the Marketing and Promotions Fund Advisory Board to award \$10,600 for the Montana League of Cities & Towns Conference Events. (McBirnie, Benike)
- 4) Motion carried to approve the recommendation from the Marketing and Promotions Fund Advisory Board to award \$23,700 for the Wildfire Defense Race Series, 2025 Events. (McBirnie, Benike)
- 5) Motion carried to approve the recommendation from the Marketing and Promotions Fund Advisory Board to award \$100,000 for the 2025 Big Event to the Wild West Winter Block Party. (McBirnie, Benike)
- 6) Motion carried to approve the Gallatin County Law Enforcement Memorandum of Understanding. (McBirnie, Benike)
- 7) Motion carried to approve the first reading of Ordinance No. 277 (McBirnie, Mathews) Griffith is opposed, motion passes.
- 8) Motion carried to approve the first reading of Ordinance No. 278 (McBirnie, Benike) Griffith is opposed, motion passes.

DISCUSSION

- 3) John Greve, Secretary for the Marketing and Promotions Advisory Board, addresses the Town Council. He explains that the Board recommended approval of the funding for the Montana League of Cities & Towns event and Wildfire Defense Race Series 2025 Events. He explains that they viewed the purse request as excessive, but as there are no limitations in place, they recommend approval. He says they are in the final stages of revising the MAP Fund guidelines and application forms and the Council should expect to review the new documents in late October or November.
- 5) Greve reports that they received three applications for the 2025 Big Event, eligible for \$100,000 of funding. They established a scoring system to review the applications. The recommended application is for the Wild West Winter Block Party to host a live music event in March 2025. Carrie Coan addresses the Council on behalf of the event. She explains that they intend to hire private security for the event and are in the process of talking to neighboring businesses for support and about the effect the event may have. Town Clerk Liz Roos points out that this agenda item is the MAP Fund award and the organizers will submit a special event permit to work through the details of the event.
- 6) Town Manager Dan Walker explains that due to staffing shortages in the police department, they have asked for support from Gallatin County to cover shifts in West Yellowstone. They previously had similar MOUs in place in 2014 and then in 2022. Griffith asks if the previous MOUs have expired. Mersen says there is not an expiration date in the MOU because they are not sure how long they will need assistance. Chief Gavagan adds that the most recent MOU was signed under a different Sheriff for Gallatin County and it was appropriate to update it with Sheriff Springer, the current Sheriff for Gallatin County.

- 7) Town Attorney Jane Mersen explains that due to recent changes in legislation, the Town needs to update the recently approved Zoning Code in regards to Additional Dwelling Units. Griffith inquires about a public hearing for the ordinance, the public hearing will be held at the next meeting. Griffith makes a secondary motion to append which districts are affected, the motion is not seconded, motion fails.
- A) **Town Manager and Staff Reports:** Town Manager Dan Walker reports that they conducted interviews by Zoom for Chief of Police candidates. Three candidates have been invited to come to West Yellowstone for a public meet and greet and final interviews next week. At their monthly engineering meeting they discussed sewer connections, the Mammoth Room project, cemetery expansion, water rights and a new water well. He says that Town Engineer Kyle Scarr will come to a work session in November to explain water rights and construction of the new well. Scarr will also come in October to discuss the current SFE schedule for sewer connections. He reports on a housing meeting and potential legislation that Park County is promoting for the legislation. He also reports that he and Mersen discussed with Scott Hazelton of Hyalite Engineering about updating the zoning map to include the 80 acres.
- B) **Advisory Board Reports:** Benike reports that the Parks & Recreation Advisory Board met and intend to start working on a new parks plan. Griffith reports that the Health Care Services Advisory Board met, Billings Clinic reported on the past quarter, they discussed getting a full-time physician in West Yellowstone or an alternate option, hours of operation, and a hospital district report.

The meeting is adjourned at 7:55 PM. (McBirnle, Benike)

Mayor

ATTEST:

Town Clerk



SEPTEMBER 27, 2024

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

- Extended offers for an Equipment Operator and part-time Social Services Assistant position. Facilitated the Chief of Police reception, tours, and participated in the face to face interviews.
- Lots of last minute planning to host the Montana League of Cities & Towns Conference next week – very excited about how it has come together. Highlights for the week include:
 - Wednesday afternoon, 4 PM – bus tour for the entire conference into Old Faithful, we have four tour buses arranged to transport everyone, pick up at the Holiday Inn
 - Thursday morning, 8:30 AM – opening ceremony at the Union Pacific Dining Lodge, National Anthem will be performed by West Yellowstone High School senior Emily Martinez, colors will be presented by local law enforcement and emergency responders, invocation by Bishop Glenn Hales, and welcome by Mayor Travis Watt. The keynote speaker will be YNP Superintendent Cam Sholly.
 - Thursday, 12:30 PM – during the lunch break, Freeheel & Wheel is guiding a free tour down the Shortline Trail, if you'd like to participate, meet at the trailhead at 12:30 PM. Bikes and helmets are available for rent for \$20 from Freeheel & Wheel.
 - Thursday, 1 PM and then again at 4:30 PM, we will have fly casting demonstrations at the casting pond, still working out the details but the local fly shops are helping out
 - Thursday, 5-8 PM, Local Legacy Reception. Conference participants will start at the Holiday Inn and work their way up the street. Appetizers and drinks will be available at the Museum of the Yellowstone and then the Imax Theater. The Yellowstone movie will show at 6:15 PM. Dinner is on your own in downtown West Yellowstone.
 - There are lots of vendors, drawings and prizes to win at this conference! Bring your business cards and have some fun.
- Posted and prepared for 10/1/24 Town Council Meeting, processed payroll 9/20/24.





Week of 09.23.2024

- Worked on the police vehicle grant.
- Updated the WWTP Budget Tracker through Q2 2024 for ARPA and RRGL submittals.
- Attended the weekly WWTP call.
- Hannah Payne, who works for DNRC as a forester came down for a site visit. We went on a Town tour to look at our newest trees downtown and brainstormed on projects. She gave me some great ideas for the grants that open in November and helped me visualize a clearer picture on some ideas we could navigate when those grants open. We are in an “underserved” community, so we are also eligible for the new funding they just received as well.
- We are gearing up for the Montana League of Cities and Towns Conference next week! We are super excited to host and connect/reconnect with colleagues across the state.

Public Services Dept. Bi-Weekly Report: Sept 13th through Sept 27th, 2024

Work Performed

- New trees planted along Canyon St.
- New pathway along N. Electric St.
- Asphalt repairs: miscellaneous around town.
- Cremains burial: Gracie Swanson (9/21).
- All sprinkler lines blown out for the season. Prep buildings and utilities for winterization.
- Electrician getting bases and conduit sleeved for the two new light poles in front of Town Hall. Installed solar lights on flagpoles at cemetery and Michael Keith Memorial at city park.
- Getting the town presentable for the League of Cities and Towns Conference next week.
- Concrete work, waiting for more rejected loads.
- Bypass pumping of IP cells at Lagoon. Service repairs on blowers at WW Plant.
- Vactor contractor cleaning lines and wet wells: SAS, STS, curb stops, etc. The storm lines they are cleaning are nearly $\frac{3}{4}$ charged with sediment from not being cleaned in decades. (During the spring melt off, this is why the town floods.)
- Attempting to free up seized curb stops as well as lower water valves that are above grade in the Mad Add.
- Electrical updates and retrofit to new panel at Madison lift station.
- Help the school prep for homecoming.
- Larue T-80 training on the new snow loader will be in early October.
- Fill in low spots within inner parks/ snow storage areas with road base.
- Maintain casting pond, fix sprinkler system lines, mowing grass, trimming weeds/ trees.
- Sweep streets, fill potholes.
- York rake operations.
- Fix condenser boxes.
- Move the town stage back over to the town park pull-off area.
- Fix bay door at the park shop, replace tensioner springs at PW shop.
- Get signage trailer and PW storage yard cleaned up and organized.
- Look at AC unit over at Little Rangers.
- Eliminate ground hornets' nest behind Days Inn.
- New WW treatment plant continues forward. New interior basin wall poured on (9/26).
- Bypassing cells, raking solids from Cell B.
- Flush SAS service laterals and mainlines that continue accumulating debris.
- SAS weekly manhole/ problem areas inspections: ongoing.
- Perform water & WW samples: ongoing.
- Sewer and water systems maintenance: ongoing.
- Fixing broken lines, Curb-stop requests.
- Continue inventory for the EPA's lead and copper rule/ data entry to meet the October 16th, 2024, deadline.
(Jon and Sam have been doing a lot of field work, identifying specific pipe materials for business owners and residents throughout old town, building a legitimate inventory).
- Building maintenance and service calls: ongoing.

- Daily trash/ refuse route: ongoing. We've begun pulling stations and sanitizing for storage.
- Vehicle and equipment repairs: ongoing. Utility locates ongoing.
- Respond to vandalism: ongoing.
- Haul away abandoned vehicles.
- Code enforcement and citations issued: ongoing.
- Cross training the PW crew on vehicle maintenance, daily lift stations route, utility locates, water monitoring and testing, equipment, etc.
- Adjust injection wells, perform leak tests on areas of the distribution system.
- Fix damaged castings and signage: ongoing
- Replace cracked manhole lids, swap mislabeled manhole tops.
- Install storm drain riser rings to bring up catch basins and manhole castings to proper grade.
- Remove tree stump in the 100 block of alley B.

Administrative

- Continue to work with vendors and technicians on fleet updates: ongoing. Chase parts
- Coordinate parts and supplies orders: ongoing.
- Line up burial services and coordinate headstone deliveries w/ monument companies.
- Work with/ meet contractors on project scheduling: ongoing.
- Fill in for staff/ operate equipment/ wrench on equipment.
- Manage current public works staff and seek ways to recruit additional employees: ongoing.
- Met with residents and business owners regarding complaints: ongoing.
- Meetings: 3H Construction, HK Contractors, TD&H Survey Team, RSCI/ Forsgren, Energy West, Tri State, Enviro-Clean Equipment, Coastline Equipment, Freightliner, Joe Johnson Equipment, John Deere, J&V Supply, Electricians, Plumbers, HVAC, The Door Man, Landscapers and GC's, Seasonal employees.
- Discuss snow removal procedures with businesses as snow season approaches. Remind everyone to fill out their annual encroachment permits.
- Continue to seek bids for future CIP's, get the ball rolling years in advance.
- Working through sidewalk inventory and identifying ADA compliance hazards.
- Submit departmental report to the Town Manager.
- Code bills and submit check request: ongoing.
- Set monthly trash route schedule.
- Seek additional training opportunities for the crew.
- Evaluate building and infrastructure issues, coordinate repairs as needed.
- Attend the meet and greet for the new police chief candidates.
- Interview equipment operator candidate: Todd Nickolich. Offer the position, start date of Oct. 15th.

Police Department - Department Head(s) Report September 19 – September 25, 2024

121 calls for service

- 10 citations issued
- 32 Warnings
- 3 Cases Generated
- 3 Arrests
- 13 Fire/EMS calls

- Calls included: Traffic Stops, 911 calls, School Resource Officer calls, Citizen Assists, Agency Assists, Crashes, Parking, Disturbances, Animal Complaints, Suspicious Person/Activity, Lost/Found, Thefts, Domestic, Welfare Checks, Fights, Hold up/Panic Alarm, Disorderly Conduct, Reckless Driving, DUI's and other fun stuff.

- Spent several hours talking on the phone with two of the three Chief candidates
- Provided a three-hour ride-a-long for one of the Chief Candidates
- Covered several night patrol shifts
- Brenda attended Virtual Gold Flame Conference
- Worked on Notary issues (we have 4 active notaries available at the PD)
- Had a sit a long in dispatch
- Have 2 additional sit a longs scheduled in the next week 2 weeks
- Ordered forms for officers
- Ordered promotional items for school functions
- New changes to the RapidSOS portal (we now have the availability to see live video, from 911 callers with an Iphone 14 or newer), dispatchers have been working on the training for these updates
- Brenda signed up for the new CJIS training/website the state is using for people with unescorted access to our building that are not certified through the state (this was introduced at the CJIN TAC conference Dave and I attended)
- Worked on discovery requests from the City Attorney's office
- Worked on discovery requests for the County Attorney.
- We currently have 2 vacancies in Dispatch.
- We currently have two officer positions open.
- Also did Radio testing all day yesterday for the new 800 system and discovered an issue with one of the GPS systems, Dunn Communications is supposed to be in town within the week to replace the GPS. We are currently working on the backup GPS.

Until next week,

Mike & Brenda

HIGHLIGHTS Sept 19th – 26th

- MFBN shopping order placed
- Turkeys for Thanksgiving ordered
- Market Place food donation
- Clothing Bank 12
- Computer use 4
- Restocked lobby several times 😊
- Lobby 15
- Medicaid assistance 3
- Donations 7 (clothing and food)
- SNAP Application renewal 1
- Gas voucher man who was stranded
- Firehole Lodge food donation
- Delaware North food donation
- Compiling names for Energy Assistance through Fall River Electric
- Organizing food Pantry and freezers
- Distributed Self-Care Fair flyers
- Notified Tia Mondok that she is the new Administrative Assistant for Social Service
- I was gone two days this week, but the numbers are still high!!!!



Town of West Yellowstone Business License Application

Business Name: GOAL Services LLC
Applicant: Katie Thompson
Contact Person: Katie Thompson
Mailing Address: PO Box 2063 West Yellowstone, MT 59758
Physical Address of Business: 528 Grouse Ave. West Yellowstone, MT 59758
Phone Number: 417.733.5111 Fax Number: _____
Email Address: mtgoalserices@gmail.com Website: _____

Signature of Property Owner of Record: Katie Thompson

Subdivision: Madison Addition
Block: 14 Lot: 3

Zoning District, please mark one:

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

- Is this business licensed by the State of Montana? ☒ Yes ☐ No
- Appropriate Town/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.

Bookkeeping, payroll, accounting, tax, financial planning
services.

No clients to my home so there is no parking impact.

Business License Fee: \$50.00
Resort Tax Bond: \$

Total Amount Due: \$50.00
Signature of Applicant: Katie Thompson
Date: 09.18.2024

FOR OFFICE USE ONLY

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

TOWN OF WEST YELLOWSTONE

PUBLIC HEARINGS

Ordinance No. 277 Revised Zoning Code

NOTICE IS HEREBY GIVEN that the Town Council of the Town of West Yellowstone will conduct a Public Hearing on October 1, 2024 regarding Ordinance 277. Ordinance No. 277 amends chapter 17.30 of the Zoning Code of the West Yellowstone Municipal Code, pertaining to Accessory Dwelling Unit structures in residential districts. Proposed Ordinance No. 277 removes the requirement to provide an off-street parking space and collect impact fees for an accessory dwelling unit in a residential district.

Ordinance No. 278 Tourism Business Improvement District

The Town Council of the Town of West Yellowstone will conduct a Public Hearing on October 1, 2024, regarding Ordinance 278. Ordinance No. 278 amends chapter 3.14 of the West Yellowstone Municipal Code to allow the Town to change the rate of the TBID assessment by resolution, removes reference to a \$1.00 per room assessment and other minor updates.

Complete copies of the ordinances are available at the Town Hall, 440 Yellowstone Avenue, West Yellowstone, MT or by email at eroos@townofwestyellowstone.com. The proposed ordinances are also posted in the September 17, 2024, and October 1, 2024 Town Council packets on the Town's website: www.townofwestyellowstone.com. The public hearing will be held during the regular Town Council Meeting which begins at **7:00 PM** on **October 1, 2024**. The meeting will take place in the Town Hall, 440 Yellowstone Avenue in West Yellowstone, MT, at which time oral testimony will be taken from the public. The meeting will also be broadcast on the internet through zoom.us, meeting ID: 893 834 1297. Written testimony may be submitted until 5:00 PM on the date of the hearings to the Town Clerk at the Town Hall, by mail to P.O. 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



ORDINANCE No. 277

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE AMENDING SECTION 17.30 OF THE WEST YELLOWSTONE TOWN CODE

WHEREAS, on September 3, 2024, after two public hearings on the First Reading and one public meeting on the Second Reading, the Town Council of the Town of West Yellowstone adopted a Revised Zoning Code for the Town of West Yellowstone; and

WHEREAS, Section 17.30 of the Revised Zoning Code made provision for Accessory Dwelling Unit Structures; and

WHEREAS, Section 17.30 contained two sentences that were not in accord with Section 76-2-345, MCA as that section of the Montana Code Annotated was enjoined on December 30, 2023, as part of a litigation over the statute in Cause No. DV 23-1248 in the 18th Judicial District Court for Gallatin County, Montana; and

WHEREAS, on September 3, 2024, the Montana Supreme Court issued an order reversing the injunction that precluded Section 76-2-345, MCA from going into effect; and

WHEREAS, on September 3, 2024, the Town Attorney informed the Town Council that it could proceed with adoption of the Revised Zoning Code and that Section 17.30 could be amended in the future and further that even without an amendment to the zone code, the Town would still be obligated to comply with Section 76-2-345, MCA; and

WHEREAS, the Town Council finds that the changes to Section 17.30 set out in Exhibit 1 attached meet the requirements of Section 76-2-345, MCA; and

WHEREAS, on September 17, 2024, the Town Council held a duly noticed public meeting on the first reading of the Ordinance amending Section 17.30 of the West Yellowstone Municipal Code at which it received public testimony either in favor of or against the proposed amendments.

WHEREAS, on October 1, 2024, the Town Council of the Town of West Yellowstone held a duly noticed public hearing on the second reading of this Ordinance at which it received public testimony in favor of or against the amendments to Section 17.30 of the West Yellowstone Municipal Code; and

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of West Yellowstone that the amendments to Section 17.30 of the West Yellowstone Municipal Code as set out on **Exhibit 1**, attached hereto, are hereby adopted and amend Section 17.30 accordingly.

REPEALER: All ordinances and parts of ordinances in conflict with provisions of this ordinance, except as provided above, are hereby amended or repealed.

EFFECTIVE DATE: This ordinance shall be in full force and effect thirty (30) days after final adoption by the Town Council of the Town of West Yellowstone.

SEVERABILITY: If any portion of this ordinance or the application therefore to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which may be given effect without the invalid provisions or application and, to this end, the provisions of this ordinance are declared to be severable.

PASSED BY the Town Council and approved by the Mayor of the Town of West Yellowstone, Montana, this _____ day of _____, 2024.

Mayor Travis Watt

Council Member Jeff Mathews

Council Member Brian Benike

Council Member Jeff McBirnie

Council Member Lisa Griffith

ATTEST:



Town Clerk Elizabeth Roos

EXHIBIT 1

Chapter 17.30: ACCESSORY DWELLING UNIT STRUCTURES

Sections:

- 17.30.010 Intent
- 17.30.020 Definitions
- 17.30.030 Regulations pertaining to accessory dwelling units
- 17.30.040 Requirements for an accessory dwelling unit
- 17.30.050 Dimensional standards
- 17.30.010 Intent

The intent of this chapter is to provide for flexibility in housing in residential districts.

17.30.020 Definitions

For the purposes of this section:

- A. "Accessory dwelling unit" means a self-contained living unit on the same parcel as a single-unit dwelling of greater square footage that includes its own cooking, sleeping, and sanitation facilities and complies with or is otherwise exempt from any applicable building code, fire code, and public health and safety regulations.
- B. "By right" means the ability to be approved without requiring:
 - 1. a public hearing;
 - 2. a variance, conditional use permit, special permit, or special exception; or
 - 3. other discretionary zoning action other than a determination that a site plan conforms with applicable zoning regulations;
- C. "Gross floor area" means the interior habitable area of a single-unit dwelling or an accessory dwelling unit;
- D. "Single-unit dwelling" means a building with one or more rooms designed for residential living purposes by one household that is detached from any other dwelling unit.

17.30.030 Regulations pertaining to accessory dwelling units

- A. A minimum of one (1) accessory dwelling unit is allowed by right on a lot or parcel that contains a single-unit dwelling per the definition in Chapter 17.30

- B. An accessory dwelling unit may be attached, detached, or internal to the single-unit dwelling on a lot or parcel.
- C. If the accessory dwelling unit is detached from or attached to the single-unit dwelling, it may not be more than 75% of the gross floor area of the single-unit dwelling or one thousand square feet (1,000 sq. ft.), whichever is less.
- D. Accessory dwelling units shall not be used as a short-term rental nor timeshare per the definitions in Chapter 17.04 if located in the residential districts.

17.30.040 Requirements for an accessory dwelling unit

The Town of West Yellowstone shall only permit an accessory dwelling unit if:

- A. An accessory dwelling unit must have a will-serve letter from both a municipal water system and a municipal sewer system.
- B. The proposed accessory dwelling unit complies with all applicable local, state, federal, fire, electrical, plumbing, and building codes.
- C. Submission requirements for an accessory dwelling unit shall be:
 - 1. Applicable fee
 - 2. Building plans and elevations
 - 3. Scaled site plan showing existing features including trees and building
 - 4. Scaled site plan showing proposed location of accessory dwelling unit, off-street parking if providing, and access for the accessory dwelling unit

There are no requirements for:

- A. That an accessory dwelling unit match the exterior design, roof pitch, or finishing materials of the single-unit dwelling;
- B. That the single-unit dwelling or the accessory dwelling unit be occupied by the owner;
- C. Any familial, marital, or employment relationship between the occupants of the single-unit dwelling and the occupants of the accessory dwelling unit;
- D. Any improvements to public streets as a condition of permitting an accessory dwelling unit, except as necessary to reconstruct or repair a public infrastructure that is disturbed during the construction of the accessory dwelling unit;

17.30.050 Dimensional standards

The dimensional requirements (setbacks, height, lot coverage) for accessory residential units shall be the same as the district in which the unit is placed.

ORDINANCE No. 278

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE AMENDING SECTION 3.14 OF THE WEST YELLOWSTONE TOWN CODE TO ALLOW THE TOWN TO CHANGE THE RATE OF ASSESSMENT BY RESOLUTION AND OTHER MINOR UPDATES

WHEREAS, the Town Council of the Town of West Yellowstone believes that the Tourism Business Improvement District (TBID) provides a invaluable and necessary service to the businesses and citizens of West Yellowstone; and

WHEREAS, from 2009 to the present, the assessment to properties within the TBID was \$1.00 per room night; and

WHEREAS, in July of 2024, the TBID Board recommended to the Town Council that the assessment to the properties contained within the district be increased to \$2.00 per room night in order to keep up with the increased costs of marketing and their other expenses; and

WHEREAS, on September 3, 2024, the Town Council approved Resolution No. 807, a resolution increasing the assessment for the Tourism Business Improvement District to \$2.00 per room night in accordance with Section 7-12-1132(4), MCA; and

WHEREAS, Section 3.14 of the Town Code should be amended as set out on **Exhibit A** to provide for increasing the assessments by resolution, taking out references to \$1.00 per room night, changing the identification of the Operations Manager to Town Manager, and other minor updates; and

WHEREAS, on September 17, 2024, the Town Council held a duly noticed public meeting on the first reading of the Ordinance amending Section 3.14 of the West Yellowstone Municipal Code at which it received public testimony either in favor of or against the proposed amendments.

WHEREAS, on October 1, 2024, the Town Council of the Town of West Yellowstone held a duly noticed public hearing on the second reading of this Ordinance at which it received public testimony in favor of or against the amendments to Section 3.14 of the West Yellowstone Municipal Code; and

NOW THEREFORE, BE IT ORDAINED, based on the public testimony, the recommendations from the TBID Board and its review of the attached amended Section 3.14, by the Town Council of the Town of West Yellowstone adopts this Ordinance approving the amendments attached hereto as Exhibit A, and such shall be made to the municipal code of the

Town of West Yellowstone, effectively amending Section 3.14.

Section 1: REPEALER: All ordinances and parts of ordinances in conflict with provisions of this ordinance, except as provided above, are hereby amended or repealed.

Section 2: EFFECTIVE DATE: This ordinance shall be in full force and effect thirty (30) days after final adoption by the Town Council of the Town of West Yellowstone.

Section 3: SEVERABILITY: If any portion of this ordinance or the application therefore to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which may be given effect without the invalid provisions or application and, to this end, the provisions of this ordinance are declared to be severable.

PASSED BY the Town Council and approved by the Mayor of the Town of West Yellowstone, Montana, this ____ day of _____, 2024.

Mayor Travis Watt

Council Member Jeff Mathews

Council Member Brian Benike

Council Member Jeff McBirnie

Council Member Lisa Griffith

ATTEST:



Town Clerk Elizabeth Roos

EXHIBIT A

Chapter 3.14

TOURISM BUSINESS IMPROVEMENT DISTRICT

Sections:

- 3.14.010 Findings and purpose.
- 3.14.020 Definitions.
- 3.14.030 Imposed.
- 3.14.040 Tourism business improvement district assessment.
- 3.14.050 Boundaries.
- 3.14.060 Rate--Duration.
- 3.14.070 Tourism business improvement district assessment payment.
- 3.14.080 Collection duties and responsibilities.
- 3.14.090 Records and forms.
- 3.14.100 Preservation of records.
- 3.14.110 Random audit.
- 3.14.120 Appeals.
- 3.14.130 Administration and use of tourism business improvement district assessment moneys.
- 3.14.140 Tourism business improvement district assessment administration.
- 3.14.150 Obligations of the district.
- 3.14.160 Violation--Civil penalties.
- 3.14.170 Violation--Municipal infraction.
- 3.14.010 Findings and purpose.

Whereas, the town of West Yellowstone finds that the tourism industry and tourism-related businesses are valuable and important to the continuing economic development of the town of

West Yellowstone and surrounding areas, and are important to the health and welfare of town residents and visitors; and

Whereas, the town also finds that promotion of the tourism industry is in the best interests of the town, its residents and visitors; and

Whereas, the adoption of a tourism business district, in conformance with Montana law, is a reasonable and appropriate means of promoting the tourism industry within the town;

Now, therefore, it is the purpose of this chapter to provide for the creation of a tourism business improvement district within the town with the further purpose to aid in tourism, promotion, and marketing within the district. (Ord. 244 §1, 2009)

3.14.020 Definitions.

For purposes of this chapter, the following definitions apply:

- A. "Hotel" means any structure, or any portion of any structure, which is occupied or intended 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.
- B. "Occupancy" means the use or possession, or the right to the use or possession, of any room or rooms, or any portion thereof, in any hotel for dwelling, lodging or sleeping purposes.
- C. "Person" means any individual, firm, partnership, association, social club, fraternal organization, or any other group or combination acting as a unit.
- D. "Transient" means any person who exercises occupancy or is entitled to occupancy or other agreement for a period of thirty consecutive calendar days or less. Any such person so occupying space in a hotel shall be deemed to be a transient until the period of thirty days has expired, unless there is an agreement in writing between a hotel and the occupant providing for a longer period of occupancy.
- E. "Board of trustees" means the board, appointed by the town council, composed of not less than five or more than seven owners of property within the district or their assignees, that is responsible for developing an annual budget and work plan for the district.
- F. All references to the "tourism business improvement district assessment" and "assessment" in this chapter shall refer to the tourism business improvement district passed by the required number of property owners in West Yellowstone as specified in Section 7-12-1101, MCA and as enacted by the ordinance codified in this chapter. (Ord. 244 §2, 2009)

3.14.030 Imposed.

There is imposed a duty on each operator of any of the establishments mentioned in this chapter to collect, upon sale, the assessment as set forth in this chapter. (Ord. 244 §3, 2009)

3.14.040 Tourism business improvement district assessment.

The Town shall levy an assessment on all of the property in the district by resolution in accordance with §§7-12-1132 and 1133, MCA. The assessment shall be based on per occupied room night upon all hotels with ten or more rooms within the boundaries of the tourism business improvement district provided, however, that facilities in which the majority of rooms are customarily occupied by owners, partial owners, or members of the facility shall not be subject to the assessment.

3.14.050 Boundaries.

The boundaries of the tourism business improvement district shall be noncontiguous and shall include all hotels with ten 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. (Ord. 244 §5, 2009)

3.14.060 Rate--Duration.

A. The exact rate of the tourism business improvement district assessment shall be set by resolution of the Town Council.

B. The period of duration of the tourism business improvement district shall not be for a period of longer than ten years unless the duration of the district is extended in compliance with the provisions of 7-12-1111, MCA. The initial effective date of the tourism business improvement district assessment is May 1, 2009, and assessments shall be collected on all occupied rooms from that date forward. (Ord. 244 §6, 2009) The district was extended for another 10 years in 2019 (Resolutions 721 and 722).

3.14.070 Tourism business improvement district assessment payment.

The tourism business improvement district assessments collected by a hotel in any month are to be paid to the town on or before the last day of the following month, or if such day falls on a Saturday, Sunday or holiday, then on the next business day. Tourism business improvement district assessment payments sent by mail or private courier must be received by the town on or before the last day of each month, or if such day falls on a Saturday, Sunday or holiday, then on the next business day. (Ord. 244 §7, 2009)

3.14.080 Collection duties and responsibilities.

A. The office responsible for receiving and accounts for the tourism business improvement district assessment receipts is the finance office.

B. The Town Manager and his/her agents shall be responsible for enforcing the collection of tourism business improvement district assessments and shall be responsible for overseeing the methods and procedures to be used in enforcing the collection of the tourism business

improvement district assessments. (Ord. 244 §8, 2009)

3.14.090 Records and forms.

The town shall provide each hotel that is required to collect tourism business improvement district assessments with the proper forms for reporting and making payment to the town. Tourism business improvement district assessment payments to the town shall be tabulated and accounted for on forms prescribed and furnished to the hotel by the town. The records and forms held by the town shall be confidential, and shall not be open to inspection by the public unless so ordered by a court of competent jurisdiction. Each hotel that is required to collect tourism business improvement district assessments must maintain adequate accounting records and pay the tourism business improvement district assessments to the town on the forms provided by the last day of the following month. The accounting records maintained must be accurate, verifiable, and provide a reasonable audit trail. Failure to maintain adequate accounting records constitutes a violation of this chapter. (Ord. 244 §9, 2009)

3.14.100 Preservation of records.

Every hotel required to collect and pay tourism business improvement district assessments shall keep and preserve for a period of not less than three years all records necessary to determine the accuracy of the assessments paid, and shall make these records available for audit or inspection on its business premises at all reasonable times. Any audit or inspection shall be conducted in West Yellowstone on the premises of the business or establishment collecting the tourism business improvement district assessments or at such other location as the town may determine. (Ord. 244 §10, 2009)

3.14.110 Random audit.

Periodic random audits shall be conducted under the direction of the Town Manager or his/her designated representative and all hotel operators shall cooperate in all respects in the conduct of the audits. Any random audit shall be for the previous calendar year, and shall be conducted in West Yellowstone on the premises of the hotel collecting the tourism business improvement district assessment or at such other location as the town may determine. If the audit determines a deficiency it will be at the discretion of the town to audit the previous two years and require a follow-up audit on the next reporting year. Failure to cooperate in any audit or inspection of records, including the failure to make the appropriate records available on the hotel premises in West Yellowstone, shall constitute a violation of the provisions of this chapter. Required audits will be paid for with tourism business improvement district receipts. (Ord. 244 §11, 2009)

3.14.120 Appeals.

Any hotel may appeal to the town council any assessment of penalty or interest; provided, that notice of appeal in writing is filed with the town clerk within thirty days of the serving or mailing of the determination of the amount of penalty and interest due. The town council shall on the next immediate regular town council meeting fix the time and place for hearing the appeal and the town clerk shall cause notice in writing to be personally served by a peace officer upon the

operator. The findings and decision of the town council shall be final and conclusive and shall be served upon the appellant in the manner prescribed for service of notice of hearing or by certified mail directed to the hotel operator's last known address. Any amount found to be due shall be immediately payable upon service of the findings and decision. (Ord. 244 §12, 2009)

3.14.130 Administration and use of tourism business improvement district assessment moneys.

A. The town council shall by resolution appoint a board of trustees of not less than five or more than seven persons to administer the tourism improvement district. The board of trustees will be composed as follows: one representative from a hotel of more than one hundred rooms; two representatives from hotels of fifty to one hundred rooms; two representatives from hotels of ten to forty-nine rooms; and two representatives from the West Yellowstone hotel industry at large. No two board members may be owners of or employed by the same company. No single owner or ownership group shall be allowed to have more than one representative on the board. Three of the members who are first appointed must be designated to serve for terms of one, two, and three years, respectively, from the date of their appointments, and two must be designated to serve for terms of four years from the date of their appointments. For a seven-member commission, there must be two additional appointments for terms of two years and three years, respectively. After initial appointment, members must be appointed for a term of office of four years, except that a vacancy occurring during a term must be filled for the unexpired term. A member holds office until a successor has been appointed and qualified.

B. The powers of the board of trustees in administering the district shall be as prescribed in 7-12-1131, MCA. The board of trustees shall establish policies and procedures for the operation and general management of the district.

C. The board of trustees shall submit the annual budget and work plan for the district to the town council for approval during the annual budget preparation process. (Ord. 244 §13, 2009)

3.14.140 Tourism business improvement district assessment administration.

The town shall administer tourism business improvement district assessment collections according to the following rules:

A. The town will withhold three percent of all tourism business improvement district collections not to exceed ten thousand dollars per fiscal year to offset the costs related to administering the tourism business improvement district. The town's withholding will be transferred to the general fund.

B. The town will transfer the funds collected by the town during a given month, less the three percent withholding detailed above, to a fund administered by the board of trustees after the second town council meeting of the following month.

C. Tourism business improvement district assessment payments shall be made to the town finance office by the established deadline.

D. Any hotel that fails to file a required return, statement, or other report with the town by the due date, including any extension of time of the return or report, will be assessed a late filing penalty of fifty dollars or the amount of the tax due, whichever is less.

E. Any hotel that fails to remit the tourism business improvement district assessments when due must be assessed a late payment penalty of one and two-tenths percent a month, or a fraction of a month, on the unpaid tourism business improvement district assessments. The penalty may not exceed twelve percent of the amount due. The penalty will accrue on the unpaid tourism business improvement district assessments from the original date of the return regardless of whether the hotel operator has received an extension of time for filing a return. (Ord. 244 §14, 2009)

3.14.150 Obligations of the district.

An obligation or debt of any nature of the district is not an obligation or debt of the town of West Yellowstone and in no event is a debt or obligation of the district payable out of any funds or properties of the town of West Yellowstone. The debts and obligations of the district are payable solely from the funds and properties of the district. (Ord. 244 §15, 2009)

3.14.160 Violation--Civil penalties.

For failure to report tourism business improvement district assessments when due, failure to pay tourism business improvement district assessments when due, and other violations of this chapter, the town may seek the following penalties or remedies:

A. A court judgment in the amount of all unpaid tourism business improvement district assessments, including any unpaid administrative fees assessed under this chapter;

B. A civil penalty in the amount of fifty percent of the unpaid tourism business improvement district assessments, plus all costs and attorney's fees incurred by the town in any court action;

C. An order requiring the delinquent hotel to undergo a financial audit by the town or its representatives to determine the proper amount of tourism business improvement district assessments due, including payment by the business of all audit costs and expenses incurred by the town or its representatives;

D. Revocation of the violator's town business license, either through judicial order or the administrative procedure described in Chapter 5.04;

E. Any other penalty, remedy or judicial relief to which the town is entitled. (Ord. 244 §16, 2009)

3.14.170 Violation--Municipal infraction.

Violation of this chapter shall be punishable as a municipal infraction in accordance with Section 1.12.020. (Ord. 244 §17, 2009)

SELF-CARE FAIR

FREE

Grand Prize \$200.00 gift certificate

PRIZES / RAFFLES

20 + BOOTHTES

LIVE MUSIC



Sponsored by Town of
West Yellowstone
Social Services

Wednesday, October 9th , 2024

HOLIDAY INN

2:00 PM - 6:00 PM

CONFERENCE RUNDOWN



**WEDNESDAY
OCTOBER 2, 2024**

**HOLIDAY INN &
OLD FAITHFUL LODGE**

7:00 AM

Registration Desk Open

8:00 AM

**Start of Affiliate Meetings - Various Times
Throughout the Day**

3:30 PM

Close of Affiliate Meetings

4:00 PM

Buses Leave for Old Faithful

5:00 PM

President's Reception at Old Faithful

7:00 PM

Buses Head Back to West Yellowstone

This year's President's Reception is taking place at Old Faithful Lodge in Yellowstone National Park from 5:00 - 7:00 pm on October 2nd. Experience the iconic Old Faithful geyser while mixing and mingling with your peers from across Montana. Complimentary beverages and hors d'oeuvres will be served.

CONFERENCE RUNDOWN

**THURSDAY
OCTOBER 3, 2024**

**HOLIDAY INN &
UNION PACIFIC DINING HALL**

7:00 AM

Registration Desk Open

7:00 AM

Exhibitor Fair

8:30 AM

Call to Order & Opening Ceremony

9:00 AM

League Annual Meeting

9:30 AM

MMIA Annual Meeting

10:00 AM

**Keynote: Cam Sholly, Superintendent of
Yellowstone National Park**

11:00 AM

**Fireside Chat with Cam Sholly and National
League of Cities CEO, Clarence Anthony**

12:00 PM

Lunch & Exhibitor Fair

2:00 PM

Breakout Sessions

3:00 PM

Break & Exhibitor Fair

3:30 PM

Breakout Sessions

5:00 PM

Local Legacy Reception

**Visit West Yellowstone's best attractions from 5:00 - 8:00 p.m.
while enjoying complimentary beverages and hors d'oeuvres.**



CONFERENCE RUNDOWN

**FRIDAY
OCTOBER 4, 2024**

**HOLIDAY INN &
UNION PACIFIC DINING HALL**

7:30AM

Registration Desk Open

7:30 AM

Exhibitor Fair

9:30 AM

Breakout Sessions

10:30 AM

Break & Exhibitor Fair

11:00 AM

Breakout Sessions

12:15 PM

Lunch, Raffle Prizes, & Closing

This year's Breakout Sessions cover a wide range of topics impacting municipalities. Experts from across Montana will lead dynamic discussions on everything from boosting youth engagement and tackling affordable housing to exploring the latest in artificial intelligence and uncovering savvy strategies for federal funding. Select from sixteen sessions to gain hands-on insights and fresh perspectives to drive real change in your community.