

Town of West Yellowstone

Tuesday, July 1, 2025

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.

WORK SESSION – 5:30 PM

FY 2026 Municipal Budget

Discussion

- Special Revenue Funds
- Enterprise Funds

TOWN COUNCIL MEETING – 7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders # 7086 to Mountain Valley, magnesium chloride application, \$17,600.00
7089 to Joe Johnson Equipment, repairs to sweeper, \$8792.00
7091 to Sweet Electric, street light corner of Dunraven & Yellowstone, \$8000.00
7096 to Contract Design, tables & lectern, \$9453.84

Claims

Business License Applications:

Minutes: **June 17, 2025 Town Council Meeting**

Town Manager & Staff Reports

Advisory Board Reports

NEW BUSINESS

Marketing & Promotions Fund Award Recommendations

Discussion/Action

- Wild Bill Days Concert Event 2025, \$30,000
- Music in the Park 2025, \$16,565
- Wretched Mess Fest 2025, \$27,700

Change Order #3, Wastewater Treatment Project

Discussion/Action

Bid Recommendation, Well House #3, Bridger Built Construction

Discussion/Action

Bid Recommendation, Police Chief Office Remodel, Bridger Built Construction

Discussion/Action

Municipal buildings cleaning contract, Greater Yellowstone Cleaning Services

Discussion/Action

4th of July Parade & Fireworks Event Permit

Discussion/Action

- Outside Amplification Permit

80 Acres Infrastructure Ad Hoc Committee, Town Council Representative

Discussion/Action



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 about 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, the 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 meetingroom.
- 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 the Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of the 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 _____ Ship Via 2820-430200-451 SB
 Order No. **7086** Department Streets Department

TO: Mountain Valley
 ADDRESS: PO Box 311
Rexburg ID 83440

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
<u>16000 thousand feet</u>	<u>Magnesium Chloride For Alleys</u>

Estimated Cost \$ 17,600,000 Requested By: Jan Brown

Accounting Code 2820-430200-451 ^{IB} Authorized By: _____

VENDOR COPY - White OFFICE COPY - Canary Approved By: _____



P.O. BOX 311
REXBURG, ID 83440

INVOICE

Date:	Invoice #
6/20/2025	11175

Bill to:
CITY OF WEST YELLOWSTONE P.O. BOX 1570 WEST YELLOWSTONE MT 59758

Ship to:

TERMS	DUE DATE	SHIP DATE	PROJECT
DUE UPON RECE...	6/20/2025	6/18/2025	

QTY	ITEM	DESCRIPTION	PRICE EACH	AMOUNT
16,000	MAGNESIUM C...	Dust Control including Trucking & Application	1.10	17,600.00

Total	\$17,600.00
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We only accept checks for payment on your account. If you receive an email stating we are accepting credit cards, Venmo or asking for your information to pay ACH/EFT - DO NOT RESPOND! These are scam/phishing emails.

ACCOUNTS DUE AND PAYABLE UPON RECEIPT. A FINANCE CHARGE of 1-1/2% per month which is an ANNUAL PERCENTAGE RATE of 18% will be charged to past due accounts.

Phone #
(208) 522-8449

E-mail
mvconstruction@hotmail.com

Web Site
www.mountainvalleyconstruction.com

TOWN OF WEST YELLOWSTONE MONTANA

info@townofwestyellowstone.com

PURCHASE ORDER

Date

Ship Via

Roads & Street Services

Order No. **7089**

Department

1000-430200-361

TO: Joe Johnson Equipment

ADDRESS: 4519 Old Charlotte Hwy

MUNroe NC 28110

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	Road Sweeper - Repair - Labor - Drive Time

Estimated Cost \$ 8,792.00

Requested By: Jan Brown

Accounting Code 1000-430200-361

Authorized By: [Signature]

VENDOR COPY - White OFFICE COPY - Canary

Approved By: [Signature]



Joe Johnson Equipment

Please Remit To:
 4519 Old Charlotte Hwy
 Monroe, NC 28110
 Phone: 1.800.222.6803
 Email: ar@jjei.com
 Website: www.jjeusa.com

Ship To:

IN STORE PICKUP

Invoice To:

TOWN OF YELLOWSTONE PW
 440 YELLOWSTONE AVE
 PO BOX 1570
 WEST YELLOWSTONE MT 59758
 United States

Branch BILLINGS		
Date 06/04/25	Time 10:57:44 (O)	Page 01
Account No. YELLS001	Phone No. 406-646-7609	Invoice No. S00323
Ship Via	Purchase Order JON BROWN	
Salesperson	Salesperson ID SWS	

SERVICE INVOICE

TERMS: 30 Days • 2% per month (24% per annum)
 service charge on overdue accounts

STK#/FLEET#	HRS	PIN/EIN	WARRANTY DATE	HRS
U005639	SWEEPER	1576	ENGINE#PE4045U010286	
	PELICAN NR	4077	NR41039	

REPAIR# 1 5 US501 NA 03/11/25 03/11/25

TRAVEL

16.00 *Travel Time*

CAUSE:

CUSTOMER REQUEST

CORRECTION:

MADE TWO ROUND TRIPS FROM BILLINGS, MT TO WEST YELLOWSTONE, MT.

473 MILES EACH ROUND TRIP.

ADDITIONAL DESCRIPTION:

ZONE 3 TIMES 2 TRIPS

11300025

LABOR	2960.00
REPAIR TOTAL==>	2960.00

REPAIR# 2 5 US501 NA 03/11/25 03/11/25

YEARLY INSPECTION

8.00

CAUSE:

CUSTOMER REQUEST.

CORRECTION:

INSPECT THE MACHINE FOR NEEDED REPAIRS AND MAKE A LIST FOR APPROVAL. (WINDSHIELD WASHER PUMP, WATER FILTER HOUSING, WATER PUMP AND NOZZLES, BENT DIRT SHOE ASSEMBLY, GUTTER BROOM TILT ACTUATOR,)

CHANGED ENGINE OIL AND FILTER.

REPLACE FUEL FILTER.

REPLACED THE HYDRAULIC FILTER.

GREASE THE REAR AXLE ASSEMBLY.

FILL THE AUTO LUBE CONTAINER.

GIVE THE CITY EMPLOYEES A CLASS ON PROPER OPERATION AND MAINTENANCE OF THE MACHINE.

1480.00

CONTINUED ON PAGE 02

ALERT: If you are requested to modify any payment instructions, please do not act on the request. Contact the JJE Credit department via a known/verified phone number.

RECEIVED THE ABOVE IN GOOD CONDITION _____ DATE _____

PRINT NAME _____

ALBANY 518.407.3154	BILLINGS 406.206.1491	CHICAGO 312.829.1919	COLORADO 720.399.0095	MONROE 704.289.6488	ROCHESTER 585.254.7700	VIRGINIA 804.200.4910	CANADIAN LOCATIONS www.jjei.com
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Joe Johnson Equipment

Please Remit To:
 4519 Old Charlotte Hwy
 Monroe, NC 28110
 Phone: 1.800.222.6803
 Email: ar@jjei.com
 Website: www.jjeusa.com

Ship To:

IN STORE PICKUP

Invoice To:

TOWN OF YELLOWSTONE PW
 440 YELLOWSTONE AVE
 PO BOX 1570
 WEST YELLOWSTONE MT 59758
 United States

Branch BILLINGS		
Date 06/04/25	Time 10:57:44 (O)	Page 02
Account No. YELLS001	Phone No. 406-646-7609	Invoice No. S00323
Ship Via	Purchase Order JON BROWN	
Salesperson	Salesperson ID SWS	

SERVICE INVOICE

TERMS: 30 Days •

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service charge on overdue accounts

STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS	
U005639	SWEEPER	1576	ENGINE#PE4045U010286			
	PELICAN NR	4077	NR41039			
11300025						LABOR 1480.00
						REPAIR TOTAL==> 1480.00

REPAIR# 3 5 US01 NA 03/11/25 04/08/25

MISC REPAIRS SWEEPER

16.00

CAUSE:

CUSTOMER REQUEST

CORRECTION:

- 1-TROUBLESHOOT AND REPLACED THE WINDSHIELD BOTTLE ASSEMBLY. BLEW OUT FLUID LINES AND RECONNECTED TO THE NEW BOTTLE AND WIPERS. FILLED WITH CUSTOMER SUPPLIED WASHER FLUID.
- 2-REPLACED THE MAIN BROOM STRIPS AND TRAIN CUSTOMER ON HOW TO DO IT.
- 3-REPLACED THE WATER FILTER HOUSING TO A ELGIN HOUSING.
- 4-TROUBLESHOOT THE LEFT TILT SIDE ACTUATOR NOT WORKING AND REPLACED THE ACTUATOR. SET THE ANGLE LIMITS.
- 5- REMOVED THE BENT DIRT SHOE PARTS AND ASSEMBLED A NEW SIDE PLATE AND DIRT SHOE. REASSEMBLED IT BACK UNDER THE SWEEPER.
- 6- TROUBLESHOOT WATER PUMP NOT WORKING. INSTALLED A NEW WATER PUMP IN THE MACHINE. TEST AND REPLACED PLUGGED NOZZLES THAT WERE NOT SPRAYING.

LABOR

11300025						LABOR 2960.00
						REPAIR TOTAL==> 2960.00

***** WORK ORDER TOTALS *****

LABOR	7400.00
SHOP SUPPLIES	592.00
CONTINUED ON PAGE 03	

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RECEIVED THE ABOVE IN GOOD CONDITION

DATE

PRINT NAME

ALBANY	BILLINGS	CHICAGO	COLORADO	MONROE	ROCHESTER	VIRGINA	CANADIAN LOCATIONS
518.407.3154	406.206.1491	312.829.1919	720.399.0095	704.289.6488	585.254.7700	804.200.4910	www.jjei.com



Joe Johnson Equipment

Subsidiary of Tundra Equipment Corporation

Please Remit To:
4519 Old Charlotte Hwy
Monroe, NC 28110
Phone: 1.800.222.6803
Email: ar@jjei.com
Website: www.jjeusa.com

Ship To:

IN STORE PICKUP

Invoice To:

TOWN OF YELLOWSTONE PW
440 YELLOWSTONE AVE
PO BOX 1570
WEST YELLOWSTONE MT 59758
United States

Branch BILLINGS		
Date 06/04/25	Time 10:57:44 (O)	Page 03
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Salesperson	Salesperson ID SWS	

SERVICE INVOICE

TERMS: 30 Days •

2% per month (24% per annum)
service charge on overdue accounts

STK#/FLEET#

U005639

SWEEPER

PELICAN NR

HRS PIN/EIN

1576

ENGINE#PE4045U010286

4077 NR41039

WARRANTY DATE

HRS

TRAVEL ZONE 3

CHARGED ON ACCOUNT

~~800.00~~

8792.00

**ALERT: If you are requested to modify any payment instructions, please do not act on the request.
Contact the JJE Credit department via a known/verified phone number.**

RECEIVED THE ABOVE IN GOOD CONDITION

DATE

PRINT NAME

ALBANY 518.407.3154	BILLINGS 406.206.1491	CHICAGO 312.829.1919	COLORADO 720.399.0095	MONROE 704.289.6488	ROCHESTER 585.254.7700	VIRGINIA 804.200.4910	CANADIAN LOCATIONS www.jjei.com
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TOWN OF WEST YELLOWSTONE MONTANA

info@townofwestyellowstone.com

PURCHASE ORDER

Date _____ Ship Via _____

Order No. **7091** Department 1000-430263-938

TO: Sweet Electric

ADDRESS: 6696 N 25th E Idaho Falls Id

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Install New light pole and Sound-Tube opp corner of Duraville and yellowstone

Estimated Cost \$ 8,000 Requested By: Jan Brown

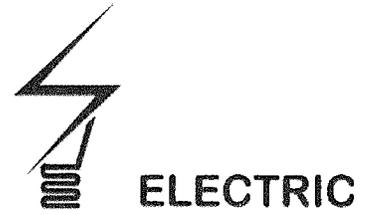
Accounting Code 1000-430263-938 Authorized By: _____

VENDOR COPY - White OFFICE COPY - Canary Approved By: [Signature]

ESTIMATE

Sweet Electric LLC
6696 N 25th E
Idaho Falls, ID 83401

sweetelectricidaho@gmail.com
+1 (208) 317-0050



Bill to
Town of West Yellowstone

Estimate details

Estimate no.: 1020
Estimate date: 04/22/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	04/22/2025	Bid	Install new light pole and sono-tube on the corner of Dunraven and Yellowstone. we will need to cut concrete, excavate, run new conduit and wire, set sono-tube, backfill. Then install rebar cage, pour concrete in sono-tube, pour and finish new concrete in sidewalk. Then assemble new light pole, and set new light pole.	1	\$10,400.00	\$10,400.00
					Subtotal	\$10,400.00
					Discount	-\$2,400.00
					Total	\$8,000.00

Accepted date

Accepted by

TOWN OF WEST YELLOWSTONE
MONTANA

info@townofwestyellowstone.com

PURCHASE ORDER

Date 7-1-25

Ship Via

Order No. 7096

Department Town Hall

TO: Contract Design

ADDRESS: 1330 W Broadway St.
Missoula, MT 59802

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
10	Tables & lectern for Town Council/Court room

Estimated Cost \$ 9453.84

Requested By: Liz - Town Clerk

Accounting Code 1000-410100-364

Authorized By:

VENDOR COPY - White OFFICE COPY - Canary

Approved By: 



REMIT TO
 Missoula Showroom
 1330 West Broadway St.
 Missoula, MT 59802
 P/F: 406.926.3313

Bozeman Showroom
 300 Andrea Drive
 Belgrade, MT 59714
 P: 406-220-8200

City of West Yellowstone - Tables

LINE	IMAGE	QTY	PRODUCT	UNIT SELL	EXT SELL
1		1	PIFR3036T-74P Pirouette,Fixed Training,Rectangular,30x36",74P Edge Edge Color /EKM Kensington Maple edge Grommet/Power Option /NNN No grommets, power, wire management/No cutouts Leg Finish /FN Flannel Casters/Glides /4EC 4 black casters w/silver hub (2 locking) Modesty Panel /NMP No modesty panel Laminate LAMG1 Laminate Grade 1 Laminate Finish LAMGRD1STD Grade 1 KI standard laminates Grade 1 KI standard laminates /LKM KENSINGTON MAPLE 10776-60	\$511.67	\$511.67
2		2	PINH60-74P Pirouette,Nesting Half Round,60",74P Edge Edge Color /EKM Kensington Maple edge Leg Finish /FN Flannel Casters/Glides /4EC 4 black casters w/silver hub (2 locking) Modesty Panel /NMP No modesty panel Grommet/Power Option /NNN No grommets, power, wire management/No cutouts Laminate LAMG1 Laminate Grade 1 Laminate Finish LAMGRD1STD Grade 1 KI standard laminates Grade 1 KI standard laminates /LKM KENSINGTON MAPLE 10776-60	\$785.21	\$1,570.42
3		6	PINR3072T-74P Pirouette,Nesting Training,Rectangular,30x72",74P Edge Edge Color /EKM Kensington Maple edge Leg Finish /FN Flannel Casters/Glides /4EC 4 black casters w/silver hub (2 locking) Grommet/Power Option /NNN No grommets, power, wire management/No cutouts Modesty Panel /NMP No modesty panel Laminate LAMG1 Laminate Grade 1 Laminate Finish LAMGRD1STD Grade 1 KI standard laminates Grade 1 KI standard laminates /LKM KENSINGTON MAPLE 10776-60	\$854.86	\$5,129.16

LINE	IMAGE	QTY	PRODUCT	UNIT SELL	EXT SELL
7		1	ED1-2444LEC Education 24x22x43.75 Lectern Lectern Top Finish ~TFL TFL Top Lectern Top Finish BE2-F Blonde (Flat Grain) Lectern Edge Finish BE2-F Blonde (Flat Grain) Chassis Finish BE2-F Blonde (Flat Grain) Door NL Door No Lock Hardware BKO Onyx Slideout Shelf X9 No Shelf	\$1,058.59	\$1,058.59

8		1	INSTALL Installation Services	\$1,184.00	\$1,184.00
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Subtotal \$9,453.84

GRAND TOTAL \$9,453.84

QUOTE IS VALID FOR 5 BUSINESS DAYS.

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
52498		2264 MORNING GLORY COFFEE & TEA	41.25					
	160853	06/23/25 Dispatch coffee	41.25		POLICE	1000 420230	220	101000
52506		3242 Fisher's Technology	15.95					
	1519002	06/25/25 copy fee	15.95		FINADM	1000 410510	356	101000
52507		95 Energy West-Montana	977.30					
	06/25/25	nat gas 210361788 updl	260.97		UPDH	1000 411252	344	101000
	06/25/25	nat gas 210360293 Police	27.17		POLBLD	1000 411258	344	101000
	06/25/25	nat gas 210361746 Pub Services	138.68		STREET	1000 430200	344	101000
	06/25/25	nat gas 210361811 old firehall	20.59		PARK	1000 460430	344	101000
	06/25/25	nat gas 210363966 old bld ins	22.24		STREET	1000 430200	344	101000
	06/25/25	nat gas 210360540 library	32.09		LIBBLD	1000 411259	344	101000
	06/25/25	nat gas 210364599 Povah	258.06		POVAH	1000 411255	344	101000
	06/25/25	nat gas 210361697 Iris Lift St	41.92		SEWER	5310 430600	344	101000
	06/25/25	nat gas 210365425 Twn Hall	154.99		TWNHAL	1000 411250	344	101000
	06/25/25	nat gas 210361655 Mad Add Sewe	20.59		SEWER	5310 430600	344	101000
52516		3400 Julie Brown	2,310.00					
	062725	06/27/25 Library	450.00*		LIBRY	1000 411259	357	101000
	062725	06/27/25 Rendezvous Ski building	160.00		TRLHD	1000 411256	350	101000
	062725	06/27/25 Town Hall	1,100.00*		TWNHLL	1000 411250	357	101000
	062725	06/27/25 Povah Building	600.00		POVAH	1000 411255	350	101000
52518		3476 RSCI	4265,562.51					
	06/30/25	WWTP Contractor Payment	4265,562.51		WWTP	5320 430640	951	101000
52521		42 Fall River Electric	8,710.04					
	06/20/25	PARK, old firehouse 2901001	51.37		PARK	1000 411253	341	101000
	06/20/25	povah comm ctr 4212001	327.00		POVAH	1000 411255	341	101000
	06/20/25	unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	06/20/25	RR Well 4212005	47.20		WATER	5210 430500	341	101000
	06/20/25	IRIS LIFT STATION 4212006	383.12		SEWER	5310 430600	341	101000
	06/20/25	POLICE 4212008	265.73*		POLICE	1000 411258	341	101000
	06/20/25	TOWN HALL 4212009	362.62		TWNHLL	1000 411250	341	101000
	06/20/25	ICE RINK 421010	87.11		PARKS	1000 411253	341	101000
	06/20/25	S Canyon XmasTreelite 4212011	0.00		STLITE	1000 430263	341	101000
	06/20/25	Sewer Plant 4212012	1,773.75		SEWER	5310 430600	341	101000
	06/20/25	South Iris Street Well 4212013	638.14		WATER	5210 430500	341	101000
	06/20/25	Hayden/DeLaceyPump 4212014	117.19		SEWER	5310 430600	341	101000
	06/20/25	Hayden/Grouse Well 4212015	39.00		WATER	5210 430500	341	101000
	06/20/25	911 Tower 4212016	154.00		911	2850 420750	341	101000
	06/20/25	MADADD H2O Tower 4212017	57.34		WATER	5210 430500	341	101000
	06/20/25	SHOP 4212018	142.54		STREET	1000 430200	341	101000

06/27/25
15:50:04

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 6/25

Page: 2 of 5
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
	06/20/25	UPDL 220 Yell Ave4212019	39.00*		UPDL	1000 411252	341	101000
	06/20/25	ANIMAL 4212029	111.96		ANIML	1000 440600	341	101000
	06/20/25	CLORINATOR 4212030	61.63		WATER	5210 430500	341	101000
	06/20/25	Electric Well 4212031	68.11		WATER	5210 430500	341	101000
	06/20/25	PARK 4212032	146.05		PARKS	1000 411253	341	101000
	06/20/25	UPDL 4212041	1,010.40*		UPDL	1000 411252	341	101000
	06/20/25	861PowerLinTREATSERV 4212046	1,183.13		SEWER	5310 430600	341	101000
	06/20/25	LIBRARY 23 dunraven 4212054	192.40*		LIBR	1000 411259	341	101000
52522		2813 Century Link	917.40					
	06/19/25	911 ALI/SR 255-9710	304.55*		911	2850 420750	345	101000
	06/19/25	BSLAnlog 255-9712/0133,5127	125.25*		POLICE	2850 420750	345	101000
	06/19/25	BSLAnlog 646-5170,5173,5179	167.60*		POLICE	2850 420750	345	101000
	06/19/25	Alarm Lines 646-5185,7256	105.20		TWNHLL	1000 411250	345	101000
	06/19/25	Police - 646-7600	214.80*		POLICE	2850 420750	345	101000
52523	E	2323 Montana Department of Revenue	43,086.49					
	06/30/25	WWTP	43,086.49		WWTP	5320 430640	951	101000
52524		709 TD&H Engineering	23,504.00					
	43325 06/20/25	80 Acre Professional fee	11,253.00*		80ACRE	4030 430630	354	101000
	43324 06/20/25	Professional fees	2,298.00*		PLNNG	1000 411000	354	101000
	43324 06/20/25	WellHouse#3	5,373.00		WATER	5210 430500	354	101000
	43324 06/20/25	WYPoliceStationAddition	4,580.00*		PLNNG	1000 411000	354	101000
52530		2546 Century Link QCC	712.55					
	740277599 06/01/25	Text 2 911 158435022	712.55		911	2850 420750	398	101000
52531		2952 DIS Technologies	1,690.00					
	16588 06/06/25	PoliceComputer	1,690.00		POLICE	1000 420160	216	101000
52533		2398 George Watson, Ph.D.	3,000.00					
	1-V 06/14/25	Psych EvalsPD/911 (2)	3,000.00		POLICE	1000 420100	351	101000
52534		2195 Code Publishing Company	830.00					
	00130806 06/19/25	Annual Web Fees & Webupdate	830.00*		ADMIN	1000 410210	398	101000
52535		3226 Peggy Russell	218.25					
	06/23/25	ReimburseforStampsAdmin	72.75		ADMIN	1000 410210	311	101000
	06/23/25	ReimburseforStampsFinAdmin	72.75*		FINADM	1000 410510	311	101000
	06/23/25	ReimburseforStampsCourt	72.75		COURT	1000 410360	311	101000

06/27/25
15:50:04

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 6/25

Page: 3 of 5
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
52536		1454 Bozeman Daily Chronicle/Big Sky	40.00					
	643027	06/16/25 AdsforPublicBudgetHearing	40.00*		ADMIN	1000 410210	327	101000
52538		3250 Dianna Hansen	67.92					
	06/20/25	Food Items for FoodBank	67.92		HELP	7010 450135	220	101000
52540		3280 Fall River Propane	153.37					
	2704689	06/10/25 Propane FuelWater	153.37		WATER	5210 430500	231	101000
52541		2586 Waxie Sanitary Supply	4,370.08					
	83305201	06/16/25 Janitorial Supplies	4,370.08		PARKS	1000 460430	220	101000
52542		3355 Rod's Diesel and Generator	1,873.25					
	251130	06/20/25 PoliceDeptAnnualService	558.30		POLICE	1000 411258	398	101000
	251130	06/20/25 LiftStations Annual Service	876.64*		SEWER	5310 430600	369	101000
	251130	06/20/25 Well 4 Annual Service	438.31		WATER	5210 430500	369	101000
52543		1 First Security Bank of BZN, Div	65.00					
	06/18/25	Safe Deposit Box Annual rent	65.00*		FINADM	1000 410510	630	101000
52544		547 WY Chamber of Commerce	2,809.79					
	Towy062025	06/16/25 May2025ReimburseCleaning	2,809.79		LEGIS	1000 410100	870	101000
52545		2896 Montana Occupational Health	771.00					
	20317	06/11/25 Physical Exam-White	771.00		POLICE	1000 420100	351	101000
52546		2537 Balco Uniform Co., Inc.	214.14					
	84213	06/16/25 Uniformsupplies-Slowinski	214.14*		POLICE	1000 420100	226	101000
52547		99943 Brenda Phillips	129.00					
	06/26/25	LeadershipTraining	129.00		DSPTCH	1000 420160	370	101000
52548		3236 Nubia Allen	75.00					
	06/26/25	SpanishInterpreter	75.00		COURT	1000 410360	350	101000
52549		2751 Gallatin County Justice Court	55.00					
	06/26/25	BondPassThroughKingston	55.00		COURT	7469 213000		101000
52550		3516 3FWILD PLLC	9,000.00					
	25021802	06/12/25 WYShortlineTrail	9,000.00*		PARKS	1000 460430	357	101000

06/27/25
15:50:04

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 6/25

Page: 4 of 5
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
52551		547 WY Chamber of Commerce	5,000.00					
	25-07	06/08/25 SnowShoot2026heldin2025	5,000.00*		MAP	2101 410130	398	101000
52552		3315 IAS EnviroChem	1,582.00					
	2503637	06/25/25 Sewer Testing fees	1,582.00*		SEWER	5310 430600	348	101000
52553		3520 Quantum Print and Stitch LLC	64.48					
	610688	06/26/25 Yard Signs for Walk/Bikepath	54.08		STREET	1000 430200	870	101000
	610686	06/25/25 Yard signforMuseumExhibit	10.40*		MUSEUM	1000 411252	220	101000
52554		3365 Joe Johnson Equipment	8,792.00					
	S00323	06/04/25 Road Sweeper	8,792.00*		STREET	1000 430200	361	101000
		# of Claims	31	Total:	4386,637.77			
			Total Electronic Claims	43,086.49	Total Non-Electronic Claims	4343551.28		

Town of West Yellowstone
Town Council Meeting
June 17, 2025

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

OTHERS PRESENT: Town Manager Dan Walker, Town Clerk Liz Roos, Interim Public Services Director Jon Brown, Finance Director Katie Thompson by Zoom, Chief of Police Chris Wigner, Town Attorney Jane Mersen, Town Engineer Kyle Scarr, Planning Consultant Scott Hazelton

Present by Zoom: Jan Neish-Island Park News,

The meeting is called to order by 2025 Mayor Jeff McBirnie 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 Jeff McBirnie calls the meeting to order. The purpose of the work session is to discuss the wastewater moratorium. Kyle Scarr of TD&H Engineering addresses the Council and presents several slides that summarize the considerations the Council should evaluate. The slides include information about existing lots versus proposed lots, the existing sewer system, new treatment plant timing, development potential, and the existing water system. Scarr explains that the existing lots in town have already been reviewed and approved. Montana DEQ doesn't oversee building permits. Scarr says that it is his opinion that lots that are already in town have already been approved for development and do not require additional DEQ approval. Scarr says that there are 106 residential lots still available for development in the Madison Addition. He says they noted about ten lots in the commercial area that could be developed. Scarr describes the existing sewer collection system. He says that according to the 2023 Wastewater Collection System report, the system is in good condition. The Iris lift station needs improvement for long-time use and growth. The majority of undeveloped lots will be routed through the Madison Lift station. He says that lifting the moratorium will give the Town development potential of 106 single family lots, 200 lots in Moonrise, 2 multi-family lots, 6 commercial lots. They estimate that typical single family residential building takes about 9 months. Griffith asks if Scarr has concerns about terminating the process early and allowing item to connect now. Scarr concludes that there is no known immediate (1-year) capacity concerns for existing lots, but there is risk if the moratorium is not extended. Mersen reviews the conditions for the Moonrise Zoning permit. One of the conditions is that there must be capacity available. Scarr clarifies that if they allow the moratorium to expire, he still cannot issue a capacity letter for Moonrise. Greg Forsythe questions whether DEQ can stop the issuance of a building permit. Scarr responds that they cannot. Forsythe asks if a building permit can be issued without water/sewer capacity. Scarr responds that will determined with the assistance of legal counsel. Scarr also shares information about the water system, Whisky Springs. He says the results of that study were positive in reference to the Town. Walker thanks the Council and the community for their patience as they worked through this process.

Public Comment Period

No public comments are received.

Council Comments

Lisa Griffith comments that at the YHC annual meeting, Dusty Dunbar made several positive comments about the efforts made by Jon Brown and the Public Services Department to take care of the historic district. Watt comments that there are a lot of events coming up and encourages everyone to get involved. Mayor McBirnie shares some pictures of the interior park behind his business, the first with no parking direction and the second with parking lines and arrows. The second picture is much more organized and maximizes the space. McBirnie also comments that at the next meeting they will be forming a new committee, 80 acres development.

Public Hearing: Preliminary Budget for FY 2026

Mayor McBirnie opens the hearing. The hearing was published in the Bozeman Daily Chronicle, online, and posted publicly. No comments are received.

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$182,590.03. (Watt, Benike)
- 2) Motion carried to approve the new business license application for J & K rentals made by Jeff and Karen McBirnie, a business providing residential rentals. (Benike, Watt) Watt and Benike are in favor, Mathews and McBirnie abstain, Griffith is opposed, motion passes.
- 3) Secondary motion to table the approval of J & K until a parking plan is provided. (Griffith, Mathews) Griffith is in favor, Watt, Benike and Mathews are opposed, McBirnie abstains, motion fails.
- 4) Motion carried to approve the business license application for Matt & Kelly Burden Rentals. (Benike, Watt) Benike, Watt, McBirnie are in favor, Griffith and Mathews are opposed, motion carries.
- 5) Motion to approve Faithful Street housing (Benike, Watt) Benike, Watt and McBirnie are in favor, Griffith and Mathews are opposed, motion passes.
- 6) Motion carried to approve Wilson Painting & Epoxy Flooring LLC (Benike, Watt) Griffith is opposed, motion passes
- 7) Motion carried to approve the minutes of the June 3, 2025 Town Council Meeting, amended to note that Jeff Mathews was not in attendance. (Benike, Watt)
- 8) Motion carried to confirm Christian Slowinski as a police officer for the Town of West Yellowstone. (Watt, Benike)
- 9) Motion carried to approve the FY 2026 preliminary budget as presented. (Benike, Mathews)
- 10) Motion carried to lift the wastewater moratorium as set out in Resolution No. 803, effective June 18, 2025. (Benike, Watt)
- 11) Motion carried to approve the 2nd reading and adopt of Ordinance No. 279, an ordinance amending the zoning map for the Town of West Yellowstone. (Watt, Benike) Griffith is opposed, motion passes.
- 12) Motion carried to accept the development scope and fee proposal for the 80-acre development from TD&H for a cost not to exceed \$196,045. (Benike, Watt) See next motion.
- 13) Secondary motion carried to accept the development scope and fee proposal for the 80-acre development from TD&H for a cost not to exceed \$196,045, with the amendment to remove the word “affordable” from the Project Understanding paragraph on the first page. (Griffith, Benike)
- 14) Motion carried to approve the Application to Maintain an Encroachment made by Atanas & Maritza Markov to utilize the interior park of Block 23 for equipment and debris collection through September 2025. (Watt, Benike) Griffith is opposed, motion carries.
- 15) Motion carried to approve the Outside Amplification Permit for Music in the Park for the dates on the application (Benike, Watt)

- 16) Motion carried to approve Resolution No. 821, a resolution exempting the concert area of Pioneer Park for the Music in the Park events for the dates provided (Watt, Benike)
- 17) Motion carried to approve the Outside Amplification for Rod Run for August 1-2 (Benike, Mathews)
- 18) Motion carried to approve Resolution No. 822, a resolution exempting the open container for Rod Run (Benike, Watt)
- 19) Motion carried to approve the resort tax bond waiver for the 2025 Rod Run event. (Benike, Mathews)
- 20) Motion carried to roll CD 6020000636 to the Madison Valley Bank's special rate for a term of 8 months. (Benike, Mathews)
- 21) Motion carried to appoint Travis Watt to represent the Town Council on the Marketing and Promotions Advisory Board. (Watt, Benike)

DISCUSSION

- 2) Griffith inquires about parking plans for the residential rentals. Mathews comments that providing housing for employees is very difficult and requiring a business license is just one more fee leveraged against businesses. Town Clerk explains that these residential housing units were reviewed for parking when they were built, they are not new construction. The ordinance requires residential rentals to obtain a business license.
- 4) Griffith makes a motion to table the business license application for Matt & Kelly Burden Rentals until parking plan is provided pursuant to WYMC 5.05.020. Motion dies for lack of a second.
- A) **Town Manager & Staff Reports:** Town Manager Dan Walker recognizes newly hired Brittany White, who is in attendance. He also congratulates Christian Slowinski for completing probation and his upcoming confirmation as a police officer. He says there have been multiple events lately including the ribbon cutting of the Yellowstone Shortline Trail. He mentions upcoming engineering meetings, planning for the Historic Greenway corridor, Parks & Recreation activities, the Summer Recreation program has started, attendance to the Municipal Summit in Great Falls last week. He will be presenting at the National Association of Counties about the challenges of gateway communities. He also met with the owners of Eagles Store this morning about current challenges and engaging with the community. Mathews comments that he was happy to see the schedule for the Summer Recreation program and encourages the Chief of Police to educate businesses about the requirements of allowing service dogs in businesses.
- B) **Advisory Board Reports:** Benike reports that the Parks & Recreation Advisory Board met and are moving forward with a Parks Master Plan. The Marketing and Promotions Fund met and considered the application from the Wretched Mess Arts Fest. Mathews reports that the Business Improvement Advisory Board is working on putting tree grates in the downtown area and improving the areas around the Welcome signs
- 9) The council thanks the staff for their efforts to put together the preliminary budget.
- 10) Town Manager Dan Walker says that the Council has three options in regard to the current wastewater connection moratorium: lift the moratorium, allow the moratorium to take course and expire in July, direct staff to prepare another moratorium resolution. The Council thanks the staff and consultants for working toward this result.

- 11) Griffith comments that she believes that they should adopt zoning for the entire 80 acres. Watt amends his motion to state “approve the 2nd reading and adopt Ordinance No. 279.” The Council considers Griffith’s comments but majority feels like it is better to leave the transitional districts in place as they cannot be sure what the needs of the Town will be in five years.
- 12-13) Walker explains that TD&H Engineering has submitted a scope and fee proposal for the initial layout and development of the 80 acres. The proposal outlines four main tasks: subdivision preliminary engineering and topographic surveying, boundary lot adjustment, minor subdivision platting, subdivision infrastructure design and DEQ permitting. McBirnie asks if they are required to go out to bid for this project. Mersen explains that there are actually two state statutes that exclude engineering services from the bidding requirements. Griffith questions using the word “affordable” to describe the housing in the first paragraph of the project description. The Council considers whether it is appropriate to use the word “affordable.” She expresses concerns about the possibility of documents of this being used in potential litigation. Mathews expresses concerns because the housing group has been working toward establishing affordable housing in West Yellowstone. Walker says that he doesn’t think removing the word “affordable” precludes the Town from pursuing affordable housing options.
- 14) Griffith inquires whether this application is to store garbage in the interior park. Tanner responds that it is construction materials, equipment, sand, things that there isn’t room for on the property. She says there have been complaints about this project and suggests approving it for specific materials. Benike speculates that they might need to bring in a dumpster.

The meeting is adjourned at 8:30 PM.

Mayor

ATTEST:

Town Clerk

TOWN OF WEST YELLOWSTONE

06/19/2025 – 06/25/2025 Weekly Report

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Dispatchers	6	5	1
Police Officers	7	5	2

Operations:

Operations Tempo				
	Current Stats	Previous Week	Monthly	2025 Total
Calls Total	186	156	607	3094
Reports Total	11	3	23	80
Citations	4	5	19	92
Warnings	66	41	176	717
Arrest	1	1	2	27
DUI	1	0	1	18
Fire/EMS Calls	22	12	56	223
Patrol Checks	17	14	73	670
Public Assist	16	19	52	195
Agency Assist	16	4	27	99
Crashes	5	7	15	99
Search and Rescue	0	0	1	11



TOWN OF WEST YELLOWSTONE

PERSONAL:

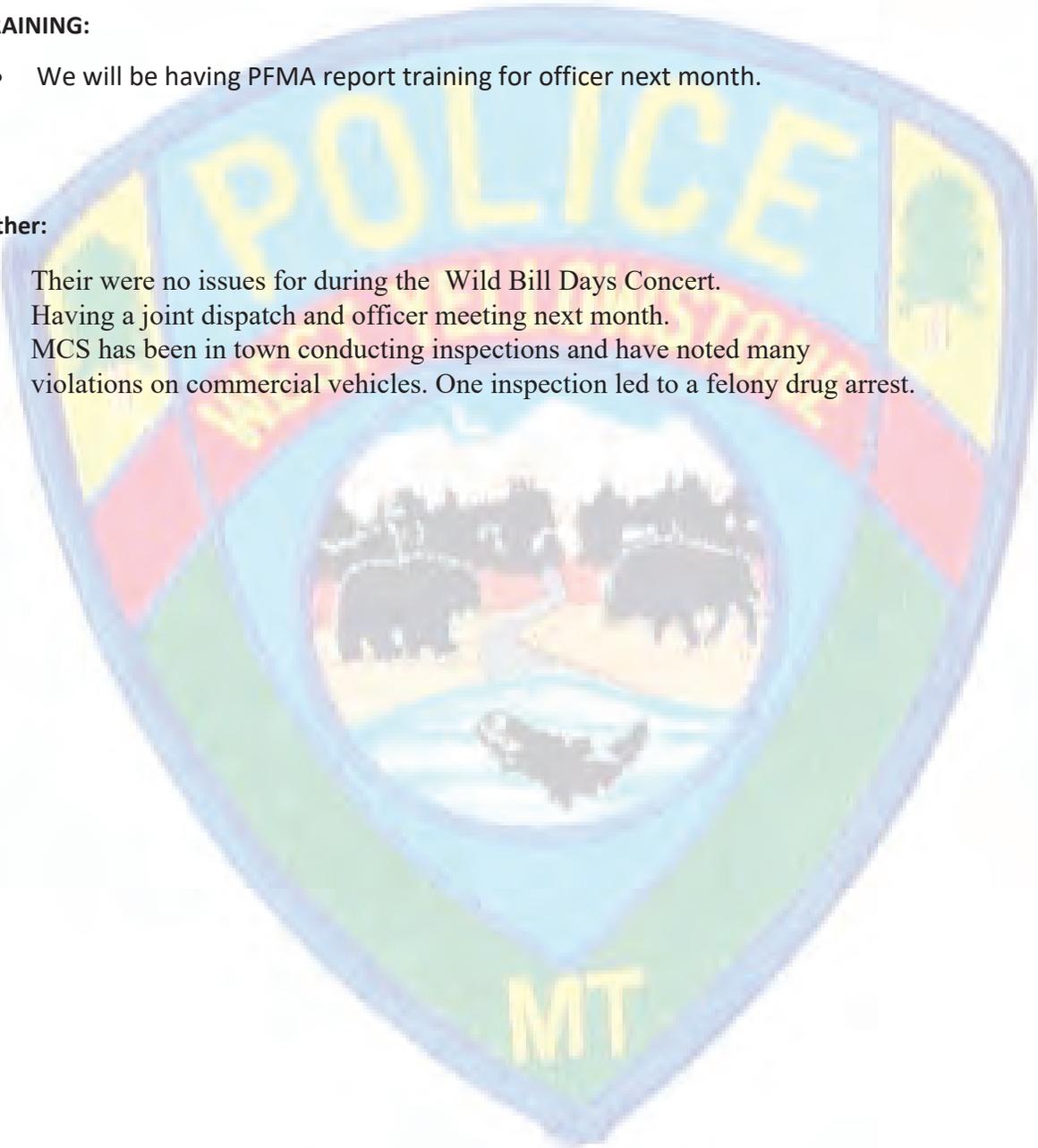
- The conditional for one candidate has been res ended and we are still moving forward with the other.
- We are still accepting applications for a dispatcher.

TRAINING:

- We will be having PFMA report training for officer next month.

Other:

- Their were no issues for during the Wild Bill Days Concert.
- Having a joint dispatch and officer meeting next month.
- MCS has been in town conducting inspections and have noted many violations on commercial vehicles. One inspection led to a felony drug arrest.





JUNE 27, 2025

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

- It's summer – we spend a lot of time answering questions. We are working to ensure that everyone that operates a business in West Yellowstone is appropriately licensed, that they are not operating on public property, and collecting tax. In just the past week, we have been in contact with unlicensed individuals that want to rent baby equipment, sell produce, and offer park tours.
- I volunteered at the Wild Bill Days concert last weekend. Attendance was definitely better than previous years, unfortunately it was a cold evening. By moving the event to the Town limits, the Town will collect resort tax from all the vendors and ticket sales.
- The Gallatin County Election Administrator wants to know if West Yellowstone will pay for return postage for ballots. We have not done this in the past as we do provide a ballot box to drop ballots at the Town Hall. The cost to provide return postage would be approximately \$450.
- Summer Rec is in full swing, we have been able to hire an adequate number of counselors and were fortunate to find some great local kids to help out. Attendance grew from 15 kids the first day to close to 40 every day since. The field trip last week was to the Gravity Factory in Rexburg and this week they went the zoo in Idaho Falls. I have been impressed with the organized activities, which include reading and math, bike rides, swimming, dance classes, sports, library time, and crafts.
- Prepared and distributed payroll for June 27, 2025. We have completed open enrollment for the upcoming fiscal year pertaining to health insurance and supplemental health policies. Prepared the Town Council Agenda & Packet for July 1, 2025.





Week of 06.23.2025

This week, I started working for the next round of bonds for our WWTP. We will be doing two bonds, \$100,000 (this will be forgiven thanks to DEQ/SRF/DNRC) and \$15,000,000. I will continue to work on this project as we must verify with DNRC and Dorsey & Whitney LLP that we meet coverage requirements. We hope to bring this to the Town Council at our August 5, 2025, meeting and close on the loans on August 28, 2025. There are a lot of tiny details in projects like this that take the utmost attention; so, this will be an ongoing project for the next 2 months.

I was able to connect with our Town Attorney, Jane Mersen, this week and went over the cleaning contract for Greater Yellowstone Cleaning Services. We worked on a few details between us and Greater Yellowstone Cleaning to make this contract complete.

Finally received our WWTP loan invoice from US Bank. I have initiated the wire with our bank to make sure this is paid in time. Our payments are due January 1 and July 1 every year.

Our resort tax audit is scheduled for August 26, 27 & 28th. Peggy has completed the random selection process, which I verify. We will be notifying these business owners early next week.

Our bid for the Police Chief office and the wellhouse building was on Thursday. We had Bridger Built as our one bidder for these projects. TD&H is reviewing the bid and will get a recommendation to the Town Council soon if it qualifies.

Peggy has worked on utility billing this week, bills will go out next Tuesday.

We wrap up another fiscal year next week so I will work on opening up the next fiscal year on our systems completely on Friday.



Highlights

Week of June 19th, through June 26th, 2025
Job and Social Services

Overview

of Clients Served: 71

Last Week Clients Served: 74

Highlights

Donations

Marketplace donated a variety of fresh produce as well as some nonperishable goods.

A community member donated quite a few items for the food pantry.

Another member of the community saw the Thank You letter posted on social media and ordered a large amount of nonperishables based off the needs that was shared.

Book Peddler donated some bread for community members to enjoy.

A few puzzles were accepted outside of the donation period due to a shortage downstairs.

Food bank Visitation Policy - UPDATED

As previously mentioned, the Federal government has cut down on food spending programs all over the country. Montana saw a 39 percent cut from the CCC. The TEFAP shipment received on 06/11/2025 was able to show what shipments will now look like.

Dianna and Tia have been discussing for a long time on ways to manage the food bank as the layout in the lobby has shifted from October 2024. Previously, the lobby was mainly filled with donated items and items from the MFBN orders however with permission from the distributor, the office was able to begin to place TEFAP items for community members to enjoy.

With the summer, the office is seeing a significant increase in visits to the Food Bank/Food Pantry. Before, each person was allowed to come once a day and get two bags of groceries. While we are grateful to be able to provide so much to the community, we noticed how quickly we were moving through inventory. So in order to continue to provide essential nutrients to all of those who reside in West Yellowstone, the office implemented a new food bank visitation policy.

Community members are still very much welcome to come grab items to help them but they are allowed to visit twice a week. Each person will be asked to provide identification to ensure that we are being fair.

Volunteer Update

This week we had one volunteers that was able to help sort through newly donated items.

Until we have a steady flow of volunteers, Dianna and Tia are going to make a effort to work in the clothing bank for two hours each week after the donation period has closed. This will allow us to make sure that all donations are being carefully assessed before being put out on the racks. As well as knowing what is downstairs and removing items that are no longer needed.

Dianna and Tia are working on ways to increase our volunteer efforts.

Public Assistance

We had 50 check-ins for lobby food this week and are grateful to be able to provide a variety of goods for clients.

There is an uptick in people visiting the clothing bank which helps remove inventory to make room for more donations! We are making sure that clients provide their SSN before heading downstairs.

Checking in clients into the clothing bank has been effective in making sure proper documentation is received. We have noticed in the past client's have been signing onto random pages and then going downstairs.

We assisted with providing one client with access to a shower in the office. We were able to help a client set up an appointment to renew their SNAP. A community member was able to come in and get diapers as well. And one client needed assistance with faxing a SNAP application to OPA.

We are seeing a consistent trend of clients setting up and making their appointments.

Upcoming Events:

The office will be closed on 06/27/2025 as Tia and Dianna are running to Idaho Falls to pick up some needed items for the Food Bank at Costco as well as items for managing the office.

The next MFBN shipment will be on 07/10/2025 and TEFAP is scheduled for 07/15/2025.

No events scheduled until Fall 2025. This will allow the office time to focus on client needs as well as allow time to brainstorm the third annual 'Self Care Fair,' which will take place the last week of September, the final date will be determined soon. Dianna is making contact with vendors to come in. Music has already been secured.

Notes

We saw a great turnout for the quarterly BBQ for town employee birthdays April-June. The next one will be held in August and Tia will create a spreadsheet where people can sign up with what items they are bringing.

Water/wastewater report

June 23 thru 26th

RSCI contractors will be pouring the digester walls outer corners on June 30th and heads works section walls, this is where we had some issues with the rebar in the floor footings. After the engineers looked at the structural drawings they needed additional rebar and size change on the upright section of the footings. There will be a change order on this matter. Forsgren engineering has deducted the cost for the first section of the change order cost.

Effluent line is now being installed from the facility to the weir structures. After close inspection we decided that we could make some changes to the line clean outs and remove two of the four clean outs and ask for a credit. This will be brought to RSCI attention and should be in the next council meeting.

Had a sanitary survey inspection from Rebecca Corbally from DEQ on the Towns water system. Am happy to report that she was very impressed on the complete documentation that we have on the system and going above and beyond keeping the Town water system compliant.

3 h construction has now completed the scheduled cleaning for sewer line storm drain lines and both lift stations for the summer of 2025 we will have them back for cleaning before the winter season to insure no problems occur.

Lift station maintenance, repairs completed at the chlorine building on some pipe that got broken over the winter.

Completed the lead & copper unknowns certification paper work and got it sent into DEQ for approval.

Public works department report.

Cleaned up the old airport area after the wild bill days concert, we have now mechanical raked it and have it ready for the fourth of July.

Sweet electric fixed some day/night time sensors on light poles in town.

There will be a PO issued for a light pole repair on the corner of Yellowstone avenue and Dunraven, this is a difficult light pole to be replaced do to it

complexity but it needs to be replaced its in a very high traffic area. I can explain in more detail at the council meeting if needed.

Repaired two Town roof sections, povah and public works shop.

Repaired light pole at the basketball court on Electric street.

Repaired rock work round windows at the little rangers building

We Have all the abandon cars removed on Yellowstone avenue in the storage area across the street from point S the company that come up and gets them is mill creak metals.

Getting ready for the fourth of July. The public works crews have been working diligently on trying to make the Town look amazing this year, a big thumps up to the crews.

Have the street sweeper back up and running

Have the social services vehicle repaired and back to them and have taken down one of the police vehicles to be repaired.

Removing over hanging trees limbs on the side walks cleaning the parks four times a day, the trash that comes into the park areas is sometimes overwhelming for the crews to keep on.

Garbage removal, to shifts a day seven days a week. Lawn care/ weed trimming and weed spraying all day every day.

Closing of the bids on the police station upgrade and well #3 we had one bidder, Bridger built construction.

Working with GWC contractors Skyler ripple and Torgerson's on the museum and police station roofs for warranty work I will be giving a complete up date on this in the near future.

Street Sign replacement all over Town and have added some fun bike/ pedestrian signs on the electric street bike path added. And an exhibit sign at the dining hall.

If you have any questions fill free to contact me Jon Brown.



RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: _____

Event or Project Name: _____

Date Submitted: _____

Date Approved by MAPFAB: _____

Requested Funding Amount: _____

Approved Funding Amount: _____

Comments:

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

Signature _____

MAYOR OR APPOINTED REPRESENTATIVE

Date _____

Comments:

Copy 1 – Town Clerk

Copy 2 – Town Council

Copy 3 – MAP Fund Advisory Board



APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: Wild Bill Productions

Event or Project Contact Person: Katrina Mann

Address: P O Box 2092 West Yellowstone MT 59758

Phone: 406.640.0725 Email: kmann@wildbillproductionsmt.com

Application Submission Date: 02/11/2025

EVENT OR PROJECT INFORMATION

Event or Project Name: Wild Bill Days

Location of Event or Project: Application submitted for Old Airport

Date(s) of Event or Project: 06.21.25

Estimated Total Event or Project Cost: 205,250.00

MAP Fund Amount Requested: 50,000.00

SECTION 1 - PROPOSED EVENT OR PROJECT SUMMARY

Describe or explain your event or project. Provide enough detail so that those reviewing the application can comprehend or visualize the full scope of your event or project.

Wild Bill Days will be putting on our seventh annual summer event! This year we are looking to relocate into city limits, hoping to attract more attendees and give the city entertainment for a summer night. In the past we have successfully had winter events in the city limits and summer events just a few miles outside of West Yellowstone. We continue to adapt and mold this event each year making them better than the last. On our lineup we have none other than Bret Michales the frontman of Poison! Bret has been on tour and lining up for reunion tour with Poison in 2025/2026. With millions of albums sold, his following in the area gives us great excitement for a great show! This year we are taking that leap and great risk which we feel will pay off and give this event the traction needed. Our supporting talent will be Adam and the Metal Hawks, Adam being a former finalist on American Idol and creating a huge following on social media with videos reaching tens of millions of views and collaborating with Actors such as Jack Black. A&MH played our 2023 show attracting far more attendees than we imagined. During their time in West Yellowstone, every business they ate at or stayed with were featured on several Social Media channels. We were shocked at the number of people who stopped them while in town or visiting in Yellowstone asking for photos and autographs. Without question this band markets our city and businesses. We also have a number of vendors including food, beverage retail and more that will be attending the event.

We are currently working with a Havre MT family fifth generation farmers who have a 3-year-old daughter battling brain cancer. Currently their family has been relocated until May to Seattle Children's fighting for her life.

SECTION 2 - PROPOSED TIMELINE

- Provide your event or project schedule that identifies timelines for actions such as planning, construction, promotion and implementation of activities necessary for your event or project.
- Provide a schedule of events/activities occurring during your event time period.

Event Timeline

-Event Promotion ASAP we plan to announce within a week or two just finalizing contracts

-Marketing ramped up 6 weeks prior to event Week of Show

-June 20th start event set up, fencing and stage arrival

-June 21st Vendors arrive and set up (Food, Drink, Merch)

Stage setup and sound check through day

Gates open VIP 5pm

Gates open GA 6pm A&MH set

7pm 45m set Auction

8pm Bret 8:30 start time 75m set

Clean up after show Sunday June 22nd complete cleanup

SECTION 3 - PUBLICITY, PROMOTION, MARKETING

Describe how your event or project will be promoted or marketed to visitors, residents or participants. West Yellowstone, Montana or West Yellowstone, MT is to be listed, identified or present in all forms and methods of promotion and marketing of your event or project.

Marketing will take Place in a number of ways including

- Poster/flyers in local businesses as well as posted throughout a 150 m radius
- Billboards in MT & ID
- News Stations
- Radio
- Social Media
- TV Commercials
- Video Content
- Partnered Sponsors
- Collaboration with Artist on their social media

SECTION 4 - PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
- A Budget Template can be downloaded [here](#) or requested by email or in person from the Board member contact and adapted for your event or project. Use of this fill in the blank Template isn't required, but is provided as a convenience for applicants who want to use it.
- Your budget should include projected income from all sources, including income from requested/applied for grants, awards, donations, contributions and sponsorships.
- Identify the amount of MAP funds you are requesting and the expenses that will be paid in part or in full with MAP funds.
- **Your request can't exceed 50% of your event's or project's total expense budget or \$50,000 maximum. It is within the Board's discretion to consider additional funds.**
- All budget expenses must be subsequently supported with invoices, bills, receipts, electronic payment method statements etc.
- It's beneficial for an applicant to contribute a percentage of entry fees, registrations, admissions etc. to an event's cash prizes/purse. MAP funds can be used to pay for cash prizes/purse, but requests can not exceed 25% of the event's or project's total expense request or final approved total award amount. Requests for reimbursement of this type of expense must include a list of individual cash amount winnings, names and signatures of winners and their contact info. Also note: Check current state and federal tax regulations for payout amounts that require you to issue an IRS Form 1099 to individuals.
- MAP funds can be used to pay for administrative (admin) expenses. Click on this [link](#) to view the Allowable Admin. Expenses document and certain admin expenses with funding request limit percentages.
- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.
- Even though we ask you to submit a detailed line item budget, you can request disbursement or reimbursement in any amount for any approved expense, as long as the amounts requested aren't more than the specified limit percentages of certain expenses or the approved amount of total funding.

MAP Fund monies are generated from the collection of resort taxes. When applicable, please collect resort taxes for your event or project. If you're uncertain as to whether or not your event or project will be subject to remitting resort taxes, check with the town offices.

SECTION 4 · PROPOSED BUDGET

See Attached

SECTION 5 - APPLICATION REVIEW CRITERIA

Applications will be reviewed against multiple criteria. Please provide answers to the following questions:

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

Montana is one of the most sought-after destinations for Music Artists and creating more festivals. Throughout the state a number of music festivals attract thousands into the area they are being held. Our goal has been and still is to drive attraction to West Yellowstone, this area is known for Yellowstone National Park which creates an added bonus for attendees and artists. With those who attend events such as ours they are staying more than one day in town as well as neighboring communities and campgrounds. Restaurants, bars and gas stations are seeing business from these attractions as well. MANY of our sponsors and attendees have come every year adding to the local economy and spending on average \$3000 plus for our auction. These individuals have also returned to our area during off season for multiple nights. Our national artist also stay in West Yellowstone multiple nights, marketing businesses in the area on social media. As well as making travel arrangements with family on return visits. Since establishing WBP in 2014 we have had artist express their love for our community and how they feel a sense of this being their home away from home. A true testament to our community and all we do for travelers passing through.

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

Our event we choose to measure successes from a number of ways one of our number one methods is feedback. The comments received by attendees, vendors and artist we work with, there is no greater success in our eyes than to know we are a part of something larger than numbers. It's amazing thing to see we can and are helping those in need. To witness our community come together and push this movement forward is humbling to say the least. The business we are in its difficult to create a positive reputation, however we have done that and gain respect as well as knowledge of who we are and what we are doing. Year after year we have been approached by larger artist who've heard what are mission is and wanting to become a part of this movement. This year we booked Bret Michaels, he not only turned down larger offers however he reduced his pricing by \$40,000.00 and spoke personally with us at length in creating a vibe and will personally be donating items to generate funds. He also will be pushing our show personally as he believes in us. Now onto the business side of things, we have maintained our sponsorships by showing appreciation and marketing their business. We have also increased our number of sponsors. Working hard to continue receiving the MAP grant and local support for West Yellowstone Businesses. Vendors continue to come yearly some as far as from Helena. Annual returns on attendees

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

We have been awarded MAP funds for two of our winter shows as well as summer shows in 2022,2023 & 2024

We have paid all vendors and expenses associated with our event.

4 Can your event or project proceed without MAP funds?

We can proceed however it will be with larger losses and make things more complicated to continue having annual events.

5 If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? The MAP Fund consists of Resort Tax funds paid by town businesses. Once an award is approved, marketing methods need to indicate, "Supported by West Yellowstone Businesses"

All our marketing will have "supported by West Yellowstone Businesses" and additional logos provided.

SECTION 6 - APPLICATION SUPPORTING DOCUMENTATION

Provide any supporting documents, plans, pictures etc. that might be helpful to MAPFAB in reviewing and understanding your event or project. If this is a reoccurring event or project that received MAP funding last year, then please provide a copy of last year's Outcome Report.

Please see 2024 Outcome Report

Certification

Applicant Individual or Organization: _____

Event or Project Contact Person: _____

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 approval by the Town Council and written notification of that approval by MAPFAB.
3. If awarded funds, Awardee will be required to review and execute a separate contract with MAPFAB known as the "Event Award Agreement (EAA)" before any funds are disbursed or reimbursed. To preview the EAA, it can be linked to and downloaded [here](#).
4. MAP funded events or projects must comply with all federal, state and community licenses, permits, ordinances, laws and regulations.
5. 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) _____

Title _____

Date _____

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:



RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: Black Mountain Productions

Event or Project Name: Music in the Park 2025

Date Submitted: 4.25.25

Date Approved by MAPFAB: 5.8.25

Requested Funding Amount: \$16,565

Approved Funding Amount: \$16,565

Comments: On 5.8.25, Applicant revised expenses totaling \$16,565 to be paid for by MAP funds:
\$9000.00 marketing
\$4141.25 admin (\$2641 sound/lighting tech & \$1500 insurance/bookkeeping)
\$3423.75 bands and green room

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

Signature _____
MAYOR OR APPOINTED REPRESENTATIVE

Date _____

Comments:

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



APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: Black Mountain Productions

Event or Project Contact Person: Jenny Jordan or Katrina Wiese

Address: PO Box 455

Phone: 4066467701 Email: president@destinationyellowstone.com

Application Submission Date: 4/25/2025

EVENT OR PROJECT INFORMATION

Event or Project Name: Music in the Park 2025

Location of Event or Project: Pioneer Park

Date(s) of Event or Project: 7/4, 7/19, 8/1, 8/2 & 8/16

Estimated Total Event or Project Cost: \$66,260.00

MAP Fund Amount Requested: \$16,565.00

SECTION 1 - PROPOSED EVENT OR PROJECT SUMMARY

Describe or explain your event or project. Provide enough detail so that those reviewing the application can comprehend or visualize the full scope of your event or project.

Black Mountain Productions is a non-profit 501(c)(3) organization whose goal is to bring live free entertainment to West Yellowstone for residents and visitors. The "Music in the Park" series began in the summer of 2006 through the efforts of Black Mountain Productions and local support. The positive response from local and summer residents, visitors, employees, and businesses continues to reinforce the value of this event year after year.

The Town of West Yellowstone and the West Yellowstone Foundation worked with Black Mountain Productions in 2017 to purchase a mobile stage. A committee was formed to assist with planning, logistics, and financing productions in hopes of increasing this on-going event and making it an even more popular destination event.

Black Mountain Productions is run by a committee of volunteers that consists of a Chair, Treasurer, committee members and a representative from the Chamber and TBID. We began with 3 concerts and this season we will be hosting 5 concerts for the 2025 season.

We are asking for a total of \$16,565.00 for assistance with: \$7,000.00 for marketing and advertising promotion (see detail under Marketing section), \$8,065.00 for assistance with sound/lighting technician and green room costs, \$1,500.00 for insurance and bookkeeping costs.

SECTION 2 - PROPOSED TIMELINE

- Provide your event or project schedule that identifies timelines for actions such as planning, construction, promotion and implementation of activities necessary for your event or project.
- Provide a schedule of events/activities occurring during your event time period.

This year, we are planning 5 events, starting with the Annual July 4th concert, a concert on 7/19, 8/1, 8/2, and concluding with a final concert on 8/16. The 4th of July adds to existing events and is the most highly attended event. The August 1st and 2nd concerts will be in conjunction with Rod Run weekend, with a goal of attracting more attendance for all activities. This year's final concert will also be in conjunction with the POWMIA ride.

All negotiations have been finalized with the opening bands, and all deposits have been paid. We work hard to get the best pricing possible when booking bands by looking for bands that are already on tour going through our area or attending regional festivals, or simply want to visit Yellowstone and Montana and are willing to fit us in at a reasonable rate. We also take into account what we hear from those who attend and try to ask bands to come back that have been favorites. This year we have a wide variety of different bands showcasing many different genres of music.

7/4: Bo DePena & Band (Classic Country)
7/19: Austin English & Band (Country)
8/1: The Soul Funk Collective (Funk)
8/2: The Limited Warranty Band (Oldies)
8/16: SunsAh406 (Americana)

SECTION 2 Continued: Proposed Timeline

EVENT PLANNING:

January

- Determine and secure bands & lodging

April

- Apply for grants
- Contact local businesses for financial assistance, fund raising and marketing strategies.
- Creative production of banners, flyers, etc.

May

- Determine advertising schedules, creative, and placement. Start initial publicity and promotion.

June

- Work with the Town of West Yellowstone on venue and organizations on insurance, co-promotion, and food/beverage booths.
- Finalize schedules, equipment, insurance, permits, and volunteers for set-up.
- Work with bands on co-promotion.

July - August

- Logistics for each show
- Each show takes a minimum of eight people working for 18 to 20 hours per event. Manhours include setup and tear down of stage equipment, canopies, and clean-up of venue grounds and concessions areas.
- All "Music in the Park" events will take place at Pioneer Park, more commonly known as the City Park. Setup generally begins around 8:00 AM the morning of the show. Music will start between 6:00-7:00 PM and will be completed by 10:00 PM. The stage & equipment is removed by 12:00 noon the following day, unless needed for another event the following night.
- We work closely with the Town of West Yellowstone Public Works Department to coordinate these logistics.
- Advertising and promotion underway
- Work with organizations involved with the events

SECTION 3 - PUBLICITY, PROMOTION, MARKETING

Describe how your event or project will be promoted or marketed to visitors, residents or participants. West Yellowstone, Montana or West Yellowstone, MT is to be listed, identified or present in all forms and methods of promotion and marketing of your event or project.

- Posters
 - Flyers
 - Event listings and ads online and in print
 - Social Media
 - Websites
 - Sandwich boards on the sidewalks around Pioneer Park the day of events
 - Banners at Pioneer Park and on HWY 191 & HWY 20
- See more information on attached.

SECTION 4 - PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
- A Budget Template can be downloaded [here](#) or requested by email or in person from the Board member contact and adapted for your event or project. Use of this fill in the blank Template isn't required, but is provided as a convenience for applicants who want to use it.
- Your budget should include projected income from all sources, including income from requested/applied for grants, awards, donations, contributions and sponsorships.
- Identify the amount of MAP funds you are requesting and the expenses that will be paid in part or in full with MAP funds.
- **Your request can't exceed 50% of your event's or project's total expense budget or \$50,000 maximum. It is within the Board's discretion to consider additional funds.**
- All budget expenses must be subsequently supported with invoices, bills, receipts, electronic payment method statements etc.
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- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.
- Even though we ask you to submit a detailed line item budget, you can request disbursement or reimbursement in any amount for any approved expense, as long as the amounts requested aren't more than the specified limit percentages of certain expenses or the approved amount of total funding.

MAP Fund monies are generated from the collection of resort taxes. When applicable, please collect resort taxes for your event or project. If you're uncertain as to whether or not your event or project will be subject to remitting resort taxes, check with the town offices.

SECTION 3 Continued: Publicity, Promotion, Marketing

Posters:

- We will produce a printed (and electronic version) of the "Music in the Park" series poster with a full season schedule and information on the various music groups. These posters will be distributed around West Yellowstone and the surrounding area, including Island Park, Big Sky, Belgrade/Bozeman and Ennis. QR code on this poster requesting donations – provides visitors that love these events, an easy way to help support.

Event listings and ads:

- Free calendar of events website pages including the West Yellowstone Chamber events calendar, community online calendars, social media, etc. We will place ads with the full summer schedule in local and area newspapers (Big Sky Weekly, Island Park Journal, and Madisonian). The final placement budget will be determined by grant awards and contributions from local businesses.
 - By publishing the series schedule, we can push the entire series and encourage repeat visitors, as well as raise local awareness.
- Digital ads (banners and on-line event listings) on regional websites with a strong music following where their readers choose a travel destination based on concerts. Using retargeting, we can focus ads served to those who have been here before or engaged with past ads.

Social Media:

- Promote our events on Facebook through our page, "Music in Pioneer Park" (@WYellowstoneMusicinthePark), as well as work with the West Yellowstone Chamber and TBID to provide materials for posts on their Facebook and Instagram platforms. Work with local businesses to cross promote the series on their social media sites by providing a series of pre-made Facebook and Instagram posts, and photographs, as well as highlight sponsors.
- Additionally, work with the bands to promote the events and West Yellowstone. By posting dates and information on their Facebook, Twitter, and Instagram pages we can reach their followers, broaden our reach throughout Montana and neighboring states, without any additional cost.

Websites:

- Work with the West Yellowstone Chamber to add event listings, special news stories to their website. A Music in the Park landing page was created on the Chamber website for free to be able to have a dedicated location to push out as well as bring people for up-to-date information and donation opportunity.
- Ask each band to post information on their respective websites including links back to West Yellowstone websites for lodging and West Yellowstone information.

SECTION 4 - PROPOSED BUDGET

See Budget Attached.

Please note:

A free event as an added amenity to visitors is the real draw, as it is in other communities like Big Sky and Bozeman. As the series evolves and grows in attendance, recognition, and vendors, we hope other avenues of funding will become available - we are always on the lookout for other granting opportunities that fit this event.

We are again planning to use some volunteer laborers for job assistance including but not limited to: stage setup, event security, and marketing assistance. We do pay for professional services and some volunteer lunches.

Our equipment budget line is high again this year, as we are still working through replacing some aging equipment, mainly lights.

We were able to receive donated rooms for the bands from lodging properties. All in-kind room contributions that we have secured are figured into the estimated public support from businesses as income and included under band costs as an expense.

We have already sent out a sponsor request to all businesses on the business license list within West Yellowstone asking for support of the Music in the Park Series, and this year we will be sending them to many of the businesses in Island Park as well. We will also be utilizing the Chamber's email contacts to send sponsorship requests. We hope to bring in \$13,0000 in public support. Last year with the help of the Chamber, we were able to accept online donations. We then created a QR code to help increase the donations from public visitor support. This year those QR codes will be on all banners as well as the posters around town.

MUSIC IN THE PARK Budget 2025

INCOME			
STARTING BALANCE	\$	(518.55)	
Public Support (Individual & Business)	\$	13,000.00	
Town of West Yellowstone Special Request	\$	16,000.00	Awarded Sept 2024 - Used for deposits of 2025 Season
MAP Grant Request	\$	16,565.00	Cover Marketing , band costs, insurance
Yellowstone Country Grant Request	\$	6,000.00	Marketing, Audio & lighting equipment
West Yellowstone Foundation Grant Request	\$	3,000.00	Band Costs
In-Kind (Lodging, food, volunteer time, etc)	\$	12,415.00	
TOTAL INCOME:	\$	66,461.45	
OPERATIONS			
Marketing/Advertising	\$	12,000.00	
Band Costs (Band & Rooms)	\$	33,215.00	22800 bands - Cash outlay 9415 rooms & 1000 meals,etc - mix of cash outlay & In-kind
Taxes & Licenses	\$	70.00	
Audio & Lighting Equipment	\$	9,000.00	
Sound Technicians/Engineer Costs/Lights	\$	8,000.00	
Insurance-Equipment & Liability	\$	1,500.00	
Event Permit	\$	25.00	
Outside Labor	\$	2,000.00	Possible \$625 cash outlay for school group help & the rest In-kind volunteer time
Supplies & Repairs, etc.	\$	450.00	
TOTAL OPERATIONS:	\$	66,260.00	Any monies carried forward will go towards 2025 Band Deposits

SECTION 5 - APPLICATION REVIEW CRITERIA

Applications will be reviewed against multiple criteria. Please provide answers to the following questions:

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

It is not enough to just be a "community on the border of Yellowstone Park," we need to offer something more to make Yellowstone-bound and repeat visitors choose West Yellowstone over Cody, Jackson Hole, Bozeman, Livingston, Island Park, Cooke City, and/or Red Lodge. Studies have found that the more tourists are aware of festivals (or other music events), the more likely they are to consider these festivals/dates as an important factor in their destination choice. The level of satisfaction from attending the festivals was directly proportional to the level of overall satisfaction of the destination. Satisfied visitors mean return visitors to West Yellowstone and longer booked stays.

Our events offer our visitors and locals a unique and fun experience in the heart of West Yellowstone. It prolongs the amount of time a visitor spends in West Yellowstone which increases revenues from food, beverage, gas, and retail. And, promotes overnight stays for available rooms. By leveraging existing events at the same time or location, we build an even larger audience of visitors and positive social media experiences.

With visitors willing to travel further to locate a "cheaper" hotel rate, we need activities such as these concerts to help entice visitors to book here and stay here and enjoy everything that our Town has to offer. These events add a richness to our community as a whole - for both visitors and residents.

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

The number of attendees is the best way we can measure event success. We will continue to do approximate attendee counts and work on possible ways to gather information about the individual's length of stay, lodging, and if they ate, shopped, or bought gas while here. We will also be able to utilize the software, Placer, to be able to get a better picture of number of people at the actual concerts themselves. Concert counts from last year:

We will also monitor our followers and engagement on our Facebook page.

We feel that added events like Music in the Park contribute to visitors' potential to stay an extra night. Using this, we can also use Resort Tax and TBID collections as a measurement of success, even though reports are not broken out by event or weeks.

We feel that we can increase attendance for all productions and help to promote all events/activities taking place in West Yellowstone through cross promotion.

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

Yes, we received MAP grants in the past. All vendors were paid and documentation submitted.

- 2008: \$4,545.69
- 2009: \$500.00
- 2011: \$6,610.62
- 2014: \$7,500.00
- 2015: \$11,500.00
- 2016: \$15,900.00
- 2017: \$15,500.00
- 2018: \$17,500.00
- 2019: \$17,000.00
- 2020: Season canceled due to Covid, funds not utilized
- 2021: \$11,907.47
- 2022: \$14,900.00
- 2023: \$21,988.75
- 2024: \$25,915.75

4 Can your event or project proceed without MAP funds?

No, the event could not proceed as planned without MAP funds, it would reduce the number of bands and event dates in the series. It would also impact the out-of-area promotion and advertising reach.

5 If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? The MAP Fund consists of Resort Tax funds paid by town businesses. Once an award is approved, marketing methods need to indicate, "Supported by West Yellowstone Businesses"

We will use the MAP logo and "Supported by West Yellowstone Businesses" on all signage, advertising, promotional materials and publicity.

SECTION 6 - APPLICATION SUPPORTING DOCUMENTATION

Provide any supporting documents, plans, pictures etc. that might be helpful to MAPFAB in reviewing and understanding your event or project. If this is a reoccurring event or project that received MAP funding last year, then please provide a copy of last year's Outcome Report.

All prior reports and expenditures on file with admin.

2024 Final report attached.

Certification

Applicant Individual or Organization: Black Mountain Productions - Music in the Park 2025

Event or Project Contact Person: Jenny Jordan or Katrina Wiese

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 approval by the Town Council and written notification of that approval by MAPFAB.
3. If awarded funds, Awardee will be required to review and execute a separate contract with MAPFAB known as the "Event Award Agreement (EAA)" before any funds are disbursed or reimbursed. To preview the EAA, it can be linked to and downloaded [here](#).
4. MAP funded events or projects must comply with all federal, state and community licenses, permits, ordinances, laws and regulations.
5. 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 Katrina Wiese

Name (printed) Katrina Wiese

Title Committee Member

Date 4/24/2025

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:



RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: West Yellowstone Foundation

Event or Project Name: Wretched Mess Fest

Date Submitted: 5.12.25

Date Approved by MAPFAB: 6.12.25

Requested Funding Amount: \$27,700

Approved Funding Amount: \$27,700

Comments: **None**

Recommendation submitted by: John M. Greve, MAPFAB Secretary

This MAP Fund Award Recommendation is approved by the Town Council

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

Signature _____
MAYOR OR APPOINTED REPRESENTATIVE

Date _____

Comments:

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



APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: West Yellowstone Foundation

Event or Project Contact Person: Carrie Coan

Address: PO Box 255, 420 Yellowstone Ave, West Yellowstone, MT 59758

Phone: 406-646-1152 Email: ed@wyfmt.org

Application Submission Date: 05/12/2025

EVENT OR PROJECT INFORMATION

Event or Project Name: Wretched Mess Fest

Location of Event or Project: Union Pacific Dining Lodge & Bob Jacklin Casting Pond

Date(s) of Event or Project: 09/05/2025-09/06/2025

Estimated Total Event or Project Cost: \$58,060.00

MAP Fund Amount Requested: \$27,700.00

SECTION 1 - PROPOSED EVENT OR PROJECT SUMMARY

Describe or explain your event or project. Provide enough detail so that those reviewing the application can comprehend or visualize the full scope of your event or project.

The Wretched Mess Fest is a free, two-day celebration of arts, fly fishing and local history that brings hands-on creativity and education to the heart of West Yellowstone.

This year we are expanding with a new, donor-funded collaboration with the West Yellowstone School. 2-4 professional chalk artists will lead chalk art instruction for K–12 students during their art classes in the week leading up to the event. This partnership is designed to grow local talent, inspire students, and build deeper community ownership of the festival.

The event takes place after school resumes, when family travel begins to taper. Wretched Mess Fest draws more than 3,500 attendees and creates an engaging experience that adds vibrancy during a shifting tourism window. Festival activities include professional chalk art with adaptive tools, a juried artist market, fly fishing demonstrations, casting contests, kids' fly tying, historical exhibits, food trucks, and two nights of live music under the stars.

We keep the event free so that everyone, regardless of income, can enjoy access to the arts and outdoor culture of West Yellowstone. With over 20 collaborators and a strong mix of funding, Wretched Mess Fest supports local artists and businesses while reinforcing West Yellowstone's identity as a creative and welcoming destination.

SECTION 2 - PROPOSED TIMELINE

- Provide your event or project schedule that identifies timelines for actions such as planning, construction, promotion and implementation of activities necessary for your event or project.
- Provide a schedule of events/activities occurring during your event time period.

Planning began in December and our committee meets monthly or more as needed. Tasks are divided among members and we are on track to deliver all event components. Promotional efforts began in early spring and will continue through the event.

September 2–3: In-school chalk art education for K–12 students, led by professional chalk artists in partnership with the art teacher.

September 4–5: Artists begin chalk creations. Site setup and vendor load-in.

September 5–6 (Main Event): Live professional chalk art. Artist market with handmade-only vendors. Fly fishing reps and casting demos. Fly tying for kids. MT FWP and Henry's Fork Foundation presentations. Wretched Mess history exhibit. Rod demos on the casting pond. Professional fly tyers bench. Patagonia wader repair station. Ro Drift boat showcase. USFS RC Bear charging station. Local food trucks and beer garden. Live music both nights from 7 to 10 PM

SECTION 3 · PUBLICITY, PROMOTION, MARKETING

Describe how your event or project will be promoted or marketed to visitors, residents or participants. West Yellowstone, Montana or West Yellowstone, MT is to be listed, identified or present in all forms and methods of promotion and marketing of your event or project.

We have developed a marketing plan for Wretched Mess Fest, targeting both residents and visitors. Our promotional efforts will include press releases, posters distributed from Idaho Falls to Bozeman, social media ads and magazine features. The event logo will prominently feature "West Yellowstone, Montana," ensuring our town is included in all marketing materials. Local businesses will display posters and share event details, and we will provide media kits for all vendors. Additionally, we'll collaborate with the school's art department and other local organizations to spread the word.

SECTION 4 · PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
- A Budget Template can be downloaded [here](#) or requested by email or in person from the Board member contact and adapted for your event or project. Use of this fill in the blank Template isn't required, but is provided as a convenience for applicants who want to use it.
- Your budget should include projected income from all sources, including income from requested/applied for grants, awards, donations, contributions and sponsorships.
- Identify the amount of MAP funds you are requesting and the expenses that will be paid in part or in full with MAP funds.
- **Your request can't exceed 50% of your event's or project's total expense budget or \$50,000 maximum. It is within the Board's discretion to consider additional funds.**
- All budget expenses must be subsequently supported with invoices, bills, receipts, electronic payment method statements etc.
- It's beneficial for an applicant to contribute a percentage of entry fees, registrations, admissions etc. to an event's cash prizes/purse. MAP funds can be used to pay for cash prizes/purse, but requests can not exceed 25% of the event's or project's total expense request or final approved total award amount. Requests for reimbursement of this type of expense must include a list of individual cash amount winnings, names and signatures of winners and their contact info. Also note: Check current state and federal tax regulations for payout amounts that require you to issue an IRS Form 1099 to individuals.
- MAP funds can be used to pay for administrative (admin) expenses. Click on this [link](#) to view the Allowable Admin. Expenses document and certain admin expenses with funding request limit percentages.
- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.
- Even though we ask you to submit a detailed line item budget, you can request disbursement or reimbursement in any amount for any approved expense, as long as the amounts requested aren't more than the specified limit percentages of certain expenses or the approved amount of total funding.

MAP Fund monies are generated from the collection of resort taxes. When applicable, please collect resort taxes for your event or project. If you're uncertain as to whether or not your event or project will be subject to remitting resort taxes, check with the town offices.

SECTION 4 - PROPOSED BUDGET

Wretched Mess Budget 2025

REVENUE 2025 ANTICIPATED

\$12,606.90	Beginning Fund Balance
\$1,500.00	Resort Tax Refund
\$8,063.00	Grant: MT Dept of Commerce
\$27,700.00*	Grant: MAP Fund
\$1,500.00**	Art Vendor Fees
\$4,000.00**	Fish Vendor Fees
\$5,000.00	Direct Community Support/Individ/Business Contributions (PF, HA)
\$2,500.00**	Sponsor** (P)
\$2,000.00**	Merchandise Sales

\$64,869.90 TOTAL INCOME (\$37,700.00 is unsecured or estimated)

*applied but unsecured to date

**estimate

EXPENSES 2025 ANTICIPATED

\$6,100.00	ADVERTISING/MARKETING
\$3,000.00	CONTINGENCY
\$28,800.00	ENTERTAINMENT (Live Music, Chalk Artists, Face Painting and related expenses)
\$3,000.00	INSURANCE
\$1,560.00	PERMITS
\$2,950.00	MATERIALS/SUPPLIES
\$2,000.00	OFFICE SUPPLIES (History Exhibit)
\$7,750.00	PROFESSIONAL FEES (Emcee, Graphic Design, Photographer, Portapotties, etc)
\$400.00	VOLUNTEER MEALS/MISC
\$2,500.00	RENT

\$58,060.00 TOTAL EXPENSES

Requesting MAP Funds for the following line items:

\$8,000.00	Chalk Artists
\$6,000.00	Live Music
\$3,000.00	Event Insurance
\$6,100.00	Advertising/Marketing
\$1,500.00	Graphic Design
\$300.00	Accounting/Bookkeeping
\$800.00	Portapotties
\$2,000.00	History Exhibit (Wretched Mess News)
\$27,700.00	TOTAL MAP REQUEST

SECTION 5 - APPLICATION REVIEW CRITERIA

Applications will be reviewed against multiple criteria. Please provide answers to the following questions:

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

The Wretched Mess Fest brings cultural, social, and economic benefits to West Yellowstone by celebrating the deep-rooted fly fishing heritage of the region alongside local and regional art. West Yellowstone has long been a world-renowned hub for fly fishing, drawing anglers from around the globe to its rivers, streams, and fly shops. This event honors that legacy by incorporating fly fishing history, humor, and community into a multi-day festival. Inspired by the Wretched Mess News, a satirical fishing publication with strong ties to West Yellowstone's past, the festival blends historical storytelling, artwork, and local identity. With support from the Yellowstone Historic Center and the fly fishing community, the event helps preserve and share the town's unique place in fishing culture. In addition to interactive chalk art, the festival includes fly fishing vendors, demonstrations, and themed art that highlight the significance of fishing in this region's economy and identity. Each year, the event draws more visitors, artists, and anglers, strengthening community pride, supporting local businesses, and positioning West Yellowstone as both a cultural and recreational destination.

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

We will measure success by tracking growth in artist participation, vendor involvement, and the number of attendees at art and fly fishing activities. Metrics will include the number of returning artists, vendor stay details, and attendance data collected at the info booth. Additionally, we'll track the economic impact by documenting vendor accommodations and activities while in the area. Website hits, social media engagement, and feedback from partners and sponsors will also be key indicators of success. We anticipate year-over-year growth and improvements in each of these areas.

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

Yes. We received MAP funding for the 2023 Wretched Mess Arts Fest and the 2024 Wretched Mess Fest. All vendors and contractors were paid in full, and both events operated within a balanced budget.

4 Can your event or project proceed without MAP funds?

Not at the scale or quality we've planned. MAP funding is critical to helping us maintain the artistic integrity, accessibility, and regional impact of the event. Without it, we would have to reduce programming, limit artist & fly-fishing involvement, and scale back community engagement efforts.

5 If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? The MAP Fund consists of Resort Tax funds paid by town businesses. Once an award is approved, marketing methods need to indicate, "Supported by West Yellowstone Businesses"

We will acknowledge MAP funding on all printed and digital marketing materials, event signage, and press releases, using the required phrase "Supported by West Yellowstone Businesses." Verbal recognition will also be made during the event.

SECTION 6 - APPLICATION SUPPORTING DOCUMENTATION

Provide any supporting documents, plans, pictures etc. that might be helpful to MAPFAB in reviewing and understanding your event or project. If this is a reoccurring event or project that received MAP funding last year, then please provide a copy of last year's Outcome Report.

Attached

Certification

Applicant Individual or Organization: West Yellowstone Foundation

Event or Project Contact Person: Carrie Coan

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 approval by the Town Council and written notification of that approval by MAPFAB.
3. If awarded funds, Awardee will be required to review and execute a separate contract with MAPFAB known as the "Event Award Agreement (EAA)" before any funds are disbursed or reimbursed. To preview the EAA, it can be linked to and downloaded [here](#).
4. MAP funded events or projects must comply with all federal, state and community licenses, permits, ordinances, laws and regulations.
5. 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 Carrie Coan

Name (printed) Carrie Coan

Title Executive Director

Date 05/12/2025

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:

_____	_____	_____
_____	_____	_____
_____	_____	_____

2024 Wretched Mess Fest Project Outcome Report

Town of West Yellowstone Marketing and Promotions Fund (MAP)

Grant Award: \$21,000

Submitted: March 2, 2025

Submitted to: Brian Thompson

Submitted by: Carrie Coan, West Yellowstone Foundation

I. MAP Funds Summary

- Total MAP Funds Awarded: \$21,000
- Total MAP Funds Spent: \$21,000
- Remaining MAP Funds to be Returned: \$0

II. Event Summary

The Wretched Mess Fest, held from September 6-7, 2024, was a two-day celebration of arts, fly-fishing and community in West Yellowstone. Designed as a free, public event, the festival attracted diverse audiences with various attractions, including live chalk art, chalk art lessons, live music, fly-fishing film tour, fly-fishing activities, fly-fishing reps, casting contests, fly tying lessons (for kids and adults), food and drink vendors, art vendors, art activities and community interaction. The festival aligned with its objectives of promoting cultural engagement, supporting local businesses, and increasing tourism.

We are proud to offer this event at no cost to participants. This carries on the tradition of the Bob Jacklin Casting Pond to offer access to the outdoors, specifically fly-fishing, regardless of their ability to pay. This ensures our event enhances West Yellowstone's appeal as a destination by providing an engaging, family-friendly experience that encourages longer stays. By offering quality programming at no cost, we create an accessible and welcoming environment that draws visitors who might not otherwise plan an overnight trip. Many attendees traveled to West Yellowstone for the festival and extended their stay to explore the area's renowned fly-fishing waters, Yellowstone National Park, and other local attractions. This results in increased lodging occupancy, dining, and retail activity, benefiting the broader tourism economy.

The Wretched Mess Fest fills an important niche in the fall season, attracting visitors during a time when tourism naturally begins to slow. Attendee surveys confirm that many festivalgoers and vendors spent multiple nights in town, reinforcing the event's role in driving overnight stays. By blending art, fly-fishing, and community engagement, the festival generates tangible economic benefits for West Yellowstone.

III. Budget Overview of MAP Funds Spent

Payee	Description	MAP Funds Used
Shawn McCann	Chalk Artists & Chalk Education	\$8,000.00
Spiffy Biffy	10 Portable Toilets	\$1,160.00
Zach Nytomt Band	Live Music	\$2,500.00
Meta	Social Media Ads (total bill was \$16.77)	\$13.33
Meta	Social Media Ads	\$16.77
Adventure Entertainment	Host a Show: 2024 Fly Fishing Film Tour	\$700.00
Halo	Merchandise - Hoodies & Stickers	\$2,156.90
Becky Gallegos	Graphic Design	\$500.00
Quick Print	Posters & Banners	\$1,453.00
DiA Events	Fly Fishing Film Festival LED Screen	\$4,500.00
Total MAP Funds Spent		\$21,000.00

IV. Event Impact and Successes

1. Successes

- **Increased Tourism:** The festival drew an estimated 3,500 attendees, including many out-of-town visitors, benefiting the local hospitality and retail sectors.
- **Community Engagement:** Free workshops, live art creations, and music provided opportunities for engagement across age groups and interests.
- **Support for Local Artists and Vendors:** Over 40 artists, vendors, and fly-fishing businesses participated, many reporting substantial visibility and sales boosts.
- **Partnership with Local Businesses:** Key partnerships with YBC and Resendez Tacos, hotels, and the Yellowstone Historic Center enriched the event experience for attendees and offered valuable exposure to these businesses.

2. Challenges

- **Logistical Costs:** Some necessary expenses, such as additional electricity setups and larger-than-anticipated signage needs, exceeded initial estimates. These costs were covered by reallocating available budget funds without impacting event quality.

3. Community and Economic Impact

To better understand the economic impact of our event, we surveyed a random sample of 120 attendees from the estimated 3,500 who participated in the two-day festival. To focus on visitor spending, we excluded anyone who identified as a West Yellowstone resident.

Where Are You Staying (%)



68%

West Yellowstone
RV Park or Hotel



8%

West Yellowstone
Camping



5%

With a Friend



11%

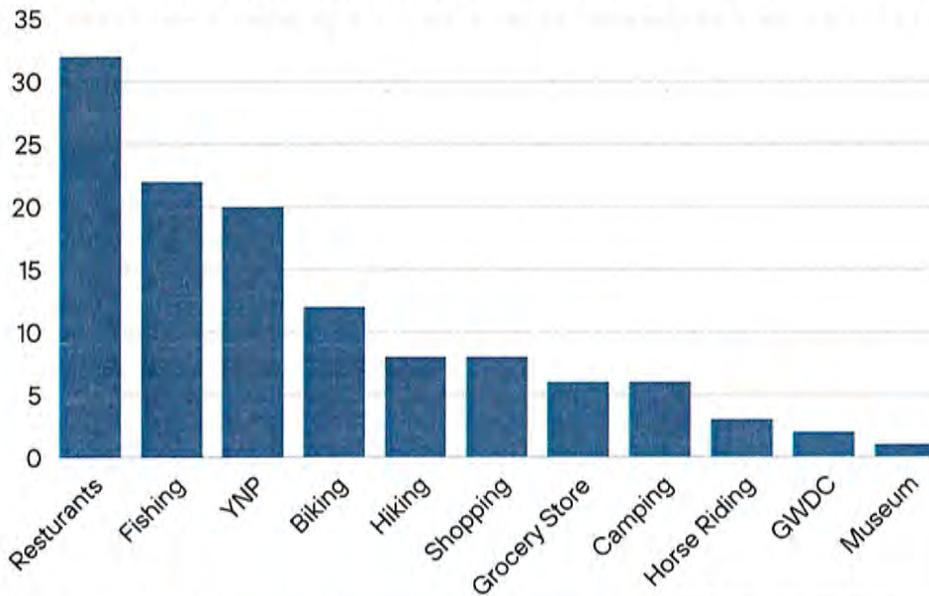
Neighboring
Community



8%

Just Passing
Through

Are You Doing Anything Else While in West Yellowstone



43%

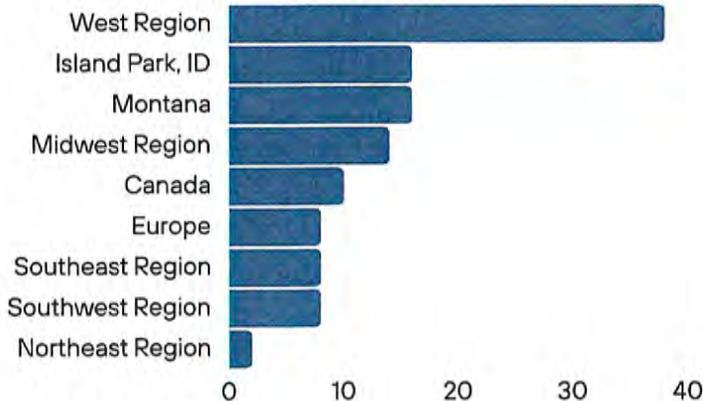
Reported that they have or plan to spend more money (excluding lodging) in West Yellowstone establishments during their trip



57%

Reported that they have or plan to recreate in West Yellowstone or YNP during their trip

Where Do You Live



Regional Definitions:

West: WA, OR, CA, NV, UT, CO, WY, ID (does not include Montana or Island Park, ID; these are listed separately)

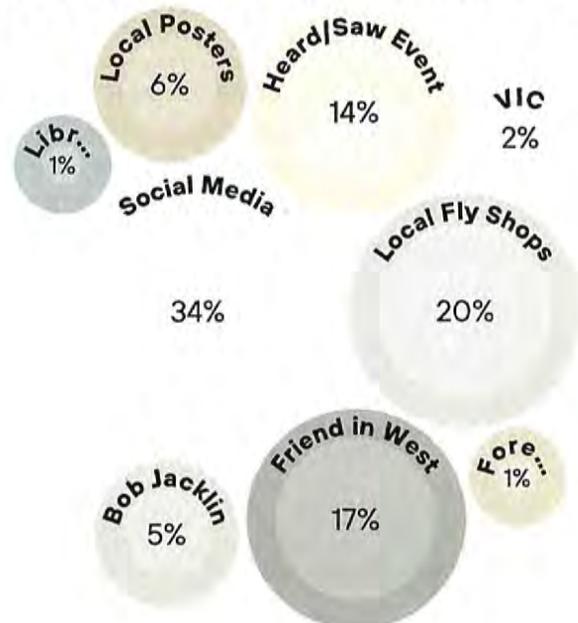
Southwest: AZ, NM, TX, OK

Midwest: ND, SD, NE, KS, MN, IA, MO, WI, IL, IN, MI, OH

Southeast: AK, LA, MS, AL, GA, TN, KY, WV, VA, NC, SC, FL

Northeast: PA, MD, DE, NJ, CT, RI, MA, NH, VT, ME

How did you Hear About This Event



4. Goal Achievement

The Wretched Mess Fest achieved its primary goals, including:

- Showcasing local and regional talent: Many of our musicians, art vendors and fly-fishing reps were from our region. When contracting with folks, we were intentional about selecting partners that were as 'local' as possible.
- Boosting tourism: Our survey results show that folks were doing much more than just seeing Yellowstone National Park while they were attending our event. Respondents overwhelmingly stated they were spending more dollars in our community during their time in West Yellowstone.
- Creating a family-friendly, accessible event that appealed to a broad demographic: There was a great cross sector of folks that might have been interested in just one aspect of the weekend but visited all attractions; arts, fly-fishing and history complement each other so well. We also had many young children playing with chalk, dancing to music and participating in free art activities.
- Celebrating art, fly fishing and history of West Yellowstone: We were pleasantly surprised by not just one but three former employees of the Wretched Mess News at our event. It was fun to see them reminisce, share stories with attendees and commit to helping expand the history portion of our event.

V. Future Recommendations

Based on the success and community reception of this year's event, we believe the Wretched Mess Fest should continue in subsequent years. Expanding the event could further enhance community engagement and economic impact. Suggested improvements for future events include:

- **Increased Indoor Options:** Additional indoor activities could help mitigate weather-related disruptions.
- **Increase Number of Vendors:** We would like to see more fly-fishing and art vendors at our event. It was challenging to market this piece of the event and the resort tax collection proved to be a significant challenge for us this year.
- **More Interactive Activities:** Add live art muralists and more fly-fishing activities.
- **Art Education:** Although we offered free chalk technique classes the day before our event, they were not well attended. We would like to partner with the school to incorporate chalk education during the school day. We have reserved the chalk artists and spoke to the art teacher about this, but we are currently lacking funding for this piece. We will continue to look for funding to make this happen. We would like to 'grow' local chalk artists so that we are able to incorporate them into this event.

VI. Supporting Business Letter

A letter from Blue Ribbon Flies, describing the festival's positive impact on local business, is attached.

VII. Attachments

1. Supporting Business Letter
2. Project Budget v. Actual
3. Event Photos

Wretched Mess 2024

Expenses		
	Budget	Actual
Admin	\$ (13,725.00)	\$ (15,699.13)
Advertising & Marketing	\$ (6,750.00)	\$ (8,471.78)
Entertainment (Art, History, Music, Fly-Fishing)	\$ (26,700.00)	\$ (29,912.60)
Materials & Supplies	\$ (10,450.00)	\$ (3,585.90)
	\$ (57,625.00)	\$ (57,669.41)

Revenue		
	Budget	Actual
WYF	\$ 5,244.53	\$ 5,244.53
Individual Donations	\$ -	\$ 8,740.36
Admin	\$ 1,500.00	\$ 6,778.00
Merch	\$ 5,000.00	\$ 4,409.28
Art Vendors	\$ 2,500.00	\$ 2,274.94
Fly Fishing Reps	\$ 5,000.00	\$ 5,329.20
Grants	\$ 34,500.00	\$ 34,500.00
Sponsorships	\$ 3,000.00	\$ 3,000.00
	\$ 56,744.53	\$ 70,276.31

Blue Ribbon Flies

305 Canyon St
West Yellowstone, MT 59758
2/27/2025

Town of West Yellowstone Marketing and Promotions Board
Brian Thompson
West Yellowstone, MT 59758

RE: Impact of the Wretched Mess Fest on the Local Fly-Fishing Community

Dear Brian Thompson,

On behalf of Blue Ribbon Flies, I want to express our strong support for the Wretched Mess Fest and share how this event has positively impacted our business and the local fly-fishing community.

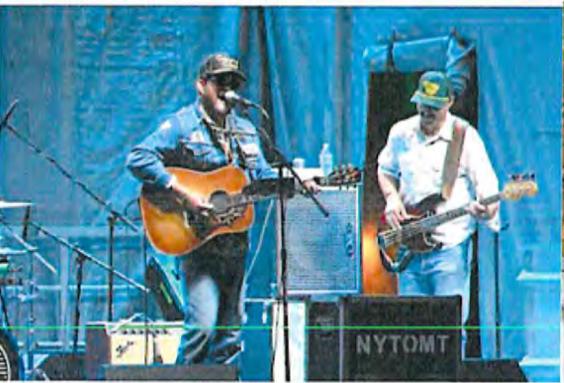
As a fly shop in West Yellowstone, we see firsthand how events like Wretched Mess Fest help extend the season and bring in visitors who might not otherwise stop in. Over the festival weekend, we saw increased foot traffic in our shop, with many attendees stopping by to browse gear, ask about local fishing spots, and even book guided trips. Some came because of the fly-fishing activities at the festival, while others were drawn in by the energy and excitement happening downtown.

The festival's blend of art, music, and fly-fishing created an atmosphere that resonated with both seasoned anglers and newcomers alike. The casting contest and fly-tying demos were particularly popular, sparking conversations and engaging folks who may not have considered fly-fishing before. These types of experiences are invaluable in keeping interest in our sport alive and bringing new people into the community.

Beyond the economic boost, Wretched Mess Fest also strengthens the town's identity as a fly-fishing destination. By highlighting fly-fishing alongside art and culture, it reinforces West Yellowstone's reputation as a unique and welcoming place for anglers and outdoor enthusiasts.

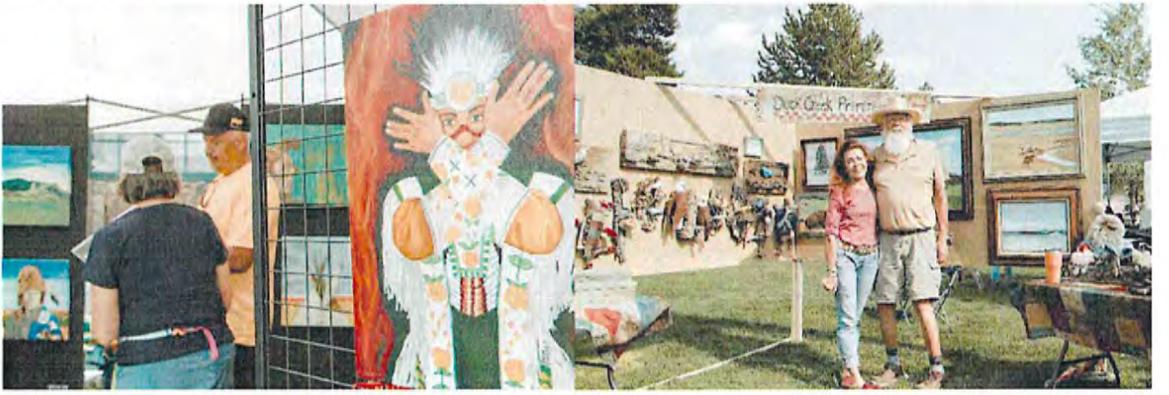
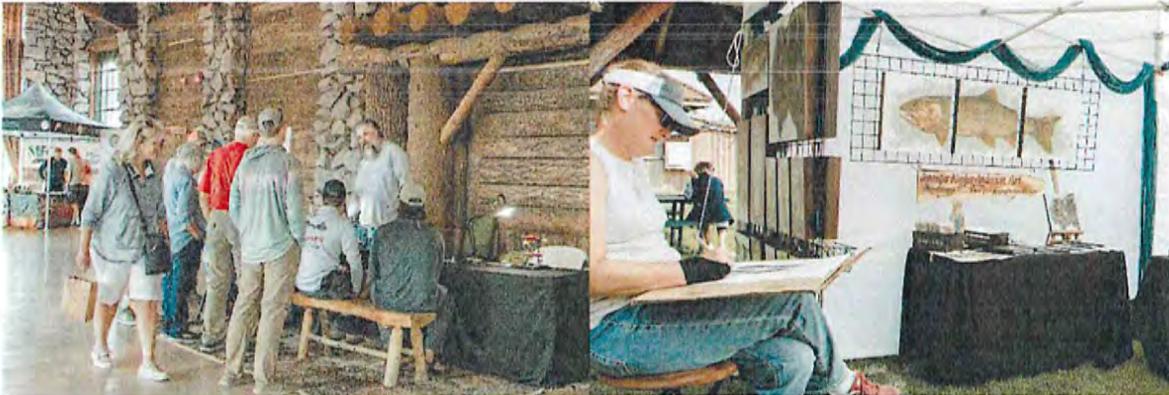
We appreciate the support that the Town of West Yellowstone provides funding for events like this, and we look forward to seeing the festival continue to grow.

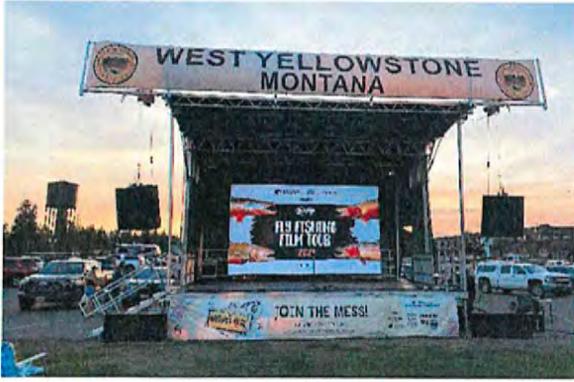
Sincerely,
Cam Coffin
Owner
Blue Ribbon Flies













Banners:

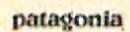
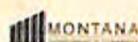
WEST YELLOWSTONE, MONTANA



SCAN TO
JOIN THE FEST



SPONSORED BY:



SPONSORED BY:



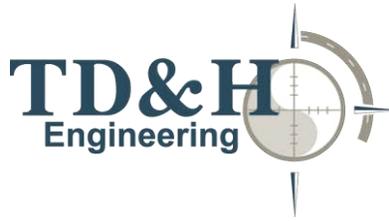
SCAN TO
JOIN THE FEST



Supported by
West Yellowstone Businesses



234 East Babcock Street
Suite 3
Bozeman, MT 59715



406.586.0277
tdhengineering.com

June 27, 2025

Attn: Dan Walker
Town Manager
440 Yellowstone Avenue
West Yellowstone, MT 59758

RE: TOWN OF WEST YELLOWSTONE- BID SUMMARY
TD&H ENGINEERING JOB NO. B24-041

Dear Dan,

Overall, one bidder (Bridger Built) submitted a bid on both the Police Station Addition and the Wellhouse #3 projects. TD&H estimated the construction cost for each of the projects to be approximately \$80,000-\$120,000. The bids are listed below for each of the projects:

Police Station Addition: \$90,000
Wellhouse #3: \$130,000

The Police Station Addition is within the range we estimated for construction costs. Wellhouse #3 is approximately 8% over the maximum range we had anticipated for the project. Note that our original understanding of the Wellhouse #3 project was that it did not need to remain operational during construction. It was relayed to us during bidding that Wellhouse #3 did need to remain operational, or at least the ability to be put into service on limited notice. The contractor mentioned that the need to provide temporary power, temporary support and housing for the controls is one of the major reasons the Wellhouse price exceeds the Police Addition. Note that there is additional complexity in the Wellhouse project due to the pump and usage requirements. Ultimately, we feel that both bids are within reasonable ranges.

We understand that the contractor has past work experience in West Yellowstone and with the Town of West Yellowstone. Additionally, the contractor provided reference letters from past projects for reference checks. Bridger Built has also confirmed that they are comfortable with their numbers to complete a successful project.

Bridger Built included the following in their bid: Insurance certificates, acknowledgement of both addenda, and a performance and payment bond. TD&H believes that the contractor is qualified and capable of performing the work as the lowest responsible bidder on each project.

If the Town decides to enter into negotiations with the contractor, TD&H can prepare a contract, set up a preconstruction meeting and oversee construction of the projects.

Please let me know if you have any questions.

Sincerely,



Scott Mahurin, PE/SE
Project Manager
TD&H ENGINEERING

Attachments: 2025 Bid Tabulation
Bridger Built References

SHORT FORM BID TAB FOR: *Police Station Addition*

BID OPENING: *6/26/2025*

CONTRACTOR NAME & ADDRESS	ADDEND REC'D			BID SEC. 10%	LIC. NO.	TOTAL BASE BID
	1	2	3			
<i>Bridger Built</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<i>251305</i>	<i>\$90,000</i>

J:\2015\15-027 AgriTech Park TIF Utilities and Roads\CONSTRUCTION\WATER SEWER EXT\BIDTAB AgriTech Water Sewer Ext 2015.06.03.doc

SHORT FORM BID TAB FOR: Wellhouse #3

BID OPENING: 6/26/2025

CONTRACTOR NAME & ADDRESS	ADDEND REC'D			BID SEC. 10%	LIC. NO.	TOTAL BASE BID
	1	2	3			
Bridger Built	✓	✓		✓	251305	\$130,000

19 January 2024

El Padre LLC

Stage Coach Inn

West Yellowstone, MT 59758

Recommendation Letter

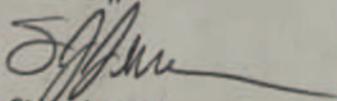
To whom it may concern,

We were in need of roof repairs for the Stage Coach Inn in West Yellowstone, Montana after the snow damage received during the 2022-2023 winter. We had a number of rooms down from the damage done to the roof which leaked to the ceilings, party walls and exterior walls of the rooms. After making calls to roofing contractors and general contractors even as far away as Salt Lake City we were very pleased to accept an offer from Bridger Built LLC out of Bozeman, Montana.

Once the bid was accepted we worked specifically with Justin on setting up a time frame and scope of work that needed to be completed. Justin was knowledgeable, professional and thorough. The job was not only involved but needed to be completed in the proper order so as to prevent any further damage from future storms. I was kept up to date on a regular basis with pictures thanks to the app provided which showed the progress done. Every contractor and worker on site was professional and mindful of our guests which was an absolute blessing. The estimate was so accurate that we had only one change order that was less than \$900.

I cannot recommend Bridger Built nearly enough. They were such a pleasure to work with that we contracted them for another job directly upon completion of the roof to do our lobby floor with all new hardwood flooring. Again this job was completed first rate and again, only one very miniscule change order. Bridger Built will complete the job perfectly and professionally and to have them be concerned with us being able to continue our business shows exactly why they are the premier contractor for any job we have in the future.

Sincerely,



Steve Jensen

El Padre LLC dba Stage Coach Inn

January, 2024

We very highly recommend Justin and the Bridger Built crew, and have been extremely impressed and happy with their work.

We hired Bridger Built to finish a long-delayed set of projects on a duplex we own. We had previously hired someone else for the job, but after waiting for them to get to it for a year and a half (when they said they would be completely finished with the project in 6 months) we finally ended that work relationship and reached out to Justin. Right off the bat we noticed how incredibly responsive and professional Justin and his team were, and that level of communication continued throughout the project from start to finish.

The scope of our project included re-roofing the entire building, installing all new windows throughout, finishing the partially installed siding, fascia, soffit, and wainscoating (which included undoing some of the previous work), rebuilding two large deck/overhangs, and taking care of a few HVAC issues that needed to be addressed. We were stretching our limited budget to complete these large projects, and the Bridger Built team was able to find creative ways of helping us meet that budget without sacrificing quality. You will pay more to hire this crew than some other contractors, however, once they give their word on price and timeline, they do absolutely stand by it, and their quality of work is fantastic.

Bridger Built started work on our project in early September 2023, and the final punch was **complete** three months later on December 4th 2023 (let that sink in for a moment!). They were unfailingly tenacious to keep everything on schedule and complete it in the timeline quoted. There were a few small hiccups along the way, as there always are, and each time they stood by their word, problem solved quickly, and made it right.

Throughout each milestone, they (and their subcontractors) took time several days a week to send photos and written descriptions of the progress being made. The payments were clearly laid out before signing the contract, and it was easy to tell when something was due and how much it would be.

When you need your project to get *done*, and done *well*, Bridger Built is an excellent choice, and we are so happy we hired them for this project.

Kathy & Josh Lockie



YOUR GO-TO GENERAL CONTRACTOR

Residential & Commercial Solutions

This project was a full exterior remodel which included the replacement of 19 Doors and Windows.



Brown Residence

Connect With Client

Stephanie Brown
stephanieshuree@gmail.com
406-599-8377

Bridger Built Services

- New Builds
- Renovations
- Additions
- Grey & White Boxing
- Tenant Improvements
- Your Vision & Dreams



YOUR GO-TO GENERAL CONTRACTOR

Residential & Commercial Solutions

As part of the job scope, which in its entirety included a full two-story commercial renovation, we replaced the windows as well.



American Bank-Big Sky

- 1700 Lone Mountain Trail
- Big Sky, MT 59716
- www.yellowstoneclubfoundation.org
- Phone:(406) 995-7909 x 2701

Connect With Client

Mandy Patriarche - Director of Operations
mandy.patriarche@yellowstoneclub.com

Bridger Built Services

- New Builds
- Renovations
- Additions
- Grey & White Boxing
- Tenant Improvements
- Your Vision & Dreams



YOUR GO-TO GENERAL CONTRACTOR

Residential & Commercial Solutions

Additional window replacement
photos on commercial and
residential jobs.





The Bridger Built Difference

Client Portal & Daily Updates

We believe in keeping our clients informed. Through our client portal and daily updates, you can track the progress of your project, no matter where you are.

Certified & Insured Teams

Your safety and satisfaction are paramount. Our teams, including subcontractors and demolition crews, are insured, licensed and certified.

Local Collaboration

Bridger Built, LLC is committed to supporting local businesses. We collaborate with regional suppliers and contractors to contribute to the growth of the communities we serve.

Giving Back

Beyond construction, we believe in giving back to the communities we serve through donations and volunteering.

Connect With Us

(406) 585-1395

info@bridgerbuilt.com
www.bridgerbuilt.com

7675 Shedhorn Drive, Unit A
Bozeman, MT 59718



12/13/2023

Wayne Brown and Heather Brunner/Brunner Studios
4 Ramshorn Mountain Court
Ennis, MT 59729

Bridger Built, LLC Recommendation Letter

To whom it may concern,

This letter is to commend and recommend the work of Bridger Built, LLC. Beginning in April 2023 we commenced a working relationship with the Ennis, MT, office of the company. This was a personal and professional project that included a living area expansion, a new garage, and a garage to music studio conversion.

Bridger Built have been true professionals throughout the process. Everything from obtaining accurate quotes, matching existing materials, and insisting that all labor be to the highest quality has been well managed. The impact on our daily lives living in a construction zone was minimal. The care taken to keep the work site clean and tidy was second to none.

Again, we would highly recommend using Bridger Built, LLC for any of your construction needs large or small. Their responsiveness and attention to detail truly set them apart from any competition.

Sincerely,
Wayne Brown and Heather Brunner/Brunner Studios

heather@brunnerstudios.com
406-581-0077

December 13, 2023

Megan Todd
109 Rodeo Drive
Ennis, MT 59729

Re: Letter of Recommendation

To Whom It May Concern:

I have had the pleasure of working with Bridger Built LLC on a house remodel. Bridger Built has brought knowledge, experience, and integrity to my construction project. They have been well-organized, detailed in their document management and communication, and proactive in their handling of schedule and costs. Moreover, Bridger Built has established and maintained a consistent clear line of communication as well as a chain of command which helps make decision making efficient. They are honest, forthright, and professional in their conduct.

I would highly recommend Bridger Built to any organization. They have provided the resources and expertise to successfully meet our requests. They truly understand what it takes to maintain a successful relationship with their customers.

Sincerely,

A handwritten signature in black ink that reads "Megan Todd". The signature is written in a cursive, slightly slanted style.

Megan Todd



ENNIS PUBLIC SCHOOLS



School District No. 52
Home of the Mustangs

To whom it may concern,

As an individual Trustee and Construction Engineer in my professional life, I highly recommend Bridger Built.

I've worked with many contractors over my 15-year career in the construction industry, and have overseen close to 300 million dollars in projects. Bridger Built ranks very highly on my list of top contractors. They have done a couple different project for the School District including our staff housing project in 2023. It was a major success for our district and our ability to staff our school.

I rate them high because their end product is of the highest quality. We never had any quality issues or disagreement about the expectations. They also do a phenomenal job managing their schedule, being prepared and communicating with their client.

If you have any questions, please feel free to contact me.

Thanks,

Kyle Stone
Ennis Trustee (Chair)
503-730-9660

**TOWN OF WEST YELLOWSTONE
AGREEMENT FOR SERVICES**

THIS AGREEMENT is made by and between: the **TOWN OF WEST YELLOWSTONE**, 440 Yellowstone Avenue, Montana 59758 (the "TOWN"); and Greater Yellowstone Cleaning Service LLC of PO Box 1113 West Yellowstone, MT 59758 ("CONTRACTOR").

In consideration of the terms, conditions, covenants and performance contained herein, or attached and incorporated herein, the Parties hereto agree as follows:

1. Scope of Work. CONTRACTOR shall perform all labor to complete the following Scope of Work: Town Hall cleaning, Library cleaning, Povah Community Center cleaning and Rendezvous Trailhead bathroom cleaning, which includes but is not limited to: cleaning all toilets, urinals, sinks, soap dispensers, trash cans, sweeping and mopping all floors; cleaning bathroom walls and partitions as needed; and restocking of all supplies in bathrooms, such as toilet paper and soap, dusting of desks and ledges. The Town may request additional services from the Contractor which will be billed to the Town at the Contractor's rate of \$35.00 per hour.

2. Term: The Term of this Agreement is from July 1, 2025, to June 30, 2026.

3. Compensation. TOWN shall pay CONTRACTOR TWO HUNDRED TEN DOLLARS for Town Hall per cleaning, ONE HUNDRED FIVE DOLLARS for Library per cleaning, ONE HUNDRED SEVENTY-FIVE DOLLARS for Povah Community Center per cleaning, THIRTY-THREE DOLLARS for the Rendezvous Trailhead bathrooms per cleaning, and FORTY DOLLARS for Public Works bathrooms per cleaning. Deep cleanings of any of the Town buildings must be requested by the Town's Representative, the fee schedule is attached as Addendum A. Unscheduled additional services will be billed at THIRTY-FIVE DOLLARS per hour.

4. Contract Representatives. CONTRACTOR shall name Craig Swift as its contact person who shall receive and examine the documents supplied by the TOWN, act as the liaison between the TOWN and the CONTRACTOR and respond to requests from the TOWN in writing promptly. CONTRACTOR will not release information to any third party without prior written approval from the TOWN'S contact person. TOWN shall name Katie Thompson as the Town's representative to act as the liaison between the TOWN and the CONTRACTOR and respond to requests from the CONTRACTOR in writing promptly to prevent unreasonable delay in the performance of the Scope of Work

5. Additional Provisions. The Parties agree to be bound by all of the provisions set out on page 2 of this Agreement.

IN WITNESS WHEREOF the parties have signed this Agreement for Services consisting of 2 total pages plus any referenced attachments.

TOWN

CONTRACTOR (lic. # _____)

Date: _____

Date: _____

PLEASE SEE BACK FOR ADDITIONAL PROVISIONS

ADDITIONAL TERMS AND CONDITIONS OF CONTRACT FOR SERVICES

1. Default and Remedies. The parties agree each term contained herein is material and of the essence. This Agreement may be terminated by either party immediately should the other party fail to perform in accordance with any term or condition of this Agreement after it fails to cure within ten days written notice.

2. Insurance. CONTRACTOR shall carry comprehensive general liability insurance that includes bodily injury, property damage, in the amount no less than \$1,500,000 for each claim and \$1,500,000 for each occurrence and Automobile liability in the amount of \$1,500,000 combined single limit. Certificates of Insurance evidencing the above, naming Town of West Yellowstone as an additional insured, must be supplied within five days of executing this Agreement. Such certificate shall require no less than 15 days' notice of cancellation to TOWN. Any insurance carried by CONTRACTOR shall include no exclusions related to toxic substances or hazardous waste. CONTRACTOR shall put TOWN on immediate notice of any changes or cancellation in coverage. As an independent contractor, CONTRACTOR must provide Workers Compensation for all employees in the amount required by Montana law. A Certificate of Insurance showing compliance with Montana Workers Compensation law (or exemption therefrom) must be supplied to TOWN within ten (10) days of executing this Agreement. CONTRACTOR shall require all subcontractors to meet the same insurance coverage, make the same certifications as above and require the certificates to be forwarded to TOWN within ten days of entering the subcontract.

3. Laws and Regulations. CONTRACTOR shall comply with all applicable state, federal and local laws and regulations (including safety, equal opportunity and labor preference) now in effect. If during the term of this Agreement new laws or regulations become applicable, CONTRACTOR shall also comply with them without notice from TOWN.

4. Liens. CONTRACTOR shall pay all valid bills and charges for material and labor incurred by it and arising out of the Scope of Work and will hold TOWN free and harmless against all liens and claims of liens or services, labor and materials filed against the property upon which the Scope of Work is commenced.

5. Waiver, Indemnification, Damages.

CONTRACTOR 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.

CONTRACTOR 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 CONTRACTOR'S wrongful acts, errors, omissions, or negligence, or from Contractor's failure to comply with the requirements of this Agreement or with all federal, state and local law applicable to the performance of this Agreement. In the event of an action filed against TOWN resulting from CONTRACTOR'S performance under this Agreement, TOWN may elect to represent itself and incur all costs and expenses of suit.

CONTRACTOR agrees to reimburse the TOWN for

all damages caused to TOWN property or property owned by other parties, by CONTRACTOR in performing its duties under this Agreement. These obligations shall survive termination of this Agreement.

6. Independent Contractor. CONTRACTOR and its consultants and subcontractors shall at all times be considered independent contractors. Notwithstanding its obligation to fulfill the Scope of Work herein, CONTRACTOR and its consultants and subcontractors have been and will continue to be free from control or discretion over their performance under this Agreement and in fact.

TOWN will not be responsible for withholding any state or federal taxes or social security, nor will the Town extend any of the benefits to the CONTRACTOR that it extends to employees. The CONTRACTOR is required to maintain necessary records and withholding.

7. Attorney's Fees. 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.

8. Venue. An action to enforce this Agreement shall be brought in the District Court of the Eighteenth Judicial District, Gallatin County, Montana.

9. Notice. All notices and certifications made pursuant to this agreement shall be delivered to the addresses above by first class mail, certified mail or personal delivery in care of the person set forth in Section 3 of this Agreement. A party shall give the other notice of any change in address.

10. Interpretation.

a. This Agreement shall be governed and interpreted according to the laws of the State of Montana.

b. Section headings are for convenience only and are not intended to define or limit any provisions of this Agreement.

c. The provisions of this Agreement are independent and severable, and the invalidity, partial invalidity, or unenforceability of any one provision or portion thereof shall not affect the validity or enforceability of any other provision.

11. Time Is of the Essence. The time of complying with this Agreement is of the essence and a violation is a material breach.

12. 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.

13. Entire Agreement. This document represents the entire and integrated Agreement between the TOWN and CONTRACTOR 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 CONTRACTOR.

14. Non-Assignment. TOWN and CONTRACTOR, 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 CONTRACTOR shall assign this Agreement without the written consent of the other.

15. Execution of Agreement. The Clerk/Treasurer of the TOWN will keep the original Agreement. An exact unaltered copy of the original Agreement has the same force and effect as the original.

Addendum A

Proposal for Cleaning Services for West Yellowstone Town Buildings

Greater Yellowstone Cleaning Service LLC

Regular cleaning services for the Town of West Yellowstone for the following areas: Town Hall, Povah Community Center, West Yellowstone Library, Rendezvous Trailhead Bathrooms and Public Works Bathrooms. The cleaning rates below are based off of the details provided in the ‘Cleaning Outline’ for each area to be cleaned and the frequency of cleaning.

Disposable products to be stocked are provided by the Town of West Yellowstone. Greater Yellowstone Cleaning Service is able to provide its own cleaning chemicals, basic cleaning tools, and vacuums.

Trash collected during regular cleanings will be disposed of in the dumpster located in the Town Hall’s back parking lot.

Deep cleaning rate ranges are for cleaning baseboards, high dusting, and wiping surfaces in non-bathroom and non-kitchen areas around the building that aren’t regularly cleaned.

Cost of Cleaning Services	
Town Hall – Entire Building	\$210 per cleaning
*Town Hall – Lobby & Lobby Bathrooms	*\$60 per cleaning
Povah Community Center – Upstairs	\$95 per cleaning
Povah Community Center – Downstairs	\$80 per cleaning
West Yellowstone Library	\$105 per cleaning
Rendezvous Trailhead Bathrooms	\$33 per cleaning
Public Works Bathrooms	\$40 per cleaning
Emergency Call-Out Rate	\$40/hour
Additional Services Rate	\$35/hour
West Yellowstone Library – Deep Clean	\$100 - \$200
Povah Community Center - Deep Clean	\$200 - \$500
Town Hall – Deep Clean	\$200 - \$500

*This is a rate for cleaning services for just the Town Hall lobby & lobby bathrooms in the event these areas need to be cleaned more frequently than the rest of the building.

EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: Fourth of July Parade & Fireworks
 Sponsor Organization: Destination Yellowstone / West Yellowstone Chamber of Commerce
 Sponsor Address: 30 Yellowstone Ave West Yellowstone MT 59758
 Contact Person: Janna Turner or Katrina Wiese
 Contact Phone: 406-641-0096 Fax: 406-646-4977
 E-mail Address: janna.turner@ourbank.com / president@destinationyellowstone.com
 Date(s) of Event: 7/3/2025 to 7/5/2025
 Location of Event: Please see attached map

- A. **Event Detail:** Use the attached sheet to describe the event in detail and any special accommodations required from the Town.
- B. **Site Plan:** Detail the physical layout of the event on the attached site plan and return with the application. Provide as much detail and measurements as possible.
- C. **Liability Insurance:** If the event is taking place on public property, please provide a copy of the event's liability insurance naming the Town of West Yellowstone as additionally insured. Liability insurance coverage shall be in the minimum amounts of \$750,000 per claimant/\$1,500,000 per occurrence and include alcohol liability, if applicable. The Town Manager may grant exception to these limits based on general public health, safety and welfare associated with the request for exception, as well as the liability risk and the applicant's ability to pay.
- D. **Vendor List:** If the event includes vendors, provide a list of the names and addresses of all participating vendors 14 calendar days in advance.
- E. **Fees:** The basic fee for an event is \$25. Events that include vendors shall also pay \$25 per vendor for every vendor that does not already hold a business license in the Town of West Yellowstone.
- F. **Resort Tax:** The sponsor of exposition events must post a \$1500 bond in accordance with Chapter 3.12 of the West Yellowstone Municipal Code (www.codepublishing/MT/WestYellowstone.html). The sponsor and vendors must collect 4% on all resort tax applicable sales and remit to the Town by the 20th of the month after the month of the event. All sales, including entrance and participation fees, are subject to resort tax. Please review Chapter 3.12 of the WYMC for further information, including possible exemptions. The bond will be returned within 90 calendar days of remittance of the resort tax.
- G. **Alcohol Consumption:** Public drinking and public display of alcoholic beverages must conform with Section 9.12.020 of the West Yellowstone Municipal Code. The public place where the event will be held must be exempted by resolution of the Town Council before alcoholic beverages may be allowed. Please attach a separate letter addressed to the West Yellowstone Town Council making this request.
- H. **Sound:** Amplified sound may be allowed by obtaining an additional non-fee special permit from the Town Council, in accordance with Section 8.16.020 of the West Yellowstone Municipal Code. If applicable, please attach the Outside Amplification Permit Application.

Event Fee:	\$ <u>25.00</u>		
Resort Tax Bond:	\$ _____		<u>Janna Turner</u> Signature of Applicant
Vendor(s) Fee:	\$ _____		<u>6/18/25</u> Date
Total Due:	\$ <u>25.00</u>	<i>pd 06.23.25 POW</i>	Date Received by the Town: <u>6/20/25 ER</u>

Event Detail

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

Destination Yellowstone / West Yellowstone Chamber of Commerce's Fourth of July Committee would like to submit this Special Event Permit Application for the Annual Fourth of July Celebration for the Town of West Yellowstone. We are requesting the following permissions, accommodations, and assistance from the Town and it's respective departments:

1. The use of the south end of Iris Street between Yellowstone Ave and Obsidian Street for firework set up and launch area. Trailer with preset shells will be delivered prior to the event on or around June 30, 2025 and placed to the west of Iris Street on the gravel. We will be conscientious of the new Shortline Trail and respect their space as much as possible. Big Sky Fireworks Company will rope off the trailer upon delivery.

2. Town's Public Works to fence off Town Recreation Park at Little Ranger's south to Obsidian St in order to provide for the required safety zone for firework setup and launch.

3. Post NO PARKING signs on Yellowstone Ave between Geyser St and Iris St early morning on July 4, 2025 to ensure adequate time to clear streets of vehicles before firework launch time.

4. Close off Grizzly Ave beginning at 4pm on July 4, 2025 for Parade line up.

5. Participate and lead parade. Provide road blocks and traffic control. See proposed parade route and road blocks on attached Site Plan.

6. Water the ground located immediately to the north, south, east, and west of launch zone.

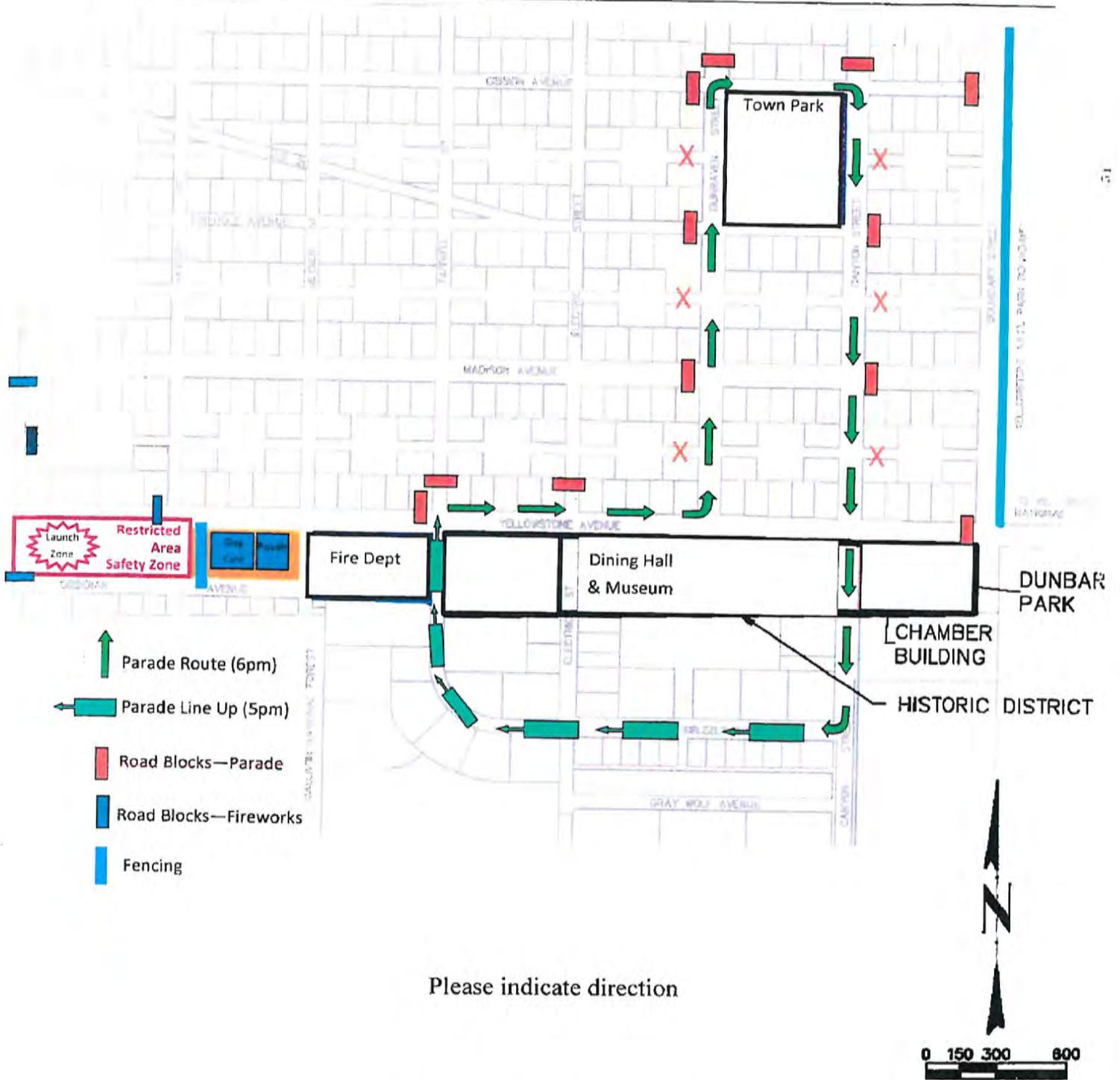
7. Stand ready to extinguish any firework debris or hot spots.

8. Provide street sweeper on July 5, 2025 to clean up firework debris on Iris, Yellowstone, & Obsidian.

9. Waive outside sound and amplification ordinances on July 4, 2024 during the parade and fireworks. Outside Amplification Permit Application is included with Event Permit Application packet.

SITE PLAN

Event: Fourth of July Parade & Fireworks



VENDING AND SALES

FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services	SB	6/24/25	Traffic control will be taken care of
H2O/Sewer	XB	6/24/25	
Fire	SB	6/23/25	Moving to moderate fire danger 6/23/25
Police	(Dw)	6/24/2025	
Finance	ict	6/24/2025	
Administration	dm	6/26/25	

Notes/Conditions: _____

Approved

Denied

E. Roy
Town Clerk

Date

6/27/25

ATTACHMENTS

Liability Insurance	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Waived
Outside Amplification Permit	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Encroachment Application	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> NA
Open Container Resolution	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> NA
Resort Tax Bond	<input type="checkbox"/> Paid	<input type="checkbox"/> Surety	<input checked="" type="checkbox"/> NA



Outside Amplification Permit Application Town of West Yellowstone

Event: Fourth of July Parade & Fireworks

Contact Person: Janna Turner / Katrina Wiese

Mailing Address: PO Box 458 West Yellowstone MT 59758

Email Address: janna.turner@ourbank.com

Phone Number: 406-641-0096

Signature of Property Owner of Record: Town of West Yellowstone

Date(s) of Event: July 4, 2025

Location: See attached Site Plan

Amplification between the hours of: 5:00pm and 11:00pm

Description of Event: Fourth of July Celebration including Parade and Firework Show provided by Montana Entertainment & Fireworks LLC/Big Sky Fireworks

Janna Turner
Signature of Applicant

6/18/25
Date

FOR OFFICE USE ONLY

Decision by Town Council:

Approved

Disapproved

Conditions: _____

Signature of Mayor/Town Manager: _____

_____ Date



Town Council Agenda Item Summary Report

Meeting Date: July 1, 2025	
Item Title: 80 Acres Infrastructure Ad Hoc Committee- Town Council Appointee	
Submitted By (Name/Title): Dan Walker, Town Manager	
Discussion Only <input type="checkbox"/>	Discussion/Action <input checked="" type="checkbox"/>
Funding Source: NA	Budgeted <input type="checkbox"/>
Estimated Date of Completion: 12/31/25	

Item Summary

We are looking to put together an Ad Hoc infrastructure committee to help guide TD&H with the design and layout of the 80 acres. We have invited the private utility companies (gas, electric, internet, phone, etc.) to sit on the committee, as well as pertinent Town Staff and the Fire Chief.

We would like to have a Town Council member to attend the meetings in advisory capacity.

The purpose of the committee will be to give recommendations to the Town Council on items such as street widths, snow storage areas, sidewalks, etc.

Staff Recommendation

Appoint a Town Council Member to the Ad Hoc 80 Acres Infrastructure Committee.

Suggested Motion

I move we appoint _____ to the Ad Hoc 80 Acres Infrastructure Committee.

RHC ANNUAL REPORT

2024

EMPOWERING COMMUNITIES THROUGH COLLABORATIVE SOLUTIONS

ONEVALLEY.ORG/REGIONALHOUSING



Regional
Housing
Coalition



POWERED BY

One Valley
COMMUNITY FOUNDATION

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2024: A Year of Alignment, Action, and Impact

A Message from the RHC Program Lead, Mark Bond

Dear Friends and Community Partners,

2024 marked a year of meaningful progress for Gallatin County's Regional Housing Coalition. What began as a countywide effort to convene diverse voices around housing challenges has grown into a **coordinated, action-driven initiative** that is delivering **tangible results** for the region.

Since its launch in January 2023, the Regional Housing Coalition has brought together **diverse organizations from every corner of Gallatin County**. Quarterly meetings held in communities across the county have ensured that **diverse representation and shared accountability** remain central to regional solutions. Through the work of several dedicated working groups, **thoughtful conversations have evolved into tangible strategies** to tackle critical issues like **permanent affordability, homelessness, and public education**.

One Valley Community Foundation serves as the **backbone organization**, supporting the coalition by managing logistics, recruiting stakeholders, facilitating meetings, and tracking progress toward shared goals. In this capacity, we act as the **even-handed convener that moves the work forward** on behalf of the coalition and its members.

This report offers more than statistics. It highlights the human outcomes of this work: **families finding housing stability, essential workers securing homes near employment, and communities strengthened through aligned action**.

We remain committed to our shared vision of ensuring all residents of Gallatin County have access to stable, attainable housing in thriving communities. Through continued partnership and creative problem-solving, we are building more than housing—we are building a future for all who call Gallatin County home.

In gratitude,



Mark Bond

One Valley Community Foundation
Community Engagement Manager

About the Regional Housing Coalition

A cross-sector collaboration working to address Gallatin County's most pressing housing challenges

The Regional Housing Coalition brings together leaders from across sectors to tackle Gallatin County's most urgent housing challenges through shared strategy, regional coordination, and collective action. It engages diverse voices from across the housing landscape—including government, development, finance, real estate, business, and nonprofits—to **align resources and priorities that expand access to stable, attainable housing**. Through specialized working groups and ongoing collaboration, the RHC drives strategic initiatives that move the region closer to long-term, community-wide housing solutions.

OUR IMPACT SINCE 2023

8

countywide meetings held in Belgrade, Bozeman, Three Forks, and West Yellowstone

28

member organizations from across sectors actively engaged in the coalition's work

4

active working groups focused on permanent affordability, homelessness, communications and land acquisition

“The regional collaboration is really important for so many reasons, for making sure that we're all working towards the same thing and not competing with each other for limited funding streams.”

— HEATHER GRENIER, EXECUTIVE DIRECTOR, HRDC



Why This Report Matters

Establishing shared metrics to measure impact, align priorities, and track progress across Gallatin County

The 2024 Annual Report marks a major milestone for the Regional Housing Coalition: It establishes our baseline year for tracking regional progress on housing affordability and sets the foundation for long-term accountability and shared measurement.

Why Now?

Officially launching in early 2023, **the RHC is a product of years of data collection, community input, and analysis.** The origin of the RHC dates back to One Valley's inaugural A Seat at the Table event in 2018. After extensive research, planning, and development, today, the RHC is playing a pivotal role in driving transformative collective change in Gallatin County's housing landscape.

Since its launch, the RHC has operated using a collective impact framework, aligning partners across sectors around **shared goals, coordinated strategies, and measurable outcomes.** In 2024, the Coalition worked to translate that framework into a formal system for tracking impact over time.

What We're Measuring

The RHC is now tracking efforts across four key focus areas:

1. Affordable Housing Production
2. Addressing Homelessness
3. Coalition Credibility & Engagement
4. Thought Leadership & Publications

Why It's Unique

The RHC is the only regional effort collecting and reporting housing data across Gallatin County in this way. The report serves as both a record of 2024 outcomes and a tool for future planning, helping guide short-, mid-, and long-term strategies.



By documenting this year's work, the RHC is creating a foundation for collaboration, accountability, and measurable impact moving forward.

Affordable Housing Production

Tracking new units, pipeline growth, and preservation efforts to address affordability across all income levels

Creating and preserving affordable housing is essential to ensuring Gallatin County residents can live and work in the communities they call home. As prices rise and demand outpaces supply, the Regional Housing Coalition is focused on increasing the number and diversity of housing options available to low- and middle-income households. In 2024, the Coalition began formally tracking affordable housing activity across the region to establish a shared baseline.

Goal:

Expand and preserve the supply of affordable housing for low- and middle-income residents.

Indicators:

- Number of affordable units produced
- Number of units in development pipeline
- Number of preserved affordable units

2024 Highlights

2024 COMPLETED UNITS

426 new affordable housing units were developed in Gallatin County.

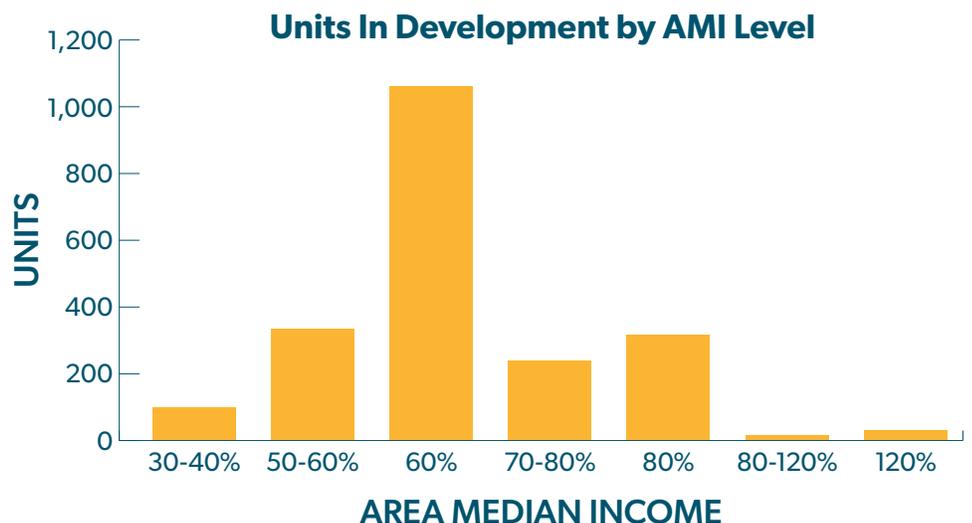


- Below 30% AMI: 41 units (10%)
- 30-60% AMI: 262 units (61%)
- 60-80% AMI: 5 units (1%)
- 80-120% AMI: 118 units (28%)

DEVELOPMENT PIPELINE

2,105 affordable units are currently in development across Gallatin County.

- 30-40% AMI: 101 units
- 50-60% AMI: 336 units
- 60% AMI: 1,062 units
- 70-80% AMI: 240 units
- 80% AMI: 318 units
- 80-120% AMI: 16 units
- 120% AMI: 32 units



PRESERVATION IN 2024

325 existing affordable units were preserved, helping maintain affordability and prevent displacement.

PROGRESS SINCE 2020

769 total affordable units have been completed since 2020, **with more than half delivered in 2024 alone.**

Examples of past developments:

- Housing First Village (19 units <30% AMI)
- Arrowleaf (136 units, 30–60% AMI)
- Perennial Park, Timber Ridge, Willow Springs (senior and transitional housing)
- Yellowstone Landing, Riverview, Yellowtail Condos (60–80% AMI)
- Bridgerview, Lakes at Valley West (homeownership)

These figures highlight both the scale of Gallatin County’s housing need and the commitment of RHC members working to address it. By tracking data and aligning shared metrics, the Coalition is building a clearer picture of regional progress—and a foundation for long-term solutions.

STORY OF IMPACT: A PLACE TO CALL HOME

As a child, Matt visited family in Montana every summer—and fell in love with this beautiful place. “It’s God’s country,” he says. In 2021, he made the move permanent, renting a place in Gallatin Gateway and earning a good living as a handyman.

When he fell into some trouble with clients and was struggling to make ends meet, he left his cabin and started living in his car. To avoid conflict, he would park in different spots each night to sleep. **“No one knew I was homeless,”** he says. During the day, he would try to find work. When the winter rolled around, it became impossible to live out of his car.

Matt found safety and warmth at HRDC’s Warming Center during Montana’s harsh winters, where he not only received support but also helped others by bringing meals and sharing resources. While working construction and later taking shifts at a pawn shop and gas station, he faced the high cost of living with determination—but struggled to find housing that was affordable and stable. Through it all, HRDC provided vital help, offering meals, a bed, and kindness to help Matt get back on his feet.

On December 26, **Matt officially moved into his very own space—an affordable unit made possible through the tireless efforts of housing advocates in our region.** After years of not knowing where he would sleep each night, he now has a sweet spot to call home. He has been working with UPS for the past few months and is finally making enough to cover all of his expenses.

The first thing that was officially set up at his new pad? His guitar wall, which features four beautiful guitars, some of his skillful artwork, and two posters: one Iron Maiden, and one Led Zeppelin.

Matt’s story is a reminder of how access to affordable housing can change everything.

Addressing Homelessness

Coordinating regional strategies to meet rising need and create a pathway from crisis response to long-term solutions

Rising housing costs in Gallatin County have directly contributed to a growing population of individuals and families experiencing homelessness. The RHC views homelessness as a housing issue—one that demands regional coordination, systems change, and solutions grounded in equity and urgency.

Goal:

Stabilize and reduce homelessness through regional strategy, data alignment, and resource coordination.

Indicators:

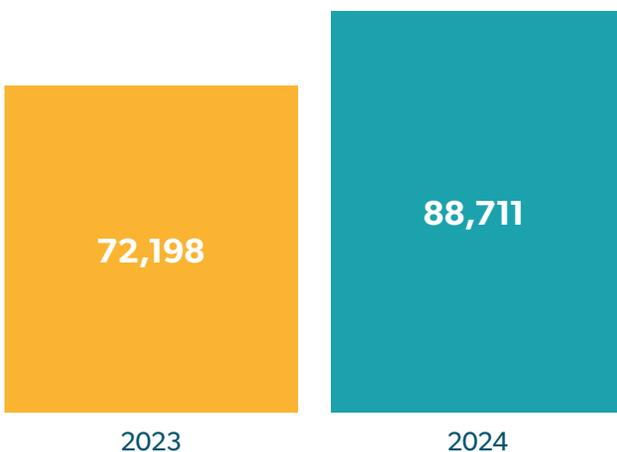
- Point-in-Time Count totals
- Shelter system utilization
- Regional gaps identified and addressed

2024 Highlights

MEETING GROWING NEEDS ACROSS GALLATIN COUNTY

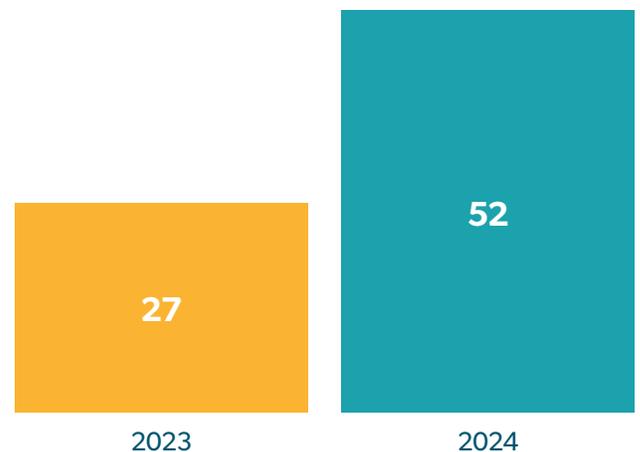
Increased shelter use in 2024 points to growing housing instability across Gallatin County. Providers continue to report unmet needs for both emergency and transitional housing, along with rising demand for nontraditional solutions like safe parking. The scale and nature of this need underscore the importance of flexible, regionally coordinated responses.

Bed Nights Provided in Gallatin County



409 people experienced homelessness in 2024 (up 36% from 2023).

Shelter Waitlist Growth in Gallatin County

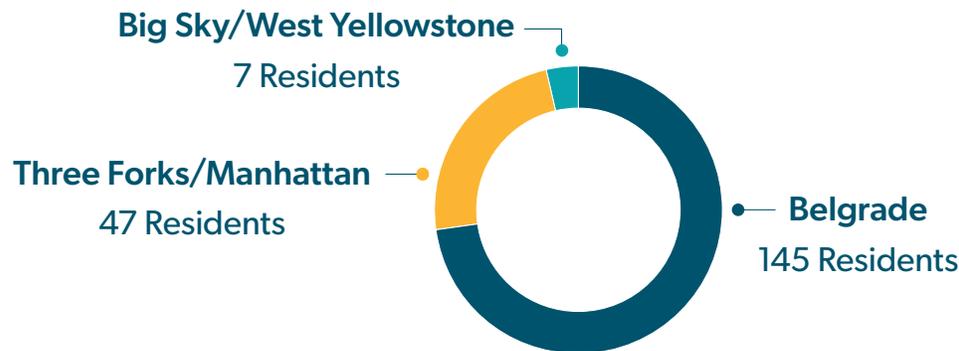


Shelter waitlists nearly **doubled** between 2023 and 2024.

COUNTYWIDE DEMAND REQUIRES COUNTYWIDE SOLUTIONS

In 2024, **199** people who accessed shelter services were from outside Bozeman, meaning that only **51%** of shelter residents were Bozeman residents. This highlights the growing need for countywide solutions rather than relying solely on city-based services to meet regional demand.

Sheltered Residents From Outside of Bozeman



COORDINATED RESPONSE: THE UNHOUSED TO HOUSED INITIATIVE

To meet this moment, the RHC launched the Unhoused to Housed Initiative in the spring of 2024, a strategic, collaborative response designed to move the region from fragmented services to unified action.

Key components of the strategy include:

- **Needs Assessment:** Mapped current service capacity and identified key gaps in emergency shelter, transitional housing, and support services
- **Funding Gap Identified:** As part of the regional needs assessment, the Unhoused to Housed working group identified a \$750,000 shortfall required to maintain current shelter capacity and avoid reductions in emergency services.
- **Regional Strategy Development:** Created a unified framework for addressing homelessness across jurisdictions and sectors.
- **Continuum of Care Designation:** In 2024, the RHC was officially recognized as Gallatin County's Continuum of Care (CoC)—responsible for coordinating federal funding, regional strategy, and data systems
- **Safe Parking Ordinance:** Supported the successful passage of a City of Bozeman ordinance in October 2024, establishing regulated safe parking options for residents living in vehicles
- **Inclusion of Lived Experience:** Engaged individuals with firsthand experience of homelessness to inform policies and service design
- **Data-Driven Implementation:** Built on best practices and regional data to guide decision-making, set priorities, and track progress over time

The RHC views homelessness as a housing issue—one that demands an urgent response and long-term coordination rooted in dignity, equity, and evidence.

Coalition Credibility & Engagement

Building trust, shared leadership, and cross-sector momentum across Gallatin County

The strength of the Regional Housing Coalition lies in its people, partnerships, and shared commitment to lasting change. As the Coalition’s work expands, so does its credibility and capacity to influence housing outcomes at a regional scale.

In 2024, the RHC began formally tracking internal engagement metrics to assess coalition health and ensure long-term accountability.

Goal:

Demonstrate that the RHC is an active, representative, and impactful coalition.

Indicators:

- Number of participating organizations
- Number of active working groups
- Volunteer hours contributed by members

2024 Highlights

BUILDING COLLECTIVE CAPACITY

28 Organizations

committed to meeting regularly and collaborating on solutions, helping align efforts across the region

1,000+ Hours

volunteered by housing leaders and stakeholders driving shared strategies and outcomes

4 Working Groups

advancing targeted local solutions through research, strategy, and collaboration

Permanent Affordability

Advancing lasting housing affordability solutions

Communications + Education

Aligning regional housing messaging strategies

Unhoused to Housed

Coordinating regional homelessness response efforts

Land Acquisition

Identifying and securing land for affordable housing

The RHC continues to grow as a trusted space for cross-sector collaboration, where housing leaders come together to share expertise, contribute time and energy, and drive regionwide progress. Active working groups have emerged as a powerful engine for strategy, innovation, and collective learning, advancing solutions that no single organization could achieve alone.

“We may have different issues down here, but I think this group is committed to making sure that the conversations and outcomes are being distributed equitably, and I’ve been pretty impressed with that.”

— DAN WALKER, TOWN MANAGER, WEST YELLOWSTONE



“This issues-focused roundtable of real estate agents, developers, local government, and community leaders is instrumental in ensuring that the insights and needs of the real estate community are heard and integrated into regional housing strategies.”

— CINDI SIGGS, CEO, GALLATIN ASSOCIATION OF REALTORS



“Through the RHC, we have strengthened our relationships with county commissioners and state representatives, helping us better advocate for local housing solutions. Without the RHC, our ability to make progress on housing in West Yellowstone would be significantly hindered.”

— CARRIE COAN, EXECUTIVE DIRECTOR, WEST YELLOWSTONE FOUNDATION



“There are so many incredible minds at the Regional Housing Coalition meetings that I know I could pick any one person’s brain for a whole day. I walk away from every single meeting feeling better at my job.”

— DAVID O’CONNOR, EXECUTIVE DIRECTOR, BIG SKY COMMUNITY HOUSING TRUST



Thought Leadership & Publications

Tools, strategies, and messaging frameworks that drive alignment and shape the region’s housing narrative

Thought leadership is a critical part of the RHC’s mission—not only to drive solutions but also to shape how housing issues are understood and addressed across the region. In 2024, the Coalition published foundational materials that are already informing policy, guiding collaboration, and strengthening community-wide messaging.

Goal:

Produce high-impact tools, frameworks, and publications that support housing solutions across Gallatin County.

Indicators:

The number of strategic publications, tools, and collateral produced

2024 Highlights

RHC COMMUNICATIONS PLAN

In 2024, the RHC formed a dedicated Communications Workgroup to align messaging across the region. With pro bono support from Message Lab Media and input from dozens of member organizations, the group developed the RHC Communications Plan—a shared framework outlining key messages, topics, and audiences. The plan is now helping member organizations communicate more consistently and effectively about housing across Gallatin County.



AFFORDABLE HOUSING SWOT ANALYSIS + KEY THEMES

With several permanently affordable housing projects now complete, the RHC’s Permanent Affordability Workgroup led a countywide review of lessons learned. The resulting SWOT analysis and summary of key themes offer practical insights for developers, funders, and government partners working to expand permanently affordable housing in Gallatin County.

The report identifies what’s working, what challenges persist, and how future efforts can be more streamlined and scalable—helping to accelerate high-impact housing development across the region.

Project Name	Affordability	Structure	Format	Total Units	Tenure
Meadow Creek	140% AMI	CIJ with Ground Leases w/ riparian eas. SIE prohibited & local workforce requirement	Attached condos	52	Ownership
Bridger View	80%-120% AMI	CIJ with Ground Leases w/ riparian eas	Townhomes & condominiums	51	Ownership
The Laramie	60% AMI	LIHTC/LURA	Apartments	85 LIHTC // 280 Market Rate	Rental
Hidden Creek	70%-120% AMI	CIJ with Deed Restriction and/or LIHTC	Apartments, new homes	100-150 units // 6-10 new homes	Rental & Ownership
North End Apartments	50%-70% AMI	LIHTC/LURA	Apartments	216	Rental
W. Baitrock Lake East	80% AMI	CIJ with Ground Leases w/ riparian eas	Single family homes	25	Ownership
Washburn Creek	TBD	Deed restriction with preference for essential workers	Townhomes	3	Rental

GALLATIN COUNTY REGIONAL STRATEGY TO ADDRESS HOMELESSNESS

In the spring of 2024, the Unhoused to Housed Workgroup set out to create the region’s first coordinated strategy to address homelessness. In just six months, the group completed a comprehensive needs assessment and released the Gallatin County Regional Strategy to Address Homelessness—developed in collaboration with local providers, jurisdictions, and individuals with lived experience.

The strategy marked a turning point in regional alignment, shifting the conversation toward greater collaboration, shared accountability, and coordinated funding efforts. It has since become a foundational tool for guiding cross-sector work to address homelessness across Gallatin County.



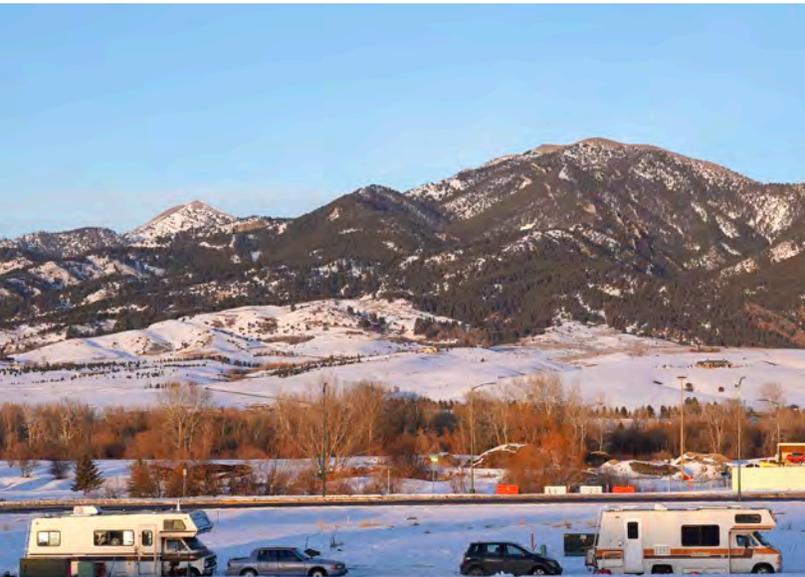
CONTINUUM OF CARE DESIGNATION

Following the release of the homelessness strategy, the RHC was formally designated in early 2024 as Gallatin County’s Continuum of Care (CoC)—a federally recognized leadership role in the homelessness response system.

As the CoC, the RHC is now responsible for:

- Coordinating regional homelessness funding and programming
- Overseeing the annual Point in Time Count
- Managing data systems and ensuring alignment across service providers

This designation affirms the Coalition’s growing credibility and ability to lead a coordinated, countywide response to homelessness.



“This is the first time in five years we’ve been collaborative—not competitive—around funding.”

— HOUSING SUPPORT SERVICES PROVIDER

“You’ve changed the conversation.”

— CHUCK WINN, BOZEMAN CITY MANAGER

Coalition Members

The organizations powering collaboration, strategy, and progress across Gallatin County's housing landscape

The Regional Housing Coalition is made up of a diverse network of organizations working together to address Gallatin County's most pressing housing challenges. From local governments and housing developers to nonprofits, employers, and financial institutions, our members bring deep expertise and local insight to this collaborative effort.

Together, these partners are helping shape data-driven strategies, elevate community needs, and move ideas into action—ensuring that all residents of Gallatin County have access to stable, attainable housing.



A Year of Progress

Laying the foundation for long-term regional transformation in housing attainability and stability in Gallatin County

In 2024, the RHC laid a powerful foundation—breaking down silos, aligning data and strategy, and taking coordinated action on some of Gallatin County’s most pressing housing challenges. This work is already driving real outcomes: more homes built, more voices at the table, and stronger regional alignment.

In 2025, the Coalition will build on that momentum. With shared metrics, deeper collaboration, and a clear vision, the RHC is well-positioned to accelerate the path toward stable, attainable housing for all who live and work in Gallatin County.

Looking Ahead

Growing our impact through improved systems, deeper collaboration, and continued community engagement

As the Regional Housing Coalition enters its third full year, the focus will shift from establishing baseline data to expanding impact and deepening collaboration.

Key priorities for 2025 include:

- **Refining Metrics:** Improve data collection methods and indicators for tracking progress
- **Public Dashboard Launch:** Develop a transparent, user-friendly platform to share key metrics with the public
- **Member Input:** Conduct a coalition-wide survey to shape the next annual report and inform 2025 strategy
- **Working Group Expansion:**
 - Formal launch of the Land Acquisition Workgroup
 - Continued advancement of existing groups on affordability, communications, and homelessness
- **Public Engagement:** Broaden outreach and recruit cross-sector partners to ensure diverse, countywide representation



One Valley Community Foundation

Strengthening Community Through Local Philanthropy, Partnership, and Leadership

At One Valley Community Foundation, we connect people who care with causes that matter to ensure all can thrive in Gallatin County.

As the hub for local philanthropy, we partner with donors, nonprofits, and community leaders to tackle our region's most pressing challenges. Through charitable advising, nonprofit capacity building, and initiatives like Give Big Gallatin Valley and the Regional Housing Coalition, we help community generosity and collaboration go further to create lasting impact.

Our work is rooted in partnership, driven by local knowledge, and focused on creating meaningful, measurable change across the region. We prioritize collaboration, equity, and long-term solutions across every initiative.

As the backbone organization of the Regional Housing Coalition, One Valley provides strategic coordination, facilitation, and communications support, ensuring shared goals turn into shared progress. We're proud to elevate housing as a community priority and stand alongside the partners working every day to ensure everyone in Gallatin County has access to attainable, stable housing.



Experience collaboration in action.

Learn more about the Regional Housing Coalition.