

Town of West Yellowstone

Tuesday, November 18, 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 – 6:00 PM

6:00 PM: Review of Single Family Equivalency (SFE) calculator for sewer connections Discussion

6:30 PM: Town Council Vacancy candidate interview – Brock Wilson Discussion

TOWN COUNCIL MEETING – 7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders #7014 to Taylor Chevrolet, 2025 Silverado, 3500HD, \$53,606.25
#7015 to Taylor Chevrolet, 2017 Silverado, 2500 HD, \$27,529.25

Claims

Business License Applications:

Minutes: **November 4, 2025** Town Council Meeting

Town Manager & Staff Reports

Advisory Board Reports

UNFINISHED BUSINESS

Censure of Jeff McBirnie Discussion/Action

NEW BUSINESS

Appointment to fill Town Council vacancy through 12/31/25 Discussion/Action

- Oath of Office

Marketing and Promotions Fund Award Recommendations Discussion/Action

- Yellowstone Rendezvous Race 2027, \$14,000
- SnowShoot 2027 (held in 2026), \$16,350



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 meeting room.
- Agendas are published at least 48 hours prior to Town Council meetings and work sessions. Agendas are posted at the Town Offices and at the Post Office. In addition, agendas and packets are available online at the Town's website: www.townofwestyellowstone.com. Questions about the agenda may be directed to the Town Clerk at (406) 646-7795 or eroos@townofwestyellowstone.com.
- Official minutes of 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.



**COMMERCIAL BUSINESS - SINGLE FAMILY EQUIVALENT (SFE)
DESIGNATED VS. CALCULATED**

Business Type and Number	Town Designated SFE (2024)	2024 SFE Usage Calc.¹ (June/July/August/September)	2025 SFE Usage Calc.¹ (June/July/August/September)
Hotel 1	79.2	16.33	23.43
Hotel 2	15.6	9.34	11.28
Hotel 3	151.85	101.84	166.34
Hotel 4	75.6	57.12	57.29
Hotel 5	45.6	57.91	56.77
Hotel 6	69.6	76.54	74.32
Hotel 7	13.2	11.95	12.43
Hotel 8	117	117.39	108.71
Hotel 9	172.2	158.29	94.38
Hotel 10	35.2	33.12	35.39
Hotel 11	69.2	14.21	14.86
Hotel 12	68.4	55.04	49.56
Hotel 13	129.6	124.82	192.79
Restaurant 1	7	33.64	37.02
Restaurant 2	9	26.91	34.36
Restaurant 3	7.3	33.89	37.21
Restaurant 4	6.4	10.55	0.73
Restaurant 5	4.12	13.34	15.38
Restaurant 6	8.4	1.46	2.27
Restaurant 7	2	12.91	12.94
Restaurant 8	4.96	21.70	20.22
Restaurant 9	7	12.98	13.20
Restaurant 10	4.96	11.30	10.01

Notes:

Single Family Equivalency (SFE) - A unit of measure used to determine the amount of water or wastewater a single-family home needs.

The SFE value utilized derived from the Town of West Yellowstone 2024 water system data. The SFE determination is based on two methods as described in the Town's Technical Evaluation of Water System Supply and Storage (June 2025):

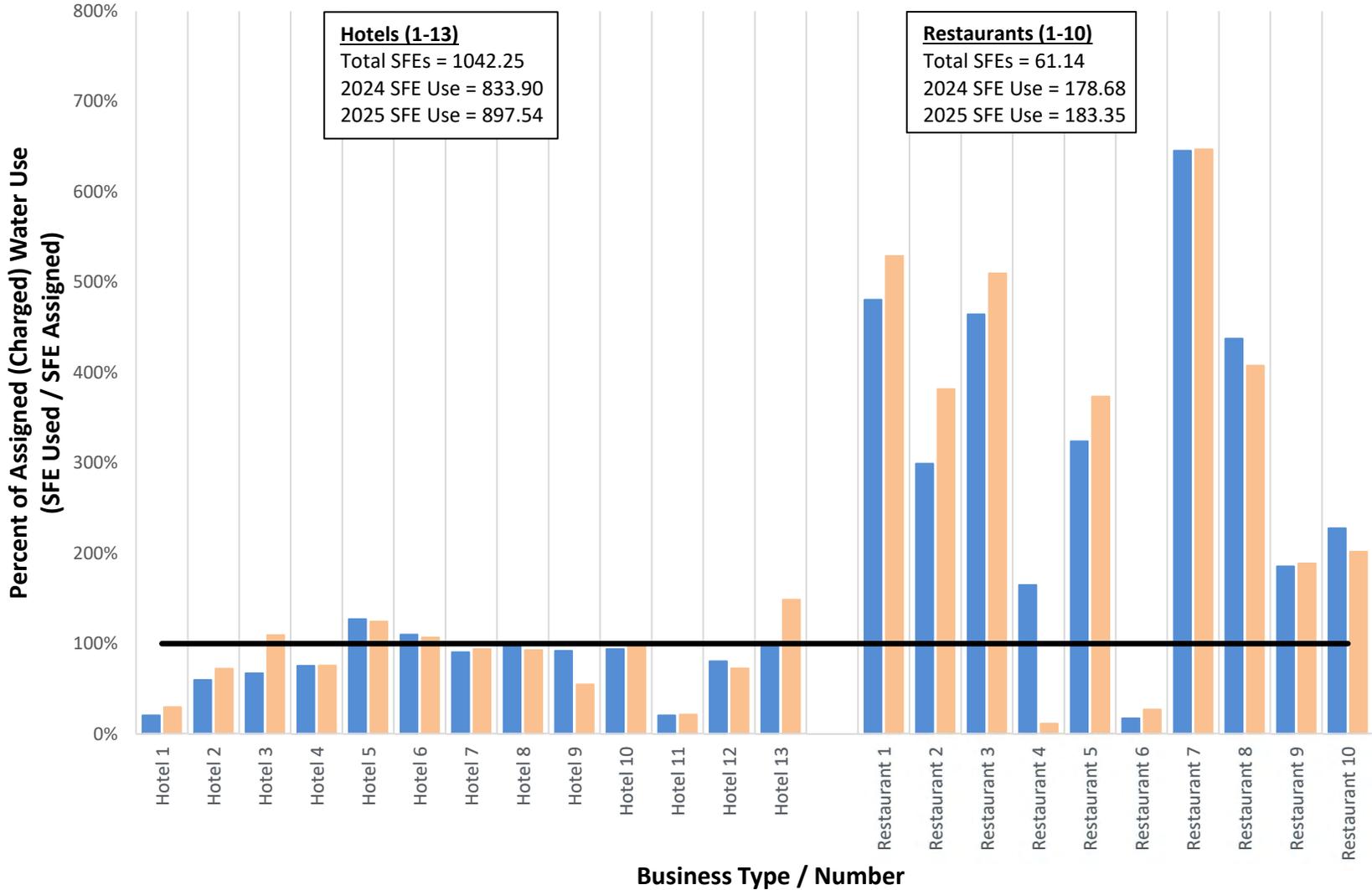
- (1) total annual system flow divided by total recorded SFEs, and
- (2) average daily metered use of single-family residential accounts (SFE = 1).

Both methods produced similar results, and a value of **150 gallons per day per SFE** was selected as representative for planning purposes.

¹ SFE Usage Calc. - based on summer usage (June-September) due to the season nature of non-residential uses in West Yellowstone.

Comparison of Actual Water Use to Assigned Single Family Equivalents (SFE)

■ 2024 Normalized Water Use (Actual SFE / Assigned SFE)
 ■ 2025 Normalized Water Use (Actual SFE / Assigned SFE)
 100% Utilization Line (Actual = Assigned)



Received 11/6/25
EK

Brock Wilson
PO Box 573
West Yellowstone, MT 59758
brockwilson400@gmail.com
801-520-0351

November 6, 2025

To the Town Council of the Town of West Yellowstone,

I am writing to express my intent to apply for the open position for a council seat for the Town of West Yellowstone. I am ready and willing to contribute my time and dedication to the position for the remainder of the year leading into when I am appointed at the beginning of the year after the results of the most recent election.

As a potential candidate for the open position on Town Council I have familiarized myself with local issues and projects the town is currently working on by attending Town Council regularly over the past few years. I believe I would be an asset to not only the Council but also the Town. Being appointed would also help me get involved with what I will be doing as a future Councilman earlier than anticipated.

I believe I would be a good candidate for the position through my hard work, dedication and readiness to establish working relationships with fellow Council members and Town staff. I am excited about the future of this town and am ready to be a part of that progress. I think I would be a good fit for the Council and after the results of the election on November 4, 2025 I believe the people of this town believe that as well.

Thank you for your consideration and I look forward to meeting with the Council to discuss this opportunity.

Respectfully,


Brock Wilson



APPLICATION FOR BOARDS AND COMMITTEES

Name Brock Wilson Date 10/5/2025

Address 220 Madison Avenue

City West Yellowstone State MT Zip 59758

Phone (Home): 801-520-0351 (Work): (Cell/Other):

E-Mail Address: brockwilson400@gmail.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 5 years

Board or Committee you are applying for: Town Council

Occupation: Yellowstone Guide

Employer: Back Country Adventures

Have you previously served on a County or City board? Yes

If so, which board, and for how long? Park & Recreation 2 Years, Local Government Review Board 1 Year

Past Memberships and Associations:

Current Memberships and Associations:

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: I Have A Lot of People Experience This Will Help Me Establish A Working Relationship with Other Council Members & Town Staff.

What are your primary objectives for serving on this board? To Fill The Void That Was Left By The Resignation of A Councilman.

References (Individual or Organization):

Jerry Johnson Phone: 406-640-7000

Keith Johnson Phone: 406-640-5005

Phone:

Signature: Brock Wilson Date: 11/5/2025

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.

TOWN OF WEST YELLOWSTONE
MONTANA

info@townofwestyellowstone.com

PURCHASE ORDER

Date 11/14/25

Ship Via CIP 4000-430200-940

Order No. 7014

Department

TO: TAYLOR Chevrolet

ADDRESS: 819 South Yellowstone Hwy
Rexburg Id 83440

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	NEW 1Ton Chevrolet Silverado 3500 HD - White VIN 16C4KSE785F263835 Year 2025 5 year 100,000 thousand mile warranty

Estimated Cost \$ ~~53,577.00~~ 53,600.25

Requested By: 

Accounting Code 4000-430200-940

Authorized By: _____

VENDOR COPY - White OFFICE COPY - Canary

Approved By: _____



Company: Town Of West Yellowstone

Primary Contact: JON BROWN

Sales Manager:

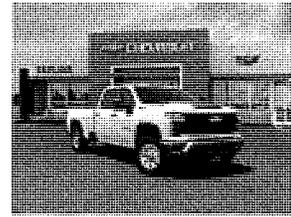
Sales Person: Jamie FitzSimmons

DMS Number:

Email: JBROWN@TOWNOFWESTYELLO...

Address: 440 Yellowstone Ave

West Yellowstone, MT 59758



**N 2025 Chevrolet Silverado 3500HD
4WD Crew Cab 172" Work Truck**

Stock: 10658

VIN: 1GC4KSE78SF263835

Odometer: 11

Color: WHITE / JET BLACK

Engine: 8 Cylinder Engine

Transmission:

MPG:

Style: 4WD Standard Pickup Trucks

Finance

Term **72 mo.**
Interest rate **9.99% APR**

\$ 0.00
Cash Down **\$ 996.95**

* Payments Pending Credit Approval.

FINANCE DETAILS

NET SELLING PRICE	\$ 53,577.00
TOTAL FEES	\$ 29.25
SALES SUB TOTAL	\$ 53,606.25
TOTAL AMOUNT DUE	\$ 53,606.25

YOU'RE SAVING \$4,103.00

\$4,103.00 off MSRP

×

Customer Signature

×

Sales Signature

TOWN OF WEST YELLOWSTONE MONTANA

info@townofwestyellowstone.com

PURCHASE ORDER

Date 11/14/2025

Ship Via CIP 4000-430200-940

Order No. **7015**

Department

TO: TAYLOR Chevrolet

ADDRESS: 819 South Yellowstone Hwy
Rexburg Id 83440

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
<u>1</u>	<u>Used 2017 Chevrolet Silverado</u>
	<u>2500 HD 4wd Crew Cab</u>
	<u>VIN 1GCKVEG0HF185578</u>

Estimated Cost \$ 27,529.25

Requested By: 

Accounting Code 4000-430200-940¹⁰

Authorized By: _____

VENDOR COPY - White OFFICE COPY - Canary

Approved By: _____



Company: Town Of West Yellowstone

Email: JBROWN@TOWNOFWESTYELLO...

Primary Contact: JON BROWN

Address: 440 Yellowstone Ave

Sales Manager:

West Yellowstone, MT 59758

Sales Person: Jamie FitzSimmons

DMS Number:



Used 2017 Chevrolet Silverado
2500HD 4WD Crew Cab 153.7" LT

Stock: 175578T1

VIN: 1GC1KVEG0HF185578

Odometer: 112796

Color: WHITE / LT

Engine: 8 Cylinder Engine

Transmission:

MPG:

Style: 4WD Standard Pickup Trucks

Finance

Term	36 mo.	48 mo.	60 mo.	72 mo.
Interest rate	9.99% APR	9.99% APR	9.99% APR	9.99% APR
Cash Down	\$ 891.85	\$ 700.98	\$ 587.21	\$ 511.98

* Payments Pending Credit Approval.

FINANCE DETAILS

NET SELLING PRICE	\$ 27,500.00
TOTAL FEES	\$ 29.25
SALES SUB TOTAL	\$ 27,529.25
TOTAL AMOUNT DUE	\$ 27,529.25

YOU'RE SAVING \$3,195.00

\$3,195.00 off MSRP

X

Customer Signature

X

Sales Signature

CIP Vehicle replacement budget for 2025-2026

Public works truck replacement 2008 Ford F250 diesel flat bed.

Replacing it with 2017 Chevrolet ¾ ton 2500 HD 4WD crew cab LT We already have this exact truck in our fleet and has proven to be good. Cost \$27,529.25 very clean Truck and will work for a good replacement.

Replacing 2018 Dodge truck. This truck has **NOT** been a good vehicle for the department it has cost the Town several large repair bills on engine rebuilds and repair to the point that the costs exceed the value of the truck it has now blown the motor a third time and we are looking at a pattern, I think that it is better to remove the liability from the department.

I would like to replace this truck with a new 2025 HD 3500 1-ton Chevrolet 4WD Cost \$53,606.25 5 Year 100,000-mile Warranty with free life time oil services.

I have spent numerus hours doing research on Vehicle's throughout Montana and Idaho looking at well over a hundred trucks. Gas powered and diesel I Fill that these two trucks will work well for us and help replace some of our tired warn out units.

Jon Brown public services director.



11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 1 of 9
Report ID: AP100

For dates posted from 11/05/25 to 11/14/25, 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
52901		266 Utilities Underground Location	24.50					
	5105389	10/31/25 excavation notifications	24.50		SEWER	5310 430600	357	101000
52903		2575 WY Tourism Business Improvement	113,354.20					
	10/31/25	Collections for	113,354.20		TBID	7202 411800	540	101000
52904		151 Gallatin County WY TS/Compost	840.00					
	10/31/25	Household waste	840.00		PARKS	1000 460430	534	101000
52905		2088 Town West Yellowstone	905.68					
	11/01/25	utility chrgs, Chamber, 895	97.18		BLDGS	1000 411257	340	101000
	11/01/25	utility chrgs, UPDL, 892	127.04		BLDGS	1000 411252	340	101000
	11/01/25	utility chrgs, PS Shops, 884	58.75		BLDGS	1000 411253	340	101000
	11/01/25	utility chrgs. Povah Ctr, 887	110.19		BLDGS	1000 411255	340	101000
	11/01/25	utility chrgs, Police Dept, 886	74.24		BLDGS	1000 411258	340	101000
	11/01/25	utility chrgs, City Park, 885	197.63		BLDGS	1000 411253	340	101000
	11/01/25	utility chrgs, Library, 891	60.26		LIBBLD	1000 411259	340	101000
	11/01/25	utility chrgs, Twn Hall, 921	180.39		TWNHAL	1000 411250	340	101000
52906	E	2673 First Bankcard	2,311.61					
	10/03/25	Rec Supplies	39.82		REC	1000 460440	220	101000
	10/03/25	Help Fund Supplies	10.00		HELP	7010 450135	220	101000
	10/03/25	Help Fund Supplies	285.82		HELP	7010 450135	220	101000
	10/03/25	Rec Supplies	342.72		REC	1000 460440	220	101000
	10/03/25	Rec Supplies	155.90		REC	1000 460440	220	101000
	10/06/25	Rec Supplies	5.13		REC	1000 460440	220	101000
	10/07/25	Rec Supplies	68.96		REC	1000 460440	220	101000
	10/12/25	Supplies	21.99		FINADM	1000 410510	220	101000
	10/17/25	DoubletreeLeagueConfer	821.28		FINADM	1000 410510	370	101000
	10/20/25	IIMC Membership	135.00		FINADM	1000 410510	380	101000
	10/20/25	GFOA Membership	250.00		FINADM	1000 410510	380	101000
	10/24/25	OWL Labs Supplies	149.00		LEGIS	1000 410100	212	101000
	10/28/25	Rec Supplies	25.99		REC	1000 460440	220	101000
52907	E	2673 First Bankcard	1,884.56					
	10/03/25	Books	20.47		LIBRY	2220 460100	215	101000
	10/03/25	Supplies	8.99		LIBRY	2220 460100	220	101000
	10/05/25	Books	446.58		LIBRY	2220 460100	215	101000
	10/06/25	Fisher's	48.94		LIBRY	2220 460100	398	101000
	10/10/25	Consumer Reports	35.00		LIBRY	2220 460100	330	101000
	10/11/25	Supplies	15.99		LIBRY	2220 460100	220	101000
	10/15/25	books	92.37		LIBRY	2220 460100	215	101000
	10/15/25	Supplies	33.96		LIBRY	2220 460100	220	101000
	10/15/25	Membership	14.99		LIBRY	2220 460100	398	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 2 of 9
Report ID: AP100

For dates posted from 11/05/25 to 11/14/25, FSB - Operating account
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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	10/15/25	Books	8.87		LIBRY	2220 460100	215	101000
	10/15/25	Books	19.62		LIBRY	2220 460100	215	101000
	10/16/25	Supplies	19.98		LIBRY	2220 460100	220	101000
	10/16/25	Supplies	34.75		LIBRY	2220 460100	220	101000
	10/16/25	Books	8.87		LIBRY	2220 460100	215	101000
	10/16/25	Supplies	5.52		LIBRY	2220 460100	220	101000
	10/17/25	Supplies	67.99		LIBRY	2220 460100	220	101000
	10/19/25	Supplies	124.88		LIBRY	2220 460100	220	101000
	10/20/25	Supplies	25.31		LIBRY	2220 460100	220	101000
	10/24/25	Supplies	18.16		LIBRY	2220 460100	220	101000
	10/28/25	Supplies	175.41		LIBRY	2220 460100	220	101000
	10/28/25	Books	28.86		LIBRY	2220 460100	215	101000
	10/28/25	Books	31.36		LIBRY	2220 460100	215	101000
	10/30/25	Supplies	20.75		LIBRY	2220 460100	220	101000
	10/31/25	Books	110.50		LIBRY	2220 460100	215	101000
	10/31/25	Books	43.98		LIBRY	2220 460100	215	101000
	10/31/25	Books	231.08		LIBRY	2220 460100	215	101000
	10/31/25	Supplies	12.78		LIBRY	2220 460100	220	101000
	10/20/25	Supplies	113.69		LIBRY	2220 460100	220	101000
	10/21/25	Supplies	8.88		LIBRY	2220 460100	220	101000
	10/22/25	Books	28.15		LIBRY	2220 460100	215	101000
	10/22/25	Books	26.39		LIBRY	2220 460100	215	101000
	10/24/25	supplies	1.49		LIBRY	2220 460100	220	101000
52908		2546 Century Link QCC	11.37					
	756849998	10/24/25 long dist chg 406-646-7600	11.37		DISPAT	1000 420160	345	101000
52911		2952 DIS Technologies	890.50					
	17487	11/05/25 Monthly Managed IT	890.50		IT	1000 410580	355	101000
52912		2421 NAPA Auto Parts	1,043.56					
	10/31/25	Napa Sm item EquipSupplies	63.19		STREET	1000 430200	212	101000
	10/31/25	Napa Supplies	555.38		STREET	1000 430200	220	101000
	10/31/25	Napa repairs Supplies	172.97		STREET	1000 430200	361	101000
	10/31/25	Napa Equipmnt repairSupplies	-282.92		STREET	1000 430200	369	101000
	10/31/25	NAPA Fuel & Oil supplies	534.94		STREET	1000 430200	231	101000
52913		3116 R & R Lock and Key, LLC	75.00					
	11/12/25	Rec Cabinet Keys & Lock	75.00		REC	1000 460440	212	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
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Page: 3 of 9
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For dates posted from 11/05/25 to 11/14/25, 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
52914		2558 Hebgen Basin Fire District	57,536.96					
	11/01/25	November 2025	49,753.67		FIRE	1000 420400	357	101000
	11/01/25	November 2025	7,783.29		FIRE	1000 420400	140	101000
52915	E	2673 First Bankcard	36.99					
	10/29/25	Training Supplies	12.99		SOCSER	1000 450135	380	101000
	10/28/25	Help Fund Supplies	24.00		HELP	7010 450135	220	101000
52917	E	2673 First Bankcard	224.73					
	10/13/25	Dispatch Supplies	122.83		DSPTCH	1000 420160	220	101000
	10/16/25	Care of Pris. supplies	101.90		POLICE	1000 420230	220	101000
52918		2852 Blackfoot Communications	1,972.09					
	11/01/25	646-5106, fax soc svc	40.53		SOCSRV	1000 450135	345	101000
	11/01/25	646-5119, police station Dispa	40.53		DISPCH	2850 420750	345	101000
	11/01/25	646-5141, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	11/01/25	646-5185, town hall alarm	40.53		TWNHAL	1000 411250	345	101000
	11/01/25	646-7311, social services	20.59		SOCSRV	1000 450135	345	101000
	11/01/25	646-7481, povah elevator	58.16		POVAH	1000 411255	345	101000
	11/01/25	646-7511, town hall fax	40.53		TWNHAL	1000 411250	345	101000
	11/01/25	646-7609, public works	30.48		PUBSVC	1000 430200	345	101000
	11/01/25	646-7650, police station fax	40.53		DISPCH	2850 420750	345	101000
	11/01/25	646-7715, povah center	25.17		POVAH	1000 411255	345	101000
	11/01/25	646-7795, town hall	233.39		TWNHAL	1000 411250	345	101000
	11/01/25	646-7845, court clerk	5.85		COURT	1000 410360	345	101000
	11/01/25	646-9017, library	44.17		LIBRAR	2220 460100	345	101000
	11/01/25	646-9027, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	11/01/25	ethernet, library	300.00		LIBRAR	2220 460100	345	101000
	11/01/25	ethernet, povah center	146.26		POVAH	1000 411255	345	101000
	11/01/25	ethernet, police station	359.95		POLICE	1000 411258	345	101000
	11/01/25	ethernet, town hall	272.00		TWNHAL	1000 411250	345	101000
	11/01/25	ethernet, public works shop	125.00		STREET	1000 430200	345	101000
	11/01/25	602-4909, town hall judge	14.76		COURT	1000 410360	345	101000
	11/01/25	602-4894 Town hall Court Clerk	1.10		COURT	1000 410360	345	101000
	11/01/25	602-4897 town hall	1.10		TWNHAL	1000 411250	345	101000
	11/01/25	602-4898 town hall	1.10		TWNHAL	1000 411250	345	101000
	11/01/25	602-4900 town hall	5.25		TWNHAL	1000 411250	345	101000
	11/01/25	602-4901 town hall	5.25		TWNHAL	1000 411250	345	101000
	11/01/25	602-4902 town hall	1.10		TWNHAL	1000 411250	345	101000
	11/01/25	602-4903 town hall	1.10		TWNHAL	1000 411250	345	101000
	11/01/25	602-4904 town hall	1.10		TWNHAL	1000 411250	345	101000
	11/01/25	602-4905 town hall	1.10		TWNHAL	1000 411250	345	101000
	11/01/25	602-4906 Library Main desk	1.10		LIBRY	2220 460100	345	101000
	11/01/25	602-4907 Library Director	1.10		LIBRY	2220 460100	345	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 4 of 9
Report ID: AP100

For dates posted from 11/05/25 to 11/14/25, 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
	11/01/25	602-4908 Povah Ctr	11.10		POVAH	1000 411255	345	101000
	11/01/25	602-4949 Town Hall	11.10		TWNHAL	1000 411250	345	101000
	11/01/25	6024044 Soc Ser Pantry	10.00		SOCSEK	1000 450135	345	101000
52919		3476 RSCI	3,451,217.42					
	14 10/31/25	WWTP Contractor Payment	3,451,217.42		WWTP	5320 430640	951	101000
52920	E	2964 CITI CARDS	3,830.77					
	10/07/25	Pete's TC	110.92		LEGIS	1000 410100	220	101000
	10/08/25	BW PremierHelenaWalker	753.47*		ADMIN	1000 410210	370	101000
	10/12/25	Supplies	73.99		ADMIN	1000 410210	220	101000
	10/15/25	Supplies	90.50		ADMIN	1000 410210	220	101000
	10/17/25	DoubletreeLeagueConf	394.64*		ADMIN	1000 410210	370	101000
	10/17/25	DoubletreeLeagueConf	591.96		STREET	1000 430200	370	101000
	10/17/25	DoubletreeLeagueConf	591.96*		ADMIN	1000 410210	370	101000
	10/17/25	DoubletreeLeagueConf	595.96*		ADMIN	1000 410210	370	101000
	10/21/25	Slippery Otter TC	113.86		LEGIS	1000 410100	220	101000
	10/22/25	DeemosMeats TC	193.42		LEGIS	1000 410100	220	101000
	10/22/25	MadisonFoods TC	21.20		LEGIS	1000 410100	220	101000
	10/23/25	CourtSupplies	298.89		COURT	1000 410360	220	101000
52921		2 Forsgren Associates P.A.	28,759.25					
	125503 10/25/25	WWTP	28,759.25		WWTP	5320 430640	951	101000
52924	E	2323 Montana Department of Revenue	34,860.78					
	14 10/31/25	WWTP	34,860.78		WWTP	5320 430640	951	101000
52925		709 TD&H Engineering	21,015.00					
	44988 10/22/25	Professional fee 80 Acres	17,085.00		80ACRE	4030 430630	354	101000
	44987 10/22/25	Professional fee	3,930.00		PLNNG	1000 411000	354	101000
52926		2845 Kasting, Kauffman & Mersen, PC	8,030.00					
	11/06/25	Legal Fees	8,030.00		LEGAL	1000 411100	352	101000
52928	E	2673 First Bankcard	1,648.20					
	10/07/25	Sewer Sm Item Equip	189.93		SEWER	5310 430600	212	101000
	10/21/25	Sm Items Equip	392.19		STREET	1000 430200	212	101000
	10/29/25	MRWS conference X4	533.04		WATER	5210 430500	380	101000
	10/29/25	MRWS conference X4	533.04		SEWER	5310 430600	380	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 5 of 9
Report ID: AP100

For dates posted from 11/05/25 to 11/14/25, 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
52929	E	2789 WEX Bank	3,900.04					
		10/31/25 10 JD Backhoe 310SJ	125.21		STREET	1000 430200	231	101000
		10/31/25 91 Ford 6-582	224.48		STREET	1000 430200	231	101000
		10/31/25 Larue D55 SnowBlower	0.00		STREET	1000 430200	231	101000
		10/31/25 Grader	0.00		STREET	1000 430200	231	101000
		10/31/25 14 Water Truck	0.00		STREET	1000 430200	231	101000
		10/31/25 2010 JD 772 Grader	0.00		STREET	1000 420100	231	101000
		10/31/25 92 SS Blower-Yellow	0.00		STREET	1000 430200	231	101000
		10/31/25 02 Freightliner Dump 6-54564A	0.00		STREET	1000 430200	231	101000
		10/31/25 08 GMC Pickup 6-1484	94.72		STREET	1000 430200	231	101000
		10/31/25 JD Loader 624P	122.24		STREET	1000 430200	231	101000
		10/31/25 08 CAT 938H Loader	0.00		STREET	1000 430200	231	101000
		10/31/25 08 904B MiniLoader	118.06		STREET	1000 430200	231	101000
		10/31/25 15 Ford F-250	130.39		STREET	1000 430200	231	101000
		10/31/25 18 2018 Dodge Ram-PW	452.38		STREET	1000 430200	231	101000
		10/31/25 18 Dodge Ram-Police	0.00		POLICE	1000 420100	231	101000
		10/31/25 19 Dodge Durango PD	536.62		POLICE	1000 420100	231	101000
		10/31/25 Multi-Use Vehicle - Sienna	66.43		WATER	5210 430500	231	101000
		10/31/25 Multi-Use Vehicle - Sienna	87.04*		ADMIN	1000 410210	370	101000
		10/31/25 06 Dodge Durango 6-2010	131.53		STREET	1000 430200	231	101000
		10/31/25 Dumptruck	0.00		STREET	1000 430200	231	101000
		10/31/25 15 Sweeper 6-1151	0.00		STREET	1000 430200	231	101000
		10/31/25 '00 FL Dumptrk 6-60700A	0.00		STREET	1000 430200	231	101000
		10/31/25 '14 Ford Intercep	0.00		POLICE	1000 420100	231	101000
		10/31/25 PD Dodge Ram#1	0.00		POLICE	1000 420100	231	101000
		10/31/25 PD Dodge Ram#2	0.00		POLICE	1000 420100	231	101000
		10/31/25 01 Frht truck #1	0.00		STREET	1000 430200	231	101000
		10/31/25 01 Frht truck #2	0.00		STREET	1000 430200	231	101000
		10/31/25 19 Dodge 5500	0.00		STREET	1000 430200	231	101000
		10/31/25 '17 Chevy 3/4 ton white	313.31		STREET	1000 430200	231	101000
		10/31/25 '13 Chevy 3500	70.20		STREET	1000 430200	231	101000
		10/31/25 77 Int'l Dump 6-1368	0.00		STREET	1000 430200	231	101000
		10/31/25 Pickup 6-1450	0.00		STREET	1000 430200	231	101000
		10/31/25 2022 Ford F-150 Police	247.70		POLICE	1000 420100	231	101000
		10/31/25 Tractor	0.00		STREET	1000 430200	231	101000
		10/31/25 2010 Ford Exped6-000046	121.94		HELP	7010 450135	231	101000
		10/31/25 SS Blower Green	414.52		STREET	1000 430200	231	101000
		10/31/25 24 Police F-150 #1 PD-23502	223.79		POLICE	1000 420100	231	101000
		10/31/25 Police F-150 Blue-64373	419.48		POLICE	1000 420100	231	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 6 of 9
Report ID: AP100

For dates posted from 11/05/25 to 11/14/25, 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
52932		3524 Greater Yellowstone Cleaning	2,472.00					
	11/03/25	Town Hall Cleaning 10/25	860.00		TWNHLL	1000 411250	357	101000
	11/03/25	Library Cleaning 10/25	585.00		LIBRY	1000 411259	357	101000
	11/03/25	Povah Cleaning 10/25	855.00		POVAH	1000 411255	350	101000
	11/03/25	Rendezvous Cleaning 10/25	132.00		RENDEZ	1000 411256	350	101000
	11/03/25	Public Works Bathroom	40.00		PARKS	1000 411253	357	101000
52933		2546 Century Link QCC	403.33					
	760268524 11/01/25	Voice/Text2-911158435022	403.33		911	2850 420750	398	101000
52934		95 NorthWestern Energy	1,643.57					
	10/29/25	nat gas 4295437-0 UPDL	240.05		UPDH	1000 411252	344	101000
	10/29/25	nat gas 4295438-8 Police	30.40		POLBLD	1000 411258	344	101000
	10/29/25	nat gas 425439-6 WY BuldDept	76.13		STREET	1000 430200	344	101000
	10/29/25	nat gas 4295447-9 Povah	409.20		POVAH	1000 411255	344	101000
	10/29/25	nat gas 4295466-9 Library	120.20		LBRY	1000 411259	344	101000
	10/29/25	nat gas 4295628-4 OldFirehall	45.08		PARK	1000 460430	344	101000
	10/29/25	nat gas 4295822-3 Iris Lift St	41.81		SEWER	5310 430600	344	101000
	10/29/25	nat gas 4295935-3 Mad Add Sew	20.59		SEWER	5310 430600	344	101000
	10/29/25	nat gas 4295947-8 PW Shop	389.69		STREET	1000 430200	344	101000
	10/29/25	nat gas 4295675-5 TwmHll	270.42		TWNHLL	1000 411250	344	101000
52994		1331 West Yellowstone Foundation	40.00					
	102425 10/24/25	Bus Vouchers	40.00		HELP	7010 450135	370	101000
52995		2537 Balco Uniform Co., Inc.	1,613.00					
	85272 11/12/25	Courtis Vest	1,613.00		POLICE	1000 420100	226	101000
52996		764 General Distributing Co.	92.75					
	1566319 10/31/25	Welding Supplies	92.75		STREET	1000 430200	231	101000
52997		999999 LORI A. HURST	60.00					
	11/04/25	RestitutionDisbursement-Parmlly	60.00		COURT	7469 212401		101000
52998		3537 Kanopy, Inc	1,750.00					
	KFSL-0720 12/01/25	KanopyVideoStream	1,750.00		LIBRY	2220 460100	398	101000
52999		2507 Silvertip Pharmacy	55.04					
	11/04/25	Pharmacy Voucher	55.04		HELP	7010 450135	358	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 7 of 9
Report ID: AP100

For dates posted from 11/05/25 to 11/14/25, FSB - Operating account
* ... Over spent expenditure

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53000		533 Market Place	8.07					
	10/28/25	Ice for Water Samples	8.07		WATER	5210 430500	220	101000
53001		135 Food Roundup	15.38					
	10/27/25	TC meeting supplies	15.38		LEGIS	1000 410100	220	101000
53002		999999 GERARDO GUERRERO	350.00					
	11/10/25	RefundCleaningdepPovah-Guerrero	350.00		POVAH	2210 214001		101000
53003		547 WY Chamber of Commerce	3,108.56					
	TOWY112025 11/05/25	ReimburseCleaning/Supplii10	3,108.56		CHMBR	1000 411257	357	101000
53004		40 Jerry's Enterprises	196.08					
	10/31/25	Fuel	196.08		STREET	1000 430200	231	101000
53005		3315 IAS EnviroChem	1,140.00					
	2507015 11/04/25	SewerTesting	1,140.00		SEWER	5310 430600	348	101000
53006		1743 DiJulio Displays, Inc.	740.44					
	10086 11/04/25	Parks Supplies	740.44		PARKS	1000 460430	220	101000
53007		379 Energy Laboratories, Inc	237.00					
	749058 11/11/25	Water testing fees	237.00		WATER	5210 430500	348	101000
53008		3484 Sweet Electric LLC	510.00					
	1144 10/27/25	Repairs to LightsBBcourt	510.00		PARKS	1000 460430	369	101000
53009		3527 Torgerson's Equipment	1,300.00					
	11251103 11/11/25	SmItemEquip	650.00		WATER	5210 430500	212	101000
	11251103 11/11/25	SmItemEquip	650.00		SEWER	5310 430600	212	101000
53010		3339 iWorQ	2,500.00					
	214113 11/03/25	PW PackageBasicManagement	2,500.00		STREET	1000 430200	357	101000
53011		3241 Bridger Analytical Lab	330.00					
	2511157 11/09/25	Water testing fees	330.00		WATER	5210 430500	348	101000
53012		1051 J & V Restaurant Supply	272.83					
	478931 11/03/25	OvenTermopilePovah-half	272.83		POVAH	1000 411255	350	101000

11/14/25
15:56:17

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/25

Page: 8 of 9
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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
53013		62 MLEA	565.00					
	25158	05/21/25 LEQ&SFST	565.00		POLICE	1000 420100	380	101000
53014		3437 T-Mobile	25.31					
	434-25	10/30/25 Connected devices	25.31		TWNHLL	1000 411250	345	101000
53015		1089 Gallatin County Treasurer	626.00					
	10/31/25	Tech Surcharge	200.00		COURT	7458 212200		101000
	10/31/25	MLEA	230.00		COURT	7467 212200		101000
	10/31/25	Victoms Assistance	196.00		COURT	7699 212200		101000
53016		1089 Gallatin County Treasurer	5.00					
	RRG16671	11/10/25 RRG16671TVDistrict	5.00		POLICE	1000 420100	870	101000
53017		171 Montana Food Bank Network	852.47					
	38048-1	11/13/25 Help Fund Supplies FoodBank	852.47		HELP	7010 450135	220	101000
53018		3473 GWC LLC	2,595.90					
	596371	11/04/25 ReplaceDefurRidgecap	2,595.90		CIP	4000 460460	920	101000
53019		379 Energy Laboratories, Inc	3,295.00					
	749512	11/12/25 VOC&SOCWaterSampling	3,295.00		WATER	5210 430500	348	101000
53020		3538 Taylor Chevrolet	27,529.25					
	11/14/25	2017ChevSilveradoused	27,529.25		CIP	4000 430200	940	101000
53021		3538 Taylor Chevrolet	53,606.25					
	11/14/25	1TonChevSillver3500HDnew	53,606.25		CIP	4000 430200	940	101000
53022		2751 Gallatin County Justice Court	1,085.00					
	11/14/25	BondtransfertoGCJC	1,085.00		COURT	7469 213000		101000
53023		3355 Rod's Diesel and Generator	638.09					
	251240	11/14/25 Sm Item of Equipment	638.09*		SEWER	5310 430640	212	101000
		# of Claims	55	Total:	3,844,034.53			
Total Electronic Claims			48,697.68	Total Non-Electronic Claims	3,795,336.85			

Fund/Account	Amount
1000 General Fund	
101000 CASH	98,612.33
2210 Parks & Recreation	
101000 CASH	350.00
2220 Library	
101000 CASH	3,980.93
2850 911 Emergency	
101000 CASH	484.39
4000 Capital Projects/Equipment	
101000 CASH	83,731.40
4030 80-acre Development	
101000 CASH	17,085.00
5210 Water Operating Fund	
101000 CASH	5,119.54
5310 Sewer Operating Fund	
101000 CASH	3,319.02
5320 Sewer Replacement Depreciation Fund	
101000 CASH	3,514,837.45
7010 Social Services/Help Fund	
101000 CASH	1,389.27
7202 TBID Agency Fund	
101000 CASH	113,354.20
7458 Court Surcharge HB176	
101000 CASH	200.00
7467 MT Law Enforcement Academy (MLEA)	
101000 CASH	230.00
7469 City Court - Judge Jent	
101000 CASH	1,145.00
7699 Victims Assistance Program	
101000 CASH	196.00
Total:	3,844,034.53

**Town of West Yellowstone
Town Council Meeting
November 4, 2025**

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

OTHERS PRESENT: Town Manager Dan Walker, Town Clerk Liz Roos, Finance Director Katie Thompson, Public Services Director Jon Brown

Jan Neish-Island Park News

The meeting is called to order by 2025 Deputy Mayor Travis Watt at 7:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

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

ACTION TAKEN

- 1) Motion carried to nominated Travis Watt to serve as the Mayor for the remainder of 2025. (Griffith, Benike)
- 2) Motion carried to approve Purchase Order #7008 to Koch's Courts for pickleball courts and fencing for \$36,815.00. (Benike, Mathews)
- 3) Motion carried to approve the claims, which total \$108,377.98. (Benike, Mathews)
- 4) Motion carried to approve the minutes of the October 21, 2025 Town Council meeting minutes. (Benike, Mathews) Griffith is opposed, motion carries.
- 5) Motion carried to table the censure of Jeff McBirnie. (Griffith, Benike) Watt is opposed, motion passes.
- 6) Motion is made to re-establish legal non-conforming status for 124 North Electric Street, WYMC 17.39.040. (Benike, Mathews) Motion fails unanimously.
- 7) Motion to table the variance request from CWH Montana LLC for a parking reduction at 124 N Electric Street and work with staff on a solution to the issue. (Benike, Mathews) Griffith is opposed, motion passes
- 8) Motion to table the variance request for a reduction in the on-site parking percentage requirement for CWH Montana LLC at 124 N Electric Street and work with staff on a solution to the issue. (Benike, Mathews) Griffith is opposed, motion passes.
- 9) Motion is made to approve the Application to Maintain an Encroachment made by CWH Montana, LLC for storage of construction materials on interior park of Block 18 through the year 2026. (Mathews, Benike) Motion fails unanimously.

Public Comment Period

No public comment is received.

Council Comments

Mathews notes that Halloween was enjoyed by his grandchildren on Halloween. Watt mentions that Gary Yeder, a long-time resident, passed away at the age of 96.

Public Hearing, Variance Request

Mayor watt reads the hearing notice. The purpose of the hearing is for the Town Council, acting as the Board of Adjustments, to consider three variance requests: re-establishing the property's legal non-conforming status, a reduction of the total number of required parking spaces, and a waiver of the requirement that 80% of parking spaces be located on-site for a hotel. The hearing was advertised in the Bozeman Daily Chronicle, online, and posted publicly at the Town Hall and Post Office. Scott Hazelton, contract planner for the Town, addresses the Council and

provides additional information about the property and variance requests. The hotel was originally built in the 1950s and has recently fell into disrepair. The last business license for the property was issued in 2023. He clarifies that the zoning code requires 16 parking spaces for use of the property as a hotel. Hazelton explains the four criteria that should be considered when acting on the variances: physical makeup of the parcel, lack of due diligence during the purchase period, was the hardship a result of the actions of the applicant, and does the variance function as a rezone of the property. Walker explains that according to the West Yellowstone Municipal Code, the Town Council acts as the Board of Adjustments for variance requests, and not the Planning Board. Ryan Callahan, applicant, addresses the Council. He explains that he is a small business entrepreneur that purchased the property with some partners in 2024. He explains that understood the property needed serious rehabilitation, but explains that they need all three variances to be able to move forward. Jerry Johnson addresses the Council. He asks if the lot is a full-size lot. Callahan answers that it is. Johnson asks if the adjacent properties have been notified by the staff. Roos responds that no official notifications have been made. Johnson summarizes the considerations they should follow. He says that this is one of the biggest decisions this Council has faced. He says that if the Council chooses to ignore the parking requirements of the zoning code, that will open a huge can of worms. He says that businesses all over town have adhered to the parking ordinance. He says there is no compelling reason to approve the second and third variance requests. He says the first request has some merit as the property did operate for many years. He says that the property did have some parking in years past, but acknowledges the trees are bigger now. He says that he does believe the staff should be able to come up with other solutions. A variance should not just wipe out an ordinance. No other comments are received.

The meeting is recessed for 10 minutes to allow the transfer of the ballot boxes to Election Officials from Gallatin County. 7:52 PM

DISCUSSION

- 1) The first order of business is election of the Mayor for the remainder of 2025. Mayor Jeff McBirnie resigned from the Town Council on October 22, 2025. Deputy Mayor Travis Watt presides over the meeting.
- 2) Thompson reports that the supporters of this project have collected over \$25,000 for this project and the Town has budgeted \$14,000, but they are anticipating some more donations. They are approving the purchase now so the contract can be signed and scheduled for spring. Brown explains that they are going to install two courts in the spring.
- 4) Griffith comments that she was misquoted in the minutes in that it says she was “livid and disgusted by the comments made by Jeff McBirnie on social media.” She says she was “livid and disgusted by what she heard about Jeff McBirnie’s comments on social media.

Grube clarifies that the rural resort tax will start collecting in January 2026, not 2025, and that the resort tax collected will be based on \$8 million in collections, not \$8 million will be generated.

- 5) Lisa Griffith suggests tabling the censure of Jeff McBirnie to the next meeting when they know the results of the election. Mathews asks for legal advice from Mersen. Mersen says they can do that but they will probably be in the same position at that time as they are now.
- 6) Benike says this is a bigger lot and believes that removing some cabins would alleviate the issue. He says that the property owners did not do enough research before purchasing the property. He says that they have already removed what little parking they have on the property. Mathews agrees with Benike and appreciates the efforts to improve the aesthetics of the property. He says there are already severe safety issues they need to

address. Griffith questions how long has it been since the property was used as a hotel. Hazelton answers that the last business license issued to operate as a hotel was in 2023. There is discussion about when the property was last actually operated as a hotel, but it is unclear because of other issues with the previous owner. Griffith points out that the property is clearly not in compliance with the old or new zoning code and the intent of such laws is to bring all properties into compliance. Watt agrees and says that there was some parking on the property in the past and more could be done to provide parking. Callahan thanks the Council and the comments that have been made. He notes that they could provide some parking in the interior of the property, but also recognized that they cannot comply with the parking ordinance. He says they recognized that they need to stabilize the property before they could move forward with anything else, based on issues that already existed. He says they did not intentionally eliminate any parking, only installed infrastructure that was necessary. He says they spent a good amount of time researching the purchase. They recognized that they were purchasing it within the 12 months of licensing, but knew they couldn't operate it as purchased. He says that it was suggested that they removed some buildings, but also realize that creates a financial hardship and they need it to be a viable project. Jan Neish of the Island Park News, asks for clarification of the non-conforming status. Walker responds that the lapse of unuse for 12 months is what triggers the loss of the non-conformity, per the WYMC. Walker comments that he senses concern for establishing a legal non-conformity. He suggests that there are other possible other options that they could work on with the applicant. He says this is a big request and they may be able to find a solution that is workable and is willing to work on that with the applicant.

- 9) Callahan explains that he understands they can't open the business yet, but they should not be precluded from construction and electrical work on the property. He says he understood this to be a typical request for construction projects. Griffith says she does not see a need to approve this request unless the project is approved. Mathews says he would prefer to see a definitive timeframe. Callahan says he could request shorter increments, if preferred. Benike expresses concern about approving encroachments this time of year because of the onset of winter. Callahan says he doesn't mind withdrawing it, if it isn't the right time. Watt suggests conditions to include more specific dimensions and an end date. Brown expresses concern about snow removal and possible obstacles. The Council recommends to Callahan that he resubmit at a later date with more detail.
- A) **Town Manager and Staff Reports:** Walker reports that they had a great quarterly staff meeting at the Library in October and they are fortunate to have such a good staff and well-run library in their community. Walker encourages everyone to take the housing survey that has been released, which has also been translated into Spanish this week. He mentions the Town hall meeting that was held last week with Cora Neumann and Alanah Griffith. He says as their local legislators, they supported three pieces of legislation that benefited west Yellowstone. They also heard from representatives es from the school, fire district, housing, and mobile DMV services. He provided information on issues that affect the Town and thanks Kayla Wilson for organizing the meeting. They received three responses to the Park Plan RFP and have interviews planned for a new equipment operator and Recreation Coordinator. They are also working on 80 acres planning.
- B) The Council discusses the process to fill the vacancy on the Town Council created by the resignation of Jeff McBirnie. Town Attorney Jane Mersen reviews Policy #41. Town Clerk Liz Roos recommends accepting letters of interest and applications through 5 PM on November 10, conducting interviews prior to the Town Council meeting on November 18, and then making an appointment on November 18. Griffith questions Mersen's interpretation and whether they should refer to the first section of the policy and appoint the first runner up in the election that is being conducted today. Mersen disagrees and says the most recent Town Council election was in 2023 and the statute requires that they fill the vacancy within 30 days of the resignation.

The meeting is adjourned at 8:40 PM.

Mayor

ATTEST:

Town Clerk

DRAFT



NOVEMBER 14, 2025

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

- Two interviews are scheduled for the Recreation Coordinator position on Monday, November 17, 2025.
- Snow Removal Meeting for anyone that plows, shovels, or moves snow – Monday, November 17, 2025 at 5 PM
- Election Update: The official canvass will be conducted on Monday, November 17, 2025. The provisional ballots were counted on Monday, November 10, 2025, no changes were made to the tallys for West Yellowstone.

Summary Results Report
 Gallatin County, Montana
 November 4, 2025

UNOFFICIAL RESULTS W/PROV

WEST YELLOWSTONE COUNCIL MEMBER
 Vote For 3

	TOTAL
BRIAN BENIKE	153
LISA GRIFFITH	74
JEFF MCBIRNIE	104
BROCK WILSON	159
Write-In Totals	310
Overvotes	6
Undervotes	112
Contest Totals	918

Declared Write-In Candidate	Total
Gregory W. Forsythe	151
Julie Wittmer	135

- We have been working on updating the Special Event Permit application and intend to release the new form by the end of the month.
- Participated in the National Safety Commission Defensive Driving Course on Thursday, November 14, 2025, presented by MMIA
- Prepared the Town Council Agenda & Packet for November 18, 2025. Prepared payroll for November 14, 2025.





Week of 11.10.2025

First off, thank you to all our veterans that have served and/or continue to serve our country. Happy Veterans' Day!

This week has been all about RRGL and ARPA close outs. I have been talking with both our ARPA and RRGL grant managers to make sure these close outs go as smoothly as possible.

Prepared budget books for our new Town Council members in January of 2026.

Prepared for the Town Council meeting on November 18, 2025, which included meeting with Kyle to prepare for our work session topic of SFE review.

Reviewed Peggy's annual goals with her.

Next week, staff will be doing a CIP meeting. So, I have been preparing their reports for a swift and thorough review of where we are for the fiscal year.

Budget review has been completed. We are doing well with expenditures for the year and revenues are tracking about the same as last year.

Ongoing: It's annual financial report time, so I am busier than ever along with trying to close out a couple of our grants. If you need something, please plan on making an appointment so I can give you the time that you need and can plan my projects accordingly. Thank you!

From: [Dan Walker](#)
To: [Elizabeth Roos](#)
Subject: FW: Bullet Points 11/13/2025
Date: Thursday, November 13, 2025 5:02:00 PM
Attachments: [image001.png](#)

From: Kyle Tanner <ktanner@townofwestyellowstone.com>
Sent: Thursday, November 13, 2025 2:02 PM
To: Jon Brown <jbrown@townofwestyellowstone.com>; Dan Walker <dwalker@townofwestyellowstone.com>
Subject: Bullet Points 11/13/2025

Bullet Points 11/13/2025

- #1 Pre winter damage report on trees, light poles and grates on canyon.
- #2 Estimate on fixing damaged wraps on garbage cans
- #3 Snow plow meeting prep.
- #4 DRG Marriot meeting.
- #5 Well house daily inspection.
- #6 Drone flight inspection on sewer plant.
- #7 Broken water line at sleepy hollow.
- #8 BIAB meeting



K.C. Tanner
Deputy Director Public Services
Building Codes Inspector
Code Enforcement

Ktanner@townofwestyellowstone.com

Cell # 406-640-0141

Public Works Summary Report

11/10/25 to 11/12/25

RSCI Contractors for the wastewater treatment plant have the concrete poured for 1 through 9 grids in the north building and only have 1 more grid to finish the north building.

The concrete slab in the thickener room has been poured and completed.

The backup generator has been set in place.

More walkways, electrical conduits, and air piping in the basins are being installed.

The roof and wall have been completed on the south side of the building. They are working on the north side of the building.

Bridger Build Construction is working and is finishing the sheetrock walls inside Well #3 and are now working on the decorative outside metal and roof.

TD&H Engineering has submitted a new design change for the police station roof. I am in the process of reviewing it.

Trying to find a pathway forward with Kyle Skarr from TD&H regarding the DNRC reporting.

The plumbing contractor that is working at Sleep Hollow motel hit the 2-inch copper service line. The on-call public work employee was called to assess the situation, and it was determined that every public service employee including me had to be called in to help shut the water service off to the property. Side note: I spoke with the property owner 2 days before this and explained not to dig around the service line because we could not shut it off due to a defective valve in the ground and we would fix the problem next spring, and he agreed to this but there was miscommunication between him and his contractor.

I am working on replacing the 2018 Dodge truck and the 2008 Ford flatbed.

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

Thank you,

Jon Brown

TOWN OF WEST YELLOWSTONE, MONTANA

Policy No. 41: Appointments to Council Vacancies and The Selection of the Mayor

A policy detailing the procedure by which appointments to Town Council vacancies will be made and the procedure by which the Mayor shall be selected.

Appointments to the Town Council

In accordance with Section 3.04 (6) of the Charter for the Town of West Yellowstone, “when a vacancy occurs in the office of a council member, the position shall be considered open and subject to nomination and election at the next general municipal election, except the term of office shall be limited to the unexpired term of the person who originally created the vacancy. Pending such election and qualification the council shall appoint from among the qualified voters in the Town a person possessing the qualifications for office required by law and this Charter, within 30 days of the vacancy, to hold the office until the successor is elected and qualified.” Should a council vacancy occur, the following procedure shall be followed in selecting a person to hold the office until the next general municipal election:

- 1) The vacancy shall be offered to the first runner-up in the most recent Town Council election provided that a) there is a first runner-up; and b) provided that not more than six months have passed since the most recent Town Council election.
- 2) If the first runner-up refuses appointment, or if there is no first runner-up, or if more than six months have passed since the most recent Town Council election, the Town Clerk will draft and post a notice about the vacancy at the Town Offices and the Post Office. This notice shall specify the details about the vacancy, and will set forth the details regarding the application procedure and the deadline for receipt of applications. The Town Clerk will also advertise the vacancy utilizing the most effective advertising tools available, including the local paper, to seek applicants from all segments of the community, representing various interests and groups.
- 3) Applicants for the council vacancy shall complete and submit a Town of West Yellowstone “Application for Boards and Committees.” A letter of interest shall accompany the application form. The letter of interest, which should be limited to two pages in length, should explain the applicant’s interest in serving on the council.
- 4) All council members will actively participate in the selection process and will have one week to review the applications. In reviewing applications, council members will strive to achieve a balance of qualifications and perspectives on the council. Council members will individually submit to the Town Clerk names of the applicants they want to be interviewed for the vacancy. Council members are encouraged to include comments with this list of suggested interviewees.

- 5) The Town Clerk will compile the list of recommended interviewees and forward the list and any council member comments to the full council.
- 6) The council will establish an interview method and follow that method to interview the candidates on the list of interviewees. Any candidate who received three or more recommendations by individual council members shall be interviewed.
- 7) After interviews have occurred, the council will select a candidate for appointment. The candidate will be appointed at the next regularly scheduled town council meeting. The appointment shall be made by the affirmative vote of a majority of all of the members of the Town Council.

Selection of the Mayor

In accordance with Section 3.05 (1) of the Charter for the Town of West Yellowstone, "The mayor shall be selected from among the members of the Town council by the affirmative vote of a majority of the council." The following procedure shall be followed in selecting the mayor:

- 1) The incumbent mayor will preside over beginning of the meeting at which the new mayor is to be selected. If the incumbent mayor is not in attendance, the deputy mayor shall preside.
- 2) After the Pledge of Allegiance, the presiding officer will open the floor to nominations for mayor.
- 3) Once nominations have been made and seconded, the presiding officer shall open the floor to discussion and allow public comment on the nomination(s).
- 4) When discussion and public comment have been exhausted, the presiding officer shall call for a vote on the first nomination/motion. Should that motion fail, the presiding officer will ask for a motion on the next nomination. This procedure shall be followed until a new mayor is selected by the affirmative vote of a majority of all of the members of the Town Council.

Approved 2-16-10 ER



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: _____

Event or Project Contact Person: _____

Address: _____

Phone: _____ Email: _____

Application Submission Date: _____

EVENT OR PROJECT INFORMATION

Event or Project Name: _____

Location of Event or Project: _____

Date(s) of Event or Project: _____

Estimated Total Event or Project Cost: _____

MAP Fund Amount Requested: _____

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.

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.

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.

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.

Yellowstone Rendezvous Race 2026

Income			
	Sponsor Income	\$4,000.00	
	Retail Income	\$500.00	
	Race Registrations	\$40,000.00	
	MAP grant	\$17,000.00	
	TOTAL	\$61,500.00	
Expenses			
	Feed stations	\$2,600.00	
	Promotional gear	\$15,000.00	Includes bibs and packet contents
	Miscellaneous	\$2,000.00	(e.g., photographer, course supplies, snowmobile fuel, medals, etc.)
	Banquet	\$4,000.00	(Space, chairs, catering)
	Prize money	\$7,200.00	
	Timing	\$4,000.00	
	Grooming	\$8,500.00	
	U.S. Forest Service	\$2,500.00	
	Marketing	\$3,000.00	
	Payroll	\$6,700.00	(e.g., Director, Chiefs of comp, course, volunteers, etc.)
	Porta Potties	\$1,750.00	
	Insurance	\$1,350.00	
	Clean up (Squeaky Clean)	\$225.00	
	Miscellaneous	\$2,500.00	(e.g., credit card processing fees, accounting, postage, etc.)
	TOTAL	\$61,325.00	
Proposed MAP Budget Request			
	Marketing	\$1,000.00	
	Promotional gear	\$11,750.00	
	Timing & Porta pottes	\$4,250.00	
	TOTAL	\$17,000.00	

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)?

4 Can your event or project proceed without MAP funds?

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"

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.



June 4, 2025

MAP Funds outcome report

The 2024 Yellowstone Rendezvous Race was a success with 554 participants (10 more than last year). Race feedback from participants was positive. Again, multiple Olympic Nordic skiers participated, speaking to the quality of race and the attraction of race venue. Everybody had a good time, and felt a sense of unity with everyone else that had completed the race. The impact on local businesses was positive as described in the letter from Agata Morrill, Owner, QuickPrint of West Yellowstone (see attached letter).

This year's funds went towards timing (\$1063), promotional race swag (\$5793), portable toilets (\$1062), and general promotional posters, stickers, and flyers (\$582) for a total of \$8500. Given there were multiple events taking place the same weekend, I did not request the TBID numbers. However, I can say that the activity was significantly greater on the trails compared to non-event weekends. Combined Friday, Saturday, and Sunday trails counts were close to 1650; average non-event weekend activity is 300.

Destination Yellowstone promotes the Yellowstone Rendezvous Race through the marketing firm using online tools including geofencing. This tool allows for the advertising to be presented to a specified population (consistent with last year, Ikon pass holders were a target). This means that whenever an Ikon pass holder visited a ski resort's webpage, they were presented with an ad for West Yellowstone. These numbers will have greater meaning when we are able to compare them across multiple years. Additionally, The Utah Nordic TUNA news report again ran a story on the Rendezvous Race that likely enhanced West Yellowstone's exposure, though we do not have data from that.

We are grateful for the funds provided by MAP. These funds help alleviate some of the financial stress and burden of hosting an event like the Rendezvous Race. And because of these funds, we were able to offer a positive and hospitable experience to all that raced, volunteered, and spectated. We are looking forward to an even more successful race next year.

Thank you.



May 27, 2025

Dear Marketing and Promotions Committee,

We are writing in support of the Yellowstone Rendezvous Race event. My business, QuickPrint of West Yellowstone, benefits directly from the activity that the ski events bring to our community.

QuickPrint is an independently owned and operated packing, shipping, printing and business services center. WYSEF brings their promotional needs to us for design and printing. In other words, with every ski event, we benefit.

The events held on the ski trails benefit the local business community not only by increasing activity at the expected businesses such as lodging and restaurants, however others such as mine also benefit. The Rendezvous Race is one of those ski events, and as such, the Rendezvous Race is a great event to be the recipient of the Marketing and Promotions funds.

Sincerely,

A handwritten signature in blue ink that reads 'Agata Morrill'. The signature is fluid and cursive.

Agata Morrill
Owner
QuickPrint

Certification

Applicant Individual or Organization: Yellowstone Rendezvous Race

Event or Project Contact Person: Julie Wieseler

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 Julie Wieseler

Name (printed) Julie Wieseler

Title Grant Administrator

Date 20 Aug 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: W. Yell. Chamber of Commerce Snowmobile Events Comm.

Event or Project Name: Snow Shoot 2027 (Held in 2026)

Date Submitted: 10.22.25

Date Approved by MAPFAB: 11.13.25

Requested Funding Amount: \$16,350

Approved Funding Amount: \$16,350

Comments: Approved expenses totaling \$16,350: Permit \$8650, Marketing \$2000, Trailer rental \$3125, Portable toilets rental \$650, Waste receptacles rental \$300, Administrator/Coordinator wages \$1625

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: W Yellowstone Chamber of Commerce Snowmobile Events Com

Event or Project Contact Person: Marge Wanner, Event Coordinator

Address: 30 Yellowstone AV

Phone: 406-539-7895 Email: margew@wyellowstone.com

Application Submission Date: 10/22/2025

EVENT OR PROJECT INFORMATION

Event or Project Name: Snow Shoot 2027 (held in 2026)

Location of Event or Project: 720 Airport Road

Date(s) of Event or Project: Feb 1- 12, 2026

Estimated Total Event or Project Cost: \$135,850.00

MAP Fund Amount Requested: \$ 16,350.00

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.

Snow Shoot 2027 will be held February 1-13, 2026. This is an annual Snowmobile Manufacture Association (ISMA) Private Photo Shoot event which has been returning since 2001.

Snowmobile manufactures Polaris and Skidoo and Arctic Cat invite and release their new product to the snowmobile and all-terrain media to "Ride, Tech and Write" about their snowmobiles for the next year. This is the most significant media winter event of the year for these manufacturers, and the International media. To date 98 media have registered to attend.

The snowmobile manufactures partner with the West Yellowstone Snowmobile Events Committee (WYSEC) to provide a private secure location, create an event site, coordinate infrastructure needs including Airport lease, permits, office trailers, temporary power, phone, DSL, snowmobile fuel, media room for various needs and lunches daily.

West Yellowstone have been awarded this bid because of our existing private, secured infrastructure (Airport) option and 25 years of experience with the "turn-key" event, great snow and groomed trails, security, and event management. OEM and Media request to return because of the number of hotel rooms and eating establishments. community support.

SNOW SHOOT 2027 (held in 2026) UPDATE!!! ISMA changed their dates to early February to free up rooms around Presidents weekend. Arctic Cat has reorganized their company and will be back to join Polaris and Ski-Doo.

+

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.

May: Post prior event starts beginning to secure office trailers that are at available for the next year event.

July: Receive the actual dates for the 2026 event.

Notify Airport of lease dates

Start the office trailer chase with dates and negotiating rates.

Create budget for the 2026 for annual COC meeting

November: Solicit room rates

Receive the media commitment forms from Snow Shoot OEM.

Start Forest Service permits, Insurance

December: Start receiving requests for assistance about misc. media may need locally

January: 1st- 15th

Start plowing and grooming the site and create the internal display pod.

Placement of office trailers

Order welcome posters, collect local information for media

Solicit lunch provider

Power, DSL, Trash, Restrooms, Propane delivered and connected

+

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.

This event is not open to the public and cannot be promoted to the public, but there is numerous residuals. The captive media audience that is covering the new manufacturer models will also be profiling West Yellowstone. They will be seeking supplemental stories on our great location, snowmobile trails, local lodging and eating establishments, profiling Yellowstone Park in winter, and other human interest stories.

Positive publicity about our community appearing thru social media when in town, and later in these publications, social media and their respective web stories will have a ripple effect.

The positive impact to West Yellowstone is both immediate and long-term. This event will bring approximately 1400 room nights. Media attendees and participants are spending thousands on lodging, meals, entertainment, retail stores, and services.

Residuals: The OEM Polaris and Ski-doo usually have additional add-on events for their individual products bringing additional people / dollars prior to the event.

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, medals, trophies, rewards, appearance fees and/or purses, but requests cannot exceed 25% of the event'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 proposed Snow Shoot 2027 (held in 2026) budget.

Request from MAP detail:

\$ 2000.00: Media marketing supplies, copies of local info, onsite banners, posters, ISMA Lunch cost

\$ 10,000.00: 1 office trailer for the media to recharge and download their Office trailers 12 X 60' are in high demand. Marge was stalking trailer rental vendors since June 2025 The balance will be charged to the manufactures.

\$ 650.00 toward temp restrooms and service. Balance of paid by WYCSEC funds,
(West Yellowstone Chamber of Commerce Snowmobile Events Committee)

\$ 300.00 toward waste containers and service

\$ 3400.00: Administration fees toward temp employees for fueling, accounting fees, Travel, meals. Additional coordinator and support costs is shared with OEM and WYCSEC funds.

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?

"More heads in beds and at the tables"

Local businesses benefits are the approximately 1500 room nights and all eat 3 meals daily over two to 3 weeks.

The local economy in general, benefits from this event. Besides lodging and meals, they all have cars and buy fuel, shop our retail stores, and visit our local restaurants, and bars in groups for social activities and entertainment including "Bingo Nights" and "Karaoke" and Pool tourneys.

The snowmobile manufactures also add on prior to and post events bringing influencer's and or dealers in for rides on their new product because it is all in one place and one destination. These add-on events bring additional over night stays etc creating... "Heads in beds and at the tables"

The "Return on investment" is a huge benefit as it contributes to the community businesses and resort tax.

- 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 measure success for West Yellowstone by registration numbers as all attendees register by OEM, engineers, marketing and staff, Media, dealers, other invited, list where they are from National and Internationally..

We have them list their lodging property and number of day/nights.

- 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 have received funding for this Snow Shoot events since the beginning of MAP Grant Funding.

Yes all vendors and expenses have been paid on time every year

- 4** Can your event or project proceed without MAP funds?

Most likely not. We do not take in any funds for registration nor is this a fun raiser.

The community is the benefactor in many ways.

- 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 posters at the event and name tags will have the MAP logo on them.

We also hand out local information generated by the Chamber and TBID marketing contacts in jump drives and other misc handouts ie; restaurant lists, snowmobile grooming schedules, etc.

We also include the logo or phrase in communication letters to attendees.

The event hosts 2 mandatory safety meetings prior to the 2 groups and the OEM share that the community Marketing and Promotions Grant Funding supports this event financially.

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:

Snow Shoot 2027 budget
Snow Shoot 2026 Outcome report

Certification

Applicant Individual or Organization: West Yellowstone Chamber of Commerce / Snowmobile Events

Event or Project Contact Person: Snow Shoot 2027, Marge Wanner, Event Coordinator

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) Marge Wanner

Title Event Coordinator

Date 10/21/2025

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:

To Whom It Concerns,

My name is Sydney Delaney Owner/Manager of The Buffalo Bar. The Buffalo Bar is a local restaurant in West Yellowstone Montana. We operate a year round full service restaurant that remains open 363 days a year. Being a year round business in a seasonal town like West Yellowstone poses many challenges. We believe strongly that having repeating events or sanctions come to town in shoulder and Winter seasons are crucial for our ability to remain open for locals and tourists alike. Snowshoot has been a staple to winter business and a building block for many other activities and events in West Yellowstone during Winter.

Snowshoot is an event we welcome and support whole heartedly. Snowshoot, supplies us extra business in all Winter months, January through March. I believe that because of Snowshoot and the exposure it gives to West Yellowstone, it encourages return visitation in the Winter and has also opened the door for other additional opportunities for smaller events, photo shoots, movies and podcasts that bring others to West Yellowstone. We see more and more return visitation every year because of Snowshoot, participants stay at our lodging and dine out in our restaurants repeatedly.

Many friends and affiliates of Snowshoot extend their stays ensuring that ourselves and other local businesses remain busy through an otherwise slower time of year. Aside from the business we receive directly from Snowshoot, It has been common in recent years for the Snowmobile Manufactures to schedule separate private photoshoots and filming in West Yellowstone. The exposure, and essentially advertising, we get from this opportunity is invaluable and would have otherwise been impossible if not for Snowshoot.

Over the years we have had opportunities to host some events at The Buffalo Bar, such as game night for Snowshoot and several meet and greets. Snowshoot also brings to town a vast variety of media from around the world, currently West Yellowstone and The Buffalo Bar can be found featured on Snowmobiler TV's season Finale! Many of these media blurbs help keep West Yellowstone and greater areas on the map as one of the best places to snowmobile in the world. This Year we got to add to the list an appearance in an episode of "Lunches with Levi," a Polaris sponsored internet series with Levi LaVallee, pro snowmobiler, and his famous guest whom happened to be country music star Tyler Hubbard. They highlighted trails in West Yellowstone and our local business for everyone to see!

I am not an avid snowmobiler, but being involved in snowmobile events and having these patrons visit our establishment, has opened my eyes to seeing what a close-knit community the snowmobile world is and I am truly honored that we can be part of it! We are grateful for all snowmobile business and especially for the repeat business we get from the snowmobile manufactures and the organization of Snowshoot itself!

Thank you,

Sydney Delaney
The Buffalo Bar
406-640-2867
Sydneyrs3@gmail.com

2027 Snowshoot Event (February 7-12, 2026)

Income:	proposed budget 2027	Chamber/MAP	Arctic Cat	Polaris	Skidoo
Manufacturer's Pre-Event Deposit	96,000.00		24,000	34,000	38,000
Lunches collected on site (media & Skidoo)	3,000.00	4,000			
CoC Snowmobile Events Funding/Rollover	25,000.00	25,000			
MAP funding requested	16,350.00	16,350			
Total Income:	140,350.00	45,350	24,000	34,000	38,000
Expenses:					
Permit - DOT Airport lease	12,000	8,650.00	4,000	4,000	4,000
Media Marketing supplies (MAP)	2,000	2,000.00			
Lunch and Office chairs, tables	550		-	275	275
Event Office, lunch and OEM Trailers (MAP)	30,000	3,125.00	-	10,000	10,000
Restrooms	2,600	650.00	650	650	650
Waste receptables / recycling	1,200	300	300	300	300
Administrative/coordinator Fees - (MAP)	27,000	1,625.00	4,000	4,000	4,000
Office Supplies	750		250	250	250
Wifi, office and lunch trailer	500				
Power Materials & usage	3,750		1,250	1,250	1,250
Propane	1,500		500	500	500
Grooming & Setup	4,500		1,500	1,500	1,500
Gas tanks & materials, pumps	3,000		1,000	1,000	1,000
Fuel	18,000		6,000	6,000	6,000
Fuel - LYNX					
SM Permits - Idaho 59.50	5,400		1,800	1,800	1,800
SM Permits - Montana 35	3,150		1,050	1,050	1,050
Forest Service Use Permits & COC ins	5,000		1,665	1,665	1,665
storage units (2400)	900		300	300	300
Meals	6,000	2,400	1,200	1,200	1,200
Motel (AL)	3,000	750	750	750	750
CC/bank fees	1,050		350	350	350
Misc/ CoC Staffing & Acctg	4,000	2,500	1,000	1,000	1,000
Total Expenses:	\$ 135,850	22,000	27,565	37,840	37,840

Certification

Applicant Individual or Organization: West Yellowstone Chamber of Commerce /Snowmobile Events

Event or Project Contact Person: Snow Shoot 2027, Marge Wanner, Event Coordinator

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 Marge Wanner

Name (printed) Marge Wanner

Title Event Coordinator

Date 10/21/2025

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:

SNOW REMOVAL & STORAGE INFORMATION MEETING



Topics of Discussion

- Town of West Yellowstone Snow Plowing Policies & Procedures
- Snow Storage: Stacking & Storing Guidelines
- Clarification of Town Right-of-Ways
- Residential Snow Removal Concerns

**Monday, November 17, 2025
5:00PM-Town Hall**

HOLDERS OF SNOW ENCROACHMENT PERMITS ARE REQUIRED TO ATTEND THIS MEETING BEFORE A PERMIT IS ISSUED FOR THE UPCOMING SEASON.



ANYONE THAT MOVES SNOW SHOULD ATTEND THIS MEETING
All snow removal contractors, equipment operators (both commercial and private), and property owners are invited and encouraged to attend this important community meeting.

For more information, please contact the Town Offices at (406) 646-7795 or the Public Services Department at (406) 640-7547 or jbrown@townofwestyellowstone.com