

Town of West Yellowstone

Tuesday, December 16, 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

80 Acres Planning Update, TD&H Engineering

Discussion/Action

TOWN COUNCIL MEETING – 7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment – Yellowstone Nature Connection Annual Update
- Council Comments

Treasurer's & Securities Reports

Purchase Orders # 7020 to 3H Construction, sewer line cleaning, \$14,288.65

Claims

Business License Applications:

Minutes: **December 16, 2025** Town Council Meeting

Town Manager & Staff Reports

Advisory Board Reports

NEW BUSINESS

West Yellowstone Foundation Lease Extension Agreement

Discussion/Action

Marketing and Promotions Fund Award Recommendations

Discussion/Action

- Hebgen Lake Ice Fishing Tournament 2026, \$4398
- Octane Expo and Snowmobile Rodeo, \$22,300

Special Event Permits

Discussion/Action

- Wildfire Defense Race Series 2026 – street closures, resort tax bond waiver



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.





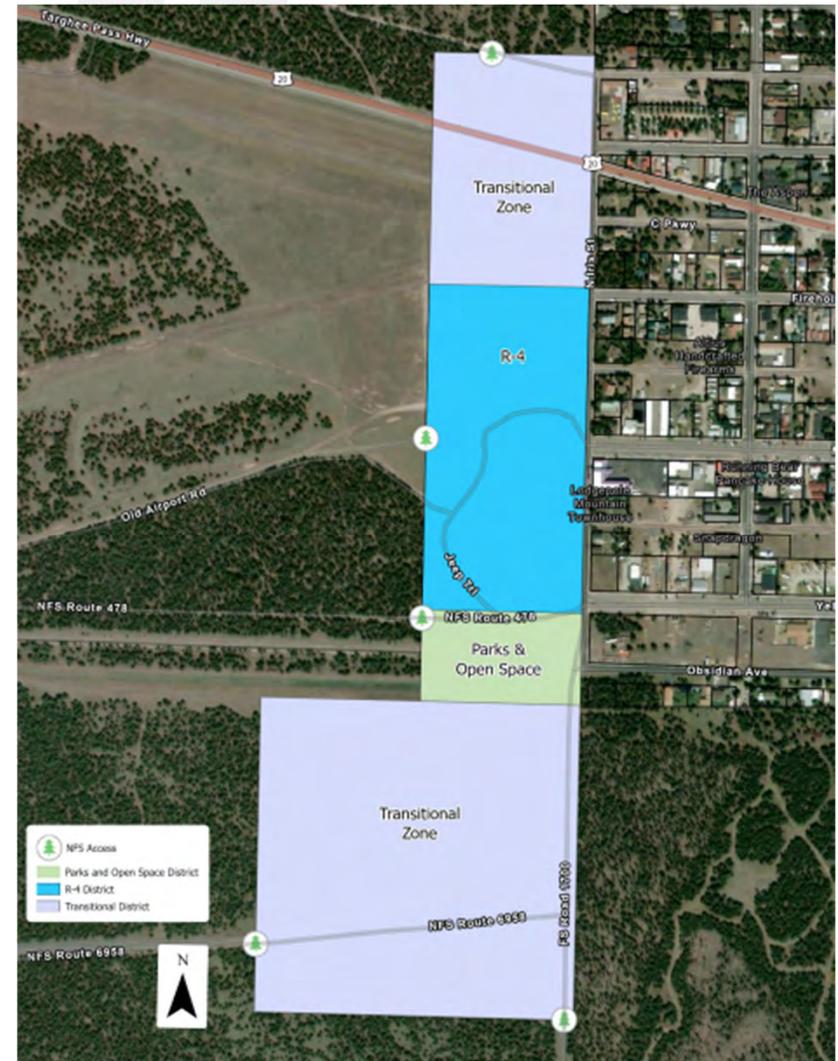
80 ACRE PRELIMINARY PLAT

West Yellowstone, Montana



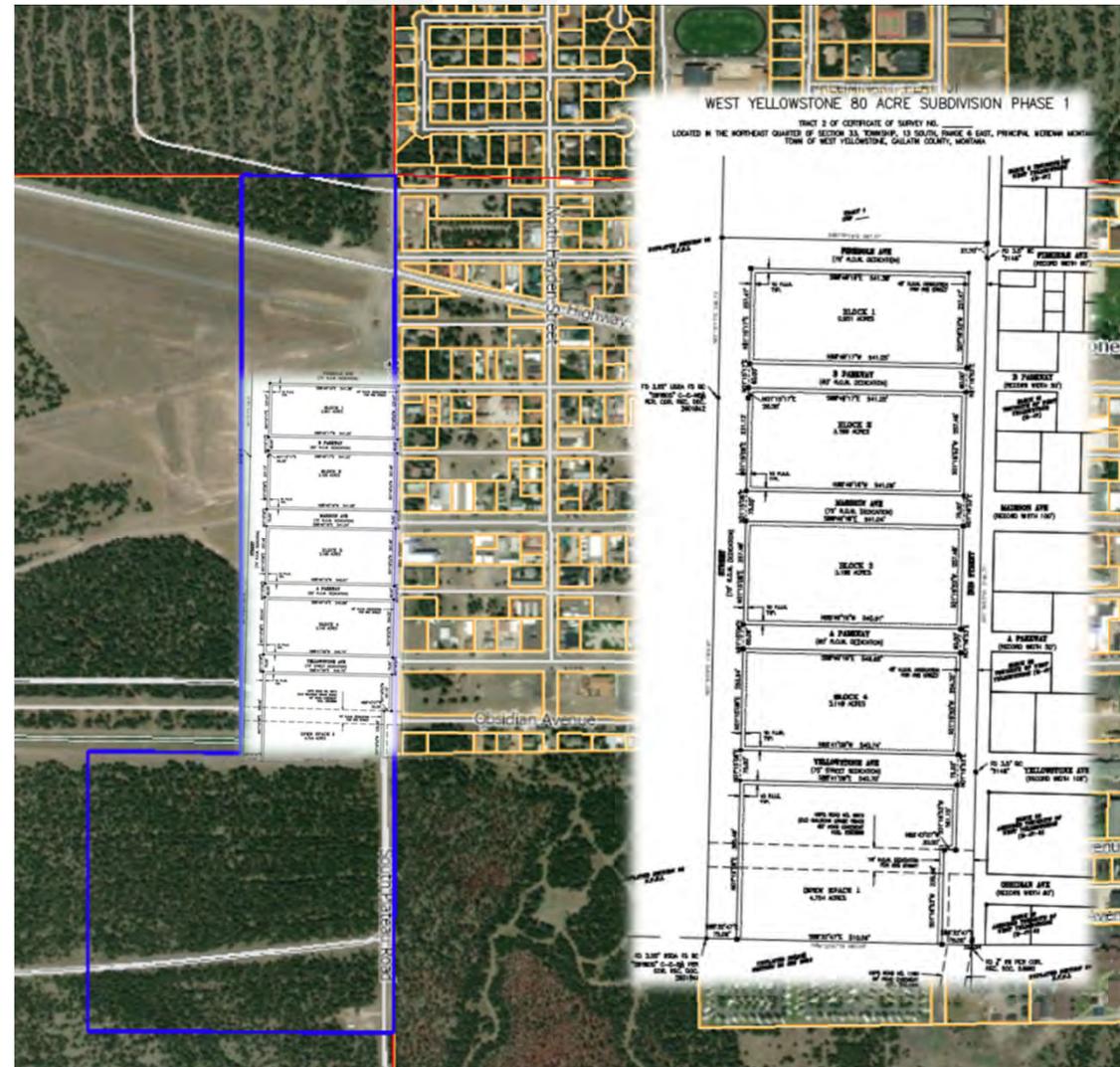
OVERVIEW

- 80 Acre Subdivision is currently comprised of three zoning districts
- Phase 1 includes R-4 area and Park / Open Space



PHASE 1 PROJECT OVERVIEW

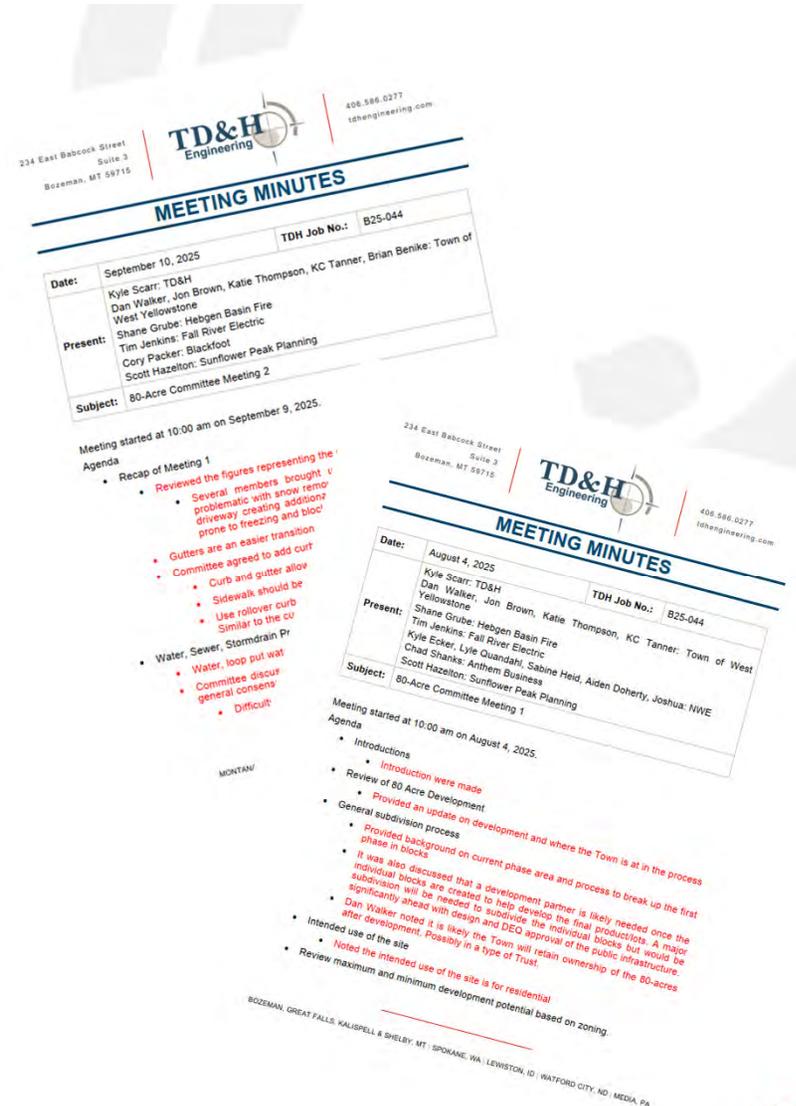
- The Phase 1 preliminary plat focuses on 26.5-acres located in the north-central portion of the Town's 80-acre parcel
- The preliminary plat establishes:
 - Core requirements
 - Four non-sequential development phases (Phases 1A, 1B, 1C, 1D)



PHASE 1 PROJECT OVERVIEW

How did we get where we are today?

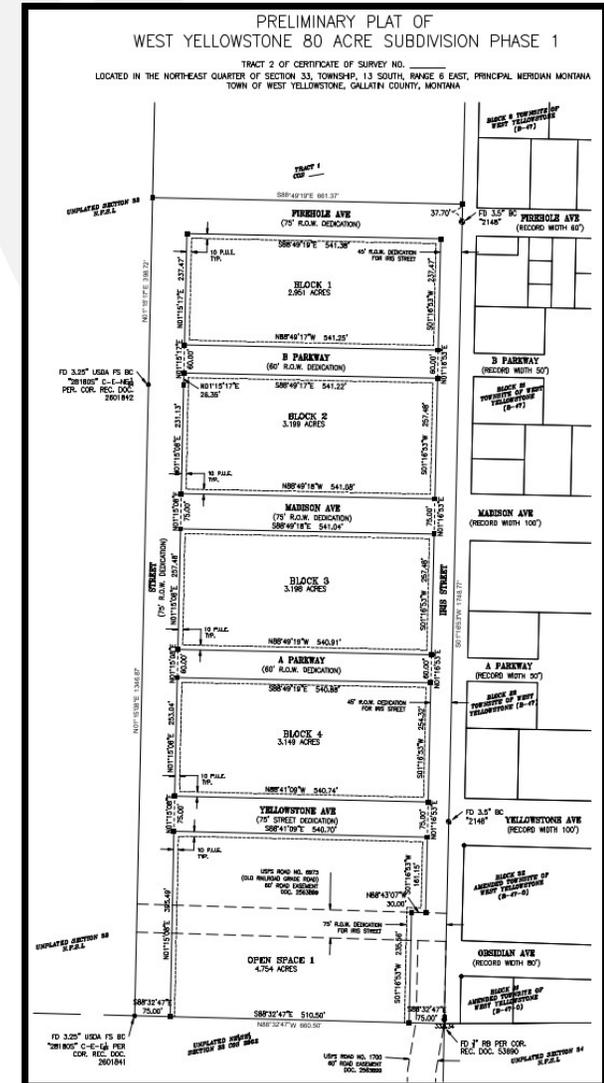
- Town approved Phase 1 work on June 17, 2025
- An 80 Acre planning committee was created on July 1, 2025
 - Meeting 1 (August 4, 2025)
 - Block layout, R/W width, pavement width, curb and gutter, sidewalks, access to public lands, emergency access, snow storage
 - Meeting 2 (September 10, 2025)
 - Recap of meeting 1, utilities, easements, lift station, wells, phasing flexibility (Minor vs. Major Sub.)
 - Meeting 3 (End of January TBD)
 - Preliminary plat final touch ups
 - Development Strategy



PHASE 1 PROJECT OVERVIEW

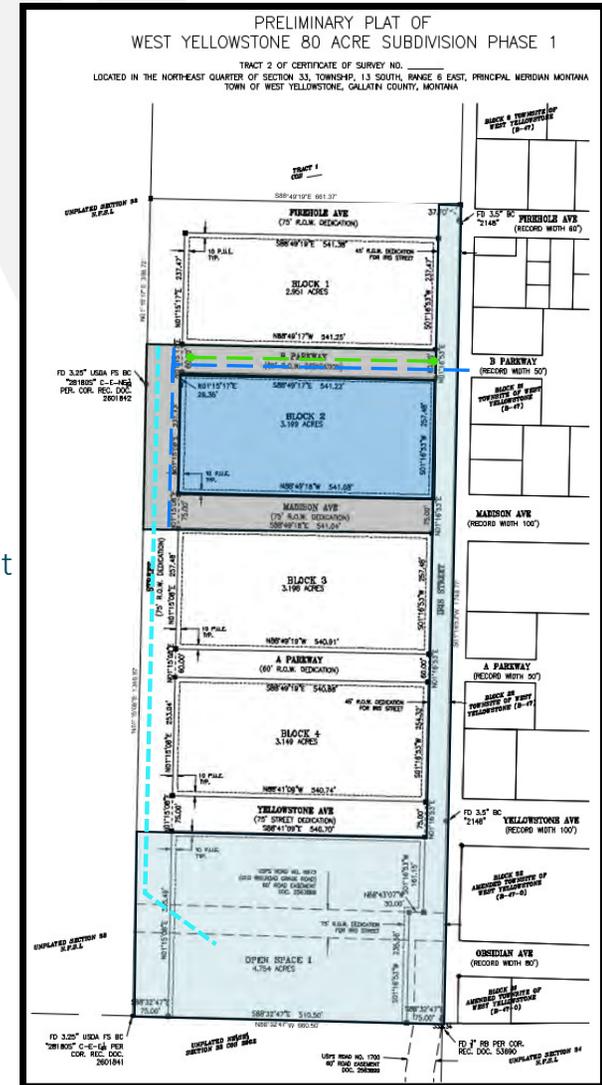
Major vs. Minor Subdivision

- The ultimate lot layout within each block is unknown
- Original plan was to perform a minor subdivision followed by a major subdivision for each block to create individual lots
- Current plan is to perform a phased major subdivision
 - Avoids multiple preliminary and submittals
 - Town to review each block and approve final plat
 - Prevents unnecessary utility extensions



PHASE 1B

- If Phase 1B is the first to develop:
 - Complete Phase 1 Core Requirements
 - Relocate existing USFS road easement
 - Extend Water and Sewer to service Phase 1B development block
 - Install Storm Water Infrastructure
 - Roads
 - Madison Ave
 - B Parkway
 - Connect Madison Ave and B Parkway with road on west side of development



PRELIMINARY PLAT

- Several major preliminary plat milestones are completed
 - Preliminary plat map
 - Master utility plan
 - Traffic study
 - Geotechnical investigation
 - Wetland delineation
 - Noxious weed plan
 - General preparation of preliminary plat application
- Next Steps
 - Boundary Line Adjustment (Mid January)
 - NRMEDD Economic Report (Mid January)
 - 3rd Committee Meeting (Late January)
 - Finalize preliminary plat
 - Development Strategy
 - Preliminary plat application submittal date
 - Submit Preliminary Plat for Town Council Approval (Assumed Late February)

DEQ SUBMITTAL

- DEQ Process

- Streets, water mains, sewer mains, and storm drainage will be completed using the MFE process with a certified checklist review
- Lift station will be completed using the full DEQ Engineering Review
 - DEQ Review timeframe 6 to 9 months

- Next Steps

- Complete design of subdivision infrastructure (Late February completion date)
- Lift Station Design
 - Controlling overall DEQ submittal schedule
 - 6 to 9 month DEQ review
 - Goal would be to receive DEQ lift station approval by end of 2026 for bidding and summer 2027 construction start date

- A final plat will be prepared for each development phase individually.
- A phase can only be final-platted after:
 - Town review and approval
 - Core Requirements are complete
 - Required phase-specific infrastructure is installed or bonded



How Final Plats will Work





December 10, 2025

Greetings Council Members,

Next week we are scheduled to present our Annual Non-Profit Report before the Town Council. I am requesting about 15 minutes of your time to cover our operations and provide a bit more detail about the 20 Year History of this organization. Last year, members of the Council asked... "What is the Yellowstone Nature Connection?" This year, I'd like to congratulate our newly elected Council Members and **Thank You All** for your Service. Like each Council Member, we are **Volunteers** and we are proud of the unique and important programs given for the community each summer. We also provide programs to thousands of the general public that visit the park each year.

In the past 20 years there have been hundreds of retired and current Smokejumper Volunteers at the Station. We have created a place and time for telling wildland firefighting and Smokejumper stories. We open each May and typically close by Halloween. We maintain the Historic Ranger Station buildings and schedule volunteers to "give programs" seven days a week from sunrise to sunset. A sensational 5 minute Smokejumper video loops throughout the day in the Station's barn. For years this has been our opener for general discussions about wildland firefighting. We are proud ambassadors of the Town of West Yellowstone, the USFS, the BLM and the National Smokejumping community. The culture of Smokejumping is unique. When parachuting into remote or wilderness areas... you are expected to get the job done. **Period.** For the most part, there will be no other direction or help. This is the ethic of our volunteers. Our goal is to inspire kids, parents or any Yellowstone visitor to appreciate and respect Nature.

This year, I've created a more "performative" presentation to emphasize the essence of what the organization does and who we are. If you have gone to school in West Yellowstone in the past 20 years.... you know who we are. We've taught every WY preschooler the Smokey Bear Song. We have kids do push ups, chin ups and sit ups. We get them to ***RUN!*** Each summer you can see the kids running around the Station as they sing "Firefighter Cadence" After time with us, they know the possibility of outdoor professions they can consider. Each Smokejumper volunteer has their own unique inspiration and approach. Just like on a wilderness fire... we trust them to get the job done!

Since 1940 there have been about 6200 Smokejumpers in the US. On an annual basis there are between 350 and 400 active Jumpers nationwide. They are less than 1% of the total National Wildland Firefighting Workforce. We estimate there are about 4000 former and retired

Smokejumpers living today. Most folks in town are vaguely aware of the Smokejumper Base at the Airport. This Base has typically had about 30 jumpers each year. The National Park Service ran operations out of the old airport starting in 1951. The Forest Service took over in the 1960's and moved to the current facility at the "new" airport around 1970. Jumpers used the Historic Ranger Station as a Base and housing for almost 20 years from 1959 until the Airport Facility was fully operational. Ownership of the Old Ranger Station buildings was transferred to the town when the original facility property was sold and the buildings moved to the current location at Dunbar Park. The over one hundred year history of the station is a very intriguing, convoluted and complicated story that goes far beyond the scope of my Council presentation. Our continued sense of "informal" ownership has meant that the Town has NOT invested or has been required to make expenditures on the facility for more than 20 years. We purchase all the materials, pay the utilities and make the repairs. These old cabins are a lot of work and a labor of "love". As Smokejumpers it's basically in our DNA to maintain and honor these kinds of Forest Service Facilities.

I first came to West Yellowstone as a Smokejumper in 1988 on a booster crew out of Alaska. I saw the last of the North Fork fire that threatened the Town just as the first snow started. I was the Smokejumper Base Manager from 2005 until 2010 and established the initial funding to create the Non-Profit ~ originally the Junior Smokejumper Program ~ now the Yellowstone Nature Connection. I want to give a nod to Barry and Linda Hicks who started the organization and created the programs we still use today!. Barry was also the Base Manager and opened up the Forest Service facility at the new Airport in the early 1970s. The dump bears were often seen around the base in those days! For the past decade, I have been President and Program Leader of YNC. I'll have Smokejumper SWAG (stuff we all get) for the Council, Town Staff and anyone attending the meeting. However, just like we do at the Station, you will be expected to repeat the Junior Smokejumper Oath at the conclusion of my presentation to earn the very special patch, hat or t-shirt. The work you do as a Council Member and Town Staff is important. Our organization is grateful for the support we have historically known over the many different terms and years. We understand your support is vital to our success.

I look forward to answering any questions and am excited to share some of the recent successes we have known with funding, programs and projects. There are 7 other Smokejumper bases in the lower 48 and one up in Alaska. No other base has the interactive and youth focused programs we do!

Thank you again for the support.

Jim Kitchen
President YNC

Yellowstone Nature Connection



2025 Annual Newsletter

Each year we express our sincere appreciation for the volunteers and supporters of this organization. They consistently give thousands of hours in volunteer time and fund this project each year. For the past decade, we have typically opened in May. We start our programs in the Madison Valley for Bear Creek Days, where we present to hundreds of kids from the region. By Memorial Day Weekend and late May, we are fully operational at the West Yellowstone Historic Ranger Station. In 2025 we focused on several key projects that will be detailed below.

The Program Barn at the Station is on display as a Smokejumper Museum and Smokejumper Ready Room. Operations are typically from Sunrise to Sunset, 7 days a week throughout the 'core season' from Memorial Day through Labor Day. We present 4 to 10 programs daily with the 5 year average around 4 programs a day. We never go a day without visitor contacts. Weekends and Holidays are always the busiest days. Park visitation is trending towards earlier and later visitation in recent years. "We are an all volunteer organization" of mostly retired smokejumpers. During our core season, there are typically 4 to 6 volunteers available to conduct daily programs at the Station. Volunteers cover a flex schedule and commit to 4 to 6 hours per day. Our goal is to assure program coverage throughout the day from late May to late September.



Programs conducted at the West Yellowstone Historic Ranger Station



OVERVIEW:

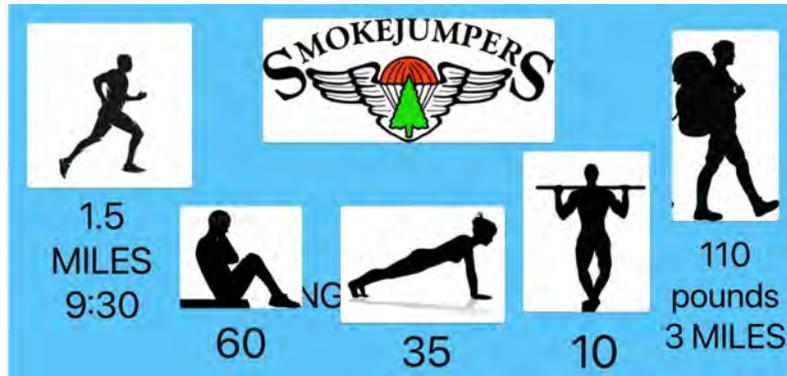
More than 100 volunteers have donated at least 4000 volunteer hours on an annual basis since 2020. In 2025 we exceeded our typical annual numbers. Volunteers have donated more than 20,000 total hours of time in the past decade. Public and youth outreach is our main objective. We have grants with the Bureau of Land Management and US Forest Service in support of this project. The photo collages from past years show the extraordinary engagement and fun our volunteers have with program participants.



HIGHLIGHTS of the 2025 SEASON:

2025 was a year of significant change in our overall programming. In early July we began a Speaker Series at 1:00 pm daily at the nearby Museum of the Yellowstone. The program is an important collaboration with the Yellowstone Historic Center and is promoted by their staff as *The Fires of 1988 and Firewise*. The presentation morphed into a far ranging discussion where volunteers share their personal experiences of Wildland Fire. We are recognized as the 'experts' which inspires the general public to ask a wide range of questions. When the topic of

Smokejumping comes up, and it usually does... we point to the Station. We describe the Ready Room where they can actually suit up in Smokejumper gear and learn how to fight fire. A fun fact is how these programs have boosted our visitor participation numbers by over 1500 individuals this year. At the end of the season participants would applaud at the conclusion of our programs. We have definitely 'hit a cord' with the programs at the Museum.



The established 'main program' at the Station remains focused on Smokejumping and Wildland Fire. Programs are given 'on demand' whenever families or groups walk onto the Station grounds. Our forte is the unscheduled program. Volunteers know we are essentially the ambassadors for the Town of West Yellowstone, our supporting agencies and the wildland fire community. We have a defined program structure, but sincerely engage each individual. We encourage stories. In many cases we listen more than anything. When families with a lot of energy arrive, we'll find them out on the chin up bars and ready to go! Our volunteers strive to make our presentations engaging and fun.



At Bear Creek Days, in mid May, we presented to more than 400 Madison Valley school kids during an 'End of School' celebration which is held annually at the Bear Creek Ranger Station. This year, the rains came. So we changed the focus of the traditional out of doors program to stories around a warm fire *inside* the Ranger cabin. We talked about Forest Service History and taught about the Firewise Structure Checklist. Next year we will be ready to suit them up and role play Smokejumping again but this year was special. We were able to convey the traditions of the US Forest Service and the importance of

Public Lands when many Forest Service Employees had just lost their jobs. We remain strong advocates for public land and public service. Now hundreds of kids from the area know how cool it is to have that kind of focus in life.

We continued to give scheduled group programs this season. We did more than 20 programs for Road Scholar, West Yellowstone Summer School, Montana & Yellowstone Conservation Corps.

UNIQUE COLLABERATIONS:

The Yellowstone Shortline Trail is a new non motorized paved 9.5 mile route that historically starts at the Station's current location. It follows the historic rail grade all the way to the Montana/Idaho State Line and the Continental Divide. It's an amazing \$3 million dollar project with 3 spectacular bridges, interpretive signs and access to the entire Madison River South Fork. Most of our volunteers ride it when they are here. It's a gentle railroad grade with an almost effortless return that is mostly a downhill coast. In the spring we help clear the trail of rock fall from winter storms and occasional repairs to signage or fallen tree removal. Most of us consider it to be an extra sparkle in the shining crown jewels of this community.

The local disposal transfer station is just north of Town on Highway 191. It handles garbage disposal for the park and this entire region. It's surprising how many bicycles are thrown out each year. James Madison is the organization's unofficial Acupuncturist and he is also on the Transfer Station staff. He saves and drops off the salvageable bikes! We like it when they have two wheels and roll with the potential to be repaired. Many of our volunteers enjoy tinkering with the bikes. WY has a significant immigrant and hispanic work force. "Ellos son los verdaderos trabajadores de la ciudad". We actually give away the bikes to anyone that works in Town on a J-9 Visa or lives here and wants one. Before they ride away on the two wheeled jalopy... we make sure they know about the rail trail and how much fun it is to ride! We also receive donated bear spray on occasion. It's a good idea to take that along on your ride as well. It's big bear country up there!



Recently our Vice President, Todd King has stepped away from this role. For the past 4 years Todd and the entire King Family have been the "go to" family at the Station each summer. They presented programs, helped with projects around the station, helped to preserve the historic structures by lovingly oiling each log ~ Thank you, Liberty! and have been key in the success of our daily operations. Our gratitude goes out to Todd, Liberty, Sage, Phoenix and Dryden for the many programs and volunteer hours you all contributed here. The Kings have literally rocked the station for years now!



Becoming a Junior Smokejumper is fun and it's not just for kids. Many parents and grandparents take on the challenge. Often, adult participants do portions of the program to earn the coveted sticker or patch just like the kids. Our volunteers adapt to the time constraints and interest of every group or participant.

How can you become a Junior Smokejumper?

To earn the very special Patch, Stamp or Sticker, a participant must accomplish at least a few of the following program elements:

- Watch the short Smokejumper video
- Wear an actual Smokejumper suit
- Make an exit from the practice DC 3 jumpship.
- Loft an actual Smokejumper parachute
- Physical Training Practice
- Review Sandtable Basics
- Carry or hold the 100 lb Pack Out Bag

All participants will earn at least some form of recognition once they recite the PLEDGE:

THE JUNIOR SMOKEJUMPER PLEDGE

As a Junior smokejumper, I Promise

To Keep Myself Strong

To Be a Team Player

To Take Care of the Land

To Treat Others with Kindness

And to always eat my vegetables and keep my room clean.

In conclusion, this non-profit has grown and evolved in powerful ways over the years. Our volunteers and supporters have created something important and special. For years we have inspired youth and the public in general. This is important work and we are inspiring the next generation at a time when Federal Agencies really need a boost of public support. We are at the right place and the right time to say "Federal Lands and the Agencies that manage them are important"!

Sincerely,

~ Jim Kitchen

President

Yellowstone Nature Connection

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Yellowstone Nature Connection is a nonprofit 501(c)(3) organization.

EIN# 20-4768720

WE REALLY NEED YOUR SUPPORT NOW!

(Grants and funding are all in question)

P.O. BOX 1570

TOWN OF WEST YELLOWSTONE MONTANA

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date 12/9/25

Ship Via Sewer operating Fund

Order No. **7020**

Department 5310 - 4130630 - 357 JB

TO: 3H Construction LLC

ADDRESS: PO Box 2250

Idaho Falls ID 83403

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	<u>pipe line cleaning / Sewer line cleaning</u>
	<u>camera inspections - sewer</u>
	<u>Cleaning LIFT Stations - sewer</u>
	<u>Hydro Ex around Five Hydrants</u>
	<u>Mobilization for Use Truck / Excavator</u>

Estimated Cost \$ 14,288.65

Requested By: [Signature]

Accounting Code 5310-4130630-357 ^{JB}

Authorized By: [Signature]

VENDOR COPY - White OFFICE COPY - Canary

Approved By: [Signature]

3H CONSTRUCTION LLC

PO Box 2250
Idaho Falls, ID 83403

Invoice

Date	Invoice #
11/25/2025	5283

Bill To
Town of West Yellowstone West Yellowstone, MT 59758

P.O. No.	Project	Terms
		Net 30

Description	Quantity	UM	Rate	Amount
10/21/2025 - 10/24/2025				
Pipe Line Cleaning	7,681	LF	0.80	6,144.80
Camera Inspection	783	LF	0.95	743.85
Clean Lift Stations	8	HR	400.00	3,200.00
Hydro Ex around Fire Hydrant	3	HR	400.00	1,200.00
Mobilization - Camera	1	EA	400.00	400.00
Initial Mobilization for Vac Truck	1	EA	800.00	800.00
Initial Mobilization for Excavator	1	EA	1,200.00	1,200.00
Mobilization - Daily	3	EA	200.00	600.00
Excavated and Replaced Fire Hydrant - No Charge				

Thank you for your business.		Total	\$14,288.65
Phone #	Fax #	Payments/Credits	\$0.00
208-359-8009	208-359-1512	Balance Due	\$14,288.65

12/12/25
14:32:37

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 12/25

Page: 1 of 11
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
52959		1089 Gallatin County Treasurer	488.00					
	11/30/25	Tech surcharge	160.00		COURT	7458 212200		101000
	11/30/25	MLEA	230.00		COURT	7467 212200		101000
	11/30/25	Public Defender	0.00		COURT	7468 212200		101000
	11/30/25	Victims Assistance	98.00		COURT	7699 212200		101000
52960		266 Utilities Underground Location	15.75					
	5115389 11/30/25	excavation notifications	15.75		SEWER	5310 430600	357	101000
52962		2575 WY Tourism Business Improvement	46,136.11					
	11/30/25	Collections in November	46,136.11*		TBID	7202 411800	540	101000
52963		151 Gallatin County WY TS/Compost	327.00					
	12/01/25	Household waste	327.00		PARKS	1000 460430	534	101000
52965	E	2673 First Bankcard	639.20					
	11/04/25	Park supplies	25.49		PARKS	1000 460430	220	101000
	11/07/25	Postage	3.84		FINADM	1000 410510	311	101000
	11/21/25	Supplies	73.78		FINADM	1000 410510	220	101000
	11/22/25	ChristmasTreeTownhall	348.99		TWNHLL	1000 411250	364	101000
	11/25/25	Supplies	21.84		FINADM	1000 410510	220	101000
	11/25/25	Court Postage	21.54		COURT	1000 410360	311	101000
	11/27/25	Binders	35.99		FINADM	1000 410510	220	101000
	12/01/25	Supplies	23.17		LEGIS	1000 410100	220	101000
	12/02/25	Supplies	84.56		FINADM	1000 410510	220	101000
52966	E	2673 First Bankcard	2,058.38					
	11/03/25	Supplies	17.98		LIBRY	2220 460100	220	101000
	11/04/25	Fisher's	60.59		LIBRY	2220 460100	398	101000
	11/07/25	Supplies	74.54		LIBRY	2220 460100	220	101000
	11/06/25	Supplies	65.64		LIBRY	2220 460100	220	101000
	11/10/25	Books	6.25		LIBRY	2220 460100	215	101000
	11/11/25	Books	10.97		LIBRY	2220 460100	215	101000
	11/11/25	Books	86.66		LIBRY	2220 460100	215	101000
	11/11/25	Books	39.25		LIBRY	2220 460100	215	101000
	11/11/25	Subscription	44.98		LIBRY	2220 460100	330	101000
	11/15/25	Membership	14.99		LIBRY	2220 460100	398	101000
	11/19/25	Supplies	48.90		LIBRY	2220 460100	220	101000
	11/20/25	Supplies	11.83		LIBRY	2220 460100	220	101000
	11/20/25	Books	21.33		LIBRY	2220 460100	215	101000
	11/21/25	Supplies	1.00		LIBRY	2220 460100	220	101000
	11/21/25	Supplies	120.12		LIBRY	2220 460100	220	101000
	11/21/25	Supplies	40.86		LIBRY	2220 460100	220	101000
	11/21/25	Books	227.06		LIBRY	2220 460100	215	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	11/21/25	Supplies	10.90		LIBRY	2220 460100	220	101000
	11/24/25	Books	21.90		LIBRY	2220 460100	215	101000
	11/25/25	Supplies	60.99		LIBRY	2220 460100	220	101000
	11/25/25	Supplies	103.89		LIBRY	2220 460100	220	101000
	11/26/25	Furniture	435.11		LIBRY	2220 460100	364	101000
	11/28/25	Books	119.56		LIBRY	2220 460100	215	101000
	11/28/25	Furniture	383.17		LIBRY	2220 460100	364	101000
	12/01/25	Books	29.91		LIBRY	2220 460100	215	101000
52967		2546 Century Link QCC	13.01					
	760815397	11/24/25 long dist chg 406-646-7600	13.01		DISPAT	1000 420160	345	101000
52968		73 Westmart Building Center	1,106.81					
	11/27/25	Street SmItemsEquipSupplies	57.93		STREET	1000 430200	212	101000
	11/27/25	Street Supplies	386.12		STREET	1000 430200	220	101000
	11/27/25	StreetLighting Supplies	56.98		STREET	1000 430263	220	101000
	11/27/25	Water small Equipment	56.03		WATER	5210 430500	212	101000
	11/27/25	Water Supplies	49.81		WATER	5210 430500	220	101000
	11/27/25	UPDL Supplies	207.54		UPDL	1000 411252	220	101000
	11/27/25	TownHallSupplies	67.86		TWNHLL	1000 411250	220	101000
	11/27/25	Povah Supplies	1.39		POVAH	1000 411255	220	101000
	11/27/25	Parks Supplies	184.24		PARKS	1000 460430	220	101000
	11/27/25	Help Fund Supplies	38.91		HELP	7010 450135	220	101000
52970		2952 DIS Technologies	893.96					
	17678	12/05/25 Monthly Managed IT	893.96		IT	1000 410580	355	101000
52971		2421 NAPA Auto Parts	3,461.22					
	11/30/25	Napa Supplies	591.84		STREET	1000 430200	220	101000
	11/30/25	Napa repairs Supplies	529.12		STREET	1000 430200	361	101000
	11/30/25	Napa Equipmnt repairSupplies	2,340.26		STREET	1000 430200	369	101000
52972		E 2673 First Bankcard	426.11					
	11/03/25	Supplies	35.50		POLICE	1000 420100	220	101000
	11/04/25	Supplies	79.97		POLICE	1000 420230	220	101000
	11/04/25	Supplies	135.64		DSPTCH	1000 420160	220	101000
	11/28/25	TransUnion	175.00		POLICE	1000 420100	398	101000
52973		2558 Hebgen Basin Fire District	57,536.96					
	12/01/25	December 2025	49,753.67		FIRE	1000 420400	357	101000
	12/01/25	December 2025	7,783.29		FIRE	1000 420400	140	101000

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52974	E	2673 First Bankcard	1,424.69					
		11/04/25 Social Supplies	30.88		SOCSER	1000 450135	220	101000
		11/06/25 Help Fund Supplies	19.79		HELP	7010 450135	220	101000
		11/12/25 Help Fund Supplies	38.98		HELP	7010 450135	220	101000
		11/13/25 Help Fund Supplies	24.00		HELP	7010 450135	220	101000
		11/14/25 Help fund supplies	4.02		HELP	7010 450135	220	101000
		11/14/25 Help fund supplies Postage	78.00		SOCSER	1000 450135	311	101000
		11/15/25 Social Supplies	43.96		SOCSER	1000 450135	220	101000
		11/19/25 Social Supplies	8.72		SOCSER	1000 450135	220	101000
		11/19/25 Rec Supplies	34.99		REC	1000 460440	220	101000
		11/19/25 Help fund supplies	102.21		HELP	7010 450135	220	101000
		11/20/25 Social Supplies	239.88		SOCSER	1000 450135	380	101000
		11/26/25 Social Supplies	150.94		SOCSER	1000 450135	220	101000
		11/26/25 Social Serv Training	249.00		SOCSER	1000 450135	380	101000
		11/26/25 Rec Supplies	214.31		REC	1000 460440	220	101000
		11/27/25 Social Supplies	35.15		SOCSER	1000 450135	220	101000
		11/27/25 Rec Supplies	47.40		REC	1000 460440	220	101000
		11/27/25 Help fund supplies	10.49		HELP	7010 450135	220	101000
		11/29/25 Rec Supplies	43.99		REC	1000 460440	220	101000
		11/28/25 Help fund supplies	34.99		HELP	7010 450135	220	101000
		11/29/25 Social Serv Training	12.99		SOCSER	1000 450135	380	101000
52975		2952 DIS Technologies	730.00					
		17681 12/05/25 Monthly IT	730.00		IT	1000 420160	398	101000
52976		999999 CLINTON KING	685.00					
		12/09/25 ExoneratedBond-King	685.00		COURT	7469 212401		101000
52977		2852 Blackfoot Communications	1,955.69					
		12/01/25 646-5106, fax soc svc	40.53		SOCSRV	1000 450135	345	101000
		12/01/25 646-5119, police station Dispa	40.53		DISPCH	2850 420750	345	101000
		12/01/25 646-5141, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
		12/01/25 646-5185, town hall alarm	40.53		TWNHAL	1000 411250	345	101000
		12/01/25 646-7311, social services	20.00		SOCSRV	1000 450135	345	101000
		12/01/25 646-7481, povah elevator	58.16		POVAH	1000 411255	345	101000
		12/01/25 646-7511, town hall fax	40.53		TWNHAL	1000 411250	345	101000
		12/01/25 646-7609, public works	20.52		PUBSVC	1000 430200	345	101000
		12/01/25 646-7650, police station fax	40.53		DISPCH	2850 420750	345	101000
		12/01/25 646-7715, povah center	25.17		POVAH	1000 411255	345	101000
		12/01/25 646-7795, town hall	233.39		TWNHAL	1000 411250	345	101000
		12/01/25 646-7845, court clerk	0.00		COURT	1000 410360	345	101000
		12/01/25 646-9017, library	44.17		LIBRAR	2220 460100	345	101000
		12/01/25 646-9027, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
		12/01/25 ethernet, library	300.00		LIBRAR	2220 460100	345	101000

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	12/01/25	ethernet, povah center	146.26		POVAH	1000	411255	345		101000
	12/01/25	ethernet, police station	359.95		POLICE	1000	411258	345		101000
	12/01/25	ethernet, town hall	272.00		TWNHAL	1000	411250	345		101000
	12/01/25	ethernet, public works shop	125.00		STREET	1000	430200	345		101000
	12/01/25	602-4909, town hall judge	14.76		COURT	1000	410360	345		101000
	12/01/25	602-4894 Town hall Court Clerk	1.10		COURT	1000	410360	345		101000
	12/01/25	602-4897 town hall	1.10		TWNHAL	1000	411250	345		101000
	12/01/25	602-4898 town hall	1.10		TWNHAL	1000	411250	345		101000
	12/01/25	602-4900 town hall	5.25		TWNHAL	1000	411250	345		101000
	12/01/25	602-4901 town hall	5.25		TWNHAL	1000	411250	345		101000
	12/01/25	602-4902 town hall	1.10		TWNHAL	1000	411250	345		101000
	12/01/25	602-4903 town hall	1.10		TWNHAL	1000	411250	345		101000
	12/01/25	602-4904 town hall	1.10		TWNHAL	1000	411250	345		101000
	12/01/25	602-4905 town hall	1.10		TWNHAL	1000	411250	345		101000
	12/01/25	602-4906 Library Main desk	1.10		LIBRY	2220	460100	345		101000
	12/01/25	602-4907 Library Director	1.10		LIBRY	2220	460100	345		101000
	12/01/25	602-4908 Povah Ctr	11.10		POVAH	1000	411255	345		101000
	12/01/25	602-4949 Town Hall	11.10		TWNHAL	1000	411250	345		101000
	12/01/25	6024044 Soc Ser Pantry	10.00		SOCSE	1000	450135	345		101000
52978		3476 RSCI	1038,791.66							
	15	11/30/25 WWTP Contractor Payment	1038,791.66		WWTP	5320	430640	951		101000
52979	E	2964 CITI CARDS	385.50							
	11/12/25	MarketPlace	17.97		ADMIN	1000	410210	220		101000
	11/12/25	Food roundup	32.34		ADMIN	1000	410210	220		101000
	11/18/25	Wild West Pizza	107.07		LEGIS	1000	410100	220		101000
	11/24/25	Supplies	82.09		ADMIN	1000	410210	220		101000
	12/02/25	GallatinCntyMVBelgrade	23.34		STREET	1000	430200	870		101000
	12/02/25	HomewoodSuites-Roos Training	122.69*		ADMIN	1000	410210	370		101000
52980		2 Forsgren Associates P.A.	47,205.75							
	125570	11/25/25 WWTP	47,205.75		WWTP	5320	430640	951		101000
52982		2813 Century Link	978.13							
	11/19/25	911 ALI/SR 255-9710	365.28		911	2850	420750	345		101000
	11/19/25	BSLANlog 255-9712/0133,5127	125.25		POLICE	2850	420750	345		101000
	11/19/25	BSLANlog 646-5170,5173,5179	167.60		POLICE	2850	420750	345		101000
	11/19/25	Alarm Lines 646-5185,7256	105.20		TWNHLL	1000	411250	345		101000
	11/19/25	Police - 646-7600	214.80		POLICE	2850	420750	345		101000

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52983	E	2323 Montana Department of Revenue	10,492.85					
	15	11/30/25 WWTP	10,492.85		WWTP	5320 430640	951	101000
52985		2845 Kasting, Kauffman & Mersen, PC	9,127.24					
	12/04/25	Legal Fees	8,880.00		LEGAL	1000 411100	352	101000
	12/04/25	Travel	247.24		LEGAL	1000 411100	373	101000
52987	E	2673 First Bankcard	1,677.50					
	11/04/25	Sm Item Equipment	241.68		STREET	1000 430200	212	101000
	11/05/25	Equipment repairs	16.62		STREET	1000 430200	369	101000
	11/06/25	Vehicle Repair	109.99		STREET	1000 430200	361	101000
	11/10/25	WildWest Pizza	125.01		WATER	5210 430500	870	101000
	11/20/25	EquipmentRepairs	79.60		STREET	1000 430200	369	101000
	11/20/25	Sm Items Equipment	93.24		SEWER	5310 430600	212	101000
	11/20/25	Uniforms	678.28		STREET	1000 430200	226	101000
	11/20/25	Vehicle Repair	155.00		STREET	1000 430200	361	101000
	11/20/25	Sm Items Equipment	178.08		SEWER	5310 430600	212	101000
52988	E	2789 WEX Bank	2,923.96					
	11/30/25	10 JD Backhoe 310SJ	0.00		STREET	1000 430200	231	101000
	11/30/25	91 Ford 6-582	112.73		STREET	1000 430200	231	101000
	11/30/25	Larue D55 SnowBlower	0.00		STREET	1000 430200	231	101000
	11/30/25	Grader	0.00		STREET	1000 430200	231	101000
	11/30/25	14 Water Truck	0.00		STREET	1000 430200	231	101000
	11/30/25	2010 JD 772 Grader	0.00		STREET	1000 420100	231	101000
	11/30/25	92 SS Blower-Yellow	0.00		STREET	1000 430200	231	101000
	11/30/25	02 Freightliner Dump 6-54564A	0.00		STREET	1000 430200	231	101000
	11/30/25	08 GMC Pickup 6-1484	0.00		STREET	1000 430200	231	101000
	11/30/25	JD Loader 624P	0.00		STREET	1000 430200	231	101000
	11/30/25	08 CAT 938H Loader	0.00		STREET	1000 430200	231	101000
	11/30/25	08 904B MiniLoader	0.00		STREET	1000 430200	231	101000
	11/30/25	15 Ford F-250	157.81		STREET	1000 430200	231	101000
	11/30/25	18 2018 Dodge Ram-PW	0.00		STREET	1000 430200	231	101000
	11/30/25	18 Dodge Ram-Police	396.05		POLICE	1000 420100	231	101000
	11/30/25	19 Dodge Durango PD	497.83		POLICE	1000 420100	231	101000
	11/30/25	Multi-Use Vehicle - Sienna	85.16		WATER	5210 430500	231	101000
	11/30/25	Multi-Use Vehicle - Sienna	20.16*		ADMIN	1000 410210	370	101000
	11/30/25	06 Dodge Durango 6-2010	229.43		STREET	1000 430200	231	101000
	11/30/25	Dumptruck	0.00		STREET	1000 430200	231	101000
	11/30/25	15 Sweeper 6-1151	0.00		STREET	1000 430200	231	101000
	11/30/25	'00 FL Dumptrk 6-60700A	0.00		STREET	1000 430200	231	101000
	11/30/25	'14 Ford Intercep	0.00		POLICE	1000 420100	231	101000
	11/30/25	PD Dodge Ram#1	0.00		POLICE	1000 420100	231	101000
	11/30/25	PD Dodge Ram#2	0.00		POLICE	1000 420100	231	101000

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	11/30/25	01 Frht truck #1	0.00		STREET	1000 430200	231	101000
	11/30/25	01 Frht truck #2	0.00		STREET	1000 430200	231	101000
	11/30/25	19 Dodge 5500	142.87		STREET	1000 430200	231	101000
	11/30/25	'17 Chevy 3/4 ton white	176.42		STREET	1000 430200	231	101000
	11/30/25	'13 Chevy 3500	157.35		STREET	1000 430200	231	101000
	11/30/25	77 Int'l Dump 6-1368	0.00		STREET	1000 430200	231	101000
	11/30/25	Pickup 6-1450	0.00		STREET	1000 430200	231	101000
	11/30/25	2022 Ford F-150 Police	195.41		POLICE	1000 420100	231	101000
	11/30/25	Tractor	0.00		STREET	1000 430200	231	101000
	11/30/25	2010 Ford Exped6-000046	89.08		HELP	7010 450135	231	101000
	11/30/25	SS Blower Green	93.92		STREET	1000 430200	231	101000
	11/30/25	24 Police F-150 #1 PD23502	331.62		POLICE	1000 420100	231	101000
	11/30/25	24 Police F-150 #2 PD	0.00		POLICE	1000 420100	231	101000
	11/30/25	Police F-150 Blue 64373	238.12		POLICE	1000 420100	231	101000
52989		1514 Verizon Wireless	954.60					
23		Smartphones						
	11/20/25	640-0108, Police	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-0141 Street SP	41.50		STREET	1000 430200	345	101000
	11/20/25	640-0159 Street SP	41.50		STREET	1000 430200	345	101000
	11/20/25	640-0606 911 Dispatch	41.50		911	1000 420160	345	101000
	11/20/25	640-1103, Operator SP	41.50		STREET	1000 430200	345	101000
	11/20/25	640-1460, Library Dir, SP	41.50		LIBRAR	2220 460100	345	101000
	11/20/25	640-1461, S & W operator, SP	41.50		SEWER	5310 430600	345	101000
	11/20/25	640-1462, S & W Super, SP	41.50		WATER	5210 430500	345	101000
	11/20/25	640-1463, Deputy PSS, SP Sspnd	41.50		PARKS	1000 460430	345	101000
	11/20/25	640-1472, Ops Mgr, SP	41.50		ADMIN	1000 410210	345	101000
	11/20/25	640-1676, Rec Coord, SP	41.50		REC	1000 460440	345	101000
	11/20/25	640-1754, COP, SP	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-1755, Police	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-1756, Police	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-1757, Police	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-1758, Head Dispatcher	41.50		DSPTCH	1000 420160	345	101000
	12/20/25	640-1759, Police	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-7547, WS Super	41.50		SEWER	5310 430600	345	101000
	11/20/25	640-9074, PSS, SP	41.50		STREET	1000 430200	345	101000
	11/20/25	640-2354 Social Services	41.60		SOCSER	1000 450135	345	101000
	11/20/25	640-2629 City Judge	41.50		COURT	1000 410360	345	101000
	11/20/25	640-7108 Police Officer	41.50		POLICE	1000 420100	345	101000
	11/20/25	640-7873 Equip Operator	41.50		STREET	1000 430200	345	101000

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52990		3524 Greater Yellowstone Cleaning	2,418.00					
	273	12/02/25 Town Hall Cleaning 11/25	1,095.00		TWNHLL	1000 411250	357	101000
	273	12/02/25 Library Cleaning 11/25	486.00		LIBRY	1000 411259	357	101000
	273	12/02/25 Povah Cleaning 11/25	665.00		POVAH	1000 411255	350	101000
	273	12/02/25 Rendezvous Cleaning 11/25	132.00		RENDEZ	1000 411256	350	101000
	273	12/02/25 Public Works Bathroom	40.00		PARKS	1000 411253	357	101000
52991		3437 T-Mobile	25.31					
	9345943426	11/30/25 Connected Device	25.31		TWNHLL	1000 411250	345	101000
52992		95 NorthWestern Energy	1,719.85					
	11/26/25	nat gas 4295437-0 UPDL	112.85		UPDH	1000 411252	344	101000
	11/26/25	nat gas 4295438-8 Police	23.22		POLBLD	1000 411258	344	101000
	11/26/25	nat gas 425439-6 WY BuldDept	92.51		STREET	1000 430200	344	101000
	11/26/25	nat gas 4295447-9 Povah	466.07		POVAH	1000 411255	344	101000
	11/26/25	nat gas 4295466-9 Library	173.69		LBRY	1000 411259	344	101000
	11/26/25	nat gas 4295628-4 OldFirehall	69.61		PARK	1000 460430	344	101000
	11/26/25	nat gas 4295822-3 Iris Lift St	33.35		SEWER	5310 430600	344	101000
	11/26/25	nat gas 4295935-3 Mad Add Sew	16.47		SEWER	5310 430600	344	101000
	11/26/25	nat gas 4295947-8 PW Shop	422.31		STREET	1000 430200	344	101000
	11/26/25	nat gas 4295675-5 TwmHll	309.77		TWNHLL	1000 411250	344	101000
52993		1514 Verizon Wireless	280.07					
	7 laptops							
	11/20/25	223-2779 586 Laptop	40.01		POLICE	1000 420100	345	101000
	11/20/25	333-8121 Head DsptchLaptop	40.01		DSPTCH	1000 420160	345	101000
	11/20/25	640-0121 Laptop	40.01		POLICE	1000 420100	345	101000
	11/20/25	640-2195 683 laptop	40.01		POLICE	1000 420100	345	101000
	11/20/25	640-2551 COP laptop	40.01		POLICE	1000 420100	345	101000
	11/20/25	641-0184 686 laptop	40.01		POLICE	1000 420100	345	101000
	11/20/25	641.0207 681 laptop	40.01		POLICE	1000 420100	345	101000
53052		161 Internal Revenue Service	1,102.24					
	LT39	10/06/25 Payroll Taxes Q3 2023 941	1,102.24*		FINANC	1000 410510	630	101000
53053		3523 Sunflower Peak Planning	1,351.25					
	25-004	08/01/25 80 Acres planning	115.00		80ACRE	4030 430630	354	101000
	25-004	08/01/25 PlanningZoning	1,236.25		PLNNG	1000 411000	354	101000

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53054		1751 DPHHS-EHFS	275.00					
	RL44516-26	11/21/25 Povah/SeniorctrLicRenwl202	275.00*		POVAH	1000 411255	335	101000
53055		3242 Fisher's Technology	1,169.92					
	1593278	12/01/25 TonersuppliesFinOffice	434.37		FINADM	1000 410510	220	101000
	1595034	12/04/25 TonerSuppliesTwnClerkoffice	735.55		ADMIN	1000 410210	220	101000
53056		3305 Dunne Communications, Inc.	4,315.00					
	25111902	11/19/25 Radio Repair	4,315.00		911	2850 420750	362	101000
53057		2195 Code Publishing Company	147.00					
	GCI0018999	11/30/25 MuniCodeWebupdate	147.00		ADMIN	1000 410210	398	101000
53058		1454 Bozeman Daily Chronicle/Big Sky	40.00					
	693412	12/01/25 PubhearingBudgetAmend	40.00		ADMIN	1000 410210	327	101000
53059		533 Market Place	355.57					
	11/11/25	PoliceSupplies	20.16		POLICE	1000 420100	220	101000
	11/11/25	Refund	-1.45		POLICE	1000 420100	220	101000
	11/16/25	HelpFundSupplies	124.10		HELP	7010 450135	220	101000
	11/20/25	HelpFundSupplies	212.76		HELP	7010 450135	220	101000
53060		40 Jerry's Enterprises	299.14					
	11/30/25	Fuel	299.14		STREET	1000 430200	231	101000
53061		1447 MMC, Inc.	290.26					
	10570	12/01/25 EquipmentRepair	290.26		STREET	1000 430200	369	101000
53062		307 Summit Fire & Security, LLC	989.00					
	3683648	12/01/25 UPDL repair kitchen	591.25		UPDL	1000 411252	357	101000
	3683649	12/01/25 Povah KitchenHood repair	397.75		POVAH	1000 411255	340	101000
53063		2561 ESRI	460.00					
	900142547	11/24/25 ArcGISBasicMaintenance	230.00		IT	5210 430500	355	101000
	900142547	11/24/25 ArcGISBasicMaintenance	230.00		IT	5310 430600	355	101000
53064		2099 Quick Print of West Yellowstone	41.21					
	21546	11/21/25 Supplies	1.65		FINADM	1000 410510	220	101000
	21546	11/21/25 Supplies	25.69		SEWER	5310 430600	220	101000
	21546	11/26/25 Supplies	13.87		BLDINS	1000 420531	220	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
53065		254 Firehole Fill Up/Economart	89.22					
	11/30/25	Fuel	89.22		STREET	1000 430200	231	101000
53066		3525 Hillyard/Montana	48.08					
	605985501 11/26/25	Supplies	48.08		STREET	1000 430200	220	101000
53067		3245 4 Corners Recycling LLC	692.80					
	5811 11/28/25	RecyclingPull fees	692.80		PARKS	1000 460430	534	101000
53068		764 General Distributing Co.	89.76					
	1576364 11/30/25	Welding Supplies	89.76		STREET	1000 430200	231	101000
53069		2472 Kimball Midwest	1,642.45					
	103971807 11/26/25	Supplies	1,642.45		STREET	1000 430200	220	101000
53070		3519 American Pump & Drilling	462.62					
	110128 12/03/25	Sewer EquipmentRepairs	462.62		SEWER	5310 430600	369	101000
53071		2507 Silvertip Pharmacy	73.98					
	12/03/25	Pharmacy Voucher	73.98		HELP	7010 450135	358	101000
53072		3236 Nubia Allen	225.00					
	12/09/25	Spanish Interpreter	225.00		COURT	1000 410360	350	101000
53073		2121 Pacific Steel & Recycling	1,922.42					
	9200675 12/02/25	SuppliesSocSer	793.54		TWNHLL	1000 411250	366	101000
	9200675 12/02/25	SteelforGarbage	1,128.88		PARKS	1000 460430	369	101000
53074		525 Gallatin County Clerk &	5,733.72					
	12/01/25	Municipal Election	5,733.72*		ELECT	1000 410600	321	101000
53075		1331 West Yellowstone Foundation	26,971.31					
	26-03 12/04/25	WretchedMessFestMap	26,971.31		MAP	2101 410130	398	101000
53076		3241 Bridger Analytical Lab	330.00					
	2512215 12/11/25	Water testing fees	330.00		WATER	5210 430500	348	101000
53077		3317 3H Construction LLC	14,288.65					
	5283 11/25/25	Sewerline cleaning	14,288.65		SEWER	5310 430630	357	101000

12/12/25
 14:32:37

TOWN OF WEST YELLOWSTONE
 Claim Approval List
 For the Accounting Period: 12/25

Page: 10 of 11
 Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
53078		2404 MT-WY SystYellowstone Electric	500.00					
	41989	12/01/25 FireAlarmAnnualMonitoringPovah	500.00		POVAH	1000 411255	350	101000
53079		3541 The Buffalo Bar	4,340.00					
	2025	12/05/25 Christmas Party Dinner	4,340.00		LEGIS	1000 410100	220	101000
		# of Claims	57	Total:				1303,123.91
		Total Electronic Claims	20,028.19	Total Non-Electronic Claims				1283095.72

Town of West Yellowstone
Town Council Meeting
December 2, 2025

TOWN COUNCIL MEMBERS PRESENT: Mayor Travis Watt, Brian Benike, Brock Wilson, Lisa Griffith by Zoom

OTHERS PRESENT: Town Manager Dan Walker, Town Clerk Liz Roos, Finance Director Katie Thompson, Public Services Director Jon Brown, Interim Chief of Police Corey White, Town Attorney Jane Mersen by Zoom, Town Engineer Kyle Scarr by Zoom

Jan Neish-Island Park News

The meeting is called to order by Mayor Travis Watt at 6:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

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

WORK SESSION

Mayor Watt calls the meeting to order at 6:00 PM. The first item of order is an update on the wastewater treatment plant project (WWTP). Mayor Watt introduces Camille Miller and Dave Noel from Forsgren Associates. Miller gives an overview of where we are with the project. For season one, RSCI worked 184 calendar days. For season two, RSCI has worked 225 calendar days to date. They have 139 days remaining by contract which means we are at 70% completion of days. The financial update is that the Town has paid \$20,841,987.30 to RSCI for work completed by 10/31/25, the contract with change orders currently stands at \$31,300,592.88. Excavation and backfill is at 95%, yard piping is at 90%, concrete is at 99%, metal building is at 50% maybe a little more, interior equipment is 10% installed, walkways are at 50%. The only submittals that are remaining are miscellaneous items. There have been 60 RFI's (request for information) completed. The Town of West Yellowstone is under contract with a SCADA programmer/integrator, which is with IMEG.

Dave Noel explains that next steps are to complete the metal building, install piping and equipment in the building, install the electrical equipment, integrate the SCADA, perform both dry testing and water testing. The tie-in to the existing collection system is the last thing to do because the WWTP needs to be up and running. Forsgren and RSCI are already discussing some potential winter shutdown options, nothing is being formally presented to the Town Council at this time, but discussions are in progress. They may potentially look at RSCI continuing to work during a winter shutdown on electrical and equipment installation inside the building without affecting the days left they have in the contract.

Benike asks if RSCI will be responsible for the heating- RSCI will be required to provide heating as part of their side of changing their contract with the Town.

Forsythe asks Noel to expand on the 30 days from completion requirement. Noel says the 30 days is just for them to clean up the jobsite and vacate. Forsythe asks about the subcontractors, Trent with RSCI responds that not really, they have subcontractors for the steel and the HVAC other than RSCI handles everything, so they have control.

Trent from RSCI presents that he is not asking for extra cost or a 60-day extension contract. RSCI has the core value of community and people and wants to apologize for the steel subcontractors in town, they are gone and the owner of that subcontractor is on site for this week and next week. If there are ever any problems again, RSCI has another steel subcontractor they have already contacted. Trent talks about how pipe take longer to install so it's okay if Forsgren only comes twice a week for testing if they continue to work during the winter shutdown.

The work session concludes at 6:38 PM.

Public Comment Period

No public comment is received.

Council Comments

Griffith expresses concern and care for the family of Jeff Mathews. Mayor Watt explains that Council Member Jeff Matthews suffered a stroke last week and is in the ICU in Idaho Falls. He says that he is progressing slowly and the family is doing well for the time being. He also encourages everyone to support the local businesses that are open this time of year and to remember that when doing their holiday shopping.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #7018 to Broadwater Equipment Services for \$14,415.49 for heavy equipment repairs. (Benike, Wilson)
- 2) Motion carried to approve Purchase Order #7019 to Midwest Welding & Machine to purchase two Western 8-foot snowplows for \$15,406.58. (Benike, Wilson)
- 3) Motion carried to approve the claims, which total \$382,094.92. (Benike, Wilson)
- 4) Motion carried to approve the business license application for Two Bears Den LLC to operate a business as a nightly rental at 235 Gibbon, Unit #215. (Benike, Wilson) Griffith is opposed, motion passes.
- 5) Motion carried to approve the minutes of the November 18, 2025, Town Council Meeting. (Benike, Wilson) Griffith is opposed, motion passes.
- 6) Motion carried to approve Resolution No. 827, a resolution to amend the FY 2025 budget. (Benike, Wilson)
- 7) Motion carried to approve the Rapid Infiltration Basins preliminary capacity analysis by TDH at the waste water treatment plant for an estimated cost of \$10,000. (Benike, Wilson)
- 8) Motion carried to approve the pre-design analysis to expand the capacity of the Iris Lift Station by TDH for an estimated cost of \$16,000. (Benike, Wilson)
- 9) Motion carried to approve the Snow Removal Services Agreement with Tri-State Excavating for 2025-2026 winter season. (Wilson, Benike) Griffith is opposed, motion passes.
- 10) Motion carried to approve the Special Event Permit for the Christmas Stroll to include the Outside Amplification Permit and encroachments and permissions sought in the application. (Benike, Wilson)
- 11) Motion carried to approve the Special Event Permit for the Kids N Snow 2025-2026 event series and special permissions sought in the application. (Benike, Wilson)
- 12) Motion carried to appoint Jeff Schoenhard to a 4-year term on the Tourism Business Improvement District Board of Trustees to represent lodging properties with 100+ rooms. (Benike, Wilson)

Public Hearing: FY 2025 Budget Hearing

Mayor Watt reads the hearing notice. The hearing was advertised in the Bozeman Chronicle, posted publicly and online. The purpose of the amendment is to increase the budget authorization for FY 2025 for the Marketing and Promotions Fund, Tourism Business improvement Fund and Public Works Equipment Replacement Fund as all three funds collected and expended more than was anticipated in the original budget. No public comments are received.

DISCUSSION

- 1) Brown explains the repairs made to the equipment and efforts they have been made to be ready for the winter season. He reassures the Council that they are watching the budget and repair costs closely.
- 2) Brown explains that they budgeted \$100,000 to purchase two trucks plus two plows and have been able to come in at just over \$96,000, so within the budget.
- 3) Griffith asks about the claim to the West Yellowstone Foundation for \$2000.00 noted as unused grant money. Thompson explains that Social Services this money as a grant in 2023 for mental health services, but they were unable to use the money as intended. The WYF requested that the money be returned but they can reapply in the future. Griffith asks about the budget for bullet proof vests that is over budget. Thompson explains that they had a couple vests expire and need to be replaced that they didn't anticipate, so the line is over budget, but they have enough funds in the account. Watt also asks about the computer purchase for the Finance Department.
- 4) Griffith inquires about the parking for the business license. The staff responds.
- 6) Finance Director Katie Thompson provides detailed explanations for the amendments for all three funds that went over budget. Thompson says that after approval of this amendment, she will be able to submit the Annual Financial Report and the FY 2025 audit. Benike clarifies that the money that goes into the MAP Fund and TBID is collected by the Town from businesses and allocated for those specific funds.
- 7-8) Kyle Scarr of TDH Engineering explains that the two proposals on the agenda tonight are associated with the completion of the waste water treatment plant. The first is to complete the pre-design to expand the capacity of the Iris waste water lift station to serve the 80 acres. Once this analysis is complete, they will be able to estimate the cost to expand the lift station. The second proposal is to perform a capacity analysis of the rapid infiltration basins (formerly referred to as IP beds) as some of the basins will no longer be needed, they will be restored to original state and will no longer be part of the site. Forsythe asks if these projects are for engineering costs. Walker responds that this is pre-engineering to determine the full cost of the projects.
- 9) Griffith says that she has the same concerns as last year and says it does not appear the Town is receiving any discounted rates. Brown says the rates are the same as last year. She says that she is not in favor or obligating the Town through this agreement.
- A) **Town Manager & Staff Reports:** Town Manager Dan Walker expresses concern for Jeff Mathews and his family; hopes he will be able to heal quickly. Walker introduces Officer Corey White, who has been appointed to be the Interim Chief of Police. He thanks White for his efforts and long-term plans. He also reports that Rachel Spence has accepted the position of Recreation Coordinator, she will start after the first of the year and is very excited. Walker explains that he attended a meeting regarding the Teepee Creek project, which will interrupt traffic between West and Bozeman, scheduled for 2028. He says they received three submissions for the Parks Master Plan project. They have interviews scheduled for later this week for dispatchers and police officer. He also reminds the council members that they will set their goals for 2026 in January and

encourages them to be thinking about their goals. He also suggests the Council think about which boards each council member represents and they may want to change some things after the first of the year. He says that Kyle Scarr of TDH Engineering will be present at the next council meeting to deliver an update on the 80 acres planning.

- B) **Advisory Board Reports:** Wilson reports that the Parks & Recreation Advisory Board met on November 19 and discussed forming a committee to review the RFPs, releasing a survey after the first of the year, and recruiting new members of the board.

The meeting is adjourned at 7:45 PM.

Mayor

ATTEST:

Town Clerk

DRAFT



WEST YELLOWSTONE POLICE DEPARTMENT

124 Yellowstone Ave • West Yellowstone, Montana 59758
(406) 646-7600 • police@townofwestyellowstone.com

DATE: 12/11/2025

FROM: Chief Corey White

SUBJECT: Weekly Report

Over the past couple of weeks as Interim Police Chief, I have met with surrounding agencies to strengthen partnerships, gather insight, and identify internal areas that can be streamlined to better support our officers and enhance service to the community.

I also met with National Park Service staff, and together we coordinated a joint training at the school that will focus on building clearing and familiarization with the facility layout. This collaboration is helping us create a more unified response approach within the area.

In addition, I have been working closely with Brenda on background investigations for new candidates. We interviewed two dispatcher applicants and one police officer applicant, issuing conditional offers to all three. We also have three additional officer interviews scheduled.

Axon was onsite completing the installation of our new in-car camera systems, which are now fully operational and integrated with our upgraded body-worn cameras. This upgrade significantly enhances our documentation capabilities and officer safety.

Officer Sosa's last day with the department was December 4th, and we wish him well as he moves forward into his next chapter.

Finally, I want to express my appreciation to the police department staff for their continued hard work and commitment. Many have been putting in long hours with limited time off due to short staffing and scheduled vacations, yet they continue to ensure that shifts are covered and our community is well cared for. Their dedication during this transition has not gone unnoticed.

From: [Dan Walker](#)
To: [Elizabeth Roos](#)
Subject: FW: Bullet points 12/12/2025
Date: Friday, December 12, 2025 10:07:22 AM
Attachments: [image001.png](#)

From: Kyle Tanner <ktanner@townofwestyellowstone.com>
Sent: Friday, December 12, 2025 9:53 AM
To: Jon Brown <jbrown@townofwestyellowstone.com>; Dan Walker <dwalker@townofwestyellowstone.com>
Subject: Bullet points 12/12/2025

Bullet points 12/12/2025

- #1 Follow ups with expired encroachments
- #2 Snow plowing and training crews
- #3 Snow plowing safety training
- #4 Snow disputes settled and snow removal ordonnances handed out
- #5 BIAB prep work, light pole banners, garbage can wrap bids, bench planter boxes
- #6 Walkthrough inspections for sewer plant.
- #7 Well house video and report on well house construction inspection



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

Ktanner@townofwestyellowstone.com

Cell # 406-640-0141

From: [Dan Walker](#)
To: [Elizabeth Roos](#)
Subject: FW: Short report
Date: Friday, December 12, 2025 8:15:10 AM

From: Jon Brown <jbrown@townofwestyellowstone.com>
Sent: Friday, December 12, 2025 8:05 AM
To: Dan Walker <dwalker@townofwestyellowstone.com>
Subject: Short report

Good morning Dan,

I am not feeling the best today have the cold that is going around the office, so I am not going to make in.

Worked this week mainly on removing the snow and slush from the roads.

Water samples were completed.

Spoke with Philip Pilie regarding the PFAS lawsuit. I explained to him the delay on the water sampling due to Bridger Built not having Well #3 not completed.

Working with TD&H and Bridger Built on the movement forward for both projects. I have an onsite meeting on Tuesday to further discuss the path forward.

RSCI is installing lots of equipment, electrical panels, headworks screens, air grids and the rest of the walkways.

The steel building is 75 percent complete.

Working with I-Meg on SCADA system we have chosen the program called Intellution.

I interviewed Michael for the full-time position which went very well.

Crews have been instructed on what needs to be taken care of today.

If you have any questions, please let me know.

Thank you,
Jon



DECEMBER 12, 2025

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerks Report

- Prepared the Town Council Agenda & Packet for December 16, 2025. Prepared payroll for December 12, 2025. The December 26 payroll will actually be deposited on Christmas Eve, December 24.
- Participated in planning meeting for Wildfire Defense Dog Sled Race Series 2026
- Participated in employee potluck lunch and white elephant gift exchange...I got the Deemo's bacon!
- Facilitated interviews for dispatcher and police officer candidates.
- Onboarding with our new Recreation Coordinator, Rachel Spence. Rachel will start working full-time on January 5, 2026 and is already planning programs and events.
- And lastly, here is my personal plug for the fundraiser next week for the Wolverine Care Fund, this fund was established in memory of Alex Hurley to provide scholarship and abuse prevention education in our community. We will be raising money next Thursday, December 18, at the school during the high school basketball games against Big Sky! There will be a silent auction, dessert auction, and Mexican food concessions by Vely (if you know, you know). New this year, we have invited all the law enforcement and emergency services personnel from throughout the County to participate in a scrimmage game, too. So join us for a fun evening of basketball and community fun!



COMMUNITY FUNDRAISER FOR THE WOLVERINE CARE FUND

in memory of Alex Hurley



THURSDAY, DECEMBER 18TH VS



Join us for a night of competitive basketball and fundraising for the Wolverine Care Fund. This fund, held by the West Yellowstone Foundation, will be used to provide abuse prevention education for students, teachers and community members as well as a postsecondary education scholarship.

Silent Auction

Dessert Auction & Bake Sale

Haf-time games:

Little Wolverines vs little Big Horns

Law Enforcement Scrimmage

50/50 Raffle

The West Yellowstone Foundation is the proud fiscal sponsor for the Wolverine Care Fund.

Donations for this fund may be made to the West Yellowstone Foundation, a 501(c)3 public charitable organization, PO Box 255, West Yellowstone, MT 59758. Donations are tax-deductible.





Week of 12.08.2025

ARPA money is here! We have received our closeout letter for this grant as well. Our ARPA money was used on the equipment for WWTP. We received \$3,012,483 in this funding; we are grateful for this financial assistance with WWTP.

We also received our reimbursement disbursements on Loan B which maximizes this \$15,000,000 loan. So, we received our last \$3,525,930 for this loan.

We also received our reimbursement disbursement on Loan C which maximizes this \$100,000 loan. This loan has potential to be forgiven, and we won't have to pay this money back. We received our last \$75,675.00 for this loan.

We also received our reimbursement disbursement on Loan D of \$1,812,611. We have \$10,859,761 still available to be drawn on this loan. This currently is the last bond we have issued for the WWTP.

Gibbon Ave Inc. Project Update: We continue to work through the last documentation for this project. The closing date has been updated to 12/17/2025.

Attended the mandatory grant workshop for the Montana Historic Preservation Grant. We received \$300,000 to help us pay for the Union Pacific Dining Lodge roof. I am working on getting the start up documentation together so we will be ready for reimbursement when the time comes.

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!



HIGHLIGHTS DEC. 4TH – 12TH

The Holidays are such a wonderful time of giving. Over the last two months, we have received numerous donations, ranging from \$20.00 to \$20,000.00. The total of donations for Nov. and Dec. for the food bank alone equaled \$34,020.00

December 10th, Fall River Electric employees (Taylor and Brek) dropped by to let us know they will also be donating to our food bank in the near future.

This week

- Clothing Donations – 11
- Food donations – 4
- Clothing bank visits – 15
- Lobby food visitors – 29
- Gas voucher – 1
- Prescription voucher – 1
- Monthly food boxes – 2
- LIEAP assistance – 1
- Medicaid assistance – 1
- Our Behavioral Therapist, Melissa Joeks, brought gifts for three community families. These gifts range from blankets, food, and gift cards. Social Services chose three families to receive these wonderful items, and these families have already begun to pick up their gifts.
- WE ARE ORGANIZING AND PLANNING FOR THE BREAKFAST WITH SANTA AND MRS. CLAUS TOMORROW DECEMBER 13TH 😊

West Yellowstone Public Library – Trustee Report

Date: December 4, 2025

Programs & Attendance:

- LEGO Club: Restarted and now meets every Wednesday, averaging 44 children per session.
- Storytime: Held in-house on Wednesdays and at Little Rangers on Fridays.
- Voices of West Yellowstone: Part of the library’s strategic plan to engage seniors. Samantha’s recent interview conducted with Mike Byers.
- Crochet Class: The previous Crochet Class has evolved into a Knit/Crochet group, now meeting every Saturday at 10:30 a.m.
- Kanopy Streaming Service: Library now offers Kanopy, providing free video streaming for patrons with a library card.
- Tech Hour: Continues to be very popular.
- Games on Fridays: Attendance remains steady.
- Book Clubs: Both adult book clubs are steady; the cookbook club is growing in attendance.
- The English classes are currently on hold while Nubia coaches basketball, but the Spanish classes on Thursdays are continuing as scheduled.”

Library Circulation Statistics (MT State Library Data):

Category	2025	2024	Difference
Children’s materials	3,683	1,829	+1,854
Circulation of “things” (hotspots, games, etc.)	42	31	+11
Total physical circulation	7,229	4,456	+2,773
E-books	939	744	+195
Magazines	305	281	+24
E-audiobooks	740	733	+7
E-video	Coming soon!		
Loans to other libraries	1,768	1,758	+10
Loans to our library	746	478	+268
Total e-circulation	1,984	1,758	+226
Total circulation (physical + e)	9,213	6,214	+2,999

Upcoming Events:

- With support from the Library Foundation, preparations are underway for the annual Christmas Stroll party at the library on December 19th, 3:00–4:45 p.m., featuring crafts, games, food, live music, and photos.
- The library will host the Town Employee Potluck Wednesday, December 10th, 12:00.

Staff Notes:

- Michele will be on vacation December 11–17.

**LONG TERM GROUND LEASE
TOWN OF WEST YELLOWSTONE/ WEST YELLOWSTONE FOUNDATION**

THIS AGREEMENT, (the "Lease") is made and entered into this 5 day of June, 2025, by and between the TOWN OF WEST YELLOWSTONE, a Montana Municipal Corporation (hereinafter called "Town" or "Lessor"), and the WEST YELLOWSTONE FOUNDATION, a Montana non-profit corporation, (hereinafter called "Foundation" or Lessee").

WITNESSETH:

WHEREAS, the Town is the owner of certain real property in West Yellowstone, Montana, which is described as a rectangular tract of land as set forth and described as shown on **Exhibit "A"**, and labeled WYF, showing not only the WYF building but additional square footage for the parcel, which is attached hereto and by this reference incorporated herein;

WHEREAS, the Foundation desires to enter into a lease of said real property with the Town for the purpose of utilizing the property for a bus storage facility, office and community space and any other legitimate business purpose in the manner to which the parties are accustomed.

NOW, THEREFORE, in consideration of the mutual terms, covenants and conditions set forth herein, the Town and the Foundation agree as follows:

Section 1. Lease Term, Location and Improvements. The Lessor, for and in consideration of the covenants and payments hereinafter mentioned to be performed and made by the Lessee, hereby agrees to lease and let and does hereby lease and let unto the Lessee, the portion of the property of the Lessor at West Yellowstone, Montana as labeled WYF in Exhibit "A", attached hereto and made a part hereof, (the "leased premises"). The leased premises are further described as follows:

A parcel of land located on the South side of Yellowstone Avenue in the middle of the block between Faithful Street and Geyser Street. Specifically, the parcel is circumscribed by lines running as follows: beginning at the original point located 200 feet west of the back of the west side curb of Faithful Street and 30 feet from the back of the south side curb of Yellowstone Avenue; then measuring west to a point 250 feet west of the back of the west side curb of Faithful Street and 30 feet from the back of the south side curb of Yellowstone Avenue; then measuring south 85 feet from this point to a point 110 feet from the back of the south side curb of Yellowstone Avenue; then measuring east 65 feet; then measuring north 85 feet returning to the original point, and comprising an area measuring approximately 5525 square feet. *97 Feet*

It is agreed that any improvements placed upon the leased premises by the Lessee, including but not limited to structures, shall not become a part of the realty, and shall remain the property of the Lessee.

This Lease shall begin on the 5 day of June, 2025. The term of this Lease shall be FORTY (40) years, ending June 4, 2065.

Section 2. Rental, Taxes and Assessments. The Lessee agrees to pay to the Lessor for the use of the leased premises rent at the rate of ONE HUNDRED AND NO/100 DOLLARS (\$100.00) per year, payable on or before May 10th of each year of the Lease. Acceptance of said rent payment in advance by the Lessor shall not act as a waiver of its right to terminate this lease as hereinafter provided.

The Lessee further agrees to pay, before the same shall become delinquent, all taxes levied during the life of this Lease upon the leased premises and upon any buildings, improvements, and personal property thereon, or to reimburse the Lessor for sums paid by the Lessor for such taxes.

Lessee shall fully and promptly pay for all water, gas, heat, light, power, telephone service, and other public utilities of every kind furnished to the leased premises throughout the term of this Lease, and all other costs and expenses of every kind whatsoever of or in connection with the use, operation, and maintenance of the premises and all activities conducted on the leased premises, and Lessor shall have no responsibility of any kind for any such utilities.

Section 3. Use of Leased Premises, Abandonment. The Lessee covenants that the leased premises shall not be used for any other purposes than for the site of office space, community space, a bus storage facility for West Yellowstone Foundation-owned vehicles, and any other legitimate business purpose, and agrees that if the Lessee abandons the leased premises, the Lessor may enter upon and take possession of the same. Non-use for the purpose mentioned continuing for thirty (30) days shall be sufficient and conclusive evidence of such abandonment of the entire facility.

Section 4. Lessee Not to Sublet or Assign. The Lessee agrees not to let or sublet the leased premises, in whole or in part, or to assign this lease without the consent in writing of the Lessor, and it is agreed that any transfer or assignment of this lease, whether voluntary, by operation of law or otherwise, without such consent in writing, shall be absolutely void and, at the option of the Lessor, shall terminate this lease. This non assignment provision shall not apply to the Lessee allowing other community members or organizations to use the designated community space.

Section 5. Use for Unlawful Purposes Prohibited. Indemnity. It is especially covenanted and agreed that the use of the leased premises or any part thereof for any unlawful or immoral purposes whatsoever is expressly prohibited; that the Lessee shall indemnify and hold harmless the Lessor and the leased premises from any and all liens, fines, damages, penalties, forfeitures or judgments in any manner accruing by reason of the use or occupation of said premises by the Lessee. The Lessee shall name the Lessor as an additional insured on a policy of premises casualty insurance, commercial liability insurance with minimum limits of \$1.0 million for each claim and \$1.5 million for each occurrence, automobile insurance and worker's compensation insurance.

Lessor shall not be liable for any loss, injury, death, or damage to persons or property that at any time may be suffered or sustained by Lessee or by any person whosoever may at any time be using or occupying or visiting the leased premises or be in, on, or about the leased premises, whether the loss, injury, death, or damage shall be caused by or in any way result from or arise out of any act, omission, or negligence of Lessee or of any occupant, subtenant, visitor, or user of any portion of the leased premises, or shall result from or be caused by any other matter or thing whether of the same kinds as or of a different kind than the matters or things above set forth. Lessee shall indemnify Lessor against any and all claims, liability, loss, or damage whatsoever on account of any such loss, injury, death, or damage. Lessee waives all claims against Lessor for damages to the building and improvements that are now on or hereafter placed or built on the leased premises and to the property of Lessee in, on, or about the leased premises, and for injuries to persons or property in or about the leased premises, from any cause arising at any time. The waiver above shall not apply to loss, injury, death or damage arising by reason of the negligence or misconduct of Lessor, its agents, or employees.

Section 6. Care of Premises and Improvements. The Lessee hereby covenants and agrees that any and all buildings erected upon the leased premises shall be designed to reflect the architecture in the area, and shall at all times be kept in good repair; including improvements of every kind that may be part of the leased premises, including all appurtenances such as sidewalks; that the roof of each such building shall be of fire-resistant material; that when such buildings are without solid foundation the openings between the ground and the floor thereof shall be covered with fire-resistant material; that the leased premises shall during the continuance of this lease be kept by the Lessee in a neat and tidy condition and free from all rubbish or other material which would tend to increase the risk of fire, or give the leased premises an untidy appearance; that none of the buildings or other structures erected on said premises shall be used for displaying posters or any signs or advertisements other than such notices and signs as may be connected with the business of the Lessee, and that such signs and notices shall be neat and shall be properly maintained. Lessee shall be responsible for all snow removal from the leased premises, including the sidewalk and entry ways. In the event any building or other improvement not belonging to the Lessor on the leased premises is damaged or destroyed by fire, storm or other casualty the Lessee shall, within thirty(30) days after such happening remove all debris and rubbish resulting therefrom; and if the Lessee fails to do so, the Lessor may enter the leased premises and remove such debris and rubbish; the Lessee agrees to reimburse the Lessor, within thirty (30) days after bill rendered, for the expense so incurred.

In the event the Lessee desires to construct new improvements, or to expand or alter existing improvements on the leased property, the Lessee shall comply with all state and local ordinances and regulations applicable to such improvements. At least 90 days before any construction or repairs begin, Lessee shall, at Lessee's sole expense, prepare plans and specifications for any construction or remodel work to be completed on the leased premises. Such plans and specifications shall be submitted to Lessor for Lessor's written approval or any revisions required by Lessor. Lessor shall not unreasonably withhold such approval, and in the

event of disapproval, Lessor shall give to Lessee an itemized statement of reasons for disapproval within thirty (30) days after the plans and specifications are submitted to Lessor.

Upon reasonable notice to the Lessee, the Lessor shall have the right to enter and inspect any improvements on the property, for compliance with the terms of this lease.

Lessor shall not be obligated to make any repairs, replacements, or renewals of any kind, nature or description, whatsoever to the leased premises or any buildings or improvements on the leased premises.

Section 7. Liens. The Lessee shall, when due and before any lien shall attach to the leased premises if the same may lawfully be asserted, pay all charges for water, sewer, gas, light and power, and shall fully pay for all materials joined or affixed to said premises, and shall not permit or suffer any mechanic's or materialman's or other lien of any kind or nature to be enforced against said premises for any work done or materials furnished thereon at the instance or request or on behalf of the Lessee; and the Lessee agrees to indemnify and hold harmless the Lessor and its property against and from any and all liens, claims, demands, costs and expenses of whatsoever nature in any way connected with or growing out of such work done, labor performed, or materials or other things furnished. In order to facilitate the aforementioned lien clause, the Town will require lien releases for initial construction and/or subsequent tenant improvements for all contractors, subcontractors and material suppliers.

In the event any lien, security interest or other encumbrance has been filed or will be filed on the leasehold or the building, Lessee shall give notice, in writing to the Lessor of the existence of the encumbrance and the address of the holder and shall provide copies to Lessor of any such lien, security interest or encumbrance with the notice. Lessee shall indemnify, defend and hold Lessor harmless for any such liens, encumbrances or security interests recorded against the leased premises.

Section 8. Superior Rights. This Lease is made subject to all outstanding superior rights, including, but not limited to, rights of way for highways and for power and communication lines, and the right of the Lessor to renew such outstanding rights and to extend the term thereof. Further, the Lessor specifically retains the right to access to water, sewer and other utility lines on and under the property, for the purpose of maintenance and repair, as well as any other lawful purpose.

Section 9. Explosives and Inflammables. It is further agreed that no gunpowder, gasoline, dynamite, or other explosives or flammable material shall be stored or kept upon the leased premises unless such items are stored in compliance with all applicable safety regulations.

Section 10. Liability of Lessee for Breach. The Lessee shall be liable for any and all injury or damage to persons or property, of whatsoever nature or kind, arising out of or contributed to by any breach in whole or in part of any covenant of this agreement.

Section 11. Water Damage Release. The Lessee hereby releases the Lessor from all liability for damage by water to the leased premises or to property thereon belonging to or in the

custody or control of the Lessee, including buildings and contents, regardless of whether such damage be caused contributed to by the position, location, construction or condition of the facilities of the Lessor.

Section 12. Termination and Default. It is further agreed that the breach of any covenant, stipulation or condition herein contained to be kept and performed by the Lessee, shall, at the option of the Lessor, forthwith work a termination of this Lease, and all rights of the Lessee hereunder; that no notice of such termination or declaration of forfeiture shall be required, and the Lessor may at once re-enter upon the leased premises and repossess itself thereof and remove all persons there from or may resort to an action of forcible entry and detainer, or any other action to recover the same. A waiver by the Lessor of the breach by the Lessee of any covenant or condition of this Lease shall not impair the right of the Lessor to avail itself of any subsequent breach thereof.

Section 13. Termination by Notice. This Lease may be terminated by written notice given by either the Lessor or the Lessee to the other party on any date in such notice stated, not less, however, than ninety (90) days subsequent to the date on which such notice shall be given. Said notice may be given to the Lessee by serving the Lessee personally or by posting a copy thereof on the outside of any door in any building upon the leased premises or by mailing said notice, postage prepaid, to the Lessee at the last address known to the Lessor. Said notice may be given to the Lessor by mailing the same, postage prepaid, to the Town office. Upon such termination and vacation of the premises by the Lessee, the Lessor shall refund to the Lessee on a pro rata basis any unearned rental paid in advance.

Section 14. Vacation of Premises, Removal of Lessee's Property. The Lessee covenants and agrees to vacate and surrender the quiet and peaceable possession of the leased premises upon the termination of this Lease. Within fifteen (15) days after giving the notice mentioned in the preceding Section, the Lessee shall post with the Town a performance bond in an amount not less than one hundred fifty percent (150%) of the estimated cost of removal from the leased premises all structures and other property not belonging to the Lessor, and restoration of the surface of the premises. Within thirty (30) days after such termination the Lessee shall (a) remove from the premises, at the expense of the Lessee, all structures and other property not belonging to the Lessor; and (b) restore the surface of the ground to as good condition as the same was in before such structures were erected, including, without limiting the generality of the foregoing, the removal of foundations of such structures, the filling in of all excavations and pits and the removal of all debris and rubbish, all at the Lessee's expense, failing in which the Lessor may perform the work and the Lessee shall reimburse the Lessor for the cost thereof within thirty (30) days after bill rendered.

In case of the Lessee's failure to remove said structures and other property, the same shall, upon expiration of said thirty (30) days after the termination of this lease, become and thereafter remain the property of the Lessor; and if within one (1) year after the expiration of such thirty (30) day period the Lessor elects to and does remove, or cause to be removed, said structures and other property from the leased premises, the cost of such removal plus the cost of restoring the

surface of the ground as aforesaid will be reimbursed to the Lessor by the Lessee within thirty (30) days after the bill is rendered.

Section 15. Successors and Assigns. Subject to the provisions of Section 4, hereof, this Lease shall be binding upon and inure to the benefit of the parties hereto and their heirs, executors, administrators, successors and assigns.

Section 16. Miscellaneous.

Time of the essence of this Lease, and of each and every covenant, term, condition, and provision of this Lease.

The captions appearing under the section number designations of this Lease are for convenience only and are not a part of this Lease and do not in any way limit or amplify the terms and provisions of this Lease.

It is agreed that this Lease shall be governed by, construed, and enforced in accordance with the laws of the State of Montana.

Any modification of this Lease or additional obligations assumed by either party in connection with this Lease shall be binding only if evidenced in a writing signed by each party or an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and date first herein written.

TOWN OF WEST YELLOWSTONE

WEST YELLOWSTONE FOUNDATION

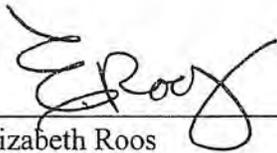


By: Daniel Walker
Town Manager

Carrie Coan

Carrie Coan
Foundation Director

ATTEST:

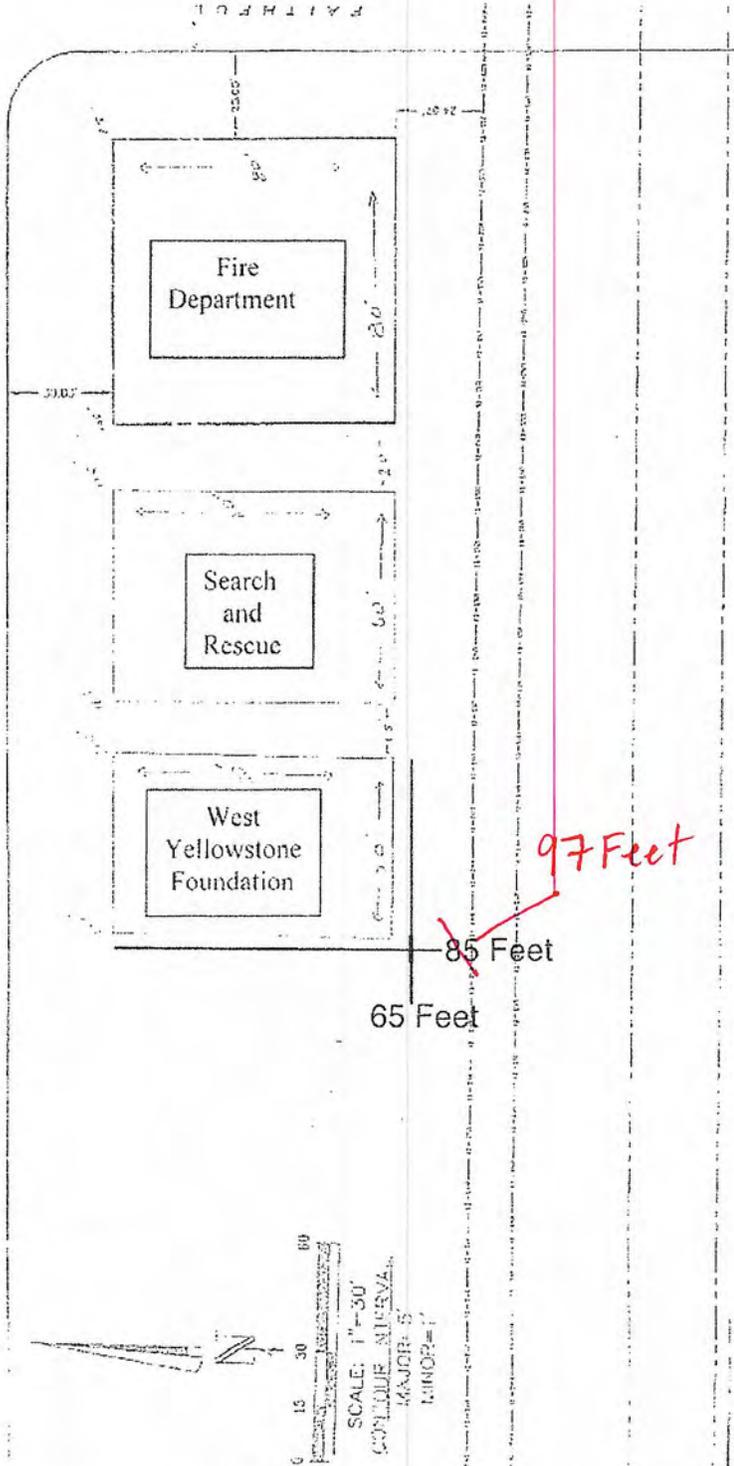


Elizabeth Roos
Town Clerk

ATTACHMENT "A"

YELLOWSTONE

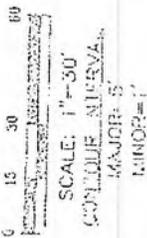
PATHEON



97 Feet

85 Feet

65 Feet





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

Received
10/7/25
ER



APPLICATION COVER PAGE

APPLICANT INFORMATION

Applicant Individual or Organization: Hebgen Lake Ice Fishing Tournament

Event or Project Contact Person: Garrett Ostler

Address: 139 Yellowstone Ave, West Yellowstone

Phone: 301-721-4435 Email: garrett@adrianahotel.com

Application Submission Date: 8

EVENT OR PROJECT INFORMATION

Event or Project Name: Hebgen Lake Ice Fishy Tournament

Location of Event or Project: Yellowstone Brewing Company/Hebgen Lake Kirkwood Marina

Date(s) of Event or Project: 1-17-2026 or 1-31-2026 (see conditions determine)

Estimated Total Event or Project Cost: 36,350

MAP Fund Amount Requested: 9,400

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.

Up to 75 TEAMS, To come and participate in a 2 day Event
Prc fish Friday, Rules Meeting, Culcutta Meeting at the Y.B.C.
Saturday 7:30 Am Fishing - Awards Meeting at 5 pm Y.B.C.
Dinner & Prizes Awarded.

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.

Jan, 16 2026, Jan, 17 2026 if Ice is 6" + Thick
or
Jan 30 2026, Jan 31. 2026 if Ice is 6" + Thick

Schedule of events

	Time	Place
Thursday 1-15 or 1-29	4pm	Garretts home tags
Make packets		
rules		
MT Regulations		
Tags Big fish, team tags 4		
Swag		
Raffle tickets??		
Friday 1-16 or 1-30		Kirkwood Marina
Pre-fish		
Tent set up for admin.		
Rehearse inspection plan		
Cone off close areas, and no parking zones		
Team packets and registration	16:30	
Welcome Greeting, Light hordervs or light me	17:30	YBC
Rules meeting	18:00	
Calcutta	19:00	
Saturday 1-17 or 1-31		
Set up inspection	6:00	Kirkwood Marina
Inspect and release Walkers	6:30	
Inspect and release powered teams	7:00	
Referees and photographers on ice	8-2pm	
Cut off teams line up at 2pm! Weigh in, Lake	1-3pm	
Dinner, buffet	17:00	YBC
Awards meeting	17:30	

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.

- 1 Montana outdoor Radio show
- 2 Web site updates
- 3 Facebook, Instagram promotion
- 4 Limited Printing

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 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?

- This Event Brings Room Night More Than the days of the Event Most Participants come Fish 2 or more Days out side of the Tournament
- Friday & Saturday and Early Start times require people to Book Rooms & Visit the Businesses in Town
- People Also come Back To support the Kids N Snow Ice Fishing Event This is a big Attraction To the Town
- People Rent Snowmobiles for Accessing the Lake
- People stay and Recreate in and around the Area.

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.

Registration of Teams

Survey of Teams & The Place they overnight at.

- 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 did in the past and we gave it our Best Effort To be Independent and not Rely on the MAP Fund - Not good But we did not gain to different.

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

We Made it on a shoe string last year!
We Really would appreciate Supporting this Event

- 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"

Listed its Major Contributor on All Advertising & Marketing
we list contributors by Marketing contribution

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.

Certification

Applicant Individual or Organization: Hoboken Lake Ice fishing Tournament

Event or Project Contact Person: Garrett Ostler

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) Garrett Ostler

Title Chairman

Date 8-12-2025

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:



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[Register your team here](#) →

We invite you to the 13th Annual Hebgen Lake ice fishing tournament: meet and greets, camaraderie, cash, raffle and prizes. And, while you are here, enjoy all the winter activities our area has to offer. The actual Ice Fishing Tournament is a single day event held on Saturday, January 11th, 7:30am to 2pm (or January 25 if needed to reschedule)

The **West Yellowstone / Hebgen Lake Tournament on January 10-11, 2025** is a mix of socializing and competition, with a maximum entry of 75 two-persons teams. This Tournament will have an estimated prize pool of at least \$10,000.00 (based on 50 teams). Plus, there are cash payouts from the Calcutta on Friday night benefitting the Kids'N'Snow Ice Fishing Camps.

Hebgen it is known as the Lake that tilted, in August of 1959 at about 11:00 pm an earthquake 7.4 magnitude from the red canyon fault shifted changing the lakes shape dramatically.

The lake hosts a great population of nice sized "Natural Reproducing" trout. The trout swim into the tributaries and spawn annually. Rainbows and Cutthroat in the spring and the Browns in the fall. The Madison River is the main river supplying most of the water. The Madison flows out of Yellowstone National Park just a few miles when it hits the lake area.

The lake freezes typically in November and then opens again in May thus the ice fishing season is long. We try to hold the tournament in early January when the ice is thick enough to hold our large event with snow machines and all the stuff, we all bring.

Fishing techniques vary from nymphs, vertical jigging spoons, soft plastic and various secret combinations of lures and bait.

Hebgen Lake is in a high mountain valley (6,540 feet above the sea level) that requires that you prepare for fast changing conditions, because the wind can come out of nowhere suddenly. Also, before the sun shines the temperatures can be challenging. The "on ice conditions" can test your skills, as the snow will fall and then the snow will draw up the water creating pockets of slush causing it to be difficult to get around.

The prize money is 80% of the entry fees. The actual pay out amounts may vary based on the teams that enter. 50 teams has been the average of the last 5 years.



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SCHEDULE

Friday - January 10th Pre-tournament fishing

Fishing for registered people or people planning to fish the tournament must be completed by 4:00 pm and you must be off the ice. Failure to be off the ice will result in disqualification and no refund of your entry fees.

Friday night registration and rules meeting (required by at least one team member) signed rule agreement online at time of registration.

Registration will be done online; Friday night registration may be done from 5-6:30 pm. Registration order is also the order that the teams will line up on the tournament day. Calcutta and raffle ticket purchases can be made at the meeting.

Saturday - January 11th Tournament Day

Inspection will start at 6:30am, team release to travel will be at 7:30 am

Check-in can be done at any time after 8:30 am, at the weigh in trailer at the Kirkwood Marina.

5:00 pm the Awards Banquet will commence, one team member MUST be present to win, any prize or tournament placement.

Other activities



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KIDS ICE CAMP™

Ice Camp is a popular Two-part education program that is open to the public and it is free of charge thanks to generous donations of private individuals and participants in the Hebgen Lake Ice Fishing Tournament, (HLIFT). Pre-registration is required. www.kidsnsnow.org

First time participants 13 years old to 5 year old children will receive some fishing tackle at the Friday night meeting. This meeting begins at 5:00pm at the Visitor Center in West Yellowstone. In this meeting we review Safety, Ethics, Conservation and Techniques.

Saturday Morning at 9:00 am we meet and drill holes and fish for 3-4 hours at **the Yellowstone Holiday RV Marina** , 16990 Hebgen Lake Rd, West Yellowstone, MT 59758 All though the camp is focused on first time fisherman and families, if you have attended previously and wish to volunteer to help others fish your help would be greatly appreciated. Make this arrangement by calling Garrett at Madison Adventures, 801-721-4435.

No pets, No Smoking or drinking alcohol will be allowed by adults at this camp. We recommend bringing your own food and beverages.

Kid's-N-Snow is about getting kids out in the outdoors finding way not to fear the elements but using them to facilitate friendships and family based activities. Destination Yellowstone and Madison Adventures makes www.destinationyellowstone.com or Garrett directly ltsgofish41@hotmail.com or 801-721-4435

We attempt to do four camps a year in 2024-2025 this season it is Dec, 20-21, Jan 3-4, Jan 31-Feb -1 and Feb-28-March 1

The only thing that stops us is ice conditions less than 6" and temps colder than -10f

For more info or to register please visit the Kid's-N-Snow sponsored by destinationyellowstone.com



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Plan to be in town Thursday night before the tournament, this way your pre-fishing during the tournament hours 7:30 am to 2:00 pm on Friday.

Plan to stay Saturday evening so that if you're in the money or the raffle you can win the prize and take it with you. **You must be present to win any prize.**

Come prepared! We are 2 hours away from common suppliers.

- Bring a back-up critical items:
- Auger, Extra blades, batteries or hand auger
- Rods, reels, line, lures
- Bait, cooler to protect bait from the cold
- Cold weather clothing, complete spare gloves, hats, bibs, coat, hand heaters, socks, boots
- Propane heaters, propane cylinders Tents, transportation spare parts.

Wheeled vehicles do not fair well in the snow and slush. Snowmobiles are the best plan, call ahead to rent and tell them your plan. **Backcountry Adventures** allows sleds to go on ice on the lake. Remember you can not come across the ice to compete the day of the tournament.

Questions about conditions or rules can be directed to Garrett at Madison Adventures 801-721-4435

- No Airboats Allowed
- Snow-Dogs are allowed
- Snowmobiles must be licensed in the state where you reside. If you ride the trails there are state tags that are required! Do not break the law, ride with the correct permits.

We are going to be fishing in the 2024 license season and rules. Know them and obey them or you may be disqualified.

Max hole size is 12"

Shelters may not be left on the ice from Jan 3-4th

2 hooks per line and two rods per angler can be used. It's the law.



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Why not spend a wild winter hardwater week on Hebgen Lake in West Yellowstone, Montana this year? It'll be the winter trip to remember for a lifetime!

Take time to enjoy the best that West Yellowstone area has to offer including Yellowstone's snow covered landscape, frozen waterfalls and frosted trees contrasted with geysers and other geothermal features, creating a surreal winterscape. Daily **snowcoach and snowmobile tours** from West Yellowstone give an oversnow adventure into the heart of Yellowstone Park.

Snowmobile right from West Yellowstone to incredible views and fun you cannot find any other way: groomed trails, open bowls and snowfields and 2,000 ft. elevation gain. Some of the best cross-country skiing in the nation, with over 35 kilometers of groomed runs within the renowned Rendezvous Trail System. Cross country ski rentals are available at **Freeheel and Wheel** in West Yellowstone. And, downhill skiing at Big Sky just 45 miles away. **Winter activities**

Family fun abounds... The Grizzly & Wolf Discovery Center is open year round, the neighboring IMAX Theatre offers large-screen movies, Yellowstone Park Rangers give weekly presentations, the local skating rink is open to the public. Bring your own skates.

For more information please go to **West Yellowstone Visitor Center**.



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Please follow us 

Mailing Address:

West Yellowstone/Hebgen Lake Ice Fishing Tournament Committee
PO Box 458
West Yellowstone, MT 59758

Event Street Address:

Kirkwood Marina
11500 Hebgen Lake Road
West Yellowstone, MT 59758

Phone:

801.721.4435 / Garrett Ostler
406.646.7745 / West Yellowstone Madison Adventures

Friday Rules Meeting, Calcutta | Saturday Awards Dinner:

Yellowstone Beer Company
121 Madison Ave.
West Yellowstone, MT 59758
Phone: (406) 646-7621

Email:

garrett@madisonhotelmotel.com

Event Registration

Register here

Tournament Zone Map



[Click here for PDF map](#)



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SPONSORS

While experiencing the best winter has to offer here, please patronize the sponsors of our West Yellowstone/Hebgen Lake Ice Fishing Tournament. To become a sponsor please download the sponsorship form [here](#)

Locally Sponsored



Northwestern Energy [website](#)



Yellowstone Beer Company [website](#)
Bar and Restaurant
406.646.7621



Kirkwood Marina
Marina and fishing supplies [website](#)
406.646.7540



Westmart Building Center
Home Center & Supplies [website](#)
406.646.9578



Brandin' Iron
website
800.217.4613



Spiffy Biffy
website
406.596.0593

yes text



Wild West Pizzeria and Saloon
Great Food and Fun
website
406.646.4400

At Home



BackCountry Adventures
Snowmobile
Snowcoach Rentals & Tours
website
800.924.7669

yes



Three Bear Lodge
website
800.646.7353

✓ True's



Bullwinkle's
Restaurant, Sports Bar & Casino,
Liquor Store
website
406.646.7630

yes



Yellowstone Sporting Goods
website
406.222.5185



Madison Adventures *Jo*
website
406.646.7745



RiverHouse BBQ *called*
website
406.995.7427



Kenyon Noble Lumber and Hardware
website
406.586.2384

West Yellowstone, MT
THE BUFFALO BAR



The Buffalo Bar *Yes Donate*
website
406.646.1176



Shedhorn Sports *called*
website
406.682.4210

West Yellowstone Chamber of Commerce-General
Profit & Loss
 July 2024 through June 2025

	Jul '24 - Jun 25
Ordinary Income/Expense	
Income	
General Income	
4300 · Donations/Gifts/Contributions	150.00
4400 · Events	
4401 · Registration	11,772.50
4405 · Contributions	
Calcutta/Battle of Bars	4,453.00
Total 4405 · Contributions	4,453.00
4455 · Sponsors	3,950.00
Total 4400 · Events	20,175.50
4500 · Grants	
4509 · Ice Fishing - M.A.P.	5,500.00
Total 4500 · Grants	5,500.00
4800 · Prior Year Income	-534.00
Total General Income	25,291.50
Total Income	25,291.50
Gross Profit	25,291.50
Expense	
6000 · Administrative Expense	450.00
6020 · Event Operations	
6025 · Event Production	
6029 · Ice Fishing	5,430.44
6025 · Event Production - Other	144.00
Total 6025 · Event Production	5,574.44
Total 6020 · Event Operations	5,574.44
6100 · Marketing & Promotions	
6151 · Paid Media	
6175 · Print	154.75
6151 · Paid Media - Other	695.00
Total 6151 · Paid Media	849.75
6215 · Website Development/Maintenance	364.34
Total 6100 · Marketing & Promotions	1,214.09

10:23 AM
08/27/25
Cash Basis

West Yellowstone Chamber of Commerce-General
Profit & Loss
July 2024 through June 2025

	Jul '24 - Jun 25
6300 - Operations	
6301 - Awards	
6303 - Cash Prizes	8,600.00
6301 - Awards - Other	176.80
Total 6301 - Awards	8,776.80
6325 - Credit Card Processing Fees	362.70
6380 - Licenses & Permits	25.00
6475 - Refunds	267.50
Total 6300 - Operations	9,432.00
Total Expense	16,670.53
Net Ordinary Income	8,620.97
Net Income	8,620.97

S \$ 13091.11
COH

KNS - ICE FISHING

10:24 AM
08/27/25
Cash Basis

West Yellowstone Chamber of Commerce-General
Transaction Detail By Account
July 2024 through June 2025

Type	Date	Num	Memo	Class	Clr	Split	Paid Amount	Balance
General Income								
4400 · Events								
4405 · Contributions								
Calcutta/Battle of Bars								
Deposit	01/15/2025		Calcutta Portion to KNS - Ice Fishing	626 - Kid...		1006.5 · Kids ...	1,225.00	1,225.00
Total Calcutta/Battle of Bars							1,225.00	1,225.00
Total 4405 · Contributions							1,225.00	1,225.00
Total 4400 · Events							1,225.00	1,225.00
Total General Income							1,225.00	1,225.00
6020 · Event Operations								
6025 · Event Production								
6028 · Kids 'N Snow								
General Journal	08/31/2024	Rudd ...	To clear out a check that was reconci...	626 - Kid...		1008 · Ice Fish...	1,687.50	1,687.50
Check	12/18/2024	25901	Rods and Jigs Ice Camp Reimburse...	626 - Kid...		1006.5 · Kids ...	-963.00	724.50
Total 6028 · Kids 'N Snow							724.50	724.50
Total 6025 · Event Production							724.50	724.50
Total 6020 · Event Operations							724.50	724.50
TOTAL							1,949.50	1,949.50

COH \$ 3492

Hebgen lake Ice Fishing Tournament Budget

2025

Income			80% prize fund projection
Registration \$250 per team 50/teams	\$	12,500	\$ 10,000
Donations \$	\$	5,000	
Donation Kind value	\$	7,000	
MAP Participation	\$	9,400.00	

Labor			
Donation in time \$		\$	2,000
Paid Labor		\$	500
Total Income	\$	33,900	

Expenses			
Advertising		2024	2025
Montana Outdoor Radio	\$	700	\$ 900
FB and Website	\$	800	\$ 900
Printed, and other	\$	700	\$ 500
Sponsor banner	\$	120	\$ 150
Welcome packets	\$	500	\$ 500
Meal, expences, <i>Rules meeting</i>	\$	2,400	\$ 3,000
Prizes and enticements awards	\$	3,800	\$ 4,000
prize money from (entry fees)	\$	10,000	\$ 10,000
Trophies	\$	500	\$ 500
Other Prize Values From donations	\$	3,500	\$ 3,500
Fuel	\$	400	\$ 500
Rentals	\$	1,000	\$ 1,000
Toilet	\$	400	\$ 400 <i>*Inland</i>
Plowing	\$	7,000	\$ 7,500 <i>Inland</i>
Equipment purchase	\$	3,000	\$ 3,000
Total Expenses	\$	34,820	\$ 36,350
net results	\$	(920)	

M.A.P. Estamates	
Gift prizes for Awards	\$ 3,000
Montana OD Radio	\$ 900
Website and FB	\$ 900 800
Printed Items. Packets	\$ 500 700
Trophies	\$ 500
Meal	\$ 3,000
350 Scales and baskets, bags Tags	\$ 500
Calcutta actuineer	\$ 400
transportation fuels	\$ 500

\$ 10,300

Need Quik Books info.
MAP Request Needs Submitted
FWP - Permit
Calcutta permit



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, 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.

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.

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:

Octane Rodeo**Estimated Expenses**

Riders	\$10,000
Travel for Riders	\$10,000
Trash	\$250
Advertising	\$15,000
Groomer	\$3,850
Security	\$3,500
Announcer	\$2,500
Fuel	\$2,500
Toilets	\$1,400
Insurance	\$5,500
Back Country Villiage	\$10,000
Print Posters/Flyers	\$3,000
Signage/Banners	\$5,000
Octane Freestyle	\$25,000
Fencing	\$3,000
Equipment Rental	\$5,000
Amplification	\$3,500
Employee Wages	\$5,000
TOTAL	\$114,000

Income

Vendors	\$15,000
Sponsors	\$30,000
Ticket Sales	\$40,000
Grant	\$50,000
TOTAL	\$135,000

Expense Paid by MAP***Administrative Expenses**

Travel for Riders	\$1,000
Trash	\$250
Advertising	\$15,000
Announcer	\$2,500
Groomer	\$3,850
Toilets	\$1,400
Insurance	\$2,500
Signs/Banners/Design	\$5,000

Octane Show

Riders	\$10,000
Amplification	\$3,500
Employee Wages	\$5,000
TOTAL	\$50,000



Octane Expo 2025 Outcome Report

GOAL

West Yellowstone was once known as the Snowmobile Capital of the World! When the busy winter season started slowing down many would pack the city in anticipation of checking out all that EXPO had to offer. Our goal is to start bringing something back to West Yellowstone, a celebration to finish up the winter festivities. Our plan is also to have the street lined with vendors creating a fun atmosphere and drive business for not only West Yellowstone but those willing to travel and set up a vendor space.

Tyler Johnson
Octane Addictions

WE COULDN'T HAVE DONE IT WITHOUT YOU!

MAP Fund Dispersement

Octane Addictions requested a total of \$40,000 from the West Yellowstone MAP Fund. The requested funds were dispersed as shown below.

2-7-2025	ADVRTLAB - Social Media Marketing Package	\$5280
2-7-2025	OA Graphics - Event Banners	\$4242
2-7-2025	OA Graphics - Design/Print Production	\$4900
2-7-2025	ADVRTLAB - TV Advertising	\$3400
4-7-2025	Riders Payments	\$10000
4-7-2025	Employee Wages	\$4000
4-7-2025	Insurance	\$1500
4-7-2025	Toilets	\$1000
4-7-2025	Announcers	\$2250
4-7-2025	Security	\$1000
4-7-2025	Travel, Amplification Rental and Trash	\$2428

THANK YOU FOR YOUR OUTSTANDING SUPPORT!





MAKING EXPO GREAT AGAIN

THE HYPE:

When we first posted the event on our social media outlets the response was immediate and almost overwhelming. Insights show post views and engagement in the hundreds of thousands. Fans from all over the U.S. showed their support and enthusiasm for the event. We received multiple calls from people talking about their past experiences with the show and how it has given them great memories to recall.

CROWD ATTENDANCE:

Man what a crowd! The energy and the engagement of the crowd was absolutely amazing. People starting piling in on Saturday and they didn't stop arriving all day. We had a total of 728 tickets sales during the event and a total of 700 compensated tickets for sponsors, vendors and advertisement.

VENDOR ATTENDANCE:

Once we announced the event we were contacted by multiple vendors that we interested in attending. Ski-doo was excited to have an opportunity to announce their new line for the season and was one of the first to sign up. Local vendor Hanks Chop Shop was on board to serve and handle the alcohol. Others such as Kurt's Offroad, Truck Boss and Pure Adrenaline reported amazing sales numbers and were quite pleased with the event and requested participation next year.

Very exciting to see the Expo return!!!
Mutti J - via Facebook

It was a great weekend in West Yellowstone for the Octane Expo! It was nice weather and good time with great people! I would definitely go again next year! It was just a blast of a weekend!
Aurbrae B - via Facebook

Watching some cool throwback of vintage snowmobile racing laps on Octane Expo weekend was awesome. Plus, freestyle night with Kyle Saxton and Brett Turcotte show some dope tricks!
Jordan V - via Facebook

LOCAL BUSINESS FEEDBACK:

My name is Lexi, and I am a small business owner in West Yellowstone. As you know the summer months are quite hectic and busy but when winter comes around it is quite a hit and miss for businesses. When Tyler approached us about EXPO returning to West it seemed like the best thing that could happen for our town. Hanks Chop Shop was able to set up a tent at the event and it had a great turnout, not to mention how lucrative it was for the restaurant in general. The weekend of EXPO was our best night of the season, and it brought in guests we had not seen in years. I believe the word will spread about the Octane Addictions EXPO and it will be even bigger next year. Thank you for supporting it and in turn supporting the small businesses of West Yellowstone.
Lexi Nelson - Hanks Chop Shop

PARTICIPANT FEEDBACK:

What's up!!
It's Brett Turcotte, 8 time X Games medalist, and just wanted to give a huge shout out to the West Yellowstone community for having me back for the Octane Expo! After quite literally jumping into my career in this town it was great to be back over 20 years later to inspire the current and next generation of snowmobilers! I can't wait to be back with Octane Addictions next year and do it even bigger!
Cheers!!



This video reel taken at the event posted on Brett Turcotte's Instagram netted over 1000 likes and 100k views.

<https://www.instagram.com/reel/DHBrRjrpowT/>

RESPONSE LETTER FROM KURT'S POLARIS

To whom it may Concern,

My name is Curtis Friede, and I'm the proud owner of Kurt's Polaris and Kurt's Offroad, located in the beautiful town of Seeley Lake, Montana. For many years, I participated in the World Snowmobile Expo as a retailer, setting up a booth and engaging with fellow snowmobile enthusiasts. However, by 2013, I made the difficult decision to step away from the event, as I felt it was no longer a worthwhile investment of my time and resources.

This year, I was approached by Tyler Johnson, who encouraged me to reconsider and once again take part in the expo by setting up a retail booth. Admittedly, I was hesitant. My past experiences had left me skeptical, and I wasn't sure the event could deliver the value it once had. However, having known Tyler for many years, and trusting in his strong organizational skills and ability to attract a crowd, I decided to give it another shot.

I'm glad I did.

From the moment the event began in West Yellowstone, it was clear something special was happening. Hotels were fully booked, and every local restaurant I visited—twice a day for three days—was packed with visitors. The energy and excitement among attendees were undeniable. People were genuinely thrilled to be in town, enjoying the snow season's final stretch with a fun, engaging event.

In my opinion, Tyler Johnson was the driving force behind the success of this year's expo. Despite facing a short planning window and several last-minute challenges, he pulled off an impressive revival of a beloved tradition. I'm genuinely excited to see the World Snowmobile Expo thrive once again under Tyler's leadership, and I wholeheartedly believe he is the right person to carry it forward.

Curtis Friede

Kurt's Polaris/ Kurt's Offroad

curt@kurtspolaris.com



LEGENDS PREPPING
Cody Hunt, Kourtney
Hungerford and Junior
playing in the piles of
snow getting the course
ready for action!



FUN FOR ALL AGES

We always loves having the kids at our events. This is the future of the snowmobiling and potential revenue for all in years to come.

THE RUB:

While getting ready for this event the major issue that we ran into was the subject of the general liability insurance that was required by the city in order to proceed. The requirements were way outside of any standards provided by insurance companies or required by any other event venue we have ever been hosted by. These requirements forced us to modify our policy at a hefty cost that almost forced us to scrap the entire project. This was a major road block to navigate. Our plan to move forward in the future would consist of working closer with the City of West Yellowstone and the MAP fund to find an easier solution for all parties.

IN CLOSING:

With a limited time to organize and prepare for what once was the largest snowmobile event in the world we feel that the event was a huge success. As with any event we saw lots of hurdles, but our team looks forward to the challenges to make the 2026 Octane Rodeo bigger and better. We know that the impact of this event with the given attendance generated much needed income for local businesses and generated tax revenue that would normally be unavailable during this time of year. In closing we would like to thank the City of West Yellowstone, the MAP Fund, local businesses and the entire community for their overwhelming support.





SOME NUMBERS

After an extensive amount of time, energy and financial investments into this project we managed to stay fairly close to our estimated budget. With the assistance of our friends and business relationships as well as the MAP Fund and the investments of Tyler Johnson and OA Promotions we were able to have an amazing show.

BUDGETED EXPENSES

Riders Purse	\$5,000.00
Travel for Riders	\$10,000.00
Trash	\$250.00
Advertising	\$15,000.00
Groomer	\$3,500.00
Security	\$2,500.00
Announcer	\$1,000.00
Fuel	\$2,500.00
Toilets (6) (2)ADA	\$2,400.00
Insurance	\$1,500.00
Boondock Nation	\$7,500.00
Print posters/flyers	\$1,500.00
Signage/banners	\$2,500.00
Octane Freestyle	\$25,000.00

Estimated Expenses \$80,150.00

TOTAL EXPENSES

Riders Purse	\$5,000.00
Travel for Riders	\$10,000.00
Trash	\$0.00 (Donated)
Advertising	\$17,822.00
Groomer	\$0.00 (Auction Items Sold \$2400)
Security	\$2,500.00
Announcer	\$3,250.00
Fuel	\$2,500.00
Toilets (6) (2)ADA	\$0.00 (Balance in Trade)
Insurance	\$13,000.00
Boondock Nation	\$0.00 (Marketing Trade)
Print posters/flyers	\$2,250.00
Signage/banners	\$2,450.00
Octane Freestyle	\$25,000.00

Total Expenses \$83,772.00



EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: Wildfire Defense Race Series - Race 1 = Fun Run, Race 2 = Yellowstone Special
Sponsor Organization: Yellowstone Musers Association
Sponsor Address: 580 Zoot Enterprises Lane, Bozeman, MT 59718
Contact Person: Charlotte Mooney
Contact Phone: 406-646-4988 Fax: _____
E-mail Address: cmooney@wildfire-defense.com
Date(s) of Event: Fun Run = January 17 & 18, 2026, Yellowstone Special = January 30 - February 1, 2026
Location of Event: North End of Dunraven Street

- 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: \$ 25.00
Resort Tax Bond: \$ _____
Vendor(s) Fee: \$ _____
Total Due: \$ _____



Signature of Applicant
11/14/2025

Date

Date Received by the Town: 11/14/25 ER

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).

Sled dog races will start on north end of Dunraven Street at the snowmobile trailhead. Races will start at 8am,

participants will start parking as early as 6am with the last truck pulling out and leaving by 10am.

Race will end at the power substation west of town, so teams will not be returning to the start location.

There will be no tents or sales of any kind at the start area. There will be 1 portable toilet and 1 trash can available.

There will be a maximum of 20 trucks/trailers at the start of each race. The intersection of Gibbon and Dunraven

will be signed as a 4-way stop while participants are in the start area and the intersection will be manned

with volunteers to ensure safety. Trucks will be parked on the east side of Dunraven (See attached map)

and there will be customer access to all businesses located on the west side of Dunraven. We will not block any

residential driveways. There will also be volunteers at the intersection of Dunraven and the Alley closest to the

snowmobile trail. The start chute and any banners will be placed on Forest Service property. There will be signs

indicating that the snowmobile trail is open. Spectators will be welcome at the start area with approximately 150

spectators expected. All dog teams will be on the trail before 9am and snowmobile access to the trails will be

minimally impacted by the race. We are requesting that the Town of West Yellowstone provide 2 temporary stop

signs and several orange candle cones, if available, for traffic control and to restrict access to competitor parking.

New for 2026, we will offer free sled dog rides for kids 12 and under on Saturday, January 17th during the Fun Run.

These rides will be similar to rides done for past Kids N Snow events and will use the same trails. Rides will start

at the "Old Airport" at 12pm and last approximately 2-3 hours. Parking for rides will be just off of Iris street in the

snowmobile parking area just outside the town snow storage area. Rides will make a short loop on the newly

acquired 80 acres as show in the attached drawing. Also new for 2026, we will be offer a free clinic on Skijoring for

Beginners on January 17. The demonstration phase of the clinic will 1pm-4pm on the north end of Boundary Street, then proceed along the

Boundary Ski Trail. Parking for clinic participants to be along the east side of Boundary Street. Approximately 20 participants expected

11/14/2025

From: Yellowstone Musers Association
580 Zoot Enterprises Lane
Bozeman, MT 59718

To: Town of West Yellowstone

I am writing to request a waiver of the Resort Tax Bond for the Wildfire Defense Race Series as required for approval of Special Event Permits. There will be no sales at the races and the only taxable income will be on entry fees. There will be a limit on the number of competitors allowed in each race and the expected Resort Tax payable will be \$211. If a waiver is not allowed, I can pay the entire expected tax due in full in advance in lieu of the Resort Tax Bond. A detailed breakdown of maximum receipts from entries is as follows:

Fun Run

15 Pro Class Teams @\$85 each = \$1,275

10 Rec Class Teams @\$50 each = \$500

Yellowstone Special

20 Teams @\$175 each = \$3,500

Total Taxable Receipts = \$5,275

X 4% Resort Tax = \$211

Thank you for your time and consideration.
Regards,

Charlotte Mooney
Treasurer, Yellowstone Musers Association

Brittany White

From: Elizabeth Roos
Sent: Friday, November 14, 2025 2:16 PM
To: Brittany White
Subject: FW: Special Event Permit Application for Wildfire Defense Race Series
Attachments: 2026 Special Permit App Town of West Yellowstone.pdf; ACORD Forms Town of West Yellowstone Fun Run.pdf; ACORD Forms Town of West Yellowstone Yellowstone Special.pdf

Elizabeth Roos, Town Clerk/HR, MMC
Town of West Yellowstone
PO Box 1570
440 Yellowstone Avenue
West Yellowstone, MT 59758
www.townofwestyellowstone.com

From: Charlotte Mooney <cmooney@wildfire-defense.com>
Sent: Friday, November 14, 2025 1:33 PM
To: Elizabeth Roos <eroos@townofwestyellowstone.com>
Subject: Special Event Permit Application for Wildfire Defense Race Series

Hello Liz

Please find attached the special permit application for the 2026 Wildfire Defense Race Series. Included are requests for the race start parking area on city property, a request to give free dogsled rides for kids on city property, a request for a quick meeting and participant parking on city property for a Beginners Skijor Clinic, and a request to waive the resort tax bond for the race series.

Is this email submission of the application sufficient, or do I need to print and submit a hard copy?

Regards,
Charlotte

Charlotte Mooney | Facilities Project Administrator
Wildfire Defense Systems, Inc
580 Zoot Enterprises Lane | Bozeman, MT 59718
O: 406.646.4988
E: cmooney@wildfire-defense.com

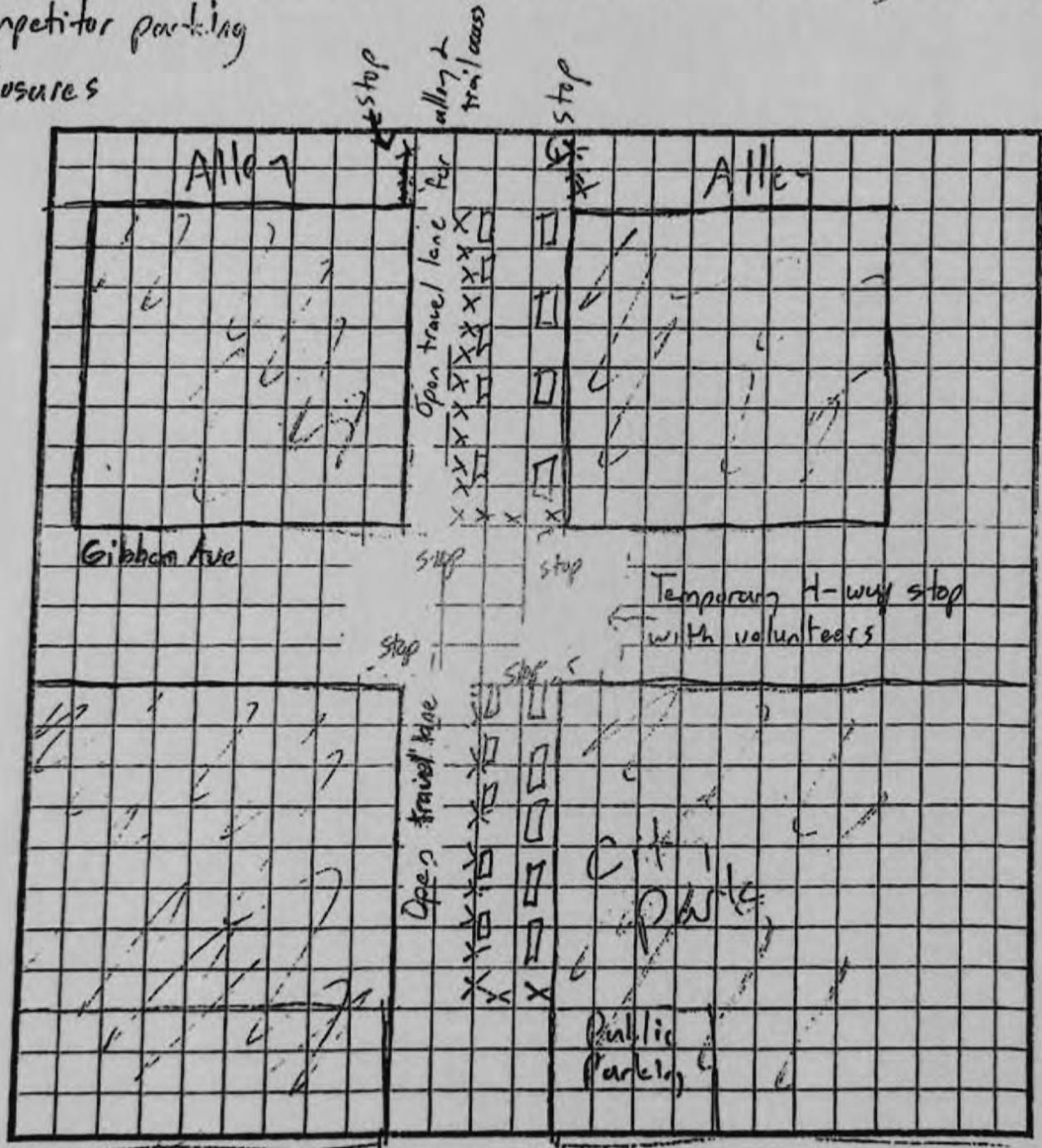
W: www.wildfire-defense.com

CONFIDENTIALITY NOTE : The information in this e-mail is confidential and privileged; it is intended for use solely by the individual or entity named as the recipient hereof. Disclosure, copying, distribution, or use of the contents of this e-mail by persons other than the intended recipient is strictly prohibited and

SITE PLAN

Event: Wildfire Defense Race Series - Sled Dog Races

□ = competitor parking
 X = closures

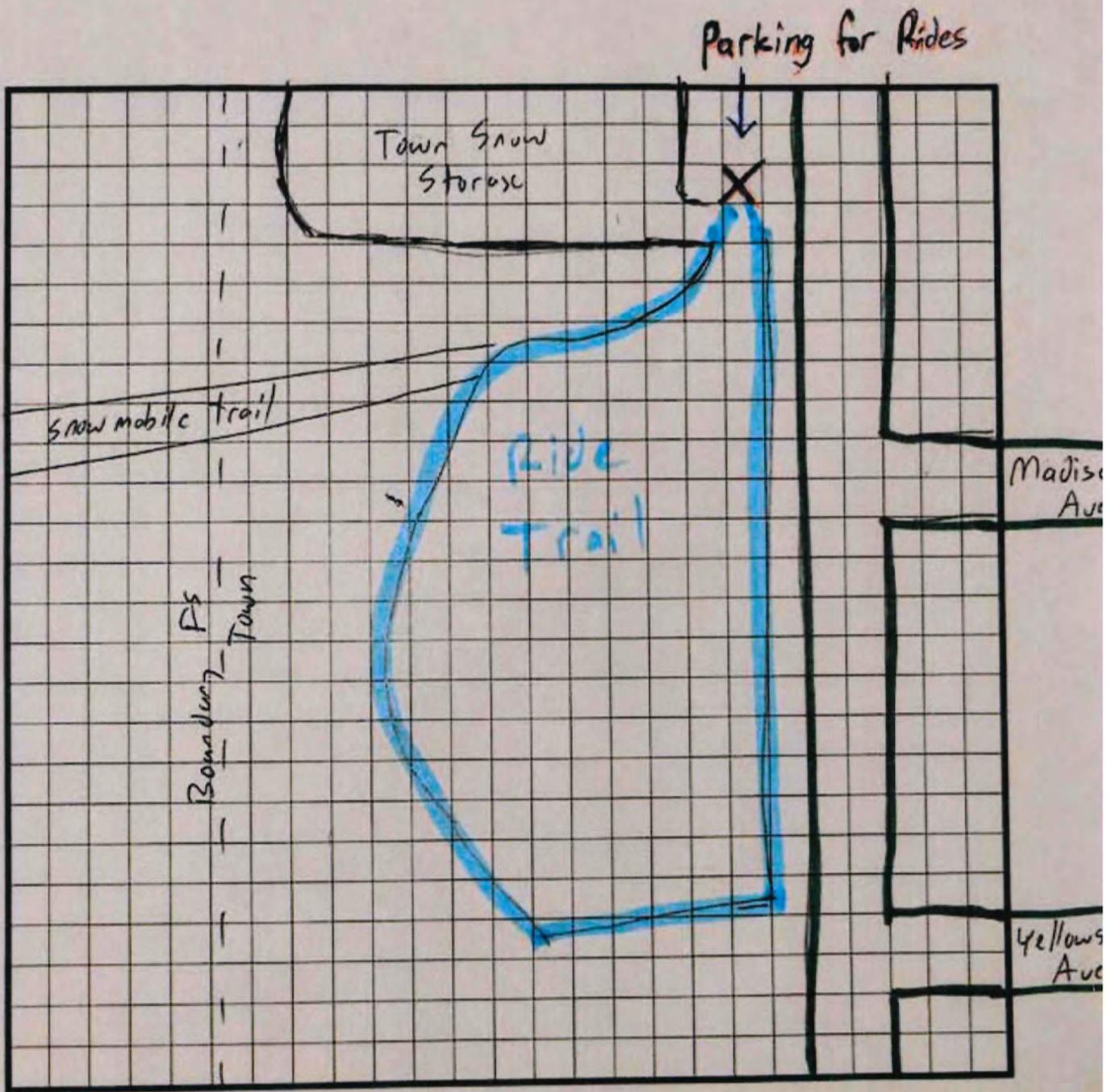


Please indicate direction Highway 20

Dunraven St

SITE PLAN

Event: Free Sled Dog Rides - Fun Run only Jan 17th



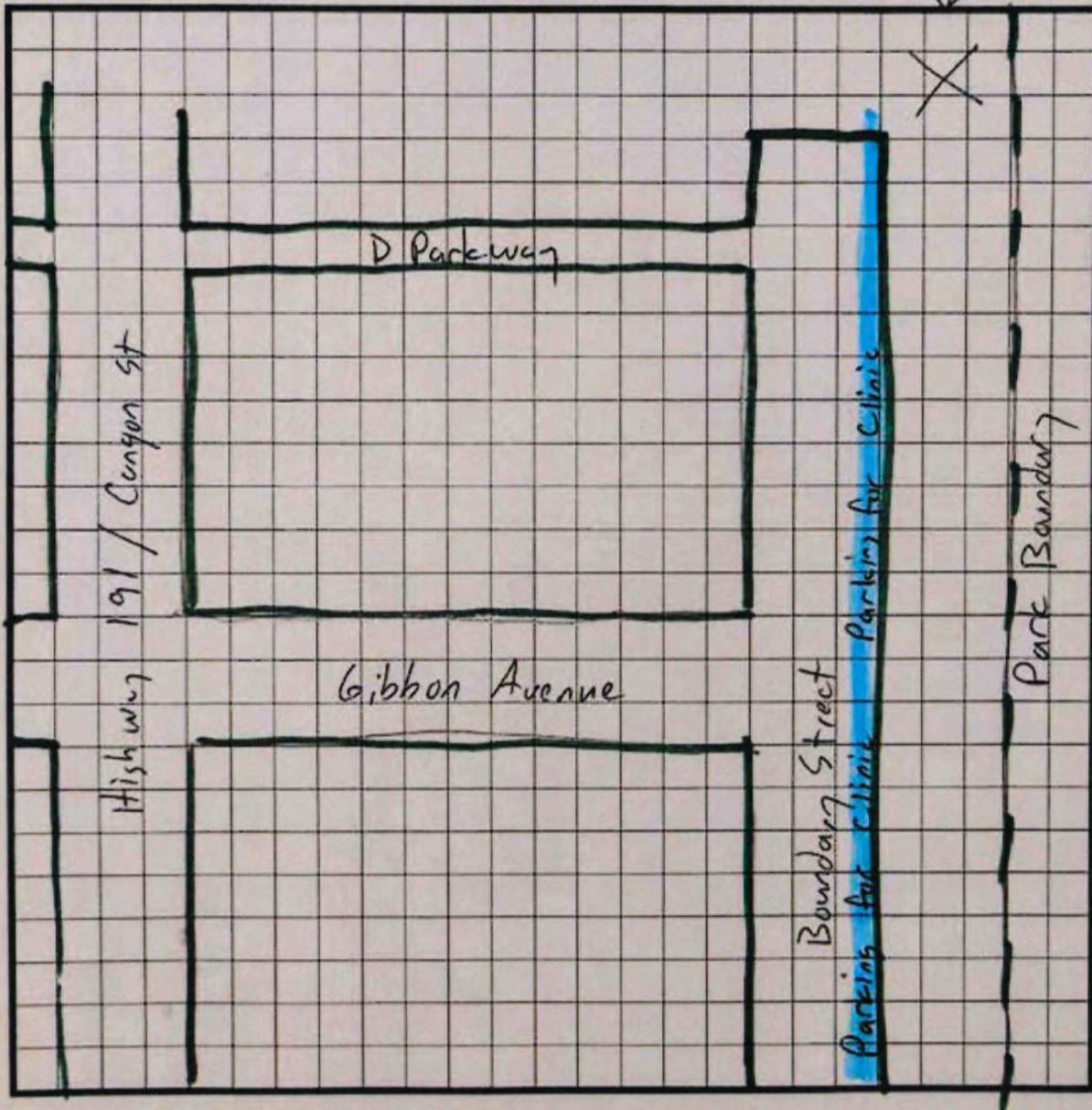
Please indicate direction

VENDING AND SALES

SITE PLAN

Event: Skijor Clinic - Fun Run Only January 17th, 2026

Boundary Ski Trail
Meet for Clinic Demonstration + Practice



Please indicate direction

VENDING AND SALES

FOR OFFICE USE ONLY

Department	Initials	Date	Comments
Pub Services	JB	12/9/25	
H2O/Sewer	JB	12/9/25	
Fire	SB	12/25/25	If Road closure is approved need to have prewarning of closure
Police	CW	12/09/25	If road is closed, make sure volunteers are around to handle congestion.
Finance	KT	12/9/25	
Administration	om	12/12/25	

Notes/Conditions: Must follow instructions of PD+FD. Good luck w/event.
om

Approved

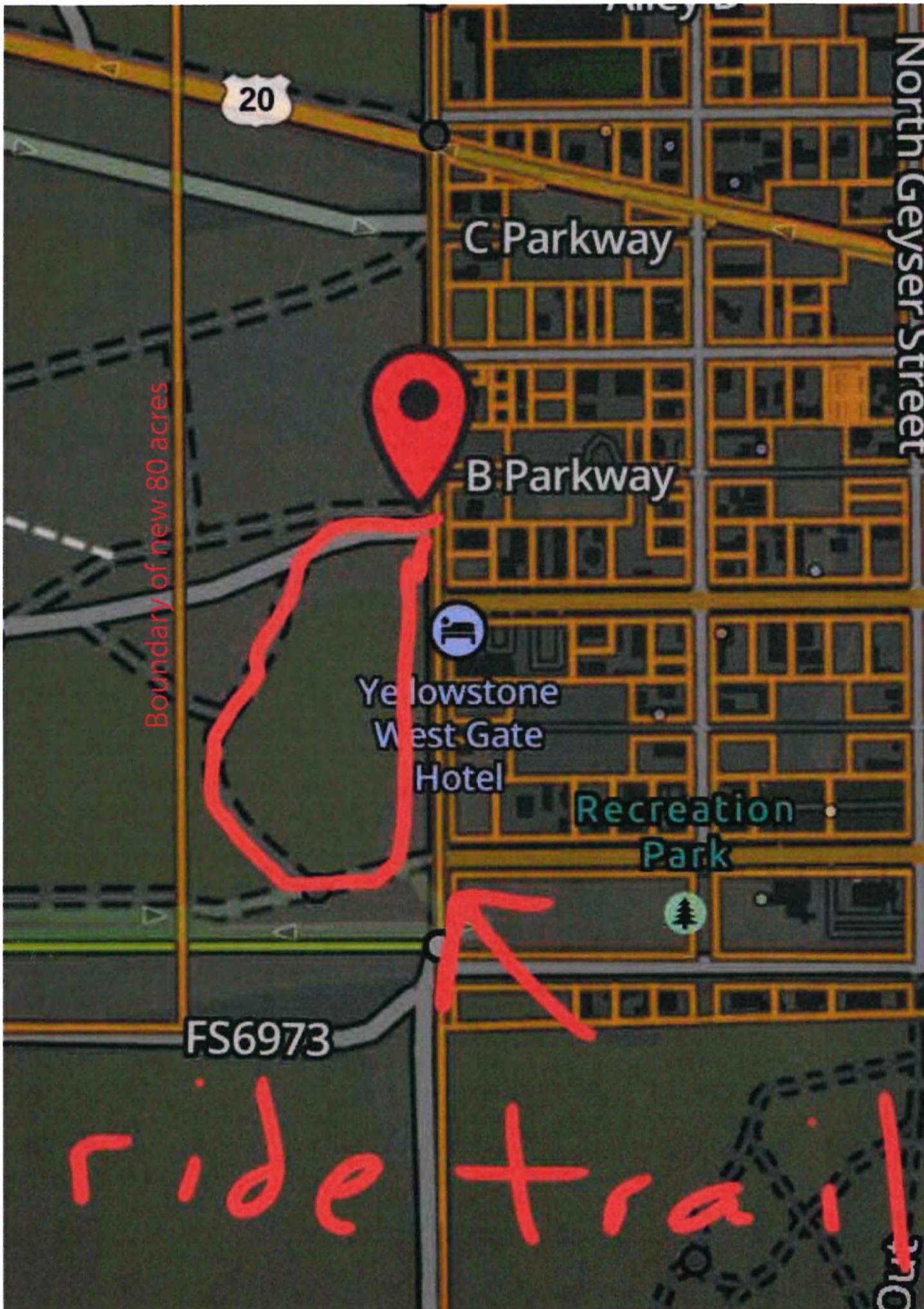
Denied

Town Clerk

Date

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 checked="" type="checkbox"/> NA
Encroachment Application	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input 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 type="checkbox"/> NA



Boundary of new 80 acres

20

C Parkway

B Parkway

Yellowstone West Gate Hotel

Recreation Park

North Geyser Street

FS6973

ride trail



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

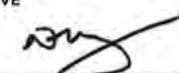
PRODUCER Latitude Insurance 17 N Mesa Ave Montrose CO 81401	CONTACT NAME: Amanda Hinshaw PHONE (A/C, No, Ext): (406) 993-9242 E-MAIL ADDRESS: amanda@latitudeins.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Charlotte Mooney, DBA: Yellowstone Musers Association 580 Zoot Enterprises Lane Bozeman MT 59718	INSURER A: Evanston Insurance Co	NAIC # 35378
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2591285615 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		4461012	01/17/2026	01/18/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of West Yellowstone Yellowstone Ave West Yellowstone MT 59758	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Latitude Insurance 17 N Mesa Ave Montrose CO 81401	CONTACT NAME: Amanda Hinshaw PHONE (A/C, No, Ext): (406) 993-9242 E-MAIL ADDRESS: amanda@latitudeins.com	FAX (A/C, No):	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Charlotte Mooney, DBA: Yellowstone Musers Association 580 Zoot Enterprises Lane Bozeman MT 59718	INSURER A: Evanston Insurance Co		35378
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** CL2591285617 **REVISION NUMBER:**

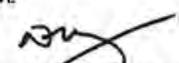
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y		4662844	01/30/2026	02/01/2026	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 2,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of West Yellowstone Yellowstone Ave West Yellowstone MT 59758	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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SERVE YOUR COMMUNITY— JOIN A BOARD!

Make a difference and get involved by serving on one of the following advisory boards:



Marketing and Promotions Fund



Cemetery Board of Trustees



West Yellowstone Planning Board



Business Improvement
Advisory Board



Tourism Business
Improvement District



Parks and Recreation Board

APPLY TODAY!

Applications available at Town Offices or online
at www.townofwestyellowstone.com

(406) 646-7795 · info@townofwestyellowstone.com

Positions open until filled