

# Town of West Yellowstone

Tuesday, June 16, 2026

West Yellowstone Town Hall, 440 Yellowstone Avenue

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

Meeting ID: 893 834 1297.

## WORK SESSION – 5:30 PM

FY 2027 Special Budget Requests	Discussion
FY 2027 Budget-Preliminary Budget	Discussion

## TOWN COUNCIL MEETING – 7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders: #7119 to Cold Creek Cabinets, carpet for Police Station, \$8850.00  
#7000 to Fall River Propane, purchase 1000 gallon propane tank for WWTP, \$5900.00  
#6245 to DIS Technologies, (6) Getac laptop computers, \$21,175.59

Claims

Minutes: **June 2, 2026 Town Council Meeting**

Town Manager & Staff Reports

Advisory Board Reports

**Public Hearing: Parks Master Plan, Presentation by Scott Hazelton, Sunflower Peak Planning**

**Public Hearing: FY 2027 Preliminary Budget**

## NEW BUSINESS

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Parks Master Plan	Discussion/Action
FY 2027 Preliminary Budget Adoption	Discussion/Action
Special Event Permit, 4 <sup>th</sup> of July Celebration, Outside Amplification Permit	Discussion/Action
Interlocal Agreement, Hebgen Basin Rural Fire District	Discussion
Change Order #5, Waste Water Treatment Plant project	Discussion/Action
Resolution No. 836, Surplus Property	Discussion/Action
Advisory Board Appointments	
▪ Cemetery Board of Trustees, Jason Howell	Discussion/Action
Town Manager Evaluation, possible Executive Session (closed to the public)	Discussion



**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](http://www.townofwestyellowstone.com). Questions about the agenda may be directed to the Town Clerk at (406) 646-7795 or [eroos@townofwestyellowstone.com](mailto: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](http://www.townofwestyellowstone.com).



# Town of West Yellowstone Budget Request Form



All requests must be received by the Finance Director's office by 5:00 p.m. on June 10, 2026.  
This form will be required to be considered for the FY26-27 budget process.

These funds are distributed out of the Town's fiscal year budget under legislative services. The Town Council has full discretion on the amount awarded each year.

Organization Name: Destination Yellowstone / West Yellowstone Chamber of Commerce

Contact Name and Title: Janna Turner, 4th of July Committee Chair

Contact Email: janna.turner@ourbank.com

Contact Phone: 406-641-0096

Requested Amount: \$20,000.00

Overall Budget Amount: \$25,000.00

Percent of budget that you are requesting: 75%

**Description of Event or Activity:**

Launch site for fireworks is located on the west side of Iris Street between Yellowstone Ave and Obsidian, making the show visible from nearly any location in Town. The parade route includes Yellowstone Ave, Dunraven, Gibbon and Canyon Street, passing by the majority of businesses in Town.

**Description of Community Served:**

Destination Yellowstone/West Yellowstone Chamber of Commerce, along with our cooperating partners, organize this annual celebration each year. We are very proud of the quality of show we are able to bring to both or residents and visitors. Because we are the closest location to Island Park and Big Sky that provide a firework display, we also draw guest from those areas.

Anticipated Number of Participants: An estimated 10,000 people are in town for that day's events.

Description of program goals: To provide our community and visitors a small-town celebration for our Nation's 250th Anniversary!

Projected economic impact: As shown in Resort Tax Collections, July is the biggest month of collections. On a five year average, Collections in June were \$955,435.10; July \$1,066,754.40; August \$912,596.80. Although this isn't exclusive to 4th of July weekend collections, it shows the impact of increase that month.

State the consequences if you don't receive these requested funds:

The Town's funding is crucial in order for us to provide this celebration. There are no Chamber funds in the budget. All funds are through donations.

List other funding sources and amounts:

Local Business Donations: \$2,500.00

TBID: \$2,500.00

Big Sky Fireworks: \$5,134.47 \*

\* This is the amount BSF has discounted our show this year for non-profit organizations and length of time we have partnered.

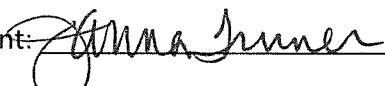
If you are asking for more funding than in previous years, what is the reasoning for this increase?

The cost of goods are on the rise. Some tariffs affected the price as well this year.

Are you receiving funds from the Town of West Yellowstone outside of the Special Budget Request form? No

Is there anything else that you'd like to include in your narrative that we should know that is not elsewhere mentioned in the application?

We hope we will be able to continue this tradition for years to come with the help from the Town and our partners. We appreciate the support we have received from the Town in the past, not only in monetary assistance, but with the cooperation of our Law Enforcement and our Public Works.

Signature of Applicant: 

Date: 6/9/2026

Signature of Board Member: \_\_\_\_\_

**If awarded, an outcome report is desired to the Town Council.**

Big Sky Fireworks  
 7893 Hayfield Dr  
 Helena, MT 59602-8235 USA  
 4064650851  
 bigskyway@bigskyfireworks.com  
 www.mtefd.com

Invoice



BILL TO  
 Janna Turner  
 West Yellowstone Chamber of  
 Commerce  
 PO Box 458  
 West Yellowstone, MT 59758

SHIP TO  
 Janna Turner  
 West Yellowstone Chamber of  
 Commerce  
 PO Box 458  
 West Yellowstone, MT 59758

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
5651	02/26/2026	\$21,255.30	06/01/2026	4th of July	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>IC2 312 FINALE-CHAIN</b>	312 CHAIN FINALE- COLOR DISPLAY	8	262.05	2,096.40
	<b>IC3 6 SPEC CHAIN</b>	6 SPECIAL FINALE- 8 SHELLS FINALE (4-4", 2-5", 2-6")	9	583.68	5,253.12
	<b>IC4 5 MIX- COLOR DISPLAY</b>	5 MIX-AERIAL PROGRAM- 9 SHELLS OVER 60 SECONDS- NO SALUTES	23	361.36	8,311.28
	<b>IC4 6 MIX SERIES-COLOR DISPLAY</b>	6 MIX SERIES-AERIAL PROGRAM- 9 SHELLS OVER 60 SECONDS	18	445.82	8,024.76
	<b>IC2 409 CHAIN-COLOR DISPLAY</b>	409 CHAIN FINALE- COLOR DISPLAY	5	351.43	1,757.15
	<b>IEW COBRA IGNITER 10'</b>	COBRA IGNITER 10' QUICK PLUG	60	3.08	184.80
	<b>ISW SUP002</b>	3/4" MASKING TAPE	3	4.60	13.80
	<b>ISW SUP005</b>	SMALL RUBBERBANDS #64	3	10.35	31.05
	<b>ISO SER005</b>	Misc. Equipment Charge- 48' Trailer	1	0.00	0.00
	<b>ISO SER009</b>	Lodging Provided by sponsor 2 Rooms with 2 beds each for the 3rd and 4th	1	0.00	0.00

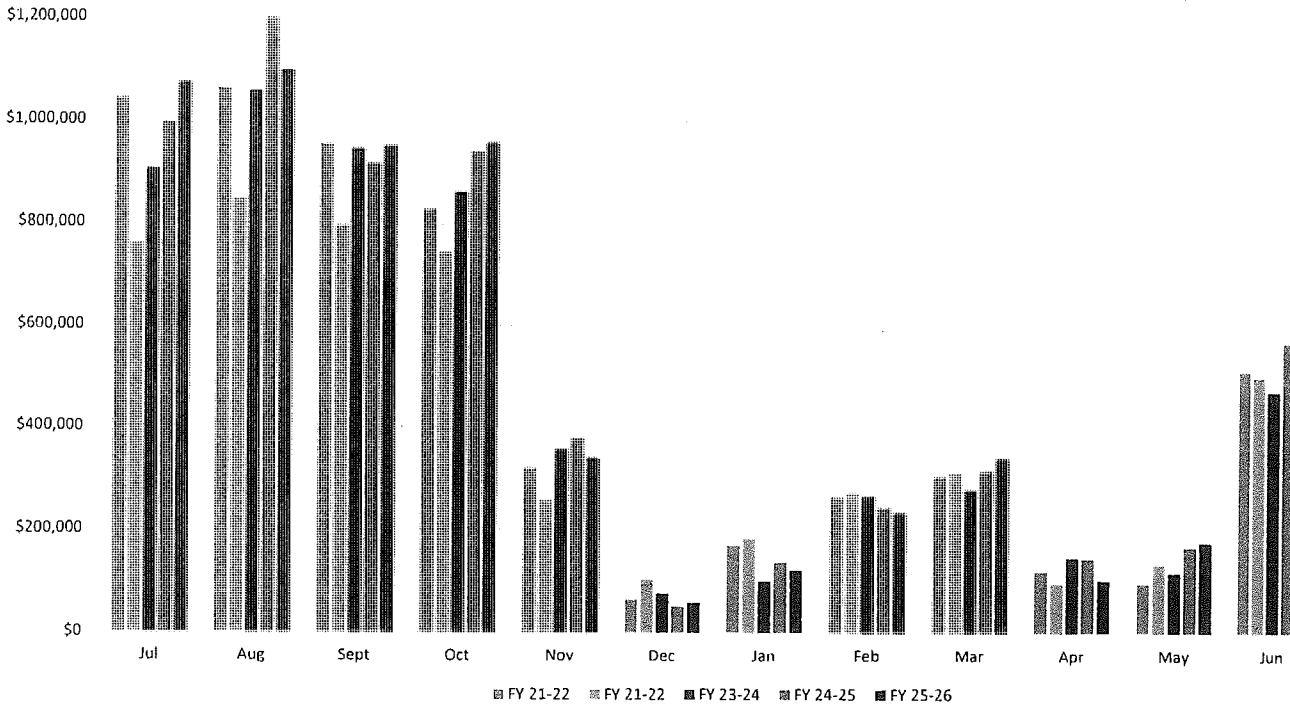
Payment in full due by June 1st. In order to increase show size, we will require either payment in full or 50% deposit by March 1, 2026.  
Please send any inquires to [bigskyway@bigskyfireworks.com](mailto:bigskyway@bigskyfireworks.com)

SUBTOTAL	25,672.36
DISCOUNT 20%	-5,134.47
SHIPPING	717.41
TOTAL	21,255.30
BALANCE DUE	<b>\$21,255.30</b>

[Pay invoice](#)

**3% Resort Tax Collections for the Town of West Yellowstone  
Fiscal Years 2022-2026, Collections by Month**

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Change
FY 21-22	\$1,043,125	\$1,063,103	\$954,067	\$827,832	\$320,268	\$65,023	\$169,146	\$265,235	\$305,013	\$119,491	\$96,237	\$513,052	\$5,741,592	
FY 22-23	\$759,805	\$847,219	\$796,914	\$744,943	\$258,210	\$104,684	\$183,369	\$273,005	\$313,041	\$97,832	\$134,659	\$501,191	\$5,014,872	-12.66 %
FY 23-24	\$904,925	\$1,057,208	\$945,321	\$860,828	\$356,913	\$77,081	\$100,964	\$265,786	\$278,348	\$146,464	\$117,174	\$472,327	\$5,583,339	11.34 %
FY 24-25	\$995,548	\$1,268,495	\$916,338	\$940,832	\$378,724	\$51,444	\$137,234	\$243,742	\$315,860	\$144,829	\$166,838	\$569,529	\$6,129,413	9.78 %
FY 25-26	\$1,073,773	\$1,097,747	\$950,344	\$957,980	\$339,776	\$59,655	\$122,377	\$234,414	\$340,809	\$102,947	\$175,395		\$5,455,218	-1.88 %



Figures represent resort tax revenue in the month it was collected by the Town, but was typically generated in the previous month. It may also include penalties and late payments. Effective June 2007, the Town is collecting an additional 2.5% of the tax for the Marketing and Promotions Fund.  
\* FY Change % represents the increase or decrease in collections as compared to the same time period of the previous fiscal year

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Organization Name: Destination Yellowstone (Chamber, DMO & VIC)

Contact Name and Title: Katrina Wiese, President/CEO

Contact Email: president@destinationyellowstone.com

Contact Phone: 406-646-7701

Requested Amount: \$90,000.00

Overall Budget Amount: \$223,830.00

Percent of budget that you are requesting: \$90K is 40.2% (\$57K is 25.46% / \$33K is 14.74%)

**Description of Event or Activity:**

Staffing and operational expenses for the Visitor's Information Center and expenses (cleaning, supply costs and maintenance due to usage or vandalism) for the Visitor's Information Center public bathrooms.

**Description of Community Served:**

The Visitor Information Center serves all visitors to our Town in addition to all businesses and residents. Likewise, the public bathrooms attached to our building serve the same community in addition to all YNP travelers who stop here to use the facilities, including tour buses. Many of these visitors, but not all by a long shot, come into the actual Visitor Information Center.

Anticipated Number of Participants: Aprx. 200K people in the VIC and 1.5 million people in the VIC bathrooms, yearly

Description of program goals: Keep both the VIC and the public bathrooms open for the community, year-round, for both residents and visitors.

Projected economic impact: The largest and most important part of what we do in the VIC is sell our community. We actively work at keeping visitors here in our hotels. We offer all of the amazing activities and amenities that our Town offers to entice visitors to extend their stay by a night or two. We are the central hub for the community.

State the consequences if you don't receive these requested funds:

Without this amount of money, the VIC would not be able to stay open 7 days a week, 8:00am-5:00pm from October - May of every year.

Also, the VIC public bathrooms would have to close, as neither the VIC or the Chamber can afford to take on this expense.

List other funding sources and amounts: Chamber: building, utilities & upkeep expenses

22.3% - Yellowstone Country: \$45,000 (to be used May 2026 - October 2026) & \$5K VIC Enhance. Grant for Building

34.4% - State Accommodations - Lodging Facilities Use Tax: \$77,000 (Increased from \$70K last year)

3.1% - TBID: \$7,000 (Approximately)

If you are asking for more funding than in previous years, what is the reasoning for this increase?

I am asking for an increase of \$7,000 from last year due to increased costs and payroll due to inflation. I also ask for continued flexibility within the \$90,000, as the amounts for both VIC staffing and operations and the VIC bathrooms are approximate.

So I estimate that staffing & operations will be around \$57K and that the VIC bathrooms will be around \$33K.

Are you receiving funds from the Town of West Yellowstone outside of the Special Budget Request form? No

Is there anything else that you'd like to include in your narrative that we should know that is not elsewhere mentioned in the application?

Letter attached

Signature of Applicant:  Date: 6.10.2026

Signature of Board Member: \_\_\_\_\_

**If awarded, an outcome report is desired to the Town Council.**



(406) 646-7701 PO Box 458 West Yellowstone, MT 59758 destinationyellowstone.com

June 10, 2026  
Town of West Yellowstone  
Town Council Members  
PO Box 1570  
West Yellowstone MT 59758

Dear Council Members,

I would like to submit a formal Letter of Request to the Town Council along with the Budget Request Form, asking for a continued partnership with the West Yellowstone Visitor Information Center as a financial contributor for FY26'-FY27' for both staffing and operational costs, and public bathroom support. The VIC is asking for fiscal support of a combined \$90,000 for FY26'-FY27' - a \$7,000 increase from last year. Approximately \$50,000 for staffing and operational expenses for the VIC and \$33,000 for the public bathroom operational costs, which include cleaning, supply and general maintenance costs due to usage and/or vandalism. Budget with operational expense detail attached.


Without this amount of money, the VIC would not be able to stay open 7 days a week, 8:00am-5:00pm from October - May of every year - severely impacting the visitor experience and resulting in extra strain upon the businesses of the town, as the visitor's will still have the same questions, but no one to go to for the answers or business recommendations they receive from the VIC staff. The West Yellowstone VIC is the busiest VIC in the entire State of Montana, we help approximately 200,000 visitors yearly.

The bathroom operational costs will help cover both the Men's & Women's bathrooms with a cleaning service, twice a day during the busy season of May-October and once a day from November-April. It will also cover a deep clean once a year after the busy season wraps up. It will also help to cover the supply needs of the bathroom and any maintenance needs due to usage and/or vandalism, such as broken toilet seats, broken flushers, broken locks and/or toilet paper dispensers that all break down from the constant amount of daily use. Without this money, the VIC public bathrooms would have to close, as neither the VIC or the Chamber can take on this expense. We very much appreciate the partnership with the Town of West Yellowstone and the previous funding and oversight since the bathrooms were constructed, but agree that it makes more sense for the VIC to oversee it.

The VIC staffing & operational expenses budget is funded through 5 different funding sources. We have secured financial contributions from Yellowstone Country (\$45,000 to be used May 2026 - October 2026) as well as a \$5K VIC Enhancement Grant for building upkeep and State Accommodations (Bed Tax - \$77,000, increased from \$70,000 last year). Destination Yellowstone (West Yellowstone Chamber of Commerce) continues to support financially as well as provide the space and means to which the Visitor Center resides. The West Yellowstone Tourism Business Improvement District (TBID) has written the VIC into their budget as a line item, with estimated \$7,000.

We feel we have been excellent stewards of Town funds over the years. Again, we thank you for your support and ask for the continued partnership and Special Fund Request in the Town's FY26'-FY27' budget in the amount of \$90,000 to be granted to the Visitor Information Center for staffing and operational expenses and public bathroom operational costs.

Sincerely,

  
Katrina Wiese  
President/CEO

## Visitor Information Center Budget FY26-27

(July 1, 2026 - June 30, 2027)

FUNDING SOURCES	
Chamber of Commerce - Building, Utilities, 1/2 Storage & Maintenance	
Yellowstone Country Montana - Staffing	\$ 45,000.00
CVB State Accomodations (Lodging Facilities Use Tax) - Admin	\$ 7,000.00
CVB State Accomodations (Lodging Facilities Use Tax) - Staffing	\$ 70,000.00
West Yellowstone TBID - Staffing	\$ 7,000.00
Yellowstone Country Montana - VIC Grant (Building Maintenance)	\$ 5,000.00
Town of West Yellowstone - Staffing, Operations & Bathrooms (Special Fund Request)	\$ 90,000.00
<b>TOTAL FUNDING AVAILABLE:</b>	<b>\$ 224,000.00</b>

LABOR	
Labor-Staff	\$ 170,000.00
OPERATIONS	
Payroll Processing	\$ 7,000.00
Staffing Software (Whentowork)	\$ 200.00
Centrylink: Phones (1/2 of total expense)	\$ 1,500.00
Safelink: WiFi Hot Spot (1/2 of total expense)	\$ 1,000.00
Brochure Storage & Moving (1/2 of total expense)	\$ 2,250.00
Computer IT	\$ 2,880.00
Supplies/Equipment	\$ 500.00
Building Maintenance	\$ 5,000.00
Staff Appreciation	\$ 500.00
VIC Bathrooms - Cleaning	\$ 25,000.00
VIC Bathrooms - Supplies	\$ 8,000.00
<b>TOTAL LABOR &amp; OPERATIONS:</b>	<b>\$ 223,830.00</b>

4/1/2026

**West Yellowstone Chamber of Commerce-General**  
**Profit & Loss**  
 July 1, 2025 through June 10, 2026

	Jul 1, '25 - Jun 10, 26
Ordinary Income/Expense	
Income	
5700 · VIC Support	
5705 · CVB	
5706 · Staffing Support	69,909.45
5707 · VIC Enhancement	1,645.28
	71,554.73
Total 5705 · CVB	71,554.73
5715 · TBID	6,893.11
5720 · Town of West Yellowstone	
5721 · Staffing Support	50,000.00
5722 · Bathroom Support	27,415.34
	77,415.34
Total 5720 · Town of West Yellowstone	77,415.34
5725 · Yellowstone Country	
5726 · Staffing Support	45,000.00
	45,000.00
Total 5725 · Yellowstone Country	45,000.00
Total 5700 · VIC Support	200,863.18
Total Income	200,863.18
Gross Profit	200,863.18
Expense	
6000 · Administrative Expense	7,000.00
6010 · Contract labor	925.00
6300 · Operations	
6305 · Bank Service Charges	30.00
6340 · Employee Gratitude	884.14
6375 · Legal & Accounting	58.84
6400 · Maintenance	
6415 · Computer	597.66
6420 · Equipment	113.28
	710.94
Total 6400 · Maintenance	710.94
6535 · Training & Education	149.66
	1,833.58
Total 6300 · Operations	1,833.58
6480 · VIC Bathroom	
6481 · Cleaning Service	22,705.00
6482 · Maintenance	1,899.98
6483 · Supplies	6,076.00
	30,680.98
Total 6480 · VIC Bathroom	30,680.98
6600 · Payroll Expenses	
6615 · TOWY	
6611 · Fringe Benefit	5,392.62
6612 · Payroll	28,330.71
	33,723.33
Total 6615 · TOWY	33,723.33
6616 · CVB	76,305.15
6617 · TBID	6,883.00
6618 · Yellowstone Country	34,993.18
6620 · Workers Comp Insurance	269.35
	152,174.01
Total 6600 · Payroll Expenses	152,174.01
6630 · Rent Expense	
6631 · Storage Unit	108.45
	108.45
Total 6630 · Rent Expense	108.45

3:11 PM  
06/10/26  
Cash Basis

West Yellowstone Chamber of Commerce-General  
**Profit & Loss**  
July 1, 2025 through June 10, 2026

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	<u>Jul 1, '25 - Jun 10, 26</u>
7000 - Utilities	
7010 - Internet	563.70
7015 - Telephone	477.67
	<hr/>
Total 7000 - Utilities	1,041.37
	<hr/>
Total Expense	193,763.39
	<hr/>
Net Ordinary Income	7,099.79
	<hr/>
Net Income	<u>7,099.79</u>

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**Organization Name:** West Yellowstone Foundation  
**Contact Name and Title:** Carrie Coan, Executive Director  
**Contact Email:** CarrieCoan@WestYellowstoneFoundation.org  
**Contact Phone:** 406-646-1152  
**Requested Amount:** \$25,000  
**Overall Budget Amount:** \$192,042

**Percent of budget that you are requesting:** 13%

## **Description of Event or Activity:**

The West Yellowstone Foundation's Public Transportation service has been in continuous operation since 1994. We provide year-round service from West Yellowstone to Big Sky, Belgrade, and Bozeman twice weekly and seasonal service (June-August) to Rexburg and Idaho Falls once weekly.

## **Description of Community Served:**

Our program primarily serves seniors, low-income residents, seasonal employees and others in our community who rely on safe, consistent transportation to access essential services, healthcare, and goods not available locally.

## **Anticipated Number of Participants:**

We anticipate providing at least 2,200 rides in FY27.

## **Description of program goals:**

Our goal is to ensure that all residents and visitors, particularly those without access to a personal vehicle, can travel safely and reliably to access medical care, groceries, education and other essential services not available in West Yellowstone.

## **Projected economic impact:**

In FY25, we provided 1,855 rides, 23% of which served seniors or individuals with disabilities. This is a 32% increase over FY24. We expect ridership to increase quite a bit in FY26 and we expect the percentage of seniors and disabled folks served to increase as well. Reliable transit service reduces missed medical appointments, supports workforce stability, and increases local spending by connecting residents and visitors with regional services and job markets.

**State the consequences if you don't receive these requested funds:**

Without this funding, we would likely have to reduce service hours. This would have a significant negative impact on riders who depend on our service for weekly medical appointments in Bozeman and other essential trips. There are no alternative transportation options, which is especially challenging during winter. We are committed to pursuing diversified funding and are not requesting an increase in TOWY support.

**List other funding sources and amounts:**

50%	\$95,347	Montana Department of Transportation (5311, Transade & RTAP)
13%	\$25,000	Gallatin County (applied, not yet approved)
13%	\$25,000	TOWY (applied, not yet approved)
9%	\$16,000	Rider Contributions (estimate)
15%	\$30,695	Community Support Business/Individual Donations (estimate)

**If you are asking for more funding than in previous years, what is the reasoning for this increase?**

Not applicable

**Are you receiving funds from the Town of West Yellowstone outside of the Special Budget Request form?**

For Transit: We receive reimbursement from the Town's Social Services program for rider vouchers. So far in FY26, we have received \$150. We also received \$26,971.31 in MAP funds for the Wretched Mess Fest.

**Is there anything else that you'd like to include in your narrative that we should know that is not elsewhere mentioned in the application?**

We are working to secure alternative funding sources to keep our services affordable and sustainable. Our goal is to maintain current service levels without increasing our request from the Town.

Signature of Applicant: 

Date: June 8, 2026

Signature of Board Member: 

**If awarded, an outcome report is desired to the Town Council.**

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Organization Name: Music in the Park Black Mountain Productions

Contact Name and Title: Jenny Jordan Board Chair/ Kristy Coffin Board Member

Contact Email: books@destinationyellowstone.com/ kcoffintbid@gmail.com

Contact Phone: 303-908-4196

Requested Amount: \$8,000.00

Overall Budget Amount: \$74,570

Percent of budget that you are requesting: 12%

## Description of Event or Activity:

Black Mountain Productions is a non-profit 501(c)(3) organization whose goal is to bring family oriented live entertainment to West Yellowstone. Our main focus has been live music in the City Park. Music in the Park Concert series is a Free concert series. The "Music in the Park" series began in the summer of 2006 through the efforts of Black Mtn Productions and local support, visitors, employees, and local businesses continues to reinforce the value of this event.

## Description of Community Served:

The Music in the park series is a Free concert series that is enjoyed by locals and visitors alike. This series of musical events will span multiple genres for a diverse and fun event throughout the 27' summer season. This activity adds to the visitor experience while on vacation to Yellowstone and surrounding areas. Aligning the dates with other long standing events like 4th of July, Rod Run and POW Ride we expect to increase new attendees.

Anticipated Number of Participants: 7/4=2300, 7/18=1000, 8/7=750, 8/15=650

Description of program goals: The 4th of July adds to existing events and is the most highly attended event. The Aug. 7th date aligns with the Rod Run event on Aug 8th in hopes of higher attendee numbers with concert on Friday. POW Ride aligns Aug 15th. All negotiations have been finalized with the opening bands, as well as headliners, and deposits have been paid for 2026. We work hard to work with bands to get the best pricing especially if they are on route already. Goal is to increase year over year.

Projected economic impact: Studies have found that the more tourists are aware of festivals (or other music events), the more likely they are to book the destination offering events. Positive experiences mean return visitors to Yellowstone which correlates with increased spending when returning to a favorable destination. These visitors typically will extend stays around these types of events & activities.

State the consequences if you don't receive these requested funds:

The deposits for the 2027 Summer Music in the Park will not get made in time to book events and bands that have booking windows beginning in January. We lose forward momentum with scheduling acts in time.

We ONLY use these funds for the upcoming years deposits on bands.

We wont need these funds dispersed to our coffers until January 1, 2027.

List other funding sources and amounts: \_\_\_\_\_

Map Grant= \$18,000

Public Support=\$16,500

In kind Lodging, Food, Volunteers \$15,000

If you are asking for more funding than in previous years, what is the reasoning for this increase?

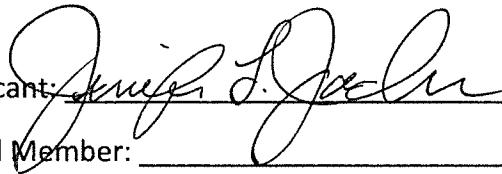
We are asking for the same amount as last year as we are keeping the 4 concerts for the Summer Concert Series. The Board would like to keep the concert series to 4 per year as we are strategizing to keep bands in a responsible budget range. Prior years we have had more unexpected costs that we do not foresee for the Summer 2027 Concert Series.

Are you receiving funds from the Town of West Yellowstone outside of the Special Budget Request form? MAP Grant Request for \$18,000 Approved. June 2026

Is there anything else that you'd like to include in your narrative that we should know that is not elsewhere mentioned in the application?

Music in the Park Summer Concert Series have been an ongoing activity for the community and visitors here in West Yellowstone. These events in West do not exist without the support of many volunteer hours, businesses, and Town of WY. We are grateful to be able to continue to bring these events to our community and to continue making West Yellowstone a premier destination for all who visit us.

Signature of Applicant: \_\_\_\_\_



Date: \_\_\_\_\_

6/10/24

Signature of Board Member: \_\_\_\_\_

**If awarded, an outcome report is desired to the Town Council.**

**Black Mountain Productions  
Music in the Park 2025 Summer Concert Series  
FINAL REPORT**

<b>INCOME</b>		<b>FINAL ACTUAL</b>
STARTING BALANCE	\$ (518.55)	\$ (518.55)
Public Support (Individual & Business)	\$ 13,000.00	\$ 29,405.70
Town of West Yellowstone Special Request	\$ 16,000.00	\$ 16,000.00
MAP Grant Request	\$ 16,565.00	\$ 16,050.13
Yellowstone Country Grant Request	\$ 6,000.00	\$ 3,000.00
West Yellowstone Foundation Grant Request	\$ 3,000.00	\$ -
Rod Run (Band Cost Reimburesment)	\$ 1,400.00	\$ 1,400.00
Retail		\$ 550.00
In-Kind (Lodging, food, volunteer time, etc)	\$ 12,415.00	\$ 12,415.00
<b>TOTAL INCOME:</b>	<b>\$ 67,861.45</b>	<b>\$ 78,302.28</b>
<b>OPERATIONS</b>		<b>ACTUAL</b>
Marketing/Advertising	\$ 12,000.00	\$ 9,480.06
Band Costs	\$ 22,800.00	\$ 21,692.25
In Kind Band Costs (Rooms, Food & Green Room)	\$ 10,415.00	\$ 10,415.00
Licenses/Permit	\$ 70.00	\$ 120.00
Audio & Lighting Equipment	\$ 9,000.00	\$ 5,779.34
Sound Technicians/Engineer Costs/Lights	\$ 8,000.00	\$ 9,127.56
Insurance-Equipment & Liability	\$ 1,500.00	\$ 500.00
Bookkeeping		\$ 875.84
Outside Labor: Stage Setup	\$ 2,000.00	\$ 700.00
Retail		\$ 1,885.45
Supplies & Repairs, etc.	\$ 450.00	\$ 235.48
Business Fees		\$ 138.70
Moved to Savings Account for future Equipment Replacement		\$ 10,000.00
<b>TOTAL OPERATIONS:</b>	<b>\$ 66,235.00</b>	<b>\$ 70,949.68</b>

**MAP Grant Funding**

\$ 16,565.00

Bands	3,423.75
Advertising/Marketing	8,720.06
Lighting Technician	2,641.25
Insurance & Bookkeeping	1,265.07
<b>TOTAL:</b>	<b>\$ 16,050.13</b>

Returning to MAP, Unclaimed \$514.87



## **SECTION ONE: Event Organization**

In 2025, Music in the Park hosted 5 concerts from July 4-August 24 at Pioneer Park (the Town Park) in West Yellowstone, Montana. We welcomed back a few old friends and favorites and brought some new bands onto the stage that have turned into fan favorites.

We know that the 4<sup>th</sup> of July adds to existing events and is the most highly attended event. We feel that all concerts add to an increased sense of community and give visitors a reason to stay and a way to immerse themselves in local culture. This was a well-attended concert – the highest attendance on record, 5,200 people in the park! We had so many wonderful comments on the event and the following fireworks that started at the end of the Star-Spangled Banner.

We again hosted concerts on the weekend of the Annual Rod Run. We ran both of these concerts in conjunction with the existing Annual Rod Run Classic Car Show, with the purpose of increasing the chances of visitors staying an extra night and enhancing the activities for participants of that event.

Our final concert this year was on August 16<sup>th</sup>, which we ran in conjunction with the POW/MIA Ride to Remember – an event we plan to partner with every summer going forward. We had openers for three of the five concerts and included local bands or artists, if available.

While it is hard to estimate room nights or attendance numbers because the concerts are free, the feedback from residents and visitors alike is always positive. Many local businesses also support this series and see the value to our local economy.

Attendance results from Placer software:

7/4/24 – Bo DePena & Band:	5,200
7/19/24 – Austin English & Band:	1,886
8/1/24 – The Soul Funk Collective:	1,512
8/2/24 – The Limited Warranty Band:	3,400
8/16/24 – SunSah406:	383 (Poor Weather, good attendance considering)

We will continue this music series and its events, as it has always had great community support through financial and in-kind donations, and is seen as an added amenity for locals and guests alike. We hear from all of the local businesses around Pioneer Park how these concerts positively impact their businesses. We see first-hand the impact that these concerts have when walking around the park on any event night. It is great to see so many residents out and about enjoying our town, but also the immersion of visitors into our nightlife. These events give everyone the ability to get out and mingle, enjoy the Town, the weather and each other.

## **SECTION TWO: Marketing**

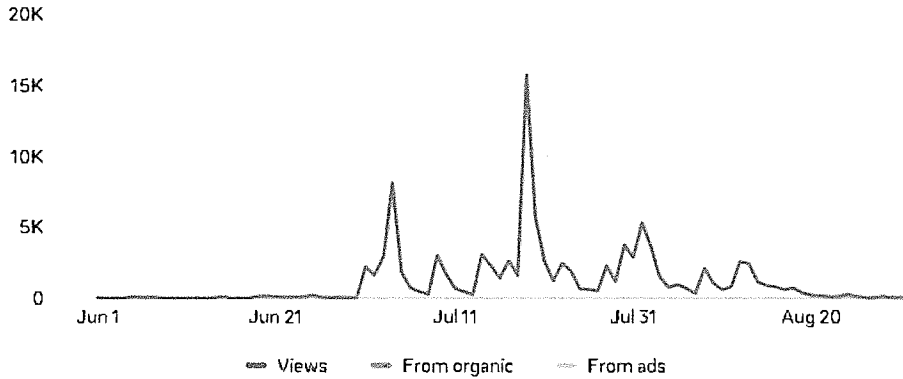
We asked each band to post information on their respective websites and social media including links back to West Yellowstone websites for lodging and West Yellowstone information for increased traffic. Additionally, we worked with the bands to promote the events and West Yellowstone. By posting dates and information on their Facebook, Twitter, and Instagram pages we reach their followers, broaden our reach throughout Montana and neighboring states, without any additional cost. We had a ton of band interaction as well as organic interactions with people visiting our site through links from the bands. Utilizing both of these measures has worked out fabulously, gaining us a multitude of exposure through the bands.

We placed digital banner ads with Outside Bozeman, and Amplified created a social media geofencing and look back campaign of our ads that we served to interest groups from Island Park to Idaho Falls and Big Sky to Bozeman and Helena.

*Note: We used the MAP logo in corresponding print and on-line advertising materials, as well as placing the logo on the partners page of the [destinationyellowstone.com/music-in-the-park](https://destinationyellowstone.com/music-in-the-park) website.*

# Facebook Stats

<b>Views</b> <sup>📌</sup> 107.1K <sup>↑ 7.6K%</sup>	<b>Reach</b> <sup>📌</sup> 18.3K <sup>↑ 3.9K%</sup>	<b>3-second views</b> <sup>📌</sup> 3.1K <sup>↑ 3.1K%</sup>	<b>1-minute views</b> <sup>📌</sup> 1 <sup>↑ 100%</sup>	<b>Content interactions</b> <sup>📌</sup> 1.7K <sup>↑ 4.6K%</sup>	<b>Watch time</b> <sup>📌</sup> 1.5
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## Views breakdown

Jun 1 - Aug 31

<b>Total</b>	107,079 <sup>↑ 7.6K%</sup>
<b>From organic</b>	107,079 <sup>↑ 7.6K%</sup>
<b>From ads</b>	0 <sup>0%</sup>

## Top content by views

Boost content

See all content

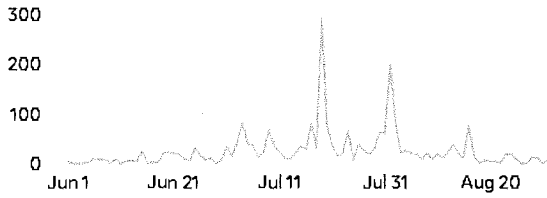
<p><b>FREE Music in the Park starts at 6:30pm...</b> Sat Jul 19, 9:29am 👁️ 15.6K   ❤️ 22 💬 3   📌 25</p>	<p><b>Get ready West Yellowstone! This...</b> Mon Jul 14, 7:04am 👁️ 7.5K   ❤️ 7 💬 1   📌 12</p>	<p><b>Are you feeling funky yet? Well, you better...</b> Tue Jul 29, 7:10am 👁️ 6.7K   ❤️ 2 💬 0   📌 19</p>	<p><b>24 hours until the first concert of the 2025...</b> Thu Jul 3, 6:00pm 👁️ 6.4K   ❤️ 4 💬 0   📌 11</p>	<p><b>The numbers are in! It was a record-breakin.</b> Wed Jul 9, 1:11pm 👁️ 5.7K   ❤️ 13 💬 0   📌 12</p>
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Published content <sup>📌</sup>	Views <sup>📌</sup>	Content interactions <sup>📌</sup>
Based on up to 200 pieces of content <sup>+5.0K% vs. Mar 1, 2025 - May 31, 2025</sup>	<sup>+7.6K% vs. Mar 1, 2025 - May 31, 2025</sup>	<sup>+4.6K% vs. Mar 1, 2025 - May 31, 2025</sup>
Photos 72	Photos 73,917	Photos 1,227
Reels 13	Multi photo 13,980	Reels 182
Text 10	Links 9,387	Multi photo 168
Links 8	Reels 8,144	Links 112
Stories 0	Text 830	Text 25
	Others 684	Others 11
	Stories 137	Stories 3

Visits ⓘ

Export ▾

2.3K ↑ 772%

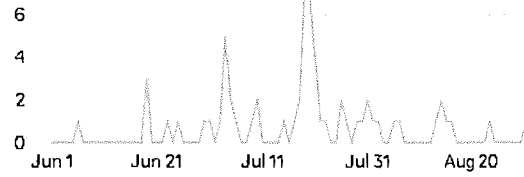


Facebook visits

Follows ⓘ

Export ▾

61 ↑ 1.1K%



Facebook follows

Audience

Export ▾

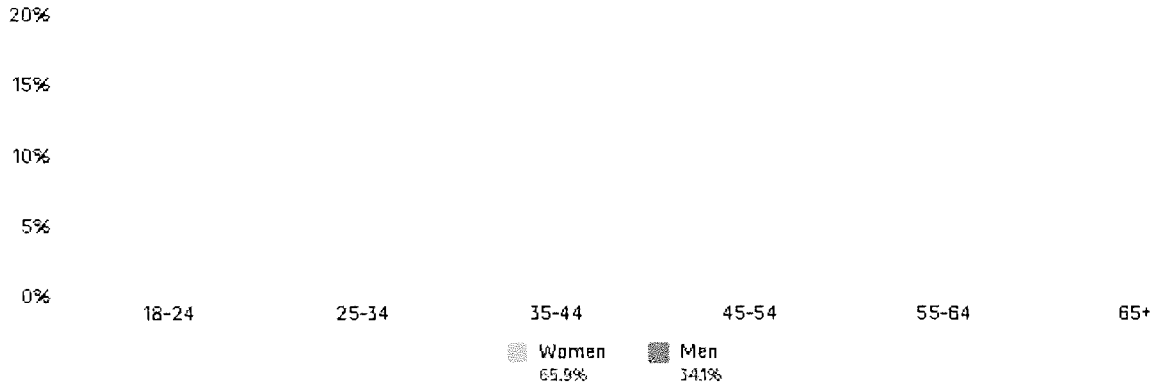
Demographics Trends Potential audience

Followers ⓘ

Lifetime

353

Age & gender ⓘ



Top cities

West Yellowstone, MT

Island Park, ID 4.8%

Billings, MT 4.2%

Idaho Falls, ID 2.8%

Bozeman, MT 2.5%

Belgrade, MT 1.4%

Big Sky, MT 1.1%

Helena, MT 1.1%

New York, NY 0.8%

Pocatello, ID 0.8%

Top countries

United States

22.1% 102.8%

Canada 0.6%

Italy 0.3%

Mexico 0.3%

Spain 0.3%

United Kingdom 0.3%

Ad Samples:

**FREE Music**

*cowboy*

IN PIONEER PARK  
WEST YELLOWSTONE, MT

**JULY**

**BO DEPENA & BAND**  
(CLASSIC COUNTRY)

OPENER: ZECH PEABODY

Show starts at 7:00PM  
until fireworks

*devote*

PIONEER PARK  
WEST YELLOWSTONE, MONTANA

**FREE Music**

*cowboy*

**The Soul Funk Collective**

7:00PM OPENER: EMILY ICHLE

**AUG 7 THE SOUL FUNK COLLECTIVE**

PIONEER PARK WEST YELLOWSTONE, MT

Banners & Sandwich Boards:

**FREE Music**  
IN PIONEER PARK  
*Park*

**JULY 4** Show starts at 7:00PM until Fireworks  
BO DEPENA & BAND  
(CLASSIC COUNTRY)  
OPENER: ZECH PEABODY

**JULY 19** Show starts at 6:30PM  
AUSTIN ENGLISH & BAND  
(COUNTRY)  
OPENER: JOSH LANGSTON

**AUGUST 1** Show starts at 7:00PM  
THE SOUL FUNK COLLECTIVE  
(FUNK)

**AUGUST 2** Show starts at 12:30PM  
THE LIMITED WARRANTY BAND  
(CLASSIC ROCK)

**AUGUST 16** Show starts at 6:30PM  
SINSAH406 (AMERICANA)  
OPENER: TESSY LOU

PIONEER PARK  
WEST YELLOWSTONE, MONTANA

**FREE Music**  
IN PIONEER PARK  
*Park*

**TONIGHT!**

PIONEER PARK  
WEST YELLOWSTONE, MONTANA

Poster:

# FREE! MUSIC IN THE Park

IN PIONEER PARK  
WEST YELLOWSTONE, MONTANA 2025

Join us for the 2025 free Music in the Park Concert Series!  
This year we have 5 concerts scheduled, starting on July 4.

**JULY 4** 7:00 PM  
BO DEPERA & BAND  
(CLASSIC COUNTRY)  
OPENER: ZACH PLABODY

**JULY 19** 7:00 PM  
AUSTIN ENGLISH & BAND  
(COUNTRY)  
OPENER: JOSH LANGSTON

**AUGUST 1** 7:00 PM  
THE SOUL FUNK COLLECTIVE  
(FUNK)

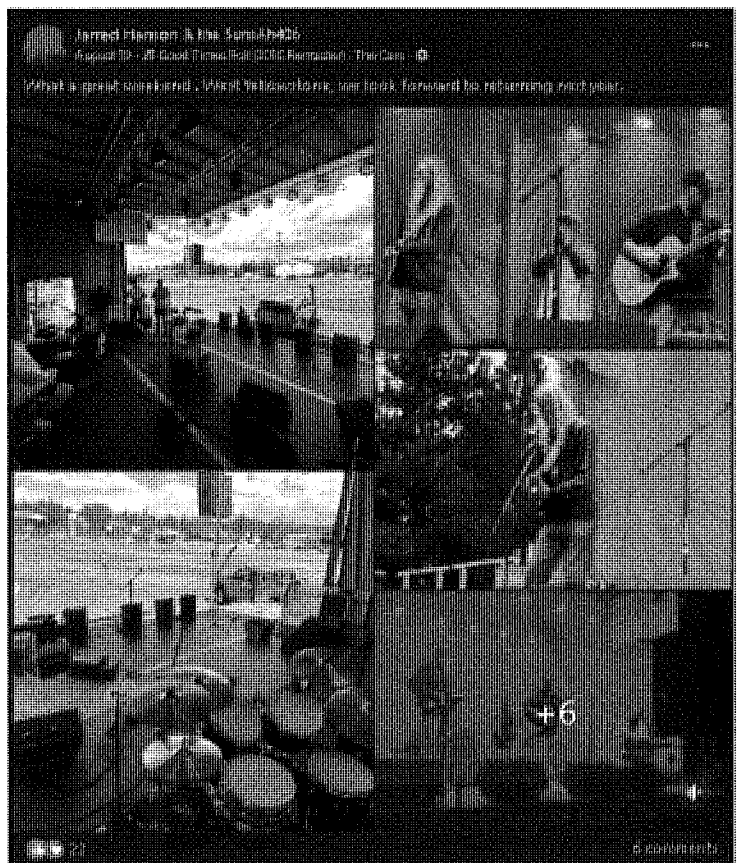
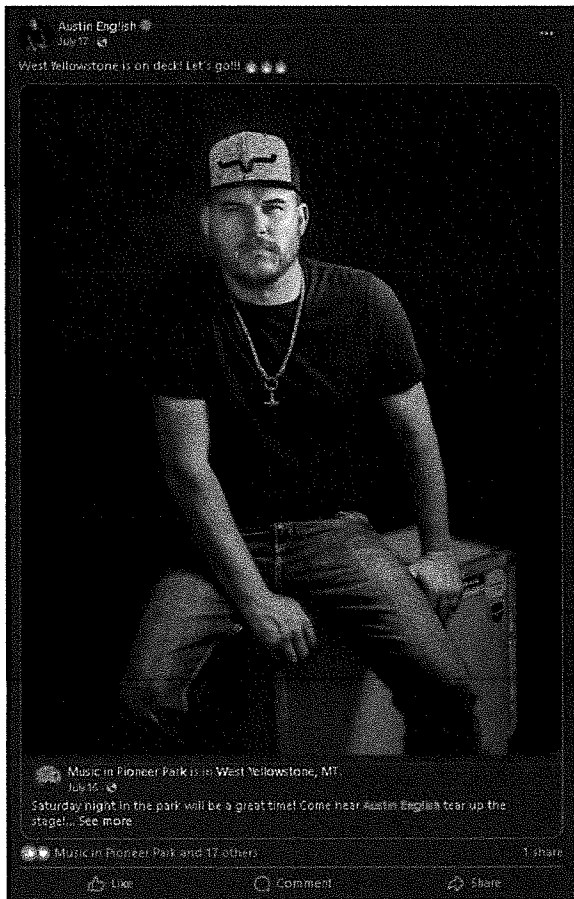
**AUGUST 2** 7:00 PM  
ONE LIMITED WARRANTY BAND  
(CLASSIC ROCK)

**AUGUST 16** 7:00 PM  
SUNSAHADI (AMERICANA)  
OPENER: TERRY LUI

PIONEER PARK  
WEST YELLOWSTONE - MT

VA | | donate now

## Facebook Post Samples:



Bo DePeña Music  
July 5 · 🌐

Big here tonight, y'all!

Music in Pioneer Park in West Yellowstone, MT  
July 5 · 🌐

Over 3 days with independence (and) after having fun at all the beautiful around about, come to Pioneer Park to listen to the free entertainment provided by us. See more.

1 comment · 1 photo

Bo DePeña Music  
July 5 · 🌐

Absolutely spectacular night! On a roll, y'all!!!

Bo DePeña is feeling professional with Damon Scott and Ronny Allen in West Yellowstone, MT.  
July 5 · 🌐

To say that was a great night would be an understatement. That was probably the best show I have ever played. From the quality of our performance to the energy of the crowd to the beautiful and historic location, it was one a night to remember. Don't know the total of folks yet, but estimates from the organizers put it between 2,500 and 3,000 people, making it my biggest headlining show. Can't wait for more like this. We are on a roll, folks!

Adele Csensick, Music in Pioneer Park and 22 others · 3 comments

Bo DePeña Music  
July 10 · 🌐

The biggest headlining show of my career!

Music in Pioneer Park is with Bo DePeña Music and Zechariah Peabody.  
July 9 · 🌐

The numbers are in! It was a record-breaking night for Music in the Park! 5.5K people from 5pm throughout the night! That's almost double last year's number!... See more

Adele Csensick, Music in Pioneer Park and 30 others · 2 comments

Like · Comment · Share

View more comments

Adele Csensick  
It was an amazing night!  
17w · Like · Reply

---

**Brenda Panko**  
Bullwinkle's Italian Steakhouse  
PO Box 1322  
West Yellowstone, MT 59758

October 13, 2025

**MAP Board**

Dear Members of the MAP Board,

**Re: Benefits of Free Music in the Park**

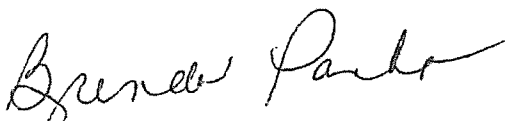
I am writing on behalf of Bullwinkle's to express our strong support for the Free Music in the Park events held throughout the summer. These concerts provide not only entertainment for residents and visitors, but also generate meaningful benefits for local businesses and the community as a whole.

Events like these create a welcoming and lively atmosphere in our town. They draw people of all ages and backgrounds and we frequently hear from our customers that they plan to dine and shop locally before the concerts. The increased foot traffic directly supports small businesses like ours and contributes to the overall economic health of the area.

In addition to the economic impact, these events enrich our community. Live music in a public setting offers an accessible way for families and individuals to enjoy the arts, regardless of income level. It encourages people to gather outdoors, engage with one another, and take pride in their local environment.

We sincerely thank you for your continued support of Free Music in the Park, and we encourage you to keep investing in these valuable community events. Bullwinkle's remains a proud supporter, and we look forward to another successful season ahead.

Warm regards,  
**Brenda Panko**



**Black Mountain Productions**  
**Profit & Loss**  
September 1, 2025 through June 10, 2026

	<u>Sep 1, '25 - Jun 10, 26</u>
<b>Income</b>	
42000 · Town Special Funds	
42002 · 2025 Funds (For 2026)	8,000.00
<b>Total 42000 · Town Special Funds</b>	<b>8,000.00</b>
43000 · Grants	
43001 · MAP Grant	
43011 · 2025	11,908.88
<b>Total 43001 · MAP Grant</b>	<b>11,908.88</b>
43002 · West Yellowstone Foundation	
43021 · 2026	3,500.00
<b>Total 43002 · West Yellowstone Foundation</b>	<b>3,500.00</b>
43003 · Yellowstone Country	
43016 · 2025	2,717.39
<b>Total 43003 · Yellowstone Country</b>	<b>2,717.39</b>
<b>Total 43000 · Grants</b>	<b>18,126.27</b>
44000 · Donations	
44001 · Give Big Gallatin Valley	
44003 · 2026	1,743.00
<b>Total 44001 · Give Big Gallatin Valley</b>	<b>1,743.00</b>
<b>Total 44000 · Donations</b>	<b>1,743.00</b>
45000 · Sponsorship	16,800.00
48000 · Interest Income	29.00
<b>Total Income</b>	<b>44,698.27</b>
<b>Expense</b>	
60000 · Contract Labor	
60005 · Bonus	1,000.00
<b>Total 60000 · Contract Labor</b>	<b>1,000.00</b>
61000 · Advertising	
61110 · 2025 Advertising	6,733.00
61115 · 2026 Advertising	208.50
<b>Total 61000 · Advertising</b>	<b>6,941.50</b>

9:00 AM  
06/10/26  
Cash Basis

**Black Mountain Productions**  
**Profit & Loss**  
September 1, 2025 through June 10, 2026

	<u>Sep 1, '25 - Jun 10, 26</u>
62000 · Bands	
62003 · Contracted Fee	
62007 · 2026	
62008 · Deposit	6,250.00
Total 62007 · 2026	<u>6,250.00</u>
Total 62003 · Contracted Fee	<u>6,250.00</u>
Total 62000 · Bands	6,250.00
63000 · Banking fees	12.15
65000 · Equipment	
65003 · Trailer	97.08
65004 · Lighting	1,066.45
Total 65000 · Equipment	<u>1,163.53</u>
65500 · Insurance	
65501 · Equipment	3,011.25
Total 65500 · Insurance	<u>3,011.25</u>
68000 · Licenses & Permits	
68001 · Special Event Permit	25.00
68002 · Business Licenses	50.00
68004 · Vendor Fees	25.00
Total 68000 · Licenses & Permits	<u>100.00</u>
71000 · Credit Card Processing Fee	91.35
72000 · Operations	
64002 · Accounting/Bookkeeping	
72001 · Postage	218.50
64002 · Accounting/Bookkeeping - Other	122.08
Total 64002 · Accounting/Bookkeeping	<u>340.58</u>
72004 · Meetings	105.70
72005 · Registration	
72006 · Give Big	130.00
Total 72005 · Registration	<u>130.00</u>
Total 72000 · Operations	576.28
75000 · Retail	
75005 · Resort Tax	-500.00
Total 75000 · Retail	<u>-500.00</u>

9:00 AM  
06/10/26  
Cash Basis

**Black Mountain Productions**  
**Profit & Loss**  
September 1, 2025 through June 10, 2026

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	<u>Sep 1, '25 - Jun 10, 26</u>
77000 - Supplies	
77005 - Green Room	27.20
77007 - Marketing	20.64
	<hr/>
<b>Total 77000 - Supplies</b>	47.84
	<hr/>
<b>Total Expense</b>	18,693.90
	<hr/>
<b>Net Income</b>	<b>26,004.37</b>
	<hr/> <hr/>

## MUSIC IN THE PARK Budget 2026

INCOME		FINAL ACTUAL
STARTING BALANCE : September 2025	\$ 1,537.41	
Public Support (Individual & Business)	\$ 19,100.00	
Town of West Yellowstone Special Request	\$ 8,000.00	Awarded Sept 2025 - Used for deposits of 2026 Season
MAP Grant Request	\$ 25,300.00	See Below
West Yellowstone Foundation Grant Request	\$ 3,500.00	Band Costs
Retail	\$ 3,000.00	
In-Kind (Lodging, food, volunteer time, etc)	\$ 14,200.00	
<b>TOTAL INCOME:</b>	<b>\$ 74,637.41</b>	\$ -
OPERATIONS		ACTUAL
Marketing/Advertising	\$ 10,250.00	
Band Costs	\$ 22,800.00	
In Kind Band Costs (Rooms, Food & Green Room)	\$ 14,200.00	12200 rooms, 1000 meals, 1000 green room
Licenses/Permit	\$ 70.00	
Audio & Lighting Equipment	\$ 9,000.00	
Contract Labor: Sound Technicians/Engineer Costs/Lights	\$ 10,250.00	
Contract Labor: Stage Setup & Cleanup	\$ 2,000.00	
Insurance-Equipment & Liability	\$ 3,500.00	
Bookkeeping	\$ 500.00	
Retail	\$ 1,500.00	
Supplies & Repairs, etc.	\$ 300.00	
Business Fees	\$ 200.00	
<b>TOTAL OPERATIONS:</b>	<b>\$ 74,570.00</b>	\$ -

### Covered by MAP Grant

Marketing: \$10,250

Wages: (10% Cap) \$2,530 for Contract Audio & Lighting Labor

Band Costs: (25% Cap) \$6,325 for Bands

Other Admin: (25% Cap) \$6,195 for Insurance \$3,500-Bookkeeping \$500-Stage Setup & Cleanup \$2000-Business Fees \$195)

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE  
MONTANA**

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date

Ship Via

Order No. **7119**

Department *Police Department*

TO: *Cold Creek Cabinets*

ADDRESS: *P.O. Box 413, West Yellowstone MT, 59758*

LEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity

Description

*Replace worn out carpet and match new  
Chiefs office carpet.*

Estimated Cost \$ *8,850<sup>00</sup>*

Requested By: *[Signature]* 580

Accounting Code *1000-411258-920*

Authorized By: \_\_\_\_\_

VENDOR COPY - White OFFICE COPY - Canary

Approved By: *[Signature]*

1000-411258-920  
CW

**Cold Creek Cabinets Inc.**

P.O. Box 413  
West Yellowstone Mt. 59758  
406-640-1427

**Bid / Invoice**

Date	Invoice #
6/5/2026	#87

<b>Bill To</b>
West Yellowstone Police Department 124 Yellowstone Ave West Yellowstone Mt 59758

<b>Ship To</b>
West Yellowstone Police Department 124 Yellowstone Ave West Yellowstone Mt 59758

<b>P.O. No.</b>	<b>Terms</b>	<b>Project</b>
		New Carpet

Description	Qty	Rate	Amount
West Yellowstone Police Department			
Removal & Disposal Of 800 Sq Ft. Old Carpet 1 Office, Police Officers Room, Small Hallway, & 911 Dispatch Room			\$1,100.00
800 Sq ft. New Carpet Matching Police Chiefs New Carpet : Purchase, Delivery & Glue			\$3,750.00
Prep Old Floors & Installation			\$4,000.00
Total Project Cost			\$8,850.00
Total Due For Carpet & Glue			\$3,750.00
Half Due For Removal, Disposal, Prep & Installation			\$2,550.00
Due		<b>Payments / Credits</b>	\$6,300.00
After Completion		<b>Balance Due</b>	\$2,550.00

TOWN OF WEST YELLOWSTONE  
MONTANA

info@townofwestyellowstone.com

PURCHASE ORDER

Date

Ship Via

Order No. **7000**

Department **5320-430640-951**

TO: *Fall River propane*

ADDRESS: *1150 N 34<sup>th</sup> E*

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Purchase of 1000 <sup>gallons</sup> above ground propane Tank wastewater Treatment plant

Estimated Cost \$ 5900.00

Requested By: *J Brown*

Accounting Code 5320-430640-951

Authorized By: \_\_\_\_\_

VENDOR COPY - White OFFICE COPY - Canary

Approved By: *[Signature]*

## Jon Brown

---

**From:** Missi Hathaway <Missi.Hathaway@fallriverelectric.com>  
**Sent:** Wednesday, June 10, 2026 12:27 PM  
**To:** Jon Brown  
**Subject:** FW: Price quote on 1000 above ground

Sorry I had the wrong email address.  
Missi

**From:** Missi Hathaway  
**Sent:** Tuesday, June 9, 2026 9:32 AM  
**To:** 'jbrown@westyellowtone.gov' <jbrown@westyellowtone.gov>  
**Subject:** Price quote on 1000 above ground

To purchase a 1000 above ground tank just for the tank would be \$5900.00 no sales tax.

*Missi Hathaway*  
MEMBER SERVICES



1150 N 3400 E  
ASHTON, IDAHO 83420

208-652-7431 OFFICE  
800-632-5726 OFFICE

986-497-5309 DIRECT LINE

[WWW.FALLRIVERPROPANE.COM](http://WWW.FALLRIVERPROPANE.COM)

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE  
MONTANA**

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

info@townofwestyellowstone.com

**PURCHASE ORDER**

Date \_\_\_\_\_ Ship Via \_\_\_\_\_

Order No. 006245 Department Police Department

TO: DIS Technologies

ADDRESS: \_\_\_\_\_

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
<u>6</u>	<u>6etal 541065 Laptop Computers for police officers.</u>

Estimated Cost \$ 21,175 <sup>59</sup> <sub>VA</sub> Authorized By [Signature]

Requested By: [Signature] 580

VENDOR COPY - White OFFICE COPY - Canary

# DIS Technologies Quote



From: Keith Plasterer  
DIS Technologies  
PO Box 20457  
Billings, MT 59104  
United States  
(406) 254-1800  
keith@dismt.com

Prepared for: Corey White  
West Yellowstone Police Department  
124 Yellowstone Ave  
West Yellowstone, MT 59758  
United States  
(406) 646-7600  
cwhite@townofwestyellowstone.com

Quantity	Description	Unit Price	Ext. Price
6.00	S410G5 - Intel Core i5-1340P Processor, 14 in + Windows Hello Webcam, Microsoft Windows 11 Pro x64 with 16GB RAM + TAA, 256GB PCIe SSD (main storage, user swappable), Sunlight Readable (LCD + Touchscreen + Stylus), US KBD + US Power Cord, Membrane Backlit KBD (V2.0 Layout), WIFI + BT + 4G LTE w/ dedicated GPS/GLONASS + Passthrough, DVD Super-Multi Drive (user swappable), Thunderbolt 4, 3 Year Limited Warranty Remark: Membrane Backlit KBD (V2.0 Layout): V2.0 KBD Layout is available with the following country kit: US	3,222.58	19,335.48
6.00	ABSOLUTE BIOS	0.01	0.06
1.00	Setup, Configuration, and Installation (OR) Setup of device purchased outside of DIS PC Name:	1,740.00	1,740.00
1.00	Shipping and Handling	100.00	100.00
		<b>Subtotal:</b>	<b>21,175.54</b>
		<b>*</b>	<b>0.00</b>
		<b>Total:</b>	<b>21,175.54</b>

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **WEST YELLOWSTONE POLICE DEPARTMENT**

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

### **Town of West Yellowstone Police Department Justification for Replacement of Patrol Laptop Computers**

I am requesting approval for the purchase of six replacement laptop computers for the West Yellowstone Police Department.

These laptops would replace our current fleet of officer computers that are reaching or have exceeded their anticipated five-year lifecycle. The existing computers have served the department well; however, they are beginning to show significant signs of age and wear that impact reliability and operational efficiency.

Several of our current computers are experiencing hardware issues, including failing keyboards, broken carrying handles, and cracked or broken plastic casings. In addition, some of these devices are approaching the point where software updates and manufacturer support will no longer be available. Continuing to rely on aging equipment increases the likelihood of equipment failures that could disrupt officers' ability to complete reports, access law enforcement databases, utilize eCitation software, and perform other essential daily functions.

Recently, I met with Katie in the Finance Department to discuss the feasibility of this purchase. Based on budget savings realized from the Police Department not being fully staffed during the past fiscal year, she advised that we could make this purchase work within our existing budget constraints.

I understand that the Town has emphasized the importance of being fiscally responsible and frugal over the coming years as we prepare for significant projects, including the planned 80-acre development initiatives. With that guidance in mind, I believe now is the most prudent time to make this investment. Utilizing the savings currently available allows us to proactively address these technology needs rather than delaying replacement until equipment failures force emergency purchases during a period when financial flexibility may be more limited.

By replacing all six officer laptops at the same time, we will standardize our technology platform, improve reliability for our officers, and position the department to avoid additional computer replacement expenses for approximately the next five to seven years. This approach provides long-term predictability in budgeting while ensuring our officers have the tools necessary to effectively serve the community.

Additionally, this purchase will allow the department to establish a formal technology replacement schedule moving forward. Rather than facing the need to replace all six computers at the same time in the future, we will implement a rotational replacement program that spreads these costs over multiple budget cycles. By staggering future replacements, the Town can better anticipate and budget for technology needs while avoiding large one-time expenditures. This proactive approach will help ensure that officers consistently have reliable equipment while demonstrating responsible stewardship of taxpayer resources.

Reliable technology is no longer a convenience in modern law enforcement—it is an operational necessity. These computers are used daily for report writing, records access, communication, citation processing, evidence management, and numerous other critical functions. Investing in updated equipment now will help ensure the department can continue operating efficiently and effectively while minimizing future maintenance costs and unexpected downtime.

Thank you for your consideration of this request and for your continued support of the West Yellowstone Police Department. I would be happy to answer any questions regarding this proposal or provide additional information as needed.

Respectfully submitted,

Corey White  
Chief of Police  
West Yellowstone Police Department

06/12/26  
15:39:45

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
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\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
53579		1089 Gallatin County Treasurer	1,359.00					
	05/31/26	Tech surcharge	600.00		COURT	7458 212200		101000
	05/31/26	MLEA	710.00		COURT	7467 212200		101000
	05/31/26	Public Defender	0.00		COURT	7468 212200		101000
	05/31/26	Victims Assistance	49.00		COURT	7699 212200		101000
53580		2575 WY Tourism Business Improvement	15,055.59					
	May26 05/31/26	Collections in May 2026	15,055.59*		TBID	7202 411800	540	101000
53581		151 Gallatin County WY TS/Compost	2,989.00					
	05/31/26	Household waste	2,989.00		PARKS	1000 460430	534	101000
53582		2088 Town West Yellowstone	986.66					
	06/01/26	utility chrgs, Chamber, 895	113.90*		BLDGS	1000 411257	340	101000
	06/01/26	utility chrgs, UPDL, 892	127.16		BLDGS	1000 411252	340	101000
	06/01/26	utility chrgs, PS Shops, 884	58.75		BLDGS	1000 411253	340	101000
	06/01/26	utility chrgs. Povah Ctr, 887	152.39*		BLDGS	1000 411255	340	101000
	06/01/26	utility chrgs, Police Dept, 886	74.29		BLDGS	1000 411258	340	101000
	06/01/26	utility chrgs, City Park, 885	197.30		BLDGS	1000 411253	340	101000
	06/01/26	utility chrgs, Library, 891	59.40*		LIBBLD	1000 411259	340	101000
	06/01/26	utility chrgs, Twn Hall, 921	203.47*		TWNHAL	1000 411250	340	101000
53583	E	2673 First Bankcard	2,045.97					
	05/03/26	DoubleTree-ClerkTraining	139.00*		FINADM	1000 410510	370	101000
	05/07/26	DoubleTree-ClerkTraining	616.48*		FINADM	1000 410510	370	101000
	05/07/26	DoubleTree-ClerkTraining	308.24*		FINADM	1000 410510	370	101000
	05/10/26	SmItemof Equipment	139.99		BULDIN	1000 420531	212	101000
	05/23/26	Office Furniture	179.99		FINADM	1000 410510	363	101000
	05/25/26	Supplies	17.27		FINADM	1000 410510	220	101000
	05/25/26	Supplies	28.98		FINADM	1000 410510	220	101000
	05/27/26	Supplies	119.70		FINADM	1000 410510	220	101000
	05/28/26	Supplies	6.79		FINADM	1000 410510	220	101000
	05/29/26	Ink supplies	91.45		FINADM	1000 410510	220	101000
	05/30/26	Rec smitemsequipment	341.00*		REC	1000 460440	212	101000
	05/30/26	Fees	57.08*		FINADM	1000 410510	631	101000
53584	E	2673 First Bankcard	2,030.42					
	05/04/26	Books	19.95		LIBRY	2220 460100	215	101000
	05/05/26	Books	111.71		LIBRY	2220 460100	215	101000
	05/07/26	Supplies	21.60		LIBRY	2220 460100	220	101000
	05/07/26	Books	36.99		LIBRY	2220 460100	215	101000
	05/08/26	Books	15.26		LIBRY	2220 460100	215	101000
	05/11/26	Books	12.96		LIBRY	2220 460100	215	101000
	05/11/26	Supplies	130.10		LIBRY	2220 460100	220	101000

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	05/11/26	Books	6.61		LIBRY	2220 460100	215	101000
	05/11/26	Supplies	43.04		LIBRY	2220 460100	220	101000
	05/14/26	Books	9.00		LIBRY	2220 460100	215	101000
	05/14/26	Books	9.99		LIBRY	2220 460100	215	101000
	05/15/26	Books	64.44		LIBRY	2220 460100	215	101000
	05/15/26	Books	7.84		LIBRY	2220 460100	215	101000
	05/15/26	Books	64.41		LIBRY	2220 460100	215	101000
	05/15/26	Membership	14.99*		LIBRY	2220 460100	398	101000
	05/15/26	Books	20.98		LIBRY	2220 460100	215	101000
	05/15/26	Furniture	281.11		LIBRY	2220 460100	364	101000
	05/18/26	Books	44.05		LIBRY	2220 460100	215	101000
	05/18/26	Books	20.98		LIBRY	2220 460100	215	101000
	05/18/26	Books	19.95		LIBRY	2220 460100	215	101000
	05/18/26	Books	22.40		LIBRY	2220 460100	215	101000
	05/19/26	Books	731.99		LIBRY	2220 460100	215	101000
	05/20/26	Supplies	51.10		LIBRY	2220 460100	220	101000
	05/20/26	Supplies	24.08		LIBRY	2220 460100	220	101000
	05/20/26	Books	19.14		LIBRY	2220 460100	215	101000
	05/20/26	Books	29.12		LIBRY	2220 460100	215	101000
	05/21/26	Books	27.96		LIBRY	2220 460100	215	101000
	05/26/26	Books	27.03		LIBRY	2220 460100	215	101000
	05/26/26	Books	18.94		LIBRY	2220 460100	215	101000
	05/27/26	Subscription	49.00*		LIBRY	2220 460100	330	101000
	06/01/26	Supplies	22.98		LIBRY	2220 460100	220	101000
	06/01/26	fees	50.72*		FINADM	1000 410510	631	101000
53585		2546 Century Link QCC	14.23					
	784810212	05/24/26 long dist chg 406-646-7600	14.23		DISPAT	1000 420160	345	101000
53586		73 Westmart Building Center	2,861.21					
	05/27/26	Vehicle Repairs	15.84*		STREET	1000 430200	361	101000
	05/27/26	Street Supplies	769.12		STREET	1000 430200	220	101000
	05/27/26	Street	117.70*		STREET	1000 430200	368	101000
	05/27/26	Street Sm ItemEquip	277.90*		STREET	1000 430200	212	101000
	05/27/26	Fuel	74.08		STREET	1000 430200	231	101000
	05/27/26	Building Inspec supplies	5.15		BULDIN	1000 420531	220	101000
	05/27/26	Sewer Supplies	163.95		SEWER	5310 430600	220	101000
	05/27/26	Sewer SM Item	37.99		SEWER	5310 430600	212	101000
	05/27/26	Water supplies	380.70		WATER	5210 430500	220	101000
	05/27/26	UPDL Supplies	321.57*		UPDL	1000 411252	220	101000
	05/27/26	Povah Ctr. Suuplies	36.02		POVAH	1000 411255	220	101000
	05/27/26	Parks Supplies	261.47		PARKS	1000 460430	220	101000
	05/27/26	Parks Grounds	114.51		PARKS	1000 460430	365	101000
	05/27/26	Library Supplies	87.18		LIBRY	2220 460100	220	101000
	05/27/26	Help Fund Supplies	152.51*		HELP	7010 450135	220	101000

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	05/27/26	Rec Supplies	45.52*		REC	1000 460440	220	101000
53587		2952 DIS Technologies	908.50					
	19057 06/05/26	Monthly Managed IT	908.50		IT	1000 410580	355	101000
53588		2421 NAPA Auto Parts	659.97					
	05/31/26	Napa Supplies	186.37		STREET	1000 430200	220	101000
	05/31/26	Napa repairs Supplies	158.31*		STREET	1000 430200	361	101000
	05/31/26	Napa sm Items Equipmnt	146.30*		STREET	1000 430200	212	101000
	05/31/26	NAPA Fuel & Oil supplies	29.98		STREET	1000 430200	231	101000
	05/31/26	Water supplies	11.23		WATER	5210 430500	220	101000
	05/31/26	Sewer supplies	127.78		SEWER	5310 430600	220	101000
53589	E	2673 First Bankcard	1,401.88					
	05/04/26	Wingate-PoliceTraining-Slowins	346.20		POLICE	1000 420100	370	101000
	05/05/26	MembershipDues	220.00*		POLICE	1000 420100	335	101000
	05/05/26	Zero9Holsters-Portable	235.56*		POLICE	1000 420100	212	101000
	05/06/26	SmItemEFquipment	237.90*		POLICE	1000 420100	212	101000
	06/02/26	PaddleHolster	107.54*		POLICE	1000 420100	212	101000
	06/02/26	Uniforms	89.99*		POLICE	1000 420100	226	101000
	06/02/26	Uniforms	117.00*		POLICE	1000 420100	226	101000
	06/02/26	Fees	47.69*		FINADM	1000 410510	631	101000
53590		2558 Hebgen Basin Fire District	57,536.96					
	06/01/26	June 2026	49,753.67*		FIRE	1000 420400	357	101000
	06/01/26	June 2026	7,783.29*		FIRE	1000 420400	140	101000
53591	E	2673 First Bankcard	2,978.73					
	05/04/26	Help Funs Supplies	39.47*		HELP	7010 450135	220	101000
	05/07/26	SumRec AdventureDay	411.00		SUMREC	1000 460449	871	101000
	05/12/26	Help Fund Supplies	356.03*		HELP	7010 450135	220	101000
	05/13/26	Social Supplies	24.00*		HELP	7010 450135	220	101000
	05/14/26	Help fund supplies	416.02*		HELP	7010 450135	220	101000
	05/14/26	Help fund supplies	213.78*		HELP	7010 450135	220	101000
	05/14/26	Help fund supplies	287.96*		HELP	7010 450135	220	101000
	05/22/26	Help fund supplies	630.80*		HELP	7010 450135	220	101000
	05/23/26	Help fund supplies	13.29*		HELP	7010 450135	220	101000
	05/25/26	Help fund supplies	516.91*		HELP	7010 450135	220	101000
	05/29/26	SpanishCoursesTraining	12.99		SOCSE	1000 450135	380	101000
	06/03/26	fees	56.48*		FINADM	1000 410510	631	101000

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53592		2952 DIS Technologies	2,495.00					
	19060	06/05/26 Monthly IT	740.00		IT	1000 420160	398	101000
	19095	06/09/26 AdvancedEndpointProtection	1,755.00*		DSPTCH	1000 420160	216	101000
53593	E	2673 First Bankcard	1,528.46					
	05/05/26	CareofPrisoners Supplies	8.78		POLICE	1000 420230	220	101000
	05/16/26	CareofPrisoners Supplies	76.08		POLICE	1000 420230	220	101000
	05/18/26	Sm Item Equip	678.90		DSPTCH	1000 420160	212	101000
	05/19/26	Supplies	109.99		DSPTCH	1000 420160	220	101000
	05/21/26	CareofPrisoners Supplies	29.99		POLICE	1000 420230	220	101000
	05/24/26	CareofPrisoners Supplies	385.68		POLICE	1000 420230	220	101000
	05/29/26	Backgroundchecks	200.00		POLICE	1000 420100	398	101000
	06/02/26	Supplies	9.18		DSPTCH	1000 420160	220	101000
	06/02/26	fees	29.86*		FINADM	1000 410510	631	101000
53594		2852 Blackfoot Communications	1,984.43					
	06/01/26	646-5106, fax soc svc	40.53		SOCSRV	1000 450135	345	101000
	06/01/26	646-5119, police station Dispa	40.53		DISPCH	2850 420750	345	101000
	06/01/26	646-5141, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	06/01/26	646-5185, town hall alarm	40.53		TWNHAL	1000 411250	345	101000
	06/01/26	646-7311, social services	20.00		SOCSRV	1000 450135	345	101000
	06/01/26	646-7481, povah elevator	58.16		POVAH	1000 411255	345	101000
	06/01/26	646-7511, town hall fax	40.53		TWNHAL	1000 411250	345	101000
	06/01/26	646-7609, public works	39.92		PUBSVC	1000 430200	345	101000
	06/01/26	646-7650, police station fax	40.53		DISPCH	2850 420750	345	101000
	06/01/26	646-7715, povah center	25.11		POVAH	1000 411255	345	101000
	06/01/26	646-7795, town hall	232.86		TWNHAL	1000 411250	345	101000
	06/01/26	646-7845, court clerk	10.09		COURT	1000 410360	345	101000
	06/01/26	646-9017, library	44.11		LIBRAR	2220 460100	345	101000
	06/01/26	646-9027, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	06/01/26	ethernet, library	300.00		LIBRAR	2220 460100	345	101000
	06/01/26	ethernet, povah center	146.26		POVAH	1000 411255	345	101000
	06/01/26	ethernet, police station	359.95		POLICE	1000 411258	345	101000
	06/01/26	ethernet, town hall	272.00		TWNHAL	1000 411250	345	101000
	06/01/26	ethernet, public works shop	125.00		STREET	1000 430200	345	101000
	06/01/26	602-4909, town hall judge	14.66		COURT	1000 410360	345	101000
	06/01/26	602-4894 Town hall Court Clerk	1.10		COURT	1000 410360	345	101000
	06/01/26	602-4897 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/01/26	602-4898 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/01/26	602-4900 town hall	5.25		TWNHAL	1000 411250	345	101000
	06/01/26	602-4901 town hall	5.25		TWNHAL	1000 411250	345	101000
	06/01/26	602-4902 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/01/26	602-4903 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/01/26	602-4904 town hall	1.10		TWNHAL	1000 411250	345	101000

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	06/01/26	602-4905 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/01/26	602-4906 Library Main desk	1.10		LIBRY	2220 460100	345	101000
	06/01/26	602-4907 Library Director	1.10		LIBRY	2220 460100	345	101000
	06/01/26	602-4908 Povah Ctr	11.10		POVAH	1000 411255	345	101000
	06/01/26	602-4949 Town Hall	11.10		TWNHAL	1000 411250	345	101000
	06/01/26	6024044 Soc Ser Pantry	10.00		SOCSEER	1000 450135	345	101000
53595		3476 RSCI	556,818.32					
	App-21	05/31/26 WWTP Contractor Payment	556,818.32		WWTP	5320 430640	951	101000
53596	E	2964 CITI CARDS	2,587.48					
	05/07/26	DoubleTree-ElecticedofficalTra	308.24		LEGIS	1000 410100	370	101000
	05/07/26	DoubleTree-ElecticedofficalTra	308.24		LEGIS	1000 410100	370	101000
	05/07/26	DoubleTree-ElecticedofficalTra	308.24		LEGIS	1000 410100	370	101000
	05/07/26	DoubleTree-ClerkTraining	616.48*		ADMIN	1000 410210	370	101000
	05/07/26	HolidayInnCourtClerkTraining	417.26		COURT	1000 410360	370	101000
	05/13/26	Supplies	62.57*		ADMIN	1000 410210	220	101000
	05/13/26	Supplies	31.75		STREET	1000 430200	220	101000
	05/13/26	Supplies	10.79*		ADMIN	1000 410210	220	101000
	05/13/26	Wildwest TC Meeting	147.37*		LEGIS	1000 410100	220	101000
	05/18/26	FoodRoundup TC Meeting	34.33*		LEGIS	1000 410100	220	101000
	05/18/26	Ernies TC Meeting	105.67*		LEGIS	1000 410100	220	101000
	05/20/26	FoodRoundup Supplies	32.55*		ADMIN	1000 410210	220	101000
	05/20/26	Market Place Supplies	45.48*		ADMIN	1000 410210	220	101000
	05/20/26	BluehostDomainPrivacyProtectio	15.00		IT	1000 410580	355	101000
	06/02/26	FoodRoundup TC Meeting	27.46*		LEGIS	1000 410100	220	101000
	06/02/26	RunningBear TC Meeting	116.05*		LEGIS	1000 410100	220	101000
53597		2 Forsgren Associates P.A.	34,039.00					
	334	06/05/26 WWTP	34,039.00		WWTP	5320 430640	951	101000
53599		3263 Century Link	10,932.52					
	05/20/26	CPE Only Vesta 911 COAM	5,603.60		911	2850 420750	345	101000
	05/20/26	CTL-MGD-CTL-FOTS	5,328.92		911	2850 420750	345	101000
53600	E	2323 Montana Department of Revenue	5,624.43					
	App-21	05/31/26 WWTP	5,624.43		WWTP	5320 430640	951	101000
53602		2845 Kasting, Kauffman & Mersen, PC	17,088.48					
	06/10/26	Legal Fees	17,083.75		LEGAL	1000 411100	352	101000
	06/10/26	Postage	4.73		LEGAL	1000 411100	870	101000

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53604		1514 Verizon Wireless	955.63					
	23	Smartphones						
	05/20/26	640-0108, Police	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-0141 Street SP	41.55		STREET	1000 430200	345	101000
	05/20/26	640-0159 Street SP	41.55		STREET	1000 430200	345	101000
	05/20/26	640-0606 911 Dispatch	41.55		911	1000 420160	345	101000
	05/20/26	640-1103, Operator SP	41.55		STREET	1000 430200	345	101000
	05/20/26	640-1460, Library Dir, SP	41.55		LIBRAR	2220 460100	345	101000
	05/20/26	640-1461, S & W operator, SP	41.55		SEWER	5310 430600	345	101000
	05/20/26	640-1462, S & W Super, SP	41.55		WATER	5210 430500	345	101000
	05/20/26	640-1463, Deputy PSS, SP Sspnd	41.55		PARKS	1000 460430	345	101000
	05/20/26	640-1472, Ops Mgr, SP	41.55*		ADMIN	1000 410210	345	101000
	05/20/26	640-1676, Rec Coord, SP	41.55		REC	1000 460440	345	101000
	05/20/26	640-1754, COP, SP	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-1755, Police	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-1756, Police	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-1757, Police	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-1758, Head Dispatcher	41.55		DSPTCH	1000 420160	345	101000
	05/20/26	640-1759, Police	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-7547, WS Super	41.55		SEWER	5310 430600	345	101000
	05/20/26	640-9074, PSS, SP	41.55		STREET	1000 430200	345	101000
	05/20/26	640-2354 Social Services	41.55		SOCSEK	1000 450135	345	101000
	05/20/26	640-2629 City Judge	41.53		COURT	1000 410360	345	101000
	05/20/26	640-7108 Police Officer	41.55		POLICE	1000 420100	345	101000
	05/20/26	640-7873 Equip Operator	41.55		STREET	1000 430200	345	101000
53605		547 WY Chamber of Commerce	3,554.05					
	26-11	06/11/26 HebgenLakeIceFishingTourn26-11	3,554.05		MAP	2101 410130	398	101000
53606		95 NorthWestern Energy	275.32					
	05/29/26	nat gas 4295437-0 UPDL	1.40		UPDH	1000 411252	344	101000
	05/29/26	nat gas 4295438-8 Police	0.00		POLBLD	1000 411258	344	101000
	05/29/26	nat gas 425439-6 WY BuldDept	0.00		STREET	1000 430200	344	101000
	05/29/26	nat gas 4295447-9 Povah	0.00		POVAH	1000 411255	344	101000
	05/29/26	nat gas 4295466-9 Library	0.00		LBRY	1000 411259	344	101000
	05/29/26	nat gas 4295628-4 OldFirehall	0.00		PARK	1000 460430	344	101000
	05/29/26	nat gas 4295822-3 Iris Lift St	145.91		SEWER	5310 430600	344	101000
	05/29/26	nat gas 4295935-3 Mad Add Sew	128.01		SEWER	5310 430600	344	101000
	05/29/26	nat gas 4295947-8 PW Shop	0.00		STREET	1000 430200	344	101000
	05/29/26	nat gas 4295675-5 TwnHll	0.00		TWNHLL	1000 411250	344	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
53607		266 Utilities Underground Location	37.38					
	6055389	05/31/26 excavation notifications	37.38		SEWER	5310 430600	357	101000
53608	E	2673 First Bankcard	1,698.12					
	05/05/26	Parks Sm Items Equip	805.58		PARKS	1000 460430	212	101000
	05/06/26	Vehicle Repairs	33.65*		STREET	1000 430200	361	101000
	05/06/26	Vehicle Repairs	20.00*		STREET	1000 430200	361	101000
	05/07/26	Building Inspec Supplies	19.75		BULDIN	1000 420531	220	101000
	05/07/26	Vehicle Repairs	167.97*		STREET	1000 430200	361	101000
	05/20/26	StarLink	55.00		SEWER	5310 430600	345	101000
	05/20/26	Parks grounds	46.62		PARKS	1000 460430	365	101000
	05/26/26	Library Glass Fix	150.00*		LIBRY	1000 411259	366	101000
	05/27/26	Street Signs	359.60		STREET	1000 430200	243	101000
	05/27/26	Street Signs	39.95		STREET	1000 430200	243	101000
53609		3524 Greater Yellowstone Cleaning	2,584.00					
	317 06/03/26	Town Hall Cleaning 5/2026	1,100.00		TWNHLL	1000 411250	357	101000
	317 06/03/26	Library Cleaning 5/2026	552.00		LIBRY	1000 411259	357	101000
	317 06/03/26	Povah Cleaning 5/2026	760.00		POVAH	1000 411255	350	101000
	317 06/03/26	Rendezvous Cleaning 5/2026	132.00		RENDEZ	1000 411256	350	101000
	317 06/03/26	Public Works Bathrooms 5/2026	40.00		PARKS	1000 411253	357	101000
53610		1514 Verizon Wireless	430.21					
		7 laptops						
		5 pd cams						
	05/20/26	223-2779 586 Laptop	40.01		POLICE	1000 420100	345	101000
	05/20/26	333-8121 Head DsptchLaptop	40.01		DSPTCH	1000 420160	345	101000
	05/20/26	640-0121 Laptop	40.01		POLICE	1000 420100	345	101000
	05/20/26	640-2195 683 laptop	40.01		POLICE	1000 420100	345	101000
	05/20/26	640-2551 COP laptop	40.01		POLICE	1000 420100	345	101000
	05/20/26	641-0184 686 laptop	40.01		POLICE	1000 420100	345	101000
	05/20/26	641.0207 681 laptop	40.01		POLICE	1000 420100	345	101000
	05/20/26	451-3287 PDCam1	30.02		POLICE	1000 420100	345	101000
	05/20/26	451-3386 PD Cam2	30.06		POLICE	1000 420100	345	101000
	05/20/26	451-3514 PD Cam3	30.02		POLICE	1000 420100	345	101000
	05/20/26	451-3595 PD Cam4	30.02		POLICE	1000 420100	345	101000
	05/20/26	451-3731 PD Cam5	30.02		POLICE	1000 420100	345	101000
53611		547 WY Chamber of Commerce	1,959.98					
	Towy052026	05/26/26 4/26ReimburseCleaning/supp	1,959.98		CHMBER	1000 411257	357	101000

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53612		2264 MORNING GLORY COFFEE & TEA	46.25					
	081044	06/01/26 Dispatch coffee	46.25		DISP	1000 420160	220	101000
53613		3242 Fisher's Technology	45.22					
	1679601	05/29/26 MaintenanceAgreement	45.22*		HELP	7010 450135	220	101000
53614	E	2789 WEX Bank	6,875.78					
	05/31/26	10 JD Backhoe 310SJ	145.58		STREET	1000 430200	231	101000
	05/31/26	91 Ford 6-582	278.31		STREET	1000 430200	231	101000
	05/31/26	Larue D55 SnowBlower	0.00		STREET	1000 430200	231	101000
	05/31/26	Case 821GS Loader 18337	0.00		STREET	1000 430200	231	101000
	05/31/26	14 Water Truck	234.68		STREET	1000 430200	231	101000
	05/31/26	2010 JD 772 Grader	0.00		STREET	1000 420100	231	101000
	05/31/26	92 SS Blower-Yellow	0.00		STREET	1000 430200	231	101000
	05/31/26	02 Freightliner Dump 6-54564A	0.00		STREET	1000 430200	231	101000
	05/31/26	08 GMC Pickup 6-1484	315.44		STREET	1000 430200	231	101000
	05/31/26	JD Loader 624P	0.00		STREET	1000 430200	231	101000
	05/31/26	08 CAT 938H Loader	0.00		STREET	1000 430200	231	101000
	05/31/26	08 904B MiniLoader	34.51		STREET	1000 430200	231	101000
	05/31/26	15 Ford F-250	221.29		STREET	1000 430200	231	101000
	05/31/26	18 2018 Dodge Ram-PW	0.00		STREET	1000 430200	231	101000
	05/31/26	18 Dodge Ram-Police	0.00		POLICE	1000 420100	231	101000
	05/31/26	19 Dodge Durango PD	367.89		STREET	1000 430200	231	101000
	05/31/26	Multi-Use Vehicle - Sienna	91.35		STREET	1000 430200	231	101000
	05/31/26	Multi-Use Vehicle - Sienna	215.27*		FINADM	1000 410510	370	101000
	05/31/26	06 Dodge Durango 6-2010	0.00		STREET	1000 430200	231	101000
	05/31/26	Dumptruck	0.00		STREET	1000 430200	231	101000
	05/31/26	15 Sweeper 6-1151	492.81		STREET	1000 430200	231	101000
	05/31/26	'00 FL Dumptrk 6-60700A	0.00		STREET	1000 430200	231	101000
	05/31/26	'14 Ford Intercep	0.00		POLICE	1000 420100	231	101000
	05/31/26	PD Dodge Ram#1	0.00		POLICE	1000 420100	231	101000
	05/31/26	PD Dodge Ram#2	0.00		POLICE	1000 420100	231	101000
	05/31/26	01 Frht truck #140138	0.00		STREET	1000 430200	231	101000
	05/31/26	01 Frht truck #240144	0.00		STREET	1000 430200	231	101000
	05/31/26	19 Dodge 5500	430.27		STREET	1000 430200	231	101000
	05/31/26	'17 Chevy 3/4 ton white 49837	150.04		STREET	1000 430200	231	101000
	05/31/26	'13 Chevy 3500	65.77		STREET	1000 430200	231	101000
	05/31/26	21 FrghtlinerSD122-4396	0.00		STREET	1000 430200	231	101000
	05/31/26	77 Int'l Dump 6-1368	0.00		STREET	1000 430200	231	101000
	05/31/26	Pickup 6-1450	0.00		STREET	1000 430200	231	101000
	05/31/26	2022 Ford F-150 Police82453	613.58		POLICE	1000 420100	231	101000
	05/31/26	Tractor	0.00		STREET	1000 430200	231	101000
	05/31/26	2010 Ford Exped6-000046	156.11		HELP	7010 450135	231	101000
	05/31/26	SS Blower Green	85.45		STREET	1000 430200	231	101000

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	05/31/26 24	Police F-150 #1 PD23502	299.30		POLICE	1000 420100	231	101000
	05/31/26 24	Police F-150 #2 PD63144	885.57		POLICE	1000 420100	231	101000
	05/31/26	Police F-150 Blue 64373	556.48		POLICE	1000 420100	231	101000
	05/31/26 25	Chevy 3500 Pickup 63835	717.40		STREET	1000 430200	231	101000
	05/31/26 17	Chevy 2500 85578	518.68		STREET	1000 430200	231	101000
53615		3242 Fisher's Technology	85.96					
	1681537 06/03/26	Copier Maintenance fee	85.96*		LIBRY	2220 460100	398	101000
53642		999999 BURT SAUER	163.00					
	556-00 06/05/26	RefundforoverpaymentWaterAccou	163.00		WATER	5210 214100		101000
53643		3376 A-1 Fire Protection Services	680.00					
	28977 06/09/26	AnnualExtinguisherService	680.00		STREET	1000 430200	398	101000
53644		3437 T-Mobile	76.25					
	993459434A 05/30/26	Connect devices	76.25		TWNHLL	1000 411250	345	101000
53645		3115 Spiffy Biffy	182.50					
	6542 06/05/26	MonthlyRentalteTennisCourts	182.50		PARKS	1000 460430	357	101000
53646		2833 Cold Creek Cabinets, Inc.	6,300.00					
	87 06/05/26	OldCarpetdisposalNewCarpet	6,300.00		POLICE	1000 411258	920	101000
53647		3575 The Ed Jones Company	2,230.00					
	61066 04/17/26	Badges	2,230.00*		POLICE	1000 420100	212	101000
53648		1061 Lane and Associates	225.00					
	0026 05/18/26	Year's Consortium Fee	225.00		ADMIN	1000 410210	356	101000
53649		3250 Dianna Hansen	232.00					
	05/22/26	ReimburseFoodBankItems	232.00*		HELP	7010 450135	220	101000
53650		171 Montana Food Bank Network	75.00					
	AIV-2147 05/15/26	FY27MFBN PA Dues	75.00		HELP	7010 450135	335	101000
53651		3391 TSC Corner Station, INC.	68.20					
	042326-1 05/07/26	Gas Voucher	68.20		HELP	7010 450135	231	101000
53652		1454 Bozeman Daily Chronicle/Big Sky	60.00					
	748648 05/28/26	PublicHearingMasterparks	60.00		ADMIN	1000 410210	327	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
53653		3242 Fisher's Technology	507.00					
	1679882	05/29/26 Copier Service Contract	507.00		DSPTCH	1000 420160	212	101000
53654		3340 Dundas Interiors	2,535.49					
	5734	06/03/26 Sm Items Equip	2,535.49		DSPTCH	1000 420160	212	101000
53655		2584 Division of Criminal	1,900.87					
	25-10-146	10/21/25 TerminalOmnixxTransaction	1,900.87		DSPTCH	1000 420160	398	101000
53656		3576 Bad Toro Pro Rodeo	5,000.00					
	26-17	06/05/26 WYWildHorseStampede26.17	5,000.00		MAP	2101 410130	398	101000
53657		3564 Christian Slowinski	89.00					
	06/02/26	ARIDETrainingReimbursSlowinski	89.00		POLICE	1000 420100	370	101000
53658		471 Northwest Pipe Fittings, Inc.	3,903.81					
	5555170	05/28/26 Water Meters(5 3/4"and(3 1 1/	3,903.81		WATER	5210 430500	220	101000
53659		3464 Griffin Plumbing and Heating LLC	4,857.55					
	1245	05/31/26 RepairPipesUPDL	4,857.55		UPDL	1000 411252	357	101000
53660		3577 Yellowstone Beer Co.	808.57					
	05/16/26	TownCleanup Greenway Funds	808.57		PARKS	1000 460430	220	101000
53661		135 Food Roundup	19.85					
	05/12/26	Rec Supplies	19.85*		REC	1000 460440	220	101000
53662		533 Market Place	2,286.48					
	05/06/26	Food Bank Supplies	879.71*		HELP	7010 450135	220	101000
	05/13/26	TC MeetSupplies	49.52*		LEGIS	1000 410100	220	101000
	05/21/26	Food Bank Supplies	895.80*		HELP	7010 450135	220	101000
	05/28/26	Food Bank Supplies	461.45*		HELP	7010 450135	220	101000
53663		3549 Devin Wegener	89.00					
	06/02/26	Taser Training-Wegener	89.00		POLICE	1000 420100	370	101000
53664		999999 SEAN HARVEY	375.00					
	06/08/26	ReimburePovahDeposit-Harvey	375.00		POVAH	2210 214001		101000

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53665		2856 DANA Safety Supply, Inc.	18,146.00					
	1015349-A	06/05/26 VehicleEquipment	18,146.00*		CIP	4000 420110	944	101000
53666		40 Jerry's Enterprises	83.84					
	05/13/26	fuel	15.55		STREET	1000 430200	231	101000
	05/29/26	Gas Voucher	68.29		HELP	7010 450135	231	101000
53667		2760 G.W., Inc.	317.21					
	1330785	05/28/26 SM Item Equipment	317.21*		POLICE	1000 420100	212	101000
53668		1331 West Yellowstone Foundation	25,000.00					
	682026	06/08/26 FY26 PublicTransportation	25,000.00*		LEGIS	1000 410100	870	101000
53669		1386 MONTANA AERONAUTICS DIVISION	500.00					
	LUL 06/10/26	LUL Fee 2026	500.00*		SEWER	5310 430600	532	101000
53670		2500 Black Mountain Productions	5,000.00					
	05/19/26	MusicinthePark202626-16	5,000.00		MAP	2101 410130	398	101000
53671		2632 WYSEF	10,119.93					
	26-08 06/03/26	YellRendezvousRace26-08	10,119.93		MAP	2101 410130	398	101000
53672		3305 Dunne Communications, Inc.	35,805.00					
	26060304 06/03/26	MultiBandPotableRadio	35,805.00*		POLICE	1000 420100	212	101000
53673		547 WY Chamber of Commerce	16,350.00					
	26-09 06/10/26	SnowShoot2027Heldin2626-09	16,350.00		MAP	2101 410130	398	101000
53674		3241 Bridger Analytical Lab	350.00					
	2606266 06/09/26	Testing Fees	350.00		WATER	5210 430500	348	101000
53675		254 Firehole Fill Up/Economart	15.00					
	05/31/26	Fuel	15.00		STREET	1000 430200	231	101000
53676		3525 Hillyard Inc.	587.75					
	5356690 06/08/26	Parks supplies	587.75		PARKS	1000 460430	220	101000
53677		2099 Quick Print of West Yellowstone	1,815.83					
	22303 06/04/26	StreetSigns	94.60		STREET	1000 430200	243	101000
	21967 04/08/26	Streetstickers	94.00		STREET	1000 430200	220	101000
	21976 04/06/26	Supplies	3.99		STREET	1000 430200	220	101000
	22041 04/24/26	Supplies	65.00		STREET	1000 430200	220	101000
	22092 05/01/26	Supplies	2.99		BULDIN	1000 420531	220	101000
	22204 05/19/26	Bus Cards Hansen	45.00		SOCSER	1000 450135	220	101000

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	22319	06/08/26 Bus cards-Roos	57.50*		ADMIN	1000 410210	220	101000
	22319	06/08/26 Bus cards-Tanner	57.50		BULDIN	1000 420531	220	101000
	22319	06/08/26 Notecards	48.25		FINADM	1000 410510	220	101000
	22273	06/01/26 Banners-4thJuly	1,325.00*		STREET	1000 430200	327	101000
	22341	06/12/26 Bus Cards- Roos	22.00*		ADMN	1000 410210	220	101000
53678		3066 Core & Main	766.79					
	S038576	06/04/26 SewerSMItemEquip	766.79		SEWER	5310 430600	212	101000
53679		3245 4 Corners Recycling LLC	566.10					
	5997	05/28/26 Recycling Pull Fee	566.10		PARKS	1000 460430	534	101000
53680		764 General Distributing Co.	92.75					
	1641613	05/31/26 Welding Supplies	92.75		STREET	1000 430200	231	101000
53681		999999 ENNIS ASSEMBLY OF GOD/GREG	350.00					
	06/10/26	ReimbursePovahDeposit	350.00		POVAH	2210 214001		101000
53682		999999 DANIEL CRAMER	235.00					
	06/05/26	ExoneratedBond-Smith	235.00		COURT	7469 212401		101000
53683		3236 Nubia Allen	225.00					
	06/02/26	Spanish Interpreter	225.00		COURT	1000 410360	350	101000
53684		999999 THOMAS LOWE	164.85					
	06/09/26	WitnessFeePerdiemmileage-Roos	164.85		COURT	1000 410360	394	101000
53685		2751 Gallatin County Justice Court	1,220.00					
	06/08/26	Bond Pass Through-Rael	1,220.00		COURT	7469 213000		101000
<b># of Claims</b>			<b>78</b>	<b>Total:</b>	<b>892,849.76</b>			
<b>Total Electronic Claims</b>			<b>26,771.27</b>	<b>Total Non-Electronic Claims</b>	<b>866078.49</b>			

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<b>Fund/Account</b>	<b>Amount</b>
1000 General Fund	
101000 CASH	193,539.35
2101 Marketing & Promotions (MAP)	
101000 CASH	40,023.98
2210 Parks & Recreation	
101000 CASH	725.00
2220 Library	
101000 CASH	2,540.70
2850 911 Emergency	
101000 CASH	11,013.58
4000 Capital Projects/Equipment	
101000 CASH	18,146.00
5210 Water Operating Fund	
101000 CASH	4,850.29
5310 Sewer Operating Fund	
101000 CASH	2,126.97
5320 Sewer Replacement Depreciation Fund	
101000 CASH	596,481.75
7010 Social Services/Help Fund	
101000 CASH	5,532.55
7202 TBID Agency Fund	
101000 CASH	15,055.59
7458 Court Surcharge HB176	
101000 CASH	600.00
7467 MT Law Enforcement Academy (MLEA)	
101000 CASH	710.00
7468 Public Defender Fee	
101000 CASH	0.00
7469 City Court - Judge Jent	
101000 CASH	1,455.00
7699 Victims Assistance Program	
101000 CASH	49.00
<b>Total:</b>	<b>892,849.76</b>

**Town of West Yellowstone**  
**Town Council Meeting**  
**June 2, 2026**

TOWN COUNCIL MEMBERS PRESENT: Mayor Travis Watt by Zoom, Brian Benike, Brock Wilson, Greg Forsythe, Julia Wittmer

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

The meeting is called to order by 2026 Deputy Mayor Brian Benike 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**

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Deputy Mayor Brian Benike calls the meeting to order. The purpose of the work session is to discuss the Capital Improvement Plan for FY 2027. Finance Director Katie Thompson is present in the meeting by Zoom. She shares a list of capital projects, projects that cost more than \$5000, that have already been approved by purchase order including built in furniture at the police station, controls at the Iris lift station, a new printer for dispatch, portable radios for police, a new door for the police station, seal coating in the Madison Addition, police vehicle outfitting, and pickleball court installation. Chief White comments that he does have the invoices for the radios and outfitting the new police vehicle. Thompson explains that they have a contract with Axon Cameras for body cameras for police and there is a purchase order tonight for the application of magnesium chloride around town to control dust. She explains that the senior center has requested the replacement of the dishwasher and tables at the Povah. The Library staff has requested new carpet for the entryway and meeting/project tables for the conference room. The Library also needs to replace a broken window and do some roof/gutter repair and a new printer. Brown comments that the window has been repaired and the quote for the roof/gutter repairs is \$6000. Jon Brown describes equipment needs for Public Works including a vactor truck, a new pickup, a scissor lift, skid steer, and dump truck. He describes completing the street lighting replacement project. Thompson describes the funding of the wastewater treatment plant, Scada system at the wastewater treatment plant and repair of existing lines. She says the biggest item for the next year is funding for development of the 80 acres. She says the Parks & Recreation Advisory Board is meeting tomorrow and finalizing the Parks Master Plan, and they expect projects to come forward this budget year. Other outstanding projects include replacing the roof over the Mammoth Room and work on the IP beds at the lagoon. Thompson says that they are also planning for two police vehicles.

Forsythe asks about the estimate for the pickleball courts and clarifies the total price is just over \$36,000. He says he prefers a Case over a Kubota for a skid steer. He says he thinks that spending \$250,000 on a dumptruck that is only used for four or five months is a lot. Watt asks if they can get an asset list so they can compare to what they already have. Brown says he has been unable to find a used dumptruck. Forsythe asks about the retainer for the wastewater project. Thompson says that there is a retainer on the project to ensure the project is completed.

The work session is adjourned at 6:36 PM.

**Public Comment Period**

No comments are received.

**Council Comments**

Wittmer thanks Public Services Director Jon Brown and his crew for getting the traffic control flower boxes out. Forsythe thanks Watt and Town Manager Dan Walker for their efforts to wrap up the negotiations with Hebgen Basin Fire.

## **ACTION TAKEN**

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- 1) Motion carried to approve Purchase order #7002 to Mountain Valley Construction to apply magnesium chloride to the alleys for \$21,600.00. (Wilson, Wittmer)
- 2) Brown explains that as soon as this is approved, he will contact Mountain Valley to get on their schedule.
- 3) Motion carried to approve payment of the claims, which total \$159,836.52. (Forsythe, Wittmer)
- 4) Motion carried to approve the minutes of May 18, 2026 Town Council Meeting with the notation that Town Attorney Jane Mersen was present by Zoom. (Wittmer, Brock)
- 5) Motion carried to approve Resolution No. 835, a resolution exempting certain areas of public property from the prohibition against public drinking during the Big Sky Anglers 10<sup>th</sup> Anniversary Celebration, June 27, 2026 at the Bob Jacklin Casting Pond between the hours of 5 PM and The Wild West Horse Stampede, July 31-August 1, 2026, between the hours of 3 PM and 8:30 PM, and the West Yellowstone Rod Run, August 7-8, 2026 between the hours of 10 AM and 10 PM. (Forsythe, Wittmer)
- 6) Motion carried to approve the Outside Amplification Permits for the Big Sky Anglers 10<sup>th</sup> Anniversary Celebration, June 27, 2026, the Buffalo Chip Chuck on July 4, 2026, the West Yellowstone Horse Stampede, July 31-August 1, 2026 and the West Yellowstone Rod Run, August 7-8, 2026. (Wilson, Forsythe)
- 7) Motion carried to waive the Resort Tax Bond for the Yellowstone Rod Run for the 2026 event. (Wittmer, Wilson)
- 8) Motion carried to approve the Application to Maintain an Encroachment made by BCC Construction Group on behalf of Towneplace by Marriott at 105 Faithful Street to store construction materials on public property at two locations as indicated contingent upon compliance with the attached written conditions. (Wittmer, Forsythe) See next motion.
- 9) Amended motion carried to approve the Application to Maintain an Encroachment made by BCC Construction Group on behalf of Towneplace by Marriott at 105 Faithful Street to store construction materials on the public property north of 105 Faithful Street through October 31, 2026 and to store construction materials inside a fenced area of approximately 50' by 175' in Block 32 as indicated on the map through June 2026 and contingent upon compliance with the attached written conditions. (Wittmer, Forsythe)
- 9) Motion carried to appoint Carri Hales to the Business Improvement Advisory Board for a term of four years. (Wittmer, Wilson)
- 10) Motion carried to reappoint Brad Schmier, Rocky Hermanson and Jerry Johnson to the Cemetery Board of Trustees for two-year terms. (Wilson, Forsythe)

## **DISCUSSION**

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- 7) The Council briefly discusses that the event is being run by a new group of individuals, but recognize that the organizers are established business owners that are familiar with the resort tax collection requirements and the event has operated for 56 years in West Yellowstone.
- 8-9) The Council discusses the Application to Maintain an Encroachment made by BCC Construction Group on behalf of the Towneplace by Marriott project at 105 Faithful Street. Watt comments that he thinks the request to store materials on the area north of their property should be limited to the end of October 2026 rather than November 2026

just in case we have an early winter and the snowmobile and grooming needs to start up. The Council discusses the second part of the request that is through June of 2027. They question whether it will conflict with the snowmobile trail or ski races. Brown responds that the area they selected is out of the way.

- A) **Advisory Board Reports:** Council Member Wilson reports that there will be a Parks & Recreation Advisory Board meeting tomorrow where they will be going through the final draft of the Parks Master Plan. Wittmer notes that the Business Improvement Advisory Board is meeting next week and banners for the light poles to advertise events starting going up today.
- B) **Town Manager & Staff Reports:** Town Manager Dan Walker thanks the Public Works crew for their beautification efforts the last couple of weeks, the town looks really nice. He shares a letter of appreciation for Library Director Michele DesRochers and the staff at the library. He says they conducted the second round of interviews for the position of Social Services Associate and have extended a conditional offer of employment. He says that they anticipate bringing the financing agreement with the Hebgen Basin Fire District to the next meeting. He says they have reached a settlement with the Madison Addition Property Owners lawsuit; the Town will be making some changes to the Town's webpage. The new wastewater treatment plant is pumping sewage. He also reports that the lease agreement with the Yellowstone Airport for the property west of the lagoons expires the end of June and they will be working to extend that. Forsythe asks for an 80 acres update at an upcoming work session. Walker says they are meeting with HRDC tomorrow and after that will schedule a work session.

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Mayor

ATTEST:

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Town Clerk



JUNE 12, 2026

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerks Report

- TD&H has notified us that they have completed the work at Fir Ridge to add the 12 full-size plots in the center section and 24 cremains-only plots on the east end. The next steps are to review the survey and file it.
- Approved Business Licenses – We are still working out our new procedures under the new ordinance. The ordinance has been submitted for codification into our municipal code and should be integrated within a couple of weeks. Our municipal code is always available on our website, blue box in the top right corner. Two new business licenses have been approved:
  - Mountain West Juice Co. – Juli and Kyle Burden, mobile food unit that will specialize in fresh-made juices and smoothies, they will be operating at the half marathon this weekend
  - Delarna Construction LLC – Kourtney Hungerford, construction contractor
  - Silvertip Pharmacy – Carrie Egging, new owner
- We are working with Abril Garcia to update the Town’s website. Specifically, it is the requirement of the settlement agreement with the Madison Addition Property Owners Association to create a new page with links to the Montana Constitution and Montana Code Annotated that define the rights and opportunities for public participation. We have scheduled Nubia Allen to take new headshots of the Council Members and new employees on June 23 (afternoon) or June 24 (morning).
- Upcoming Special Events:
  - Yellowstone Half Marathon, west of town, June 12-13
  - First Baptist Church Community Yard Sale, Pioneer Park, June 13
  - No Kings Rally, Pioneer Park, June 14, 8 AM – 11 AM
  - Retirement Party for Shelley Johnson, Pioneer Park, June 14, 4-6 PM
  - Gold Rush Car Rally, parking lot Pioneer Park, June 18
  - Big Sky Anglers 10<sup>th</sup> Anniversary Celebration, Casting Pond, June 27
  - First Baptist Church Sports Camp, Pioneer Park, June 29-July 3
  - 4<sup>th</sup> of July Celebration/Music in the Park/Fireworks/Parade, July 4
  - Buffalo Chip Chuck, Pioneer Park, July 4, 12:30 PM – 6 PM
- Prepared payroll for 6/12 and the Town Council agenda and packet for 6/16





## WEST YELLOWSTONE POLICE DEPARTMENT

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

### Weekly Report: 06/11/2026

This week, we held an officer meeting focused on reviewing procedures and expectations to ensure consistent investigations and thorough documentation across the department. I continued work on background investigations for prospective officer candidates and met with the Gallatin County Sheriff's Office regarding ongoing interagency matters. I also attended our weekly call review with Hebgen Basin Fire Department (HBFD).

Administrative efforts included finalizing end-of-year budget items, addressing IT-related issues involving the new patrol vehicle, meeting with Katie in Finance regarding budget matters, and conducting a check-in meeting with Town Manager Dan Walker.

Officer Christian Slowinski attended ARIDE (Advanced Roadside Impaired Driving Enforcement) training this week to further enhance our impaired driving enforcement capabilities. Officer Devin Wegener is scheduled to attend Taser Instructor Training next week, which will provide additional in-house training resources for the department. We were awarded the Montana Select Traffic Enforcement (STEP) Grant to help cover costs associated with overtime patrols that focus on DUI and Traffic Violations.

Dispatch Supervisor Brenda Phillips reported the following activities this week:

- Attended the weekly call review meeting.
- Worked extensively with Lumen, Verizon, and Vision Net regarding phone service issues. Due to a switch failure outside of our area, the department's administrative phone lines were out of service for four days before being restored.
- Received an application for the open dispatcher position and will be scheduling an interview.
- Attended the Gallatin County 911 Advisory Board Meeting.
- The dispatch center continues to have one open position.

### Weekly Statistics

- |                                 |                           |
|---------------------------------|---------------------------|
| • Calls for Service: <b>178</b> | Traffic Stops: <b>51</b>  |
| • Citations Issued: <b>12</b>   | Vehicle Crashes: <b>7</b> |
| • Warnings Issued: <b>52</b>    | Fire/EMS Calls: <b>24</b> |
| • Cases Generated: <b>8</b>     | Arrests: <b>2</b>         |

Chief Corey White



## Week of 06.8.2026

Continued budget work for the FY2027, the preliminary budget meeting will be on June 16<sup>th</sup>, 2026.

Additional time was spent on grant management activities, including ongoing tracking. I have submitted paperwork for our \$30,000 planning grant for the 80-acres.

Prepared for the Town Council meeting on June 16, 2026, for both the work session and the actual meeting.

Year-end financial projects are currently being completed.

Attended the Montana Municipal Summit in Ennis with both Dan and Brittany. This was a great time to review and ask questions on ongoing issues happening in Montana. We are preparing for a new legislative session starting in January 2027.

Worked on tracking for the WWTP, we are getting to the end of this construction project which is only the beginning! 😊

Attended the Parks & Recreation Advisory Board meeting to help walk through the Master Plan and answer any budgetary questions they may have.



### HIGHLIGHTS JUNE 4<sup>TH</sup> – JUNE 11<sup>TH</sup>

**FOOD BANK VISITS – 75**

**FOOD BANK DONATIONS – 2**

**CLOTHING BANK VISITS- 15**

**SHOWERS – 4**

**VOLUNTEERS – 3**

**JOB BOARD – 2**

**VOUCHERS – 1**

**ABILITY MONTANA PRESENTATION JUNE 4TH.** Several community members stayed to visit with the representative and gathered vital information to help themselves and their families stay independent.

**Community service hours (20) are being completed through volunteering at Social Services. This has been very helpful in many ways.**

## Public Works Report

06/08/26-06/11/26

RSCI is working on the following:

Trim Out

Mud Valve Vent Piping

Install Site Electrical

Exterior Bldg. Lights

Building Bollards & Cement Pads

Backfill & Site Grading

Cell C Cap

There are issues with the W3 wash water system. There are air bound issues in the W3 piping. RSCI and the engineers are working to correct this problem.

The first set of wastewater samples were collected and sent to IAS for analysis of ammonia and TSS (total suspended solids).

Public works crews are working on the following:

Grading and preparing alley ways for the application of mag chloride to be applied. The rain events have delayed the process.

Set up traffic control for the marathon races taking place Friday and Saturday.

Repairing the floor in the Dining Hall where the floor buckled.

Building maintenance on the Library and Povah center.

Garbage pickup.

Street sweeping.

Park restoration.

Sprinkler repair.

Water meter repair.

Koch has now installed the pickle ball fencing and will be working on the court installation.

Finished the PFAS flow data and submitted.

Bacteria water samples were collected and submitted to Bridger Labs. Samples came back non detect.

Madison lift pump station was upgraded with a Semens Hydro Ranger Controller upgrade.

Adjusting the VFD's (variable frequency drives) at the Iris lift pump station.

Working on the discharge monitoring reports for the EPA.

Obtaining more bids for the Povah Center and Library roof repair.

Attended a downtown improvement (BAB) meeting.

Working with Casey on Town encroaching permits.

Preparing Town owned vehicles that are no longer in use for public auction sales.

If you have any questions, please contact me.

Thank you,

Jon Brown

**From:** [Dan Walker](#)  
**To:** [Elizabeth Roos](#)  
**Subject:** FW: Bullet points 6-12-2026  
**Date:** Friday, June 12, 2026 8:32:04 AM  
**Attachments:** [image001.png](#)

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**From:** Kyle Tanner <[ktanner@westyellowstone.gov](mailto:ktanner@westyellowstone.gov)>  
**Sent:** Friday, June 12, 2026 7:29 AM  
**To:** Dan Walker <[dwalker@westyellowstone.gov](mailto:dwalker@westyellowstone.gov)>  
**Cc:** Jon Brown <[jbrown@westyellowstone.gov](mailto:jbrown@westyellowstone.gov)>  
**Subject:** Bullet points 6-12-2026

Bullet points 6-12-2026

- #1 Footings inspection for 707 Electric porch construction.
- #2 Framing inspection for 321 Lewis Ave porch construction.
- #3 Footings inspection for 524 Cascade Ave new house construction.
- #4 Issued certificate of occupancy for 621 Sylvan circle.
- #5 RV hookup audit to stop illegal connections.
- #6 Rec board meeting
- #7 DRG site inspections
- #8 Email sent to Marriot contractor for encroachment issues. No fence ,side walk and street cleaning and concrete truck cleaning on town property.
- #9 BIAB meeting and sidewalk and bench prep.



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

[Ktanner@westyellowstone.gov](mailto:Ktanner@westyellowstone.gov)

Cell # 406-640-0141



## Weekly Recreation Snapshot

Town of West Yellowstone • Recreation Coordinator: Rachel Spence

**Week of 06/7-13/26 Submitted to:** Dan Walker, Town Manager

**💡 Highlight** –One of the biggest highlights this week was working with our awesome new summer counselors and getting to know them better. Their enthusiasm, positive attitudes, and willingness to jump right in have made training both productive and enjoyable. It has been exciting to begin building our team culture as we prepare for a fun, safe, and successful summer recreation season

### Weekly Updates

**1) Summer Recreation Program:** Registrations for Summer Recreation are beginning to trickle in, and my hope is that word continues to spread about how much fun the program is so that we reach full capacity. Our team is working hard to create an exciting, safe, and memorable experience for participants this summer. This week, our counselors received hands-on training from our local EMTs. Not only was the training incredibly valuable from a safety standpoint, but it also helped establish relationships and comfort between our staff and first responders in our community. We also visited the library and continued building partnerships that will strengthen our programming. I am excited to see these connections continue to grow. One of the most satisfying accomplishments this week was cleaning out years' worth of accumulated supplies and materials from both storage rooms. Letting go of what we no longer need and creating organized, functional spaces has left us feeling prepared, refreshed, and truly ready to kick off the summer season.

**2) Baseball:** Unfortunately, baseball had to be canceled this week due to severe weather, including extreme lightning and hail. While it was disappointing to miss a session, safety always remains our top priority. On a positive note, interest in the program continues to grow. It is encouraging to see the enthusiasm for the program and the momentum continuing to build.

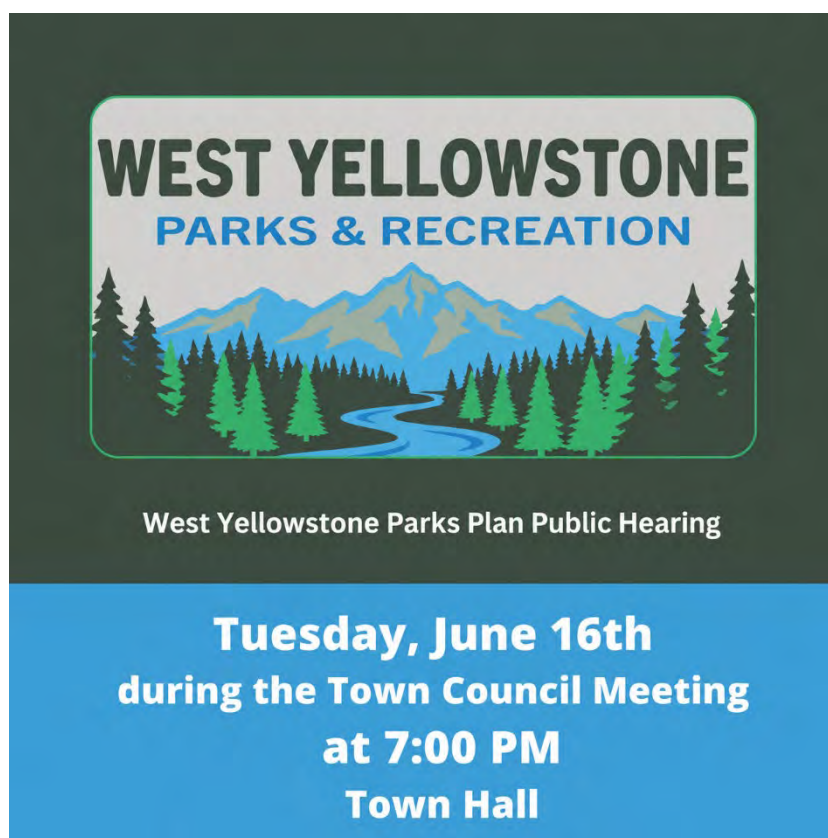
**3) Povah Community Center:** The Povah Community Center was very busy and well utilized throughout the month of May. One exciting update was the purchase of a new sound system for the building. The previous system was outdated and originally designed to play cassette tapes, so upgrading to a portable Bluetooth system with excellent sound quality is a significant improvement. I am excited to continue making updates, both big and small, that enhance the functionality of the facility and improve the experience for everyone who uses the space.

**Goals / Next Steps:** At this point, it is all about Summer Recreation. With camp beginning, our focus will shift to providing a safe, fun, and engaging experience for participants while supporting our counselors and adapting as needed throughout the season. It is time to put all of that preparation into action. See you in 10 weeks...

# TOWN OF WEST YELLOWSTONE

## PUBLIC HEARING PARKS MASTER PLAN

NOTICE IS HEREBY GIVEN that the Town Council of the Town of West Yellowstone will conduct a Public Hearing on **June 16, 2026** regarding proposed Parks Master Plan. The adopted plan will guide the development of the park lands throughout the Town of West Yellowstone. Copies of the plan are available on the Town's website: [www.townofwestyellowstone.gov](http://www.townofwestyellowstone.gov).



The public hearing will be held during the regular Town Council Meeting which begins at **7:00 PM** on **June 16, 2026**. The meeting will take place in the Town Hall, 440 Yellowstone Avenue in West Yellowstone, MT, at which time oral testimony will be taken from the public. The meeting will also be broadcast on the internet using the Zoom Meetings App or through zoom.us, meeting ID: 893 834 1297. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Hall, by mail to P.O. Box 1570, West Yellowstone, MT 59758, or by email to [eroos@westyellowstone.gov](mailto:eroos@westyellowstone.gov). For further information contact the Town Offices, 646-7795.

-- Elizabeth Roos, Town Clerk





# FOREWORD

West Yellowstone is a unique community. As the gateway to Yellowstone National Park, we welcome millions of visitors each year who come to experience one of the world's most remarkable natural treasures. Living in a gateway community brings both opportunities and challenges. It is important that we continue to invest in the parks, trails, and recreational opportunities that contribute to a healthy and vibrant community. Access to quality parks and green space has been shown to improve overall quality of life. These benefits are especially important in a community where outdoor recreation, natural beauty, and a strong sense of place are central to our way of life. At the same time, quality parks and recreational amenities enhance the visitor experience and help showcase the spirit of West Yellowstone. These spaces contribute to the welcoming character that makes our community special. Parks encourage visitors to spend more time in town, discover what makes West Yellowstone unique, and experience our community beyond the park gates. This Parks and Recreation Master Plan serves as a roadmap for the future. Through continued investment in existing assets such as Pioneer Park, Linear Park, and our tennis courts, along with exciting projects like Greenway Park, new pickleball courts, and the vision of a future skate park, we are creating opportunities for people of all ages and interests to stay active. By thoughtfully planning for the future, we can ensure that West Yellowstone remains a place where people of all ages can play, connect, explore, and thrive for generations to come. On behalf of the Parks and Recreation Board, Town Council, staff, and community members who contributed to this process, thank you for helping shape the future of parks and recreation in West Yellowstone. Together, we are building a community that values health, connection, recreation, and the outdoor experiences that make this place feel like home.

Rachel Spence  
Recreation Coordinator

# 01

## EXECUTIVE SUMMARY



### INTRODUCTION

The West Yellowstone Parks Plan is a practical guide for the future of our Town's outdoor spaces. By combining Town data with direct feedback from residents, we've built a clear plan of action. This document shifts our focus from simply fixing what is broken to actively building what our growing community actually needs.

### ➔ AGROWINGCOMMUNITY

West Yellowstone is growing, with estimates projecting a year-round population of nearly 1,840 residents by 2030. West Yellowstone is a community with an increasing median age, and kids under 18 make up nearly 28% of the Town. The median household income (\$58,839) is below county and state averages. Providing high-quality, accessible, and affordable public recreation is a priority for residents. By offering spaces for the community to recreate, the Town can capture the attention of tourists passing through. Turning these visitors into active park users not only helps to bring more tourism dollars to local businesses, but opens the door for new revenue generating options that can work to fund and maintain parks year-round.

### ➔ EXISTING ASSESSMENTS

Before looking forward, the consulting team established a clear baseline of what West Yellowstone currently offers. We reviewed all past planning efforts and ongoing projects related to parks. Next our team visited every city-owned property, including active spaces and future parklands.

At each location, we conducted a thorough on-site inventory. We documented trail mileage, accessible sidewalks, parking capacity, total acreage, and every

existing amenity. We also evaluated strengths and opportunities for each space to see what is working well and what can be done to improve. To make this data actionable and quantifiable, each developed park was given a grade based on Inclusivity, Integration, Atmosphere, Functionality, and Facilities.

The park spaces evaluated and considered within this plan include:

- Dunbar Park
- Electric Street Courts
- Greenway Linear Park
- Madison Addition Trail
- Pioneer Park
- Undeveloped Parkland
  - + 80 Acres Parkland
  - + Pie Parkland
  - + Grouse Ct Parkland

### ➔ WHAT WE HEARD

Sunflower Peak Planning was retained in January, 2026 to guide the West Yellowstone Parks Plan. To ensure every resident had a seat at the table, our consulting team launched an all-encompassing engagement campaign. We used physical advertisement and a social media campaign to build awareness and promote the project's dedicated online project platform. This was organized around four main tools:

1. Awareness & Education: Accessible information explaining the 'why' and the 'how' of a planning process.
2. Project Schedule: A transparent timeline keeping the public informed of all phases and upcoming milestones.
3. Inclusive Online Survey: A comprehensive questionnaire designed for all. Compatible with multiple languages, braille keyboards, and available in print for residents without computer access.
4. Interactive Feedback Map: A digital tool allowing residents to drop pins and provide granular spatial data about specific park improvements, favorite spots, and local concerns.

Beyond the digital space, the consulting team met with the Town of West Yellowstone Parks & Recreation Advisory Board and Town Staff multiple times throughout the process. There were also two in-person community events. The first was an interactive open house at the Povah Center, followed by a second gathering hosted at Yellowstone Brewing Company in collaboration with the annual Town Cleanup.

By combining the digital and physical outreach efforts, our team successfully gathered feedback from 138 total participants. This represents nearly 10% of West Yellowstone's population.



## ➔ CORE THEMES

Throughout this entire process we worked along with the Parks & Recreation Advisory Board and Town Staff. By bringing together our background research, the thorough existing site assessments, and all feedback gathered from the community, we were able to translate these ideas into a unified vision.

Moving forward, future developments, funding decisions, and park improvements in this Master Plan are anchored by five core themes:



**FOUR-SEASON  
RECREATION &  
WINTER USABILITY**



**SEAMLESS  
CONNECTIVITY &  
SAFE ACCESS**



**ELEVATED  
ESSENTIAL  
INFRASTRUCTURE &  
MAINTENANCE**



**DIVERSE OFFERINGS  
FOR ALL AGES &  
ABILITIES**



**VIBRANT  
COMMUNITY HUBS  
& PRESERVED  
CHARACTER**

## ➔ THE ACTION PLAN

To bring these five core themes to life, this plan outlines 40 specific, actionable recommendations. To ensure progress is realistic and financially manageable, these projects are organized into four distinct timelines: Phase 1 (1-3 years), Phase 2 (4-6 years), and Phase 3 (7-10 years). Finally, Phase 4 captures 10+ year transformational goals that the Town should continually consider and actively build toward throughout the entire life of the plan. The projects below are not organized by priority and could be completed in any order.

### Phase 1: 1-3 Years

1.1 - Add dog waste stations and bear proof trash bins at park entrances.

1.2 - Build outdoor restrooms and drinking fountains at Electric Street Courts and the Greenway Park.

1.3 - Build the community Skatepark at on available parklands.

1.4 - Extend the Linear Park to connect with the Frontier Trail.

1.5 - Begin construction on the Greenway Pilot Project.

1.6 - Plant shade trees and native flowers to improve aesthetics.

1.7 - Introduce adult focused recreational programming.

1.8 - Add benches and shaded seating options throughout the park system.

1.9 - Improve the maintenance and safety for the sledding hill, ice rink, mowing and weed controls.

1.10 - Install horseshoe facilities for low cost recreation.

1.11 - Update standard operating procedures for marketing and communication.

### Phase 2: 4-6 Years

2.1 - Install a centralized Town Bulletin Board for park notices.

2.2 - Develop safe crossing infrastructure for Highway 20 and Highway 191.

2.3 - Build out of the Historic District Greenway, Dunbar Park, and Electric Street Courts.

2.4 - Upgrade playground equipment to be larger and safer.

2.5 - Publish a quarterly Parks and Recreation event booklet.

2.6 - Integrate public art and murals into park facilities.

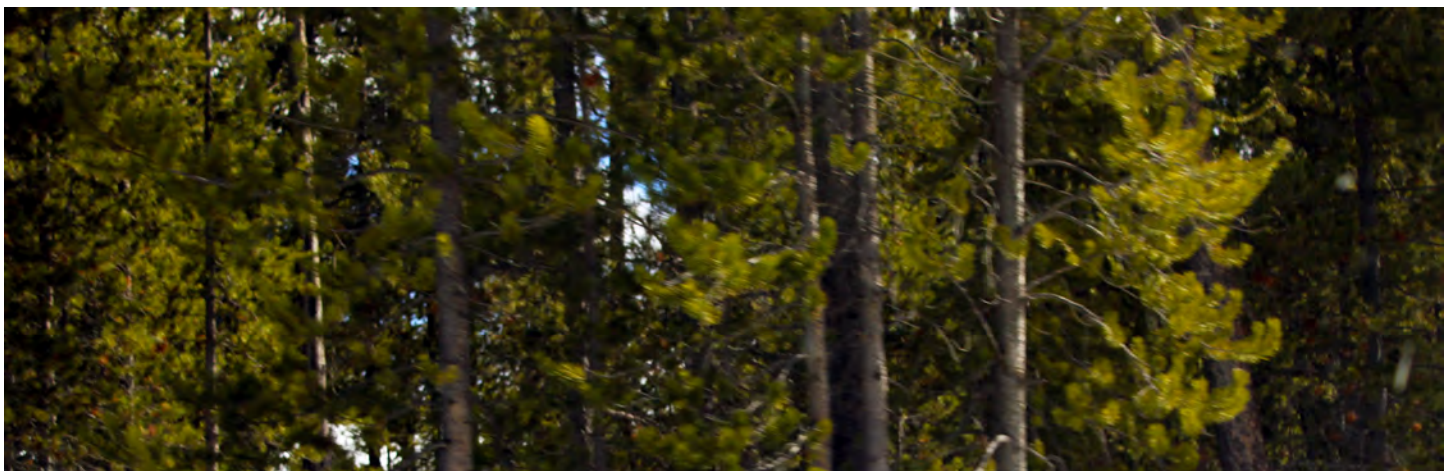
2.7 - Connect the Frontier trail to the Rendezvous ski trails.

2.8 - Install a workout course with outdoor exercise equipment.

2.9 - Construct dedicated trailhead parking lots with amenities.

2.10 - Expand paved walking and biking trails to bridge gaps.

2.11 - Conduct a feasibility study to relocate the maintenance garages.



### Phase 3: 7-10 Years

3.1 - Develop small neighborhood pocket parks.

3.2 - Perform comprehensive upgrades to Electric Street Courts and Dunbar Park.

3.3 - Initiate design and funding for the Indoor Community Center.

3.4 - Relocate maintenance garages out of the historic district.

3.5 - Expand the ice rink into a partially enclosed or covered pavilion.

3.6 - Construct a BMX Pump Track or Bike Park.

3.7 - Develop a dedicated Off Leash Dog Park.

### Phase 4: 10+ Years

4.1 - Transform the former garage corner into a landscaped gathering spot/Pocket Park.

4.2 - Establish a formal Disc Golf Course.

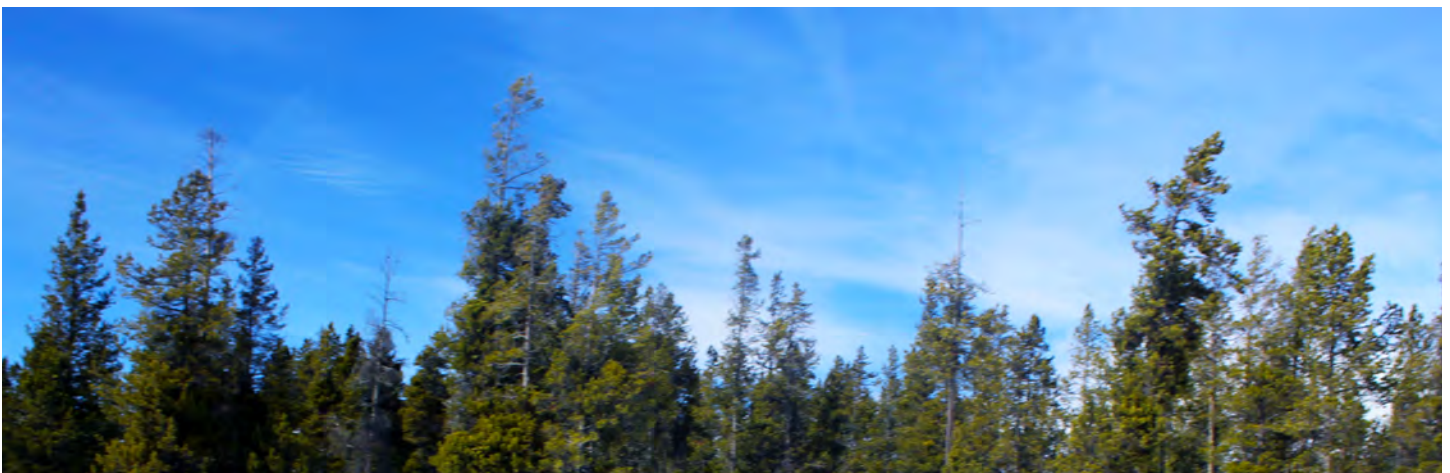
4.3 - Conduct a 10 year Master Plan update and community needs assessment.

4.4 - Construct and open the Indoor Community Center.

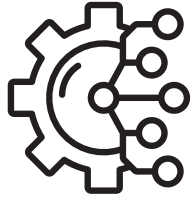
4.5 - Develop a central park within the new 80 Acres residential development.

4.6 - Connect the 80 Acres park trails to the broader West Yellowstone trail network.

4.7 - Create a botanical garden or native plant preserve.



# 03



## DATA GATHERING



### INTRODUCTION

The “Data Gathering” chapter serves as the critical foundation for the Master Plan, establishing a comprehensive baseline of current park offerings and community priorities. This section begins with detailed park assessments, which evaluate the physical condition and overall function of every park currently operated by the Town of West Yellowstone. To complement this inventory of existing assets, this chapter also details our extensive community outreach efforts, including insights gathered from two in-person engagement events used to build project awareness and capture resident feedback, as well as continuous public input collected through our online Project Hub since February. By synthesizing the reality of our current physical assets with the expressed wants and needs of our residents, this data gathering phase creates a robust, evidence-based foundation that directly informs all future recommendations in this plan.

# Dunbar Park

LOCATION: NORTH OF 10 YELLOWSTONE AVE, WEST YELLOWSTONE, MT 59758

ACREAGE: 3.3 | ~.36 MILES OF SIDEWALK ALONG STREET FRONTAGE | PARKING: 66 SPOTS



## Summary:

Dunbar Park is situated on a 3.3-acre shared parcel that also houses the National Smoke Jumper Center, Yellowstone Nature Connection, the West Yellowstone Visitor Information Center, and a large shared parking lot. The active parkland occupies approximately a quarter of the total property, tucked into the farthest northeastern corner, though it offers some sidewalk frontage along the adjacent roadway. Shaded by surrounding trees, this pleasant pocket park serves primarily as a passive rest area, featuring benches, picnic tables, interpretive signage, and a Union Pacific System monument honoring “The Overland Route.” While it offers a comfortable and historic atmosphere, the park currently lacks diverse usability beyond simple seating and presents limited access opportunities outside of driving and parking in the shared lot.

## Inventory of Amenities:

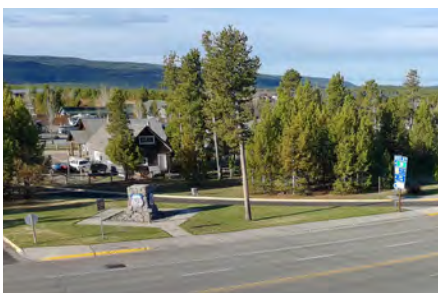
- Bear-Proof Trash Receptacle
- Benches (4)
- Interpretive Signage
- Monument
- Picnic Tables (2)
- Public Art
- Town Gateway Signage

## Strengths

- **Natural Comfort:** Mature trees provide pleasant, shaded seating areas and a clear connection to nature.
- **Convenient Access:** Highly accessible for travelers visiting the adjacent Visitor Information Center and other on-site amenities.
- **High Visibility:** Prominently located along the route to the West Entrance of Yellowstone National Park, capturing passersby.

## Opportunities

- **Multi-Modal Upgrades:** Install high-visibility crosswalks and bike racks along Yellowstone Ave to promote safety and active transportation.
- **Gateway Signage:** Add prominent Dunbar Park signage to clearly identify the space to passersby as a Town of West Yellowstone park.
- **Improved Accessibility:** Pave the picnic areas and create a hard-surface path to the parking lot to ensure access for mobility-impaired users.



# Electric Street Courts

LOCATION: NORTH OF 400 N ELECTRIC ST, WEST YELLOWSTONE, MT 59758

ACREAGE: 2.1 | PARKING: ON-STREET + ~8,000 (SQFT) GRAVEL LOT



## Summary:

Electric Street Courts is situated on a 2.1-acre parcel, with the northern half of the site dedicated to housing the Town's electrical grid. The southern portion of the property serves as a hub for active recreation, currently featuring a lighted basketball court and two tennis courts. Supported by a gravel parking lot and adjacent on-street parking, the site provides surrounding neighborhoods with convenient access to active recreational amenities. While current programming is primarily limited to tennis and basketball, the facility's offerings are expanding, with the Town currently in the process of adding new pickleball courts to the park.

## Inventory of Amenities:

- Basketball Court
- Bear-Proof Trash Receptacle
- Benches (4)
- Picnic Table
- Portable Restroom
- Regulatory Signage
- Sports Lighting (3)
- Tennis Courts (2)
- Trash Receptacle

## Strengths

- **Active Recreation Hub:** The presence of multiple sports courts provides excellent, dedicated space for athletic activities.
- **Community Proximity:** Ideally located near West Yellowstone Elementary School, a local church, and single-family residential neighborhoods.
- **High Accessibility:** Entrances on both N Electric Street and De Lacy Avenue ensure easy access for residents on multiple sides of the park.

## Opportunities

- **Enhanced Accessibility:** Install a paved loop trail around the courts with both east and west access points for improved mobility.
- **New Amenities:** Add a gateway sign, bike rack and a public water fountain to improve user comfort and support multi-modal transportation.
- **Basketball Court Upgrades:** Repave the deteriorating basketball court surface and install new, upgraded goals.
- **Parking Improvements:** Create a small, dedicated paved parking lot or formalize the existing on-street parking along N Electric Street.



# Greenway Park

LOCATION: GREENWAY HISTORIC DISTRICT, WEST YELLOWSTONE, MT 59758

ACREAGE: 23.8



## Summary:

Greenway Linear Park is a proposed 23.8-acre space composed of a conglomeration of Town-owned parcels. While currently largely undeveloped, the site does feature a few existing picnic tables that see active community use. The long-term vision for this space involves transforming the portions of these parcels not occupied by civic buildings into a cohesive, active linear park. This development will be directly guided by the recommendations outlined in the 2025 West Yellowstone Historic District Greenway plan by 3FWILD. Spanning from Boundary Street to Iris Street, the overarching vision for this project is to create a vital greenway corridor that connects the existing trail networks of Yellowstone National Park and the Bridger-Teton National Forest directly through the Town of West Yellowstone. This East-West spine would enhance connectivity and access to active amenities.



# Madison Addition Linear Trail

LOCATION: MADISON ADDITION WALKING PATH, WEST YELLOWSTONE, MT 59758

ACREAGE: 7.3 | .45 TRAIL MILEAGE | PARKING: ON-STREET



## Summary:

The Madison Addition Trail is a 0.45-mile paved path running north and south through the northern portion of West Yellowstone, an area home to the majority of the Town's single-family residences. Serving as a crucial pedestrian spine for the northwest quadrant of Town, the trail is uniquely situated between five cul-de-sacs on both its east and west sides. This layout provides seamless, direct access points for residents on every adjacent street. The trail's southern terminus conveniently ends at the elementary school field on De Lacy Avenue, offering a safe, off-street route directly to the Electric Street Courts. Along the path, visitors will find seating areas and several dog waste receptacles, making it a highly accessible and functional community asset for daily walks, dog walking, and active transportation.

## Inventory of Amenities:

- Bench
- Dog-Waste Receptacles (5)
- Regulatory Signage (2)

## Strengths

- **Paramount Connectivity:** Serves as a vital link connecting the majority of northern residents directly to the elementary school and the Electric Street Courts.
- **Safe Student Routes:** Provides a protected, off-street path for students walking or biking to school, supported by multiple bike racks available on the school campus.
- **Everyday Recreation:** Offers highly accessible daily use for residents, functioning as a convenient and well-utilized route for pedestrians and dog walkers.

## Opportunities

- **Gateway Signage & Kiosk:** Install gateway signage and a community information kiosk at the southern terminus to increase awareness of Town events and gatherings.
- **Expanded Seating:** Add more benches and potential picnic areas along the route to provide resting spots and encourage residents to spend more time on the trail.
- **Landscaping & Beautification:** Integrate landscaped areas and native plant gardens to beautify portions of the trail and enhance the natural environment.
- **Access:** Providing bridges or other pedestrian friendly crossing at culverts and throughout the park to increase access.
- **Continuing the Trail:** Working to connect the trail through existing town right of way to access Forest Service lands.

# Pioneer Park

LOCATION: THE CORNER OF HIGHWAY 20 & HIGHWAY 191, WEST YELLOWSTONE, MT 59758

ACREAGE: 7.3 | ~.55 MILES OF SIDEWALK ALONG STREET FRONTAGE |

PARKING: ON-STREET 70 SPOTS, 45 SPOTS IN PARKING LOT



## Summary:

Pioneer Park is the largest park in West Yellowstone, centrally located on the eastern side of Town at the southeast corner of the Highway 20 and Highway 191 intersection. Serving as the premier venue for most of the Town's major community events, this expansive park offers a comprehensive mix of active and passive recreational amenities. The site features extensive athletic facilities, including a ball diamond, two basketball courts, three rectangular fields, bleachers, and sports lighting. Beyond sports, the park functions as a major community gathering space equipped with a playground, a large picnic shelter, multiple shade structures, grills, and numerous picnic tables and benches. This robust programming is fully supported by essential infrastructure, including a dedicated parking lot, pedestrian lighting, bear-proof trash receptacles, a maintenance shed, and permanent restroom facilities.

## Inventory of Amenities:

- Ball Diamond
- Basketball courts (2)
- Bear-Proof Trash Receptacles (4)
- Benches (9)
- Bleachers/Grandstands
- Dog-Waste Receptacle
- Gateway Signage
- Grills (7)
- Maintenance Shed
- Parking Lot
- Pedestrian Lighting
- Picnic Tables (16)
- Picnic Shelter
- Playground
- Rectangular Fields (3)
- Restrooms (2)
- Shade Structures (6)
- Sports Lighting (22)

## Strengths

- **Diverse Amenities:** Offers a wide variety of facilities that cater to users of all ages and backgrounds, ensuring there is something for everyone to enjoy.
- **Regional Capacity:** Functions as a major regional hub with ample parking, easily accommodating residents driving in for daily recreation or large community events.
- **Prime Tourist Proximity:** Strategically surrounded by numerous hotels, motels, and restaurants, making the park highly visible and accessible to travelers.

## Opportunities

- **Playground Upgrades:** Update the playground surfacing to ensure the play area is fully ADA accessible for all visitors.
- **Pedestrian Safety:** Install high-visibility crosswalks at all intersections bordering the park and implement traffic calming measures along the adjacent highways to protect parkgoers.
- **Multi-Modal Amenities:** Add bike racks to encourage active transportation and improve multi-modal access for both residents and visiting tourists.



# Undeveloped Parkland

TOTAL ACREAGE: 7.9



## 80 Acres Parkland

The 80 Acres Parkland is a 6.5-acre parcel of currently undeveloped park space that presents long-term potential for the community. Although this property offers high opportunity, the strategic recommendation is to leave it undeveloped for the time being. As the surrounding 80 Acres development takes shape, this parkland is envisioned to eventually serve as a community hub, featuring a playground and acting as a central convergence point for multiple trails. However, to ensure the park's features accurately serve the future neighborhood, the design and construction process should be intentionally paced, beginning only when more concrete details are known about the adjacent residential development.



## Pie Parkland

Pie Parkland is a compact, 0.4-acre parcel nestled between existing residential homes that currently serves as a heavily wooded natural area. For the foreseeable future, the recommendation is for this space to remain completely undeveloped. Due to its decentralized location and dense natural state, activating this parkland would require extensive excavation and site clearing. Such intensive groundwork would not justify the loss of the land's inherent natural properties and would likely face strong opposition from adjacent neighbors. Due to its location Pie Park could be evaluated for a land swap for more centrally located parkland if the opportunity presents itself in the future.



## Grouse Ct Parkland

Grouse Ct Parkland consists of a natural wooded area situated in the center of a large cul-de-sac, along with an adjacent slice of land, totaling approximately one acre. Located near Pie Parkland, the overarching recommendation for this space is similarly to preserve its natural state for the time being. While there is potential to selectively clear a small section to introduce low-impact recreational amenities, such as picnic tables, this should not be considered a near-term priority. Before any physical changes are considered, it is essential that the Town prioritizes extensive outreach and communication with adjacent residents to ensure any future improvements align directly with the neighborhood's desires.

# 06



## VISIONING



### INTRODUCTION

Visioning is the process of taking data gathered and distilling clear direction and goals that are realistic and worth pursuing. It requires starting with smaller scale, individual needs before attempting massive, long term investments. While major capital improvements demand targeted strategic oversight, the bulk of this master plan is built upon the smaller, everyday enhancements that directly impact how residents and visitors experience the Town. By synthesizing extensive public feedback and professional analysis, a definitive list of priorities has been established to guide the development of recreational spaces in West Yellowstone over the coming years.

# Overarching Goals

The overarching goals presented in this master plan are the direct result of comprehensive collaboration and research. They have been illuminated through community feedback, ongoing communication with Town staff and the Parks and Recreation Board, diverse online engagement methods, and an analysis of current national recreational trends. Together, these broad objectives serve as the foundational motivations for all park and trail improvements moving forward. By anchoring future development in these priorities, West Yellowstone can ensure that its recreational spaces effectively serve the diverse needs of both residents and visitors for years to come.



## FOUR-SEASON RECREATION AND WINTER USABILITY

West Yellowstone requires park properties that are active and usable regardless of the season. To provide true year-round fun, the Town must improve winter amenities like the community ice rink, sledding hills, and groomed trails. Designing facilities that can withstand and embrace winter conditions ensures residents have constant access to outdoor activities.



## SEAMLESS CONNECTIVITY AND SAFE ACCESS

Safety and accessibility are paramount, especially given the community concerns about crossing busy highways to access recreational areas. This goal focuses on creating safe pedestrian and bicycle connections between Town parks, schools, and surrounding public lands. Comprehensive wayfinding signage and improved crosswalks will physically and visually tie the entire system together.



## ELEVATED ESSENTIAL INFRASTRUCTURE AND MAINTENANCE

A park system is only as good as its basic amenities. The community clearly identified a need for fundamental upgrades, including accessible restrooms, shaded seating, and improved trash and dog waste removal. Prioritizing high-quality maintenance and foundational infrastructure ensures that existing and future parks remain clean, safe, and inviting for daily use.



## DIVERSE OFFERINGS FOR ALL AGES AND ABILITIES

To combat the perception of limited activities, the parks system must offer something for everyone. This includes developing high-demand active recreation facilities like the skatepark. It also requires expanding programming to include adult activities, youth sports, and ADA-compliant spaces so all residents and visitors can participate fully.



## VIBRANT COMMUNITY HUBS AND PRESERVED CHARACTER

West Yellowstone parks should serve as central gathering places that celebrate the Town's unique history and natural beauty. By developing spaces like the Historic District Greenway, the Town can create welcoming environments for both locals and tourists. Integrating public art, native landscaping, and historic elements will transform simple green spaces into true community centerpieces.

# Overarching Goals

The following section translates those broad objectives into visual concepts. The projects and images presented here showcase potential future projects and park improvements that emerged directly from community engagement feedback and ongoing discussions with the Town Park and Recreation Advisory Board. These visual examples serve to bridge the gap between high-level planning and tangible reality, demonstrating exactly what these prioritized community needs could look like as they are brought to life in West Yellowstone.

## SIGNAGE AND WAYFINDING

Before breaking ground on new facilities, the Town must ensure the public can successfully locate and utilize existing assets. West Yellowstone offers a wealth of amenities, but making residents and visitors aware of these offerings is essential for their continued use.

The primary initial requirement is an accurate, comprehensive signage and wayfinding package. This package will include gateway signage for all Town parks alongside clear wayfinding markers on popular streets. Establishing a clear visual hierarchy will safely guide users between municipal parks, the historic district, and the surrounding United States Forest Service trail networks.



## SKATEPARK

The Board unanimously ranked this as the top capital priority, this was also a very popular topic throughout community engagement. The community has demonstrated long standing demand for a skatepark, and the Town is fully committed to advancing this project.



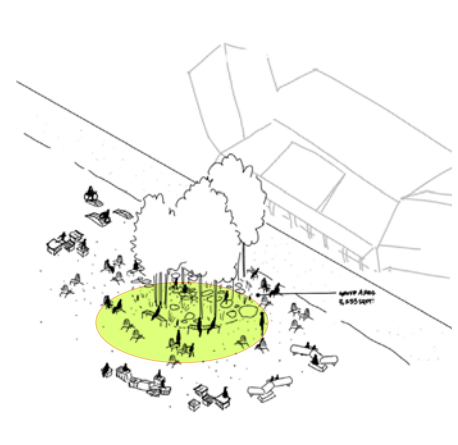
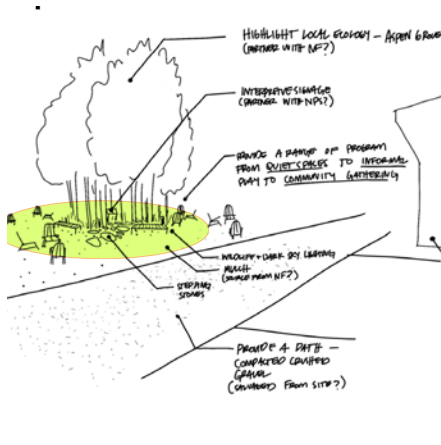
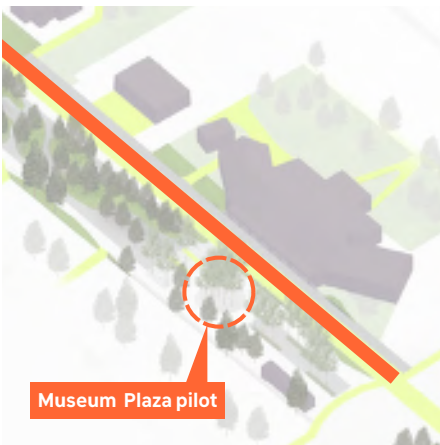
## OUTDOOR RESTROOMS

Throughout the engagement process, residents consistently highlighted the need for better outdoor restrooms. Prioritizing the funding and construction of these facilities is critical to improve park usability.



## GREENWAY PILOT PROJECT

The initial phase of the Historic District Greenway is considered ready for implementation and remains a major capital priority moving forward. This initial plan was completed by 3FWILD



## HORSESHOE FACILITIES

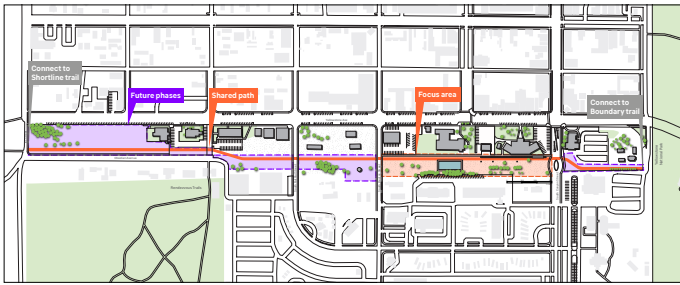
This project was approved as a highly effective, low cost addition. It requires minimal maintenance and offers strong potential for regular community use.



## GREENWAY FULL BUILD-OUT

While the pilot project serves as the starting point, the complete Historic District Greenway will be integrated into the master plan as a long term, ongoing effort. Initial planning efforts completed by 3FWILD.

**We don't need to do everything at once!**



2025.11.12 DRAFT

West Yellowstone  
Historic District  
Greenway 23



## BRIDGES AND LINEAR PARK DEVELOPMENT

The Town intends to expand current trail infrastructure by extending the Linear Park to connect directly with the Frontier Trail and Boundary Trail.



## ICE RINK IMPROVEMENTS

Plans include expanding the physical footprint of the existing ice rink and improving winter maintenance capabilities to ensure better ice quality.



## COMMUNITY CENTER AND INDOOR RECREATION FACILITY

This capital vision was refined based on demonstrated community needs and realistic financial constraints. The swimming pool concept was removed from the plan. Instead, the focus has shifted to an indoor facility featuring a walking track, a weight room, and hardwood courts. This long term goal may align with future development at the 80 Acres site.



# TOWN OF WEST YELLOWSTONE

## NOTICE OF PUBLIC HEARING

The Town Council of the Town of West Yellowstone will hold a formal preliminary budget hearing for the fiscal year 2025-2026 budget. Said hearing will be held during the regular Town Council meeting, Tuesday, June 16, 2026, which begins at 7:00 PM. The hearing will be held in the Town Hall Council Chambers, located at 440 Yellowstone Avenue.

The public hearing will review the revenues sources, maintenance, operation, the capital improvement plan, debt payments, and equipment purchases for the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, and agency funds of the fiscal year 2026-2027 preliminary budget. Final adoption of the 2026-2027 fiscal year budget is anticipated on August 18, 2026.

The proposed preliminary budget is available for public review starting June 8, 2026, at the Town Offices, located at 440 Yellowstone Avenue, West Yellowstone, Montana. Personnel at the Town Offices can be reached at 406-646-7795.





Reid  
6/11/26  
ER

EVENT NAME: 4th of July Parade & Fireworks

Town of West Yellowstone  
440 Yellowstone Ave.  
West Yellowstone, MT 59758  
406.646.7795

[info@townofwestyellowstone.com](mailto:info@townofwestyellowstone.com)

## SPECIAL EVENT INFORMATION & PERMIT APPLICATION

### Welcome!

Thank you for your interest in hosting an event in the Town of West Yellowstone. Permits help keep events safe, organized, and fun for everyone by coordinating police, fire, and public works services.

A special event is any public or private gathering that takes place on public property or affects public spaces or services. Examples include:

- Festivals, parades, and markets
- Races or athletic events
- Concerts or performances
- Any event that includes road closures, food vendors, alcohol, or amplified sound

A permit is required for these events to make sure everything runs safely and smoothly.

### TIMELINE – WHEN TO APPLY

- Applications require town staff approval, and in some cases Town Council approval.
- Town Council typically meets on the first and third Tuesdays of the month.
- Applications must be received two weeks before your event to allow for the review and approval process.
- It is recommended you submit your event application as soon as you are able.

### VENDORS

Event organizers are responsible for making sure vendors follow all Town, health, and fire rules and that resort tax is collected and submitted.

- The Town does **not** provide power, water, or waste services.

Event organizers are responsible for:

- Making sure vendors have all required permits and inspections.
- Telling vendors about setup, cleanup, and power/waste rules.
- Keeping vendors within approved areas.
- Collecting and submitting resort tax if required.
- A preliminary vendor list which must be submitted with the application, and a final vendor list must be provided no later than one day before the event.

### FEES

- Event fee: \$25 per event
- Vendor fee: \$25 per vendor (if they do not have a current Town business license)
- All vendor fees are non-refundable

### RESTROOMS

- Organizers must provide enough restrooms for the event size; portable toilet businesses can advise on appropriate quantities.
- You need to rent portable toilets if not enough restrooms are readily available.
- The only public restrooms are at Pioneer Park, and they may not be enough for large events.

## **MOTORIZED EVENTS / EXHIBITIONS**

If your event uses vehicles and/or takes place in winter, you must:

- Provide proof of insurance (no exceptions).
- Submit a Snow Management Plan and coordinate with Public Works for snow setup or removal.
- Public Works does not automatically handle snow for events; you must request it in advance, and gain approval.

## **INFLATABLES**

Inflatables, such as bounce houses or slides, are not permitted at special events or in any Town parks per MMIA liability guidelines.

## **LIABILITY INSURANCE**

Insurance protects you and the Town. All events must provide proof of insurance before approval. Proof of insurance must be submitted at least two weeks prior to your event.

Your Certificate of Insurance must:

- List the Town of West Yellowstone as "Additional Insured"
- Meet these minimums:
  - \$750,000 per person
  - \$1,500,000 per incident
  - If alcohol is served, you must also include alcohol liability coverage.

The Town Manager may adjust limits depending on event type and risk.

## **RESORT TAX**

If your event includes vendors or taxable sales (like tickets or merchandise), you must:

- Post a \$1,500 Resort Tax bond, the bond will be refunded within 90 days after you've paid all resort tax from your event.
- Collect and pay the 4% resort tax on taxable sales.
- Submit payment to the Town by the end of the following month, late payments incur late fees.
- See Chapter 3.12 of the Municipal Code for details.

## **OUTSIDE AMPLIFICATION**

- Amplified sound (music, announcements, etc.) requires a free permit from the Town Council.
- Attach the Outside Amplification Permit Application if you plan to use sound equipment.
- See Section 8.16.020 of the Municipal Code for details.
- You can find this application on the Administration and Finance page of our website: [townofwestyellowstone.com](http://townofwestyellowstone.com)

## **PARKING**

- All parking must be in designated lots or street parking zones.
- No parking on grass, sidewalks, or restricted areas.
- Driving or parking on grass is prohibited. Event organizers will be held responsible for any sprinkler or turf damage.
- Event organizers are responsible for telling guests and vendors where to park and keeping roads clear for emergency vehicles.

## **TRASH**

- All trash must be collected by event organizer and disposed of immediately after the event. For multi-day events, cleanup is required daily.
- No trash may be left overnight unless stored in approved bear-proof containers approved by the Town of West Yellowstone.
- The Town will consider providing trash receptible(s) for an additional fee.
- Violation of refuse policy shall be punishable as a municipal infraction under Section 6.08.070.
- See section 6.08.030 of the Municipal Code for details.

## **PUBLIC SAFETY**

Some events may need a Public Safety Plan if they:

- Block emergency access
- Have large crowds
- Involve fire, fireworks, or special effects
- Require police, fire, or EMS presence

The Fire Chief, Police Chief, or Town Manager will tell you if a plan is required.

If needed, we'll meet to review emergency routes, medical coverage, and security staffing.

Events may be charged for on-site police, fire, or EMS services.

## **ALCOHOL**

- Alcohol is not allowed in public areas unless you have written approval from the Town Council. To request approval, submit a separate letter with your event application.
- No glass containers allowed; no exceptions.
- See Section 9.12.020 of the Municipal Code for details.
- \$35.00 catering fee paid to the West Yellowstone Police Department. See MCA 16-4-111

## **POWER**

- The Town does not provide power in Pioneer Park.
- You must bring your own generator(s), 3500 watts max, or battery equipment.
- Do not plug into outlets in the generator room at the Union Pacific Dining Hall.
- Unsafe or unapproved power setups may lead to removal from the event or loss of permit eligibility.

## **TOWY CONTACT LIST**

- Town Hall: 406.646.7795 (Town Manager, Finance, Town Clerk, Public Works)
- Police Department/Dispatch: 406.646.7600
- Fire Department/EMS: 406.646.9073
- Gallatin County Health Department: 406.582.3100

## **COMMONLY USED VENDOR LIST**

The Town does not endorse these vendors nor is it a complete list of vendors who operate in our area. We recommend you do your own research with multiple vendors.

### Porta Pottys:

Spiffy Biffy: 406.580.1574

Common Waste: 406.812.7852

### Cleaners:

Triple S: 406.304.8299

Greater Yellowstone: 406.223.0754

Squeaky-Clean: 406.640.0243

Montana Cleaning Solutions: 772.584.5078

### Trash:

Republic Services: 406.646.9383

L and L: 406.388.7171

### Insurance:

TheEventHelper.com

Please note: If you plan to use the stage for your event, Black Mountain Productions owns the lighting and sound systems. You will need to contact [bmp.musicinthepark@gmail.com](mailto:bmp.musicinthepark@gmail.com) to complete the required form for use of their equipment.

**APPLICANT INFORMATION**

Double-check all attachments before submitting your application. Incomplete packets may delay approval.

Name of Event: 4th of July Parade & Fireworks

Location of Event: Please see attached map

Date(s) of Event: 7/3/2026 and 7/4/2026

Start time: 3pm End time: 11pm

Sponsor Organization: West Yellowstone Chamber of Commerce

Contact Person: Janna Turner

Contact Mailing Address: PO Box 2184

Contact Phone Number: 406-641-0096

Contact Email Address: turnerjanna@gmail.com

Number of expected attendees: 10K

Event Fee	\$25.00	Paid <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date: <u>06.11.2026</u>
Resort Tax Bond	\$1,500.00	Paid <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Waived	Date: _____
Vendor Fee	\$25.00 each	Paid \$25.00 X _____	= _____
		<b>Total Due:</b>	_____

I, the undersigned, affirm that all the information provided above is accurate. I agree to comply with all applicable ordinances and regulations and accept responsibility for the organization and safety of the event.

Janna Turner  
Signature

6/11/2026  
Date



Does your event description address the following?

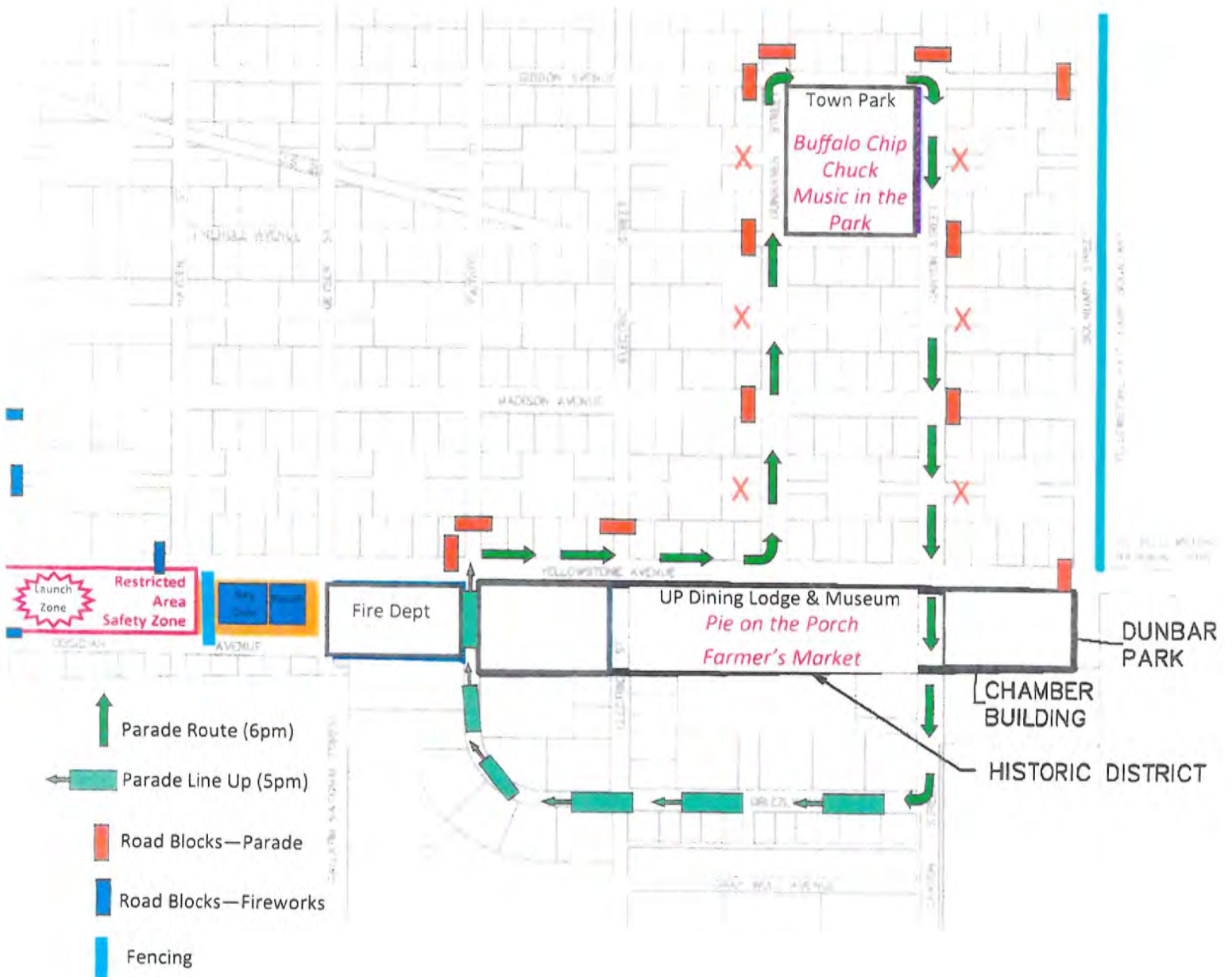
(Please check "Yes" or "Not Applicable")

1. Does your event include any sales? If yes, please describe the type of sales on the event details page.  
 Yes  Not Applicable
2. Does your event include a layout or site plan?  Yes  Not Applicable
3. Will your event use any tents or canopies?  Yes  Not Applicable
4. Will there be any fencing used for the event area?  Yes  Not Applicable
5. Will there be cars or vehicles involved in the event setup or activities?  Yes  Not Applicable
6. Have you made arrangements for security during the event?  Yes  Not Applicable
7. Will restrooms or portable toilets be provided?  Yes  Not Applicable
8. Will there be seating for participants or spectators?  Yes  Not Applicable
9. Will there be a stage or performance area?  Yes  Not Applicable
10. Have you planned for parking for participants, vendors, and attendees?  
 Yes  Not Applicable
11. Have you made plans for trash collection and disposal?  Yes  Not Applicable
12. Does your event description include the expected number of participants and spectators?  
 Yes  Not Applicable
13. Will there be any signage related to the event?  Yes  Not Applicable
14. Will there be any alcohol use or sales at the event?  Yes  Not Applicable  
If yes, has the \$35.00 catering fee been paid to the Police Department?  
 Yes  Not Applicable
15. Will your event include amplified sound or music?  Yes  Not Applicable  
If yes, have you completed the required Outdoor Amplification Permit Application?  
 Yes  Not Applicable
16. Will you be using the stage for your event?  Yes  Not Applicable  
If yes, have you contacted Black Mountain Productions for the use of the lighting and sound system?  
 Yes  Not Applicable

# SITE PLAN

Label these clearly:

- | Parking areas
- | Street closures or detours
- | Stages or entertainment areas
- | Food trucks or vendor booths
- | Restrooms or porta-potties
- | Fencing, barricades, or signs



Please indicate directions





## Outside Amplification Permit Application Town of West Yellowstone

Event: 4th of July Parade & Fireworks

Contact Person: Janna Turner

Mailing Address: PO Box 2184

Email Address: turnerjanna@gmail.com

Phone Number: 406-641-0096

Signature of Property Owner of Record: \_\_\_\_\_

Date(s) of Event: July 4, 2026

Location: See attached Site Plan

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

Description of Event: 4th of July Celebration including Parade and Firework Show provided by Montana Entertainment & Fireworks LLC/Big Sky Fireworks.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Janna Turner  
Signature of Applicant

6/11/2026  
Date

### FOR OFFICE USE ONLY

Decision by Town Council:                      Approved                      Disapproved

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Mayor/Town Manager: \_\_\_\_\_

\_\_\_\_\_ Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/26/2026

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).

<b>PRODUCER</b> Ryder Rosacker McCue & Huston 509 W Koenig St Grand Island NE 68801	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 8006584200		<b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b> mmiller@ryderinsurance.com		
<b>INSURED</b> Montana Entertainment & Fireworks LLC Big Sky Fireworks & Liberty Fireworks 7893 Hayfield Drive Helena MT 59602	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A : HADRON SPECIALTY INS CO		17534
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

**COVERAGES**      **CERTIFICATE NUMBER:** 201204323      **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 SUBR INSD 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 checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y Y	H0320PK000046-00	10/23/2025	10/23/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <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					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		H0320XS000013-00	10/23/2025	10/23/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> 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)**  
 Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per form CG 24 04 when required by written agreement.

Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per form SCGL 320 when required by written agreement.

Certificate Holder is added as Additional Insured Where Required by Written Contract.  
 West Yellowstone Chamber of Commerce Town of West Yellowstone

<b>CERTIFICATE HOLDER</b>  West Yellowstone Chamber of Commerce PO Box 458 West Yellowstone MT 59758	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

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# Memorandum

**To:** HBFD  
**From:** Town of West Yellowstone  
**Date:** 5/27/26  
**Re:** Inter-Local Agreement Proposal

---

## Financial:

- Town Contributes 14.5% of 3% RT collections annually
- Payments are made monthly based on prior months collections

## Interlocal Agreement:

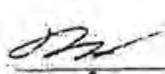

1. Term of Agreement
  - A. 5-year agreement (FY 27-31)
    - ① • Include auto renewal for additional 5-year term (10 Total)
    - ② • Opener upon action request by both boards or 2 years in a row of negative RT collections.
      - Retain a 2-year termination clause
    - ③ • Integrate satisfaction of sale of station #1
    - ④ • Integrate 2019 MOU for additional employee
    - ⑤ • Lease added as addendum
2. Financing and Budgeting
  - Contribution as outlined above
  - Eliminate clause to meet and discuss finances each year
3. Annual Meeting/Cooperation
  - Each entity designate 2 board members and Administrative Officer
  - ⑥ • Purpose of meeting to discuss operations, cooperation, and give a report on the state of HBFD.


4. Administration

- As a quasi-department of the Town, HBFD will provide a monthly report to the Town Council outlining a breakdown of calls for service and other items of note similar to other Town Departments.
- HBFD will provide an annual written report to the Town Council on the state of the department by January 31<sup>st</sup> each year.
  - ✓ Calls for service
  - ✓ Department Personnel Summary
  - ✓ Training
  - ✓ Budget overview
  - ✓ Summary of sources and uses of funds
  - ✓ Capital Purchases
  - ✓ General State of the Department

5. Property

- Town will clear hydrants
- Town will repair and maintain hydrants
- HBFD will continue to provide flow testing
- Cooperation and sharing of equipment

Town of West Yellowstone:  

Hebgen Basin Fire District:  56

Travis and Dan,

We have proposed some minor changes to your revised memorandum. We are trying to make the new inter-local agreement more clear and concise with the proposed changes. The changes we propose are:

#### 1) Term of agreement

- ① • First bullet has been re-phrased to have an opener in 5-years with an automatic renewal if agreeable by both parties.
- ② • Second bullet has added an opener that can be requested by either party or 2-years in a row of negative RT collections, I think this provides a safety net for both parties.
- ③ • Removal of 4<sup>th</sup> bullet, the sale of the building language can be removed from the agreement since the sale has been satisfied. We should keep the building buy back clause in agreement.
- ④ • Removal of 5<sup>th</sup> bullet, the cost of the additional employee is integrated into the contribution from the Town, so the 2019 MOU can be removed.
- ⑤ • Removal of 6<sup>th</sup> bullet, the lease is separate document that doesn't need to be an addendum in the inter-local agreement.

#### 3) Annual Meeting/Cooperation

- ⑥ • Second bullet has added the word finances, and both parties can give a report on current operations, finances, cooperations and state of each entity.
-

**INTERLOCAL AGREEMENT**  
**Town of West Yellowstone and Hebgen Basin Fire District**

This Interlocal Agreement (the “Agreement”) is entered into by and between the Town of West Yellowstone, Montana (the “Town”), and the Hebgen Basin Fire District (the “District”), effective as of July 1, 2026. The Agreement replaces any previous Interlocal Agreements between the Town and the District.

WHEREAS, the Town is a municipal corporation and local government entity organized and existing under the laws of the State of Montana;

WHEREAS, the District is a political subdivision of the State of Montana authorized to provide fire protection and related services within its jurisdiction;

WHEREAS, Article XI, Section 7 of the Montana Constitution and Title 7, Chapter 11, Part 1, Montana Code Annotated, authorize local government units and political subdivisions to cooperate and enter into interlocal agreements for the joint exercise of lawful powers and responsibilities;

WHEREAS, the Town and the District desire to set forth the terms and conditions under which they will cooperate regarding fire protection, emergency response, related services, and such other matters as the parties may agree;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the parties agree as follows:

**1. Purpose**

The purpose of this Agreement is to establish the terms under which the Town and the District will cooperate in providing, supporting, coordinating, or funding fire protection, emergency response, and related public safety services, as more specifically described in this Agreement and any approved attachments.

**2. Term**

This Agreement shall commence on July 1, 2026, and shall continue for five years until June 30, 2031, unless earlier terminated in accordance with this Agreement. The parties may renew or extend this Agreement for one additional five-year term by written amendment approved by both parties. Intent to renew or extend for an additional 5-year term shall be sent by each party by January 31, 2031. Either party may also request review of the terms of this Agreement if there are two consecutive years of negative resort tax collections (July 1 to July 1).

Any party may serve a Notice of Intention to Terminate, either personally or by certified mail, return receipt requested, that it will stop participating in the Agreement two years after providing notice of the intent to terminate to the other party. Notice of the Intent to Terminate by the Town shall also be provided to the Board of County Commissioners. In addition, if upon majority vote of the governing bodies of both parties that extraordinary circumstances exist, then this agreement may be terminated at the end of any fiscal year.

If the District chooses to vacate and sell Station One at any time during the term of this Agreement or within two years of termination, the District agrees that the Town shall have the first right of refusal to purchase said building for the same dollar amount (\$533,000.00) that the District paid to the Town to purchase the building.

### 3. Services and Responsibilities

a. **The District shall provide the following services and responsibilities:**

The District shall be solely responsible for the provision of services set forth in §7-33-2105, MCA, include but not limited to fire protection, fire suppression, fire prevention, and emergency medical services within the boundaries of the district. The District shall provide a generally uniform level of service throughout the District to the extent that geographic limitations will allow, including within the boundaries of the Town and shall in no event shall the District provide a lesser level of service within the Town's boundaries than outside such boundaries.

The District shall perform all fire inspections within the Town as provided in §50-61-114, MCA.

The District will be responsible for annual hydrant flow testing and inspection and will provide all testing and inspection records to the Town by July 1, of each year.

b. **The Town shall provide the following:**

The Town shall provide funding to the District in the amount of FOURTEEN-AND ONE-HALF PERCENT (14.5%) of the 3% Resort Tax collections received by the Town annually. Payments shall be made to the District on a monthly basis in an amount based on the amount of resort tax collections in the month prior to the payment being made.

The Town agrees to allow the District to utilize Town fire hydrants and water for the provision of services and for bona fide training.

The Town shall clear, repair, and maintain hydrants.

#### 4. Administration

The Agreement shall be administered by the following designated representatives, who may coordinate implementation, communication, and routine administration on behalf of the parties:

- For the Town: The Town Manager
- For the District: The District Fire Chief

The District will provide a written monthly report to the Town Council outlining a breakdown of calls for service and other items of note similar to other Town Departments.

In addition, the District shall provide an annual written report to the Town Council on the state of the department by January 31<sup>st</sup> of each year. The report shall outline a summary of the previous year to include, but not be limited to, calls for service, department personnel summary, training, budget overview, summary of sources and uses of funds, capital purchases, and the general state of the District.

Nothing in this Agreement creates a separate legal entity unless expressly stated in a written amendment executed by both parties.

#### 5. Annual Meeting

Each party shall designate two board or council members as representatives to a committee, who, along with the Administrative officers identified in Section 4 above, shall meet once each year before April 1st to discuss operations, finances, cooperation, and to report on the state of each entity.

#### 6. Property, Equipment, and Facilities

The ownership, use, maintenance, replacement, and disposition of any real property, personal property, apparatus, equipment, or facilities used in connection with this Agreement shall be as follows:

- a. The District shall use all of its own equipment, property, and facilities in meeting its responsibilities and obligations under this Agreement.
- b. The District and the Town shall coordinate efforts in performing repairs and maintenance on real and personal property. The parties further acknowledge and agree that such coordination may include the use of equipment, machinery, and tools owned by the other party. Any liability for damage caused to equipment, machinery, and tools owned by the other party will be assumed by the owner of the equipment, machinery, or tool. Any maintenance, repairs or improvements to the building shall be the sole responsibility of the District. The cost of routine maintenance, repair, and replacement will remain with the party that owns the piece of equipment, machinery, or tool.

## 7. Personnel

Unless otherwise expressly provided in this Agreement, personnel employed or engaged by one party shall remain the employees, volunteers, or agents of that party only, and not of the other party.

Each party shall be responsible for compensation, benefits, payroll obligations, workers' compensation coverage, retirement reporting, training, supervision, and discipline of its own personnel, except as otherwise expressly stated herein.

## 8. Insurance and Liability

Each party shall maintain insurance, self-insurance, or risk pool coverage as required by law and as reasonably necessary for its obligations under this Agreement.

To the extent permitted by law, each party shall be responsible for its own acts and omissions and those of its officers, employees, volunteers, and agents. Nothing in this Agreement shall be construed as a waiver of any immunities, defenses, or limitations of liability available under Montana law.

Each of the parties to this Agreement shall indemnify and hold harmless the other party from and against any and all liability, loss, or damage which a party may suffer as a result of claims, demands, costs, or judgments arising against it from the negligence or wrongful act of the other party. The party seeking indemnification under this agreement shall notify in writing the other party within 14 days of any claim made against the party seeking indemnification.

The Town will insure the land on which the Fire Station is located, at 10 South Faithful Street, West Yellowstone Montana. The District shall maintain comprehensive general liability insurance coverage, naming the Town as an additional insured, with such limits and provisions as are required by the Montana Municipal Insurance Authority (MMIA) and the law. The Town shall notify the District, in writing, of any changes to the limits and provisions required by MMIA. In addition to the commercial general liability policy, the District shall insure all personal property, apparatus and equipment and any other buildings or improvements located on the land identified above.

## 9. Amendment

This Agreement may be amended only by a written instrument approved and executed by both parties.

10. Notices

Any notice required under this Agreement shall be in writing and delivered to the parties at the addresses set forth below, or at such other address as a party may later designate by notice:

- Town of West Yellowstone: P.O. Box 1570, West Yellowstone, Montana 59758
- Hebgen Basin Fire District: P.O. Box 1508, West Yellowstone, Montana 59758

11. General Provisions

This Agreement constitutes the entire agreement between the parties concerning its subject matter and supersedes prior negotiations or understandings on that subject.

If any provision of this Agreement is held invalid, the remaining provisions shall remain in full force and effect to the extent permitted by law.

This Agreement shall be governed by the laws of the State of Montana.

IN WITNESS WHEREOF, the parties have executed this Agreement through their duly authorized representatives.

**TOWN OF WEST YELLOWSTONE**

**HEBGEN BASIN FIRE DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Filing Note:** Following execution, this Agreement should be filed with the Secretary of State and the Gallatin County Clerk and Recorder.

1

## CHANGE ORDER NO. 5

2 *This document is a modified version of EJCDC® C-941, copyright © 2018 by the*  
3 *National Society of Professional Engineers, American Society of Civil Engineers, and*  
4 *American Council of Engineering Companies, or is based in part on excerpts from*  
5 *EJCDC documents. Those portions of the text that originated in published EJCDC*  
6 *documents remain subject to the copyright.*

Owner:	Town of West Yellowstone	Owner's Project No.:	01-20-0046
Engineer:	Forsgren Associates, Inc. Record and Steel Construction, Inc.	Engineer's Project No.:	01-20-0046
Contractor:	RSCI	Contractor's Project No.:	565
Project:	West Yellowstone WWTP		
Contract Name:			
Date Issued:	June 11, 2026	Effective Date of Change Order:	June 16, 2026

7 The Contract is modified as follows upon execution of this Change Order:

8 **Description:** The purpose of this change order is to make Owner requested and required changes to  
9 the project. Additionally, the change order will provide credits to the Town for Electricity bills and  
10 generator fuel. This change order includes the following changes:

11  
12 **Additional scope of work:**

13  
14 Item 5a. Additional lighting – The Town Superintendent of Public Services requested (6)  
15 additional lights be provided and installed. The cost does not include conduit, wire,  
16 termination, testing, or labeling.

17  
18 Item 5b. Additional Access points - The Town Superintendent of Public Services requested  
19 additional access points to the screen / grit channel and concrete steps at access points. The  
20 access points will have chain instead of the specified handrail. The access points will provide  
21 easier access to the top of the channel.

22  
23 Item 5c. Solids Handling Sampling Port and Additional Drain Line Valve - The Town  
24 Superintendent of Public Services requested an additional sampling port closer to the  
25 dewatering bins. The additional drain line valve will be located in the yard. The additional  
26 valve will stop flow to the Solids Handling Station or Septage Receiving station when the  
27 process basins are being drained. This additional valve is will make plant operation easier  
28 during plant drain maintenance once a year.

29  
30 Item 5d. Portable TSS Meter - The Town Superintendent of Public Services requested a  
31 portable TSS meter be provided for operation of the plant.

32  
33 Item 5e. Radiant Heater Change – In order for the Radiant Heaters to be in the Class 1 Div 2  
34 areas as specified, a safety control mechanism was added so that the heaters will not turn  
35 on if there is a gas alarm (gas being detected). Also, at the Superintendent of Public Services  
36 requested that one radiant heater be moved to the thickener room basement.

**EJCDC-C-941  
CHANGE ORDER**

---

1  
2 Item 5f. Exhaust Fan Shroud – Protective shrouds over the exhaust fans under the roofline  
3 was added to protect them from damage caused by falling snow and ice. The shrouds are  
4 required to ensure the exhaust fans remain operational and capable of providing the  
5 ventilation necessary for safe plant operation.

6  
7 Item 5g. HVAC Controls – To reduce HVAC-related power consumption, instrumentation and  
8 control system programming were added to allow the ventilation system to operate either  
9 continuously, as specified in the plans, or on demand. When operating in demand mode, the  
10 system automatically activates in response to a gas alarm, reducing energy usage while  
11 maintaining safety requirements.

12  
13 **Credits:**

14  
15 Item 5h. RSCI Electricity Consumption – During the project, RSCI is required to pay for any  
16 power consumption that they use. The attached documentation shows the power  
17 consumption. Contractor is required to pay all monthly service charges until final  
18 acceptance. This change order accounts for the charges from project start to May 2026. An  
19 additional CO will be executed for the power consumption until final acceptance.

20  
21 Item 5i. Generator Fuel – The contract requires the generator fuel tank to be filled to 100%  
22 capacity. However, the Town Public Works Director requested that the tank be filled to 75%  
23 capacity instead. The rationale for this request is to reduce the amount of fuel stored for an  
24 extended period, which may help minimize fuel degradation during storage.

25  
26 **Basis of payment:** The Town will pay for Change Order items based on completion of the item for  
27 the following amount:

<b>CO Item</b>	<b>Description</b>	<b>Total</b>
CO-5a	Additional lighting	\$9,720.00
CO-5b	Additional Access points	\$5,500.00
CO-5c	Solids Handling Sampling Port and Additional Drain Line Valve	\$6,880.00
CO-5d	Portable TSS Meter	\$5,410.00
CO-5e	Radiant Heater Change	\$9,520.00
CO-5f	Exhaust Fan Shroud	\$14,340.00
CO-5g	HVAC Controls	\$32,880.00
CO-5h	RSCI Electricity Consumption	-\$24,348.41
CO-5i	Generator Fuel	-\$2,720.00
<b>CO #5 Total</b>		<b>\$57,181.59</b>

28  
29 **Contract Time:** When the winter shutdown started on January 8, 2026 there was 102 days left to  
30 reach substantial completion. During the winter shutdown, RSCI was unable to utilize full  
31 construction crews due to seasonal limitations. To accelerate plant startup, work was performed in  
32 select priority areas whenever conditions allowed, even though the contract permits a full winter

1 shutdown. Forsgren provided periodic inspection during this time, so one day of inspection reduced  
2 one contract days from the number of total contract days. This plan was approved in the January 20,  
3 2026 council meeting. During the winter shutdown, 32 calendar days were expended resulting in 70  
4 days remaining until substantial completion. The winter shutdown stopped on April 12, 2026, which  
5 results in substantial completion date of June 21, 2026 with final completion date of July 21, 2026.

6  
7 The additional time to cover the additional work described above in Items 5a, 5b, 5c, 5d, 5e, 5f, 5g  
8 will be 93 calendar days. The additional time is for final completion activities and is not considered  
9 substantial completion, as these items are not required for the plant to be operational. The  
10 additional valve in Item 5c. has a 17 week lead time. All other items will require 31 additional days  
11 to complete, and will be completed within that 31 day period. Providing the 93 days to final  
12 completion extends the date to October 22, 2026.

13  
14 Final completion will not include Dewatering system startup, the equipment is installed and working  
15 but the plant biology will not be ready for startup until the spring. RSCI will postpone the wasting  
16 startup until the spring when the crews are ready. Dewatering startup is defined as pumping to the  
17 dewatering bins, including contractor providing equipment, polymer, and any other items in order  
18 to dewater the sludge from the digesters.

19  
20 **Attachments:**

21 Item 5a. Additional lighting – FA RFC 5, RSCI PCO 565-011

22 Item 5b. Additional Access points – FA RFC 6, RSCI PCO 565-014

23 Item 5c. Solids Handling Sampling Port and Additional Drain Line Valve – FA RFC 10, RSCI PCO  
24 565-017

25 Item 5d. Portable TSS Meter – FA RFC 11, RSCI PCO 565-015

26 Item 5e. Radiant Heater Change – FA RFC 7, RSCI PCO 565-024

27 Item 5f. Exhaust Fan Shroud – FA RFC 8, RSCI PCO 565-013

28 Item 5g. HVAC Controls – FA RFC 9, RSCI PCO 565-019

29 Item 5h. RSCI Electricity Consumption – Fall River Charge documentation and summary

30 Item 5i. Generator Fuel – RSCI PCO 565-012

31 Additional time – Documentation from RSCI (email from Trent dated June 9, 2026)

32

**EJCDC-C-941  
CHANGE ORDER**

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>31,209,695.88</u>	Original Contract Times: Substantial Completion: <u>548</u> Ready for final payment: <u>578</u>
<b>Increase</b> from previously approved Change Orders No. 1 to No 4 \$ <u>118,857</u>	<b>Increase</b> from previously approved Change Orders No.1 to No. 4 : Substantial Completion: <u>14</u> Ready for final payment: <u>14</u>
Contract Price prior to this Change Order: \$ <u>31,328,552.88</u>	Contract Times prior to this Change Order: Substantial Completion: <u>562</u> Ready for final payment: <u>592</u>
<b>Increase</b> this Change Order: \$ <u>57,181.59</u>	<b>Increase</b> this Change Order: Substantial Completion: <u>0</u> Ready for final payment: <u>93</u>
Contract Price incorporating this Change Order: \$ <u>31,385,734.47</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>562</u> Ready for final payment: <u>685</u>

<p>Recommended by Engineer (if required)</p> <p>By: <u>Camille Miller</u></p> <p>Title: <u>Project Engineer</u></p> <p>Date: <u>June 11, 2026</u></p> <p><u>Authorized by Owner</u></p> <p>By: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p>Accepted by Contractor</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><u>Approved by Funding Agency (if applicable)</u></p> <p>_____</p> <p>_____</p> <p>_____</p>
---	--

1

**END OF SECTION**

# RESOLUTION NO. 836

## DECLARING CERTAIN PROPERTY SURPLUS AND AUTHORIZING DISPOSAL

**WHEREAS**, the Town of West Yellowstone has acquired certain property that is no longer necessary for the conduct of town business, and

**WHEREAS**, the Town desires to dispose of this property according to the mechanisms provided by Section 7-8-4201 of the Montana Code Annotated, and

**WHEREAS**, the Town wishes to make public for the purpose of disposal after providing appropriate public notice the following vehicles and equipment:

2006	Dodge	Durango	Odometer 115887	1D4HB38N26F192139
2010	Ford	Expedition	Odometer 76049	1FMJU1G54BEF13835
2017	Dodge	Ram 1500	Odometer 92617	1C6RR7XT9HS573833
2017	Dodge	Ram 1500	Odometer 83542	1C6RR7XT0HS573834
2017	Dodge	Ram 2500	Needs transmission	3C6UR50J2Jg179542

Metro C537-CFC-4 Combination Proof & Hold Cabinet, manufactured December 2020  
Canon Image Runner Advance 525iF black ink printer, manufactured approx. 2020

**NOW THEREFORE BE IT RESOLVED THAT** the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, hereby declares the property listed above as surplus and hereby authorizes the Town Manager to dispose of this property through sale, auction or other appropriate means.

**PASSED AND ADOPTED BY THE TOWN COUNCIL AND APPROVED BY  
THE MAYOR FOR THE TOWN OF WEST YELLOWSTONE THIS  
16th DAY OF JUNE, 2026.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

ATTEST:



\_\_\_\_\_  
Town Clerk

# Doge Durango 2006

Vin – 1D4HB38N26F192139

Former vehicle for the Town of West Yellowstone public works department with 115887 miles on the odometer



Minimum Bid \$850.00

# Ford Expedition 2010

Vin – 1FMJU1G54BEF13835

Former Police Curser for the Town of West Yellowstone with 76049 miles on the odometer

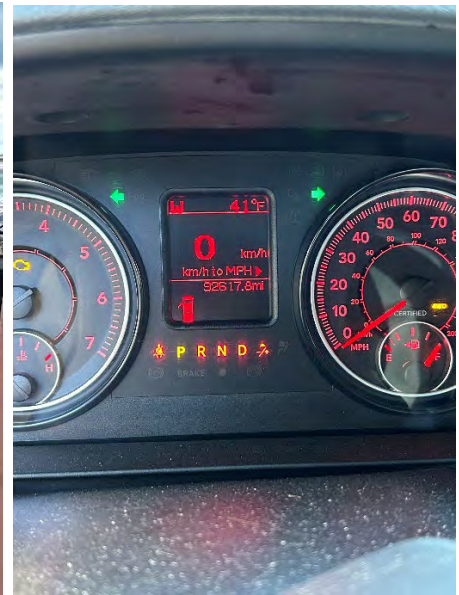


Minimum Bid \$3,500.00

# Ram 1500 2017

Vin - 1C6RR7XT9HS573833

Former Police truck for the Town of West Yellowstone with 92617 miles on the odometer



Minimum Bid \$6,000.00



# Ram 2500 2017

Vin – 3C6UR50J2Jg179542

Former vehicle for the Town of West Yellowstone public works department



Minimum Bid \$3,500.00

**Metro C537-CFC-4 Combination Proof & Hold Cabinet (manufactured December 2020)** and evaluated the condition and estimated market value of the equipment. The unit is in good working condition and appears complete with racks, controls, and accessories. Based on comparable commercial foodservice equipment and the age of the unit, staff estimates the fair market value to be approximately **\$2,500.00**. Staff recommends declaring the equipment surplus property and soliciting sealed bids with a **minimum bid amount of \$1,000.00**.



**Canon Image Runner Advance 525iF Black Printer, estimated purchase date, 2020.** The printer is in good working condition. Staff estimates fair market value to be **\$1800**.





APPLICATION FOR BOARDS AND COMMITTEES

Name Jason Howell Date 06-03-2026

Address PO Box 484

City West Yellowstone State MT Zip 59758

Phone (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell/Other): 406-461-1023

E-Mail Address: jkhowell@myyahoo.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 18 years

Board or Committee you are applying for: Cemetary

Occupation: Utility Systems operator

Employer: Dept. of Interior Yellowstone National Park

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

If so, which board, and for how long? RAC, Hebgen Basin Rural Resort Tax

Past Memberships and Associations: Montana Snowmobile Association

Current Memberships and Associations: \_\_\_\_\_

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: \_\_\_\_\_

What are your primary objectives for serving on this board? Help with maintaining our beautiful resting area.

References (Individual or Organization):

\_\_\_\_\_  
Phone: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_

Signature: Jason Howell Date: 6-3-26

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

**Town Manager Highlights 2025-26**

*Updated 06/10/26*

**Primary Projects/ Town Council Priorities completed 2025:**

**COMPLETED**

Ongoing CIP Projects  
80 Acres Zoning Map  
80 Acres Infrastructure Committee  
Water rights review  
Growth Policy review  
Parks and Trails Master Plan (6/16/26)

**Secondary Projects:**

**COMPLETED**

Deputy Clerk/Permit Technician position  
SFE Calculator Annual Review

**Progress on Town Council Goals 2026:**

**COMPLETED**

Hebgen Basin Fire District (HBFD) Issues (6/16).

**ONGOING**

80 acres infrastructure development.  
80 acres/housing plans and strategy- preliminary plat.  
Subd. Regulation revisions.  
Housing Fund Policy.  
Mammoth Room Roof.  
Town Attorney Contract.

**Town Secondary Priority Projects for 2026:**

**COMPLETED**

Business License Ordinance revisions.  
Complete Park and Recreation Master Plan (6/16).

**ONGOING**

Resort Tax Ordinance revisions.  
Parking Ordinance Updates.  
Town Policy review/updates.  
Advisory Board review.

Cemetery expansion options.

**Other Misc. Completed tasks/Projects/Highlights 2025-26**

- Montana Planning Conference- Helena
- LMCT Annual Conference- Billings
- Montana Executive Summit- Livingston (Town Managers and Mayors)
- GOSMA Conference- Kalispell
- One Valley Housing Coalition- attended quarterly meetings and hosted April 2026 Meeting
- LMC/MMIA Regional Meeting- Great Falls, Ennis
- Resort Tax Association Annual Meeting- Columbia Falls
- Resort Tax Association- Vice President
- Montana City and County Managers Association- Board of Directors
- Hebgen Lake Zoning Advisory Board Member
- Maintain AICP Accreditation
- Monthly Engineer Meetings
- Greenway Committee Meetings
- State Rep. and Sen. Roundtable
- Study Commission
- West Yellowstone Housing Coalition Meetings
- Adoption of the Local Housing Strategy
- Housing Needs and Market Analysis
- Gibbon Avenue Apartment Project
- Variance Request Sleepy Hollow
- Misc. Zoning Permits/Development Projects
- Water and Wastewater allocation and connection policy
- Records Retention Policy
- Cash in Lieu of Parking Policy
- West Yellowstone Foundation Lease
- Moonrise Mediation
- West Development Mediation
- Settlement of the lawsuit with the MAHOA
- Wellhouse Building
- PD Remodel
- Zoning Code Updates
- Public Services Director Promotion
- Police Chief Promotion
- Recreation Coordinator Hire
- New Hires, Police, Dispatch, Public Services
- Staffing Plan Amendment
- ZERO Employee Grievances in the past 12 months.
- Police Protective Unit negotiations 2026
- Sunflower Peak Planning Contract
- Department Heads Leadership Activities

- Memorial Day Services
- 4th of July
- Town Christmas Party
- Community Clean up

**June 2025-June 2026 Work Sessions**

*6/3/25. Budget (CIP)*

*6/17/25. Sewer Moratorium.*

*7/1/25. Budget (General Fund and Special Revenue).*

*7/15/25. Budget (Enterprise Funds/Final Budget Thoughts).*

*8/19/25. NRMEDD.*

*9/2/25. Final Budget Review.*

*9/2/25. Staffing Plan.*

*9/16/25. Growth Policy.*

*11/18/25. SFE Review./Candidate Interview*

*12/2/25. WWTP Update*

*12/16/25. 80 Acre Update*

*1/20/26. Department Head Annual Reports.*

*2/3/26. Town Council Priorities.*

*2/17/26. Budget Kick-off meeting.*

*3/17/26. Mammoth Room Update/ 80 acres Preliminary Plat.*

*4/7/26. Housing Fund Policy/Business License Ordinance.*

*5/4/26 Business and Workforce Housing Assessment/HRDC Housing Tech. Services*

*5/18/26. Special Revenue & Debt Management*

*6/2/26. CIP Budget*