



## Park County Newsletter for June 2024



Welcome to the Park County Commissioners' monthly newsletter. We hope this newsletter will help you stay up to date on important updates, upcoming events, and the latest developments from your local government.

This newsletter will be released on the first Friday of each month. If you wish to receive this newsletter directly to your email in the future, please scan the QR code to subscribe. To view this newsletter online, follow the link on the [parkcounty.org](http://parkcounty.org) homepage.

### Park County Communications Survey



*Park County wants to hear from you!*

Your Park County government is committed to inviting public participation and providing helpful, accurate information to residents. The purpose of this short, confidential survey is to gauge how you stay informed, what your communication preferences are, what information you are looking for, and how we can foster engagement with you. **The response deadline is Friday, June 28<sup>th</sup>.**

Choose **one** of the following options:

1. Scan the QR Code above with your mobile device.
2. Access the survey directly here: <https://www.surveymonkey.com/r/SFTGM2F>

3. Access the survey on the "[County Communications](#)" page on the Park County website.
4. Printed copies of the survey and drop off boxes are available at the following locations:

#### **The City/County Complex**

Clerk & Recorder's Office and the County Commission Chambers  
414 E Callender St.  
Livingston, MT 59047

#### **Glenn's Shopping Center**

504 Miles St.  
Clyde Park, MT

#### **Gardiner Chamber of Commerce**

216 W Park St.  
Gardiner, MT 59030

**For questions, or to request a mailed survey, please email [mhardin@parkcounty.org](mailto:mhardin@parkcounty.org) or call (406)222-4156.**

# The Park County Budget Part 3: Grants

From infrastructure improvement to economic development, grant funds received by Park County impact a variety of community programs, projects, and services. Grants enable County departments to expand programs, projects, and services without placing a greater burden on the budget. The mission of the Department of Grants & Special Projects (“DGSP”) is “to increase the County’s capacity to compete for federal, state, county, corporate and foundation grants and to effectively assist in the full life cycle of grant management from application to award through closeout.” Kristen Galbraith, Director of the DGSP for Park County, is one of three in the State of Montana who is Grants Professional Certified (GPC). Since 2009, Galbraith has written successful grant applications totaling over \$61 million in funding for Park County.

## BACKGROUND INFORMATION

The grants life cycle includes grant seeking, the application process, post-award management, and closeout procedures. The DGSP, County Commission, and County departments are involved throughout the cycle.

### Grant Seeking

In collaboration with County departments, the DGSP conducts research to find possible grant opportunities that support department needs and priorities. Before seeking approval from the County

Commission to begin a grant application process, the DGSP considers the County’s capacity to fulfill all grant requirements, staff time involved in the administration of the grant, conflicts of interest, and the grant’s contribution to Park County’s mission and goals.

### Applying for a Grant

Once a grant opportunity has been identified, the DGSP meets with the department to discuss the competitiveness of an application submittal, conduct an in-depth review of the application materials, and identify programmatic implications. Departments are required to develop a continuation plan that addresses strategies for sustaining grant funded programs should funding be reduced or terminated to avoid the absorption of costs to the County’s operating budget.

A formal decision on whether to pursue a grant opportunity is made by the County Commission during a regular public meeting. If the Commission approves the grant opportunity, the DGSP begins the process of assembling the grant application. Departmental staff support the process by providing the DGSP with necessary technical and operational expertise and knowledge about the program or project.

The time commitment necessary to complete a competitive application can vary greatly. During the application process, the DGSP attends project team meetings, reviews draft applications with departmental staff, assists with securing

additional materials such as letters of support, memorandums of understanding, and letters of commitment to be included in the application; the Department also develops executive summaries, budgets, logic models and other commonly required application components.

## **Submission**

Submittal of grant applications require prior review and approval from the DGSP and the County Commission. This ensures that a program and application materials align with County priorities, meet document standards, have required funds and resources available, and have realistically evaluated a means of continuation after the grant period ends.

From the DGSP Standard Operating Policies & Procedures (“SOPP”):

1. The DGSP will post an agenda item for discussion/decision of submittal (and applicable signature pages, resolutions, funding commitments, etc.) of the grant application at an upcoming County Commission meeting.
2. The County Commission authorizes application submission and the County Commission Chair and/or the Director of DGSP signs the required (including – but not limited to – signature pages, resolutions, funding commitments, etc.).
3. The DGSP submits the application following the guidelines required by

the funding agency – generally through an electronic portal format.

4. The DGSP uploads all application materials to the “Applications in Progress” folder on the Park County DGSP file folder system.
5. Upon receipt of notification that a grant will be awarded, the documentation is filed and post-award procedures take place.

## **Post-Award Grant Management**

Once grant funding has been awarded, project implementation and management begins. The award is brought before the County Commission and a formal decision is made on acceptance. The DGSP works with the Finance Department on how to manage revenue and expenses related to the grant funded project or program. The DGSP ensures the required contracting documentation is sent to the funding agency.

In some circumstances, Park County partners with outside organizations such as local non-profits or water or sewer district authorities and serves as the lead applicant in the grant process. The County assumes responsibilities for the grant and requires a Cooperation Agreement, a document outlining each organization’s role in fulfilling requirements, with the partner organization. Typically, these organizations must pay a grants administration fee to the County.

All departments that receive grant funding must work with the DGSP to develop a

Grant Implementation Plan. This plan identifies goals and objectives, the project timeline, milestone events, anticipated expenditures, roles and responsibilities, and conditions. Departments assume responsibility for meeting the financial and implementation requirements for every grant.

Grant documentation must be kept a minimum of five years (sometimes longer) past the official close of the grant.

## TYPES OF GRANTS

**Foundation Grants:** Local, state, and national foundations exist to contribute monies from their endowments to programs of specific interest to their founders or board of directors and/or to benefit specific locations or populations. They make decisions following their own by-laws. As such, requests for funding from foundations should reflect the unique priorities of each organization.

**Corporate Grants:** Corporate philanthropies are private funders who are endowed by corporations, and in some cases even receive a designated percentage of profits each year to contribute. They too make funding decisions based on their own by-laws, which often dovetail with the sector in which the associated corporation operates. Usually, a corporation's website will detail its grant-making priorities and application guidelines.

**County Grants:** Some counties and their associated agencies offer a limited number of grant opportunities each year which are

open to local municipalities. They are often competitive.

**State Grants:** The State of Montana offers several competitive and discretionary grant opportunities for municipalities and jurisdictions through various agencies. These grants cover a wide variety of subject matter including environmental issues, public health, public safety, transportation funding, roads and bridges, communications, cybersecurity, economic development and historic preservation.

**Federal Grants:** The most time-consuming and competitive opportunities, federal grant applications are substantial undertakings that can require project teams working upwards of three months to successfully complete. These grants often provide very substantial funding for longer-term initiatives, pilot projects, equipment, infrastructure-related projects, etc. that may be too costly to otherwise fund. These opportunities are often offered through relevant agencies like the Department of Agriculture, Department of Education, Department of Justice, Department of Transportation, etc.

## IMPACT OF GRANTS IN PARK COUNTY

Park County consistently receives at least \$2 million in grant funding each year. In some years, there has been a spike in grant funding. For example, this year, Park County received \$14.5 million for the Shields River Road project.

Grant funding is a major source of funding for repairing or replacing County bridges. Current and upcoming projects

include Canyon Creek Bridge, Hamilton Road Bridge, Bruffey Lane Bridge, West Boulder Bridge, Carbella Bridge, Rock Creek Bridge, and Horse Creek Bridge. While grant funding is available for bridges, opportunities for grant funding for road maintenance are rare.

The Park County Crisis Diversion Program, Windrider Transit Program, and the Park County Victim/Witness Assistance Program are examples of programs that utilize grant funding. Since November 2017, Windrider Transit has provided free fixed-route services to Park County residents. The service provides transportation for people who do not have the means to or choose not to drive. Riders include elderly residents, people with disabilities, youth, and the general public. Grant funding from the Montana Department of Transportation covers 55 percent of total operating, administrative, and maintenance costs per year. The remaining 45 percent is locally funded through community partner donations.

Grant funding can also be used in economic and community development. The Glassybaby Job Creation Project has contributed to the creation of 75 jobs.

## WHERE TO FIND MORE INFORMATION

To learn more about the Department of Grants & Special Projects, visit: <https://www.parkcounty.org/Government-Departments/Grants-Special-Projects/>

## Public Health 101

### WHAT IS PUBLIC HEALTH AND WHY DOES PARK COUNTY HAVE A HEALTH DEPARTMENT?

Public health has made several important contributions to the health of the country for over two hundred years. Vaccinations have prevented or eliminated smallpox, measles, diphtheria, pertussis, rabies, typhoid, and polio. Ensuring clean drinking water and improved sanitation has greatly reduced or eliminated infectious disease spread through a contaminated water supply. Public health has also improved food safety, motor vehicle and workplace safety. In recent years, public health has shifted its focus towards chronic disease prevention and education, equal access to health care and safe communities, and population or community level prevention.

### History of Public Health in Montana

Montana passed laws as early as 1864, which focused on public health and give the responsibility for public health to local jurisdictions. In 1895, Montana's laws outlined the establishment and duties of County Boards of Health to guard against contagious or infectious diseases. In 1901, the legislature established Montana's first statewide Board of Health which among other things, made smallpox vaccine a requirement for public school attendance. Other health concerns of the time included Rocky Mountain Spotted fever, tuberculosis, food and drug safety, storm sewers, infant, maternal and child health,

and sanitation in schools, at tourist facilities and on passenger trains.

## **Public Health in Park County**

Today, the Park City-County Health Department, similar to all health departments in the state, operates under Montana's public health laws which is found in the Montana Code Annotated. State law requires counties and cities of a certain size to have health departments. Some of the purposes of public health found in State law are to monitor the health status and identify solutions; investigate and diagnose health problems; educate on health issues; and develop policies and programs to protect health and ensure safety. A health department is also required by state law to ensure disease prevention and control, regulate smoking in public places, and inspect and permit retail food establishments, hotels, motels, wholesale food establishments and other licensed establishments.

The Park City-County Health Department consists of a director and administrator, one public health nurse who works in our rural schools, a disease intervention specialist who investigates cases of communicable disease in Park County, a Women, Infants and Children (WIC) program coordinator, a Public Health Emergency Preparedness Coordinator, and a Prevention Specialist. The Health Department has two Sanitarian positions and several part-time employees working on social connection and community building in the schools and our elderly population. Vaccine clinics take place

throughout the County including the schools, nursing home, group homes and assisted living facilities with the help of a volunteer staff.

Our local Board of Health meets quarterly to review policy, Department updates, and any public health concerns affecting Park County. The meetings are open to the public and take place on the second Tuesday of January, April, July, and October.

Funding for the Park County Health Department comes primarily from the Montana Department of Health and Human Services, supplemented by outside grant funding and some general fund contributions.

Reference: Public History-Public Health, July 14, 2021, State Historic Preservation Office

## **WHERE TO FIND MORE INFORMATION**

To contact the Park County Health Department, call (406) 222-4145.

Visit the Park County Health Department webpage:

<https://www.parkcounty.org/Government-Departments/Health-Department/>

# Park County Commissioners

## UPCOMING MEETINGS

PARK COUNTY COMMISSION MEETINGS are held every Tuesday at 9:00am and typically take place at the City-County Building, 414 E. Callender St., Livingston, MT, in the Commissioner Chambers unless otherwise indicated.

## FY25 BUDGET WORKSHOPS

The Commissioners will have four 2-hour sessions for FY25 Budget Workshops:

**Thursday, June 13th** - Community Room  
- 9:00 AM-11:00 AM

**Thursday, June 20th** - Community Room  
- 9:00 AM-11:00 AM

**Wednesday, June 26th** - Commissioner Chambers - 9:00 AM-11:00 AM

**Thursday, June 27th** - Community Room  
- 9:00 AM-11:00 AM

## MEET WITH YOUR COMMISSIONERS

Visit with Commissioner Clint Tinsley:

**1st Friday of the Month at 9:00am**

Two Doors Down Coffee Bakery in Clyde Park

Visit with Commissioner Bryan Wells at the following locations:

**2<sup>nd</sup> Friday of Month at 9:00am**

Riverside Hardware \*upstairs conference room

107 S Main St, Livingston, MT 59047

**4<sup>th</sup> Wednesday of Month at 9:00am**

St. John's Episcopal Church

8 Story Rd, Emigrant, MT 59027

## CONTACT INFORMATION

### DISTRICT 1- MIKE STORY

Term: 2023-2026

Phone: 406-223-1548

### DISTRICT 2- BRYAN WELLS

Term: 2023-2024

Phone: 406-223-9162

### DISTRICT 3- CLINT TINSLEY

Term: 2021-2024

Phone: 406-224-3376

## County Board Meetings

When county residents serve on county boards and commissions, they volunteer their service for the betterment of local communities and Park County. Citizens are encouraged to attend board and commission meetings, which are always open to the public.

Board and Commission meeting agendas are posted in the City/County Complex 48 business hours in advance.

## Applications Open for Leadership 49

### What is Leadership 49?

Leadership 49 is a nine-month program for Park County residents to develop leadership skills, gain community knowledge, and make a difference.

## **Program Highlights:**

- Develop leadership skills: Through monthly workshops, community projects, and networking with local leaders.
- Gain community knowledge: Learn about Park County's challenges and opportunities.
- Network with key players: Connect with community groups, businesses, elected officials, and more.

## **Commitment:**

- Monthly sessions: Second Friday, October-May (9am-4pm).
  - October 11, 2024 – Livingston
  - November 8, 2024 – Wilsall
  - December 13, 2024 – Gardiner
  - January 10, 2025 – Clyde Park
  - February 14, 2025 – Tom Miner Basin
  - March 14, 2025 – Cooke City
  - April 11, 2025 – Livingston
- Overnight retreats: September 13-14, 2024
  - May 8-9, 2025 – Paradise Valley
- Group project: Requires additional time outside of sessions.

## **Cost:**

- Tuition: \$350 (covers meals but not transportation).
- Financial assistance: Available, inquire if needed.
- Due: Before the first session.

## **Selection:**

- Maximum of 18 participants: Chosen by L49 Alumni to represent the full county spectrum.

- Selection criteria: Strong interest and commitment to the program.

More information on the program and how to apply may be found at <https://parklocal.org/community/leadership-49/>

**Please direct any questions to (406) 222-4156 or [mary.keyes@montana.edu](mailto:mary.keyes@montana.edu).**

## **Work with Us**

Join us and experience the job satisfaction that comes with knowing your work directly contributes to the betterment of Park County and its residents. Job opportunities are posted on the bulletin board outside of the Human Resource Director's office.

Visit our website at [jobs.parkcounty.org](https://jobs.parkcounty.org) for information on how to apply.

## **Update from the Road Department**

Every year vehicles traveling over gravel roads kick up dust which leaves the road surface. A vehicle traveling one mile on a dirt road every day of the year has been measured to remove 2.59 tons of material per year from the road surface. With the increased vehicle traffic in Park County from both increased residents and recreational activities this amount to over 100,000 tons of gravel blown off county roads every year. With the cost of purchased gravel around \$7.50 per ton it would cost the County more than total amount paid in property taxes to the road fund to replace the gravel lost on the roads



every year. To combat this unwinnable situation the Commissioners had the road department purchase a gravel crusher to use in County gravel pits. The County can crush gravel for a total cost of between \$0.67 and \$2.33 per ton depending on the location of the pit (\$1.00 to \$3.50 per cubic yard). This allows the County to crush gravel closer to the location the gravel is needed as well as make enough gravel to make a dent in the amount lost to traffic every year. In the last year gravel crushed in house has been used on Potter Creek Road, Quinn Creek Road, parts of Swingley Road, shoulders of Old Clyde Park Road, and Divide Road. The County is planning on a large gravel project this summer on Old Yellowstone Trail North and Trail Creek Road. In summer 2025 the county plans on performing a large gravel project on Swingley Road. Many of these roads haven't seen gravel in over a decade and conditions on them should improve dramatically with the gravel projects.

**Questions and concerns can be directed to (406) 222-4114 or [mwhitman@parkcounty.org](mailto:mwhitman@parkcounty.org).**

## Upcoming Events

DRAFT UPPER YELLOWSTONE CHANNEL MIGRATION MAP

**Gardiner Community Center; June 10 from 6:00-7:30pm**

208 W Main St., Gardiner MT 59030

Park County would like to invite members of the public to attend a presentation of

the Draft Upper Yellowstone Channel Migration Map and provide input on the map. Following the 2022 Yellowstone Flood, Park County was awarded funding through the DNRC Reclamation and Development Planning Grant Program (Agreement No. RITP-23-0194) to update the 2009 Upper Yellowstone channel migration map between Gardiner and Springdale. The migration map is a non-regulatory tool that illustrates historic river channel movement over time and identifies locations that are susceptible to future channel movement. Three public meetings will be held where the consultant will present the draft map to the public, answer questions, and receive input. Once finalized, the completed map will be made available on the internet in the form of an interactive mapping tool that the public can access free of charge.

For additional information, please contact the Montana Freshwater Partners at [jblank@freshwaterpartners.org](mailto:jblank@freshwaterpartners.org)

PARK COUNTY SUBDIVISION REGULATIONS PUBLIC MEETING/WORKSHOP

**Community Room of the City/County Complex; June 11, 2024 at 6:00pm**

The Park County Planning Department invites you to attend a public meeting/workshop to learn about updating the Park County Subdivision Regulations. The Park County Commission made a determination to move forward with updating the 2010 Park County Subdivision Regulations. As part of their

determination, they requested the Planning Department hold an informational public meeting before starting the formal update. The meeting will provide an overview of the Subdivision Regulation contents, a description of the overall process, and allow members of the public to ask questions of the Planning Staff. The public meeting/workshop will take place on June 11, 2024 at 6:00pm in the Community Room of the City/County Complex, located at 414 East Callender Street, Livingston, Montana. The public meeting will also be available online via ZOOM, with the invite link and agenda being posted to the County Website soon! The meeting/workshop will be an informational meeting only, with no decision being made.

**Please feel free to contact the Planning Department Staff for more information at [planning@parkcounty.org](mailto:planning@parkcounty.org) or by calling (406) 222-4102.**

### 3RD ANNUAL PARADISE VALLEY WEEDS EDUCATION FIELD DAY

**Six Mile Creek Picnic Area, Bridger Hollow Road; June 12, 2024 9:00am-noon**

Learn more about managing for noxious weeds with your local resource team. Lunch is provided.

Topics include:

- How to identify, map, and monitor weeds
- All you need to know about invasive annual cheatgrass management

- Safety talk and PPE when using herbicide

**To register, contact Park County MSU Extension at (406) 222- 4156 or Bethany (406) 333-1398.**

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### Engage with Us

City/County Complex  
414 E. Callender St.  
Livingston, MT 59047  
(406) 222-4100

### LET'S CONNECT!

We want to tell you about what we are doing. Your Park County staff is working hard to meet the needs of our community. Visit our new communications page to sign up for newsletters, email updates, social media, and emergency alerts. We welcome you to join us in our meetings, engage in the public process, and let us know how we are doing.

<https://www.parkcounty.org/Government-Departments/Emergency-Services/County-Communciations/>