



BIG SKY OWNERS ASSOCIATION

Board of Director's Meeting Minutes September 2, 2016

Big Sky Owners Association Board of Directors met September 2, 2016 at 12 PM at the Big Sky Owners Association office in Big Sky, Montana. Directors in attendance included: John Loomis, Gail Young, Kevin Frederick, Barb Rooney, Sharon Douglas, Kent Volosin, Steve Barrett and Grant Hilton. Unable to attend was Eric Ossorio. Suzan Scott and Lori Wetzel represented staff. Kristin Gardner, Jeff Dunn and Mike Rotar also attended the meeting.

1. **Membership Forum:** None

2. **Call to Order:** John Loomis called the meeting to order at 12:07 PM.

3. **Presentation: Sedge Borrow Project** – Kristin Gardner, Executive Director of the Gallatin River Task Force and Jeff Dunn from RESPEC asked the Board for permission to remove sedge from the west side of Little Coyote Pond to relocate them to an area where West Fork stream restoration is taking place. Jeff explained that the largest segments removed would be the size of an excavator bucket along with 6 inches of soil. The sedge plant roots are left which should allow the vegetation to re-establish itself along Little Coyote Pond. There will be a 3 year monitoring plan to ensure the revegetation will be established and if not, wet land seed will be planted to jump start the process. The project is scheduled to start the 3rd or 4th week of October. Per Mike Rotar of RESPEC, this sedge borrow project should not have any effect on the Army Corps of Engineer permit, nor the Little Coyote Pond Construction Project that the BSOA is going to start next year. Motion made by Kevin Frederick to allow the removal of sedge from the west side Little Coyote Pond pursuant to a written agreement from Gallatin River Task Force, to be approved by the Legal Committee, to allow the excavators on BSOA property; seconded by Steve Barrett. Motion unanimously carried.

***** Kristin Gardner & Jeff Dunn exited the meeting at 12:25*****

***** Mike Rotar exited the meeting at 12:25*****

4. **Minutes:** Motion made by Steve Barrett to approve the June 17, 2016 minutes; seconded by Barb Rooney. Motion unanimously carried.

5. **Finance and Audit Committee**

A. June and July Financials – Treasurer Kevin Frederick presented the June 2016 financial statement. Kevin stated that the vacation and sick accrual appears high as staff had not yet

used their accrued vacation time this summer. Kevin also stated that the BSAC has taken in large performance deposits based on the ending values in the bank accounts. Kevin pointed out the increase in property taxes due to an incorrect tax classification, has been corrected by staff, however, there will be no refund for the 2015 tax increases that have already been paid. It was also noted that future property taxes for BSOA open space will be significantly reduced due to staff's efforts. Motion made by Steve Barrett to accept the June 2016 unaudited financial statement as presented by Kevin; seconded by Sharon Douglas. Motion unanimously carried. Kevin presented the July financial statement pointing out that the vacation accrual has been reduced and will be reduced even more in August due to staff taking vacation time. Kevin commented on a check written in July to sponsor a cowboy in the PBR rodeo. Motion made by Steve Barrett to accept the unaudited July 2016 financial statement as presented by Kevin; seconded by Kent Volosin. Motion unanimously carried.

- B. Receivables/Assessment Correspondence - Per Kevin, there was nothing to discuss at this time.
- C. Lien Requests - None
- D. Collection Request - None
- E. New Members List -The monthly list of new members was provided to the Board for review.

6. July & August Staff Report

Presenting the July and August Staff Reports, Suzan Scott stated that all information presented in the reports is current, then asked for questions. There being none, she noted that Kevin will report further on the Ponds and Bridge Replacement project items later in the meeting.

7. Chairman's Report

A. Old Business

- i. Little Coyote Bridge Subcommittee Report - Kevin Frederick provided a recap to the Board regarding the Little Coyote Bridge.
 - a. Bridge Subcommittee Meetings - Currently, the Bridge Group and BSOA's Bridge Subcommittee's main focus is comparing costs for an at grade pedestrian bridge versus replacing the existing Little Coyote bridge that would include a pedestrian bridge. The concern is safety of both pedestrians and vehicular traffic across the existing bridge but pedestrian safety is considered the priority. As submitted to the Board, the BSCO presented a cost estimate, completed by Stahly Engineering, to the Subcommittee for a pedestrian bridge to be built alongside the existing bridge. With this new information, the Subcommittee continues to believe in the importance of comparing costs to determine if a new bridge is worth the extra investment.
 - i. Scope of Work Expense - The Bridge Subcommittee has been working with Morrison and Maierle to complete a detailed cost estimate for a bridge replacement. The contract price from Morrison and Maierle is \$11,400. The Board was asked to authorize up to \$20,000 for the contract, but determined "up to \$12,400" was sufficient. Motion made by Kevin Frederick to authorize \$11,400 so the contract can be signed with Morrison and Maeirle to obtain a replacement bridge cost estimate with the additional authorization of \$1,000 for the Bridge Subcommittee to

spend if deemed necessary; seconded by Steve Barrett. Motion unanimously carried.

- b. To Date Bridge Expense Report – The bridge expense report was provided to the Board in the packet.
- ii. BSOA Ponds Subcommittee Report – Kevin Frederick presented the pond update to the Board.
 - a. DNRC Application Update – Kevin stated that the BSOA has supplied the DNRC all the items listed in their deficiency letter and the Subcommittee is hoping to receive the final DNRC approval very soon.
 - b. Trail Easement Update – The Silverbow pond access trail cost came in significantly higher than expected so the trail has been put on hold until after the Little Coyote pond project has been completed.
 - c. To-Date Ponds Expense Report – Kevin gave the Board the most recent pond expense worksheet.
- iii. Snowplow Reimbursements, Ridgeback Road – Suzan gave an overview of the issue and stated that historically, the BSOA has been responsible for snowplowing the first .3 miles of Ridgeback Road. As presented in the memo, staff suggests the BSOA continue to provide funds for snowplowing this portion of the road by reimbursing the Lost Trails Owners Association \$2,800, as quoted in the bid submitted by Grizzly Snow Removal. After further discussion, Grant Hilton made a motion that BSOA provides up to \$2,800 to the Lost Trails Owners Association for snowplowing .3 miles of Ridgeback Road or a lesser proportionate share if a less expensive bid is submitted to Lost Trails Owners Association. Motion seconded by Kent Volosin and passed unanimously.

B. New Business

- i. Board Meeting Schedule in 2017 – There being a suggestion that Board meetings be scheduled quarterly or bi-monthly, it was noted that seven Board meetings were held this past year and five were cancelled for various reasons. The bylaws require quarterly meetings. Discussion was then held about the number of meetings to be scheduled in the coming year. With the anticipated construction of the ponds and stream project in 2017 and discussing the difficulty of trying to achieve quorum for unscheduled meetings, there was consensus of the Board to maintain 12 meetings per year in 2017. Discussion was also held about the process of cancelling a Board meeting. In lieu of these discussions, Barb Rooney made a motion that when a determination is being made to cancel a Board meeting, an email notice is to go out to Directors two weeks prior to the scheduled meeting asking Directors if they have any significant issues to address. Directors should respond to the inquiry within 48 hours, after which a determination is made to cancel the meeting. Also, that the BSOA Board continue with the twelve month meeting schedule and that meeting invites for the entire year be sent to Directors in Outlook. Motion was seconded by Sharon Douglas.
- ii. Board Meeting Schedule in 2017 – Given the short time span between the Sept. 2nd and Sept. 15th Board meeting, Suzan suggested that the September 15th Board meeting be cancelled and asked Directors if there were any significant issues that needed to be addressed. There being none, the Board agreed to cancel the September 15th Board meeting.

- iii. Future Annual Meeting Location/Date – Recently, the Big Sky Resort has experienced an increase in large groups and reservations during the Labor Day weekend, which makes reserving space for the BSOA Annual Meeting more difficult. As an FYI to the Board, it was noted that there may be a need to consider a different date, time or venue for the Annual Meeting next year. Board discussion determined that the Annual Meeting and Events Committee should address this issue and come back to the Board with a recommendation.

8. Committee Reports

- A. Executive – There was nothing to report.
- B. Legal – Steve Barrett gave a summary of the legal issues addressed these past months, including a firepit determination and a request for access to records. Also, a legal determination was made by our attorney regarding the ability to enforce a nuisance claim. On behalf of the BSAC, Grant Hilton requested further guidance on the issue from the Legal Committee.
- C. Nominations – There was nothing to report.
- D. BSCO – Barb Rooney reported on the significant increase in trail usage by the community, with Ousel Falls trail being used the most, as well as the recent happenings for the BSCO.
- E. BSAC – Sharon and Grant reported on the types and number of projects that have been going through the BSAC and the notable compliance issues that have been addressed.

9. Other - None

10. Adjourn: Meeting adjourned by John Loomis at 1:57 P.M.

The next BSOA meeting will be October 21, 2016 at 9:00 A.M.

Sharon Douglas, Secretary