



# BIG SKY OWNERS ASSOCIATION

## Board of Directors Meeting Minutes

January 16, 2026

145 Center Lane, Unit J Big Sky, MT 59716

Zoom

### Attendance:

#### Board Members

Maggie Good, Chair

Ernie Chappell

Kenny Holtz

Michelle Horning

Barbara Rowley

Vanessa McGuire

Joe Swiatek

Les Hopper

Sarah Turner-Malhotra

#### Staff

Holly Coltea

Sam Leudkte

Lisa Chase

#### Guests

Michelle

### I. Call to Order

The meeting was called to order at 9:00 AM.

### II. Membership Forum and Attendance

No membership forum items requiring formal Board action were recorded in the transcript. 100% attendance was confirmed.

### III. Approval of November 21, 2025, Meeting Minutes

**Motion made by Kenny Holtz to approve the November 21, 2025, Meeting Minutes; seconded by Vanessa McGuire. Motion passed unanimously.**

### IV. Current Business (Holly Coltea, Executive Director)

#### a. Community Engagement - Christmas Stroll

The Executive Director reported on the Christmas Stroll event, including strong participation and positive member feedback. Approximately 128 people were served, with approximately 36 pounds of chili and 28 pounds of chowder

distributed. Staff contributions and event execution were acknowledged (including bartending and food preparation). No action was taken.

#### **b. Operations – Fleet Vehicle (Toyota Tacoma)**

The Executive Director reported the purchase of a 2022 Toyota Tacoma sourced out-of-state to achieve cost and condition advantages. Vehicle branding, winter tires, and windshield repair were addressed; insurance coverage applied. No action was taken.

#### **c. RID Updates**

##### *i. Two Moons Bridge and Little Coyote Bridge RID*

Staff presented a status update and implementation plan for the proposed bridge maintenance RID covering approximately 835 properties. Discussion included RID purpose, assessment mechanics through property taxes, near-term repair estimates, and long-term replacement planning (including a 20-year replacement horizon). Finance Committee recommended BSOA contribute funds recognizing public use.

Key points discussed:

- Estimated short-term repairs: Little Coyote Bridge (~\$140,000) and Two Moons Bridge (~\$60,000).
- Assessment concept discussed as approximately \$140/year per parcel with annual inflation adjustments (subject to final engineer/county calculations).
- Comparison of financing approaches: spreading cost over time via RID vs. concentrated special assessments if deferred.
- Communication strategy: initial education-forward outreach, followed by detailed cost/schedule packet prior to protest and ballot periods.
- Discussion of affordability and owner perception given broader property tax and insurance increases.
- BSOA contribution discussed as a meaningful offset and as a tool to improve RID passage likelihood.
- Potential pursuit of additional matching/community funds (e.g., Resort Tax/BSRAD) discussed as future possibility (without commitment).

**Motion made by Kenny Holtz authorizing a BSOA contribution of \$100,000 toward the Two Moons and Little Coyote Bridge RID to offset owner assessments (per Finance Committee recommendation); seconded by Maggie Good. Motion passed unanimously.**

### *ii. Global Roads RID – Program Overview and Boundary Development*

Staff reported progress on developing a proposed Global Roads RID intended to consolidate and fund maintenance of eligible public roads within and adjacent to the BSOA area. A working database of approximately 1,300 properties was obtained and was being scrubbed for duplicates, LLC ownership verification, and contact information completion.

Key discussion points:

- Boundary map reviewed; inclusion/exclusion tied to public-road status by plat and long-term maintenance responsibility.
- Powder Ridge phases 3 & 4/5 and Montana Club Phase 1 discussed: roads are publicly dedicated but currently maintained under private HOA systems; staff coordinating with their property management to determine whether those HOAs want to retain private systems or join RID for potentially lower cost.
- Future development phases (e.g., Montana Club Phase 2 and future Mountain Village buildout) discussed as important to include early to avoid later opt-out and to broaden the long-term payer base.
- Board emphasized setting an appropriate boundary now because boundary changes later may require a process similar to forming a new RID and could raise fairness/protest concerns for newly added owners.
- Assessment ranges and scenarios were discussed conceptually (existing RID charges vs. projected consolidated charges) as inputs to communication strategy and owner acceptance.

### *iii. Beehive Basin/ Beaver Slide Road – Boundary and Future Inclusion Discussion*

Staff presented extensive background on Beehive Basin Road/Beaver Slide segment, including increased public use of the Beehive Basin trailhead, private ownership issues, Forest Service easements, and multi-stakeholder coordination (BSRAD, BSCO, Forest Service, legal counsel). Three options were presented: (1) Beehive homeowners form their own RID; (2) add the road to the Global Roads RID now; or (3) extend the Global RID boundary now to preserve flexibility, with any later decision to add the road for maintenance contingent on conversion from private to public road and commissioner variance.

Key points and perspectives recorded:

- Owners requested assistance focused on maintenance-level improvements rather than a full reconstruction (~\$1.5M).
- Engineering discussions referenced maintenance-level improvements estimated at ≤\$500,000, with a conceptual impact estimated at approximately +\$20/year per parcel if later included across the RID.
- Legal discussion: staff reported having consulted multiple attorneys indicating that once a road is placed into an RID, the county assumes maintenance responsibility and liability; BSOA's role would be limited to initiating the RID process.
- Concerns raised regarding timing and legal certainty (requesting more formal legal review) and owner exposure to future costs if the road becomes part of the RID's prioritized maintenance plan.
- Equity/PR: discussion noted reputational risk if BSOA appears unwilling to help solve a community-wide access and safety issue, particularly where public use is significant.
- Funding strategy: discussion noted that inclusion in the RID boundary could make the project more eligible for Resort Tax/BSRAD contributions once road status issues are resolved.
- Clarification: extending the boundary alone would not automatically trigger immediate maintenance expenditures; later inclusion for maintenance would require future action and prerequisites (private-to-public conversion and variance/approval).

**Motion made by Kenny Holtz for the BSOA to extend the proposed Global Roads RID boundary to include the Beaver Slide Road area to preserve future flexibility (boundary extension only); seconded by Joe Swiatek. Motion passed 8:1**

*iv. Pinewood Hills RID*

Staff presented the Pinewood Hills RID as a small district involving nine homeowners. Staff reported receiving verbal support from six of nine owners and planned to proceed with formal communications, an informational packet, and a formal ballot vote, followed by County Commission consideration.

Board direction:

- Proceed with planned communication and balloting; costs had already been discussed directly with affected owners.

- Consider outreach to adjacent parcels where there may be legal but not physical access; staff to evaluate whether additional voluntary participation is feasible.

#### **d. Compliance Resolutions – Implementation (Four Resolutions)**

Staff reported that four compliance-related resolutions approved at the prior Board meeting required execution (wet signatures) to finalize implementation. Staff outlined a phased education and enforcement rollout plan tied to seasonal relevance and operational capacity.

Resolutions and rollout plan discussed:

- Exterior lighting / dark-sky compliance (including removal of holiday lighting by deadline and education on permitted fixtures).
- Trash / refuse compliance (including container management and visual impacts).
- Noxious weeds compliance (including education timed to growing season and weed management expectations).
- Parking compliance (education and enforcement focus following initial resolution rollouts).

Implementation mechanics discussed:

- Communication channels: social media and targeted member emails (NGC1/owner portal).
- Staff expressed intent to pair each resolution with an educational/opinion piece linked to a timely seasonal topic (e.g., noxious weeds).
- Board discussed improving member email capture; suggestion made to include a prominent insert in the next physical mailing requesting owners provide current email addresses.

No new motion was required on the four resolutions beyond execution; the Board directed staff to proceed with signature collection and phased rollout.

#### **e. Revised Design Regulations / BSAC Amendments and Manual Consolidation**

BSAC presented a comprehensive package of proposed amendments and an operational proposal to consolidate BSAC governing documents (procedure resolution, design regulations, construction standards, and related policies) into a single, user-friendly manual.

Key amendment areas discussed (representative, non-exhaustive list based on transcript):

- Document structure: consolidate and de-duplicate definitions/ glossaries; add clear project type taxonomy (new construction, major alteration, minor alteration, etc.).
- Professional services: require a Montana-licensed architect for new construction and major alterations/ creation of habitable space; retain structural engineer requirements as applicable; minor alterations case-by-case.
- Site and utility standards: bury utilities and propane tanks; require generator noise mitigation enclosures; clarify mechanical equipment expectations.
- Air conditioning language: discussion identified potential unintended consequences for split systems; direction given to remove the wall-mounted air conditioning restriction from the package for revision.
- Exterior lighting: prohibit flood/ blinking/ moving lights; require down-directed fixtures with shielding; prohibit up-lighting of buildings/ landscaping; extend holiday lighting discontinuation deadline to January 31.
- Signage: construction signage timing and removal tied to deposit release; restrictions on real estate/ directional signs in right-of-way without approval.
- Fire features: prohibit new exterior wood-burning fireplaces and fire pits; discussion distinguished architectural review vs. operational enforcement and noted alignment with other ski towns/HOAs; propane features allowed; general wood fire use discouraged/ controlled.
- Construction standards: staging plan expectations ("must" vs. "may" for certain projects); dumpsters/ porta-potties not in roadways; fencing color requirements; one-side-of-road parking; cone requirements; subcontractor signage prohibited; bear-proof dumpsters encouraged where available; noxious weed control plans required for certain projects.
- Additional amendments: flags/ flagpoles (American flags at entries allowed; flagpoles require approval); sauna and storage clarifications; prohibition on berming used to circumvent height restrictions; exterior entertainment impacts addressed.
- Fees and deposits: reorganize fee schedule by project type; increase certain performance deposits (e.g., single-family new construction increase discussed, multifamily/ subdivision and commercial alignment discussed); minor alteration review fee increase discussed.

### *Fee Structure Amendments*

- Single-family new construction performance deposit: increased from \$17,500 to \$20,000 (split \$10K construction / \$10K landscaping).
- Multi-family/condo review fee: \$2,500 to \$3,500; performance deposit: \$17,500 to \$25,000.
- Commercial and subdivision/multi-family performance deposits combined into one category.
- Per-acre disturbed area fee: \$10,000 to \$15,000.
- Minor alteration fee: \$100 to \$250.

### *After-the-Fact Penalty Fees (New)*

- New construction without approval: \$500/day until rectified.
- Major alteration after-the-fact: \$100–\$500 per violation.
- Minor alteration after-the-fact: \$100–\$250 per violation (Board discussion suggested raising cap to \$1,000 for deterrence).
- Covenant/design regulation variance violation: up to \$50,000 per violation.

### *Lapsed Construction Penalty Fees (New)*

- After extensions lapse and owner is non-communicative: New construction \$100/day; major alteration \$50/day; minor \$25/day.
- Board supported the concept; emphasized that goal is compliance, not revenue generation.
- After-the-fact enforcement: create clearer penalty ranges for minor violations; maintain authority for major violations; discussion emphasized deterrence and fairness between inadvertent vs. willful violations.
- Lapsed construction: introduce daily penalties after extensions lapse and communication stops (new construction/major/minor tiers discussed) with emphasis on compliance rather than revenue.

**Motion made by Ernie Chappell to approve the BSAC Design Regulation amendments, Construction Standards updates, and associated fee/penalty revisions as presented, with stated revisions (including removal of the wall-mounted air-conditioning restriction) and authorize BSAC/staff to proceed with manual consolidation work and return a consolidated draft for final publication review; seconded by Joe Swiatek. Motion passed unanimously.**

#### **f. Jurisdiction Map / GIS Layers**

Staff presented the completed BSOA jurisdiction map covering Gallatin and Madison Counties and described ongoing GIS overlay work, including snow-plowed roads and open space/easements. The map is intended as both an internal operations tool and a member education resource. Staff to continue coordination with engineering partners on layering.

#### **g. Snow Removal Contract (Advance Notice / RFP)**

Staff advised that the current snow removal contract is scheduled to expire in April 2026 and that an RFP process will be initiated. Discussion included current-season feedback, potential changes in territory responsibilities, and interest from other partners (including resort/neighboring entities) to assume responsibility for specific segments, with potential impacts to cost and service consistency.

#### **h. Personnel Manual**

Staff presented a revised Personnel Manual and Summary of Benefits reviewed by counsel and prepared for staff distribution following Board approval.

**Motion made by Kenny Holtz to approve the Personnel Manual and Summary of Benefits as presented; seconded by Ernie Chappell. Motion passed unanimously.**

#### **i. Strategic Plan**

The Board discussed launching a three-year strategic planning effort, distinguishing strategic planning (3-year direction) from annual operational planning (1 year). Board members were invited to submit topics in advance of the scheduled strategic planning meeting.

#### **j. Property Taxes / Legislative Update (Informational)**

The Board discussed property tax legislation and related litigation/public conversations. Board consensus was that BSOA should not make political contributions; staff may provide neutral informational resources to members to support individual engagement.

#### **k. Nordic Ski Update (Stakeholder Coordination)**

Staff provided an update on Nordic trail system challenges including grooming, signage, and multi-use conflicts. A stakeholder meeting was planned with relevant entities (e.g., Lone Mountain Ranch, Big Sky Resort, BSCO, Spanish Peaks) to coordinate expectations, funding concepts, and communications.

Staff introduced community member Michelle, founder of the Big Sky Association of Nordic Skiers, to address trail conditions and coordination issues:

- Lone Mountain Ranch currently grooms the golf course and core trail network but has expressed the trails are not a priority; Big Sky Resort has offered to take over grooming but Ranch has declined.
- Issues reported: lack of signage, dogs on ski trails, walkers crossing groomed tracks, inadequate communication between stakeholders.
- Michelle's group has self-funded signage (with logos from Lone Mountain Ranch and Big Sky Resort) and installed them on the golf course and trail system.
- Proposal: permanent seasonal sign posts to address inconsistent snowpack conditions; create a coalition of volunteers to manage sign installation/removal.
- BSOA to facilitate a multi-stakeholder meeting in February including Lone Mountain Ranch, Big Sky Resort, BSCO, Forest Service, and others.
- Goal: align trail systems across Lone Mountain Ranch, Spanish Peaks, Moonlight, BSCO community park, and Quarry Club into a coordinated, community-wide Nordic system.
- Funding mechanism discussion: grooming is a net loss for the Ranch; a sustainable revenue or grant source is needed. BISRAD grant potential mentioned.
- Barbara Rowley noted the historical agreement: BSOA members received discounted passes in exchange for the ranch's use of the golf course for grooming. The nature of the legal easement vs. agreement is to be confirmed.

Board agreed BSOA should play a convening/leadership role. No financial commitment made at this time.

## **V. Committee Reports**

### **a. Executive Committee**

Executive Committee report was received; no motions recorded.

### **b. Finance Committee**

Finance Committee report included RID funding recommendations and reserves discussion, including long-term operating reserve goals and reserve structure cleanup.

### **c. Big Sky Architectural Committee (BSAC)**

BSAC report incorporated within Current Business item IV(e) above. The Board's approval of the amendment package and direction to proceed with manual consolidation were recorded.

### **d. Benefit Big Sky (BBS)**

The Board received a Benefit Big Sky committee report, including Huntley-Kern Pond project updates, maintenance planning, and fundraising/partner giving strategy.

- Seasonal maintenance contract (mid-May through mid-October) discussed as secured at a cost below budget (figures referenced during meeting).
- Engineering/services contributions and contractor participation discussed as cost offsets and partnership opportunities.
- Discussion of evolving donor strategy toward builder and trade partner giving/recognition.

No motion was taken; report received for information.

### **e. Transportation**

Transportation-related updates included snow removal coordination, grants, and active transportation planning. No motions recorded in transcript segments provided.

### **f. Wellness**

Wellness report included discussion of hospital district formation efforts in Gallatin and Madison Counties and anticipated education/outreach. No motion recorded.

## **VI. Important Dates**

Next Board Meeting / Strategic Planning Session: February 20, 2026 (9:00 AM).

## **VII. Adjournment**

The Chair adjourned the regular meeting at 12:04 PM.

## **VIII. Executive Session**

The Board entered Executive Session to discuss personnel matters. Any actions taken, if any, were not reported in open session in the transcript segments provided.