



BIG SKY OWNERS ASSOCIATION

Board of Director's Meeting Minutes - Friday, February 21, 2025 - 9:00 AM

The Big Sky Owners Association Board of Directors met on Friday, February 21, 2025, at the Big Sky Owners Association office in Big Sky, Montana. Directors in attendance included Chair Maggie Good, Kenny Holtz, Vanessa McGuire, Michelle Horning, Morgan Brooke, and Barbara Rowley. Les Hopper attended virtually. Staff in attendance included Suzan Scott (Executive Director), Lisa Chase, Sam Luedtke, and Amy Gitchell. Guests included Jason and Brian from Granite Technology and representatives from Morrison Maierle.

1. **Call to Order:** Chair Maggie Good called the meeting to order at 9:02 AM.
2. **Membership Forum:** No members were in attendance to make a comment.
3. **January 17, 2025 Meeting Minutes:**

Motion made by with a specification to include "Unit 17" in the staff report when referring to the condominium rental unit; seconded. by Kenny Motion passed unanimously. Motion amended to include approval of February 4 special board meeting minutes; seconded. Motion passed unanimously.

4. **Finance and Audit Committee:**

Kenny Holtz reported that the Finance Committee met on Tuesday, February 18, 2025. The audit continues to progress with no significant issues. The committee is moving forward with collection policy on six or seven properties that have outstanding balances exceeding 15 months. Holtz presented the committee's recommendations for reinvesting cash: a three-month T-bill or CD today for one year on March 7, and performance deposit cash in a three-month T-bill.

Motion made by Kenny Holtz to accept the Finance Committee report and recommendations; seconded by Michelle Horning. Motion passed unanimously.

5. **IT Infrastructure and Cloud Backup:**

Amy Gitchell presented findings on IT infrastructure and cloud backup options. Following a previous meeting inquiry about cloud backup, Gitchell conducted an analysis of BSOA's current IT infrastructure, policies, and processes. She contacted four similar-sized nonprofits in Big Sky for recommendations, received four proposals, and narrowed those to two vendors who performed on-site visits. Gitchell recommended Granite Technology to



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provide Managed IT Services, noting they are BSOA's existing phone provider. She noted that the current IT provider has become increasingly unresponsive. Jason and Brian from Granite Technology covered the company's background and discussed BSOA's current cybersecurity status. They detailed server backup processes, addressed VPN issues, reviewed software platforms currently used by BSOA, and discussed password security concerns. The proposal included a one-time cost and monthly ongoing investment for required security tools.

Motion made by Kenny Holtz to approve the Granite Technology proposal as recommended; seconded by Vanessa McGuire. Motion passed unanimously.

6. **Staff Report - December:**

Suzan Scott shared the staff report.

7. **Chairman's Report**

A. **Old Business**

i. **Benefit Big Sky**

- a. **Pond:** Kenny Holtz reported on the recent BBS and ponds meeting that took place approximately two weeks prior. He stated that the next course of action involves obtaining requests for proposals for both the foundation and design-build for the building. Holtz noted that Suzan Scott is preparing these documents and expects to have them ready by the end of next week. Holtz also reported that Amy Gitchell has been working with the committee on selecting amenities, including Adirondack chairs and tables. He indicated that the selections have essentially been finalized, which will allow for orders to be placed for the North Beach area and other accessible portions of the pond. These amenities should be available for use this summer.
- b. **Water Rights Transfer Update:** Suzan Scott reported that the water rights transfer is ongoing. The contract has been signed, and the documents are expected to be submitted by the end of April. Scott indicated that once submitted, the water rights should be completed within 30 days. Kenny Holtz asked for clarification on who was responsible for completing the forms. Scott confirmed that WGM Group is handling the documents with their water rights expert, as specified in the contract. Scott noted that she had recently followed up with WGM about the status. Michelle Horning inquired if Scott had confirmed



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that WGM was actively working on the documents, which Scott affirmed. Good asked for clarification on the timeline, with Scott indicating that WGM expects to complete their portion by the end of April, after which the documents would go to the DNRC for an additional 30 days of processing. Holtz clarified that WGM will make the submittal to DNRC on BSOA's behalf, with BSOA covering the associated costs.

- c. **Naming Rights:** Michelle Horning presented the final draft of the Naming Rights Policy for board review. Good suggested changing "President, Board of Directors" to "Chairperson" on page 30. Horning clarified that the policy is an internal guiding document that establishes donation thresholds for naming rights. Amy Gitchell reported that donor naming requests to date have been straightforward. The board concluded that BSOA maintains approval rights over naming content as the property owner. Horning noted the policy would be formally approved by Benefit Big Sky (BBS) after board input.

- ii. **Office Refresh:**

Lisa Chase reported that the office refresh project is nearly complete with only two carpet tiles and metal transitions to be installed on Monday. New features include a buffet area with copper accents. Scott noted that individual carpet tiles can be replaced if damaged. Chase mentioned neighboring businesses will assist with bathroom upgrades. A kitchen refresh is planned as the next phase, with details to follow at a future meeting.

- iii. **BSOA Proposed Trails on Open Space:**

Suzan Scott reported on a meeting with the Big Sky Community Organization (BSCO) and Lone Mountain Ranch (LMR). She presented a map showing existing and proposed trails, explaining that the Crail Canyon Connection Loop is no longer being pursued as neither BSCO nor LMR are interested in it. Scott explained that the Dull Knife trail remains under consideration, though there are issues with the Reflector Trail on Tenney property. The proposed solution includes routing through BSOA open space with minimal use of Tenney property and would require negotiations with Tenney property owners and the Forest Service. The proposal includes separate trails for horses and bikes, approximately 10 feet apart. Several



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board members expressed concerns about the project. Holtz stated that the map did not reflect the general sentiment of the membership, Morgan Brooke questioned who was driving the project, and Rowley raised concerns about prescriptive easement rights that might be lost if existing trails are abandoned. Scott clarified that the project had been on the strategic plan for about five years. She explained that Denise Wade from Lone Mountain Ranch had approached BSOA years ago due to Tenney's concerns about trail traffic on their property. The board reached consensus to:

- Remove the Crail Canyon Loop from active projects on the strategic plan
- Continue discussions on the Dull Knife trail with two separate trails
- Review the membership survey before finalizing decisions
- Bring any agreements back to the board for approval

iv. **Senate Bill 260 Update:**

Good reported that she and Scott had testified at a hearing on Senate Bill 260. She noted that Senator Hertz had presented significant tax disparities between communities, showing that a home in Ennis pays significantly less in school tax while the same value home in Harrison and Twin Bridges pay more. Hertz also mentioned that the hospital in Ennis has profit while the Big Sky hospital has a loss. The bill is currently being amended and must go to the full Senate before March 17. A legal expert indicated it may not pass the Senate or House but emphasized the importance of continuing to push for it. Rowley explained equalization of education funds and the issue of bonding capacity for facilities. Good clarified that the BSOA has not taken an official position on school district funding itself but has focused on addressing wellness issues.

B. **New Business**

i. **Bridge Analysis and Rural Improvement District (RID) Discussion:**

Representatives from Morrison Maierle presented their analysis of the Little Coyote and Two Moons bridges. They explained their scope of work included making recommendations on current conditions, short-term fixes needed, and longer-term fixes, along with cost estimates and RID options. The analysis showed funding would be needed for short-term repairs in the next 2-3 years, with long-term costs for complete rebuilding. They proposed a single Rural Improvement District (RID)



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for both bridges, with an estimated annual assessment per property owner. Rowley emphasized that these two bridges are the only through roads in Meadow Village, with all other roads being dead-ends, resulting in higher traffic volume than typical neighborhood roads. Sam Luedtke provided context that the Little Coyote bridge has approximately 15 years of remaining usable life. The Morrison Maierle representative explained that creating an RID would require 50% owner support and would take about six months, with an approximate cost of \$20,000 to create the RID proposal. Michelle Horning suggested pursuing Big Sky Resort Area District (BSRAD) tax funding alongside an RID and inquired whether assessment rates could be reduced if external funding was obtained. Holtz proposed a more comprehensive approach to community infrastructure, suggesting collaboration with various organizations and a tiered approach similar to the Ousel Falls RID. The board agreed to:

- Accept short-term responsibility for bridge maintenance
- Explore broader funding approaches including resort tax
- Consider comprehensive infrastructure planning
- Continue investigating RID processes and options

ii. **Unit 17 Short/Long Term Determination**

Scott reported that Unit 17 is currently rented until April. Good opened discussion on whether to sell the unit, purchase a different unit, or continue renting it. Holtz suggested listing the unit for sale and using the proceeds, along with the employee housing reserve and potential Housing Trust Good Deeds funds, to purchase a more versatile three-bedroom unit that could better serve long-term employee housing needs. Rowley inquired whether the purchase is considered an investment or employee housing. Holtz clarified that his suggestion was focused on long-term flexibility for employee housing. Scott noted that the current unit has appreciated and generates rental revenue. Horning advised that no upgrades would be needed before listing the unit for sale. The board directed Horning to provide recommendations for listing agents, with a final decision on listing to be made at the March meeting.

iii. **Snow Plow Contractor/Fire Hydrants:**



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Scott reported that the snow plow contractor, Kevin Kusto, who holds both snow plow contracts (Meadow area and Madison County area), is not clearing fire hydrants as required in his contract. She noted this is the first time that a single contractor has held both contracts, but the contractor consistently fails to complete the work despite repeated promises. Luedtke mentioned concerns about accessibility of hydrants in an emergency and liability issues. After discussion about payment terms and notice requirements, the board authorized Sam to hire additional contractors to clear hydrants at \$50/hour, with the costs to be deducted from the current contractor's payment. The legal committee was tasked with reviewing contract terms regarding notice requirements.

iv. **BSOA Jurisdiction Map:**

Discussion addressed the 2008 jurisdictional map that has not been distributed due to some inaccuracies. Scott explained that the legal committee had previously instructed that the map should not be distributed. She noted that while the map is fairly accurate, there are some inaccuracies affecting 20-30 properties out of 2,400. Staff members indicated a map would be helpful for responding to inquiries. Holtz suggested creating a modern GIS subscription and map layer that could be shared with government entities and would allow near real-time updates. Lisa Chase requested a relief map for the office lobby showing BSOA jurisdiction.

Motion made by Kenny Holtz to request all mapping files from Morrison Maierle from the 2009 mapping project and get two bids (one from Morrison Maierle, one from another firm) to update BSOA's jurisdictional boundaries and provide a live GIS layer for future mapping needs; seconded by Morgan Brooke. Motion passed unanimously.

v. **Commercial Photography Request:**

Chase presented a request to shoot a GM Tahoe commercial on White Grass Road for one day between March 9-12, offering \$2,500 compensation. She reported contacting several residents on the street, all of whom supported the request. The shoot would involve two models loading ski gear with trails in the background and would not impact traffic.

Motion made by Kenny Holtz to approve the commercial shooting and donate the \$2,500 compensation to BBS apartments; seconded by Michelle Horning. Motion passed unanimously.



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vi. Transportation Committee Discussion:

Good proposed forming a Transportation Committee based on previous discussions in meetings and survey responses. Scott explained that creating a committee would involve drafting a charter, with the board able to appoint members directly. Holtz suggested two or three meetings to determine how to pursue transportation issues over the long term. Rowley expressed concern about the proliferation of committees, suggesting they should review the membership survey before proceeding. The matter was tabled for discussion during executive session.

vii. Standing Committee Reports:

- a. Executive Committee – following this meeting
- b. Legal Committee – TBD
- c. Nominating Committee – No Meeting
- d. BSAC – Met 2/6/2025 & 2/20/25
- e. Sustainability Committee – No Meeting
- f. Wellness District – No Meeting
- g. Benefit Big Sky (BBS) – Met 2/13/25
- h. Strategic Planning Subcommittee – No Meeting

C. Executive Session:

The meeting was adjourned at 12:19 PM for executive session and re-opened to general session at 1:52 PM.

Motion made by Maggie Good to post the Executive Director Position on March 1; seconded by Kenny Holtz. Motion passed unanimously.

Other:

Next Board Meeting – March 21, 2025

Maggie Good, Chair