



FINAL MINUTES OF THE BIG SKY RESORT AREA DISTRICT OPEN BOARD MEETING

August 12, 2015

Present: Jamey Kabisch, Chairperson
Mike Scholz, Vice Chairperson
Ginna Hermann, Secretary
Heather Budd, Treasurer
Whitney Brunner, Administrative Officer

Chairperson Jamey Kabisch called the open meeting to order at 9:05 a.m.

I. Open Meeting

A. New Business

Gallatin/Big Sky Weed Committee: Jen Mohler: Ms. Mohler came to the meeting to clarify and review a list of points she believes are fundamental misunderstandings between the Weed Committee and the Resort Tax Board. She submitted a written overview of those points. Reference the overview in the August meeting packet or request a copy from Ms. Brunner.

Discussion followed on grant availability, the function/role of the Weed Committee in the community and the lack of appropriated funds for needed hours to complete projects. The board reemphasized that the desired outcome from the Weed Committee would be to eradicate weeds and it questions if the programs in-place effectively eradicate weeds.

Motion by Ms. Hermann to lift the condition that 85% of the appropriation must be spent from April through September from the contract. All in favor. Motion passes.

Ms. Mohler stated she and her board are weed guys not business guys.

1. **Big Sky Community Corporation: Ciara Wolfe:** Ms. Wolfe introduced herself and stated she recognizes the resort tax board is a critical partner.

She stated she has no objection to the lease and provided a signed copy.

Motion by Mr. Scholz to have Chairman Kabisch sign the lease for resort tax's property Aspen Leaf #9 to be leased by the Big Sky Community Corporation through November 2015 and then on a month-to-month basis. Second by Ms. Hermann. All in favor. Motion passes.

2. **Composter Project Appropriation:** The board reviewed the materials provided by the Composter Project representative, which state that the funds appropriated are no longer needed because a new compost technology is available and less expensive. The board stated they are thankful for the communication and are glad to learn the project will be available to the community in the summer months.

3. **Appropriation Application: How To Improve:** The board directed Ms. Brunner to add a glossary, clarify the organizational budget totals and add a question at the end that states "What is your entity most proud of accomplishing? (100 words max)" to the application.

4. **Resolution for Election:** The board asked Ms. Brunner to confirm no election specific Resolution is needed by contacting Charlotte Mills.

5. **2015-2016 Meeting Dates:** The Montana Legislature (HB 84) changed future election dates to consolidate and standardize deadlines for election administration. Resort tax elections will now be conducted the same day as school trustee elections: the first Tuesday after the first Monday in May.

The terms for Jamey, Mike and Jeff, should they run and win another term, would be four years and six months, expiring May 2020. Ginna and Heather's terms, which would normally expire in November 2017, will hold-over until May 2018.

Per Mona, the board is not required to meet monthly and may meet more or less than once a month. Meetings must be separated by at least ten days. The time and place of meetings are to be noticed to the public.

The board discussed the impact the new election date in May will have on appropriations. The board discussed holding appropriations before the elections in April with applications due in March; however, funds available for appropriation from the winter season would not be complete since March collections are due April 30. The board decided to hold appropriations in June with applications due in May. Question and Answer session would be the first meeting for the newly elected board members in 2018.

The board selected the following 2015-2016 meeting dates and may call special meetings outside the dates listed below, as needed.

Motion by Ms. Budd to accept the following meeting schedule:

2015

November 11 | 9a | Monthly Meeting

2016

January 13 | 9a | Monthly Meeting

March 9 | 9a | Monthly Meeting

May 1 | 3p | Applications Due

June 6 | 1p | Question and Answer Session (Location TBD)

June 20 | 1p | Final Appropriations (Location TBD)

July 13 | 9a | Monthly Meeting

August 10 | 9a | Monthly Meeting

November 9 | 9a | Monthly Meeting

Second by Mr. Scholz. All in favor. Motion passes.

6. **Orientation Manual:** The board directed Ms. Brunner to have Ms. Jamison update #9 and add anything she believes is missing to the Primer. It also directed Ms. Brunner to add Robert's Rule to provide new board members insight into how a meeting is run.

The board discussed if board member opinions are to be given at the Questions and Answer session or if they should wait until the appropriations meeting. Some members felt opinions should be saved until appropriations meeting because the Question and Answer session is where the board's role is primarily to ask questions. Other members felt their opinion may be shared at the Question and Answer session as it is their individual opinion and does not reflect the board as a whole.

7. **Liability Insurance:**

Motion by Mr. Scholz to have Mark Roemer verify that coverage is available and to clarify the premium on his quote. No second. Motion fails.

Motion by Mr. Scholz to accept Ty Moline's bid. Second by Ms. Hermann. All in favor. Motion passes.

B. Old Business

1. **Treasurer Report:** The board directed Ms. Brunner to distribute a form letter to American, Big Sky Western and First Security Banks that on November 11 the resort tax board will place funds for one calendar year. It will consider a one-year certificate of deposit up to \$1.5 million and money market/s. The District requires that the funds are pledged at an equal value and requests pledge statements monthly.

Motion by Ms. Budd to move \$1,000,000 plus the interest gained from the expired First Security Bank CD into the Big Sky Western Money Market. Second by Ms. Hermann. In favor: Mr. Kabisch, Ms. Hermann and Ms. Budd. Abstained: Mr. Scholz. Motion passes.

2. **Financial and Tax Collection Reports:** *Motion by Mr. Kabisch to accept the financial and collection reports. Second by Ms. Hermann. All in favor. Motion passes.*

3. **Administrative Officer:**

The board confirmed that Ms. Brunner's direction to the tax collector was correct: resale is defined in the governing ordinance as wholesale.

Motion by Mr. Kabisch to approve the School District Sign invoice for \$5,005.89; although, it was submitted past the 90-day mark outlined in the contract. Second by Mr. Scholz. All in favor. Motion passes.

Motion by Mr. Kabisch to move \$1,000,000 when the First Security CD expires and \$900,000 from the First Security money market (.19 interest rate) into the Big Sky Western money market (.30 interest rate). Second by Ms. Hermann. In favor: Mr. Kabisch, Ms. Hermann and Ms. Budd. Abstained: Mr. Scholz. Motion passes.

C. Minutes:

April 10 Minutes: The board directed Ms. Brunner to strike #3. *Motion by Mr. Kabisch to approve the April 10 open minutes as amended. Second by Mr. Scholz. All in favor. Motion passes.*

May 13 Minutes: No revisions. *Motion by Mr. Scholz to approve the May 13 open minutes. Second by Ms. Hermann. All in favor. Motion passes.*

June 10 Minutes: The board directed Ms. Brunner to change Mr. Scholz Weed Committee percentage from 70% to 40%. *Motion by Ms. Hermann to approve the June 10 open minutes as amended. Second by Mr. Kabisch. All in favor. Motion passes.*

Chairperson Jamey Kabisch closed the open meeting at 11:25 a.m.

Respectfully Submitted,



Virginia Hermann, Secretary



FINAL MINUTES OF THE BIG SKY RESORT AREA DISTRICT OPEN BOARD MEETING

October 14, 2015

Present: Jamey Kabisch, Chairperson
Mike Scholz, Vice Chairperson
Ginna Hermann, Secretary

Heather Budd, Treasurer
Whitney Brunner, Administrative Officer

Chairperson Jamey Kabisch called the open meeting to order at 9:06 a.m.

Secretary Ginna Hermann attended via telephone.

I. Open Meeting

A. Public Comment

1. **Catherine Gilb: Visit Big Sky:** The vendor has not fulfilled the contract, has missed deadlines, did not provide analytics and the software has usability issues. Visit Big Sky (VBS) decided to discontinue the contract and sign with a new vendor that can execute their goals. VBS owns the screens in the Visitor Center, but leased the kiosks. They will retain the content on the kiosks. The current vendor provided a website when they wanted an app. The vendor came to VBS with an offer to refund the kiosks and software and allow them to retain the screens. With the new vendor they hope to have the app in place by winter season. The kiosks will go away and will be replaced as they proceed with the new vendor. VBS will own the new kiosks. They met with users of the new vendor and felt that it was much more user friendly. Because VBS will own the new kiosks there will not be as many locations; there is no lease program. The app is the highest priority. They will place the kiosks outside the community for visitors to use that travel around greater Big Sky. There will be two kiosks (currently there are five). One will be placed in West Yellowstone in the summer and will be moved into Big Sky for the winter.

B. New Business

1. **Shooting Range:** The board stated that their intention at the appropriation meeting was to give the group an opportunity to become legal. Carol Collins stated after the group looked into fulfilling the condition it learned that it cannot be moved into the district; however, the office is in the district and programs will be in the district; part of the activity will be in the district. The actual discharging of firearms will take place outside the district. Kyle Wisniewski stated the hunter safety courses will happen in district. The NRA has said the classes may take place at the Riverhouse afterhours. He gave the example that the Chamber's kiosks will be outside the district as well as the bus to Bozeman and snowmobile trails.

The board asked why the boundary of the shooting range cannot be moved even if the discharging does not take place outside the current boundary. Ms. Collins stated there is not boundary; firearms can be discharged anywhere on forest service property, even in the district.

The board stated even with activities, more time is spent outside the district. Until the group shows what is happening in district, it remains in violation.

The contract ties directly to the application and the application states the funds are to be spent on the following: Land Cleanup and Improvement, Construction Materials and Continued Maintenance. The funds requested would not be spent in district. The board stated at this time the Shooting Range group does not have a business plan or an office. Education is not outlined in the application. It encouraged the group to come back next year.

Board members stated they cannot vote against Mona's legal recommendation regardless if the possibility for litigation is low. Ms. Collins stated that she's sat on the resort tax board and chose to go against legal recommendations; for example Morningstar. She stated the resort tax funds belong to the people of the Big Sky community.

The board stated it is commendable that the group is working with the forest service.

Motion by Dr. Strickler to remove the contact's condition. Second by Mr. Kabisch.

Discussion: Ms. Hermann stated she will not vote against the law and that there may be a way to work this out in the future with programming in district. Dr. Strickler stated this is not a binding president and it can be voted against in the future. Mr. Scholz stated Mona's right; this is not ordinance, it is law. He stated he would consider supporting the group once a business plan was created and brought to this board. Ms. Budd asked the group if they plan to ask for funding in the future because it seems the resort tax board supports the idea. Mr. Wisniewski stated he would put the manpower in again and that it can become a great amenity for Big Sky. He stated the board's decision today will not dissolve the program and that the group stands for more than the physical range. Mr. Scholz stated the first time the original resort tax group went to the Montana Legislature, it wasn't approved.

Dr. Strickler stated he would like to amend the motion that if a business plan is submitted that shows the group is embedded in the community, the condition may be removed.

Mr. Kabisch stated he will not second the motion because it is not the role of the resort tax board to tell entities what to do.

In favor: Dr. Strickler and Ms. Budd

Against: Mr. Kabisch, Mr. Scholz and Ms. Hermann.

Motion fails.

2. **Office Audit Question:** Ms. Budd shared that the Auditor Rosie Barndt stated the office audit went great. She had a question for the board. The employee handbook stated sick and vacation was to be accrued on hours worked. The question is if sick and vacation should be accrued on paid sick, vacation and holiday hours. The board asked how state government employees are compensated. Ms. Budd stated sick and vacation is accrued on paid sick, vacation and holiday hours for state government employees.

Motion by Ms. Budd to conform to state guidelines with the following: sick and vacation is to be accrued on paid sick, vacation and holiday hours. Second by Ms. Hermann. All in favor. Motion passes.


3. **State Lodging Tax Discrepancy:** The state lodging office collects tax on short term rental cleaning fees, registration fees and insurance. Resort tax does not collect on those items at this time. The board discussed that the term "rental agreement" currently used in the ordinance includes cleaning fees, registration fees and insurance.

Motion by Mr. Kabisch to comply with the state's standard by charging tax on short term rental cleaning fees, registration fees and insurance. Second by Mr. Scholz. All in favor. Motion passes.

4. Thank you to Dr. Strickler: The board thanked Dr. Strickler for all his time. He stated he really got to know the community and it was a fascinating experience.

Chairperson Jamey Kabisch closed the open meeting at 10:15 a.m.

Respectfully Submitted,


Virginia Hermann, Secretary



FINAL MINUTES OF THE BIG SKY RESORT AREA DISTRICT CANDIDATE DEBATE

October 15, 2015

Present: Jamey Kabisch, Chairperson
Mike Scholz, Vice Chairperson
Heather Budd, Treasurer

Jeff Strickler, Director
Whitney Brunner, Administrative Office
Ginna Hermann, Secretary, viewed the debate online

I. Debate

A. **Introduction:** Joe O'Connor and Tyler Allen from Explore Big Sky introduced themselves and the following candidates: Kevin Germain, Jamey Kabisch, Tallie Jamison, Mike Scholz and Grace Young.

B. Questions:

1. What are the two most important things accomplished by Resort Tax?

All: Public safety and community economics

Mr. Kabisch and Mr. Scholz: Water and sewer

Mr. Germain: Parks and trails

Mr. Kabisch: Sinking fund

2. Why are you running?

Mr. Kabisch: It is a position where you are able to implement change.

Ms. Jamison: I'm willing to put in the time.

Mr. Scholz: This board has put a lot of tools in place to be managed.

Ms. Young: I'm ready to serve and help Big Sky grow responsibly.

Mr. Germain: I'm ready to be in the ring not on the sideline.

3. How will your other community interests not interfere?

Ms. Young: I'm not running for personal gain and am here to serve the community.

Mr. Germain: My other involvements will compliment my contribution.

Mr. Kabisch: I am not on other boards.

Ms. Jamison: My interests are transparent.

Mr. Scholz: The community needs a balanced approach to create a world class community.

4. Is incorporation the next step?

Mr. Germain: Incorporation does not solve the housing issue. Incorporation would give the community tools. I plan on going back to the legislature for House Bill 262. I don't think incorporation is the next step. Incorporation would increase the taxes for residents.

Mr. Kabisch: It is going to take a dedicated team to do the research and educate voters. Incorporation is inevitable.

Ms. Jamison: It is not the role of resort tax to lead that initiative.

Mr. Scholz: A group could ask resort tax for funding. Incorporation will come. I would possibly be open to funding the effort.

Ms. Young: It is inevitable. There are four elected boards in Big Sky plus BSOA and the HOAs. Incorporation would ease the pressure off volunteers and have someone working in that vein.

5. What role do you see resort tax playing in workforce housing?

Mr. Scholz: It is regrettable so many do not have the opportunity to live here. When Big Sky started there were three trailer parks. Early Big Sky understood it took employee housing. Resort tax can do something to move things along.

Ms. Young: Studies are the first step. Until we have developers and landowners committed there will be no progress. We can look at programs in similar communities like Jackson. Subsidized housing for teachers is needed.

Mr. Germain: Resort tax has been instrumental in solving issues. I hope resort tax takes a leading role in this effort. A land trust will provide a spot for everyone.

Mr. Kabisch: The resort tax board can help move projects in the right direction so organizations do not get complacent.

Ms. Jamison: Resort tax evaluates the applications. I would like to see public/private partnerships. Workforce housing cannot be solved solely on private or public funds.

6. Question from the Audience: Is affordable housing for seasonal employees or single family homes or both?

Mr. Scholz: The funds that have been spent on studies have educated us on what is needed. It will take the federal grants and state legislature. It is not about seasonal; that is for employers to solve.

Ms. Young: I think it should solve both. It is not just the employer; it is on all of us.

Mr. Scholz: There are five to six different income categories that the studies address.

Mr. Kabisch: It is on the employer for seasonal. Year round is the immediate problem. It will take caps, subsidies and high density.

Ms. Jamison: I started in employer housing. There are two classes of employers: 1) resorts and 2) small businesses.

7. With \$4.1 in collections and \$1.3 in a sinking fund, what fiduciary experience would you bring to the board?

Ms. Jamison: Finance is not my strength. I take fiduciary responsibility seriously.

Mr. Scholz: Finance is one of my strengths. For 43 years I ran my own business. I've been the chair of a board with a \$1 million budget. I was a founder of Big Sky Western Bank.

Mr. Germain: I spend all my time looking at spreadsheets, planning and budgeting.

Mr. Kabisch: I've been on the resort tax board for four years. I made the initiative to have the organizations that apply for funds begin to look three years out and report that in their applications. We've put tools in place for bigger projects. Mr. O'Connor asked what projects he is referring to and Mr. Kabisch stated a fire truck and the BSCC Tunnel.

8. Water and Sewer has been funded by this board in the past. Why have they not been funded in the last two appropriation cycles?

Mr. Scholz: They were funded because it was a catastrophe. Resort tax is not about funding one group. The resort tax district is larger than the Water and Sewer district.

Mr. Kabisch: The debt service expired. Water and Sewer stands on its own. It should not be subsidized by this board.

Ms. Young: I agree with Jamey.

Mr. Germain: I also agree with Jamey. The Moonlight Basin Water and Sewer system is not asking for funds.

9. Question from the Audience: What is the first step a new organization should take to request resort tax funds? What do you look for when reviewing a new organization's application?

Mr. Kabisch: I look for three things: 1) does it serve a community need that is not already being met, 2) can they find funds elsewhere and 3) does the organization have follow-through and will it last long term?

Mr. Scholz: The board underwent a strategic plan and we laid out what is required by the law. He read from the strategic plan.

Ms. Jamison: I would look for collaboration, Better Together and game changing ideas.

Ms. Young: I would look to the governing documents and rely on the current board members.

Mr. Germain: I would look to see if it serves the public good, if there are other mechanisms for funding and leverage and matching funds with other funds.


10. Question from the Audience: Do you think you will update the resort tax governing documents to ensure the next 20 years are environmentally sustainable?

Mr. Scholz: The board cannot change the laws without the legislature, but we can change the ordinances. The current board took on the taxability ordinance. Strategic sessions can happen again because things change.

Mr. Germain: It has been the history of the board that it has evolved with ordinance changes.

C. Closing: Joe O'Connor and Tyler Allen thanked the candidates and the audience.

Respectfully Submitted,



Virginia Hermann, Secretary



FINAL MINUTES OF THE BIG SKY RESORT AREA DISTRICT OPEN BOARD MEETING

November 11, 2015

Present: Jamey Kabisch, Chairperson
Mike Scholz, Vice Chairperson
Ginna Hermann, Secretary
Heather Budd, Treasurer
Kevin Germain, Director
Whitney Brunner, Administrative Officer

Chairperson Jamey Kabisch called the open meeting to order at 8:55 a.m.

Secretary Ginna Hermann attended via telephone.

I. Open Meeting

A. Public Comment: None.

B. New Business

- Oaths of Office:** Ms. Brunner confirmed the Oath of Office forms have been completed by the newly elected officials Mike Scholz, Jamey Kabisch and Kevin Germain.
- Election of Officers:** Ms. Budd nominated Mr. Kabisch as Chairperson, Mike Scholz as Vice Chairperson, Ginna Hermann as Secretary and Heather Budd as Treasurer.
Motion by Mr. Kabisch to accept the slate as proposed by Ms. Budd. Second by Mr. Scholz. All in favor. Motion passes.
- Remove Outgoing and Add Elected Board Members to Bank Accounts:** *Motion by Ms. Budd to remove Jeff Strickler, add Kevin Germain and reinstate Jamey Kabisch, Mike Scholz, Virginia Hermann and Heather Budd to the Money Market and Checking accounts at First Security Bank and Big Sky Western Bank. Second by Mr. Scholz. All in favor. Motion passes.*
- Gift of Appreciation for Outgoing Board Member:** *Motion by Ms. Hermann to frame a picture with an inscribed plaque and purchase a \$100 gift certificate to Olive B's as a thank you gift for Dr. Strickler. Second by Mr. Scholz. All in favor. Motion passes.*
- Housing and HB 262:** Kevin Germain: Mr. Germain provided an overview of the efforts from the last legislative session. He stated Summit County, Colorado has a dedicated sales tax for workforce housing. Mr. Germain and Mr. Scholz decided to meet, bring Mona into the loop and propose a course of action to the board.
- Transportation District: Audit Report and Gallatin County:** David Kack: Mr. Kack provided the Transportation District's annual audit. He thanked the board for the appropriated funds and provided the bus schedule with the new night service. He stated next year will be the 10th year of service. Mr. Kack

provided a 2014 Big Sky property tax handout for the Gallatin County Commissioners with a \$539,000 road fund and the County is not responsible for maintenance on the roads in Big Sky. He stated the Transportation District requested \$55,999 from Gallatin County, 10% of the road fund.

7. **Community Corporation: Reallocation of Development Funds to Operational Support and Marketing/Website Work:** Ciara Wolfe: Ms. Wolfe thanked the board for its support. She stated the organization will be out of the resort tax office space December 11. It is moving to the Town Center and looks forward to a central location where the community can see what it offers. She reviewed a handout. She stated development is a skill she brings to the table. The operations manager will maintain a donor and volunteer database; her time will increase to 32 hours, year round. Ms. Wolfe stated the website will include a calendar and allow the community to reserve the tennis courts, etc. She stated the organization has a branding problem and will seek the direction of a marketing firm on what to do with the newsletter, social media, keywords, branding, etc. Ms. Wolfe stated the asset manager will handle trash removal, cleaning, sign replacement, repairs, spot treatment of noxious weeds, etc.

The board asked what expense the website will be going forward. Ms. Wolfe stated it will be \$1,000 per year. The board asked if the marketing and web consultant will continue past this year. She stated rebranding will be an effort that will go beyond this year. The board asked if the asset manager will require new equipment. Ms. Wolfe stated she does not think new equipment will need to be purchased.

The board requested to see a fundraising plan, in light of the reallocation of funds. Ms. Wolfe stated she plans to have one complete by February for the 2016-2017 budget. The board asked Ms. Wolfe if her plan realistically frees up time to focus on development. Ms. Wolfe stated she hopes so. She stated she exceeded the organization's annual fundraising goals in the first four months.

The board stated the organization has a lot going and it does have a branding issue. The board is unsure of the return on the investment with the marketing consultant. Ms. Wolfe stated a strong brand will help move volunteers and donors up to the next level of contributing.

The board stated they like her plan and, if it is successful, it could be a model for other Big Sky organizations.

Motion by Mr. Scholz to move project line item funds from the out-of-house asset manager (\$11,210) and development director (\$12,571) to an in-house asset manager (\$10,635), operations manager (\$5,758) and marketing and web consultant (\$6,300). Second by Ms. Budd. In favor: Mr. Scholz, Ms. Hermann, Ms. Budd and Mr. Germain. Against: Mr. Kabisch. Motion passes.

8. **Recycling:** Ciara Wolfe: Ms. Wolfe stated she would like to gage interest from the board regarding funding recycling. The board stated it is logical that the Community Corporation and Resort Tax Board are involved. The board stated it is open to and would like to see a plan.

C. Old Business

1. **Orientation Manual:** The board stated it looks forward to Mona's Primer update, specifically "in" district funding. The board directed Ms. Brunner to look for a resort tax legal opinion on the issue for the January meeting. The board also directed Ms. Brunner to add an agenda item for Strategic Session Discussion.
2. **Investments: Place Funds with Big Sky Banks:** The board discussed that the law requires banks to pledge funds at 50%. The board stated that if banks are willing to pledge at 100%, it prefers funds are pledged at 100%.

Motion by Ms. Budd to place \$1,500,000 in a Certificate of Deposit with First Security Bank at a rate of .32%, the majority remaining funds in a Money Market at Big Sky Western Bank at a rate of .30% and maintain the operating accounts (i.e. Checking and Money Market) at First Security Bank. Second by Mr.

Kabisch. In favor: Mr. Kabisch, Ms. Hermann, Ms. Budd and Mr. Germain. Abstained: Mr. Scholz. Motion passes.

3. **Financial and Tax Collection Reports:** *Motion by Mr. Scholz to accept the financial and collection reports. Second by Mr. Germain. All in favor. Motion passes.*

4. **Administrative Officer:**

Motion by Mr. Scholz to approve the changes and order remittance forms at a cost of \$991.48. Second by Mr. Kabisch. All in favor. Motion passes.

The board directed Ms. Brunner not to consider deposits sales or revenue. Deposits are recognized as revenue when booked. Deposits should be a separate line item on tax collector balance sheets.

The Gallatin River Task Force was appropriated a challenge grant for \$25,000. It asked if the resort tax board would consider in-kind contributions (volunteer time, product or service donation values, etc.) towards the match. The board stated no.

The board directed Ms. Brunner to review AirBnB and VRBO two times a year, in November and June, and contact owners explaining their obligation to collect and remit resort tax.

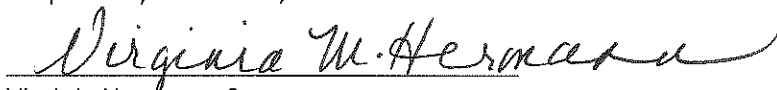
C. **Minutes:**

August 12 Minutes: The board directed Ms. Brunner to amend the Noxious Weeds motion and lift only that 85% must be spent from April through September from the contract. *Motion by Mr. Scholz to approve the August 12 open minutes as amended. Second by Mr. Kabisch. All in favor. Motion passes.*

October 14 Minutes: The board directed Ms. Brunner to remove the mention of the prior governing ordinance regarding cleaning fees. *Motion by Mr. Kabisch to approve the May 13 open minutes. Second by Mr. Scholz. All in favor. Motion passes.*

Chairperson Jamey Kabisch closed the open meeting at 11:00 a.m.

Respectfully Submitted,


Virginia Hermann, Secretary