



RESORT TAX
— BUILDING BIG SKY SINCE 1992 —

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

January 9, 2019

Present: Kevin Germain, Chair
Steve Johnson, Vice Chair
Sarah Blechta, Treasurer
Mike Scholz, Director

Buz Davis, Secretary
Whitney Brunner, Operations Officer
Kristin Drain, Administrative Officer

Chair Kevin Germain called the open meeting to order at 8:02 a.m.

The meeting was broadcast on Facebook Live by Explore Big Sky.

I. Open Meeting

A. **Public comment:** None.

B. **Consent Agenda:** *Motion by Mr. Johnson to approve the consent agenda with the treasurer's report and financials removed. Second by Mr. Scholz. All in favor. Motion passed.*

Mr. Germain stated there were some mathematical errors on the Appropriations Progress Reports included in the consent agenda. Ms. Brunner stated the staff have methods in place to ensure the numbers are correct, despite any errors the Appropriation entities may have made on their reports.

Ms. Blechta stated the accounts receivable amount on the balance sheet appears to be incorrect, but she is working with the staff and the auditor to correct the error. *Motion by Ms. Blechta to approve the treasurer's report. Second by Mr. Johnson. All in favor. Motion passed.*

C. Regular Agenda

a. **Strategic Plan Update:** Mr. Davis stated the kickoff meeting will take place this afternoon with Logan Simpson. The Board discussed it would be helpful to have copies of any previous studies or community plans to provide to Logan Simpson so there is less redundancy. The Board discussed the first community meeting is tentatively set for the week of February 18.

Public Comment: Candace Carr Strauss, Big Sky Chamber: Ms. Strauss stated she would be happy to provide any studies or plans she has. Suzan Scott, Big Sky Owners Association (BSOA): Ms. Scott stated BSOA would like to be involved in the process however possible.

b. **Staffing Structure Update:** Ms. Blechta stated 24 resumes have been received for the District Manager position and the Bookkeeping RFP deadline has been extended to mid-February. She stated the interviews for the Administrative Assistant will be held next week.

- c. **Attorney RFP Update:** Mr. Johnson stated the RFP was sent to four firms and two of the four have declined due to lack of time or conflicts of interest. He stated the RFP is also posted on www.resorttax.org and the deadline is January 31. Mr. Scholz stated the staff should make sure posting on the website is enough of a public component. Ms. Brunner asked the Board for approval to provide a gift for former Attorney Griffing and the Board agreed.
- d. **Identity Theft Insurance:** Ms. Brunner stated the Identity Theft Insurance policy for the full Board and staff as recommended by eWranglers, LLC would be an annual cost of \$1,080. She stated the policy would be per individual and would be optional. The Board discussed that personal information for each individual is kept on file with the District and using the internal "resorttax.org" emails would be wise. *Motion by Mr. Davis to approve the identity theft insurance. Second by Mr. Johnson.* Public Comment: Philip Chadwell, Big Sky Resident: Mr. Chadwell stated the Board should research whether the insurance has the capability to fix issues after the fact if a security breach occurs. Chief Farhat, Big Sky Fire Department: The Chief stated he moved everyone on their Board to an internal email address because of the protection it offers if civil action were to be brought. *All in favor. Motion passed.*
- e. **Appropriation Application:** Ms. Blechta stated the funding application has been revised to be more data-based with the goal of having a better question and answer session. She stated each entity will complete the "first-time applicant" application this year, and next year any returning applicants can complete the more concise "returning applicant" version. The Board discussed financials should be requested for returning applicants as well. *Motion by Ms. Blechta to approve the revised appropriations applications for fiscal year 2020. Second by Mr. Johnson.*
Public Comment: Chief Farhat: The Chief stated the fire department will need to request a rollover for the ambulance refurbishment; will there be a rollover application? The Board discussed the existing rollover application can be used, but hopefully in the future there will be fewer rollovers because of the option for multiyear requests.
Ciara Wolfe, Big Sky Community Organization (BSCO): Ms. Wolfe stated the budgets are not apples to apples and two months are being left out. She suggested requesting a copy of the financial audit performed on an entity if they have one completed. She stated this would reveal any financial discrepancies along with a copy of the 990 form. The Board discussed a projection column could be added to address the budget issue.
Candace Carr Strauss, Big Sky Chamber & Visit Big Sky: Ms. Strauss stated the structure of her entities has changed and she'll be meeting with the Board because their numbers will be skewed. She stated they are a 501c6 with no tax deductibility and no charitable donations.
Ms. Blechta amended her motion to add the request of financials, a copy of the financial audit and 990 form, and a projection column under section two. Second by Mr. Johnson. All in favor. Motion passed.
- f. **Short Term Rentals & Business Licensing:** Public Comment: Chief Farhat stated there is an issue with inspections not being done on short term rental properties because they're not easily identifiable. Mindy Cummings, Attorney with Cummings & Griffith: Ms. Cummings stated the mandate for short-term rental requirements came from the state, but without any funding. She stated she represents several HOAs in Big Sky that are currently researching the requirements. She stated the counties are playing catch up. Mr. Johnson stated clear legislation is needed and if a rental isn't registered there should be large fine. Ms. Cummings stated the District should check with Dan Sabolsky from West Yellowstone because they just overhauled their business licensing process. Mr. Germain asked Chief Farhat if the fees included would help to recoup the cost of doing the inspections. The Chief stated he isn't sure how the numbers would balance out.