

Approved:

Heidi Peacock

**Big Sky Resort Area District
Minutes from July 24, 2002
Board of Directors Open Meeting**

Attending:	Carol Collins, Chair	Packy Cronin
	Jim Muscat, Vice Chair	Brian Gootkin/Deputy
	Heidi Peacock, Secretary-Treasurer	Undersheriff Deputy Bickle
	Sarah Ouellette, Office Administrator	James Cashell/Sheriff
	Suzanne Schreiner	Phil Gouviea

- 1) Carol Collins called the meeting to order at 12.00 p.m
- 2) Public Comment: Packy Cronin was representing Westfork Roads. He stated that the roads are falling apart, particularly at the entrance to Westfork. Said some of it was due to utilities and digging and such. He is requesting funding because he feels this is a health and safety issue. Said that Westfork is pursuing an RID, but does not think it will pass. He has spoken with JTL Engineering and they are able to fix some of it this Fall; though no bid was given yet. Packy said he would get this bid for the board next week. Carol Collins stated that Westfork did not come to the allocation meeting and apply for funds this fiscal year because they were still working on their RID at the direction of last year's BSRAD board. Jim asked if Westfork was asking for the resort tax to pay for 100%. Suggested that perhaps Westfork come back with a plan that would work for all parties. Suggested that we "share the burden" Packy said he agreed and was not against everyone "kicking in." However, did not think it was going to happen as far as trying to get everyone in Westfork & Southfork to kick in. Packy was encouraged to pursue this though and continue to work on the RID and come back to the board with a total proposal along with a specific amount requested. Carol said we would put this request on the next meeting's agenda. Packy said that Westfork has to proceed this month or the construction will not take place this summer. Suzanne Schreiner commented that she has received many phone calls on this matter and said the public was in favor of doing this.
- 3) Gallatin County Sheriff Request for Funds: Carol Collins, chair explained that we could still allocate funds with a motion to bring issue back to the table and then the board would need to make an additional motion and vote on the issue (request is for \$18,175). James Cashell stated this request is due to budget overage from the previous fiscal year because of wage increases, neglecting to include vehicle lease payments in budget and over time accumulated. According to Cashell, their budget cycle does not coincide with our allocation request. He said that the sheriffs were out of town during the allocations meeting at an annual conference. Heidi does not feel the board should "go back" on their original decision on this request. Brian Gootkin explained that the dept. did not "screw up" it was all due to their budget cycle and pointed out that they did not want to "front load" and

“pad” their budget. Jim Muscat made a motion to table this request/discussion until next meeting. Heidi 2nd. All were in favor.

- 4) June Minutes: June 10, 2002 were approved and June 12, 2002 were approved with an amendment on #30, it should read “Heidi 2nd.” Jim made the motion to approve and Heidi 2nd. All were in favor.
- 5) Resort Tax Request Application Form: Jim Muscat lead the discussion to possibly change the verbiage on #11 to include “What is your Mill Levy capability?” “Translate mill levy into dollars if applicable.” The board wants Sarah to work on.
- 6) Big Sky Comm. Park: Heidi made a motion to extend the availability of the Park’s balance of their resort tax funds (currently just over \$11,000) until August 31, 2002. Jim 2nd. All in favor. Sarah told the board that the best way to proceed with this in the future is for the park Bd. to ask for a “rollover” if they find they are not going to have the money spent by the end of that particular fiscal year. Sarah said she would convey this to the Park Bd. According to Mike Coon, due to weather and other unforeseen circumstances the work could not be completed by June 30, 2002, though it had all been hired out. Mona said this was within our legal authority.
- 7) Auditor: Sarah passed out information on prospective auditors. 1) Phil Gouviea who was present and spoke to us regarding his experience. He is from Bozeman, previously owner of Pizza business, worked for the State in Auditing Compliance Dept for Nursing Homes, was CEO for some construction businesses, worked for an accounting firm performing audits, not a CPA, and has personal liability Insurance. Board told him we would be in touch regarding our decision. 2) Denning & Downey & Assoc. from Kalispell submitted general information, Sarah had called a few times asking for a bid (has not submitted to date). #3) Commercial Specialists: the company who performs audits for the State of Mt. Work. Comp. did not submit a bid but said they would be willing to do them for us, their rate was a flat \$94.00. Board said that Sarah could decide on whom to hire and the board will decide on what will be expected from the auditor.
- 8) Mona representing BSRAD at preliminary sales tax meetings: Mona has been attending preliminary sales tax meeting in Helena and we have been charged for this. The board did not ask her to do this on their behalf. Sarah informed the board of the current expenses incurred from this and asked if the board wanted her to continue. The board thought that it was a little early in the stages to hire her to do so. Carol said she would talk to Mona and tell her that the board is not willing to spend a lot of money on this right now.
- 9) Tentatively scheduled next meeting for August. 14th at Noon.
- 10) Open Meeting adjourned .

Approved
Heidi Peacock

**Big Sky Resort Area District
Minutes from August 8, 2002
Board of Directors Open Meeting**

Attending: Carol Collins, Chair Sarah Ouellette, Office Administrator
Jim Muscat, Vice Chair Suzanne & Harrison Schreiner
Rena Schumacher, Director Packy Cronin
Heidi Peacock, Secretary-Treasurer Laura Larocco
Dick Allgood Lee Ecans of Allied Engineering
Tim Ryan Marcus Hibdon-Lone Peak Lookout
Mark Roemer Brian Gootkin, Sheriff
James Cashell, Sheriff

- 1) Carol Collins called the meeting to order at 12:10 p.m
- 2) Public Comment & Westfork Roads Request: Carol clarified that the board does have authority to change the allocations resolution, but Westfork did not go through the initial phases of requesting funds for the fiscal year ending 2003. Carol said that the only legal way this road request could be funded would be through the Emergency Fund if this request meets the criteria for that. She also clarified that in order to be funded by the Emergency Fund it would require a *unanimous* vote by the board of which we do not have today. She also read aloud the definition of an "emergency." Carol then stated that the next step was for the board present today to decide if this request constitutes as an emergency and if so, then the entire board would need to come together and vote on the issue. Rena asked the question if this could be specifically deemed an emergency. Carol's opinion was that this was not an emergency because it was not unforeseen or unanticipated, however it was serious. Heidi mentioned that this situation has been going on for a few years and it wasn't as though they weren't aware of the situation. Rena said she did not see it as an emergency following these guidelines. Suzanne said that Westfork just did what the board had told them to do. A motion was made by Rena to bring this issue before a full board to discuss it as an emergency appropriation; Heidi 2nd. Discussion: Heidi said she said she did not feel that it was an emergency and would have to be more of a catastrophic situation. Jim said it clearly was not an emergency but a situation that needs dealt with. Vote: All members were opposed and motion failed.
- 3) Allocation Date: Carol said that it was brought to her attention by someone on the BSOA board to entertain the idea of changing our allocation date because it did not seem to work very well with some of the recipients as far as their budget. This particular person suggested having the allocations earlier. Rena and Sarah said that would be hard to do because all of the taxes wouldn't be in yet for the fiscal year and we would end up with a grey area and not have an exact number to allocate. It was mentioned to possibly hold it later. No decision was made either way.

- 4) Gallatin County Sheriff Dept. Allocation Request: Carol Collins, chair stated this is not considered an emergency; but rather a regular allocation request, as they had applied for funds for the fye 2003 but were originally turned down. She said that if this request were passed then we would need to amend the allocation resolution for fye 2003. Renae made a motion to revisit the request for \$18,175.00, Jim 2nd and all were in favor. Heidi made a motion to amend the original allocation resolution and allow the funding request for the Gallatin Co. Sheriff Dept. for \$18,175.00 for fye 2003. Jim 2nd, All were in favor.
- 5) Meeting adjourned, Next meeting will be October 9th at Noon at the BSRAD office.

**Big Sky Resort Area District
Minutes from October 9, 2002
Board of Directors Open Meeting**

*Approved 11/13/02
Heidi Peacock*

Attending:	Carol Collins, Chair	Walter Ainsworth, Director
	Jim Muscat, Vice Chair	Heidi Peacock, Secretary-Treasurer
	Sarah Ouellette, Office Administrator	Marne Hayes-Chamber of Commerce
	Barbara Gillespie	Paula Blend
	Roberta Crew	

- 1) Public Comment: Barbara Gillespie was at meeting and voiced her concerns about the Big Sky Transportation District and the fact that they are no longer making stops in Hidden Village. Paula Blend and Roberta Crew were also present on behalf of this issue. Barbara did not feel that the Trans. Dist. was saving any money by doing this because the district added a stop in Fire Light Subdivision. Barbara acknowledged that ridership in Hidden Village is down but would do everything possible, such as handing out bus schedules, if the Trans. Dist. decides to add the HV stop back in. Paula Blend said her mother is elderly and definitely depends on this as a primary means of transportation. They did not ask the board to act on any issue on their behalf but wanted to use BSRAD as a sounding board before they went to the Transportation District's meeting. Overall, the board did not feel like they should get involved and noted that the schedules usually do change each year. Board said they thought these women had a good cause. Carol Collins, chair did say she would go to the Transportation District's meeting to listen and find out what was going on.
- 2) Carol Collins, chair called meeting to order at 12:30.
- 3) Walter made a motion to approve open minutes of July 24, 2002 and August 8, 2002 and Sept. 18, 2002, Heidi 2nd, Carol had some spelling corrections she would give to Sarah. All were in favor.
- 4) Chamber of Commerce: Marne Hayes was present to represent the Chamber. Marne requested that \$4000.00 of unspent funds that had been budgeted for their map in this year's approved allocation (map came in under budget) be moved to the line item of their building. Chamber would use the \$4000.00 as part of their down payment for the purchase of their building. Carol Collins, chair stated that the board does have legal authority to do this if they wished. Walter made motion to approve this request, Heidi 2nd, all were in favor.
- 5) Old Business: Walter had asked if the board had taken a firm position on whether to employ Mona Jamison to represent the District at meetings discussing the possibility of a "State Tax." Carol said she had given Mona an amount to spend and not to exceed, but could not recall the exact amount.
- 6) Financials: Board noted they were OK, but the "Collections Report" was a line off, Sarah to take care of.
- 7) Signing Authority: Sarah handed out a form for the current board to sign giving them signing authority on the STIP account and hence removing all previous board members. Heidi made motion to approve, Jim 2nd, All were in favor.
- 8) Open meeting adjourned, next meeting is November 13 at noon.

*Approved
12/11/02
Heidi Peacock*

**Big Sky Resort Area District
Minutes from November 13, 2002
Board of Directors Open Meeting**

Attending: Carol Collins, Chair
Heidi Peacock, Secretary-Treasurer
Renae Schumacher
Walter Ainsworth, Director
Meg O'Leary
Sarah Ouellette, Office Administrator

- 1) Public Comment: Meg O'Leary was present on behalf of the Big Sky Transportation District. She described the protocol of their three public meetings that were held to educate public on the bus schedule. With the assistance of the board and hired personnel, they are changing the readability of the schedule, also Hidden Village along with Pine Condos is back on schedule.
- 2) Carol Collins, chair called meeting to order at 12:25
- 3) Heidi P. made motion to approve the minutes of the Oct. 9, 2002 open meeting, Walter 2nd, all were in favor.
- 4) Election of Officers-Walter made a motion to retain all current officer positions (see above)Renae 2nd, all were in favor.
- 5) Audits-Sarah asked the board if they were in favor of auditing any of the current tax recipients. Board discussed the current checks and balances, i.e.; their two required progress reports and the invoices and statements required at time of request for funds. Carol explained that at any time, Sarah could ask the recipients for more information for a request if necessary. Board does NOT want to perform any audits on recipients at this time.
- 6) Allocation and Application Dates-Board discussed several amendments to the application. Sarah is to revise it and bring back to December meeting for approval. Also, Sarah is to compose letter for all tax recipients taking a survey on preferred allocation dates. Sarah will also write a letter to attach to next year's application explaining format, etc.
- 7) Remittance Form-Carol said Mona did not think the District should ask taxpayers to provide their "total gross sales," just their taxable sales. Board decided we would keep Remittance Form as it is.
- 8) Sheriff Agreement-Carol said it was currently with the attorneys Mona Jamison and Chris Grey for final amendments.
- 9) Financials-Walter made motion to approve, Heidi 2nd, all were in favor.
- 10) Next meeting is scheduled for December 11, 2002 here. Meeting adjourned.