

**Big Sky EDA/EDC  
Executive Committee Agenda  
March 4, 2020  
7:30 A.M. to 9:15 A.M.  
Rosebud Room, 2<sup>nd</sup> Floor – Granite Tower**

**BIG SKY ED Mission Statement:** - Focused on sustaining and growing our region's vibrant economy and outstanding quality of life, **Big Sky Economic Development** provides leadership and resources for business creation, expansion, retention, new business recruitment and community development.

**Committee Members**                      **EDC** –Mike Seppala, Steve Loveless, Ann Kosempa, Mac Fogelsong, Mike Nelson  
**EDA** –Robin Rude, Paul Neutgens, Ken Lutton, Greg McDonald, Judi Powers

**7:30 A.M.— Call to Order** – Robin Rude, EDA Chair

**Agenda Changes for Today's Meeting**

**Public Comments/Board Member and Staff Announcements**

**AGENDA**

- I. Approval of EDA/EDC Exec. Comm. Minutes**
- Feb. 5th, 2020 Ex. Committee Meeting (Attachment A) (Action)
- II. Approval of EDA/EDC Financials – Shanna**
- January 2020 EDA and EDC Financials (Attachment B) (Action)
- III. Executive Director's Report- Steve** (Separate Email)
- Update: MEDA Next Generation Economic Development Tools Project (Info)
  - 2020 Board Planning—March 12<sup>th</sup>, Review Final Agenda--Austin (Handout)(Info)
  - Update: NDO Subcommittee Project (Judi Powers, Chair) (Info)
- IV. Program Directors/Leaders' Updates**
- A. Operations--Becky
    - 1. Big Sky to Sky Point Project—
      - Status of RFQ for Architect/Design Services (Info)
      - Quick Recap of Transaction Closing/Funding (Info)
  - B. Member Investor Program 2020 Growth Strategy Update—Melanie (Info)
  - C. Business Expansion-BSTF Grant Applications—Lorene/Allison (Attachment C) (Action)
- V. Executive Session (as needed)**

**Public Comment**

**Adjourn**

**Next Executive Committee Meeting – April 1, 2020 (7:30 A.M. to 9:15 A.M.)** *Big Sky Economic Development Board of Directors will make reasonable accommodations for known disabilities that may interfere with an individual's ability to participate. Persons requiring such accommodations should make their requests to Big Sky Economic Development as soon as possible before the meeting day. Please call Big Sky Economic Development at 256-6871.*



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# ATTACHMENT A

**Big Sky EDA/EDC Joint Executive Committee Meeting Minutes**  
***February 5<sup>th</sup>, 2020 – 7:30 A.M. to 9:00 A.M.***  
***Rosebud Room, 2<sup>nd</sup> Floor – Granite Tower***

Shanna then reviewed the projected EDC budget. We are on track with budgeted net income and expect no adjustments are necessary at this time.

Shanna then presented the final 990 report for Anderson Zurmuehlen.

Motion: Mike Seppala to approve the December 2019 EDA/EDC Financials, as presented to the Executive Committee.

Second: Greg McDonald

Discussion: None

Motion: Carried

### **Executive Director's Report**

#### **MEDA Next Generation Economic Development Tools Project**

We are off and running with the MEDA NextGen Project work. Steve, Austin and consultants Jeff and Elizabeth did a tour of eastern Montana where they met with legislators, community leaders, commissioners, and economic development practitioners.

#### **2020 Board Planning**

Steve let the Committee know that our March 12<sup>th</sup> Board meeting will be coupled with our annual Board Planning Meeting. Austin provided a handout that listed some desired outcomes of the planning and asked Executive Committee Members to give their feedback.

#### **NDO Subcommittee Project**

Steve has asked Judi and others to convene and help guide BSED's understanding of the NDO and what our role is moving forward. The first subcommittee meeting is slated for this Friday morning.

### **Program/Org, Directors Updates**

#### **Operations: Big Sky to Sky Point Project – Becky**

An RFQ for Architect/Design Services is being drafted and will be in front of the Board next week for review. Becky explained the process we will follow within the RFQ for selecting an architect.

Becky then reviewed the EDC to EDA Transfer Agreement. This agreement is part of the closing activities and documents the transaction of Zoot selling the building to the EDC, which is then transferred to the EDA.

The Project Management and Decision Making process was next and Becky explained the internal structure of how the facility renovation project will be managed.

Motion: Ann Kosempa to approve and forward to the Board, the EDC to EDA Transfer Agreement, as presented to the Executive Committee.

Second: Robin Rude

Discussion: None

Motion: Carried

Further, we will be taking the Billings Symphony on as tenants until their new space is ready to be occupied. That has been approved by the US EDA and Becky will call Ignacio to inform him and his team later this morning.

#### **2020 Stakeholder Survey**

Becky informed the Committee that the Stakeholder Survey will close today.

### 2020 BSED Calendar

Becky provided an updated Calendar for the Board marking important dates.

### February Board Meeting, Early Start at Billings Library

Next week's Board Meeting will be held at the Library and is centered on our mid-year program reports. Start time will be 7:15am.

### Loan Collection Policy for the Revolving Loan Fund – Brandon

Brandon presented the loan collection procedure that he has put together. Brandon's loan committee recommended that this should be a procedure rather than a policy. The Loan Committee also noted that the procedure is very detailed. Brandon went over some of the pieces within the procedure and how they vary from the policy that existed before this document. Mike Seppala agreed that this should be a procedure instead of a policy. Procedure allows for flexibility where policy does not.

Motion: Ken Lutton to approve and forward to the Board, the proposed Revolving Loan Fund Collection Procedure, as presented to the Executive Committee.

Second: Judi Powers

Discussion: None

Motion: Carried

### TEDD Update - Thom

There is a City Council work session on 2/18. A KLJ study has analyzed the cost to the city to annex those properties. Circle Analytics also conducted a study on how ExxonMobil affects the city as a county property.

2D modelling of the area will help redefine flood plain zones and save property owners significant dollars but it will need to be approved by FEMA. Residing outside of a flood zone increases the taxable value of the property.

### Member Investor Program 2020 Strategy Review

Melanie has had tremendous support from the Board Members who have facilitated multiple meetings for Melanie and potential investors. Allison will provide the update next week.

### VBOC Program Option Year – Dustin

Dustin is updating the Committee about the option to renew our grant to host the Region VIII VBOC. We will submit our renewal materials and wait to hear back from the SBA.

**Executive Session: None**

**Public Comment: None**

Mike adjourned the meeting at 9:05 am

Next Meeting – March 4<sup>th</sup>, 2020



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# ATTACHMENT B

**Big Sky Economic Development Authority**  
**Financial Report for the Executive Committee and Board of Directors**  
**February 25, 2020**

Included with this report are balance sheets reflecting the assets, liabilities and net assets of Big Sky EDA as of January 31, 2020. Also included is the statement of revenue and expenses through seven months of FY20 as compared to budget.

**Balance Sheet**

Current assets decreased slightly and totaled approximately \$1,355,000 at the end of January. Current assets decreased from \$1,493,000 at the end of December. We will see some fluctuation in the current assets amounts in February as we complete the purchase of the building. Accounts receivable decreased approximately \$24,000 and at the end of January totaled \$204,000. This is largely comprised of PTAC receivable of \$100,000, VBOC receivable of \$72,000, and SBDC receivable of \$28,000. As of February 2020, these receivables have decreased to \$150,000. The tax levy receivable balance continues to decrease with the collection of November tax funds. The tax levy receivable totaled approximately \$508,000, a decrease from \$512,000 in December. Protested tax receivable totaled an additional \$23,000 in protested tax levy receivable. An allowance totaling approximately \$23,000, or 100% of protested tax levy receivable is reflected to allow for potentially uncollectible protested tax levy.

Big Sky EDA invested the proceeds from the sale of the GE facility (approximately \$6 million) into certificates of deposit with maturities of 18 months. These proceeds are reflected under opportunity fund-CDs. There was one CD that matured in January 2020 (\$617,000). This was renewed into a short-term CD in order to maximize interest income until funds are needed for construction. There are two additional CDs that will mature at the end of February (total of \$1,222,505). One of these CDs will be cashed out for the purchase of the building. The second CD will be renewed into a short-term CD.

Due To/Due From EDC totaled approximately \$41,000 and represents the amount owed to EDA from EDC.

Accounts payable have decreased from \$96,000 at December 2019 to approximately \$38,000 at the end of January. Accrued expenses total approximately \$93,000 and consist of salary/benefits accruals.

**Statement of Revenue and Expenses**

County tax (mill levy revenue) totaled \$1,323,000 through January 2020. Department of Defense (PTAC) reimbursement and EDC reimbursement continue to remain below budget through January 2020. Opportunity fund investment revenue is also below budget through January 2020.

Salary/wage expense totaled \$970,000 through January. This amount is slightly over-budget due to the payout of vacation and sick leave to employees no longer with the organization, combined with the PTAC service arrangement for Bozeman. This higher salary expense is off-set by a few items including the contributions from the City of Bozeman (\$5,000) and Gallatin County (initial contribution of \$9,000). Also, the PTAC Subcenter expense is about \$70,000 below budget. This expense line item will remain below budget through the remainder of the fiscal year due to the Bozeman PTAC arrangement. Professional fees totaled approximately \$78,000 through January 2020.

Through seven months of FY20 Big Sky EDA recognized revenue in excess of expenses totaling about \$477,000, which was approximately \$53,000 less than the budgeted amount. This variance continues to be driven by a few different things. Department of Defense (PTAC) reimbursement remains below budget, while salary/wage expense and professional fees are over budget. In addition, there is approximately a \$48,000 variance in opportunity fund investment and interest income.



**Big Sky EDA**  
**Comparative Balance Sheet**  
**As of January 31, 2020 and 2019**

	1/31/2020	1/31/2019	+/-	6/30/2019	+/-
<b>Assets</b>					
First Interstate Bank	\$74,790	\$68,651	\$6,139	\$23,571	\$51,219
FIB-Recovered Property Taxes	148,202	147,854	348	97,854	50,348
Opportunity Fund-FIB	54,383	13,257	41,125	13,265	41,118
Opportunity Fund-Stockman	3,617	376,638	(373,021)	3,612	5
Opportunity Fund-Opportunity Bank	618,652	-	618,652	613,163	5,489
Stockman GE Maintenance	15,128	28,479	(13,351)	23,479	(8,351)
Yellowstone County Funds	440,616	387,294	53,322	519,877	(79,261)
<b>Total Current Assets</b>	<b>1,355,387</b>	<b>1,022,173</b>	<b>333,213</b>	<b>1,294,821</b>	<b>60,566</b>
<b>Other Assets</b>					
Accounts Receivable	204,450	305,390	(100,941)	283,781	(79,332)
American Revenue Guarantee	6,887	6,887	-	6,887	-
Due To/Due From EDC	41,195	88,032	(46,837)	163,958	(122,762)
Tax Levy Receivable	507,527	491,306	16,221	18,231	489,297
Tax Levy Receivable - Protested	23,159	11,118	12,041	9,211	13,947
Allowance for Doubtful Accounts	(23,159)	(11,118)	(12,041)	(9,211)	(13,947)
Prepaid Expenses	11,284	5,427	5,857	39	11,245
Undeposited Funds	-	-	-	-	-
Interest Receivable	2,421	-	2,421	2,421	-
Miscellaneous Receivable	-	3,007	(3,007)	218	(218)
<b>Total Other Assets</b>	<b>773,764</b>	<b>900,050</b>	<b>(126,286)</b>	<b>475,535</b>	<b>298,229</b>
<b>Non-Current Assets</b>					
Opportunity Fund - CDs	4,602,644	5,119,531	(516,887)	4,590,718	11,926
Loans Receivable	400,000	220,481	179,519	400,000	-
TEDD Receivable	44,325	64,775	(20,450)	64,775	(20,450)
Cabela's Conduit	9,648	4,980	4,668	4,982	4,666
Deferred Outflow of Resources	247,689	365,827	(118,138)	247,689	-
<b>Total Non-Current Assets</b>	<b>5,304,306</b>	<b>5,775,595</b>	<b>(471,289)</b>	<b>5,308,164</b>	<b>(3,858)</b>
<b>Total Assets</b>	<b>7,433,457</b>	<b>7,697,819</b>	<b>(264,362)</b>	<b>7,078,520</b>	<b>354,937</b>
<b>Liabilities &amp; Equity</b>					
<b>Current Liabilities</b>					
Accounts Payable	38,132	69,226	(31,093)	119,524	(81,391)
Accrued Expenses	92,908	97,261	(4,353)	118,144	(25,236)
Deferred Revenue	6,534	-	14,000	-	-
Payroll Liabilities	(52)	290	(342)	4,979	(5,031)
Compensated Absences	147,540	138,444	9,096	164,177	(16,638)
<b>Total Current Liabilities</b>	<b>285,063</b>	<b>305,221</b>	<b>(20,158)</b>	<b>406,824</b>	<b>(121,761)</b>
<b>Long Term Liabilities</b>					
Deferred inflow or Resources	13,741	7,419	6,322	13,741	-
Pension Liability	884,804	908,811	(24,007)	884,804	-
<b>Total Long Term Liabilities</b>	<b>898,545</b>	<b>916,230</b>	<b>(17,685)</b>	<b>898,545</b>	<b>-</b>
Current Year Excess of Expenses over Revenue	476,699	629,485	(152,786)	(73,732)	550,431
Balance at Beginning of Year	5,773,151	5,846,883	(73,732)	5,846,883	(73,732)
<b>Net Assets</b>	<b>6,249,850</b>	<b>6,476,368</b>	<b>(226,518)</b>	<b>5,773,151</b>	<b>476,699</b>
<b>Total Liabilities &amp; Equity</b>	<b>7,433,457</b>	<b>7,697,819</b>	<b>(264,362)</b>	<b>7,078,520</b>	<b>354,937</b>

**Big Sky EDA**  
**Statements of Operations**  
**For the Periods Ending January 31, 2020**

	Month			YTD			Fiscal Year
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Operating Revenue</b>							
County Taxes (Mill Levy Revenue)	(\$168)	\$0	(\$168)	\$1,323,117	\$1,320,000	\$3,117	\$1,461,225
Health Insurance Mill Levy	9,010	8,530	480	\$59,866	\$59,710	156	102,360
Recovery of Protested Taxes	-	-	-	\$0	\$0	-	-
Department of Defense	56,000	52,819	3,181	\$349,125	\$369,733	(20,608)	633,828
EDC Reimbursement	38,627	48,729	(10,102)	\$298,675	\$341,103	(42,428)	584,748
EPA-Brownfields	11,549	-	11,549	\$14,709	\$0	14,709	-
SBA/MT Dept of Commerce	13,911	13,708	203	\$97,864	\$95,958	1,905	164,500
SBDC Program Income	320	-	320	\$2,278	\$0	2,278	-
VBOC	23,181	25,000	(1,819)	\$169,951	\$175,000	(5,049)	300,000
Opportunity Fund Investment	-	2,083	(2,083)	\$0	\$14,583	(14,583)	25,000
Grant Administration	-	742	(742)	\$1,800	\$5,192	(3,392)	8,900
Miscellaneous Revenue	500	-	500	\$9,416	\$0	9,416	-
<b>Total Revenue</b>	<b>152,930</b>	<b>151,611</b>	<b>1,319</b>	<b>2,326,801</b>	<b>2,381,279</b>	<b>(54,478)</b>	<b>3,280,561</b>
<b>Operating Expenses</b>							
Salaries/Wages	141,797	134,398	7,400	970,386	940,783	29,602	1,612,771
Employer Contributions	44,859	44,200	659	305,748	309,398	(3,650)	530,396
Contingency	-	-	-	-	-	-	30,000
Contract Support	-	-	-	-	333	(333)	1,000
Community Development Projects	(722)	-	(722)	(400)	4,200	(4,600)	50,000
Dues and Subscriptions	1,442	1,500	(58)	51,465	46,306	5,159	52,775
Insurance	-	-	-	13,116	14,231	(1,114)	14,766
Marketing - Departmental	422	1,388	(966)	3,149	9,714	(6,565)	16,652
Marketing - Organizational	4,421	5,146	(725)	36,290	36,021	269	61,750
Office Equipment	-	792	(792)	4,709	4,292	417	9,500
Office Expense	1,851	1,667	184	10,738	11,667	(929)	20,000
Professional Fees	20,410	-	20,410	77,698	35,126	42,572	35,126
Property Tax Protests	-	-	-	20,706	21,000	(294)	49,190
PTAC Satellite	7,259	11,710	(4,451)	68,256	81,970	(13,714)	140,520
PTAC Subcenter	9,693	23,190	(13,497)	92,713	162,331	(69,618)	278,282
Rent	11,284	10,530	754	79,412	73,712	5,700	126,364
Repairs	-	-	-	352	-	352	-
Sponsorships	2,000	-	2,000	19,480	15,917	3,563	15,917
TEDD	-	417	(417)	851	2,917	(2,065)	5,000
Telecommunications	6,795	4,520	2,275	33,084	31,640	1,444	54,240
Travel/Training	11,674	12,044	(371)	68,582	78,656	(10,074)	144,533
Miscellaneous	699	3,377	(2,678)	13,762	23,640	(9,878)	40,525
<b>Total Operating Expenses</b>	<b>263,884</b>	<b>254,878</b>	<b>9,006</b>	<b>1,870,097</b>	<b>1,903,852</b>	<b>(33,756)</b>	<b>3,289,307</b>
<b>Net Operating Revenue</b>	<b>(110,954)</b>	<b>(103,266)</b>	<b>(7,688)</b>	<b>456,705</b>	<b>477,427</b>	<b>(20,722)</b>	<b>(8,747)</b>
<b>Non-Operating Income</b>							
Interest Income	6,279	7,528	(1,248)	19,994	52,695	(32,701)	90,334
<b>Net Revenue Over (Under) Expense</b>	<b>(\$104,675)</b>	<b>(\$95,739)</b>	<b>(\$8,936)</b>	<b>\$476,699</b>	<b>530,121</b>	<b>(\$53,423)</b>	<b>\$81,588</b>

**Big Sky Economic Development Corporation**  
**Financial Report for the Executive Committee and Board of Directors**  
**February 25, 2020**

Included with this report are balance sheets reflecting the assets, liabilities and net assets of Big Sky EDC as of January 31, 2020. Also included is the statement of revenue and expenses through seven months of FY20 as compared to budget.

**Balance Sheet**

Current assets totaled approximately \$2,285,000 at the end of January, a slight decrease from \$2,290,000 at the end of December. Similar to EDA, we will see some fluctuation in the current assets amounts in February as we complete the purchase of the building. Accounts receivable total \$39,000 and consist largely of Member Investor pledges for FY20 (\$24,300), Member Investor pledges for FY19 (\$9,500) and CTE receivable (\$5,000). We sent out the next quarter of member investor invoicing in February, so we will see an increase in receivables and member investor revenue in February. This invoicing totaled approximately \$70,000.

Accounts payable are low and totaled a little over \$1,000 at the end of January. Due To/Due From EDA totaled approximately \$41,000 and represents the amount owed to EDA from EDC.

**Statement of Revenue and Expenses**

The 504 loan origination revenue totaled \$102,000 through January. This is approximately \$24,000 over budget. There is an additional \$42,000 in deferred 504 revenue that will be recognized as loans fund. The 504 loan servicing revenue remains slightly over budget and totaled \$314,000 through January 2020. Member investor revenue is slightly below budget through January 2020, but will increase to approximately \$200,000 in February.

With the exception of EDA reimbursement, event expense, and marketing, all other expenses remain close or in line with budget amounts through January.

Through seven months of FY20 Big Sky EDC recognized revenue in excess of expenses totaling about \$8,000, which was approximately \$45,000 more than the budgeted amount.

**Big Sky EDC**  
**Comparative Balance Sheet**  
**As of January 31, 2020 and 2019**

	1/31/2020	1/31/2019	+/-	6/30/2019	+/-
<b>Assets</b>					
First Interstate Bank	\$237,753	\$378,804	(\$141,052)	\$409,998	-\$172,245
FIB SSBCI Principal	1,428,916	1,257,377	171,539	1,335,009	93,907
FIB-Long Term Reserve	250,000	250,000	-	250,000	-
FIB-Opportunity Fund	22,200	22,200	-	22,200	-
FIB-RLF	190,788	240,195	(49,407)	268,288	(77,500)
FIB-OBSD Restricted	-	-	-	-	-
Accounts Receivable	33,948	1,000	32,948	34,158	(210)
Contributions Receivable	5,000	57,500	(52,500)	44,500	(39,500)
Prepaid Expenses	3,175	2,694	481	4,867	(1,692)
RLF Portfolio-Current	62,547	75,570	(13,023)	46,653	15,894
SSBCI Portfolio-Current	50,748	123,590	(72,842)	126,448	(75,699)
<b>Total Current Assets</b>	<b>2,285,075</b>	<b>2,408,931</b>	<b>(123,855)</b>	<b>2,542,120</b>	<b>(257,045)</b>
<b>Other Assets</b>					
RLF Portfolio-Non Current	233,947	235,880	(1,933)	127,979	105,968
SSBCI Portfolio-Non Current	800,791	867,681	(66,890)	800,791	-
<b>Total Other Assets</b>	<b>1,034,738</b>	<b>1,103,560</b>	<b>(68,822)</b>	<b>928,770</b>	<b>105,968</b>
<b>Total Assets</b>	<b>3,319,814</b>	<b>3,512,491</b>	<b>(192,677)</b>	<b>3,470,890</b>	<b>(151,077)</b>
<b>Liabilities &amp; Equity</b>					
<b>Current Liabilities</b>					
Accounts Payable	1,556	21,617	(20,061)	62,640	(61,084)
Accrued Expenses	7,500	5,375	2,125	20,473	(12,973)
Deferred 504 Revenue	41,744	3,022	38,722	3,936	37,808
Due to/Due from EDA	41,195	42,814	(1,619)	163,958	(122,762)
<b>Total Liabilities</b>	<b>91,996</b>	<b>72,829</b>	<b>19,167</b>	<b>251,007</b>	<b>(159,011)</b>
<b>Current Year Excess of Expenses over Revenue</b>	<b>7,935</b>	<b>(21,150)</b>	<b>29,085</b>	<b>(240,929)</b>	<b>248,864</b>
<b>Balance at Beginning of Year</b>	<b>3,219,883</b>	<b>3,460,813</b>	<b>(240,929)</b>	<b>3,460,813</b>	<b>(240,929)</b>
<b>Net Assets</b>	<b>3,227,818</b>	<b>3,439,662</b>	<b>(211,844)</b>	<b>3,219,883</b>	<b>7,935</b>
<b>Total Liabilities &amp; Equity</b>	<b>3,319,814</b>	<b>3,512,491</b>	<b>(192,677)</b>	<b>3,470,890</b>	<b>(151,076)</b>

**Big Sky EDC**  
**Statements of Operations**  
**For the Periods Ending January 31, 2020**

	Month			YTD			Fiscal Year
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Operating Revenue</b>							
504 Loan Origination	\$18,670	\$11,250	\$7,420	\$102,287	\$78,750	\$23,537	\$135,000
504 Loan Servicing	43,166	43,874	(709)	\$314,295	\$307,118	\$7,177	526,488
CTE Director Donations (Restricted)	-	-	-	-\$2,000	\$0	(\$2,000)	-
Member Investment	2,650	2,500	150	\$131,610	\$162,500	(\$30,890)	370,000
RLF Business Loan Interest	1,293	917	376	\$9,632	\$6,419	\$3,213	11,004
SSBCI Revenue	2,125	2,005	120	\$14,171	\$14,037	\$133	24,064
Recovery of Bad Debt	-	300	(300)	\$9,067	\$2,100	\$6,967	3,600
Miscellaneous Revenue	288	1,083	(796)	\$2,350	7,583	(\$5,233)	13,000
<b>Total Revenue</b>	<b>68,191</b>	<b>61,930</b>	<b>6,261</b>	<b>581,412</b>	<b>578,508</b>	<b>2,904</b>	<b>1,083,156</b>
<b>Operating Expenses</b>							
BEAR Program	1,980	50	1,930	2,712	2,494	218	5,386
Business Incubation	260	-	260	2,519	3,000	(481)	3,000
Contingency	-	-	-	-	-	-	10,000
Dues and Subscriptions	791	1,577	(787)	13,279	11,666	1,614	18,927
EDA Reimbursement	38,627	48,729	(10,102)	298,675	341,103	(42,428)	584,748
Event Expense	-	-	-	66,289	52,500	13,789	52,500
Insurance	844	917	(73)	1,688	6,417	(4,729)	11,000
Marketing - Departmental	8,178	8,000	178	36,529	36,887	(358)	61,548
Marketing - Organizational	100	-	100	18,295	11,000	7,295	11,000
Membership Development	342	1,250	(908)	5,091	7,500	(2,409)	15,000
Office Equipment	-	-	-	-	1,042	(1,042)	-
Office Supplies	417	171	246	2,438	1,199	1,238	2,056
Opportunity Fund Contribution	-	-	-	-	-	-	40,000
Professional Fees	-	6,744	(6,744)	39,493	47,208	(7,715)	80,928
Postage and Printing	582	83	499	855	583	271	1,000
Rent	2,531	3,421	(890)	22,649	23,945	(1,296)	41,049
Sponsorships	500	717	(217)	2,569	5,018	(2,450)	8,603
Telecommunications	464	468	(4)	4,198	3,278	920	5,619
Travel/Training	(1,056)	4,445	(5,501)	38,814	36,523	2,291	53,345
Miscellaneous	6,612	3,499	3,112	17,386	24,496	(7,110)	41,992
<b>Total Operating Expenses</b>	<b>61,171</b>	<b>80,072</b>	<b>(18,901)</b>	<b>573,477</b>	<b>615,860</b>	<b>(42,382)</b>	<b>1,047,703</b>
<b>Net Revenue Over (Under) Expense</b>	<b>7,020</b>	<b>(18,143)</b>	<b>25,162</b>	<b>7,935</b>	<b>(37,352)</b>	<b>45,287</b>	<b>35,454</b>



BIG SKY  
ECONOMIC DEVELOPMENT

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# ATTACHMENT C

Alpine Aviation Express LLC, doing business as Alpine Air, is planning to expand its operations in Billings, MT over the next two years.

In 2018, Alpine Air finished its cargo conversion for the Beechcraft 1900D; it was then approved by the FAA. The Alpine Super Freighter is now the largest single piloted cargo aircraft in the world. The 1900D aircraft will haul large quantities of cargo while being extremely cost effective when compared to its counterparts. They can now ship more with less giving Alpine a competitive edge in our industry.

This extraordinary achievement is due to many years of engineering and planning to bring a conversion that was created with the carrier and client in mind. In 2020, Alpine Air will continue expanding their aircraft fleet and staff to meet the growing demand for services. In Billings, they anticipate creating 30 net new jobs comprised of: 17 new pilots, 3 parts clerks, 5 mechanics, and 5 mechanic helpers in the next two years. To accommodate the growing staff and fleet of aircrafts, they will be expanding their facility in Billings. The current facility is insufficient for current staff, so they have leased office space in downtown Billings until the new facility is constructed.

They gathered the needed funds for construction and are now ready to draw up plans for the new facility. Alpine aims to finish the planning portion of the project by fall of 2020 and finish construction by the end of 2021. Alpine is requesting a \$25,000 planning grant from the Big Sky Trust Fund with the State Department of Commerce. This grant will help pay for pre-engineering and planning. The total planning costs are well over \$200,000.

### **Meadowlark Brewing**

Meadowlark's creation came about like any other American dream, it was just that, a dream. Our founder, Travis, an avid craft beer "researcher", moved home to Sidney, Montana in 2010 to help with the other family business Sidney Red-E-Mix, which is when the real encouragement from his parents came into play. Sidney, a small town in Eastern Montana was ready for some locally made beer. As with the rest of the country, the people of Sidney, were becoming more aware of and thirsty for craft beer. Travis and family saw this new "thirst" very in line with their new goals and dreams, and so the journey began.

Meadowlark has now outgrown its brewing space and is looking for better distribution and more space in Billings. They have 20,000 square foot building planned out on Zoo Drive. They were approved for a \$25,000 planning grant will help them with the planning a feasibility around the layout of the facility.

They are currently planning to hire 13 employees at the facility in Billings and are applying for a Job Creation Grant to help with building materials, furniture & fixtures, and wages. Positions include Front House manager, Head brewer, brewery manager, asst brewer, servers, and sales reps.

For more information on the company you can visit: <https://meadowlarkbrewing.com/>