

## Big Sky EDA/EDC Executive Committee Agenda March 1, 2023 7:00 AM to 9:00 AM

#### **Venture Conference Room (Lower Level BSED Building)**

**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** –Kim Jakub, Andy Gott, Nick Pancheau, Ann Kosempa, Jen Kobza **EDA** –Judi Powers, Riley Bennett, Debbie Desjarlais, Ken Lutton, George Warmer

7:00 A.M.— Call to Order – Kim Jakub, EDC Chair

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

**Agenda Changes** 

## **REGULAR AGENDA**

A. Approval of EDA/EDC Minutes

- February 1, 2023 Ex. Committee Meeting (Attachment A) (Action)

B. Approval of EDA/EDC Financials—Tami

- Approve Nov/Dec. Financials (Handout) (Action)

C. Executive Director Report--Steve

- Re-Org/Staffing Update (Info)

Air Service Taskforce—Federal Grant Application/Matching Funds (Handout) (Action)

Strategic Priorities

QoL Investments—Comprehensive Plan for Parks, Trails and Rec. (Info)

- Vacant Board Seats (2 on EDC)-Next Steps (Attachment B) (Info)

Board Planning Session—April 13—Setting Objectives (Info)

## D. Program Action Items/Reports

- 1. Recruitment Projects—Allison
- 2. Legislative Update—Allison

Consideration of Executive Session (as needed)

#### **Public Comment**

#### **Adjourn**

Next Executive Committee Meeting – April 5 (7:00 A.M. to 9:00 A.M.) Location-Venture Conference Room, BSED Building). 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 406-256-6871.



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# **ATTACHMENT A**



## Big Sky EDA/EDC Joint Executive Committee Meeting Minutes February 1, 2023 – 7:00A.M. to 9:00 A.M.

Venture Conference Room (Lower Level BSED Building)

**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 Present: EDA** – George Warmer, Riley Bennett, Debbie Desjarlais,

EDC – Ann Kosempa, Andy Gott, Kim Jakub, Nick Pancheau, Jen Kobza

Committee Members Absent: EDA – Judi Powers, Ken Lutton

EDC - none

**Staff and Others Present:** 

Call to Order:

Riley Bennett, EDA Vice Chair, called the meeting to order at 7:02 A.M.

**Public Comment/Introductions** 

None

Agenda Changes for Today's Meeting:

None

#### **REGULAR AGENDA**

## Approval of January 4, 2023 Executive Committee Meeting Minutes

Motion: Andy Gott to approve the January 4, 2023, Executive Committee Meeting Minutes, as presented

to the Executive Committee.

Second: Ann Kosempa Discussion: None Motion: Carried

## Approval of EDA/EDC Financials-Tami/Steve

#### Approval of November/December Financials(pending)

Steve and Tami shared with the Executive Committee that the November/December financial statements are pending. Tami is currently working on getting the financials up to date since joining the BSED team. We were previously utilizing Eide Bailly, members of the BSED team, and Shanna to manage financials while we completed the search process for Tami's role. Steve anticipated financials will be provided by the March Board meeting. No action was taken this date.

#### **Executive Director Report-Steve**

#### Re-Org/Staffing Update

Steve shared updates on the BSED reorganization and recent steps that have been completed in this process. Kevin Scharfe's last day was January 31, 2023. Last week Steve and Kevin put together a scope of work. Kevin will function as a contractor, mainly focusing on the Accelerator program. This is a ten-week curriculum that will consume the bulk of his work. An additional goal is to secure a barista for the space in Rock31. The barista space is intended to be a startup, incubator. Steve answered the Executive Committee's questions regarding the barista space and the Executive Committee shared ideas on how to fill the barista space. Ryan will remain the Rock31 Community Manager and will report to Lorene in the interim until a Rock31 Director is hired. A Rock31 Taskforce

that includes some of the members has been put together to assess how best to fill the Rock31 Director role. Rock31 members have asked for someone who has been successful as an entrepreneur to take over this role and provide resources and guidance to the Rock 31 community. Allison Corbyn will be leaving her role at the end of April. We will launch a search for a Senior Director of Development for Recruitment and Community Development. This will be an internal and external search process. The Senior Director of Economic Development position has been filled and will be announced at the EDA/EDC Board meeting next week.

### **Updates-Strategic Priorities**

#### QOL Investments-Comprehensive Plan for Parks, Trails, and Rec

Steve provided an update on the comprehensive plan for parks, trails, and rec. Steve authored a letter on behalf of the EDA/EDC Board to the City Council in support of the Recreation Center Masterplan. Every Friday for the next three weeks, Councilman Rupsis will host a Parks, Trails, and Recreation Center Funding Package workgroup. John Brewer has put together some analysis work on how the Rec center can raise its own money, develop sponsorships, donations, and fundraising revenue opportunities. The goal is for a third party, Victus Advisors to put together income opportunities which is important if asking the voters to fund the development. BSED and the City has been asked to help fund a portion of the cost for this analysis. February 13<sup>th</sup> is the final vote on the Recreation Center Masterplan. Steve answered the Executive Committee's questions regarding the funding process. The Executive Committee recommended making a motion today regarding the Victus Advisors Proposal.

Motion: Jen Kobza to approve the use of up to \$5,000.00 to contribute to the Victus Advisors Proposal on fundraising related to the Recreation Center and forward to the Board.

Second: George Warmer

Discussion: None Motion: Carried

## **Downtown Housing Development**

Steve shared an update regarding housing and mixed-use development in the downtown core.

#### **Board Committees Review**

Steve shared his approach regarding filling our Board Committees for 2023. The Executive Committee shared how to engage Board Members and encourage participation on the Committees. We will send a list of current openings the Board and utilize the Board members' preferences to fill gaps.

#### **Program Action Items/Reports**

## BillingsWorks Update-Marcell

Marcell shared three key events coming up in the second half of the year and asked the Executive Committee for help promoting the following:

- 1) Yellowstone County Summer Jobs Program
- 2) Summer Intern Leadership Institute
- 3) Better off in Billings Event-held on April 20th at the Billings Depot

Marcell also shared information on BSED's organizational podcast "The Vault" that launched today.

#### **TEDD Update-Thom**

Thom shared that applications for SpacetoPlace are open. Thom updated the Executive Committee on TEDD. KOJ is still working on the engineering for the preliminary infrastructure. The preliminary engineering should be completed later this Spring. A challenge remains funding. The County's ARPA funds were used to fund the preliminary engineering. The goal is for infrastructure to be in place on the TEDD side of the interstate ahead of the bypass project. Thom anticipates asking the County if they can help fund the infrastructure and once infrastructure starts to build they can use funds to pay back the "loan" given to fund this infrastructure. Thom

answered the Executive Committee's questions regarding the TEDD project. Thom anticipated meeting with County Commissioners within the next 60 days to move discussions forward.

Executive Session:

None

## Public Comment:

None

## Adjourn:

Riley Bennett adjourned the meeting at 8:35 am.

Next Meeting – March 1<sup>st</sup>, 2023



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# **ATTACHMENT B**





February 2, 2023

Mr. Steve Arveschaug Big Sky Economic Development 201 N Broadway Billings, MT 59101

#### Dear Steve:

As you know I have moved into a different position at NorthWestern Energy. My new role includes responsibility for the Bozeman and Butte operating areas as well as Billings. The travel requirements are such that regretfully I believe that I should resign my board position on the EDC in order for you to be able to replace me with a board member who will be able to participate fully and more regularly.

If I may make a recommendation for a replacement, I would whole heartedly recommend Molly Schwend. NorthWestern Energy has recently hired Molly to replace Deb Singer and Molly has taken over the role of Key Accounts and Economic Development. As a past Board member, I think that Molly would take up the role seamlessly.

It has been a pleasure working with you and serving on the EDC Board.

Sincerely,

Nicole McCann Benge

Director, Montana East Operations nicole.benge@northwestern.com

0 406-655-2515

C 406-670-4166