



**Big Sky EDA/EDC  
Executive Committee Agenda**

**June 3, 2026**

**7:00 AM to 9:00 AM**

**Zoot Training & Event Space (BSED Building/2nd Level)**

**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** – Jennifer Kobza, Jennifer Weaver Kondracki, Nichole Mehling, Nick Pancheau, Debbie Desjarlais

**EDA** – Lucy Aspinwall, Bryan Wood, Kate Vogel, Aaron Redland, Vince Mistretta

**7:00 A.M. — Call to Order** – Lucy Aspinwall, EDA Chair

**Public Comment/Board Member and Staff Announcements & Introductions**

- Introduction- Kimberly Bailey

**Agenda Changes**

**REGULAR AGENDA**

**A. Approval of EDA/EDC Minutes**

- May 6, 2026 - Executive Committee Meeting (Attachment A) (Action)

**B. Approval of EDA/EDC Financials and other matters—Tami**

- FY'26 March/April Financial Statements (Attachment B) (Action)
- Presentation of FY'27 Preliminary Budget (Attachment C) (Action)
- Agreement for Professional Management Services (Attachment D) (Action)

**C. Executive Director Report—Brandon**

- FY'26 Year End Merit Awards (Action)
- FY'27 Budget Hearing (Handout) (Info)
- Executive Director Work plan (Info)
- Workforce update (Info)

**D. Program Action Items/Reports**

- VBOC Program update – Brandon (Info)
- Rock 31 – Keith (Info)

**Consideration of Executive Session (as needed)**

**Adjourn**

**Next Executive Committee Meeting – July 1, 2026 (7:30 A.M. to 9:00 A.M.) Location-Zoot Training & Event Space, BSED Building, 2<sup>nd</sup> Floor.** 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 email Reann Keller, [reann@bigskyeda.org](mailto:reann@bigskyeda.org), or call Big Sky Economic Development at 406-256-6871.



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# ATTACHMENT A

**Big Sky EDA/EDC Joint Executive Committee Meeting Minutes**  
**May 6, 2026 – 7:30AM to 9:00AM**  
**Zoot Training and Event Space (BSED Building/2nd Level)**

**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** – Bryan Wood, Kate Vogel, Aaron Redland, Vince Mistretta  
  **EDC** – Jennifer Kobza, Jennifer Weaver Kondracki, Nichole Mehling, Nick Pancheau, Debbie Desjarlais

**Committee Members Absent:**   **EDA** – Lucy Aspinwall  
  **EDC** –

**Staff and Others Present:**       Brandon Berger, Tami Fleetwood, Dianne Lehm, Reann Keller, Justin Rigby, Sam Loveridge, Darian Armer

**Call to Order:**  
Jen Kobza, EDC Chair, called the meeting to order at 7:30 A.M.

**Public Comment/Introductions**

- Staff introductions- Sam Loveridge, Marketing and Communications Manager and Darian Armer, Community Development Project Manager.
- New Executive Director, Kimberly Bailey, start date beginning of June.
- Appreciation for Brandon Berger and his work as Interim Executive Director.

**Agenda Changes for Today’s Meeting:**  
Remove March Financials agenda item.

Motion: **Nick Pancheau** to approve the proposed agenda change to remove the March Financials action item.  
Second: **Bryan Wood**  
Discussion: None  
Motion: Carried

**REGULAR AGENDA**

**Approval of April 1, 2026, Executive Committee Meeting Minutes**

Motion: **Nichole Mehling** to approve the April 1, 2026, Executive Committee meeting minutes as presented to the Executive Committee.  
Second: **Nick Pancheau**  
Discussion: None  
Motion: Carried

### **Presentation of first draft FY'27 Budget**

Tami reviewed the proposed draft budget for FY'27. Organizational priorities have remained the same in the last couple of years. Noted that there was a significant reduction in staff both voluntarily and involuntarily (due to budget cuts) last FY and that we are currently focused on rebuilding the team. We currently have 4 additional new hires that are included in the budget. There are a few additional positions that we would like to add in FY'27, which include VBOC Project Manager, BSF Loan Officer, SBDC Advisor, and Workforce Development per the suggestion of the Salary Review Committee. Upon review of the first draft of the budget, we could not budget for the additional BSF and Workforce Development positions. The Salary Review Committee also requested that an additional salary contingency to be built into the budget, totaling \$50K compared to the \$10K budgeted in previous years. In review of the budget, we had to leave this contingency at \$10K. Tami is presenting the FY'27 budget at a net loss position, not a balanced budget currently. Tami shared the importance of creating a margin to manage uncertainties, the budget that she is presenting does not have this margin. Reviewed budget assumptions for EDA. Budgeted the Yellowstone County MOU to match what we received last year, \$1.3M. Funding from federal and state partners budgeted at \$1.8M. Rock 31 budget based on full occupancy/membership. No significant changes in revenues compared to FY'26 budget. Expense assumptions for EDC include hiring of four vacant positions- Recruitment, APEX, SBDC and VBOC, an expense contingency of \$40K, strategic priorities budget of \$15K (consistent with FY'26), and occupancy costs for building operation and maintenance budget of approximately \$244K. EDA budget is at a net operating loss of \$92K. Noted that the organization would like to continue focusing on workforce initiatives even if we are unable to hire dedicated staff. Discussion regarding partnerships and collaboration with other groups to focus on workforce efforts and programming. Executive Committee raised questions regarding Rock 31 programming, occupancy, pricing, and square footage. Requested Rock 31 presentation at next Executive Committee meeting. In FY'24 and FY'25 we were budgeted to be in a positive position, last FY we were budgeted to be in a negative net operating position due to YC budget cut. Noted that we will need to continue looking at additional revenue sources. Tami reviewed EDC budget assumptions which include a 5% increase in Member Investor program revenues, slight decrease in Big Sky Finance revenue compared to FY'26 budget partly due to the uncertainty with float income and decrease in loan servicing income, and a slight increase in interest revenue. EDC expense assumptions include \$20K contingency and strategic priorities budget of \$20K. Reviewed the EDA-EDC cost sharing structure used in preparation of the FY'27 budget. Currently EDC is budgeted to be in a negative net operating position by \$37K. Tami noted that there have been surplus in FY'25 and FY'26 and that the Board could potentially consider approving the budget in a loss position and avoid significant cuts to each program's budget so the programs can continue running as usual. The Committee discussed adjustments to the draft budget such as lowering/removing contingencies and relying on surplus instead, having each program take another look at budgets to determine if there are any additional reductions in discretionary expenditures that could be made, and focusing on finding ways to increase revenues for our revenue generating programs. Request was made to have revenue generating programs meet with the Executive Committee to discuss options for increasing revenue. Brandon shared that BSF budget numbers are conservative, and he can take another look at adjusting the budget to be a little more aggressive. Discussion regarding the Member Investor program, potential tier structure changes, MI spotlights at Board meetings and sharing prospect list with the Board. Tami will make the suggested changes to the budget and bring them to Executive Committee in June to review before presenting them to the full Board.

### **Executive Director Report**

**YC Commissioner Budget Hearing-** Scheduled for June 24<sup>th</sup> at 9:15am. Brandon will help lead the presentation along with Board Chairs. One-page document will be created to share with the Commissioners at that meeting that highlights program impacts to Yellowstone County.

**Board engagement-** move to future Executive Committee meeting.

**TIF Update-** Brandon shared that City Council met in April to hold a work session to discuss management of three TIF Districts. The result of this meeting was to have the TIF Management remain with the current entities but with budget decreases. Each district will go back to City Council with proposed, reduced budget. Anticipate that the discussion on TIF Management will be ongoing and there may be additional requests of BSED to consider taking on TIF management in the future.

**Beartooth RC&D-** Brandon shared that he will be meeting with Commissioner Waters, Mike Boyett and Myrna Lastusky to discuss services and the potential of a merger. More information to come.

**Billings Chamber Strategic Planning recap-** Chamber held a strategic planning session last week. Discussion regarding collaboration between the Chamber and BSED and refocusing on this partnership. Suggestion made of joint strategic planning session, but this will not be entertained at this time as BSED is transitioning new leadership.

**Northwestern Energy/Black Hills merger-** Northwestern Energy has asked that BSED provide public comment in support of this merger on May 12<sup>th</sup>.

**Consideration of Executive Session (as needed)**

None

**Adjourn:**

Motion: **Nick Pancheau** to adjourn the meeting.

Second: **Nichole Mehling**

**Jen Kobza** adjourned the meeting at 9:02 A.M.

Next Meeting – June 3, 2026

Respectfully submitted,

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Kate Vogel, EDA Secretary/Treasurer

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Nichole Mehling, EDC Secretary/Treasurer



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# ATTACHMENT B

Big Sky Economic Development Authority  
 Statements of Operations - Budget vs. Actual  
 For the Months of March and April 2026 and YTD Ended April 30, 2026

	Mar 2026			Apr 2026			YTD			Fiscal Year Annual Budget
	Actual	Budget	over (under) Budget	Actual	Budget	over (under) Budget	Actual	Budget	over (under) Budget	
<b>Income</b>										
40000 County Taxes Mill Levy Revenue	\$ (593)	\$ -	\$ (593)	\$ 64	\$ -	\$ 64	\$ 34,382	\$ -	\$ 34,382	\$ -
40001 Yellowstone County MOU	108,333	108,333	-	108,333	108,333	-	1,083,333	1,083,333	-	1,300,000
40020 Health Ins Mill Levy Revenue	4,240	7,818	(3,578)	4,240	7,818	(3,578)	56,180	78,175	(21,995)	93,810
40030 Recovery of Protested Taxes	1,921	83	1,837		83	(83)	19,421	833	18,588	1,000
40050 Department of Defense - APEX	42,702	81,413	(38,711)	45,000	81,413	(36,413)	597,297	814,128	(216,831)	976,954
40060 EDC Reimbursement	47,160	57,603	(10,443)	47,441	57,603	(10,162)	518,266	576,028	(57,762)	691,233
40070 EPA Brownfields - Assessment	6,075	16,667	(10,592)	4,301	16,667	(12,366)	71,206	166,667	(95,461)	200,000
40080 EPA Brownfields - Project Mgmt	1,807	2,500	(693)		2,500	(2,500)	10,790	25,000	(14,210)	30,000
40090 EPA Brownfields - RLF	307	16,667	(16,360)		16,667	(16,667)	87,841	166,667	(78,826)	200,000
40100 APEX Advisor Agreement Support	2,000	2,000	-	2,000	2,000	-	20,000	20,000	-	24,000
40110 MT Dept of Commerce - SBDC	6,333	6,333	-	6,333	6,333	-	64,972	62,634	2,338	105,500
40120 SBDC Program Income	60	-	60		-	-	210	-	210	-
40130 SBA - VBOC	23,598	30,000	(6,402)	36,746	30,000	6,746	276,594	300,000	(23,406)	360,000
40140 Rock31 Membership Revenue	7,567	8,417	(850)	7,307	8,417	(1,110)	76,884	84,167	(7,283)	101,000
40150 Zoot/Other Room Rent Revenue	950	667	283	1,785	667	1,118	7,143	6,667	476	8,000
40160 Rock31 Barista Rent Revenue		700	(700)		700	(700)	-	7,000	(7,000)	8,400
<b>Total Income</b>	<b>252,461</b>	<b>339,200</b>	<b>(86,739)</b>	<b>263,550</b>	<b>339,200</b>	<b>(75,650)</b>	<b>2,924,519</b>	<b>3,391,298</b>	<b>(466,779)</b>	<b>4,099,897</b>
<b>Expenses</b>										
50100 Salaries/Wages/Vacation	89,943	149,907	(59,964)	95,407	149,907	(54,500)	1,287,310	1,499,069	(211,759)	1,798,883
50110 Employer Contributions	28,885	47,946	(19,061)	30,101	47,946	(17,845)	378,157	479,458	(101,301)	575,349
50140 Advertising		250	(250)		250	(250)	-	2,500	(2,500)	3,000
50150 Barista Equipment Maintenance		208	(208)		208	(208)	-	2,083	(2,083)	2,500
50160 Barista Supplies		42	(42)		42	(42)	-	417	(417)	500
50170 Board Expenses	161	500	(339)	55	500	(445)	2,435	5,000	(2,565)	6,000
50180 Brownfields Assessment Expense	6,075	16,667	(10,592)	4,301	16,667	(12,366)	71,386	166,667	(95,281)	200,000
50190 Brownfields Project Mgmt Exp	2,054	2,500	(446)		2,500	(2,500)	11,037	25,000	(13,963)	30,000
50200 Brownfields RLF Expense	60	16,667	(16,607)		16,667	(16,667)	2,816	166,667	(163,851)	200,000
50210 Building Art and Decor		-	-		1,250	(1,250)	90	5,000	(4,910)	5,000
50220 Building Operations/Maintenance	5,626	8,879	(3,254)	6,950	8,879	(1,929)	81,556	88,792	(7,236)	106,550
50240 Community Development Projects		1,000	(1,000)	3,577	34,000	(30,423)	11,271	48,000	(36,729)	55,000
50250 Community Partner Projects		-	-		-	-	462	-	462	3,500
50260 Conferences	669	1,321	(652)	790	1,321	(531)	6,473	13,348	(6,875)	15,990
50270 Contingency		3,333	(3,333)		3,333	(3,333)	-	33,333	(33,333)	40,000
50280 Contribution Expense		292	(292)		292	(292)	-	2,917	(2,917)	3,500
50300 Dues/Subscriptions/Memberships	5,857	18,507	(12,650)	19,400	13,953	5,447	108,454	101,859	6,594	115,345
50400 Event Expense	400	300	100		300	(300)	4,932	4,000	932	4,600
50410 Hosted Meetings	491	821	(330)	53	821	(768)	3,465	8,208	(4,744)	9,850
50430 Insurance	4,796	4,670	126	4,796	4,670	126	49,870	46,696	3,174	56,035
50440 Marketing	489	583	(95)	128	583	(456)	5,181	5,833	(652)	7,000
50450 Office Equip & Furn < \$5000	205	6,400	(6,195)	4,264	-	4,264	7,389	8,500	(1,111)	14,000
50460 Office Expense and Supplies	1,247	2,861	(1,614)	3,441	2,861	580	18,074	28,609	(10,535)	34,331
50470 Payroll Processing Expense	1,159	1,835	(676)	277	1,835	(1,558)	13,055	18,347	(5,292)	22,017
50480 Professional Development		1,875	(1,875)		1,875	(1,875)	1,684	18,750	(17,066)	22,500
50490 Professional Fees	6,903	5,417	1,486	10,007	5,417	4,590	80,169	54,167	26,002	65,000
50510 Programming - Workforce		-	-		-	-	305	-	305	-
50520 Property Tax Protests		-	-		-	-	1,921	-	1,921	-
50530 APEX Subcenter	38,030	43,765	(5,735)	37,800	43,765	(5,965)	420,859	437,653	(16,794)	525,183
50540 Rent	362	876	(514)	472	876	(404)	6,589	8,759	(2,171)	10,511
50550 Repairs	238	1,333	(1,095)	1,252	1,333	(82)	10,206	13,333	(3,127)	16,000
50560 Rock31 Programming		250	(250)		250	(250)	779	2,500	(1,721)	3,000
50570 SBDC Program Expense	3	-	3		-	-	61	-	61	-
50580 Special Assessments BID		-	-		-	-	2,144	2,250	(106)	4,500
50590 Sponsorships	3,500	1,333	2,167	1,000	1,333	(333)	10,250	14,333	(4,083)	16,000
50600 Staff Expenses		842	(842)	2,281	842	1,439	3,582	8,417	(4,835)	10,100
50610 Strategic Priorities		-	-		-	-	-	7,500	(7,500)	15,000
50630 TEDD		50	(50)		50	(50)	79	500	(421)	600
50640 Telecommunications	3,858	5,025	(1,168)	4,531	5,025	(494)	47,301	50,204	(2,903)	60,305
50650 Travel	3,619	8,705	(5,086)	3,640	8,705	(5,065)	53,342	87,048	(33,707)	104,458
50670 Miscellaneous	558	542	16	751	542	210	7,552	5,417	2,135	6,500
<b>Total Expenses</b>	<b>205,184</b>	<b>355,501</b>	<b>(150,317)</b>	<b>235,272</b>	<b>378,797</b>	<b>(143,525)</b>	<b>2,710,234</b>	<b>3,471,134</b>	<b>(760,900)</b>	<b>4,168,607</b>
<b>Net Operating Income</b>	<b>47,277</b>	<b>(16,301)</b>	<b>63,578</b>	<b>28,278</b>	<b>(39,597)</b>	<b>67,875</b>	<b>214,285</b>	<b>(79,836)</b>	<b>294,121</b>	<b>(68,710)</b>

Big Sky Economic Development Authority  
 Statements of Operations - Budget vs. Actual  
 For the Months of March and April 2026 and YTD Ended April 30, 2026

	Mar 2026			Apr 2026			YTD			Fiscal Year
	Actual	Budget	over (under) Budget	Actual	Budget	over (under) Budget	Actual	Budget	over (under) Budget	Annual Budget
Other Income										
70000 Non-Operating Income	4,173	12,500	(8,327)	4,824	12,500	(7,676)	63,258	125,000	(61,742)	150,000
Total Other Income	4,173	12,500	(8,327)	4,824	12,500	(7,676)	63,258	125,000	(61,742)	150,000
Other Expenses										
80000 Non-Operating Expense	22,079	22,079	(0)	22,079	22,079	(0)	220,805	220,795	10	264,954
Total Other Expenses	22,079	22,079	(0)	22,079	22,079	(0)	220,805	220,795	10	264,954
Net Other Income	(17,907)	(9,579)	(8,327)	(17,256)	(9,579)	(7,676)	(157,547)	(95,795)	(61,752)	(114,954)
Net Income	\$ 29,370	\$ (25,880)	\$ 55,250	\$ 11,022	\$ (49,176)	\$ 60,199	\$ 56,738	\$ (175,631)	\$ 232,369	\$ (183,664)

Big Sky Economic Development Authority  
Statements of Financial Position - Comparison to Previous Year  
As of April 30, 2026

	As of Apr 30, 2026	As of Apr 30, 2025 (PY)	Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Bank Accounts</b>				
10000 Main Operating - FIB	\$ 1,506,880	\$ 468,251	\$ 1,038,628	221.81%
10010 Recovered Property Taxes - FIB	627	627	-	0.00%
10020 Operating Reserve - FIB	361,037	354,798	6,239	1.76%
10030 Reserve for Replacement - FIB	185,070	184,900	170	0.09%
10040 Pass-through - Cabelas Conduit	4,900	4,898	2	0.03%
10050 Opportunity Fund Savings Accounts	1,195,609	1,168,206	27,403	2.35%
10060 Opportunity Fund CDs-current	2,232,056	2,176,467	55,589	2.55%
10080 Yellowstone County Funds	58,758	399,975	(341,216)	-85.31%
<b>Total Bank Accounts</b>	<b>5,544,937</b>	<b>4,758,122</b>	<b>786,815</b>	<b>16.54%</b>
<b>Accounts Receivable</b>				
10100 Accounts Receivable	2,830	78,709	(75,879)	-96.40%
10110 Accounts Receivable - APEX	137,851	175,748	(37,897)	-21.56%
10120 Accounts Receivable - SBDC	12,667	23,167	(10,500)	-45.32%
10130 Accounts Receivable - VBOC	88,702	76,902	11,800	15.34%
10140 Accounts Receivable - Brownfields	2,170	2,335	(165)	-7.05%
<b>Total Accounts Receivable</b>	<b>244,220</b>	<b>356,860</b>	<b>(112,641)</b>	<b>-31.56%</b>
<b>Other Current Assets</b>				
10200 Accrued Revenue	-	23,691	(23,691)	-100.00%
10210 Due To/Due From EDC	53,786	67,530	(13,744)	-20.35%
10225 Accrued Interest Receivable	6,428		6,428	
10230 Tax Levy Receivable	25,274	628,284	(603,010)	-95.98%
10240 Tax Levy Receivable - Protested	-	14,935	(14,935)	-100.00%
10241 Allowance for Doubtful Accts - Protes	-	(14,935)	14,935	100.00%
10260 American Airlines Rev Guarantee	6,887	6,887	-	0.00%
10270 Prepaid Expenses	26,172	40,156	(13,984)	-34.83%
10299 Undeposited Funds	(180)	82,372	(82,552)	-100.22%
<b>Total Other Current Assets</b>	<b>118,367</b>	<b>848,921</b>	<b>(730,554)</b>	<b>-86.06%</b>
<b>Total Current Assets</b>	<b>5,907,523</b>	<b>5,963,903</b>	<b>(56,380)</b>	<b>-0.95%</b>
<b>Fixed Assets</b>				
10410 Bank Building - Land	301,750	301,750	-	0.00%
10420 Bank Building - Building	6,303,890	6,303,890	-	0.00%
10430 Furniture	227,169	227,169	-	0.00%
10440 Equipment	6,700	6,700	-	0.00%
10450 Barista Equipment	12,000	12,000	-	0.00%
10460 Accumulated Depreciation	(997,842)	(736,468)	(261,375)	-35.49%
<b>Total Fixed Assets</b>	<b>5,853,667</b>	<b>6,115,041</b>	<b>(261,375)</b>	<b>-4.27%</b>
<b>Other Assets</b>				
10600 Deferred Outflow of Resources	293,982	89,782	204,199	227.44%
10630 Deposit	173	173	-	0.00%
10660 Right of Use Asset	8,247	11,507	(3,260)	-28.33%
10700 Notes Receivable - Brownfields/EDC	84,778		84,778	
<b>Total Other Assets</b>	<b>387,180</b>	<b>101,463</b>	<b>285,717</b>	<b>281.60%</b>
<b>TOTAL ASSETS</b>	<b>\$ 12,148,370</b>	<b>\$ 12,180,407</b>	<b>\$ (32,038)</b>	<b>-0.26%</b>

Big Sky Economic Development Authority  
Statements of Financial Position - Comparison to Previous Year  
As of April 30, 2026

	As of Apr 30, 2026	As of Apr 30, 2025 (PY)	Change	% Change
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Total Accounts Payable	\$ 83,631	\$ 115,474	\$ (31,843)	-27.58%
Total Credit Cards	16,610	21,295	(4,685)	-22.00%
Other Current Liabilities				
20200 Accrued Expenses	99,580	184,180	(84,600)	-45.93%
20220 Compensated Absences	117,923	217,713	(99,789)	-45.84%
20230 Payroll Liabilities	-	625	(625)	-100.00%
20300 Deferred Revenues	220,667	266,012	(45,345)	-17.05%
Total Other Current Liabilities	438,170	668,530	(230,360)	-34.46%
Total Current Liabilities	538,411	805,299	(266,888)	-33.14%
Long-Term Liabilities				
20500 Deferred Inflow of Resources	20,034	69,377	(49,343)	-71.12%
20600 Pension Liability	900,910	626,208	274,702	43.87%
20700 Lease Liability	8,247	11,507	(3,260)	-28.33%
Total Long-Term Liabilities	929,191	707,092	222,099	31.41%
Total Liabilities	1,467,602	1,512,391	(44,789)	-2.96%
Equity				
30100 Net Assets	7,912,919	7,908,005	4,914	0.06%
30200 Contributed Capital	3,193,580	3,193,580	-	0.00%
30300 Prior Period Adjustment	(482,470)	(482,470)	-	0.00%
Net Income	56,738	48,901	7,837	16.03%
Total Equity	10,680,767	10,668,016	12,751	0.12%
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 12,148,370</b>	<b>\$ 12,180,407</b>	<b>\$ (32,038)</b>	<b>-0.26%</b>

Big Sky Economic Development Corporation  
 Statements of Operations - Budget vs. Actual  
 For the Months of March and April 2026 and YTD Ended April 30, 2026

	Mar 2026			Apr 2026			YTD			Fiscal Year
	Actual	Budget	over Budget	Actual	Budget	over Budget	Actual	Budget	over Budget	Annual Budget
<b>Revenue</b>										
40010 504 Loan Servicing	\$ 31,525	\$ 35,900	\$ (4,375)	\$ 31,623	\$ 35,900	\$ (4,277)	\$ 321,929	\$ 359,000	\$ (37,071)	\$ 430,800
40020 504 Loan Origination	6,060	12,375	(6,315)	12,099	12,375	(276)	76,220	123,750	(47,530)	148,500
40040 504 Loan Closing Attorney Fees	2,500	2,083	417	2,500	2,083	417	20,000	20,833	(833)	25,000
40050 504 Float Income	-	-	-	-	-	-	53,124	25,000	28,124	50,000
41010 Member Investment Pledges	-	-	-	116,000	91,450	24,550	303,751	299,450	4,301	299,450
41020 Member Investment - Trades	1,557	-	1,557	1,564	6,250	(4,686)	19,713	25,000	(5,287)	25,000
42010 Federal EDA RLF Loan Interest	6,553	8,298	(1,745)	5,977	8,298	(2,321)	85,086	82,979	2,107	99,575
42020 RLF Loan Interest	2,374	3,714	(1,340)	2,375	3,714	(1,339)	22,533	37,137	(14,604)	40,364
42025 RLF Origination Fees	-	-	-	-	-	-	257	-	257	-
42030 MT RLF Loan Interest	308	-	308	302	-	302	3,275	-	3,275	4,200
42040 SSBCI Loan Interest	2,587	1,079	1,508	2,686	1,079	1,607	28,429	10,790	17,639	4,541
42050 SSBCI 2.0 Loan Interest	2,796	399	2,396	2,738	399	2,338	16,682	3,994	12,688	13,200
42055 SSBCI 2.0 Origination Fees	650	-	650	-	-	-	4,550	-	4,550	-
43000 Other Revenue	-	250	(250)	-	-	-	-	250	(250)	250
<b>Total Revenue</b>	<b>56,908</b>	<b>64,098</b>	<b>(7,190)</b>	<b>177,864</b>	<b>161,548</b>	<b>16,316</b>	<b>955,549</b>	<b>988,183</b>	<b>(32,635)</b>	<b>1,140,880</b>
<b>Expenditures</b>										
50140 Advertising	293	750	(457)	165	750	(585)	4,012	7,500	(3,488)	9,000
50170 Board Expenses	-	200	(200)	-	200	(200)	-	600	(600)	1,000
50240 Business Development Outreach	16	125	(109)	-	125	(125)	681	1,250	(569)	1,500
50250 Business Recruitment and Expans	-	1,250	(1,250)	1,750	1,250	500	6,951	12,500	(5,549)	15,000
50259 Community Recruitment Projects	-	-	-	-	-	-	-	2,000	(2,000)	3,000
50260 Conferences	2,700	1,165	1,535	2,675	1,125	1,550	6,585	11,325	(4,740)	13,575
50300 Dues/Subscriptions/Memberships	2,852	2,005	847	2,872	2,005	867	28,284	20,153	8,132	20,000
50330 EDA Reimbursement	47,160	57,603	(10,443)	47,442	57,603	(10,161)	518,266	576,028	(57,762)	24,163
50340 Event Expense	-	3,900	(3,900)	447	3,900	(3,453)	6,933	35,350	(28,417)	691,233
50360 Hosted Meeting Expense	125	792	(667)	325	792	(467)	3,202	7,917	(4,715)	45,500
50380 Insurance	2,026	2,000	26	2,026	2,000	26	20,016	20,000	16	8,000
50390 Loan Expenses	(328)	833	(1,161)	7,966	833	7,132	3,431	8,333	(4,903)	24,000
50400 Marketing	988	7,167	(6,179)	613	7,167	(6,554)	32,981	71,667	(38,686)	10,000
50410 Membership Development	133	708	(575)	102	708	(606)	1,179	7,083	(5,904)	86,000
50420 Member Investor Trades	1,837	2,083	(247)	6,064	2,083	3,981	21,213	20,833	380	8,500
50440 Office Equip & Furn < \$5000	-	-	-	330	-	330	330	-	330	25,000
50450 Office Expenses and Supplies	-	42	(42)	497	42	455	764	417	348	500
50460 Postage	-	-	-	-	-	-	20	175	(155)	175
50470 Professional Development	-	625	(625)	-	625	(625)	2,825	6,750	(3,925)	8,000
50480 Professional Fees	5,559	5,042	517	8,462	5,042	3,421	62,812	54,167	8,646	68,000
50500 Rent	37	280	(244)	280	280	(280)	1,968	2,800	(832)	3,360
50510 Rock31 Business Accelerator	-	667	(667)	667	667	(667)	-	6,667	(6,667)	8,000
50530 Rock31 Member Appreciation	-	83	(83)	-	83	(83)	70	833	(763)	1,000
50540 Rock31 Programming	-	83	(83)	-	83	(83)	-	833	(833)	1,000
50550 Sponsorships	-	-	-	-	-	-	850	1,000	(150)	1,000
50555 SSBCI Servicing Fee (deleted)	-	321	(321)	-	321	(321)	-	3,208	(3,208)	3,850
50560 Staff Expenses	-	100	(100)	602	100	502	695	1,000	(305)	1,200
50570 Telecommunications	65	190	(125)	65	190	(125)	1,100	1,900	(800)	2,280
50580 Travel	2,684	3,058	(374)	1,120	3,058	(1,938)	11,557	30,883	(19,327)	37,200
50610 Miscellaneous	414	146	268	186	97	89	1,917	1,458	458	1,750
<b>Total Expenditures</b>	<b>66,559</b>	<b>91,218</b>	<b>(24,659)</b>	<b>83,709</b>	<b>91,129</b>	<b>(7,421)</b>	<b>738,643</b>	<b>914,630</b>	<b>(175,987)</b>	<b>1,122,786</b>
<b>Net Operating Revenue</b>	<b>(9,651)</b>	<b>(27,120)</b>	<b>17,468</b>	<b>94,155</b>	<b>70,419</b>	<b>23,736</b>	<b>216,906</b>	<b>73,554</b>	<b>143,352</b>	<b>18,094</b>
<b>Other Revenue</b>										
70000 Non-Operating Income	317	1,006	(689)	348	1,006	(658)	1,532,795	10,061	1,522,734	12,073
<b>Total Other Revenue</b>	<b>317</b>	<b>1,006</b>	<b>(689)</b>	<b>348</b>	<b>1,006</b>	<b>(658)</b>	<b>1,532,795</b>	<b>10,061</b>	<b>1,522,734</b>	<b>12,073</b>
<b>Other Expenditures</b>										
80000 Non-Operating Expense	12,000	2,500	9,500	15,769	-	15,769	82,120	7,500	74,620	10,000
<b>Total Other Expenditures</b>	<b>12,000</b>	<b>2,500</b>	<b>9,500</b>	<b>15,769</b>	<b>-</b>	<b>15,769</b>	<b>82,120</b>	<b>7,500</b>	<b>74,620</b>	<b>10,000</b>
<b>Net Other Revenue</b>	<b>(11,683)</b>	<b>(1,494)</b>	<b>(10,189)</b>	<b>(15,421)</b>	<b>1,006</b>	<b>(16,427)</b>	<b>1,450,675</b>	<b>2,561</b>	<b>1,448,114</b>	<b>2,073</b>
<b>Net Revenue</b>	<b>\$ (21,334)</b>	<b>\$ (28,614)</b>	<b>\$ 7,280</b>	<b>\$ 78,735</b>	<b>\$ 71,425</b>	<b>\$ 7,310</b>	<b>\$ 1,667,581</b>	<b>\$ 76,115</b>	<b>\$ 1,591,466</b>	<b>\$ 20,167</b>

Big Sky Economic Development Corporation  
Statements of Financial Position - Comparison to Previous Year  
As of April 30, 2026

	As of Apr 30, 2026	As of Apr 30, 2025 (PY)	Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Bank Accounts</b>				
10000 Main Operating - FIB	\$ 559,157	\$ 115,616	\$ 443,540	383.63%
10020 Long Term Reserve - FIB	250,000	250,000	-	0.00%
10030 Coulson Park - FIB x0594	94,033	178,756	(84,723)	-47.40%
10050 Opportunity Fund Savings - FIB	61,009	60,979	31	0.05%
10060 RLF Principal - FIB	603,028	617,721	(14,693)	-2.38%
10070 SSBCI Principal - FIB/Stockman	1,747,490	729,785	1,017,705	139.45%
10080 Federal EDA RLF Principal - FIB	333,373	198,436	134,937	68.00%
10085 ORE Loan Program - FIB	500	-	500	
<b>Total Bank Accounts</b>	<b>3,648,590</b>	<b>2,151,293</b>	<b>1,497,297</b>	<b>69.60%</b>
<b>Total Accounts Receivable</b>	<b>86,075</b>	<b>102,795</b>	<b>(16,720)</b>	<b>-16.27%</b>
<b>Other Current Assets</b>				
10199 Undeposited Funds	4,000	29,000	(25,000)	-86.21%
10200 Fed EDA RLF Portfolio - Current	235,123	94,500	140,623	148.81%
10240 Traditional RLF Portfolio - Current	17,435	13,514	3,921	29.02%
10270 MT RLF Portfolio - Current	1,987	1,853	134	7.23%
10300 SSBCI Portfolio - Current	11,440	15,855	(4,415)	-27.85%
10330 SSBCI 2.0 Portfolio - Current	29,910	31,479	(1,569)	-4.98%
10370 Prepaid Expenses	16,670	16,338	332	2.03%
<b>Total Other Current Assets</b>	<b>316,567</b>	<b>202,540</b>	<b>114,026</b>	<b>56.30%</b>
<b>Total Current Assets</b>	<b>4,051,231</b>	<b>2,456,628</b>	<b>1,594,603</b>	<b>64.91%</b>
<b>Other Assets</b>				
10600 Fed EDA RLF - Non-Current	1,145,275	1,724,595	(579,320)	-33.59%
10640 Traditional RLF Portfolio - Non-Current	379,660	369,900	9,759	2.64%
10670 MT RLF Portfolio - Non-Current	48,824	60,407	(11,583)	-19.18%
10700 SSBCI Portfolio - Non-Current	717,913	765,883	(47,970)	-6.26%
10730 SSBCI 2.0 Portfolio - Non-Curre	1,576,008	965,293	610,715	63.27%
10790 Allowance for Loan Losses	(212,808)	(143,132)	(69,676)	-48.68%
10800 Notes Receivable - Brownfields	70,447	-	70,447	
<b>Total Other Assets</b>	<b>3,725,318</b>	<b>3,742,946</b>	<b>(17,627)</b>	<b>-0.47%</b>
<b>TOTAL ASSETS</b>	<b>7,776,549</b>	<b>6,199,574</b>	<b>1,576,976</b>	<b>25.44%</b>

Big Sky Economic Development Corporation  
Statements of Financial Position - Comparison to Previous Year  
As of April 30, 2026

	As of Apr 30, 2026	As of Apr 30, 2025 (PY)	Change	% Change
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Total Accounts Payable	61,878	85,965	(24,088)	-28.02%
Total Credit Cards	2,901	3,019	(118)	-3.92%
Other Current Liabilities				
20150 Due to/Due From EDA	53,786	67,530	(13,744)	-20.35%
20160 504 Deposits	7,500		7,500	
20200 Accrued Expenses	16,860	6,968	9,892	141.95%
Total Other Current Liabilities	78,146	74,498	3,648	4.90%
Total Current Liabilities	142,925	163,483	(20,558)	-12.57%
Long-Term Liabilities				
20800 Notes Payable - Brownfields/EDA	70,447	-	70,447	
Total Long-Term Liabilities	70,447	-	70,447	
Total Liabilities	213,372	163,483	49,889	30.52%
Equity				
30100 Retained Earnings	5,895,597	5,123,364	772,233	15.07%
Net Revenue	1,667,581	912,727	754,854	82.70%
Total Equity	7,563,178	6,036,091	1,527,087	25.30%
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 7,776,549</b>	<b>\$ 6,199,574</b>	<b>\$ 1,576,976</b>	<b>25.44%</b>



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# ATTACHMENT C

## **FY27 Organizational Budget Overview**

### **Resource Allocation Framework**

#### **Values that Guide Budget Priorities**

- Retain and develop our team
- Allocate resources where we can have the greatest impact
- Create margin to manage uncertainties
- Retain leadership role in our community to build/rebuild our economic future

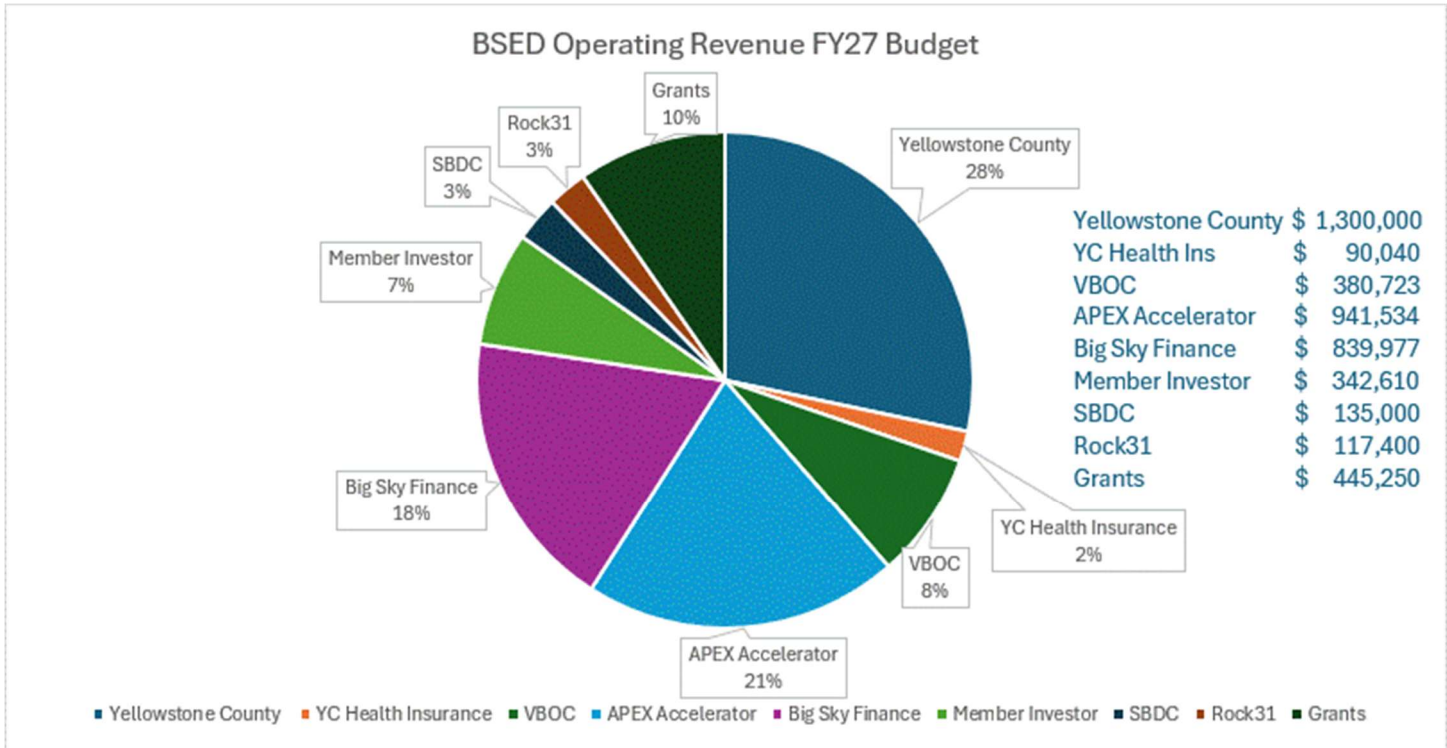
#### **Key Assumptions**

#### **EDA Revenue Assumptions**

- MOU contract revenue from Yellowstone County expected to be consistent with FY26 at \$1,300,000
- Funding from Federal and State partners budgeted at approximately \$1,863,000
  - Federal and State partners: Department of Defense (APEX), U.S. EPA (Brownfields Assessment and RLF), and Small Business Administration (VBOC and SBDC)
  - VBOC and Brownfields Assessment are fully reimbursement-based programs. Brownfields RLF has a lending component as well
  - APEX and SBDC are reimbursement-based with a matching component
  - Uncertainties exist for the Federal programs, but the preliminary budget assumes the awards will be honored
- Anticipated full occupancy/membership for Rock 31

#### **EDC Revenue Assumptions**

- Growth assumption for Member-Investor program
  - Member Investor revenue 5% increase - \$315,250 FY27 budget compared to \$299,450 FY26 budget
  - Member Investor trades - \$27,360 FY27 budget compared to \$25,000 FY26 budget
  - Grant revenue commitment - \$15,000 FY27
- Big Sky Finance SBA 504 program budgeted at \$651,000 across the program
  - SBA 504 Loan origination fee revenue - \$168,000 FY27 budget compared to \$148,500 FY26 budget
  - SBA 504 Loan servicing revenue - \$408,000 FY27 budget compared to \$430,800 in FY26 budget
  - SBA 504 float income - \$50,000 FY27 budget (consistent with FY26)
- Interest revenue from existing Federal EDA RLF, RLF, and SSBCI loans approximately \$187,000 (increase from \$162,000 in FY26)
  - Funds available to lend from balance of principal repayments for other loan types:
    - Federal EDA RLF approx. \$300,000
    - Traditional and MT RLF approx. \$600,000
    - SSBCI approx. \$700,000
    - Interest revenue will be added to the bottom line as funds are loaned out



**EDA Expense Assumptions**

- Staff salary/fringe – preliminary budget includes hiring for four vacant positions (Recruitment, APEX, SBDC, and VBOC). It also includes \$15K contingency for overtime and to allow flexibility during the hiring process.
  - Preliminary salary/fringe is \$2,384,880, which is comparable to FY26.
  - Salary increases for current team members include some market adjustments and/or merit increases in response to additional responsibility, certifications earned, etc. All proposed salary adjustments were reviewed and recommended by the Board’s Salary Review Committee.
- Eliminated expense contingency of \$40,000 for FY27
- Included strategic priorities budget of \$10,000 (reduction of \$5,000 from FY26 budget)

Occupancy costs for building operations and maintenance budget of approximately \$250,035 (maintenance, janitorial, security, utilities, insurance, repairs, telecommunications, etc.)

**EDC Expense Assumptions**

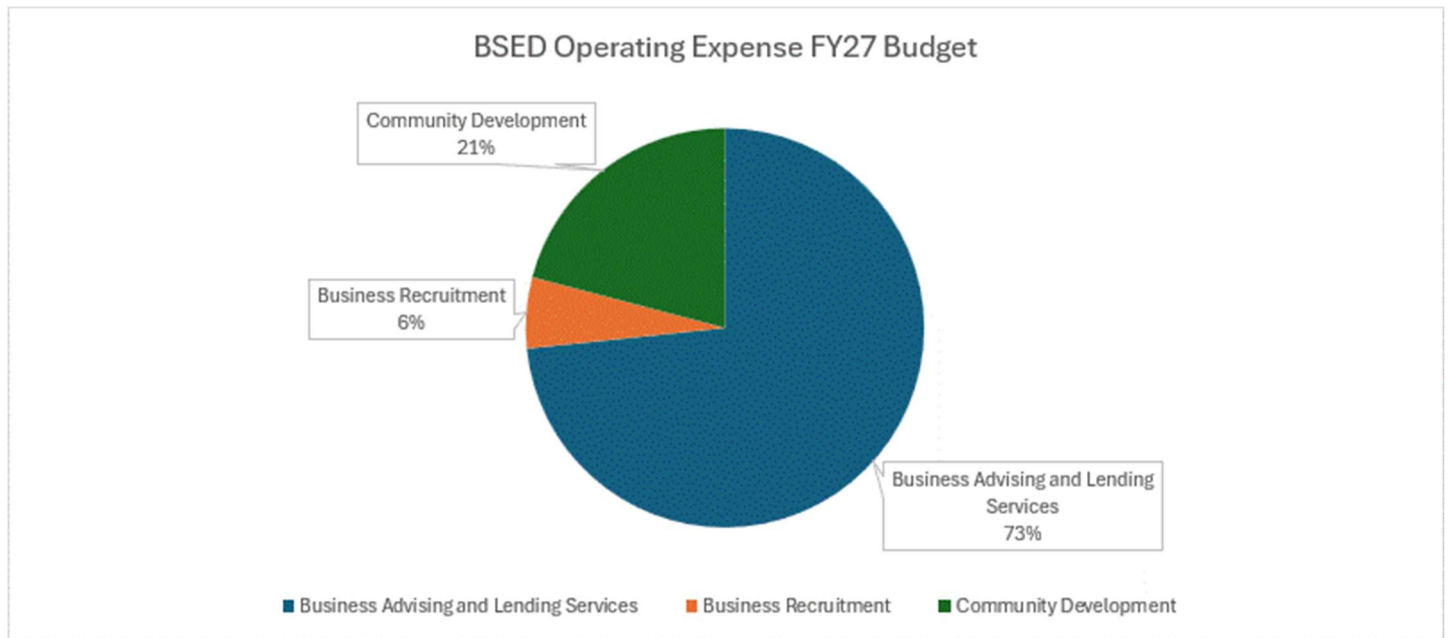
- Eliminated expense contingency of \$20,000 for FY27
- Included strategic priorities budget of \$20,000 (new in FY27)
- All employees are employees of EDA. EDC reimburses EDA for the employees who dedicate time to EDC programs in accordance with a Professional Services agreement.

**EDC Expense Assumptions (Continued)**

- The following table shows the employee positions for which EDC reimburses EDA and the percentage reimbursed:

**EDA-EDC Cost Sharing**

	Salary	Fringe	Rent	Phone & Internet	Liability Insurance
Senior Director of Big Sky Finance	100%	100%	100%	100%	100%
Loan Officers (2) & Credit Analyst	100%	100%	100%	100%	100%
Business Development Manager	100%	100%	100%	100%	100%
Marketing and Communications Manager	25%	25%	25%	25%	25%
Executive Director	25%	25%	-	-	-
Senior Director of Finance	25%	25%	-	-	-



**Big Sky Economic Development Authority and Big Sky Economic Development Corporation  
FY27 PRELIMINARY DRAFT BUDGET**

	EDA			EDC			Total		
	FY26 Budget	FY27 Budget - preliminary	FY27 Budget - final (to come)	FY26 Budget	FY27 Budget - preliminary	FY27 Budget - final (to come)	FY25 Budget	FY27 Budget - preliminary	FY27 Budget - final (to come)
<b>Operating Revenue</b>									
Admin/Central Services	1,416,625	1,420,303	-	250	250	-	1,416,875	1,420,553	-
Community Development	445,900	442,720	-				445,900	442,720	-
Engagement	75,735	38,529	-				75,735	38,529	-
Big Sky Finance	418,872	525,727	-	816,180	839,977	-	1,235,052	1,365,704	-
Member Investor	125,521	129,016	-	324,450	357,610	-	449,971	486,626	-
Recruitment	3,180	6,360	-				3,180	6,360	-
Rock31	123,760	123,760	-				123,760	123,760	-
Workforce	-	-	-				-	-	-
APEX Accelerator	1,018,444	954,254	-				1,018,444	954,254	-
SBDC	111,860	147,720	-				111,860	147,720	-
VBOC	360,000	380,723	-				360,000	380,723	-
Total Operating Revenue	<b>4,099,897</b>	<b>4,169,112</b>	-	<b>1,140,880</b>	<b>1,197,837</b>	-	<b>5,240,777</b>	<b>5,366,949</b>	-
<b>Operating Expense</b>									
Admin/Central Services	146,053	160,733	-	172,065	172,709	-	318,118	333,442	-
Community Development	920,897	840,559	-				920,897	840,559	-
Engagement	368,584	260,171	-	205,015	131,069	-	573,599	391,240	-
Big Sky Finance	531,603	654,628	-	520,520	647,380	-	1,052,123	1,302,008	-
Member Investor	149,358	150,961	-	160,486	162,471	-	309,844	313,432	-
Recruitment	131,500	193,619	-	53,200	38,000	-	184,700	231,619	-
Rock31	250,460	246,249	-	11,500	18,800	-	261,960	265,049	-
Workforce	-	-	-	-	-	-	-	-	-
APEX Accelerator	1,142,708	1,089,033	-				1,142,708	1,089,033	-
SBDC	179,292	271,995	-				179,292	271,995	-
VBOC	348,152	356,880	-				348,152	356,880	-
Total Operating Expenses	<b>4,168,607</b>	<b>4,224,828</b>	-	<b>1,122,786</b>	<b>1,170,429</b>	-	<b>5,291,393</b>	<b>5,395,257</b>	-
<b>Net Operating Revenue (Expense)</b>	<b>(68,710)</b>	<b>(55,716)</b>	-	<b>18,094</b>	<b>27,408</b>	-	<b>(50,616)</b>	<b>(28,308)</b>	-
<b>Non-Operating Revenue (Expense)</b>									
Admin/Central Services	105,552	104,883	-	10,175	10,175	-	115,727	115,058	-
Community Development	(18,793)	(17,856)	-				(18,793)	(17,856)	-
Engagement	(18,087)	(9,302)	-				(18,087)	(9,302)	-
Big Sky Finance	(31,104)	(37,984)	-	1,898	3,000	-	(29,206)	(34,984)	-
Member Investor	(9,331)	(8,768)	-	(10,000)	(10,000)	-	(19,331)	(18,768)	-
Recruitment	(9,984)	(8,688)	-				(9,984)	(8,688)	-
Rock31	(86,368)	(87,894)	-				(86,368)	(87,894)	-
Workforce	-	-	-				-	-	-
APEX Accelerator	(19,211)	(18,872)	-				(19,211)	(18,872)	-
SBDC	(9,828)	(18,043)	-				(9,828)	(18,043)	-
VBOC	(17,800)	(18,471)	-				(17,800)	(18,471)	-
<b>Net Revenue (Expense)</b>	<b>(183,664)</b>	<b>(176,711)</b>	-	<b>20,167</b>	<b>30,583</b>	-	<b>(163,497)</b>	<b>(146,128)</b>	-

## **FY27 Opportunities and Challenges**

### **Opportunities**

- Accomplishing important mission driven work plan and goals and community development centered strategic priorities
- Building capacity
  - Retaining our talent
  - Investing in the professional development of our team
  - Building BSED awareness
- Grow the Big Sky Finance program
- Sustain and grow the Member Investor program

### **Challenges**

- Continued commitment to fund the work of BSED with budget constraints
- Staff retention during an incredibly competitive market for talent
- Uncertainties with Federal programs



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# ATTACHMENT D

**Big Sky Economic Development Authority  
Big Sky Economic Development Corporation  
Agreement for Professional Management Services**

**Section 1 Parties to the Agreement**

This agreement is made and entered into in Billings, Yellowstone County, Montana, this [REDACTED] day of June, 2026, by and between Big Sky Economic Development Authority, a local government entity, hereinafter referred to as Big Sky EDA, and Big Sky Economic Development Corporation, a Montana Non-Profit Corporation, hereinafter referred to as Big Sky EDC. This agreement in no way diminishes the responsibility of the Big Sky EDC Board of Directors for the operations of the certified development company that is Big Sky EDC.

**Section 2 Purpose of Agreement**

The purpose of this agreement is to secure from Big Sky EDA staff and support services for Big Sky EDC necessary for continuous effective operations and to comply with applicable regulations of the Small Business Administration.

**Section 3 Services Performed**

3.1 Staff Services

- Big Sky EDA will provide to Big Sky EDC the services of four employees (Senior Director of Business Lending and Development, two Loan Officers, and one Credit Analyst) who will conduct business finance marketing, packaging and processing activities in support of Big Sky EDC's lending programs.
- Big Sky EDA will provide to Big Sky EDC the services of two employees (Marketing and Communications Manager and Business Development Manager). The Marketing and Communications Manager will conduct overall organizational marketing and outreach for EDA and EDC. The Business Development Manager will conduct Member-Investor recruitment, policy coordination, and communication activities with the purpose of maintaining and expanding Big Sky EDC's Member-Investor base.
- Big Sky EDA will provide to Big Sky EDC the services of an employee (Executive Director) who will conduct overall executive-level management of Big Sky EDC.
- Big Sky EDA will provide to Big Sky EDC the services of an employee (Senior Director of Finance) who will oversee overall fiscal management of Big Sky EDC.

3.2 Support Services

- Big Sky EDA will provide other necessary general and administrative support services including operations, reception and support to the Big Sky EDA Executive Director.

## Section 4 Other

- 4.1 Big Sky EDA will provide office space including telephone and internet access for employees who will conduct Big Sky EDC's lending, marketing and Member-Investor programs.
- 4.2 Big Sky EDA will provide liability insurance allocable to employees who will conduct Big Sky EDC's lending, marketing and Member-Investor programs.

## Section 5 Reimbursement

### 5.1 Reimbursement of Staff and Other Services

Big Sky EDC shall reimburse Big Sky EDA, on a monthly basis for the following expenses associated with services in Section 4 above (upon execution, hourly rates will be added per SBA requirement):

	<b>Salary</b>	<b>Fringe</b>	<b>Rent</b>	<b>Phone &amp; Internet</b>	<b>Liability Insurance</b>
<b>Senior Director of Business Lending and Development</b>	100% (\$xx/hr)	100%	100%	100%	100%
<b>Loan Officer (2)</b>	100% (\$xx/hr)	100%	100%	100%	100%
<b>Credit Analyst</b>	100% (\$xx/hr)	100%	100%	100%	100%
<b>Marketing and Communications Manager</b>	25% (\$xx/hr)	25%	25%	25%	25%
<b>Business Development Manager</b>	100% (\$xx/hr)	100%	100%	100%	100%
<b>Executive Director</b>	25% (\$xx/hr)	25%	-	-	-
<b>Senior Director of Finance</b>	25% (\$xx/hr)	25%	-	-	-

- Compensation under this agreement is for services performed, and payment is for services actually performed.

- Sources of compensation for services under this contract include Member-Investor funds, program income, and reserves. All compensation will be paid to Big Sky EDA directly by Big Sky EDC, and not by any borrower.
  - Based on prevailing area wage rates and on professional knowledge and expertise of Board Members, Big Sky EDC has determined that the compensation rates charged by Big Sky EDA are customary and reasonable for similar services in the area.
  - Contract payments for professional services will not exceed 65 to 75 percent of Big Sky EDC's income.
- 5.2 Big Sky EDA is prohibited from imposing any requirement on any applicant or borrower to purchase any other services from Big Sky EDA as a condition of Big Sky EDA performance of any staff or management functions of Big Sky EDC.
- 5.3 Additional compensation from CDC fee income, such as multipliers or bonuses, are not permitted.
- 5.4 All compensation paid to Big Sky EDA will be paid by Big Sky EDC and Big Sky EDA cannot charge the borrower for the same services.

## **Section 6 Term of Agreement, Termination**

- 6.1 Term: This agreement shall remain in effect for the period July 1, 2026 to June 30, 2028 unless modified by mutual agreement between the parties, or terminated by either party in accordance with provisions of this section. This agreement shall also provide for one 2-year option for renewal at the expiration of the initial term of this agreement on the same terms and conditions set forth herein.
- 6.2 Termination: Either party, without penalty, may terminate this agreement by delivery to the other party a written notice of termination within 30 days of the effective termination date. In the event of notice of termination, Big Sky EDC shall be entitled to receive services, and Big Sky EDA shall be eligible to receive reimbursement for costs incurred pursuant to this agreement until the effective termination date.

## **Section 7 Miscellaneous Provision**

- 7.1 Conflict of Interest: No member of the governing body of Big Sky EDC and no member of the governing body of Big Sky EDA shall have any personal financial interest in this agreement.
- 7.2 Breach: It is expressly understood that the only remedy in the event of breach of terms of this agreement shall be termination of the agreement in accordance with Section 6.2
- 7.3 Entire Agreement: This agreement constitutes the entire agreement between parties relating to the rights herein granted and the obligations herein assumed. The parties hereto agree that the laws of the State of Montana shall govern this agreement.

- 7.4 Independent Contractors: It is expressly understood and agreed by the parties hereto that they are independent contractors and that nothing contained herein should be construed as giving rise to a partnership or joint venture.
- 7.5 The CDC's Board of Directors specifically acknowledges and retains the ultimate responsibility for all loan approvals and loan servicing actions, 13 CFR paragraph 120.823, and that such responsibility must be conducted independently of any control by a contractor.
- 7.6 No contractor or associate of a contractor may be a voting or non-voting member of the CDC's Board of Directors.
- 7.7 Confidentiality: All notes, correspondence, entity documentation, financial information, credit memoranda, loan authorizations, drafts, photographs, papers, documents and records as defined in their broadest sense (collectively "Records") which CDC allows Service Provider (Big Sky EDA) to review and/or otherwise inspect or utilize in connection with this Agreement shall be considered confidential.

Service Provider agrees, represents, and warrants that it will only use the Records in performing the functions of and duties as set forth herein and/or otherwise in relation to his/her association with CDC. Service Provider shall not appropriate or otherwise use any of the Records and/or any information contained in any of the Records provided by CDC for any purpose other than as set forth herein. This prohibition applies to, without limitation, appropriating, or disclosing, names of CDC customers, trade secrets, vendor names, financial information, and personal information.

CDC agrees not to disclose to any third party (other than those parties specifically related to assignments to be performed under this Agreement) the name, address, or telephone number of Service Provider without Service Provider's prior approval. CDC agrees not to disclose to any party other than SBA, the party the terms of compensation paid to Service Provider pursuant to this Agreement."

Big Sky EDA is a public entity and subject to Montana's public records and public information and laws. Notwithstanding anything to the contrary in this Section 7.7, to the extent the Records are public records or public information under those laws, the confidentiality provisions of this Section 7.7 does not apply.

**Execution**

Executed this      day of June, 2026

**Big Sky Economic Development Authority**

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Lucy Aspinwall, Board Chair Big Sky EDA

**Big Sky Economic Development Corporation**

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Jennifer Kobza, Board Chair Big Sky EDC

## A RESOLUTION

### BIG SKY ECONOMIC DEVELOPMENT CORPORATION

Whereas, the Board of Directors of BIG SKY ECONOMIC DEVELOPMENT CORPORATION, a Montana Non-Profit Corporation (BIG SKY EDC), desires to maximize the level of coordination between BIG SKY EDC and other regional economic development programs in its service area; and

WHEREAS, Big Sky Economic Development Authority, a Montana Non-Profit Corporation (BIG SKY EDA), is the regional economic development organization in the BIG SKY EDC service area; and

WHEREAS, the Board of Directors of BIG SKY EDC desires to maintain its long standing, mutually beneficial relationship with BIG SKY EDA which was responsible for the creation and development of BIG SKY EDC;

NOW, THEREFORE, BE IT RESOLVED:

#### Section 1.

That for the following reasons the Board of Directors of BIG SKY EDC believes it to be in the best interests of BIG SKY EDC to secure from BIG SKY EDA all management services, all marketing, packaging, processing, closing, servicing, and liquidation functions attendant to BIG SKY EDC lending activities, and all necessary support services:

- BIG SKY EDA staff who are engaged in lending and other regional economic development activities are fully knowledgeable of BIG SKY EDC and of the rules and regulations governing its lending operations, having been the staff for BIG SKY EDC since its inception.
- As the regional economic development agency, BIG SKY EDA brings a high degree of public accountability to BIG SKY EDC activities.
- BIG SKY EDA provides a level of visibility and a range of contacts across the BIG SKY EDC service area that BIG SKY EDC alone could not readily develop and sustain.
- BIG SKY EDA has provided all necessary facilities and staff services to BIG SKY EDC, and the organizations have been co-located since BIG SKY EDC's inception.

#### Section 2.

This agreement between BIG SKY EDC and BIG SKY EDA is in compliance with 13 CFR §120.823, §120.824 and §120.825 and with the requirements of the U. S. Small Business Administration Loan Program.

That the agreement between BIG SKY EDC and BIG SKY EDA is subject to pre-approval and yearly review by the U.S. Small Business Administration; and,

That BIG SKY EDC and its Board of Directors understand that annual submission of the agreement between BIG SKY EDC and BIG SKY EDA to the U.S. Small Business Administration is required with submission of the Annual Report.

Approved by the Board of Directors of the BIG SKY EDC on the      day of June, 2026.

BIG SKY ECONOMIC DEVELOPMENT  
CORPORATION

Attest: \_\_\_\_\_  
Name: Nichole Mehling  
Title: Secretary

By: \_\_\_\_\_  
Name: Jennifer Kobza  
Title: Board Chair