

**Big Sky EDA/EDC
Executive Committee Agenda
April 3, 2019 – 7:30 A.M. to 9:15 A.M.
Rosebud Room, 2nd 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 Nelson, Mike Seppala, Steve Loveless, Eric Simonsen, Molly Schwend
EDA –Cory Moore, Robin Rude, Paul Neutgens, Jennifer Smith, Ken Lutton

Call to Order – Cory Moore, EDA Chair

Agenda Changes for Today's Meeting:

Public Comments:

AGENDA

- I. Approval of EDA/EDC Exec. Comm. Minutes**
- March 6, 2019 Ex. Committee Meeting (Attachment A) (Action)
- II. Approval of EDA/EDC Financials – Jim**
- February 2019 EDA and EDC Financials (Attachment B) (Action)
 - FY 2021 Budget Preparation Update/Set Salary Review Committee
- III. Executive Director's Report** (Handout) (Info)
- Update: One Big Sky District—Steve/Mel/Allison
 - a) Legislative Action Plan Update
 - Update: Economic Development Legislative Work (MEDA Priorities)—HB52
 - SD 2 HS Mill Levy for CTE Programs—Board Position (Handout) (Action)
- IV. Program/Org. Directors Updates**
- A. Operations:
 - 1. Future Facilities Taskforce Next Steps: RFP Update—Becky (Info)
 - 2. Board Planning Session Agenda Review (Handout) (Info)
 - 3. ED Performance Review Process (define process and timeline)
 - B. Recruitment Program Update—Allison (Info)
 - C. Other Program Reports (as Needed)
- V. Executive Session (as needed)**

Public Comment

Adjourn

Next Executive Committee Meeting – May 1, 2019 (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.



BIG SKY
ECONOMIC DEVELOPMENT

EDA • EDC CREATING MONTANA BUSINESS OPPORTUNITIES

ATTACHMENT A

Big Sky EDA/EDC Joint Executive Committee Meeting Minutes
Wednesday, March 6th, 2019 – 7:30 A.M. to 9:15 A.M.
Rosebud Room, 2nd 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 Present: EDA – Cory Moore, Jennifer Smith, Paul Neutgens, Robin Rude, Ken Lutton
EDC – Molly Schwend, Eric Simonsen, Mike Seppala

Committee Members Absent: EDC – Mike Nelson, Steve Loveless

Staff and Others Present: Steve Arveschoug, Karen Baumgart, Melanie Schwarz, Dustin Frost, Austin
Trunkle, Becky Rogers, Jim Tevlin, Evelyn Pyburn

Call to Order:
Cory Moore, EDA Chair, called the meeting to order at 7:30 A.M.

Agenda Changes for Today's Meeting:
None

Public Comment:
Mike Seppala commented that the NAIA Women's Basketball National Championship will begin in Billings next week. Both Western Security Bank and Big Sky Economic Development will be hosting teams again this year.

Agenda:
Approval of EDA/EDC Executive Committee Minutes

Motion: Ken Lutton to approve the February 2019 Executive Committee Minutes as presented to the Executive Committee.
Second: Eric Simonsen
Discussion: None
Motion: Carried

Approval of EDA/EDC Financials – Jim

Jim mentioned that on the EDA side, there were some funds allocated to the improvements on Conrad Road on Billings' Westend. This work was agreed to when we sold the GE Center of Excellence to Zoot Enterprises. Now that work has been completed, BSED was reimbursed with a check for roughly \$5,000 of unspent funds.

Eric asked where we were holding tax protest dollars within the books and if we included that money in our Future Facility Budget. Jim pointed out the bank account on the Balance Sheet holding the funds and Steve and Becky confirmed the recovery of tax protest dollars were added to the total project budget. Jim also pointed out some of the biggest year-over-year variances in the EDC budget.

Motion: Mike Seppala to approve and forward to the full Board, the January 2019 EDA/EDC Financials as presented to the Executive Committee.
Second: Robin Rude
Discussion: None
Motion: Carried

Executive Director's Report

Update: One Big Sky District – Steve

Steve then began his Executive Director's Report and spoke about the City Council vote that defeated the amendment to the agreement with Landmark Development. Steve is working with Landmark to close out their account since they have delivered on everything promised in the agreement. Steve clarified how the \$300,000 the Board committed for Phase II is being spent. The \$300,000 is pledged towards the *full* scope of work and not just the lobbying effort, as misunderstood by some constituents. BSED will now shift focus to working with our legislative delegation to pass the bill that would secure a private/public funding mechanism available State-wide. There will also need to be the consideration of how we keep our lobbyists engaged throughout this process. Melanie shared an informational flyer detailing what 406 Impact Districts are. Steve also informed the Committee that he had a long conversation with several City Council Members last Friday where they voiced their concerns. Cory gave his thoughts about the Legislative Luncheon yesterday and commended Melanie's work regarding the Impact District piece. Steve continued speaking about the prospective bill and discussion was held concerning the need to have a mechanism in place that attracts this kind of development. We are hopeful to have a hearing on the bill on March 15th. Steve discussed next steps should the bill pass. If that is the case, our next effort would be to shop for prospective developers. It was noted that Landmark still has a reimbursement agreement in place should the project move forward and they not participate in developing one of the designated catalyst projects. They would be owed a reimbursement from the City in that scenario. There was also discussion about community misinformation and how, going forward, they could be better educated.

Update: Economic Development Legislative Work (MEDA Priorities) – HB52

Steve spoke about House Bill 52 which would lift the sunset on the existing suite of economic development tools. That sunset is due this year if the bill does not pass. A contingent from BSED and SBDC client Jennifer Webber traveled to Helena in February to testify and offer their support for HB52.

Program/Organizational Directors Updates

Operations/ Future Facility – Becky

Becky gave a Future Facility Update. There were three proposals submitted on the March 4th deadline. The Future Facility Taskforce will reconvene this week to score the proposals and will then tour the facilities next week. She reminded the Committee that this is an accelerated process in order to help meet the Federal Grant Application deadline of April 15th.

BillingsWorks: Youth Apprenticeship Grant Opportunity – Karen

Karen presented on a Youth Apprenticeship Grant Opportunity. Karen will be working with American Jobs for America's Youth (AJAY) on this effort. This grant will benefit high school students pursuing healthcare and IT apprenticeships. Due to the grant deadline ending before the next Board Meeting, Karen asked Executive Committee to approve sending out the grant request via Electronic Vote to the full Board.

Motion: Mike Seppala to approve and forward to the full Board, the request to apply for the grant as presented to the Executive Committee.

Second: Ken Lutton

Discussion: None

Motion: Carried

VBOC Update: "Turn this Ship Around" Leadership Event – Dustin

Dustin gave a quick update on the upcoming VBOC Leadership Event. The event will have veteran, author, and motivational speaker, David Marquet presenting. The name of his book and this subsequent event is "Turn the

Ship Around". Dustin mentioned that the event is free to Veterans and their spouses and \$25 to all others. The event will be held at MSUB on March 29th at 8:30AM.

Executive Session: None

Public Comment: Steve reminded the Committee that the Board Meeting next Thursday will be at the Library.

Adjourned: Cory adjourned the meeting at 8:53 AM.



BIG SKY
ECONOMIC DEVELOPMENT

EDA • EDC CREATING MONTANA BUSINESS OPPORTUNITIES

ATTACHMENT B

Internal Memorandum

Date: March 27, 2019

To: Steve Arveschoug
Big Sky EDA/EDC Executive Committee
Big Sky EDA/EDC Board of Directors

From: Jim Tevlin

Subject: February 2019 BSEDA Financial Statements

Attached are Big Sky EDA and EDC's financial statements for the month of February 2019.

Big Sky EDA Balance Sheets

	Feb 28, 2019	Feb 28, 2018	+/-	
ASSETS				
Current Assets				
Checking/Savings				
First Interstate Bank	\$ 90,388.09	\$ 17,396.42	\$ 72,991.67	
FIB-Recovered Property Taxes	147,854.25	-	147,854.25	
Opportunity Fund - FIB	13,258.82	13,242.17	16.65	
Opportunity Fund - Stockman	377,011.20	1,245,573.90	(868,562.70)	(A), (B)
Stockman GE Maintenance	28,479.10	28,479.10	-	
Yellowstone County Funds	280,085.63	305,269.28	(25,183.65)	
	<u>937,077.09</u>	<u>1,609,960.87</u>	<u>(672,883.78)</u>	
Other Current Assets				
Accounts Receivable	245,945.24	344,181.46	(98,236.22)	
American Revenue Guarantee	6,887.28	19,965.08	(13,077.80)	
Due To/Due From EDC	144,829.10	94,028.26	50,800.84	
Miscellaneous Receivables	3,000.00	(6,648.75)	9,648.75	
Tax Levy Receivable	488,558.80	503,887.32	(15,328.52)	
Tax Levy Receivable - Protested	11,117.77	180,569.96	(169,452.19)	
Allowance for Doubtful Accts	(11,117.77)	(180,569.96)	169,452.19	
Prepaid Expenses	288.28	704.02	(415.74)	
	<u>889,508.70</u>	<u>956,117.39</u>	<u>(66,608.69)</u>	
Non-Current Assets				
Opportunity Fund - CDs	5,138,928.30	4,700,000.00	438,928.30	(A)
Loans Receivable	220,481.36	-	220,481.36	(B)
TEDD Receivable	64,775.00	75,000.00	(10,225.00)	
Cabelas Conduit	4,981.11	7,505.42	(2,524.31)	
Deferred Outflow of Resources	365,827.38	173,851.38	191,976.00	
	<u>5,794,993.15</u>	<u>4,956,356.80</u>	<u>838,636.35</u>	
TOTAL ASSETS	<u>\$ 7,621,578.94</u>	<u>\$ 7,522,435.06</u>	<u>\$ 99,143.88</u>	
LIABILITIES & EQUITY				
Current Liabilities				
Accounts Payable	64,640.93	103,750.05	(39,109.12)	
Accrued Expenses	88,037.62	268,094.55	(180,056.93)	(C)
Payroll Liabilities	241.34	283.90	(42.56)	
Compensated Absences	138,443.60	132,296.37	6,147.23	
Deferred Revenue - GE Settlement	-	-	-	
	<u>291,363.49</u>	<u>504,424.87</u>	<u>(213,061.38)</u>	
Long Term Liabilities				
Deferred Inflow of Resources	7,418.97	2,035.97	5,383.00	
Pension Liability	908,810.80	615,173.80	293,637.00	
	<u>916,229.77</u>	<u>617,209.77</u>	<u>299,020.00</u>	
Net Assets	<u>6,413,985.68</u>	<u>6,400,800.40</u>	<u>13,185.28</u>	
TOTAL LIABILITIES & EQUITY	<u>\$ 7,621,578.94</u>	<u>\$ 7,522,435.04</u>	<u>\$ 99,143.90</u>	

(A) In FY18, the proceeds of the sale of the GE facility (approx \$6 million) were invested in certificates of deposit with maturities of 18 months.

(B) As part of the One Big Sky District Initiative, Big Sky EDA advanced \$220k to the Downtown Billings Alliance.

(C) On February 28, 2018, Accrued Expenses consisted primarily of \$209k of contributions to MSU Billings for their new science building. Big Sky EDA issued payment to MSU Billings in August 2018.

Big Sky EDA
Statements of Operations Actual vs. Budget

For the Eight Months Ended February 28,

	2019	Annual Budget	Budget Remaining
Income			
Department of Defense	\$ 341,857.00	\$ 549,626.00	\$ 207,769.00
EDC Reimbursement	339,029.23	601,012.56	261,983.33
EPA - Brownfields	20,137.56	20,137.56	-
Grant Administration	6,716.50	17,650.00	10,933.50
Health Levy Revenue	59,271.00	90,264.00	30,993.00
Mill Levy Revenue	1,271,783.36	1,391,361.00	119,577.64
Miscellaneous Revenue	1,447.17	-	(1,447.17)
Opportunity Fund Investment	-	150,000.00	150,000.00
Recovery of Protested Taxes	146,954.35	-	(146,954.35)
SBA/MT Dept of Commerce	89,974.05	117,650.00	27,675.95
SBDC Program Income	295.58	3,211.00	2,915.42
VBOC	200,321.27	300,000.00	99,678.73
	<u>2,477,787.07</u>	<u>3,240,912.12</u>	<u>763,125.05</u>
Expense			
Advertising	729.83	-	(729.83)
Property Tax Protests	10,789.51	28,147.22	17,377.71
Business Recruitment	906.60	16,000.00	15,093.40
Community Development Projects	(8,000.00)	50,000.00	58,000.00
Contingency	-	17,500.00	17,500.00
Dues and Subscriptions	36,575.41	47,834.00	11,258.59
Employer Contributions	302,957.24	507,433.91	204,476.67
Insurance	12,227.09	14,766.00	2,538.91
Contract Support	-	2,000.00	2,000.00
Marketing	52,576.10	81,854.00	29,277.90
Miscellaneous	27,465.41	39,447.40	11,981.99
Office Equipment	3,580.02	8,700.00	5,119.98
Office Expense	9,341.26	19,000.00	9,658.74
One Big Sky District	50,000.00	55,000.00	5,000.00
Professional Fees	73,282.31	79,154.56	5,872.25
PTAC Satellite	58,477.06	87,714.00	29,236.94
PTAC Subcenter	130,289.25	253,543.00	123,253.75
Rent	82,702.83	111,632.00	28,929.17
Repairs	1,562.50	-	(1,562.50)
Salaries/Wages	977,070.39	1,617,320.86	640,250.47
Sponsorships	5,330.00	6,600.00	1,270.00
TEDD	7,371.59	5,000.00	(2,371.59)
Telecommunications	36,202.81	48,001.00	11,798.19
Travel/Training	63,565.55	124,621.00	61,055.45
Workforce Development	15,000.28	15,000.00	(0.28)
	<u>1,949,983.04</u>	<u>3,236,268.95</u>	<u>1,286,285.91</u>
Operating Income	<u>527,804.03</u>	<u>4,643.17</u>	<u>(523,160.86)</u>
Other Income			
Interest Income	24,792.94	87,477.23	62,684.29
Gain on Sale of GE Building	14,465.57	-	(14,465.57)
	<u>39,258.51</u>	<u>87,477.23</u>	<u>48,218.72</u>
Net Income	<u>\$ 567,062.54</u>	<u>\$ 92,120.40</u>	<u>\$ (474,942.14)</u>

In July 2018, the CHS refinery settled their protested taxes at approximately 90% of the protested amount. These funds will be earmarked to offset expenses associated with EDA's future facilities.

At the end of FY18, EDA accrued an additional \$8k to finish construction on Conrad Rd. In FY19, EDA received notice from the contractor that construction was complete. Additionally, EDA received a \$6k refund from the contractor.

Big Sky EDA
Statements of Operations - Year Over Year Actual
For the Eight Months Ended February 28,

	2019	2018	+/-
Income			
Billings/Works	-	12,500.00	(12,500.00)
Coulson Park Revenue	-	12,000.00	(12,000.00)
Department of Defense	341,857.00	334,614.00	7,243.00
EDC Reimbursement	339,029.23	314,541.39	24,487.84
EPA - Brownfields	20,137.56	26,165.00	(6,027.44)
Grant Administration	6,716.50	6,343.16	373.34
Health Levy Revenue	59,271.00	55,560.75	3,710.25
Mill Levy Revenue	1,271,783.36	1,223,511.45	48,271.91
Miscellaneous Revenue	1,447.17	80,255.38	(78,808.21)
Recovery of Protested Taxes	146,954.35	-	146,954.35
SBA/MT Dept of Commerce	89,974.05	84,019.75	5,954.30
SBDC Program Income	295.58	2,217.00	(1,921.42)
VBOC	200,321.27	220,392.66	(20,071.39)
	<u>\$ 2,477,787.07</u>	<u>\$ 2,372,120.54</u>	<u>\$ 105,666.53</u>
Expense			
Advertising	729.83	460.14	269.69
Property Tax Protests	10,769.51	41,617.29	(30,847.78)
BEAR	-	3,698.72	(3,698.72)
Business Recruitment	906.60	15,494.31	(14,587.71)
Community Development Projects	(8,000.00)	2,500.00	(10,500.00)
Contributions	-	359,300.00	(359,300.00)
Dues and Subscriptions	36,575.41	26,536.32	10,039.09
Employer Contributions	302,957.24	286,525.48	16,431.76
Incubator Expense	-	28,510.72	(28,510.72)
Insurance	12,227.09	22,657.42	(10,430.33)
Contract Support	-	5,163.60	(5,163.60)
Marketing	52,576.10	63,814.46	(11,238.36)
Miscellaneous	27,465.41	27,522.49	(57.08)
Office Equipment	3,580.02	-	3,580.02
Office Expense	9,341.26	15,741.50	(6,400.24)
One Big Sky District	50,000.00	-	50,000.00
Professional Fees	73,282.31	149,258.92	(75,976.61)
Program Expense	-	1,014.09	(1,014.09)
PTAC Satellite	58,477.06	55,960.43	2,516.63
PTAC Subcenter	136,289.25	130,189.25	6,100.00
Rent	82,702.83	84,059.08	(1,356.25)
Repairs	1,562.50	1,172.86	389.64
Salaries/Wages	977,070.39	907,011.61	70,058.78
Sponsorships	5,330.00	8,979.33	(3,649.33)
TEDD	7,371.59	-	7,371.59
Telecommunications	36,202.81	21,128.76	15,074.05
Travel/Training	63,485.55	80,660.86	(17,175.31)
Workforce Development	15,000.28	18,086.45	(3,086.17)
	<u>1,955,903.04</u>	<u>2,357,064.09</u>	<u>(401,161.05)</u>
Operating Income	<u>521,884.03</u>	<u>15,056.45</u>	<u>506,827.58</u>
Other Income			
Interest Income	24,792.94	1,999.94	22,793.00
Net Income	<u>\$ 546,676.97</u>	<u>\$ 17,056.39</u>	<u>\$ 529,620.58</u>

Includes \$75k related to TEDD master plan loan.

In July 2018, the CHS refinery settled their protested taxes at approximately 90% of the protested amount. These funds will be earmarked to offset expenses associated with EDA's future facilities.

Represents contributions and challenge matches for the Rocky MT College and MSU-B science buildings.

Includes \$83k related to the TEDD master plan.

Big Sky Economic Development Corporation

Balance Sheets

	Feb 28, 2019	Feb 28, 2018	+/-	
ASSETS				
Current Assets				
First Interstate Bank	\$ 297,315.67	\$ 411,639.23	\$ (114,323.56)	(A)
FIB-SSBCI Principal	1,281,665.74	907,891.91	373,773.83	
FIB-Long Term Reserve	150,000.00	150,000.00	-	
FIB-Operating Reserve	100,000.00	100,000.00	-	
FIB-Opportunity Fund	22,200.00	22,200.00	-	
First Interstate Bank-RLF	245,392.26	179,921.51	65,470.75	
FIB-OBSD Restricted	113,146.92	-	113,146.92	(B)
Accounts Receivable	1,000.00	1,000.00	-	
Certificates of Deposit	-	75,114.53	(75,114.53)	(A)
Contributions Receivable	20,500.00	4,000.00	16,500.00	(C)
RLF Portfolio-Current	74,951.44	72,389.57	2,561.87	
SSBCI Portfolio-Current	123,590.12	169,802.47	(46,212.35)	
	<u>2,429,762.15</u>	<u>2,093,959.22</u>	<u>335,802.93</u>	
Other Assets				
Contributions Receivable-Non Current	43,750.00	-	43,750.00	(C)
RLF Portfolio-Non Current	234,006.29	185,181.82	48,824.47	
SSCBI Portfolio-Non Current	846,524.26	1,003,366.39	(156,842.13)	
TOTAL ASSETS	<u><u>3,554,042.70</u></u>	<u><u>3,282,507.43</u></u>	<u><u>271,535.27</u></u>	
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	83,649.66	24,347.58	59,302.08	
Accrued Expenses	10,562.50	15,254.03	(4,691.53)	
Due to/Due From EDA	144,829.10	94,028.26	50,800.84	
	<u>239,041.26</u>	<u>133,629.87</u>	<u>105,411.39</u>	
Net Assets	<u>3,315,001.44</u>	<u>3,148,877.56</u>	<u>166,123.88</u>	
TOTAL LIABILITIES & EQUITY	<u><u>\$ 3,554,042.70</u></u>	<u><u>\$ 3,282,507.43</u></u>	<u><u>\$ 271,535.27</u></u>	

(A) In FY18, the certificates of deposit and bank accounts held by Montana Community Finance Corporation were closed/matured. The remaining funds were deposited into our First Interstate Bank account.

(B) These restricted funds are specifically earmarked for the One Big Sky District master plan.

(C) These receivables represent CTE funding commitments during FY19 (current) and FY20 (non-current)

Big Sky Economic Development Corporation
Statement of Operations-Actual vs Budget
For the Eight Months Ending February 28,

	<u>2019</u>	<u>Annual Budget</u>	<u>Budget Remaining</u>
Income			
504 Loan Origination	\$ 92,711.98	\$ 127,500.00	\$ 34,788.02
504 Loan Servicing	348,510.36	531,600.00	183,089.64
Member Investment	98,275.00	350,000.00	251,725.00
Miscellaneous Income	20,954.87	13,000.00	(7,954.87)
Private BillingsWorks Funding	7,250.00	20,000.00	12,750.00
Recovery of Bad Debt	2,350.00	3,600.00	1,250.00
RLF Business Loan Interest	7,744.04	12,476.00	4,731.96
SSBCI Revenue	17,990.81	29,140.00	11,149.19
	<u>595,787.06</u>	<u>1,087,316.00</u>	<u>491,528.94</u>
Expense			
Advertising	329.00		(329.00)
BEAR Program	1,437.27	6,108.00	4,670.73
Rock31 Expenses	51,634.82	50,000.00	(1,634.82)
Business Recruitment	47,205.17	81,000.00	33,794.83
Dues and Subscriptions	17,126.49	15,593.00	(1,533.49)
EDA Reimbursement	339,029.23	601,012.56	261,983.33
Event Expense	24,421.51	51,500.00	27,078.49
Insurance	2,580.00	11,000.00	8,420.00
Marketing	7,477.13	11,000.00	3,522.87
Membership Development	2,740.72	7,500.00	4,759.28
Miscellaneous	7,701.09	36,418.00	28,716.91
Office Supplies	1,344.66	2,056.00	711.34
Professional Fees	32,604.40	22,500.00	(10,104.40)
Rent	25,289.30	36,320.00	11,030.70
Sponsorships	1,000.00	2,000.00	1,000.00
Telephone	4,070.86	4,980.00	909.14
Travel & Training	17,143.50	28,500.00	11,356.50
Workforce Development	12,242.82	59,695.00	47,452.18
	<u>595,377.97</u>	<u>1,027,182.56</u>	<u>431,804.59</u>
Operating Income	<u>\$ 409.09</u>	<u>\$ 60,133.44</u>	<u>\$ 59,724.35</u>

Negative variance due to SBA 504 legal fees incurred in FY18 on loans that did not fund.

Big Sky Economic Development Corporation
Statements of Operations-Year Over Year Actual
For the Eight Months Ended February 28,

	<u>2019</u>	<u>2018</u>	<u>+/-</u>
Income			
504 Loan Origination	\$ 92,711.98	\$ 21,785.90	\$ 70,926.08
504 Loan Servicing	348,510.36	365,720.43	(17,210.07)
Member Investment	98,275.00	84,975.76	13,299.24
Miscellaneous Income	20,954.87	3,921.30	17,033.57
Private BillingsWorks Funding	7,250.00	-	7,250.00
Recovery of Bad Debt	2,350.00	9,664.59	(7,314.59)
RLF Business Loan Interest	7,744.04	11,058.54	(3,314.50)
RLF Loan Fund (net)	-	619.90	(619.90)
SSBCI Revenue	17,990.81	20,373.60	(2,382.79)
	<u>595,787.06</u>	<u>518,120.02</u>	<u>77,667.04</u>
Expense			
Advertising	329.00	-	329.00
BEAR Program	1,437.27	-	1,437.27
Rock31 Expenses	51,634.82	-	51,634.82
Business Recruitment	47,205.17	41,504.78	5,700.39
Dues and Subscriptions	17,126.49	11,628.31	5,498.18
EDA Reimbursement	339,029.23	314,541.39	24,487.84
Event Expense	24,421.51	34,660.79	(10,239.28)
Insurance	2,580.00	11,002.00	(8,422.00)
Marketing	7,477.13	6,091.12	1,386.01
Membership Development	2,740.72	3,269.38	(528.66)
Miscellaneous	7,701.09	7,515.28	185.81
Office Supplies	1,344.66	1,980.42	(635.76)
Postage and Delivery	-	699.37	(699.37)
Professional Fees	32,604.40	22,740.30	9,864.10
Rent	25,289.30	19,266.10	6,023.20
Repairs	-	953.50	(953.50)
Sponsorships	1,000.00	-	1,000.00
Telephone	4,070.86	3,084.33	986.53
Travel & Training	17,143.50	13,456.28	3,687.22
Workforce Development	12,242.82	408.75	11,834.07
	<u>595,377.97</u>	<u>492,802.10</u>	<u>102,575.87</u>
Operating Income	<u>\$ 409.09</u>	<u>\$ 25,317.92</u>	<u>\$ (24,908.83)</u>

The year-over-year decrease in loan servicing revenue is due to higher than expected loan payoffs