

**Big Sky EDA/EDC
Executive Committee Agenda
March 6, 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**
 - Feb. 6, 2019 Ex. Committee Meeting (Attachment A) (Action)
- II. Approval of EDA/EDC Financials – Jim**
 - January 2019 EDA and EDC Financials (Attachment B) (Action)
- III. Executive Director's Report (no written report this month)**
 - Update: One Big Sky District—Steve/Mel/Allison
 - a) Legislative Action Plan Update
 - Update: Economic Development Legislative Work (MEDA Priorities)—HB52
- IV. Program/Org. Directors Updates**
 - A. Operations:
 1. Future Facilities Taskforce Next Steps: RFP Update—Becky (Info)
 - B. BillingsWorks Update—Karen
 1. Youth Apprenticeship Grant Opportunity (Attachment C) (Action)
 - C. VBOC Update—Dustin (Handout)
 1. "Turn this Ship Around" Leadership Event March 29th
 - D. Other Program Reports (as Needed)
- V. Executive Session (as needed)**

Public Comment

Adjourn

Next Executive Committee Meeting – April 3, 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 Executive Committee Meeting Minutes

Wednesday, February 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 Nelson, Steve Loveless, Mike Seppala

Staff and Others Present: Steve Arveschoug, Austin Trunkle, Becky Rogers, Dianne Lehm, Melanie Schwarz, Jim Tevlin, Evelyn Pyburn

Call to Order:

Cory Moore, EDA Chair, called the meeting to order at 7:31 A.M.

Agenda Changes for Today's Meeting:

Changes to the agenda include moving Melanie's presentation of the Member Investor Growth Strategy to begin after the Financials are presented.

Public Comment:

None

Agenda:

Approval of EDA/EDC Executive Committee Minutes

Motion: Jennifer Smith to approve and forward to the Board of Directors, the January 2019 Executive Committee Minutes as presented to the Executive Committee.

Second: Steve Loveless

Discussion: None

Motion: Carried

Approval of EDA/EDC Financials – Jim

Jim presented the financials for December which put our organization half-way through the fiscal year.

On the EDA Balance Sheet, Jim made mention of two loan receivables for the TEDD and also the OBSD agreement with the Downtown Billings Alliance which, more specifically, is a line of credit. There was discussion about the repayment terms of the line of credit extended to the DBA. Jim commented he is watching the revenue for the VBOC as it is underspent because of the Director vacancy earlier in the year. There is a training event being planned for the VBOC that we are working with the SBA to get approval. This event will help us achieve the VBOC's financial and program goals. There were questions regarding the disparity of year-over-year professional fees and Jim said he would give a more precise answer when he looks at his budgets.

On the EDC, Jim said that our Loan Origination fees were doing very well and that the funding of loans will rely on the Government remaining open. Other items of note include the Member Investor revenues which are pooled between the regular pool, workforce pool, and Rock31 pool. Many of those revenues come in during the third and fourth quarters. Jim also wanted to remind the Committee that we have \$250,000 in reserves should a new Government Shutdown affect our revenues. The reserves could sustain our cash flow without affecting operations.

Finally, Jim gave an Opportunity Fund update. There have been draws on the opportunity fund from the line of credit offered to the DBA, our contributions to the RMC and MSUB science buildings, our OBSD commitments and a few other projects. There is currently a balance of around \$4.5m in the fund. It should also be noted that there was a payment expected from Yellowstone County for our work on the TEDD, there will be payments from the DBA on line of credit, and there is \$22,000 in cash in the EDC Opportunity Fund.

Motion: Mike Nelson to approve and forward to the full Board, the December 2018 EDA/EDC Financials as presented to the Executive Committee.

Second: Ken Lutton

Discussion: Above

Motion: Carried

Member Investor Growth Strategy – Melanie

Next was Melanie presenting a Member Investor Growth Strategy Review. Melanie's total goal was \$370,000 this fiscal year and has made significant strides to reach that mark. Currently Melanie has \$307,450 secured and shared a plan to secure the rest. Melanie also spoke about the dynamic that in-kind dollars and trade dollars play. And while they are very significant, they don't end up paying bills. Melanie's strategy to secure the final \$62,550 includes working a list of 30 new leads herself, offering the staff an incentive for referring a new MI to her, holding a Board Member round-up, and starting a Member Investor Committee. Melanie figures this should amount to around 100 leads and if she converts 30 of the 100 prospective leads at \$2,500, that will exceed her goal.

Executive Director's Report

Update: One Big Sky District – Steve

Steve then delivered his executive director's report. Steve addressed the Montana Economic Developers Association priorities and his work this year as the president of that organization. Steve also spoke on the push for increased funding for career and technical education and our very own Karen Baumgart testifying before the legislature in favor of the increased funding.

Steve touched on the now final OBSD development plan. He is encouraged by how comprehensive the plan is and the vision it offers for our civic redevelopment goals. The development plan will go before the City Council who will decide whether they will adopt it or not. It should be noted that the City will not be making any material commitment by adopting this plan. Steve has spoken with several Council Members and is working to answer their questions and address their concerns.

Steve brought the Committee's attention to the Amended Landmark Agreement which was provided via a handout. Steve was also asked about the tone of the legislature's reception to the prospective bill that we are backing. Steve said our local delegation delivered a very good presentation in support of the Private/Public Funding Mechanism Bill and spoke to the hard work they are putting in on behalf of our community. Steve spoke about the lobbyist that has been hired and how confident they are in his and his team's work. Steve closed his comments by saying that he is pleased with the progress that has been made. Steve also mentioned that he will provide the Board the bill as soon as it is available. He anticipates the bill will be out in the next 10 days or so. A question was asked about our Plan B if the Legislation fails. Steve said the Development Plan is still a great framework for our City. Although it would be disheartening, we still have other tools that we can be creative with should the Legislation fail. We would roll up our sleeves and approach the development plan incrementally as made sense. We would hope to keep Landmark engaged in the process.

Steve's ask of the Committee is to vote to concur with the amendments made to the Landmark/EDC Agreement and his authority to execute this revised contract.

Steve assuaged some of the Board's concerns about the recovery of Landmark's investment. If Landmark participates in at least one of the projects, no recovery of their investment is required. If they aren't selected for any project, the City would have to reconcile how to reimburse Landmark's costs.

Motion: Mike Nelson, to approve and forward to the full Board, their concurrence with the amended agreement and Steve's authority to execute said agreement, as presented to the Executive Committee.

Second: Paul Neutgens

Discussion: None

Motion carried

Program/Organizational Directors Updates

Operations/ Future Facility – Becky

Becky was next to present a future facility update. Becky told the committee that the cost estimate came back well over budget and identified additional infrastructure concerns. Becky pulled together the Board Chairs and Board Members from the Future Facility Taskforce and Opportunity Fund Committee to review the information. They made the decision to walk away from the Paint Building. As discussed at the last meeting, a new RFP has been drafted and Becky reviewed the changes with the Committee. The RFP was written with the intent to continue with the EDA Grant application. While the total project budget is roughly \$2.5m, the new RFP will not have a prescribed budget as there are so many other factors that determine the purchase price. Becky said that we will still need to remain in the Opportunity Zone to be eligible for the grant and we anticipate parking will remain a hot topic for the staff with the new RFP. Another piece Becky presented was the scoring criteria which was provided to the Committee. Scoring will be held in two rounds. The first round of scoring will determine who gets a site visit and the second round will rate the infrastructure condition. The EDA Grant deadline is April 15th, and Becky is asking to release this new RFP this Friday to expedite the process.

Motion: Eric Simonsen motioned to recommend the release of the new RFP, as presented to the Executive Committee.

Second: Steve Loveless

Discussion: none

Motion: Carried

Community Development Projects Update – Dianne

Dianne gave a Coulson Park update which included the first steps of the master planning process. DHM out of Bozeman will be the consulting group on that piece. To Paul's question, there is an opportunity going forward that may have the potential to bring the old Corette Power Plant into the park but there is certainly no concrete information on that as of yet. However, the timeline is short as some funds have come from the State and must be encumbered within two years.

With respect to the TEDD, Community Development has met with Montana Department of Transportation to discuss how the TEDD project will work alongside the Lockwood By-pass Project. Next steps are to continue meeting with property owners and to begin identifying key infrastructure components within the TEDD. The annual work plan from the Lockwood TEDD Advisory Group has been approved by the County Commissioners.

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.



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ATTACHMENT B

Internal Memorandum

Date: February 28, 2019

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

From Jim Tevlin

Subject: January 2019 BSEDA Financial Statements

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

Big Sky EDA Balance Sheets

	Jan 31, 2019	Jan 31, 2018	+/-	
ASSETS				
Current Assets				
Checking/Savings				
First Interstate Bank	\$ 67,028.04	\$ 34,160.62	\$ 32,867.42	
FIB-Recovered Property Taxes	147,854.25	-	147,854.25	
Opportunity Fund - FIB	13,257.40	13,241.26	16.14	
Opportunity Fund - Stockman	376,638.09	6,095,518.75	(5,718,880.66)	(A), (B)
Stockman GE Maintenance	28,479.10	28,479.10	-	
Yellowstone County Funds	387,293.96	488,163.46	(100,869.50)	
	<u>1,020,550.84</u>	<u>6,659,563.19</u>	<u>(5,639,012.35)</u>	
Other Current Assets				
Accounts Receivable	305,101.46	298,909.64	6,191.82	
American Revenue Guarantee	6,887.28	19,965.08	(13,077.80)	
Due To/Due From EDC	87,857.98	53,213.29	34,644.69	
Miscellaneous Receivables	3,815.55	(3,578.75)	7,394.30	
Tax Levy Receivable	491,306.07	506,286.84	(14,980.77)	
Tax Levy Receivable - Protested	11,117.77	180,573.44	(169,455.67)	
Allowance for Doubtful Accts	(11,117.77)	(180,573.44)	169,455.67	
Prepaid Expenses	5,427.00	163.05	5,263.95	
	<u>900,395.34</u>	<u>874,959.15</u>	<u>25,436.19</u>	
Non-Current Assets				
Opportunity Fund - CDs	5,138,928.30	-	5,138,928.30	(A)
Loans Receivable	220,481.36	-	220,481.36	(B)
TEDD Receivable	64,775.00	75,000.00	(10,225.00)	
Cabelas Conduit	4,980.68	5,005.21	(24.53)	
Deferred Outflow of Resources	365,827.38	173,851.38	191,976.00	
	<u>5,794,992.72</u>	<u>253,856.59</u>	<u>5,541,136.13</u>	
TOTAL ASSETS	<u>\$ 7,715,938.90</u>	<u>\$ 7,788,378.93</u>	<u>\$ (72,440.03)</u>	
LIABILITIES & EQUITY				
Current Liabilities				
Accounts Payable	42,752.78	73,561.95	(30,809.17)	
Accrued Expenses	97,261.12	463,744.88	(366,483.76)	(C)
Payroll Liabilities	1,868.83	281.72	1,587.11	
Compensated Absences	138,443.60	132,296.37	6,147.23	
Deferred Revenue - GE Settlement	-	-	-	
	<u>280,326.33</u>	<u>669,884.92</u>	<u>(389,558.59)</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>6,519,382.80</u>	<u>6,501,284.24</u>	<u>18,098.56</u>	
TOTAL LIABILITIES & EQUITY	<u>\$ 7,715,938.90</u>	<u>\$ 7,788,378.93</u>	<u>\$ (72,440.03)</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 January 31, 2018, Accrued Expenses consisted primarily of \$359k of contributions to Rocky Mountain College and MSU-Billings for their new science buildings. Big Sky EDA issued payments to RMC and MSU-B for these obligations in February and August 2018, respectively.

Big Sky EDA
Statements of Operations - Actual vs. Budget
For the Seven Months Ended January 31,

	<u>2019</u>	<u>Annual Budget</u>	<u>Budget Remaining</u>
Income			
Department of Defense	\$ 305,435.00	\$ 549,626.00	\$ 244,191.00
EDC Reimbursement	299,572.93	601,012.56	301,439.63
EPA - Brownfields	14,559.68	-	(14,559.68)
Grant Administration	4,266.00	17,650.00	13,384.00
Health Levy Revenue	51,207.00	90,264.00	39,057.00
Mill Levy Revenue	1,270,757.48	1,391,361.00	120,603.52
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	80,996.29	117,650.00	36,653.71
SBDC Program Income	62.81	3,211.00	3,148.19
VBOC	150,267.76	300,000.00	149,732.24
	<u>2,325,526.47</u>	<u>3,220,774.56</u>	<u>895,248.09</u>
Expense			
Advertising	729.83	-	(729.83)
Property Tax Protests	10,769.51	28,147.22	17,377.71
Business Recruitment	417.05	16,000.00	15,582.95
Community Development Projects	(8,000.00)	50,000.00	58,000.00
Contingency	-	17,500.00	17,500.00
Dues and Subscriptions	34,597.88	47,834.00	13,236.12
Employer Contributions	265,340.31	507,433.91	242,093.60
Insurance	6,800.09	14,766.00	7,965.91
Contract Support	-	2,000.00	2,000.00
Marketing	45,007.06	81,854.00	36,846.94
Miscellaneous	22,134.04	39,447.40	17,313.36
Office Equipment	3,580.02	8,700.00	5,119.98
Office Expense	8,939.04	19,000.00	10,060.96
One Big Sky District	50,000.00	55,000.00	5,000.00
Professional Fees	49,358.31	59,017.00	9,658.69
PTAC Satellite	46,488.78	87,714.00	41,225.22
PTAC Subcenter	106,549.38	253,543.00	146,993.62
Rent	72,441.83	111,632.00	39,190.17
Repairs	1,305.00	-	(1,305.00)
Salaries/Wages	851,510.42	1,617,320.86	765,810.44
Sponsorships	5,330.00	6,600.00	1,270.00
TEDD	7,220.34	5,000.00	(2,220.34)
Telecommunications	32,712.21	48,001.00	15,288.79
Travel/Training	49,016.64	124,621.00	75,604.36
Workforce Development	15,000.00	15,000.00	-
	<u>1,677,247.74</u>	<u>3,216,131.39</u>	<u>1,538,883.65</u>
Operating Income	648,278.73	4,643.17	(643,635.56)
Other Income			
Interest Income	24,220.93	87,477.23	63,256.30
Net Income	\$ 672,499.66	\$ 92,120.40	\$ (580,379.26)

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.

Big Sky EDA
Statements of Operations - Year Over Year Actual
(Excluding Zoot/GE)
For the Seven Months Ended January 31,

	2019	2018	+/-
Income			
BillingsWorks	\$ -	\$ 10,000.00	\$ (10,000.00)
Department of Defense	305,435.00	285,621.00	19,814.00
EDC Reimbursement	299,572.93	273,507.39	26,065.54
EPA - Brownfields	14,559.68	26,165.00	(11,605.32)
Grant Administration	4,266.00	5,898.16	(1,632.16)
Health Levy Revenue	51,207.00	48,353.25	2,853.75
Mill Levy Revenue	1,270,757.48	1,223,152.11	47,605.37
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	80,996.29	68,978.08	12,018.21
SBDC Program Income	62.81	2,217.00	(2,154.19)
VBOC	150,267.76	198,996.61	(48,728.85)
	<u>2,325,526.47</u>	<u>2,223,143.98</u>	<u>102,382.49</u>
Expense			
Advertising	729.83	460.14	269.69
Property Tax Protests	10,769.51	41,620.75	(30,851.24)
BEAR	-	2,539.07	(2,539.07)
Business Recruitment	417.05	15,494.31	(15,077.26)
Contributions	-	359,300.00	(359,300.00)
Dues and Subscriptions	34,597.88	26,065.35	8,532.53
Employer Contributions	265,340.31	248,089.22	17,251.09
Incubator Expense	-	28,043.89	(28,043.89)
Insurance	6,800.09	22,657.42	(15,857.33)
Contract Support	-	5,163.60	(5,163.60)
Marketing	45,007.06	48,547.96	(3,540.90)
Miscellaneous	22,134.04	25,560.17	(3,426.13)
Office Equipment	3,580.02	-	3,580.02
Office Expense	8,939.04	14,367.80	(5,428.76)
One Big Sky District	50,000.00	-	50,000.00
Professional Fees	41,358.31	147,590.17	(106,231.86)
Program Expense	-	1,014.09	(1,014.09)
PTAC Satellite	46,488.78	49,029.54	(2,540.76)
PTAC Subcenter	106,549.38	110,792.66	(4,243.28)
Rent	72,441.83	73,773.32	(1,331.49)
Repairs	1,305.00	1,092.86	212.14
Salaries/Wages	851,510.42	786,404.67	65,105.75
Sponsorships	5,330.00	7,729.33	(2,399.33)
TEDD	7,220.34	-	7,220.34
Telecommunications	32,712.21	18,718.29	13,993.92
Travel/Training	49,016.64	73,292.10	(24,275.46)
Workforce Development	15,000.00	17,855.22	(2,855.22)
	<u>1,677,247.74</u>	<u>2,125,201.93</u>	<u>(447,954.19)</u>
	648,278.73	97,942.05	550,336.68
Other Income			
Interest Income	24,220.93	1,653.33	22,567.60
Net Income	<u>\$ 672,499.66</u>	<u>\$ 99,595.38</u>	<u>\$ 572,904.28</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

	Jan 31, 2018	Jan 31, 2017	+/-	
ASSETS				
Current Assets				
First Interstate Bank	\$ 269,055.39	\$ 221,573.97	\$ 47,481.42	(A)
FIB SSBCI Principal	1,269,535.31	1,036,998.74	232,536.57	
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	245,234.23	176,368.20	68,866.03	
FIB-OBSD Restricted	108,146.92	-	108,146.92	(B)
Accounts Receivable	1,000.00	1,000.00	-	
Certificates of Deposit	-	75,114.53	(75,114.53)	(A)
Contributions Receivable	20,500.00	-	20,500.00	(C)
Prepaid Expenses	2,648.53	-	2,648.53	
RLF Portfolio-Current	74,951.44	72,389.57	2,561.87	
SSBCI Portfolio-Current	123,590.12	175,987.67	(52,397.55)	
	<u>2,386,861.94</u>	<u>2,031,632.68</u>	<u>355,229.26</u>	
Other Assets				
Contributions Receivable-Non Current	43,750.00	-	43,750.00	(C)
RLF Portfolio-Non Current	234,006.29	185,926.75	48,079.54	
SSCBI Portfolio-Non Current	856,679.39	1,016,419.74	(159,740.35)	
TOTAL ASSETS	<u><u>3,521,297.62</u></u>	<u><u>3,233,979.17</u></u>	<u><u>287,318.45</u></u>	
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	3,683.30	21,586.16	(17,902.86)	
Accrued Expenses	10,000.00	16,254.03	(6,254.03)	
Due to/Due From EDA	87,857.98	53,213.29	34,644.69	
	<u>101,541.28</u>	<u>91,053.48</u>	<u>10,487.80</u>	
Net Assets	<u>3,419,756.34</u>	<u>3,142,925.69</u>	<u>276,830.65</u>	
TOTAL LIABILITIES & EQUITY	<u><u>\$ 3,521,297.62</u></u>	<u><u>\$ 3,233,979.17</u></u>	<u><u>\$ 287,318.45</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 Seven Months Ended January 31,

	2019	Annual Budget	Budget Remaining
Income			
504 Loan Origination	\$ 92,711.98	\$ 127,500.00	\$ 34,788.02
504 Loan Servicing	304,635.93	531,600.00	226,964.07
Member Investment	98,275.00	350,000.00	251,725.00
Miscellaneous Income	20,392.37	13,000.00	(7,392.37)
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	7,586.01	12,476.00	4,889.99
SSBCI Revenue	16,015.51	29,140.00	13,124.49
	<u>549,216.80</u>	<u>1,087,316.00</u>	<u>538,099.20</u>
Expense			
Advertising	329.00	-	(329.00)
BEAR Program	1,363.28	6,108.00	4,744.72
Rock31 Expenses	43,205.79	50,000.00	6,794.21
Business Recruitment	26,296.16	81,000.00	54,703.84
Dues and Subscriptions	16,769.36	15,593.00	(1,176.36)
EDA Reimbursement	299,572.93	601,012.56	301,439.63
Event Expense	24,421.51	51,500.00	27,078.49
Insurance	2,580.00	11,000.00	8,420.00
Marketing	4,828.60	11,000.00	6,171.40
Membership Development	2,611.32	7,500.00	4,888.68
Miscellaneous	7,366.46	36,418.00	29,051.54
Office Supplies	1,472.95	2,056.00	583.05
Professional Fees	32,604.40	22,500.00	(10,104.40)
Rent	21,940.09	36,320.00	14,379.91
Sponsorships	1,000.00	2,000.00	1,000.00
Telephone	2,936.17	4,980.00	2,043.83
Travel & Training	12,846.87	28,500.00	15,653.13
Workforce Development	2,660.90	59,695.00	57,034.10
	<u>504,805.79</u>	<u>1,027,182.56</u>	<u>522,376.77</u>
Operating Income	<u>\$ 44,411.01</u>	<u>\$ 60,133.44</u>	<u>\$ 15,722.43</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 Seven Months Ended January 31,

	<u>2019</u>	<u>2018</u>	<u>+/-</u>
Income			
504 Loan Origination	\$ 92,711.98	\$ 21,785.90	\$ 70,926.08
504 Loan Servicing	304,635.93	321,967.96	(17,332.03)
Member Investment	98,275.00	87,475.76	10,799.24
Miscellaneous Income	20,392.37	3,671.30	16,721.07
Private BillingsWorks Funding	7,250.00	-	7,250.00
Recovery of Bad Debt	2,350.00	9,364.59	(7,014.59)
RLF Business Loan Interest	7,446.69	9,208.87	(1,762.18)
RLF Loan Fund (net)	139.32	542.38	(403.06)
SSBCI Revenue	16,015.51	18,137.79	(2,122.28)
	<u>549,216.80</u>	<u>472,154.55</u>	<u>77,062.25</u>
Expense			
Advertising	329.00	-	329.00
BEAR Program	1,363.28	-	1,363.28
Rock31 Expenses	43,205.79	-	43,205.79
Business Recruitment	26,296.16	40,265.10	(13,968.94)
Dues and Subscriptions	16,769.36	10,958.33	5,811.03
EDA Reimbursement	299,572.93	273,507.39	26,065.54
Event Expense	24,421.51	34,660.79	(10,239.28)
Insurance	2,580.00	10,159.00	(7,579.00)
Marketing	4,828.60	5,486.02	(657.42)
Membership Development	2,611.32	3,239.38	(628.06)
Miscellaneous	7,366.46	9,569.58	(2,203.12)
Office Supplies	1,472.95	930.42	542.53
Postage and Delivery	-	603.26	(603.26)
Professional Fees	32,604.40	22,740.30	9,864.10
Rent	21,940.09	16,746.48	5,193.61
Repairs	-	853.50	(853.50)
Sponsorships	1,000.00	-	1,000.00
Telephone	2,936.17	2,849.64	86.53
Travel & Training	12,846.87	13,310.56	(463.69)
Workforce Development	2,660.90	408.75	2,252.15
	<u>504,805.79</u>	<u>446,288.50</u>	<u>58,517.29</u>
Operating Income	<u>\$ 44,411.01</u>	<u>\$ 25,866.05</u>	<u>\$ 18,544.96</u>



BIG SKY
ECONOMIC DEVELOPMENT

EDA • EDC CREATING MONTANA BUSINESS OPPORTUNITIES

ATTACHMENT C

DRAFT- MEMO

February 25, 2019

TO: Steve Arveschoug, BSED, Executive Director

FROM: Karen Baumgart, BillingsWorks Director

RE: PAYA Grant Application Approval

CC: Melanie Schwarz, Marketing and Member Investor, Director

It's exciting to announce the opportunity for Yellowstone County, under the leadership of BillingsWorks, to partner with Helena, under the leadership of American Jobs for America's Youth, for the submission of the following grant: Partnership to Advance Youth Apprenticeship (PAYA).

Partnership to Advance Youth Apprenticeship (PAYA) Grant:

Expanding youth apprenticeship is a strategy for building a more inclusive economy by connecting the learning needs of students with the talent needs of industry. Leaders from industry, education, and government in cities, states, and regions across the country are well-positioned to build public-private partnerships to scale youth apprenticeship opportunities across industry sectors, including advanced manufacturing, finance and professional services, healthcare, information technology, and more.

To support the efforts of leaders in cities, states, and regions across the country, the Partnership to Advance Youth Apprenticeship (PAYA) seeks applicants for the PAYA Grant Initiative. Sites selected to receive grants will form the core of a visible national community of innovators at the forefront of the movement to expand participation in high-quality youth apprenticeship programs that produce equitable outcomes for students, employers and communities.

PAYA Terms: PAYA is looking to support both:

- Partnerships in cities, states, and regions working to launch new youth apprenticeship programs; and
- Practitioners who are already leading existing high-quality programs to expand the reach or improve the outcomes of their programs.

Aligned with PAYA's National Principles for High-Quality Youth Apprenticeship, grantees will develop and implement strategies that:

- Launch and expand youth apprenticeship pathways that are aligned to careers that pay family supporting wages and address the workforce needs of local industry partners;
- Advance policy and system alignment to mainstream youth apprenticeship as a high-quality post-secondary option for high school age youth, with equitable access and outcomes; and
- Articulate a long-term vision and plan for the sustainable expansion of their youth apprenticeship program(s).

To advance these strategies, PAYA will support grantees in three primary ways:

- Funding to support cross-site learning, strategy development, and implementation activities between May 2019 and October 2020;
- Technical assistance and support through peer-learning and access to national education, business engagement, and workforce experts; and
- Recognition and visibility through national research, communications and storytelling efforts to support their cases for expanding high-quality youth apprenticeship.

Confirmed Partners:

Yellowstone County:

- BillingsWorks (lead)
- Billings Education Foundation
- School District 2
- MSUB-City College
- Montana Dept. Labor and Industry

Helena:

- American Jobs for America's Youth (lead)
- Helena Wins
- School District 2
- Helena College
- Carroll College
- Montana Department of Labor and Industry

Deadline: March 8, 2019 at 9:59pm MT