

**Big Sky EDA/EDC  
Executive Committee Agenda  
May 1, 2019 – 7:30 A.M. to 9:15 A.M.  
Rosebud Room, 2<sup>nd</sup> Floor – Granite Tower**

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

**Committee Members**                      **EDC** –Mike Nelson, Mike Seppala, Steve Loveless, Eric Simonsen, Molly Schwend  
**EDA** –Cory Moore, Robin Rude, Paul Neutgens, Jennifer Smith, Ken Lutton

**Call to Order** – Mike Nelson, EDC Chair

**Agenda Changes for Today's Meeting:**

**Public Comments:**

**AGENDA**

- I. Approval of EDA/EDC Exec. Comm. Minutes**
  - 1. April 3, 2019 Ex. Committee Meeting (Attachment A) (Action)
  
- II. Approval of EDA/EDC Financials – Jim**
  - 1. March 2019 EDA and EDC Financials (Attachment B) (Action)
  - 2. Review FY 2020 Budget—Jim/Becky (Attachment C) (Info)
  
- III. Executive Director's Report** (Attachment D)
  - One Big Sky District/406 Impact Districts—Next Steps Update—Steve (Info)
  - 2. Big Sky Economic Development Legislative Priorities Update (Handout)
  
- IV. Program/Org. Directors Updates**
  - A. Operations:
    - 1. Future Facilities Taskforce Final Recommendation—Becky (Handout) (Info)
    - 2. ED Performance Review Process and Timeline (Info)
    - 3. Board Planning Feedback
  
  - B. Member Investor Program/30<sup>th</sup> Anniversary/Annual Meeting Update--Melanie
  
  - C. Community Development:
    - 1. Status of the Lockwood TEDD – Dianne/Thom (Info)
  
- V. Executive Session (as needed)**

**Public Comment**

**Adjourn**

**Next Executive Committee Meeting – June 5, 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.



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# 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, 2<sup>nd</sup> Floor – Granite Tower**

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

**Committee Members Present:** EDA – Cory Moore, Jennifer Smith, Paul Neutgens, Robin Rude, Ken Lutton  
EDC – Molly Schwend, Eric Simonsen, Mike Nelson, Steve Loveless

**Committee Members Absent:** EDC – Mike Seppala

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

**Call to Order:**  
Cory Moore, EDA Chair, called the meeting to order at 7:28 A.M.

**Agenda Changes for Today's Meeting:**  
None

**Public Comment:**  
Melanie mentioned that Karen Baumgart received the Emerging Leader award and will formally receive that at the Chamber's Annual Breakfast tomorrow.

**Agenda:**  
**Approval of EDA/EDC Executive Committee Minutes**

Motion: Robin Rude to approve the March 2019 Executive Committee Minutes as presented to the Executive Committee.

Second: Jennifer Smith

Discussion: None

Motion: Carried

**Approval of EDA/EDC Financials – Jim**

Jim started with the EDA and pointed out a line item that shows a refund for work on Conrad Road in relation to the GE building. BSED committed \$100,000 to improvements to Conrad Road and saw about \$14,500 back from that commitment. In the Statement of Operations, Jim pointed out a few year-over-year variances that explained how they came to be. On the EDC, with respect to 504 Loan servicing revenue, a few more loans have been paid-off than were expected and that will impact the overall revenues. With respect to the GE transaction, Steve proposed that we ask GE to send a final closeout letter.

Motion: Steve Loveless to approve and forward to the full Board, the February 2019 EDA/EDC Financials as presented to the Executive Committee.

Second: Ken Lutton

Discussion: None

Motion: Carried

## **Executive Director's Report**

### Update: One Big Sky District – Steve

Steve began by speaking about the 406 Impact Districts Legislation. The bill stalled in committee and did not make it to the floor for a vote. There was then an attempt to “blast” the vote to the floor the following day, but the committee again deadlocked, and SB 340 officially died. Steve would like to do a debrief with our elected officials to discuss the outcome of this effort. Steve would also like to know their commitment level as we move forward. Steve informed the Committee that he intends on speaking with the Executive Director of the Mayo Clinic in Rochester, MN and inviting her to visit our community to speak to our community leaders and educate us as to how projects, especially in our medical corridor, can impact our local economy.

Moving forward, Allison spoke to how the Civic Leadership and Community Leaders need to align their visions to incentivize developers to invest in our community. Another component we would look at improving is community education and how we can get the correct information in the hands of those we are working for. Many of the Committee Members spoke about their own experiences with the misinformation throughout this process and offered their takeaways. Steve added that we will brief the Board on what we've learned throughout the process before the planning session next week

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

HB 52 is the existing suite of economic development tools which includes the SBDC. The bill would eliminate the sunset that is due this year and renew the funding for another 10-years. The bill has been passed by the House but there was an amendment made that will sunset the program in two-years. There will be an amendment offered to re-introduce the 10-year sunset to the Senate. The Congressman who proposed the two-year sunset amendment felt that there should perhaps be better tracking of the program's impact by the Department of Commerce.

### School District 2 High School Mill Levy for CTE Programs

An information piece was provided to the Committee that gives an overview of the School District 2 High School Mill Levy. Todd Buchanan will speak to the Board next week and request the EDC and EDA take a position on the Levy. Melanie mentioned that any social media posts forwarding this effort have been put on hold until the Board takes a position. Steve also mentioned that we must be very careful how we back the initiative if that is the direction the Board decides to go.

Motion: Ken Lutton to approve and forward to the full Board, the request for the EDA and EDC Boards to take a position on the SD 2 Mill Levy as presented to the Executive Committee.

Second: Steve Loveless

Discussion: None

Motion: Carried

## **Program/Organizational Directors Updates**

### Operations/ Future Facility – Becky

Becky began with a Future Facility Taskforce update. Mitch and his team are working on a cost estimate for the two buildings we are considering. They conducted site visits, rough block designs of the space, and have given a deep level of analysis. Becky will be able to see the full costs of each renovation this Friday. Becky anticipates that both will come in over our budget. Becky, Jim and Steve are sitting down next week to review the numbers and the budget. The EDA Grant deadline has been extended as it was initially on April 15<sup>th</sup>. Another next step will be to negotiate our lease with our current landlords. Steve has given an internal deadline for this process of April 30<sup>th</sup>.

### Board Planning Session Agenda Review

Becky moved on to the agenda for the Board Planning Event next Thursday, April 11<sup>th</sup>. Karen Grosz will be facilitating the event with goals of getting to know one another, continuing to be a high functioning Board, Develop

Board Members as Ambassadors, and identify opportunities for sustained excellence. Becky gave a rundown of the agenda and activities throughout the day.

#### Executive Director Performance Review Process

Finally, as part of the budgeting process, Becky asked for volunteers to serve on the Salary Review Committee. This Committee gives approval for the wages and salaries set for staff before they are plugged into the Final Budget. In addition, Becky reminded the Committee the Board Chairs will conduct a performance review process for Steve as Executive Director.

#### Recruitment Program Update

Allison gave a recruitment update to the Committee. The first item was One Big Sky District. The second is the Air Service Provider Taskforce. Allison mentioned that we had met with United Airlines and Airport Director, Kevin Ploehn, had met with the balance of airlines who fly in and out of Billings. Next was the Economic Pulse research piece that compares several economic metrics of Billings to that of multiple peer communities. This year, Allison went to the effort of asking Billings natives why they chose a community other than Billings to live in. Finally, there is on-going work to revamp the ThinkBillings website and subsequent messaging of the initiative. With respect to general recruitment endeavors, Allison attended the Site Selector's Guild Conference in SLC and there was a heavy emphasis on civic leadership and how towns arrive at what the community's identity should be. Allison will also be attending the Select USA conference this June and will have an emphasis on Foreign Direct Investment and how Montana is positioned for such an investment. There was also an update regarding the GE to Zoot transition. With respect to the TEDD, Allison is assessing how she can best market the plots in the TEDD and one of the biggest issues is the lack of consistent infrastructure though out the area. Allison spoke about the Tech Sector Partnership she is involved in and how their aim is to make Billings attractive to tech focused firms. Finally, Allison spoke about the agricultural component of recruitment and the potential for a "value-added" processing center instead of immediately shipping crops or ag products to a different region.

Steve and Allison mentioned that the proposal we had offered Stix Fresh had be turned down as they are pursuing a strong partnership in the state of Washington.

**Executive Session:** None

**Public Comment:** Cory mentioned the David Marquet Leadership Talk was very well done and that everyone who worked on making that a reality deserves kudos.

Ken mentioned there was a STEM event this past weekend and the turnout was very good. Ken thinks there was about 150 kids in attendance.

Steve said that the Community Development team made a presentation to the City Council about sewer service in the TEDD and the Council will need to agree to allowing Lockwood Water and Sewer to extend into the TEDD. This is merely a boundary issue rather than a capacity issue.

Finally, Melanie said that yesterday was the first mandatory career fair for high school seniors in Billings and that Karen was in attendance at the Metra yesterday.

**Adjourned:** Cory adjourned the meeting at 9:03 AM.



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# ATTACHMENT B

**Internal Memorandum**

**Date:** April 26, 2019

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

**From:** Jim Tevlin

**Subject:** March 2019 EDA/EDC Financial Statements

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

# Big Sky EDA Balance Sheets

	Mar 31, 2019	Mar 31, 2018	+/-	
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
First Interstate Bank	\$ 203,228.13	\$ 50,462.88	\$ 152,765.25	
FIB-Recovered Property Taxes	147,854.25	-	147,854.25	
Opportunity Fund - FIB	13,260.29	13,243.15	17.14	
Opportunity Fund - Stockman	291,582.97	1,245,579.33	(953,996.36)	(A), (B)
Stockman GE Maintenance	28,479.10	28,479.10	-	
Yellowstone County Funds	204,364.12	253,996.74	(49,632.62)	
	<u>888,768.86</u>	<u>1,591,761.20</u>	<u>(702,992.34)</u>	
<b>Other Current Assets</b>				
Accounts Receivable	240,612.18	228,035.08	12,577.10	
American Revenue Guarantee	6,887.28	19,965.08	(13,077.80)	
Due To/Due From EDC	47,999.93	133,192.37	(85,192.44)	
Miscellaneous Receivables	3,000.00	(5,179.20)	8,179.20	
Tax Levy Receivable	483,817.36	500,677.41	(16,860.05)	
Tax Levy Receivable - Protested	11,117.60	180,608.24	(169,490.64)	
Allowance for Doubtful Accts	(11,117.60)	(180,608.24)	169,490.64	
Prepaid Expenses	1,091.64	1,690.58	(598.94)	
	<u>783,408.39</u>	<u>878,381.32</u>	<u>(94,972.93)</u>	
<b>Non-Current Assets</b>				
Opportunity Fund - CDs	5,138,928.30	4,700,000.00	438,928.30	(A)
Loans Receivable	306,208.33	-	306,208.33	(B)
TEDD Receivable	64,775.00	75,000.00	(10,225.00)	
Cabelas Conduit	4,981.16	4,975.82	5.34	
Deferred Outflow of Resources	68,453.38	68,453.38	-	
	<u>5,583,346.17</u>	<u>4,848,429.20</u>	<u>734,916.97</u>	
<b>TOTAL ASSETS</b>	<u><b>\$ 7,255,523.42</b></u>	<u><b>\$ 7,318,571.72</b></u>	<u><b>\$ (63,048.30)</b></u>	
<b>LIABILITIES &amp; EQUITY</b>				
<b>Current Liabilities</b>				
Accounts Payable	75,193.23	65,277.31	9,915.92	
Accrued Expenses	93,003.29	262,697.99	(169,694.70)	(C)
Payroll Liabilities	1,819.84	283.86	1,535.98	
Compensated Absences	138,443.60	128,972.75	9,470.85	
	<u>308,459.96</u>	<u>457,231.91</u>	<u>(148,771.95)</u>	
<b>Long Term Liabilities</b>				
Deferred Inflow of Resources	107,238.97	107,238.97	-	
Pension Liability	414,984.80	414,984.80	-	
	<u>522,223.77</u>	<u>522,223.77</u>	<u>-</u>	
<b>Net Assets</b>	<u>6,424,839.69</u>	<u>6,339,116.04</u>	<u>85,723.65</u>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>\$ 7,255,523.42</b></u>	<u><b>\$ 7,318,571.72</b></u>	<u><b>\$ (63,048.30)</b></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 \$306k to the Downtown Billings Alliance.

(C) On March 31, 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 Nine Months Ended March 31,

	<u>2019</u>	<u>Annual Budget</u>	<u>Budget Remaining</u>
<b>Income</b>			
Department of Defense	\$ 377,873.00	\$ 549,626.00	\$ 171,753.00
EDC Reimbursement	381,910.59	601,012.56	219,101.97
EPA - Brownfields	20,137.56	20,137.56	-
Grant Administration	6,716.50	17,650.00	10,933.50
Health Levy Revenue	67,335.00	90,264.00	22,929.00
Mill Levy Revenue	1,326,910.12	1,391,361.00	64,450.88
Miscellaneous Revenue	4,002.17	-	(4,002.17)
Opportunity Fund Investment	-	150,000.00	150,000.00
Recovery of Protested Taxes	146,954.35	-	(146,954.35)
SBA/MT Dept of Commerce	101,302.73	117,650.00	16,347.27
SBDC Program Income	1,369.58	3,211.00	1,841.42
VBOC	218,296.52	300,000.00	81,703.48
	<u>2,652,808.12</u>	<u>3,240,912.12</u>	<u>588,104.00</u>
<b>Expense</b>			
Advertising	830.33	-	(830.33)
Property Tax Protests	10,769.51	28,147.22	17,377.71
Business Recruitment	1,173.25	16,000.00	14,826.75
Community Development Projects	(8,000.00)	50,000.00	58,000.00
Contingency	-	17,500.00	17,500.00
Dues and Subscriptions	39,200.23	47,834.00	8,633.77
Employer Contributions	344,869.69	507,433.91	162,564.22
Insurance	12,227.09	14,766.00	2,538.91
Contract Support	-	2,000.00	2,000.00
Marketing	59,355.01	81,854.00	22,498.99
Miscellaneous	29,208.71	39,447.40	10,238.69
Office Equipment	5,290.02	8,700.00	3,409.98
Office Expense	10,556.55	19,000.00	8,443.45
One Big Sky District	50,000.00	55,000.00	5,000.00
Professional Fees	92,349.30	112,841.06	20,491.76
PTAC Satellite	63,164.06	87,714.00	24,549.94
PTAC Subcenter	157,593.99	253,543.00	95,949.01
Rent	93,031.83	111,632.00	18,600.17
Repairs	1,890.50	-	(1,890.50)
Salaries/Wages	1,109,252.27	1,583,634.36	474,382.09
Sponsorships	7,330.00	6,800.00	(730.00)
TEDD	7,371.59	5,000.00	(2,371.59)
Telecommunications	41,420.82	48,001.00	6,580.18
Travel/Training	67,736.39	124,621.00	56,884.61
Workforce Development	15,000.28	15,000.00	(0.28)
	<u>2,211,621.42</u>	<u>3,236,268.95</u>	<u>1,024,647.53</u>
<b>Operating Income</b>	<b>441,186.70</b>	<b>4,643.17</b>	<b>(436,543.53)</b>
<b>Other Income</b>			
Interest Income	25,672.28	87,477.23	61,804.95
<b>Net Income</b>	<b>\$ 466,858.98</b>	<b>\$ 92,120.40</b>	<b>\$ (374,738.58)</b>

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**  
For the Nine Months Ended March 31,

	<u>2019</u>	<u>2018</u>	<u>+/-</u>
<b>Income</b>			
BillingsWorks	-	12,500.00	(12,500.00)
Coulson Park Revenue	-	12,000.00	(12,000.00)
Department of Defense	377,873.00	379,695.00	(1,822.00)
EDC Reimbursement	381,910.59	355,575.39	26,335.20
EPA - Brownfields	20,137.56	28,272.50	(8,134.94)
Grant Administration	6,716.50	6,343.16	373.34
Health Levy Revenue	67,335.00	62,768.25	4,566.75
Mill Levy Revenue	1,326,910.12	1,279,165.70	47,744.42
Miscellaneous Revenue	4,002.17	80,255.38	(76,253.21)
Recovery of Protested Taxes	146,954.35	-	146,954.35
SBA/MT Dept of Commerce	101,302.73	93,061.42	8,241.31
SBDC Program Income	1,324.58	2,217.00	(892.42)
VBOC	218,296.52	239,994.60	(21,698.08)
	<u>2,652,763.12</u>	<u>2,551,848.40</u>	<u>100,914.72</u>
<b>Expense</b>			
Advertising	830.33	460.14	370.19
Property Tax Protests	10,769.51	41,655.55	(30,886.04)
BEAR	-	3,961.68	(3,961.68)
Business Recruitment	1,173.25	15,494.31	(14,321.06)
Community Development Projects	(8,000.00)	2,500.00	(10,500.00)
Contributions	-	359,300.00	(359,300.00)
Dues and Subscriptions	39,200.23	27,391.35	11,808.88
Employer Contributions	344,869.69	322,323.27	22,546.42
Incubator Expense	-	30,939.32	(30,939.32)
Insurance	12,227.09	22,657.42	(10,430.33)
Contract Support	-	5,163.60	(5,163.60)
Marketing	59,355.01	65,847.91	(6,492.90)
Miscellaneous	29,208.71	32,310.96	(3,102.25)
Office Equipment	5,290.02	-	5,290.02
Office Expense	10,583.97	20,215.80	(9,631.83)
One Big Sky District	50,000.00	-	50,000.00
Professional Fees	92,349.30	154,288.42	(61,939.12)
Program Expense	-	1,014.09	(1,014.09)
PTAC Satellite	63,164.06	63,119.58	44.48
PTAC Subcenter	157,593.99	149,696.77	7,897.22
Rent	93,031.83	94,737.84	(1,706.01)
Repairs	1,890.50	1,252.86	637.64
Salaries/Wages	1,109,252.27	1,019,802.15	89,450.12
Sponsorships	7,330.00	10,979.33	(3,649.33)
TEDD	7,371.59	-	7,371.59
Telecommunications	41,420.82	24,562.94	16,857.88
Travel/Training	67,721.39	93,001.84	(25,280.45)
Workforce Development	15,000.28	25,310.07	(10,309.79)
	<u>2,211,633.84</u>	<u>2,587,987.20</u>	<u>(376,353.36)</u>
<b>Operating Income/(Loss)</b>	441,129.28	(36,138.80)	477,268.08
<b>Other Income</b>			
Interest Income	25,672.28	10,235.73	15,436.55
<b>Net Income</b>	<u>\$ 466,801.56</u>	<u>\$ (25,903.07)</u>	<u>\$ 492,704.63</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

	Mar 31, 2019	Mar 31, 2018	+/-	
<b>ASSETS</b>				
<b>Current Assets</b>				
First Interstate Bank	\$ 139,545.92	\$ 425,610.86	\$ (286,064.94)	(A)
FIB SSBCI Principal	1,295,055.19	931,297.35	363,757.84	
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	253,498.47	187,070.57	66,427.90	
FIB-OBSD Restricted	113,646.92	-	113,646.92	(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	74,339.67	72,389.57	1,950.10	
SSBCI Portfolio-Current	123,590.12	162,229.52	(38,639.40)	
	<u>2,293,376.29</u>	<u>2,130,912.40</u>	<u>162,463.89</u>	
<b>Other Assets</b>				
Contributions Receivable-Non Current	43,750.00	-	43,750.00	(C)
RLF Portfolio-Non Current	229,242.19	180,275.86	48,966.33	
SSCBI Portfolio-Non Current	835,281.31	989,996.60	(154,715.29)	
<b>TOTAL ASSETS</b>	<u><u>3,401,649.79</u></u>	<u><u>3,301,184.86</u></u>	<u><u>100,464.93</u></u>	
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	13,477.50	7,736.77	5,740.73	
Accrued Expenses	13,312.50	15,254.03	(1,941.53)	
Due to/Due From EDA	47,999.93	133,192.37	(85,192.44)	
	<u>74,789.93</u>	<u>156,183.17</u>	<u>(81,393.24)</u>	
<b>Net Assets</b>	<u>3,326,859.86</u>	<u>3,145,001.69</u>	<u>181,858.17</u>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 3,401,649.79</u></u>	<u><u>\$ 3,301,184.86</u></u>	<u><u>\$ 100,464.93</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 for FY19 (current) and FY20 (non-current)

**Big Sky Economic Development Corporation**  
**Statement of Operations-Actual vs Budget**  
For the Nine Months Ending March 31,

	<u>2019</u>	<u>Annual Budget</u>	<u>Budget Remaining</u>
<b>Income</b>			
504 Loan Origination	\$ 106,893.81	\$ 127,500.00	\$ 20,606.19
504 Loan Servicing	392,655.21	531,600.00	138,944.79
Member Investment	123,775.00	350,000.00	226,225.00
Miscellaneous Income	21,204.87	13,000.00	(8,204.87)
Private BillingsWorks Funding	9,750.00	20,000.00	10,250.00
Recovery of Bad Debt	2,950.00	3,600.00	650.00
RLF Business Loan Interest	9,671.70	12,476.00	2,804.30
RLF Loan Fund (net)	167.78	-	(167.78)
SSBCI Revenue	20,172.21	29,140.00	8,967.79
	<u>687,240.58</u>	<u>1,087,316.00</u>	<u>400,075.42</u>
<b>Expense</b>			
Advertising	329.00	-	(329.00)
BEAR Program	1,481.01	6,108.00	4,626.99
Rock31 Expenses	52,484.17	50,000.00	(2,484.17)
Business Recruitment	57,231.92	81,000.00	23,768.08
Contingency	-	10,000.00	10,000.00
Dues and Subscriptions	17,496.31	15,593.00	(1,903.31)
EDA Reimbursement	381,910.59	601,012.56	219,101.97
Event Expense	24,421.51	51,500.00	27,078.49
Insurance	4,266.00	11,000.00	6,734.00
Marketing	7,727.13	11,000.00	3,272.87
Membership Development	2,866.91	7,500.00	4,633.09
Miscellaneous	13,347.56	36,418.00	23,070.44
Office Supplies	1,547.48	2,056.00	508.52
Professional Fees	32,604.40	22,500.00	(10,104.40)
Rent	29,548.84	36,320.00	6,771.16
Sponsorships	2,519.09	2,000.00	(519.09)
Telephone	4,070.86	4,980.00	909.14
Travel & Training	20,914.89	28,500.00	7,585.11
Workforce Development	22,903.01	59,695.00	36,791.99
	<u>677,670.68</u>	<u>1,037,182.56</u>	<u>359,511.88</u>
<b>Operating Income</b>	<u>\$ 9,569.90</u>	<u>\$ 50,133.44</u>	<u>\$ 40,563.54</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 Nine Months Ended March 31,

	<u>2019</u>	<u>2018</u>	<u>+/-</u>
<b>Income</b>			
504 Loan Origination	\$ 106,893.81	\$ 21,785.90	\$ 85,107.91
504 Loan Servicing	392,655.21	409,586.97	(16,931.76)
Member Investment	123,775.00	84,975.76	38,799.24
Miscellaneous Income	21,204.87	3,921.30	17,283.57
Private BillingsWorks Funding	9,750.00	-	9,750.00
Recovery of Bad Debt	2,950.00	9,964.59	(7,014.59)
RLF Business Loan Interest	9,671.70	12,269.07	(2,597.37)
RLF Loan Fund (net)	167.78	767.07	(599.29)
SSBCI Revenue	20,172.21	23,837.50	(3,665.29)
	<u>687,240.58</u>	<u>567,108.16</u>	<u>120,132.42</u>
<b>Expense</b>			
Advertising	329.00	-	329.00
BEAR Program	1,481.01	-	1,481.01
Rock31 Expenses	52,484.17	-	52,484.17
Business Recruitment	57,231.92	44,431.18	12,800.74
Dues and Subscriptions	17,496.31	11,912.89	5,583.42
EDA Reimbursement	381,910.59	355,575.39	26,335.20
Event Expense	24,421.51	34,545.23	(10,123.72)
Insurance	4,266.00	11,002.00	(6,736.00)
Marketing	7,727.13	6,346.12	1,381.01
Membership Development	2,866.91	3,495.29	(628.38)
Miscellaneous	13,347.56	10,265.45	3,082.11
Office Supplies	1,547.48	2,140.20	(592.72)
Postage and Delivery	-	780.11	(780.11)
Professional Fees	32,604.40	24,112.30	8,492.10
Rent	29,548.84	21,713.72	7,835.12
Repairs	-	1,053.50	(1,053.50)
Sponsorships	2,519.09	-	2,519.09
Telephone	4,070.86	3,542.54	528.32
Travel & Training	20,914.89	14,341.44	6,573.45
Workforce Development	22,903.01	408.75	22,494.26
	<u>677,670.68</u>	<u>545,666.11</u>	<u>132,004.57</u>
<b>Operating Income</b>	<u>\$ 9,569.90</u>	<u>\$ 21,442.05</u>	<u>\$ (11,872.15)</u>

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



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# ATTACHMENT C

**Big Sky Economic Development Authority**  
**Revenues & Expenses**  
 (preliminary)

	FY19 Budget	FY20 Budget	(+/-)	
<b>Income</b>				
Department of Defense	\$ 549,626.00	\$ 633,828.00	\$ 84,202.00	Reflects higher reimbursement for non-distressed counties.
EDC Reimbursement	601,012.56	583,705.08	(17,307.48)	
Grant Administration	17,650.00	8,900.00	(8,750.00)	Assumes assessment of maximum levy authority
Health Levy	90,264.00	96,312.00	6,048.00	
Mill Levy Revenue	1,391,361.00	1,414,817.02	23,456.02	
Opportunity Fund Investment	150,000.00	87,175.00	(62,825.00)	The EDA/EDC boards authorized \$100k of opportunity funds for Rock31 in FY19 and \$50k in FY20. At present, we estimate \$37k to be available as carryover from FY19, resulting in \$87k in Opportunity Funds available in FY20.
SBA/MT Dept of Commerce	117,650.00	112,500.00	(5,150.00)	
VBOC Revenue	300,000.00	300,000.00	-	
	-	-	-	
	<u>3,217,563.56</u>	<u>3,237,237.10</u>	<u>19,673.54</u>	
<b>Expense</b>				
Contingency	17,500.00	15,000.00	(2,500.00)	
Dues and Subscriptions	47,834.00	52,024.89	4,190.89	
Employer Contributions	507,433.91	523,530.87	16,096.96	
Insurance	14,766.00	14,766.00	-	
Intern/Contract Support	2,000.00	-	(2,000.00)	
Marketing-Departmental	8,000.00	13,152.33	5,152.33	
Marketing-Organizational	62,750.00	61,750.00	(1,000.00)	
Miscellaneous	54,736.40	40,525.44	(14,210.96)	
Office Equipment	8,700.00	7,000.00	(1,700.00)	
Office Supplies	19,000.00	20,000.00	1,000.00	The decrease is due to a "double counting" of IT services in FY19 and lower estimated FY20 professional fees associated with PTAC and VBOC
Professional Fees	77,621.00	35,125.55	(42,495.45)	
PTAC Satellite	87,714.00	140,520.30	52,806.30	
PTAC Subcenter	253,543.00	278,281.50	24,738.50	
Rent	111,632.00	119,444.50	7,812.50	
Salaries/Wages	1,617,320.85	1,614,032.38	(3,288.47)	Decrease reflects unfilled Big Sky Finance position offset by overall 2.5% wage increase
Sponsorships	9,100.00	10,916.94	1,816.94	
Tax Protests	28,147.22	33,776.67	5,629.44	
TEDD Expense	5,000.00	8,500.00	3,500.00	
Telecommunication	45,600.00	51,840.00	6,240.00	
Telephone-Cell	2,401.00	2,400.00	(1.00)	
Travel/Training	127,121.00	133,222.70	6,101.70	
Community Development Projects	50,000.00	50,000.00	-	
Busines UP Expenses	-	-	-	
One Big Sky District	55,000.00	-	(55,000.00)	
	-	-	-	
	<u>3,212,920.38</u>	<u>3,225,810.07</u>	<u>12,889.69</u>	
<b>Operating Income</b>	<b>4,643.18</b>	<b>11,427.03</b>	<b>6,783.85</b>	
<b>Other Income</b>				
Interest Income	85,261.23	86,734.12	1,472.89	
	<u>\$ 89,904.41</u>	<u>\$ 98,161.15</u>	<u>\$ 8,256.74</u>	

**Big Sky Economic Development Corporation**  
**Revenues & Expenses**  
(preliminary)

	FY19 Budget	FY20 Budget	(+/-)	
<b>Income</b>				
Member Investment	\$ 370,000.00	\$ 370,000.00	\$ -	
Miscellaneous Revenue	13,000.00	13,000.00	-	
Recovery of Bad Debts	3,600.00	3,600.00	-	
RLF Business Interest	12,476.00	11,004.28	(1,471.72)	Increase reflects \$500k additional loan fundings
SBA 504 Origination Fees	127,500.00	135,000.00	7,500.00	
SBA 504 Servicing Fees	531,600.00	526,488.00	(5,112.00)	
SSBCI Revenue	29,140.00	24,063.88	(5,076.12)	
	-	-	-	
	1,087,316.00	1,083,156.16	(4,159.84)	
<b>Expense</b>				
BEAR/Advisory Council	6,108.00	5,386.00	(722.00)	Net decrease of 1 unfilled Big Sky Finance vacancy offset by new 25% Controller reimbursement
Contingency	10,000.00	10,000.00	-	
Dues and Subscriptions	17,667.70	19,677.23	2,009.53	
EDC Reimbursement	601,012.56	583,705.08	(17,307.48)	
Insurance	11,000.00	11,000.00	-	
Marketing-Departmental	53,898.36	61,547.67	7,649.31	
Marketing-Organizational	11,000.00	11,000.00	-	
Membership Development	7,500.00	7,500.00	-	
Miscellaneous	63,692.45	41,992.38	(21,700.07)	
Office Equipment	3,616.90	2,500.00	(1,116.90)	
Office Supplies	2,056.00	2,056.00	-	
Organizational Event Expense	51,500.00	52,500.00	1,000.00	
Postage & Printing	1,446.76	1,000.00	(446.76)	
Professional Fees	71,151.83	80,928.45	9,776.62	
Business Incubation	4,340.28	3,000.00	(1,340.28)	
Rent	36,320.00	41,049.08	4,729.08	
Sponsorships	8,603.06	8,603.06	-	
Telecommunication	4,020.00	3,699.12	(320.88)	
Telephone-Cell	960.00	1,920.00	960.00	
Travel/Training	71,288.65	64,655.80	(6,632.85)	
	-	-	-	
	1,037,182.55	1,013,719.87	(23,462.68)	
<b>Operating Income</b>	<b>\$ 50,133.45</b>	<b>\$ 69,436.29</b>	<b>\$ 19,302.84</b>	

**General Note:**

Our auditors, Anderson Zurmuehlen & Co, have requested that workforce development and recruitment expenses be classified in several of the above operating expense categories as opposed to a single expense category. In compliance with this request, I have reclassified the FY19 budget to be consistent with the FY20 presentation.





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# ATTACHMENT D



**May 2019  
Executive Director's Report  
(with Program Highlights)  
to the Executive Committee & Board of Directors**

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***Strategic Priorities***

- 1. Economic Diversity and Innovation—grow and diversify our economy through small business growth, entrepreneurship, fostering innovative business ideas, and maintaining a regional focus:**
  - a. ROCK31 – Connect Build Grow—Great work going on in this area. Kevin did a fantastic job with Montana Code School. We just got confirmation today that the Montana Code School, in partnership with Rock31 and Zoot, will launch the first class in Billings this fall. That will help build the tech talent that will support innovative business growth. See more details in the SBDC/Rock31 section of this report.
  - b. Coal Country Coalition—No new information on the work of the Coalition.
- 2. Workforce Development and Talent Attraction—via the BillingWorks Partnership—build and enhance our workforce development strategies/programs and further our talent attraction efforts to meet future workforce needs in support of our regional business community:**
  - a. Advocacy for MSU Billings and RMC— No new info to report.
  - b. BillingsWorks/Talent Attraction and Career and Technical Education/Career Center—We just held our second annual Better Off in Billings event (Thursday April 25<sup>th</sup>). It was fantastic. We shared the 2019 State of the Workforce Report, presented the Space2Place Awards, and got guidance from Ethan Kent, Senior VP, with the Project for Public spaces. He shared his insights into the work around the nation on transforming spaces to “places” and how that can attract people/talent and business. It was a powerful reinforcement of the messages we delivered as a part of our OBSD planning work. This whole Better Off In Billings event (combing our talent attraction work with our community development work) is spot on and is gaining understanding in our community.
- 3. Strategic Placemaking--building-remarkable community investments to encourage and support the retention and attraction of workforce and new private investment:**
  - a. Development of Planned, Ready-to-Go Industrial Space—See the TEDD update as a part of the Community Development section of this report. The big challenge now with the development of the TEDD is securing an agreement between the City of Billings and the Lockwood Water and Sewer District (LWSD) that would allow LWSD to expand their service area to include the TEDD properties. The City is suggesting that such agreement may well include a requirement of the land owners to sign a “waiver of right to protest” future annexation. This is a huge issue for the property owners in the TEDD. We will work over the next two months to see if we can iron out an agreement that makes sense for all the parties. Rough road ahead.

- b. One Big Sky District— “Moving on to the next steps.” We have begun a series of meetings with Council members and other stakeholders in the OBSD project to gather their takeaways from our OBSD planning and the 406 Impact Districts legislation. Be watching for a notice on an upcoming public dialogue (May 9<sup>th</sup>) that will give the community a chance to weigh in on next steps. Following this meeting, we will draft a Next-Steps Plan for Strategy Partners to review. In the meantime, we have connected with the Destination Medical Center EDA (Rochester, MN) and extended an invitation to Lisa Clarke, CEO, to join us in Billings for a learning session on the work and successes of their downtown redevelopment efforts. We are targeting late June for that visit with Lisa Clarke. More details to follow.
- c. Coulson Park Redevelopment and Entryways Now—Master Plan Kickoff was April 18 and 19. See details in Program Reports--Community Development Section of this report.
- d. EBURD Redevelopment—A new draft MOU is now circulating, following the City Attorney’s Office review. I will ask Dianne to brief the Board on the redraft of the MOU as soon as it is ready to go.
- e. Trailhead Hospitality Vision Steering Committee— The scope of work for a plan/design/budget for the improvement of the Metra Park backside walkway, fence and landscaping is complete. The next step is securing funding for that work. Grant applications pending for this project. The next meeting of the Committee is set for May 3, 2019, 11:45 A.M. to 1:00 P.M. at the City/County Planning Office, First Floor Conference Room. They meet every other month.
- f. Air Service—No new info.
- g. Space2Place—Micro-grant projects that facilitate quality of place—See the Community Development Section of this Report for the list of the 2019 recipients of the Space2Place grants. We have awarded funding for a handful of great placemaking projects across the community.

***Program Updates***

**SBDC|Rock31**

Noteworthy:

- Rock31 launched a Code School in partnership with Montana Code School. The first co-hort begins on June 10<sup>th</sup>. This is a 12-week full stack junior developer program that will be housed in the offices of Zoot Enterprises on Hesper Road. Montana Code Schools programs train individuals with little or not coding experience to be ready for entry level software developer jobs or related career tracks in the high-tech industry.

Team activity:

- We served 33 new and existing companies with technical assistance, training, loan packaging, and consulting.
- 22 companies remain active participants of the NxLevel Business course (10-week course to build a strategic business plan)
- The team participated in 3 community Board meetings/Committees/Events.
- The team conducted 2 outreach site visits.

- 10 diverse business owners attended our monthly “Pre-Biz” workshop.
- The team attended the International Innovation Business Incubation Conference where they received training and the opportunity to network with other incubator/accelerator programs and SBDCs from all over.
- We rebranded the B.E.A.R. team of mentors to the Rock31 Expert Network. This network met to watch a pitch from an early stage company who was able to walk away with tangible steps to help their planning process.

#### Ongoing projects:

- Rock31 will host Early Stage Montana’s regional pitch competition in Billings on May 14<sup>th</sup> from 5:00pm-8:00pm at the Zoot building in Billings. The top regional tech-centric “Early Stage” (less than \$10MM in Revenue) companies from each region will compete for \$50k at a state-wide showcase with access to a room full of potential investors. All the applications have been turned in and we are in the process of selecting the finalists who will get to pitch.
- As part of the Rock31 “Co-working Friday” initiative, we held Demo Friday for three companies who got to pitch their business model and receive expert mentorship/feedback from the audience
- Rock31.org will go live in May.
- The team is working on items that will be needed to submit Phase 2 of the EDA grant application

#### **Marketing, Member Investor and Outreach**

This month has been spent growing our Member Investor program and working on the Better Off in Billings event.

The growth of Member Investors is going great and we have had great prospects from staff and board. Better Off in Billings is expecting record attendance with over 240 registrations and a nationally recognized keynote speaker with Ethan Kent.

Our entire team did an outreach site visit to Exxon. We learned about their impact in our community and saw their new office complex set to open later this summer.

#### **Big Sky Finance**

Big Sky Finance had a productive April. We started the month out with hosting a Lender Appreciation Breakfast and SBA 504 Loan training in Helena. We had various lenders in attendance along with representative from the SBA and the local SBDC office. In addition to thanking the attendees for their commitment to the program, Brandon provided an overview of the 504 Loan program and Big Sky Economic Development. It was a great success and look forward to continuing this event in the future. The Big Sky Finance team was joined by Steve, Melanie and Marcell at the event. I would like to thank everyone for all their work on making this happen!

SBA 504 activity continues to be strong. We presented three loans to loan committee and all were approved for submission to SBA. One loan was submitted to and approved by SBA totaling \$191,000 (SBA portion) and another two loans were funded in April totaling \$1,479,000. These three loans were each located in a different community across the state. We are currently underwriting several other loans and fielding numerous calls regarding prospects, keeping us busy on all fronts.

SBA 504 effective rates for the month of April are as follows: 25-year rate is 4.53%, 20-year rate is 4.37% and 10-year rate remained at 4.63%. 10-year loans are funded and priced every other month, in the

odd numbered months. These rates are fixed for the term of the loan providing borrowers with no interest rate risk! This coupled with the low equity requirement, as little as 10%, make for a very attractive financing option for our small business owners! We provide the SBA 504 loan product throughout the entire state of MT!

## **VBOC**

### Attendance

**Intent Based Leadership Training Session 1 with David Marquet: 212 attendees, including 62 veterans (March 29<sup>th</sup> at Montana State University Billings)**

- 18 Airmen from Malmstrom Air Force Base in Great Falls also attended. They got on a bus at 4:30 am to make the 220 mile trip (6 of those drove down in personal vehicles to ensure they could participate in the other three workshop sessions). This is a huge win for our efforts to strengthen our relationship with leadership at Malmstrom. In fact, the decision to send the bus for airmen to attend was made by the commander of Malmstrom AFB, Col. Jennifer Reeves.

- Intent Based Leadership Training Workshop (sessions 2, 3 & 4) with Andy Worshek (retired navy Master Chief): **74 attendees, including 27 veterans**

\*Note that attendance numbers do not include # of vet spouse attendees: forgot to ask that on registration sheet.

### Partnerships

- Financial sponsors included: Big Sky Economic Development, Phillips 66, RDO Equipment Company, Northwestern Energy, Billings Small Business Development Center, Billings Job Service Employers Committee, Exxon Mobil

- Hosted by Montana State University Billings Veteran & Military Success Center – this partnership is going to continue long term as we work together in the regional veteran community.

- SBA Resource Partners helping to promote the event: o Montana Small Business Development Centers

- Montana SBA District Office (including attendance by District Director Wayne Gardella for the entire day)
- Wyoming SBA District Office
- Billings SCORE Chapter – also had a table in the lobby giving their information out

- Other notable participation:

- Leslie Robinson, State Director for Congressman Greg Gianforte
- Two staffers from Senator Steve Daines' office
- Molly Bell, Field Representative for Senator Jon Tester

### Additional Outreach Events

Boots 2 Business Training event @ Hill AFB, UT.

24 attendees

NW B2B trainer summit in Seattle: Attended by VBOC Director Mr. Dustin Frost

How to secure funding for your Business; (Cheyenne, WY)

SBA sponsored event attended by Senior Area Training Manager Brian Clemons

## **Community Development**

BSED, TEDD Advisory Board members, and Lockwood Water and Sewer District attended the City Council work session on April 1<sup>st</sup> to provide newer council members and the new city administrator with a history of the TEDD, a recap of the agreement between the City and LWSD to treat wastewater from Lockwood, and to seek an MOU to proceed with exploring expanding the LWSD sewer service boundary to include the Lockwood TEDD area. The request was only to expand the boundary, not to increase the capacity. Currently LWSD only uses 7% of the total capacity identified in the agreement dated in 2008.

The Lockwood TEDD Advisory Board met on April 17<sup>th</sup>. Allison Corbyn provided a draft marketing and recruitment plan to the board for consideration. KLJ and BSED staff are working to set up property owner interviews on current and planned infrastructure needs of each parcel. Those meetings will take place in the next few weeks. Chris Kukulski, City Administrator attended the meeting to join LWSD in a discussing the City Council work session. Annexation was a topic of discussion at the City work session as well as amending the agreement with LWSD. City staff will take the next 90 days to conduct their due diligence, explore their options, and provide a recommendation to Council.

Brownfields assessments continue with the program. Patrick is attending the Regional Brownfield Conference in Denver. As a regional expert, he has been asked to speak about his success in working with property owners in the EBURD conducting phase I and phase II assessments, his outreach efforts, and work with potential developers.

The Yellowstone County Local Emergency Planning Committee (LEPC) held the spring Preparedness Conference on April 2<sup>nd</sup>. The updated All Hazard Mitigation Plan for Yellowstone County is available for review prior to formal adoption.

Space2Place micro placemaking grant program received numerous project applications. The selection committee, comprised of staff and board members, identified award winners which will be announced at the Better Off in Billings event on April 25<sup>th</sup>. All awardees will complete their projects by September 30<sup>th</sup>.

The Coulson Park Masterplan project is underway with City Parks and Recreation. The Kick Off Summit was held April 18 and 19. The consultant team met with the Parks and Recreation Board which Thom serves on, the project steering Committee which Steve and Patrick serve on, and community stakeholder groups. Public meetings will be held later in the process.

## **PTAC**

MT PTAC will hold its annual "GovMatch" event on May 29<sup>th</sup> at the Northern Hotel. Over 30 federal, state and local agencies will be on hand to talk with companies from all over the state about doing business. Several federal agencies will be participating for the first time and will be traveling from Texas, Nebraska, Colorado, Wyoming, Idaho & Washington D.C. With assistance from Senator Daines and staff, Northrop Grumman, Boeing, AirBus, Raytheon & Lockheed Martin have been invited. Northrop Grumman has confirmed and will be sending a representative from California. Boeing is in the process of assembling a team from its Helena operation to attend. Airbus & Raytheon are considering the event. GovMatch 19 is a fantastic opportunity for MT companies to explore new business opportunities with the public sector! So far, 77 companies have registered but, we need more. This is a stellar event and we need at least 150 + companies across every industry to sign up. Please disseminate information about GovMatch 19 among your business circles. For registration information and to view a list of confirmed and pending agencies, please go to: <http://www.montanaptac.org/government-contracting-match-making-event/>

## **BillingsWorks**

Happy Better Off in Billings month! April is the time when BillingsWorks hosts the State of the Workforce annual event and 2019 marked the second annual Better Off in Billings gathering which partners with Community Development on Talent Attraction and Retention. We had a packed house on April 25<sup>th</sup> at the Pub Station and spent the day sharing all the hard work and engagement that our community is doing every day for the betterment of our city. During this event we revealed our Better Off in Billings: There's Space for You Here... digital campaign and informed our partners how they can plug into the message and online presence for recruitment efforts. Finally, Keynote speaker, Ethan Kent shared his Project for Public Spaces experience and knowledge advising us to ensure we create spaces where people can safely access and influence.

## **Recruitment**

The last month has been focused on OBSD budget close-out and meetings around strategy moving forward. Additionally, we have been refining the strategy for the year ahead, planning a site selector luncheon in Dallas in May and the Select USA event focused on Foreign Direct Investment occurring in June.

## **Organizational/Policy Matters**

1. Future Facilities Taskforce – The Future Facility Taskforce met on April 24<sup>th</sup> to review the facility analysis conducted. The intent is to select a facility from the RFP by the end of the month to give to the Board for consideration at the May 9<sup>th</sup> meeting. The Taskforce presented a recommendation to Steve, who is now finishing up final due diligence for his final determination and recommendation to the Board. As a reminder, the two facilities being considered are: 1) The Montana National Bank Building and 2) The Fratt Memorial building.
2. FY 2020 Budget – The Executive Committee will receive the first draft of the FY 2020 Budget at our May 1<sup>st</sup> meeting. Key issues in that budget will include: 1) proposed changes to our staffing plan (role and responsibilities are shifting with focus on revenue centers in the organization); 2) the challenge of shifting operational/program costs to the EDC; 3) the need to build up net operating resources on the EDC; and 4) consider long-term plans to address future revenue and expense issues for both the EDC and EDA. Becky and Jim will walk the Executive Committee through these details and seek Committee input.
3. Ad Hoc Legislative Committee—HB52 has passed and is headed to the Governor for signature. This means that the core economic development programs will remain in place for the next 8 years. It also means that the funding for the programs, in total, will remain at \$3.3 million. The SBDC network will receive an additional \$200,000, which may mean a bit more resources for our program in Billings (but no guarantee). Now the work begins on developing the next generation of economic development tools. MEDA will begin that work at our Spring Conference in May. Stay tuned. I will provide the Board with a complete update on all our legislative priorities at the May Board meeting.

**Respectfully submitted,  
May 1 and 9, 2019**



**Steve Arveschoug  
Executive Director**