

Beartooth Resource Conservation and Development Area, Inc.

Board of Directors - 2017

<u>Voting Membership, representing</u>	<u>Director Name</u>
<u>County Commissions</u>	
Big Horn County Commission	Sidney Fitzpatrick
Carbon County Commission	Doug Tucker
Sweet Grass County Commission	Bob Faw
Stillwater County Commission	Maureen Davey
Yellowstone County Commission	John Ostlund
<u>Conservation Districts</u>	
Big Horn Conservation District	Dan Lowe
Carbon Conservation District	Clinton Giesick
Stillwater Conservation District	Bob VanOosten
Sweet Grass Conservation District	Chris Mehus
Yellowstone Conservation District	John Pulasky
<u>Tribal Government</u>	
Crow Nation	(pending)
<u>Municipalities</u>	
City of Big Timber	Page Dringman
City of Billings	Michael Yakawich
City of Columbus	Chuck Egan
City of Red Lodge	William Foisy (Chairman)
City of Hardin	Clayton Greer
City of Laurel	Marvin Carter
Town of Bridger	Clinton Giesick
<u>Special Authorities</u>	
Big Sky Economic Development Authority	Steve Arveschoug
Two Rivers Authority	Jeff McDowell
<u>Special Appointments</u>	
MSU-Billings College of Technology	Lisa Skriner
Sibanye-Stillwater Mine	Randy Weimer
Elation, Inc.	Bob Carr (Treasurer)
First Interstate Bank of Hardin	Holly Higgins
Billings Job Service	Ryan VanBallegooyen (Vice-Chair)
Laurel City Area	Ken Gomer
<u>Non-Voting Members (Ex Officio)</u>	
Gov. Bullock - Off. Of Econ. Development	Liz Ching
US Senator Steve Daines' Office	Jenna McKinney
US Senator Jon Tester's Office	Molly Bell
US Rep. Greg Gianforte's Office	Tayla Snapp
Stillwater Economic Development Office	Marissa Hauge
<u>Beartooth Staff</u>	
Economic Development Director	Sue Taylor
Finance and RLF Director	Jillann Knutson
Food & Ag Program Director	Joel Bertolino
General Manager, CGWG Coordinator	Earl Atwood



Scope of Work and Implementation Methodology FY 2018

The following outlined list of action items is derived from our CEDS Goals and Objectives.

- I. **Maintain Eligibility with EDA.** Supply the EDA with timely information on plant and large business closures and the number of employees affected.
 - a. Submit mid-point and year-end financial reports as required.
 - b. Submit combined annual CEDS & progress report by December 31, 2018.
 - c. Strengthen and enhance our ability to provide programs and services on a regional basis which augment local community efforts through coordination, facilitation and education in the following areas:
 - Revolving Loan Fund
 - Montana Certified Regional Development Corporation
 - Montana Food and Ag Center
 - Montana Cooperative Development Program
 - Montana Main Street Program
 - Business Expansion and Retention (BEAR) Program
 - Business Planning/Technical Assistance (with SBDC)
 - d. Continue to promote regional communication and awareness of economic development-related issues through bi-monthly Board of Directors meetings, press releases, regular updates of our website and Facebook page, Board/community reports, success stories, etc.

- II. **Provide and support business planning and recruitment efforts through our RLF & a high quality technical assistance program. (CEDS Goal II, Objective 1)**
 - a. Provide business technical assistance to a minimum of *fifteen* clients for business, strategic, and financial planning.
 - b. Continue partnerships with the local Small Business Development Center (SBDC), the MT Dept. of Commerce, local ED specialists, the BEAR program, Job Service personnel, and local institutions of higher education to provide assistance to businesses and provide access to these important programs.
 - c. Provide assistance that would lead to funding from the RLF to a minimum of *two* new or existing businesses. EDD staff will promote and market the RLF while making technical assistance visits and providing planning assistance to business clients. Expand the RLF by marketing its services to and cooperating with commercial bankers and chambers of commerce throughout the region.
 - d. Continue assistance to the local economic development partners to recruit and develop businesses that want to locate in our region.

- III. **Support the development/creation of value-added industries. (CEDS Goal II, Objective 3)**
 - a. Continue to support the development of *one* new renewable energy project and monitor regional activity and progress in the region.
 - b. Serve agriculture-related businesses, and value added processing opportunities for locally grown crops, as one of Montana's four Food and Ag Centers. Assist a minimum of *five* businesses/producers with value-added agriculture project planning and development. Work

to ensure that this program is well-reported and understood so that it is refunded by the State of Montana.

- c. Assist *two (reduce to one?)* businesses with cooperative business development, marketing, etc.

IV. Provide community and economic development planning and facilitation. (CEDS Goal II, Objective 1; CEDS Goal III, Objective 6)

- a. Provide technical assistance that would lead to funding for a minimum of *three* clients engaging in planning activities such as feasibility studies, building expansion, and industrial growth.
- b. Continue providing facilitation assistance to community projects through services offered such as project coordination, community organizing, and work as a liaison; Assist *two* community-based planning projects, including public facility enhancement.
- c. Work with partnering entities to identify ways to enhance workforce development efforts throughout the region, and specifically in rural areas.
- d. Assist at least *one* community with the development of an economic diversification plan.

V. Assist communities in providing the necessary infrastructure to maintain their quality of life and support future development. (CEDS Goal I, Objectives 1,2, & 3)

- a. Assist *one* county per year or *two* municipalities per year in the assessment of their workforce housing needs to identify gaps in the types and numbers of housing units required in order to meet workforce housing needs, and to develop a plan of action that encourages private investment in the development of new housing or redevelopment of existing housing stock in order to meet workforce housing needs within their jurisdiction.
- b. Work with our cities and towns to develop affordable housing, including: redevelopment of existing properties, use of vacant local government-owned property, self-help housing projects, and local developers. Maintain partnerships with organizations like NeighborWorks, HRDC, HomeWORD, etc. for the development of these opportunities.
- c. Assist communities in the region with *one* public infrastructure project through project planning, financing, administration, etc.

VI. Assist communities with upgrading community services and their facilities to improve the standard of living. (CEDS Goal IV, Objective 3)

- a. Assist a minimum of two communities with building and park projects through a combination of planning, public meeting facilitation and grant assistance.

Economic Development Project Report – October 2017

Healthy List

Project	Client	Status	Notes
Coal Country Coalition	BSEDA and Coal Country partners	MOU distribution to the larger support group.	
Medical Clinic Expansion	Bighorn Valley Health Center, Inc. – Hardin (BVHC)	PAR portion of the project is complete. BVHC is now working on assembling the finance package for the new building.	Land purchase has been negotiated.
Riverside Park	City of Laurel	Anticipate a draft plan in late November.	
Yellowstone County Sports Facility Feasibility Study	LARC and Visit Billings	Consultants have conducted the first on-site visit and are working on gathering the balance of data for evaluation. Interviews and focus group meetings to take place in mid-November	\$25,000 \$20,000 grant award \$25,000 cash match, plus an additional \$15,000 in cash match!
Yellowstone Valley Food Hub	Northern Plains Resource Council	Project is moving along with no changes to scope or schedule.	\$17,500 BSTF \$17,500 Northern Plains match
MEDA Fall Conference	Beartooth, MEDA	Close to 100 attendees and about \$2,400 in revenue was raised for the Scholarship Fund.	
Coulson Park Master Plan	BSEDA	Planning grant submitted October 9 th .	Budget increased from \$75,000 to \$90,000

Economic Development Project Report – October 2017

Developing /Progressing List

Project	Client	Status	Notes
Red Lodge Housing Build	RLACF	The housing committee is making slow, but steady progress.	We are assisting as part of the committee.
Diversity Task Force(s)	Various	Designed to assist communities and counties in the development of economic diversification strategies.	Need to work on generating more local interest.
Community Assessment 3-state multi-year project	MEDA, Extension in ID, MT and WY	Project is progressing and we are finalizing the Montana application along with making final revisions to the three-phased approach.	The changes to the original program are being well received by economic development professionals around the state.
Single Location Services Building	Town of Bridger	No new activity.	Probable CDBG planning grant application for a PAR – however, funding availability notification has not yet been issued (as of Nov 1)
Red Lodge Soccer	Town of Red Lodge, Red Lodge Soccer and DEQ	DEQ has submitted a DNRC planning grant on behalf of the Town of Red Lodge in order to secure engineering assistance with the new cap and preliminary field creation. Funding request is pending.	Assisting with the assembly of a funding package to create a soccer field and other improvements to a former dump site and coal waste pile. DNRC funding may be fully committed to fire efforts
Many Arrows CDC – land purchase	Many Arrows CDC	Assisting NADC and Many Arrows with a proposal to purchase a parcel of land for future development.	No new activity since the last report.
Rest Area Project	Crow Tribe – MT DOT	DOT has begun the lease negotiations with BIA.	No new activity to report.
Old Red Lodge Hospital	Private developer from Bozeman	We were contacted by a private developer interested in bidding on the old hospital for possible affordable housing development.	Brownfields funding may be leveraged for remediation.

Economic Development Project Report – October 2017

Watch List

Project	Client	Status	Notes
Wild West Region – Grand Western Loop	Beartooth	On a holding pattern pending funding availability	No new activity since the last report
Southside Grocery Store	Riverstone Health, BSEDA and others	Early in the planning stages, potential planning application for a PAR	The group continues to meet.
Senior Housing	Stillwater Economic Development	Potential new housing development in the early planning stages. Marissa is the point person for this project.	No new activity since the last report.

Other Items of Note:

- September IEDC Training provided good information and will spur potential activity for the Beartooth 2018 Annual Work Plan
- October CEDS Training was informative and will likely lead to increased use of our CEDS document in the future. EDA changed the CEDS requirements in 2015 and as a result we may wish to move up the next major revision by 6-12 months

FOOD AND AG CENTER PROJECTS

Growth through Agriculture Projects

Old Skool Brewery—Baker, MT - Josh Cuppy was given my name by the State Department of Agriculture to assist with his Growth through Ag Grant for equipment, we have exchanged emails on some portions of his pending GTA application, he is applying for funding for equipment.

Chris Hamilton hops farm-Roundup, MT - Chris was also referred to Beartooth Food And Development Center by the department of agriculture to assist him with a Growth Through Ag Grant application for his small hops farm near Roundup, MT.

Bridger Craft Malting - Bozeman - Tom Griffin and partner Scott Bus have studied craft malting for several years and eventually took a craft malting course from Hartwick College in New York before self-funding a small 100 ton a year craft malting business in Bozeman. They have worked with area craft breweries that are eager to purchase more than they can produce and even though this is their first year in business they are looking to expand to 150 or 200 tons by next year to meet the initial demand. We will be assisting them with the development of a Growth Through Ag grant for the purchase of malting equipment. This application has been submitted.

Red Rooster Bakery- Laurel, MT - Revisited Donna with Angie Nelson from the Department of Agriculture and discussed her business, she is interested in applying for a GTA grant for a walk in Cooler as her business has grown so has her need for more cooler space. I have not heard back from Donna on this application so far.

Beartooth Fertilizer- Fox, MT - Beartooth Food and Ag staff is assisting Chris Skorupa of Beartooth Fertilizer in applying for funding to purchase mixing equipment for a line of all natural fertilizer made from area feedlot compost. Staff has met in person and worked over the phone to discuss portions of this application with Chris.

MT Hemp- Bozeman, MT - Jaimie Fetterer is in his first year of growing a processing hemp on 160 acres near Bozeman, MT. We have discussed his desire to form a cooperative that would purchase processing equipment and let contracts to purchase the hemp seeds for processing, however if the co-op is unsuccessful he would like to work with Beartooth FADC to form a business plan and apply for a grant to purchase processing equipment either this year or next year.

Millers Custom Processing- Roberts, MT - Small meat processing plant in Roberts, MT is currently for home use but is set up for commercial the owner is interested in Growth Through Ag grant for cooler equipment and assistance in applying for state certification to begin commercial processing.

Daniels Gourmet Meats and Sausages- Bozeman, MT - Austin Daniels owns a small meat shop that is being developed in Bozeman and is developing a business plan while remodeling a space that has been leased; his business has been approved by the town of Bozeman as a meat plant. The business is interested in a Growth Through Ag grant for a couple of pieces of equipment, we have begun working on the application.

Becky's Berries- Absarokee, MT - Becky Stahl has been a client of Beartooth for several years and we last assisted her with development of an expansion plan for her Jams, Jellies and Barbeque sauce business. Beartooth FADC staff has worked with Small Business Development Center to assist Becky in developing a Growth Through Ag grant for equipment for her new processing footprint which is scheduled to be completed this spring.

406 Butcher Shop- Billings, MT - Beartooth Food and Ag Development Center staff is assisting Eric Nordland in applying for a Growth Through Ag grant for equipment needing in his startup Meat processing business in Billings, MT. The space is rented and he is remodeling we have worked with Small BDC on his financials and he is nearing completion of his GTA application.

Billings Mushroom Business- Billings, MT - Dan Mcadams is looking to start a business in billings producing fresh mushrooms for sale to restaurants and direct to consumers. We have assisted him in developing financial projections and a Growth Through Ag grant for equipment to begin his business.

Cold Coffee Business- Red Lodge, MT - Beartooth Food and Ag Development Center has worked with Andy Simpson on his cold coffee start up business, he is interested in looking at a USDA grant this spring.

Robbie Cattle Co- Park City, MT - Beartooth Food and Ag staff met with Mitzi and Scott Robbie and discussed their business which includes a cattle brokerage business, cattle feedlot, cattle trucking business and now they would like to develop a fully inspected meat processing business to direct market beef. We discussed other similar beef plants in the area they could tour and get a feel for how much investment and staffing may be necessary and what the food safety and environmental regulations are needed to take into consideration before construction. Beartooth Food and Ag staff is assisting Mitzi with the development of the grant for the development of engineering plans for the meat plant.

Jack Snappy Cattle Co- Broadview, MT - Beartooth Food and Ag staff has been working with Tom Hogan of Jack Snappy Cattle Co for several months he has now decided that instead of applying for Growth Through Ag grant for his business direct marketing his custom finished cattle, he has instead switched gears and is working on developing a DNA sampling and testing business for cattle producers and may need assistance with that in the future.

Immigrant Farms and Yellowstone Hops- Livingston - Beartooth FADC has been working with Mark Nardin on two businesses that he is involved with in the Livingston area. He is applying for Growth Through Ag funds for both businesses and we will assist with the applications.

On Going Growth Through Ag Projects

NRCS- RCPP Project - Huntley, MT Contact- Dave Dougherty - Beartooth staff has been meeting monthly with the group to develop scoring criteria for applicants and a selection process for interested producers in each county. The group also discussed and developed a producer outreach meeting for December 6th in Joliet and in Hardin December 7th for interested applicants. At the last meeting the group discussed the deadline for applications for this funding through NRCS being in January with a projected ranking deadline in February. Also discussed was the process to hire a consultant to assist with administration of the projects once the projects are awarded potentially in March 2018.

Northern Plains Resource Council- Community Food Campaign - Location- Billings, MT
Contact- Alicia Pettys - Beartooth FADC staff continues to discuss the Local foods challenge with Maggie Zaback and will continue to work on the implementation of the initiative. We also discussed the status of the Big Sky Trust Fund Grant they have hired a qualified professional to work on the development of their feasibility plan, FADC staff has talked to him by phone and will continue to work with them on this project.

Blain Ranch - Joliet, MT - Scott Blain is a generational agriculture producer in the area that has produced pulse crops in the last couple of years and now is interested in processing lentils after they are harvested and packaging for resale and possibly utilizing some for the development of food products that would be available for wholesale and retail. Beartooth Food and Ag staff assisted him in applying for a GTA grant for processing and storage equipment. The Growth Through Ag committee granted the Blain Ranch \$5,000.00 toward development of their lentil recipes and potentially labeling. This project has not been completed and is on hold, the owner has recently become the Joliet District representative on the Carbon County Board of Commissioners.

Stetson Farms - Fromberg, MT - This grant for equipment was completed and the project has allowed this business to be more successful.

C&K Meats - Forsyth, MT - This Growth Through Ag Grant has been completed, the Beartooth Food and Ag staff has assisted with two successful GTA applications that have assisted the business in expanding the business footprint and allowing them to process more product efficiently.

Emmet's Meats - Columbus, MT - Emmet's Meats in Columbus, formerly Stillwater Packing received a Growth Through Ag grant in the amount of \$25,000.00 that matched a loan for the purchase of an automated patty making machine that relieved a bottle neck the business had in their processing line. This project has been completed and has allowed the business to process more custom meat per day, increasing their outflow and profitability.