

**Lockwood TEDD Advisory Board Minutes**  
**Wednesday, September 19, 2018 – 2:30**  
**Yellowstone Conference Room, 1<sup>st</sup> Floor – Granite Tower**

**Board Members Present:** Woody Woods, Nick Pancheau, Terry Seiffert, Tim Miller, Pam Ask, Mike Ariztia, Vu Pham

**Board Member Absent:** John Ostlund, Kelly Wilson, Josh Starr, Frosty Erben

**Staff and Guests:** Dianne Lehm (BSED), Dan Schwarz (YC Attorney's office), Becky Bey (KLJ), Matt Corcoran (KLJ), Matt Robertson (NAI), Thom MacLean (BSED)

1. Welcome and Introductions

Woody Woods called the meeting to order at 2:30. Terry Seiffert moved to approve Agenda; Mike Ariztia second; Agenda approved.

2. Approval of Minutes

Terry moved to approve the minutes of the July 18, 2018, meeting. Woody seconded. Minutes approved.

3. Expansion Process Update

Thom provided a handout outlining the remaining items in the process to expand the Lockwood TEDD to include the petitioning parcels. The zoning change process will be complete on September 25. The next step is the review and adoption of the Comprehensive Development Plan Amendment (CDPA) recently completed by Sanderson Stewart to incorporate the thirteen new parcels that have requested inclusion into the TEDD. The CDPA will be presented to the Yellowstone County Planning Board on September 25. The Planning Board will hold a public hearing on October 10 and vote on their recommendation to the County Commissioner of whether the CDPA complies with the 2016 Lockwood Growth Policy and the 2008 Yellowstone County Growth Policy. The Comprehensive Development Plan will then go before the County Commissioners beginning on October 16. A public meeting is schedule for the Lockwood community on October 3 from 5:00 to 6:30 at the Lockwood Fire Station. And BSED will go before the Lockwood School Board at their October 9 meeting to discuss the expansion.

#### 4. Review Updated Comprehensive Development Plan

Thom provided the Advisory Board with the Comprehensive Development Plan Amendment. This fourteen-page document is meant as an addendum to the original Comprehensive Development Plan from 2016. It reiterates that the TEDD and the proposed additional parcels comply with the Lockwood and Yellowstone County Growth Policies and meets the standards required for TEDDs as outlined in Montana urban renewal law. The amendment also describes the new boundary of the TEDD with the proposed additions, and it lists each parcel requesting inclusion and its legal description.

#### 5. 2018 TEDD Annual Work Plan

Dianne reviewed an outline of the Annual Work Plan the Advisory Board will need to development. The work plan discusses goals, targeted industries, expected increment, financing strategies, and a budget.

Woody brought up repayment of Big Sky Economic Development for the cost of studies related to the development of the TEDD, including the recent \$6,800 for the CDP Amendment by Sanderson Stewart. The total amount owed BSED is \$81,800. The current repayment agreement calls for the TEDD to pay at least 50% of the increment received each year until the debt is retired. It has been discussed requesting a four-year repayment schedule without the 50% requirement. Such a revision of the agreement would have to be approved by the BSED Board and the Board of County Commissioners. Nick moved and Terry seconds that the TEDD Advisory Board request changing the repayment agreement to four years without the 50% requirement. Motion was approved.

The Board also discussed the use and cost of having KLJ develop preliminary information to determine if it is feasible for the TEDD Advisory Board to partner with the Montana Department of Transportation on a BUILD grant application next year. If it is determined feasible, KLJ could also work with MDT and develop a scope of work as the project would relate to the TEDD and prepare preliminary information in preparation for the BUILD grant application. Becky Bey estimated that entire process would cost about \$10,000 - \$11,000.

BUILD grant funds would have to relate to transportation, so roads or rail projects would be eligible, but water and sewer would not. If grant funds are awarded, there is a five-year window to complete the project. You must show you have the match when applying, and the match must be substantial to be competitive.

Of course, the MDT would have to agree to partner with the TEDD in the BUILD grant application, but Stefan Streeter of MDT seemed positive about that in an earlier discussion.

Tim moved to hire KLJ to start this preliminary BUILD work. Terry seconded. Motion was approved.

Woody suggested that the Board should provide input for the annual work plan. Input can be provided to BSED, which can collect for review at the next advisory board meeting.

6. Public Comment

None.

7. Adjourn

Meeting adjourned at 3:05.

Next Meeting: October 17<sup>th</sup> at 2:30 – Yellowstone Conference Room, Granite Tower

Future Meeting Topics:           Annual Workplan