



City of Sidney, MT
Park and Recreation Committee Meeting
August 26, 2024 5:30 PM
115 2nd Street SE | Sidney, MT 59270

The City Council meetings are open to the public attending in person, with masks encouraged when social distancing cannot be accomplished. If the public does not wish to participate in person, they are also invited to participate via a Zoom meeting. You can participate via phone:

Meeting ID: 713 080 5898 Passcode: 4332809 Call: 1-346-248-7799

Alderman Present: Christensen, Stevenson and Godfrey

Other's Present: Mayor Norby, PWD Hintz, Clerk/Treasurer Chamberlin

1. New Business

a. SLIPA Grant

Clerk/Treasurer Chamberlin stated they were contacted by the State stating the applications submitted for the SLIPA Grant for the park buildings in Quilling's and Lyndale Parks have been denied. She stated although the grant can be used for replacement on some items, buildings do not qualify, they can only have maintenance/repair of existing structures. She stated the good news is that the City can re-apply for their portion of the grant, which is \$463,223 not including the grant, but a new public hearing needs to be had to reset the priority list and any grant projects must be bid out and under contract by December 31st, 2024. She stated that means that any projects that need design or engineering will not be able to be done with this grant, as there is not enough time for design/engineering, bidding and bid awarding in less than 4 months.

Clerk/Treasurer Chamberlin stated with all of that in mind, City staff would like to recommend reapplying for the grant for City Shops Improvements. PWD Hintz stated the main City Shop is in need of a lot of working including a new roof, insulations, service pit for the mechanic, electrical, overhead and entry doors, automatic gates for entrances, overhead heaters, overhead door openers, upgrades to the Meissel building,

Alderwoman Christensen asked if we would have to have engineer or go to bid, Clerk/Treasurer Chamberlin stated we would have to go to bid for general contractor but they have confidence that they can do that and be under contract in time. She stated they looked at all of the current or upcoming city projects such as: Anderson Drainage, Water Tower, Phase 4 of the Waste Water Treatment Plant, 22nd Avenue Bike Path/Sidewalk, Tennis Court Rebuild and pool improvements and they cannot move forward with any of them due to the timeline for engineering and going to bid or because it is new build/expanding on current system.

Alderman Stevenson asked if there is any other engineer faster that could get the tennis court plans faster and Clerk/Treasurer Chamberlin stated there might be but Interstate Engineering did the preliminary plans and cost estimate for the project.

Clerk/Treasurer Chamberlin stated the Preliminary Budget will also need to be amended prior to the September 3rd, 2024 public hearing to account for these changes. She stated instead of the grant revenue being budgeted into fund 4016-Parks Facility CIP and the transfer from the Oil and Gas Fund for the match of the project, she would move that revenue and expenditures to the General Fund.

Motion was made to recommend moving forward with amending the project priority list and applying for the HB355-SLIPA grant for improvements at the city shop.

Motion made by Godfrey, Seconded by Christensen.
Voting Yea: Christensen, Stevenson, Godfrey

b. Tennis Court RFP/RFQ

PWD Hintz stated he was in contact with Interstate Engineering who did the preliminary estimate and design of the tennis court rebuild and the estimated cost for full design will not be more than the \$50,000 maximum to avoid having to request for proposals or qualifications, their estimate is between \$35,000 and \$49,999. He stated he is looking for permission to move forward with working with Interstate Engineering for a preliminary cost estimate and layout for this project.

Motion was made to recommend approval of hiring Interstate Engineering for the Tennis Court Rebuild plans.

Motion made by Godfrey, Seconded by Stevenson.
Voting Yea: Christensen, Stevenson, Godfrey

c. Park Master Plan

PWD Hintz stated in looking into grant opportunities for the Tennis Court rebuild project, he has discovered a Park Master Plan will either be required or will be beneficial to be awarded the grants. He stated the cost of which could cost upwards of \$150,000 and although there is grants that could be applied for this, he and Clerk/Treasurer Chamberlin feel this could be handled in house. Clerk/Treasurer Chamberlin stated they are currently working with engineers on the CIP and the Impact Fee Study and most of the information needed to complete a park master plan would have to come from the city or current plans, and because of this information already being at hand herself and PWD Hintz, who is an engineer and drafted these before, feel they can handle the park master plan in house.

Alderman Christensen asked if there will be a deadline for completing it and Clerk/Treasurer Chamberlin stated they will have it done by spring or by FWP grant opening.

Motion was made to recommend approval of doing the Park Master Plan in house.

Motion made by Stevenson, Seconded by Godfrey.
Voting Yea: Christensen, Stevenson, Godfrey

d. CBDG Grant-Downtown Renewal Master Plan

Clerk/Treasurer Chamberlin stated the Sidney Chamber of Commerce previously asked the City to support their applying for a CBDG Grant for a Downtown Renewal Master Plan, with the Chamber providing the 25% required match. She stated we have since found out that the City must apply for and be the administrator for the grant. She stated that the Preliminary Budget in the General Fund will have the revenue and the expenditures added to it and the City will then receipt the grant funds and pay the engineer for the plan. She stated she believes this is a good thing for the City to do, not only because the plan will be beneficial to the community for future grant funding, but also because the City will then have a seat at the table for the plan and what it contains.

Motion was made to recommend approval of the City applying for the CBDG Grant for the Downtown Renewal Master Plan on behalf of the Chamber.

Motion made by Stevenson, Seconded by Christensen.
Voting Yea: Christensen, Stevenson
Voting Abstaining: Godfrey

Adjourned 5:56pm.