

Memorandum

REPORT TO: City Commission

FROM: Addi Jadin, Park Planning and Development Manager
Mitch Overton, Director of Parks and Recreation

SUBJECT: Authorize the City Manager to Sign a Bozeman Parks and Trails Community Grant Agreement with the Bozeman School District 7 for Playground Facility and Access Improvements at Emily Dickinson School

MEETING DATE: August 26, 2025

AGENDA ITEM TYPE: Agreement - Agency/Non-profit

RECOMMENDATION: Authorize the City Manager to Sign a Bozeman Parks and Trails Community Grant Agreement with the Bozeman School District 7 for Playground Facility and Access Improvements at Emily Dickinson School

STRATEGIC PLAN: 6.5 Parks, Trails & Open Space: Support the maintenance and expansion of an interconnected system of parks, trails and open spaces.

BACKGROUND: The Bozeman Parks and Trails Community Grant Program (Community Grant Program) replaces the former Parks Improvement Grant Program. The Community Grant Program is administered by the Bozeman Parks and Recreation Department utilizing a portion of Cash-In-Lieu of Parkland funds in the Park Land Trust Fund which are budgeted, reviewed, and ultimately allocated by the City Commission during the budgeting process. The Bozeman Parks and Urban Forestry Board, with assistance from Parks and Recreation Staff, reviews applications and awards the allocated grant funding when appropriate. All Community Grant funding awards must meet State and local requirements for the utilization of cash-in-lieu of parkland funds.

Emily Dickinson Parent Action Committee (PAC) submitted a grant application on behalf of Bozeman School District 7 (BSD7) to the Bozeman Parks and Trails Community Grant Program for funding to support playground facility and access improvements at Emily Dickinson school. The funding recommended by the Urban Parks and Forestry Board is for picnic tables (\$33,539) and a sidewalk connection (\$37,500). The picnic tables are for a new pavilion that will serve as an outdoor classroom, outdoor lunchroom during school days, and as a publicly accessible picnic area for the neighborhood and community during non-school hours. The sidewalk is a critical connection into the playground area where vehicular traffic volume is very high during school drop-off and pick-up and general site access is inadequate partly due to a private park on the east side of the school

property. The sidewalk design solution was supported by the City's Transportation Department through a Safe Routes Partnership grant and other community partners. The PAC has provided significant match for the pavilion and sidewalk projects including cash and in-kind design services as outlined in the grant application.

Emily Dickinson school playground is situated in a part of town with a high amount of cash-in-lieu of parkland available from recent high-density development. The partnership with the school to provide a community recreation hub is supported in the Parks, Recreation and Active Transportation Plan and the funding will have a high impact given the school's high enrollment.

In order to proceed with the purchase of the picnic tables for use this fall, the Parks and Recreation Department would make the purchase directly. The amount of the picnic tables is slightly less than requested at \$30,238.31. The remainder of the funds will stay in the Park Land Trust Fund. A separate grant agreement or an amendment will be created for the sidewalk prior to its construction.

UNRESOLVED ISSUES: NA

ALTERNATIVES: Per Commission

FISCAL EFFECTS: Funding for the Community Grant Program is authorized in the FY26 budget with a total amount of \$220,000 from the Cash-in-Lieu / Park Land Trust Fund.

Attachments:

[BSD7-Grant-Agreement_Emily-Dickinson-Playground.docx](#)

[Exhibit-A_Emily-Dickinson-Application.pdf](#)

Report compiled on: August 1, 2025