

Memorandum

REPORT TO: City Commission

FROM: Jon Henderson, Assistant City Manager

SUBJECT: Authorize the City Manager to Sign a Letter of Agreement Accepting a Donation in the Amount of \$250,000 from Bozeman School District 7 for Design Services for Additional Facilities at the Bozeman Sports Park

MEETING DATE: December 10, 2024

AGENDA ITEM TYPE: Agreement - Agency/Non-profit

RECOMMENDATION: Authorize the City Manager to sign a Letter of Agreement accepting a donation in the amount of \$250,000 from Bozeman School District 7 for design services for additional facilities at the Bozeman Sports Park

STRATEGIC PLAN: 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

BACKGROUND: The City of Bozeman is partnering with Bozeman School District #7 to construct an artificial turf athletic field at the Bozeman Sports Park, including the development of an approximately 100 space parking lot, along with related site plan components including sidewalks and pedestrian paths. Design considerations also include groundwork for an additional turf field, field lighting, and a storage structure to be funded and constructed at a later date. A mid-block pedestrian crossing along Oak will also be constructed adjacent to Gallatin High to ensure safety for all users.

In exchange for the District's financial contribution, the City agrees to allow priority use of the field. Once completed, the City will be responsible for costs of maintaining the turf field and related infrastructure. The School District will be responsible for winter snow removal from the parking lot and winter maintenance of the mid-block crossing.

This Letter of Agreement confirms the understanding reached by both parties and sets forth the terms and conditions of a contribution by Bozeman School District #7 for design services. A subsequent agreement and transfer of additional funds necessary to complete the project will be necessary prior to construction.

This agreement has been reviewed by the Legal Department and found to be acceptable in meeting the City's specifications and standards.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As directed by the City Commission.

FISCAL EFFECTS: This agreement accepts \$250,000 to be allocated in support of design services. Any unused funds will be carried forward to support construction services.

Attachments:

[Letter of Agreement - Bozeman Sports Park School District Project - Design and Planning.pdf](#)

Report compiled on: November 25, 2024