



Community Development and Planning Lewis and Clark County

316 N. Park Ave. Room 230 Helena, MT 59623
Phone: 406-447-8374 Fax: 406-447-8398
e-mail: planning@lccountymt.gov



STAFF REPORT

DATE: February 26, 2024
TO: City-County Parks Board
FROM: Angie Hubbard, Planner II
RE: **Parks Development Funding Application, Sierra Park**

Applicant:

Helena Public Schools/Sierra Park Board
Representatives: Erik Burke Sierra Park Board and Wynn Randall Principal Rossiter School
6330 Black Foot Drive
Helena, MT 59602

City-County Parks Board Meeting:

March 6, 2024 --- 11:30 a.m.

I. EXECUTIVE SUMMARY:

Helena Public Schools and the Sierra Park Board has applied to the City-County Parks Board for monies from the Parks Development Fund to replace the irrigation pump, sprinkler heads, irrigation pipes and shut off valves, extend the irrigation system just south of the school, and provide maintenance and add 1 mile of crushed granite to trails and baseball/softball infields that are badly in need of leveling and improvement. The total cost of the project is \$40,800.00 The funding request is for \$30,000.00 and the remainder would be funded with \$10,000.00 from the Sierra Park Board fund, and \$800.00 in donated materials. Part of the request is for maintenance and part of the request is for improvements. The maintenance items include resurfacing the trail and ball fields and replacing sprinkler heads, pipes, and valves. The improvement items include replacing the irrigation pump, extending irrigation to another area to provide more field space.

REQUEST:

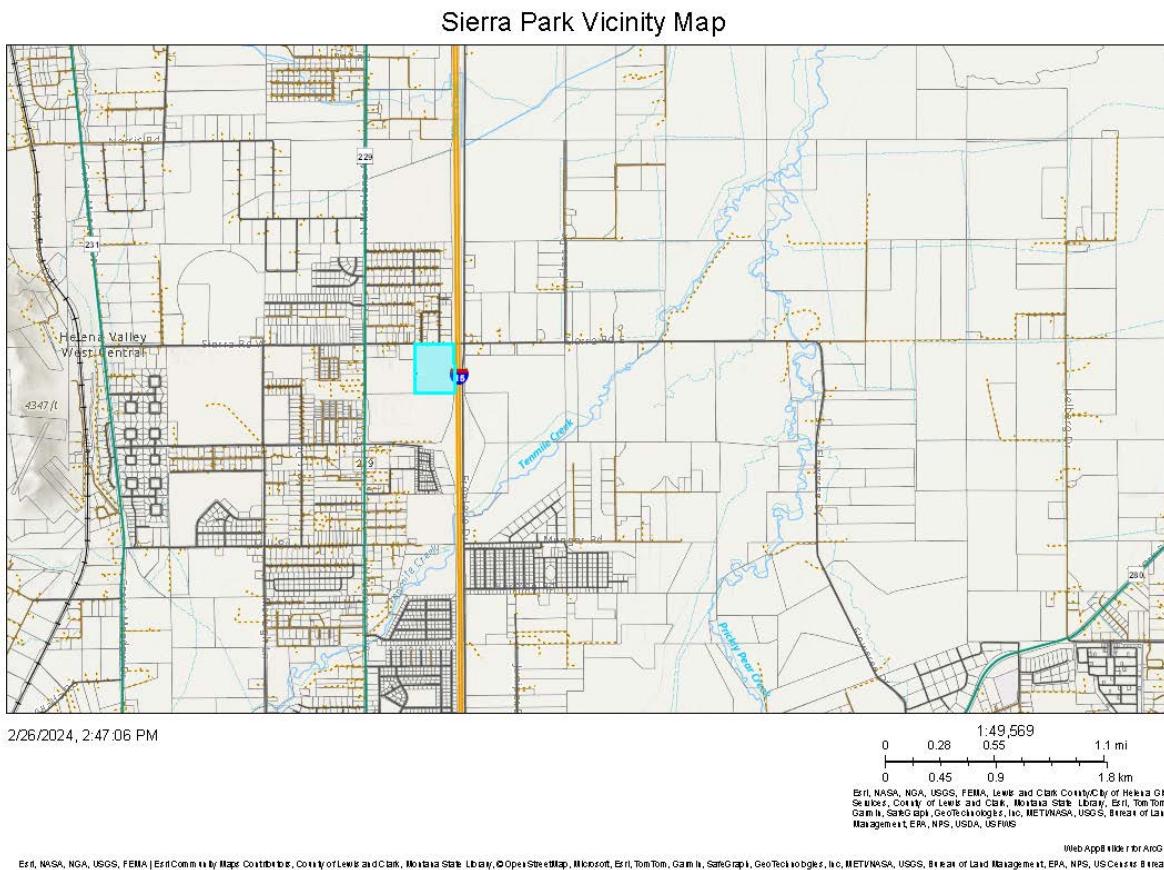
The Applicant is seeking \$30,000.00 for improvements and maintenance from the Parks Development Fund to reimburse the Sierra Park Board.

II. STAFF RECOMMENDATION:

Approval.

III. LOCATION

Sierra Park is located adjacent to Rossiter Elementary School, east of North Montana and adjacent to and south of Sierra Rd, in Section 05, T10N, R03W, P.M.M., Lewis and Clark County, Montana. See vicinity map below.



IV. BACKGROUND/STAFF ANALYSIS:

Sierra Park has been in existence since 1985, when volunteers worked together to develop land owned by Helena School District #1 through a shared agreement between the District and Lewis and Clark County. Critical to the development of the park was the installation of an irrigation system and pump to provide water to the fields. Unfortunately, after almost 40 years of operation, the original pump has failed and needs to be replaced. Additionally, irrigation components throughout the park are in need of monitoring and potential maintenance, including sprinkler heads, irrigation pipes, and shut off valves.

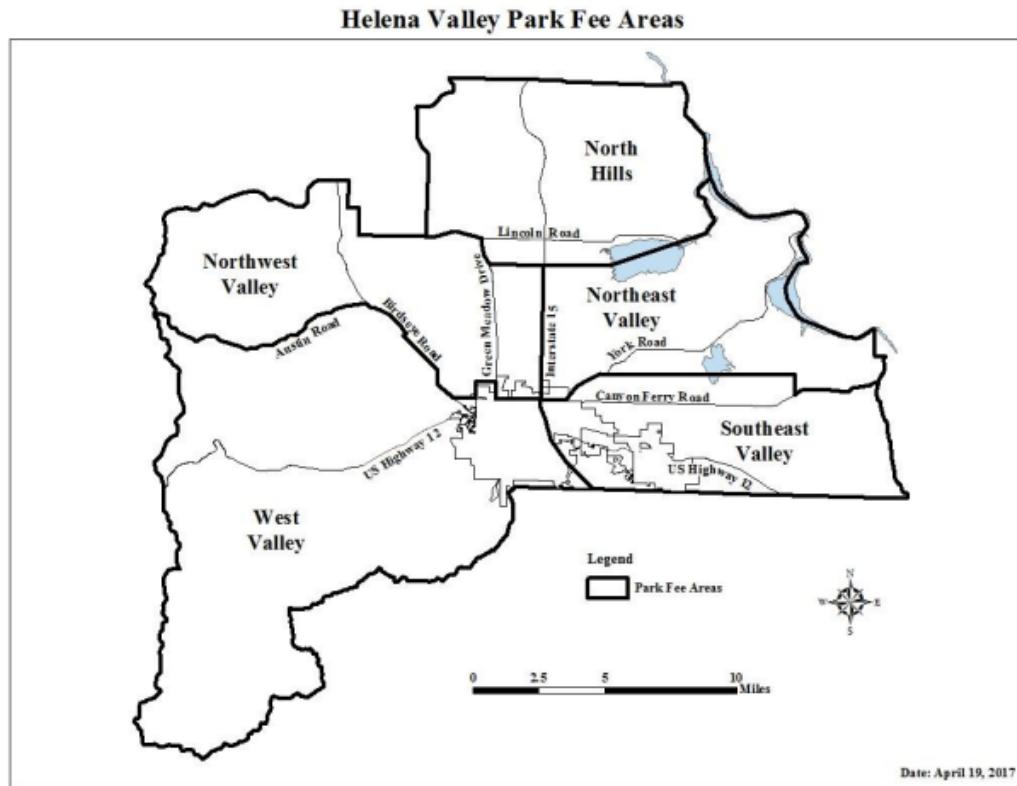
The District Park Board would also like to extend the irrigation system and grass fields just south of the Rossiter School to allow additional school and group use of grass fields in closer proximity.

Finally the Sierra Park Board would like to conduct maintenance on its nearly 1 mile of crushed granite trails and baseball/softball infields that are badly in need of leveling and improvement.

Sierra Park is within Northwest Valley Park fund area. However, this park is more of a regional park and serves people from all over the Helena Valley Park Planning Area who participate in sports including baseball, softball, lacrosse and soccer.

The total cost of the project is \$40,800.00. The funding request is for \$30,000.00 and the remainder would be funded with \$10,000.00 from the Sierra Park Board fund, and \$800.00 in donated materials.

The 2017 Lewis and Clark County Parks and Recreation Plan provides a map of the Helena Valley Park Planning Area which is divided into five park fee areas provided below. The park lies within the Northwest Valley Park Fee Area and the balance in that funding area is \$13,050.00. This project is for a regional park and many residents throughout the Helena Valley Park Planning Area use this park for recreation. The request for \$30,000 will come from multiple fee areas. On the following page provides a table showing the balance in each fee area and the two requests for funding that we currently have.



Park Fee Area	Current Balance	Sierra Park	Treasure State Acres Park	Balance if Approved by the Board
Northeast Valley	\$16,981.78	\$2,100.00	\$3,388.00	\$11,493.78
North Hills	\$96,788.19	\$12,600.00	\$20,328.00	\$63,860.19
Southeast Valley	\$118,314.39	\$13,500.00	\$21,780.00	\$83,034.39
Northwest Valley	\$13,050.06	\$1,800.00	\$2,904.00	\$8,346.06
West Valley	\$2,362.50			\$2,362.50

Criteria for Determining Close Proximity:

The 2017 Lewis and Clark County Parks and Recreation Plan outlines the criteria for determining which parks funds are available for the Applicant's proposal. Below are the criteria followed by Staff's analyses.

- a. **Is the park or recreational area within a 15-minute, or 2-mile radius bike ride from the subdivision from which the funds were generated, or will it provide for new or improved non-motorized access links to a nearby park or recreational area?**

Yes. Sierra Park is within a 15-minute bike ride from multiple contributing subdivisions along North Montana Avenue and in the surrounding area. This is a regional park and serves many people from the entire Helena Valley Planning Area.

- b. **Is the park or recreational area physically accessible and free of impediments to the subdivision residents by walking or bicycling?**

Yes. The surrounding residents are able to walk or ride a bicycle along Sierra Rd road to Marcella Burke Drive a public access to Sierra Park with parking lot and there are no fences or impediments restricting access to it.

- c. **Is the park or recreational area on the way to a common destination of residents of the subdivision, such as employment centers, schools, or regional recreational areas, such as state parks or other public lands?**

Yes. Sierra Park is south of Sierra Rd and east of North Montana Avenue, a heavily trafficked route for commuters going to Helena and other parts of the Helena Valley. In addition, there is a shopping center less than 3 miles to the south. Rossiter Elementary School is located on the same subject property.

- d. **Does the park or recreational area provide a link to an established or planned park, recreation area or trail?**

No. Sierra Park does not provide a link to an established or planned park, recreation area, or trail, but there is an existing paved path along the south side of Road that provides connectivity to Sierra Park.

e. Is the park or recreational area within the same Growth Policy planning area and/or park fee area?

Yes. Sierra Park lies within the Northwest Valley Park Fee Area, which is located in the Helena Valley Planning Area. The Helena Valley Planning Area is one of six Planning Areas laid out in the Lewis and Clark County Growth Policy. This park is a regional park and serves many residents from different areas and activities including baseball, softball, soccer, lacrosse and volleyball. The park is also used for walking, running, biking, kite flying, skiing, model airplanes, and rocketing.

f. Will the parkland or funds result in improvements that will provide for the recreational needs of the residents of the subdivision from which funds were collected?

Yes. Sierra Park is located adjacent to Rossiter Elementary School and is within a 15-minute, or 2-mile radius bike ride from other contributing subdivisions along North Montana Avenue and in the surrounding area. In addition to the residents of the surrounding Subdivisions using the Park for recreational purposes, this park is used for practice and games for baseball, softball, soccer, lacrosse, and volleyball. The park is also used for walking, running, biking, kite flying, skiing, model airplanes, and rocketing.

Criteria for Use of Park Funds

The 2017 Parks Plan outlines the criteria for determining whether and how to expend park funds. Below are the criteria followed by Staff's analyses.

a. Would the proposed expenditure benefit school aged children, seniors, or others?

Yes. Sierra Park is in a suburban environment and services all residents of the area, including school-age children, seniors and others. This park is adjacent to Rossiter Elementary School and is used for practice and games for baseball, softball, soccer, lacrosse, and volleyball. Also, people of all ages will use the park for, the shade structures, running, walking, biking, kite flying, skiing, model airplanes, and rocketing.

b. Would the proposed improvements be accessible and suitable for recreation?

Yes. The extension of the irrigation will add more area for practice field space and green space closer to the parking providing increased accessibility for individuals with disabilities providing accessible parking and entry to the park. Sierra Park is the largest functioning recreational park space outside of the Helena City limits and daily use has been projected to consist of over 300 individuals per day in Spring and Fall and well over 100 per day in other months.

c. Would the funds be used in the same planning area or fee area in which they were generated?

Yes. If approved, the funds will come from the Helena Valley Planning Area and the North Hills, Northwest, Northeast, and the Southeast Park Fee Areas. Sierra Park is located in the Northwest Valley Park Fee Area which has a balance of \$13,050.06. The request is for \$30,000.00. This being a regional park that serves many residents the funds will be provided from other fee areas within the Planning Area.

d. Would the funds provide for the recreational needs of the residents of the subdivision from which funds were collected, including whether the improvements would be in reasonably close proximity to the subdivision?

Yes. Sierra Park is located adjacent to Rossiter Elementary School and is within a 15-minute, or 2-mile radius bike ride from other contributing subdivisions along North Montana Avenue and in the surrounding area. In addition to the residents of the surrounding Subdivisions using the Park for recreational purposes, this park is used for practice and games for baseball, softball, soccer, lacrosse, and volleyball. The park is also used for walking, running, biking, kite flying, skiing, model airplanes, and rocketing.

e. Is a mechanism for maintenance in place so that after development, the park or recreation area will be adequately maintained?

Yes. This park is part of an existing agreement between the School District and Lewis and Clark County. Maintenance for the park is provided by the School District and Sierra Park Board. Lewis and Clark County maintains Marcella Burke Rd and the parking lot for Sierra Park.

f. In the event of a request for dispersal of county parkland funds that were dedicated as part of a subdivision process, are the funds being requested directly the result of the cash dedication for the subdivision?

1) If yes, is the request in accordance with the parks proposal that was approved during subdivision review?

No. Sierra Park was established in 1985. From then the Sierra Parks Board has worked to establish the 15 acres of parkland into what it is today.

g. What specific goals or policies of the Parks Plan would be met by the expenditure?

Goal 3. Develop parks in each of the five planning areas of the County where and when justified.

Policy 3.01 Utilize cash in-lieu of parkland dedication area monies from the Subdivision and Platting Act for park development.

Goal 4. Lewis and Clark County will only accept parklands that can be developed, maintained and accessed.

Policy 4.04 Cash in-lieu of parkland shall be utilized for development and maintenance of neighborhood or regional parks following the guidelines of this plan.

Goal 9. Develop and/or maintain sports fields in Lewis and Clark County.

Policy 9.01 Maintain and/or develop needed sports fields on existing park lands or school properties in the Helena Valley.

h. Is this parkland a regional park within the same fee collection area that provides opportunity for organized team sports that would not otherwise be available to subdivision residents?

Yes, this would be considered a regional park. The park provides practice space and games for baseball, softball, football, lacrosse, soccer, and volleyball. People visit the park from all over the county.

i. Has this parkland received prior funding from the Parks Board?

No, the School District has provided maintenance for the park and the Sierra Park Board has raised funds that help cover the expenses.

V. RECOMMENDED MOTION

Move to APPROVE the Applicant's funding request: \$30,000.00 to be provided from Northeast Valley in the amount of \$2,100.00 and from the North Hills in the amount of \$12,600.00 and from the Southeast Valley in the amount of \$13,500.00, and the Northwest Valley in the amount of \$1,800.00.

VI. ATTACHMENTS

1. Application and Supplements

City-County Parks Board Maintenance or Improvement Grant Policy

A PROGRAM OF THE CITY-COUNTY PARKS BOARD

The joint Lewis and Clark County and City of Helena Parks Board is actively seeking partners (e.g. community groups, sports leagues, homeowners associations, etc.) to maintain and improve upon parkland throughout the County. The Matching Grant Program is a means of providing financial support to these partners who are interested in improving a park, trail, or similar facility.

Introduction

As provided in 76-3-621, MCA and unless otherwise exempted, subdividers are required to dedicate parkland, cash in-lieu of parkland, or a combination of land and cash as an element of the subdivision. As part of the preliminary plat application process, subdividers submit a proposal to meet the parkland dedication requirements. The final dedication must be made prior to or concurrent with filing of the final subdivision plat as described in the Lewis and Clark County Subdivision Regulations. When cash in-lieu of parkland is determined, the Parks Board works with local organizations, homeowner organizations, or individuals to apply for this funding to improve or maintain County parks.

Eligibility for Funding

Organizations or individuals applying for funding to improve or maintain existing County parkland, should be well-established and committed to the long-term maintenance of the park. A demonstrated ability to fundraise, provide community service and have neighborhood/community support for their proposal is helpful.

Lands Eligible for Funding

Eligible lands include any designated park, school playground, community center, or other similar recreation site within Lewis and Clark County and outside of the City of Helena. If the project is not located on a County-owned park, trail, or recreation area, the owner must show that the site will be accessible to the general public.

Distribution of Funding

Based on Montana State Statute, cash-in-lieu monies received through the subdivision process may not be used for more than 50% of the costs associated with park maintenance. Taking that rule into consideration, the City-County Parks Board (Park Board) has discretion on how much money they will contribute to a project. The Parks Board reserves the right to maintain up to a portion of the Subdivision Parkland cash-in-lieu for Emergency Park Improvement/Maintenance Projects.

Types of Projects

Considering the individual needs of each park, conformance with the Lewis and Clark County Parks and Recreation Comprehensive Plan, and available funding, projects that show the following will be given priority and weighted more heavily in the Park Board's decision:

- Compliance with applicable State laws and County policies;
- Additional funding support from other agencies or organizations;
- A plan and a guaranteed source of continued funding for maintenance;
- An increase in access for people with disabilities;
- Is near one or more residential subdivisions;
- Is near the subdivision that contributed parkland dedication moneys within two years of an application;
- Extensive participation and support from the community or neighborhood;
- Reduction or elimination of liability; and
- Reduction in overall park maintenance;
- Connect to other public areas or parkland;
- Public benefit to entire planning area (See Exhibit "A" for planning area map);
- Is a first-time recipient of County Subdivision Parkland funding

Condition for Use and Payment of Funds

1. The Recipient shall receive all match funds when the project is complete and required documentation has been received and approved by the Parks Board. The Recipient may choose to receive payment of match funds by dividing the project into two or more major sub-projects and then requesting partial payment as each sub-project is finished.
2. The Parks Board shall reimburse the recipient for half the total project costs, not to exceed the award amount, on receipt of the following: copies of invoices and/or sales receipts and a written completion report which is consistent with the Recipient's approved application and any conditions stated in the agreement (see Attachment A). Photos will be appreciated. The Parks Board reserves the right to make on-site visits and/or require the Recipient to provide additional documentation before payment of match funds.
3. The Parks Board reserves the right to review and approve all proposed project match, including time, labor, materials, services, or other expenses. Recipient is responsible for all matched funds. The Parks Board may elect to revoke funding should the required match, provided by the applicant, become unavailable.
4. In all instances wherein the Recipient has ordered and received materials and/or services, it shall be the Recipient's responsibility to pay vendor in full.
5. The Parks Board will not make cash advances to the Recipient.
6. Reimbursement of individuals or other third parties who purchase goods and services used on the project is the responsibility of the Recipient.
7. Contractors and other service providers who operate equipment or perform work on utilities (gas, water, electrical, sewer), whether performing such service for compensation or as a donation, must provide a copy of their insurance certificate and may be required to obtain regulatory permits before commencing work. Evidence of workers' compensation insurance or proof of exemption is also required. Recipients are asked not to solicit the services, paid or donated, of vendors or other individuals who are unable to meet these requirements.
8. The Parks Board reserves the right to withhold payment of match funds for Recipient's failure to adhere to these conditions. The Parks Board also reserves the right to audit the Recipient's use of match funds.

APPENDIX A: MAINTENANCE & IMPROVEMENT GRANT APPLICATION FORM

A Maintenance & Improvement Grant is available for assistance with a specific park improvement or maintenance in a designated County park, trail, or recreation area. Examples of park maintenance projects include, but are not limited to; turf aeration, vegetation management, unexpected irrigation repairs, or repair of existing facilities. Priority will be given to the types of projects listed in the above section "Types of Projects".

All applications are reviewed by the joint Lewis and Clark County and the City of Helena Parks Advisory Board. Awards are granted at any level deemed appropriate within the available funds. The Parks Board requests a presentation for requests larger than \$5,000. The Parks Board suggests working with County Staff prior to presenting the project and submitted an application.

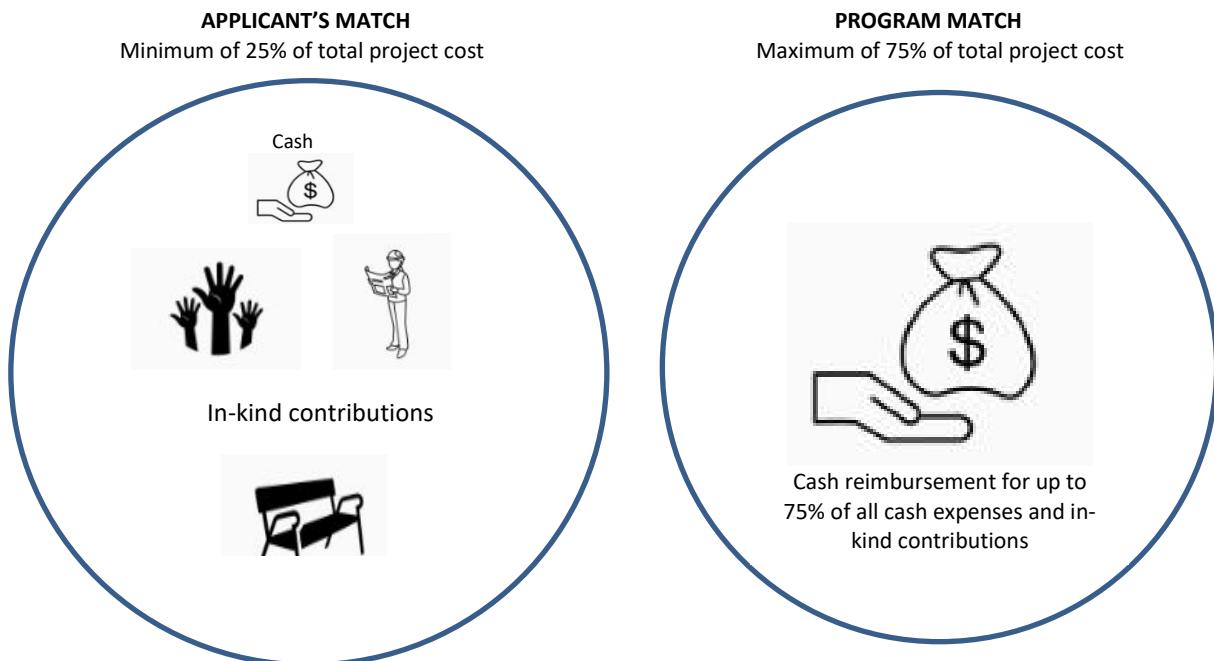
If you have questions about the application process or want to discuss an idea, please contact the Lewis and Clark County Community Development and Planning Department.

GRANT PROGRAM TIMELINE

- The Parks Board will collect applications twice a year
- **APPLICATIONS MUST BE SUBMITTED BY FEBUARY 1ST AND SEPTEMBER 1ST EACH YEAR**
- A decision will be made in April for applications submitted in February
- A decision will be made in November for applications submitted in September

MATCHING REQUIREMENT

All Applicants receiving grants must provide a 25% *match* of project expenses to receive funding. The *match* may consist of real cash the partner contributes to the project, and/or any in-kind contributions (donated materials, consulting services, or volunteer labor). The Applicant must identify the source of the 25% portion of the total project costs and how match funds will be used.



Project Overview

1. Name of Park or Recreational Area: Sierra Park, Helena Public Schools/Lewis and Clark County

2. Location of Park or Recreation Area: 1495 Sierra Road, Helena, MT 59602

3. Name of Sponsoring Organization(s): Helena Public Schools/Sierra Park Board

4. Name of Organization Representative: Erik Burke – Parent Volunteer

5. Address: 6330 Blackfoot Drive City: Helena State: MT Zipcode: 59602

6. Daytime Phone #: 406-459-2643

7. E-mail: eburke@mfpe.org

Briefly describe the proposed project. You will have the opportunity to describe it in more detail below.

Sierra Park has been in existence since 1985, when volunteers worked together to develop land owned by Helena School District #1, and through a shared agreement between the district and Lewis and Clark County.

Critical to the development of the park was the installation of an irrigation system and pump to provide water to fields. Unfortunately, after almost 40 years of operation, the original pump has failed and needs to be replaced. Additionally, irrigation components throughout the park are in need of monitoring and potential maintenance, including sprinkler heads, irrigation pipes, and shut off valves.

The district and park board would also like to extend irrigation system and grass fields just south of the Rossiter school building to allow additional school and group use of grass fields in closer proximity.

Finally, the park board wishes to conduct maintenance on its nearly 1 mile of crushed granite trails and baseball/softball infields that are badly in need of leveling and improvement. This will require securing adequate crushed granite for all these areas.

8. How much money are you requesting for this project? \$ 30,000
9. How many hours of volunteer labor are expected to be used? 150 x \$10/hr = \$1500
10. What is the expected value of donated materials? \$800
11. *How much money will your organization contribute to the project? \$10,000
12. What is the total cost of this project? \$40,800

* Note: The requested amount should be no more than 75% of the total project cost

DESCRIPTION OF ORGANIZATION

1. Names of Board Officers -
 - a. President: Erik Burke
 - b. Co -President: Wynn Randall
 - c. Secretary: Melody Hayes
2. Number of Volunteers: We are reconstituting our Sierra Park Board. In the past we have typically had 8-12 consistent volunteers, with several more for specific projects.
3. Number of Members: TBD.
4. Organization's previous community service: Since 1985, the Sierra Park Board has worked to install nearly 38 acres of developed park land consisting of numerous grass fields, trails, softball/baseball fields, running/walking trails, a picnic pavilion, and other developed shelters for shade/recreation.

PRESENT SITE CONDITION

1. Approximate acreage: 38
2. List any facilities presently on-site:
Jewel Hurley Pavilion
Three other shelters with picnic tables
Baseball dugouts and baseball shed

3. Describe the condition of vegetation and noxious weeds:

Grass and vegetation has been kept in good condition by Helena Public Schools in developed areas. Weeds continue to be an issue where not developed, thus our request to extend developed fields.

4. List adjacent property owners and uses.

Land currently being developed. Formerly held by Intermountain Children's Home.

5. Describe the accessibility to general public (hours, seasons, any other access restrictions):

Park accessible to general public during non-school hours, dawn to dusk. Some portions available during school hours for individual, non-group use.

6. In which Planning Area is this park located? Exhibit "A" shows a map of the Planning Areas. (Please circle)

Augusta

Canyon Ferry

Craig/Wolf Creek

Helena Valley

Lincoln

Marysville-Canyon Creek

PROPOSED PROJECT

Describe the project in detail below.

Use additional paper if necessary. Note that a single project is not necessarily expected to address every issue listed below. Additional consideration will be given to projects addressing these needs as identified in the Lewis and Clark County Parks and Comprehensive Plan.

Be sure to address:

- Why the project is needed
- Whom it will serve
- How it will benefit the public
- If applicable, describe how this project will increase the access for people with disabilities
- If applicable, describe how this project will increase the quality or amount of natural habitat

Proposed project entails the following specific improvements:

- Replace pump for park's irrigation system.
- Replace pipe, sprinkler heads, valves and other needed items on irrigation system.
- Extend irrigation to another parcel of land – equal to roughly 1.5 acres – between Rossiter School and existing fields.
- Repair and maintenance on Sierra Park running/walking path and baseball/softball fields to provide level surfaces, free from weeds and debris.

Project is needed to assure that public has access to existing and additional green space in Helena Valley. Sierra park has become a hub for recreational sports and activities for both group and individual users, including youth football, lacrosse, soccer, softball, baseball, skiing, kite flying, running, walking, biking, model airplanes, and rocketry. In spring and fall, existing fields are utilized in evening hours and currently at capacity. Summer and fall use continues at historic levels.

Additional space available to public and students will assure that public has more and better accessibility to park land for they myriad of activities that enrich our community.

Without working irrigation, Sierra Park fields will no longer be usable for the broad range of activities listed above.

Without improvements to running trail and in-fields, these assets will no longer be utilized or useful to the public.

Additional parkland will increase accessibility for individuals with disabilities as it will be located closer to developed parking lots allowing for accessible parking and entry into the park.

Currently, Sierra Park remains the largest functioning recreational park space outside of the Helena City limits in all of Lewis and Clark County. Daily use has been projected to consist of over 300 individuals per day in Spring and Fall, and well over 100 per day in other months.

Itemized Project Budget.

Please attach a minimum of two bids for any contracted work. This is for reference only; applicants are not required to choose the lowest bidder.

Example Matching Grant

Expense/Contribution	Total Costs	In-kind Costs	Other Funding Source(s)	Request for Grant Reimbursement (=/< 75%)
Pruning equipment: loppers, pole saw, lawn refuse bags	\$150		Donation from Rotary Club (\$40)	\$110 Applicant pays at least: \$38
New basketball court install: court costs and 10 hrs volunteering x \$12	\$15,000	\$10,800	School Fundraiser (\$7,500)	\$18,300 Applicant pays at least: \$6,450
Cement block and gravel for retaining wall repair	\$650		Applicant gets HOA to pay \$200	\$450 Applicant pays at least: \$163
Rebuild and repair retaining wall (14 hours of volunteering x \$12)		\$168	Applicant pays \$50	\$118 Applicant pays at least \$42

PROJECT BUDGET

TOTAL PROJECT COST: **\$40,000**

Expense/Contribution	Total Cost	In-kind Costs	Other Funding Source(s)	Grant Reimbursement
Replace Irrigation pump	\$14,000		Sierra Park Board Funding (fundraisers) - \$7,000	\$7,000
Monitor and repair existing sprinkler system pipes/sprinkler heads/valves – including well house fixtures	Est. \$3,000		Sierra Park Board funding	Remaining costs as necessary – up to likely amount of \$1,000
Extend irrigation to new 1.5 acre area – seed and fertilize	\$10,500		Sierra Park Board funding	\$1,000
Apply new crushed granite to softball/baseball fields, repair related infrastructure	\$2,500	\$1500 – volunteer hours to distribute crushed granite, drag fields, repair equipment	Sierra Park Board Funding	\$1,000

Please provide information on expenses that will be covered by the Applicant (25% of the cost must be matched by the applicant in order to apply for the Parks Board Matching Grant).

1. Why are these funds needed? How long has there been a need for the project?

Helena School District has worked to make ongoing repairs to irrigation system. Holistic effort will result in more efficient replacement and repair of entire system as needed, while also working to extend to additional area as proposed.

System has been in need of repairs and upgrades for numerous years. Certain zones of sprinkling system not operating for long periods of time.

2. Describe the project implementation schedule.

Work to be conducted during the spring and summer of 2024.

MAINTENANCE PLAN

Distribution of money will be contingent on approval of the Maintenance Plan.

1. Is this parkland within an established Rural Improvement District (RID)? Is the RID collecting money to maintain parkland? *Parkland within an RID will have to abide by County bid contracting requirements/procedure.

No.

2. What will be the frequency and type of maintenance on the project?

Routine maintenance will be performed by Helena School District #1 with volunteer assistance from Sierra Park Board.

3. Who will be conducting the maintenance of the property? If it is multiple organizations, this application will have to be signed by all respective organization representatives.

Organization: Helena Public Schools

Signature: _____

Organization: Sierra Park Board

Signature: _____

4. Describe the annual maintenance budget and funding sources:

Helena School District #1 has agreed to provide ongoing maintenance, including upkeep and mowing of fields, fences, and park structures. Maintenance costs are budgeted annually through the district's regular maintenance budget.

The Sierra Park Board has raised funds to supplement district resources to assure that maintenance needs can be addressed.

LONG RANGE PLAN

1. Describe how this project relates to the long-range plans for site improvements.

All projects under this proposed grant are essential to ongoing use of park resources.

APPENDIX B: Emergency Park Improvement/Maintenance Project Grant

APPLICATIONS CAN BE SUBMITTED AT ANY TIME.

The Emergency Park Improvement/Maintenance Project Grant is available for emergency assistance with a specific park improvement or maintenance project in a designated County park, trail, or recreation area that is experiencing a threat to the health and safety of residents. Examples of emergency park maintenance projects include, but are not limited to; equipment or surface repair, or are out of line with ADA regulations. Priority will be given to projects that, without inference, pose a great health and safety risk to park users.

All applications are reviewed by the joint Lewis and Clark County and the City of Helena Parks Advisory Board. Awards are granted at any level deemed appropriate within the available funds. The Board requests a presentation for requests larger than \$5,000. The Parks Board suggests working with County Staff prior to presenting the project and submitted an application.

If you have questions about the application process or want to discuss an idea, please call Angie Hubbard, 406-447-8373 or email at ahubbard@lccountymt.gov.

PROJECT OVERVIEW

Name of Park or Recreation Area: _____

Location of Park or Recreation Area: _____

Name of Sponsoring Organization(s): _____

Name of Organization Representative: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone #: _____

E-mail: _____

Briefly describe the problem with the existing park. You will have the opportunity to describe it in more detail below.

Has this park previously received County funds? Yes No If so, when?

How much money are you requesting for this project? \$ _____

What is the expected value of donated materials? \$ _____

*How much money will your organization contribute to the project? \$ _____

What is the total cost of this emergency improvement project? \$ _____

PRESENT SITE CONDITION

7. Approximate Acreage: _____

8. List any facilities presently on-site:

9. In which Planning Area is this park located? Exhibit "A" shows a map of the Planning Areas. (Please circle)

Augusta

Canyon Ferry

Craig/Wolf Creek

Helena Valley

Lincoln

Marysville-Canyon Creek

Please describe in detail the need for emergency park improvement or maintenance funds.

1. How do you plan to maintain the park once the problem has been fixed?
 2. Who currently maintains the park?

Exhibit "A": Planning Areas

Planning Areas



CITY OF HELENA - LEWIS & CLARK COUNTY
GEOGRAPHIC INFORMATION SERVICE
ROOM 1420, 100 PARK AVENUE BUILDING
HELENA, MONTANA 59201
406.447.2399
www.co.lewis-clark.mt.us/gis

