

## INTERNAL MEMORANDUM

**Date:** December 28, 2021  
**To:** SBURA Board  
**From:** Jim Tevlin  
Consultant  
**Subject:** Optimist Park

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The following summarizes the status of improvements to Optimist Park as of December 31, 2021. Below is an email I received from Mark Jarvis, Park Planner:

**From:** Jim Tevlin <[jtev1960@gmail.com](mailto:jtev1960@gmail.com)>  
**Sent:** Monday, December 27, 2021 11:29 AM  
**To:** Jarvis, Mark <[jarvism@billingsmt.gov](mailto:jarvism@billingsmt.gov)>  
**Cc:** Whitaker, Michael <[whitakerm@billingsmt.gov](mailto:whitakerm@billingsmt.gov)>  
**Subject:** Status of Picnic Shelter & Parking Lot

Hello Mark,

I need to update my board at our January 4 board meeting.

1. What is the status of the \$304k we budgeted for a picnic shelter, permanent park benches and other amenities?

The picnic shelter has been ordered. However due to supply chain issues there was a delay in receiving engineering drawings needed to obtain a building permit and manufacturing and shipping the structure. The shelter is scheduled to be shipped February 10, 2022. Picnic tables will be installed after the shelter is constructed. Benches around the playground has not been installed due to staff shortages this past summer. Security lighting is being considered as part of the parking lot project.

Will this project be completed by June 30, 2022?

We anticipate the shelter and benches will be completed by the end of June 2022.

2. What is the status of the parking lots to be constructed just off Mitchell & Ryan?

Design of the parking lot is well under way. It is anticipated this project will go out to bid in February 2022. Construction will likely take place this coming spring/summer.