

INTERNAL MEMORANDUM

Date: December 29, 2021
To: SBURA Board
From: Jim Tevlin
Consultant, South Billings Boulevard Urban Renewal District
Subject: Recreation Center Update

The following is a brief update on the Recreation Center project as of December 31, 2021.

In December, the City Council approved a professional services contract for \$244,436 with A&E Design to perform initial design work on the recreation center. Additionally, the SBURA Recreation Center committee met with Dusty Eaton of A&E and Parks & Recreation to discuss A&E's work plan & budget.

I have posted A&E's work plan & budget to our website. I have requested a copy of the contract from the City and Parks & Recreation and will post it to our website.

Key Takeaways

1. The work plan suggests a January 2022 to July 2022 time frame for conducting their work and concludes with a City Council-approved construction and operating plan.
2. A&E will be managing two advisory committees: a "Core" Committee consisting of key stakeholders and user groups and an "Executive" committee consisting of five key representatives from SBURA, Parks & Rec, City of Billings etc.. The Core Committee consists of approximately 15-20 members representing key user groups and stakeholders and will address certain issues (ex. operating entity, phasing options, project budget etc.) at regularly scheduled workshops. The Executive Committee will review the Core Committee's findings and confirm consensus among the two committees.
3. The two most important deliverables are 1.) The estimated cost to construct this facility and 2.) The estimated annual operating revenues and expenses that will help determine the amount of public subsidy needed. These deliverables are in the work plan.
4. We need to look very carefully at our current and future cash flows for purposes of establishing a definitive amount of bonding available for this project.