



City of Sidney, MT
Budget and Finance Committee Meeting
January 13, 2026 6:15 PM
115 2nd Street SE | Sidney, MT 59270

Committee meetings are open to the public attending in person. If the public does not wish to participate in person, they are also invited to participate via a Zoom meeting or via phone:

Meeting ID: 713 080 5898 Passcode: 4332809 Call: 1-346-248-7799

1. Call to Order

The Budget and Finance Committee meeting was called to order at 6:15pm.

2. Pledge of Allegiance

The Pledge of Allegiance was stated by all present.

3. Alderman Present

Committee Members Present: Christensen, DiFonzo, Buxbaum, and Skinner.

Others Present: Mayor Norby, Clerk/Treasurer Chamberlin, and Deputy Clerk/Treasurer Schmierer.

4. Correction or Approval of Minutes

5. Visitors

None.

6. Monthly Reports

a. December 2025 Treasurer's Report

Clerk/Treasurer Chamberlin presented the December 2025 Treasurer's Report. She updated the committee that the employee W2's and vacation/sick letters have been created and are being handed out and 1095's are available at request, 1099's also are done and in the mail. She stated the City's request to submit the Audit in Lieu of the Annual Financial Report was approved, so they will be doing that when the audit is complete, which is due before March 31st. She also updated that she has been appointed to the MMIA Board of Directors and will be starting this month.

7. New Business

a. Budgeting 101

Timeline and Process

Fund, Account, Object

Taxable Valuation, setting the Mill Levy and Mill Levy Funds

General Fund

Enterprise Funds

CIP Funds

Clerk/Treasurer Chamberlin presented an over-view of the city budget process and basics.

b. Pilot Tourism Grant-Downtown Master Plan and Downtown Corridor

Clerk/Treasurer Chamberlin presented the Pilot Tourism Grant-Downtown Master Plan and Downtown Corridor for approval. The grant will include completing a comprehensive downtown sidewalk assessment, designing and constructing a public plaza and pocket park for year-round activation, and launching a phased sidewalk replacement program that strengthens ADA access and connects the downtown core to major event and tourism destinations, including Sidney High School, the MonDak Heritage Center, the Richland County Event Center, and the Richland Ranger Hockey Arena.

Motion was made to approve.

Motion made by DiFonzo, Seconded by Buxbaum.

Voting Yea: Christensen, DiFonzo, Buxbaum, Skinner

8. Unfinished Business

9. Comments and Questions from the Committee

Aldерwoman Buxbaum requested to have topics of the Local Government Review added to the Budget and Finance Committee's scheduled meeting agenda for the next few months to open a line of communication for questions the board or the community may have to ensure the process continues to progress.

Alderman DiFonzo will attend the Richland Economic Development meeting on Friday, January 23rd. On the agenda is a prospective agricultural business.

10. Adjournment

Meeting was adjourned at 7:00pm.