

RESOLUTION NO. R17-05

**A RESOLUTION OF THE CITY COUNCIL TO AMEND THE
LARGE GRANT REQUEST PROGRAM PURSUANT TO THE
RECOMMENDATION OF THE LAUREL URBAN RENEWAL AGENCY.**

WHEREAS, the City Council previously created the Laurel Urban Renewal Agency (LURA), pursuant to Ordinance No. O08-09 as codified at Title 18, Chapters 18.02 and 18.04 of the Laurel Municipal Code, to provide input and recommendations regarding the most effective uses of resources gained from the Tax Increment Finance (TIF) District; and

WHEREAS, the City Council appointed a LURA Board of Commissioners, pursuant to Resolution No. R08-123, who are responsible for providing guidance and recommendations to the City Council as to the best use of unencumbered available tax increment funds consistent with the Urban Renewal Plan that was additionally adopted by the City Council and codified at Chapter 18.04.020 of the Laurel Municipal Code; and

WHEREAS, the City Council previously created a grant program called the Large Grant Request Program and the Program included a maximum grant of \$75,000 per eligible grantee for qualified projects; and

WHEREAS, the LURA Board of Commissioners determined that based upon the program's success and the increasing numbers of requests for grants in excess of \$75,000, that it is in the best interest of the City to increase the maximum grant amount to \$100,000; and

WHEREAS, the City Council reviewed the recommendation provided by the LURA Board of Commissioners and Staff and has determined that increasing the maximum grant available through the Large Grant Request Program is consistent with the goals and objectives contained in the City's Urban Renewal Plan and is in the best interest of the City of Laurel and its citizens.

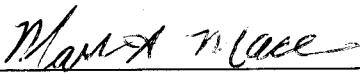
NOW THEREFORE BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the Large Grant Request Program is modified increasing the maximum available grant under such program from \$75,000 to \$100,000. The remaining terms and conditions of the Large Grant Request Program shall remain in effect.

Introduced at a regular meeting of the City Council on March 7, 2017, by Council Member
McGee.

PASSED and ADOPTED by the City Council of the City of Laurel, Montana, this 7th day of March, 2017.

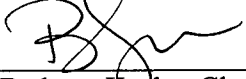
APPROVED by the Mayor this 7th day of March, 2017.

CITY OF LAUREL



Mark A. Mace, Mayor

ATTEST:



Bethany Keeler, Clerk/Treasurer

Approved as to form:



Sam S. Painter, Civil City Attorney

To: Laurel City Council

From: Noel Eaton, City Planner

Re: Revision to LURA Large Grant Request Program

Date: March 7, 2017



LAUREL/CITY COUNTY PLANNING DEPARTMENT

The Laurel Urban Renewal Agency has recommended approval to change to amount of the Large Grant Request Program from \$75,000 to \$100,000.

The Large Grant Request program has been a large success in the recent years. LURA awarded money to six applicants last year. Projects range from sidewalk repair, curb and gutter repair, water and sewer line repairs, land acquisition and many other improvements to businesses within the Tax Increment Finance District.

As the program becomes more known to the citizens in this community, larger projects are being applied for. With more applicants and the amount still set at \$75,000, the Urban Renewal Agency feels that not all applicants are able to get the full assistance this program is capable of providing.

With an amount of \$100,000 earmarked each year for the Large Grant Request Program, larger projects can take place and be applied for through this program.

Attachment: Large Grant Request Program and Application

Laurel Urban Renewal Agency

Large Grant Request Program

Purpose:

The purpose of this program is to provide financial assistance for developers, property owners and business owners above and beyond the capacity of the Façade and Technical Assistance Grant programs. This program is intended to work cohesively with the current grant funding opportunities in place by the Agency. Applicants who have been awarded Façade or Technical Assistance funds are encouraged to apply for funding through this program if the project exceeds the funding capacity of those programs. Projects that are not eligible for funding through Façade and Technical Assistance are also encouraged to utilize this program so long as the project is allowable under Montana Code Annotated 7-15-4288 and MCA 7-15-4233.

Projects seeking large grants should align with the goals LURA is committed to carrying out. These goals are outlined in the Laurel Urban Renewal Plan:

1. Encourage an economically and culturally vibrant downtown.
2. Create a vibrant and cohesive extension of the core downtown Laurel area.
3. Improve traffic patterns to further enhance the business experience for the owner and consumer.
4. Create a destination place where people will want to repeatedly visit.
5. Have state of the art, updated utilities and infrastructure.
6. Encourage more housing and business choices within the district.
7. Have rational consideration of all neighborhoods and sites for public fund expenditures.

Previous Projects:

Altana Federal Credit Union: *awarded \$2,235 for improvements to public infrastructure and façade.*

Conomart C-Store: *awarded \$5,962 for construction of curb, gutter and approaches.*

Building 1938: *awarded \$11,445 for façade improvements.*

*Awards are dependent upon available funds in the TIFD.

Eligible Projects:

1. Land Acquisition.
2. Demolition or Removal of Structures.
3. Improvements of Public Infrastructure
4. Assemblage of Land for Development or Redevelopment
5. Connection of URA to Existing Infrastructure Outside the Area or District
6. Improvements Reducing, Preventing, Abating or Elimination Pollution.
7. Others as Allowable by MCA 7-15-4233 Please Describe:

Release of Funds:

- This is a reimbursement grant. Applicants will receive grant funding after the project is completed and all associated costs have been paid or a letter of credit to be collected on has been submitted to the City of Laurel.
- All paid invoices must be submitted at once after the project is completed
- Funds may only be released after approval from the Laurel City Council.
- In all cases, the decision of the Council is final.

Application Review Process:

This is a competitive Grant. Applications will be reviewed on a case to case basis by the Grant Committee.

- A. **Required.** The applicant shall submit to the Planning Director or designee for review and recommendation an application for large grant funds which conforms to the requirements stated in this document.
- B. **Application Submittal.** Complete and sufficient applications shall be made to the Planning Office on or before 3:00 pm on May 1st 2017. The application form is provided in appendix A of this document. The application shall be accompanied by the review fee of \$300.00
- C. **Review of Application.** Within fifteen working days, the Grant Review Committee will meet to review the applications. If the application is complete and sufficient the applicant shall be notified of the scheduled date the application will be considered on the LURA agenda.
- D. **Staff Review.** The Planning Director shall review the application submittal and create a staff report outlining compliance with the program. The report may include a list of concerns, conditions or recommendations. The report will be sent to the Grant Review Committee 1 week prior to the scheduled meeting. The Grant Review Committee will make a recommendation to LURA and a recommendation for funding shall be made at a regularly scheduled LURA meeting. The Planning Director shall also provide notice of the recommendation in the Laurel Outlook not less than 7 days prior to the scheduled meeting. The notice shall include a brief project description, location, and recommended funding amount.
- E. **LURA and Governing Body Action.** LURA will forward a recommendation to the City Council for approval. LURA may choose to delay action for 30 days if more information is requested. Once a recommendation has been made City staff will place the item on an available agenda to be considered by the City Council. LURA's recommendation may include conditions of approval. The applicant or an agent must be present at the LURA and City Council meeting at which the application is considered.
- F. **Operational Businesses.** Businesses must be open and operational prior to receiving any match funds. Applicants must also attend a LURA meeting before receiving any and all funds to update the Board on project status.
- G. **Fiscal Year.** Funds must be requested within the fiscal year, July 1st- June 30th, of award unless applicant requests an extension in writing from the LURA board that is approved, otherwise all grant award money is forfeited.
- H. **Extension.** An extension may only be applied for if the project awarded is more than 50% complete. A maximum of six months can only be granted in the event an extension is requested.
- I. **Re-applying applicants.** Awarded applicants and/or projects must be complete prior to a subsequent application request.

Laurel Urban Renewal Agency

Large Grant Request Program

Applications are due May 1st 2017 by 3:00PM

Name of Applicant:

Phone Number:

Address of Property:

Name of Business:

Is the project located within the TIFD (see attached map):

-if no, please describe how the project provides connection of the district to existing infrastructure outside the district:

Please Circle the Category of the Project:

- Land Acquisition
- Demolition or Removal of Structures
- Improvements of Public Infrastructure
- Connection of URA to existing infrastructure outside the Area or District
- Improvements reducing, preventing, abating or eliminating pollution.
- Other as Allowable by MCA 7-15-4233 Please Describe:

Description of How This Project Aligns with the Goals of LURA and the Urban Renewal Plan:

Detailed Description of Project:

(Plans, drawings, pictures, timeframe of completion and any other supporting materials should be submitted)

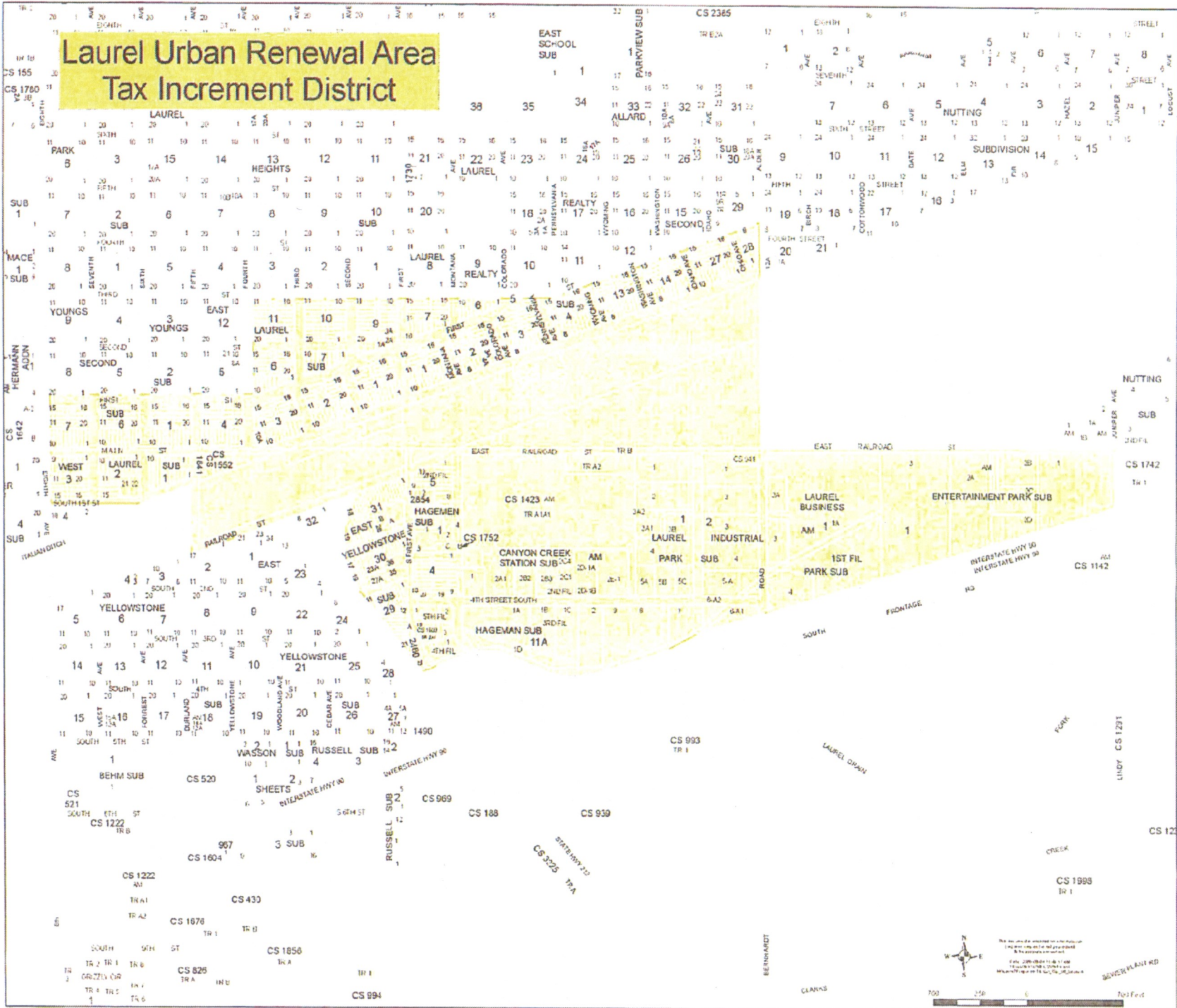
Detailed Budget of Project


(Please demonstrate a 1:1 Match and provide a detailed list of all costs associated with the project. If more space is needed please use additional sheets):

Total Funds Requested of LURA: \$

Please provide how this project will comply with the Downtown Overlay District, SE 4th District, or Entryway Zoning District including façade, sign, landscape, and site plan requirements.

Laurel Urban Renewal Area Tax Increment District




 No portion of the map is to be used for any purpose not intended by the City of Laurel, Maryland.
 Date: 12/15/2011
 Prepared by: City of Laurel, Maryland
 Map of the Laurel Urban Renewal Area Tax Increment District

700 350 0 Feet