

RESOLUTION NO. R18-72

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE RELEASE OF FUNDS FROM THE TAX INCREMENT FINANCING DISTRICT FUND FROM THE TECHNICAL ASSISTANCE AND FACADE GRANT PROGRAMS TO IMPROVE PROPERTY LOCATED WITHIN THE CITY OF LAUREL'S TAX INCREMENT IMPROVEMENT DISTRICT.

WHEREAS, the City of Laurel created a Technical Assistance Grant Request Program and a Façade Improvement Grant Program both proposed by the Laurel Urban Renewal Agency (LURA); and

WHEREAS, Property Owners, Todd and Debi Meling, submitted the attached LURA Grant Request Program Application for the Property owned and located within the Tax Increment Improvement District;

WHEREAS, the LURA Board reviewed the application and recommended approval for the funding requests during September 2018;

WHEREAS, the applications were complete, the proposed projects eligible for grant assistance and LURA recommended funding of the same; and

WHEREAS, the total grant amounts that exceed \$5000 must be approved by the City Council pursuant to the Grant Program Regulations; and

WHEREAS, the property owner received previous grants and his total grant award will exceed \$5000, requiring City Council approval pursuant to the Grant Program Regulations; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that Todd and Debi Meling are awarded grants totaling \$6,390 from the City's Tax Increment Financing District Fund for technical assistance and façade improvements for their property located within the City's Tax Increment Financing District; and

BE IT FURTHER RESOLVED, the Mayor, CAO, and City Clerk Treasurer are authorized to utilize the appropriately designated accounts to pay the remaining grants upon submission of the required documentation from the Property Owners.

Introduced at a regular meeting of the City Council on October 2, 2018, by Council Member Herr.

PASSED and APPROVED by the City Council of the City of Laurel this 2nd day of October 2018

APPROVED by the Mayor this 2nd day of October 2018.

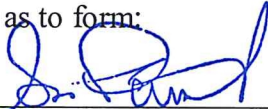
CITY OF LAUREL


Thomas C. Nelson, Mayor

ATTEST:


Bethany Langve, Clerk-Treasurer, Clerk-Treasurer

Approved as to form:


Sam Painter, Civil City Attorney

CITY HALL
115 W. 1ST ST.
PUB. WORKS: 628-4796
WATER OFC.: 628-7431
COURT: 628-1964
FAX 628-2241

City Of Laurel

P.O. Box 10
Laurel, Montana 59044



Office of the Director of Public
Works

September 18, 2018

Matt Lurker, CAO

Re. Technical Assistance Grant for Todd and Debi Meling (Lazy 8 Properties)

Matt,

Last fall Todd Meling turned in a grant request for help to convert the Gene's Pharmacy Building into a usable space for future business ventures. The previous planner tried to present it to the LURA Committee but they did not have a quorum at their September meeting. Emails were exchanged to approve the grant request by four of five voting members of the LURA Committee. The previous planner then email the Melings and informed them their grant request was approved and to proceed with hiring A&E Architecture.

I have found that this award should have been taken to City Council for their approval as the total award is above the \$5,000.00 threshold granted by the City Council in the Technical Assistance Policy of resolution R10-112. A partial payment of \$3,611.25 has already been made to A&E Architecture last November and now they would like the balance paid. The total grant award is for \$6,390.00

Total Award	\$6,390.00
November 2017 Payment	<u>(\$3,611.25)</u>
Balance due	\$2,778.75

The City has received design drawings that A&E Architecture completed for this grant which is proof of work product as conditions of grant funds being distributed. I would like to have this issue resolved by forwarding the grant request to the City Council for final approval prior to anymore payments being issued.

Sincerely,

Kurt Markegard

Attached; Invoices for A&E



608 N. 29th St. | Billings, MT 59101
 406.248.2633
 aearchitects.com

BILLINGS | BOZEMAN | MISSOULA
 TIN: 81-0468180

Todd and Debi Meling
 233 27th Ave. W
 Laurel, MT 59044

Invoice number 1710601
 Date 11/14/2017

Project 17106.00 Meling - Laurel Remodel LURA
 Facade

Email to melingcrew@live.com, toddm@acemt.com
 Billed through November 8, 2017

Professional Fees

	Date	Hours	Rate	Billed Amount
Benjamin R. Lombardozzi				
	08/30/2017	0.50	90.00	45.00
	09/14/2017	0.50	90.00	45.00
	09/20/2017	0.25	90.00	22.50
	09/27/2017	1.00	90.00	90.00
	10/03/2017	1.00	90.00	90.00
	10/04/2017	1.50	90.00	135.00
	10/05/2017	5.00	90.00	450.00
	10/06/2017	4.50	90.00	405.00
	10/09/2017	5.00	90.00	450.00
	10/17/2017	0.50	90.00	45.00
	10/18/2017	1.00	90.00	90.00
	10/20/2017	0.50	90.00	45.00
	10/23/2017	4.00	90.00	360.00
	10/26/2017	0.50	90.00	45.00
	10/27/2017	0.50	90.00	45.00
	11/01/2017	1.00	90.00	90.00
	11/06/2017	2.00	90.00	180.00
	11/08/2017	6.00	90.00	540.00
	Subtotal	35.25		3,172.50
James Kordonowy				
	10/19/2017	1.00	135.00	135.00
<i>coffee bar/retail design w/ Ben</i>				
William DuBeau				
	08/30/2017	0.75	135.00	101.25
	09/20/2017	0.50	135.00	67.50
	10/02/2017	0.50	135.00	67.50
	10/04/2017	0.50	135.00	67.50
	Subtotal	2.25		303.75
Professional Fees subtotal		38.50		3,611.25
			Invoice total	3,611.25



608 N. 29th St. | Billings, MT 59101
 406.248.2633
 aearchitects.com

BILLINGS | BOZEMAN | MISSOULA
 TIN: 81-0468180

Todd and Debi Meling
 Project 17106.00 Meling - Laurel Remodel LURA Facade

Invoice number 1710601
 Date 11/14/2017

Invoice Summary

Description	Prior Billed	Total Billed	Current Billed
TECHNICAL DESIGN ASSISTANCE	0.00	3,611.25	3,611.25
PRINTING	0.00	0.00	0.00
Total	0.00	3,611.25	3,611.25

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
1710601	11/14/2017	3,611.25	3,611.25				
	Total	3,611.25	3,611.25	0.00	0.00	0.00	0.00

Thank you.



608 N. 29th St. | Billings, MT 59101
 406.248.2633
 aearchitects.com

BILLINGS | BOZEMAN | MISSOULA
 TIN: 81-0468180

Todd and Debi Meling
 233 27th Ave. W
 Laurel, MT 59044

Invoice number 17106102
 Date 12/08/2017

Project 17106.00 Meling - Laurel Remodel LURA
 Facade

Billed through November 30, 2017

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
TECHNICAL DESIGN ASSISTANCE	4,230.00	100.00	4,230.00	3,611.25	618.75
FACADE IMPROVEMENT	2,160.00	0.00	0.00	0.00	0.00
Total	6,390.00	66.20	4,230.00	3,611.25	618.75

Invoice total 618.75

Invoice Summary

Description	Prior Billed	Total Billed	Current Billed
TECHNICAL DESIGN ASSISTANCE	3,611.25	4,230.00	618.75
FACADE IMPROVEMENT	0.00	0.00	0.00
REIMBURSABLE EXPENSES			
PRINTING	0.00	0.00	0.00
Total	3,611.25	4,230.00	618.75

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
17106102	12/08/2017	618.75	618.75				
	Total	618.75	618.75	0.00	0.00	0.00	0.00

Thank you.

124 N 29th Street, Suite 100
 Billings, MT 59101
 406.248.2833

Statement date: 8/27/2018

Create Impact.

Todd and Debi Meling
 233 27th Ave. W
 Laurel, MT 59044

We've moved! Please note our new address. Prompt payment of past due invoices or communication with our office to resolve would be greatly appreciated. Thank you!

Invoice Number	Invoice Date	Amount
17106102	12/8/2017	618.75
1710603	1/16/2018	2,160.00
Client Outstanding		2,778.75

Todd and Debi Meling
17106.00 Meling - Laurel Remodel LURA Facade

Todd and Debi Meling					
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days
2,778.75	0.00	0.00	0.00	0.00	2,778.75
					Prepayment
					0.00

**LAUREL URBAN RENEWAL AGENCY (LURA)
Technical Assistance Project
Application**

Date 2017-8-26
Name of Applicant Lazy 8 Properties, LLC, Todd and Debi Meling
Mailing Address 233 27th Ave W, Laurel, MT 59044
Telephone(s) 406-698-0543 (Todd), 406-672-3824 (Debi)

Proposed project site 111 E Main, Laurel, MT 59044
Business (es) operating at this address Intended for Lease to businesses. Was Gene's Pharmacy

Type of project:

Façade (eligible for up to 30 hours of technical assistance)
 Other (eligible for up to 50 hours of technical assistance)

Please describe the proposed project _____

Facade renewal including brick and stone renewal, windows, signage and awning modifications, lighting, as well as interior ADA upgrades for rest rooms and interior material and color recommendations including flooring, ceilings and walls.

What type of Technical Assistance are you requesting? Please explain.

Requesting Technical assistance from an architect for historic facade renewal including brick and stone renewal, windows, signage and awning modifications, lighting, as well as interior ADA upgrades for rest rooms and interior material and color recommendations including flooring, ceilings and walls.

How will this project support the goals of LURA's and Laurel City Council?

The project will include primarily exterior upgrades to beautify the exterior of this historic structure. We believe these efforts will support the vision of the LURA and LCC to enhance and beautify Laurel's historic downtown fabric.

What is your time frame for completion of Technical Assistance?

September -October of 2017.

Are you currently working with a design firm?

NO _____
YES (Please specify) A&E Architects

(If necessary, use additional pages and attach to application)

Todd A. Melung

Applicant(s) Signature(s)

Todd A. Melung

Property Owner(s) Signature(s)

For Office Use Only

Date received _____

Date approved _____

Assigned to _____

08/20/2010



September 14, 2017

Todd & Debi Meling
233 27th Ave W.
Laurel, MT 59044

Re: Laurel Remodel – Façade & Renovation Technical Assistance

Dear Todd & Debi,

A&E is pleased to submit our proposal for Façade & Renovation Technical Assistance for your downtown Laurel property. This technical assistance study is intended to help you analyze the potential of this project as it relates to the exterior façade, explore three-dimensional exterior concepts / design ideas and to confirm floor plan layouts, along with any color or material selections. Being in a Historic District and as a past member of the Yellowstone Historic Preservation, myself and A&E Architects are well versed in the requirements of these important historic structures and of the fiber they add to downtowns across Montana.

This proposal is based on our understanding of the scope and project intent based on our meetings in August & September, 2017.

Attached you will find the fee proposal breakdown. Please let me know if you have any questions. We look forward to working with both of you on your exciting venture.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Bill DuBeau'.

Bill DuBeau, AIA
Principal



ARCHITECTS

FEE PROPOSAL

Maling - Laurel Remodel LURA Façade

September 14th, 2017

FEE PROPOSAL

Attachment A

17106.00

Architectural Services

	Hours	Rate	Design Services	Comments
Facade Improvement Technical Assistance	24	\$90.00	\$ 2,160	
Other Renovations Technical Assistance	47	\$90.00	\$ 4,230	
Total Architectural Services				
			\$ 6,390	

Reimbursable Expenses

None

TOTAL FEE A&E \$ 6,390

Noel Eaton

From: Noel Eaton
Sent: Monday, September 18, 2017 4:25 PM
To: Judy Goldsby (msinmontana@yahoo.com); don@dynamicpromoproducts.com; Dean Rankin (deanrankin9@gmail.com); deanrankin@charter.net; mardie4@gmail.com; Mardie@covertcleaning.com; dan@danieljklein.com
Cc: Heidi Jensen
Subject: LURA Vote
Attachments: Technical Assistance Grant - Meling.pdf; doc01627720170918162649.pdf

Hi All,

There was not a quorum at today's meeting. I have a technical assistance grant from Todd and Debi Meling for Genes Pharmacy. The Meling's were looking for a decision today from the board to get started on fall projects. If the board would like to take an electronic vote for the Meling's application they can lock in their contract with A & E. I have attached A & E's scope of work and price of service. As you can see the Meling's have applied for \$6,390 this would be broken into amounts up to \$2,400 for façade improvements assistance and \$4,000 for other work within the building such as ADA compliance and updated interior based on renter.

The vote does not need to go on to Council as the amount is in two instalments less than \$5,000

Please email me if you have any questions.

Noel Eaton
City Planner
Phone: 406-628-4796 Ext.5
Fax: 406-628-2241
City Of Laurel
115 W. 1st St.
Laurel, MT 59044