

RESOLUTION NO. R19-42

A RESOLUTION OF THE CITY COUNCIL APPROVING THE PROPOSED GENERAL SMALL GRANT PROGRAM AS REQUESTED BY THE LAUREL URBAN RENEWAL AGENCY.

WHEREAS, the City Council created the Laurel Urban Renewal Agency (LURA) pursuant to Ordinance No. 08-09 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 LURA Board is requesting and recommending that the City Council create an additional grant program to be known as the General Small Grant Program to allow the use of tax increment funds, on an availability basis, as further described in the attached Program Description and Application Process; and

WHEREAS, the City Council has reviewed the attached Program Description and Application Process and finds it 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 attached General Small Grant Program is hereby approved.

Introduced at a regular meeting of the City Council on August 20, 2019 by Council Member Mountsier.

PASSED and APPROVED by the City Council of the City of Laurel this 20th day of August 2019.

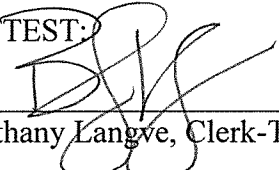
APPROVED by the Mayor this 20th day of August 2019.

CITY OF LAUREL



Thomas C Nelson, Mayor

ATTEST:



Bethany Langve, Clerk-Treasurer

Approved as to form:



Sam Painter, Legal Counsel

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WATER OFC.: 628-7431
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City Of Laurel

P.O. Box 10
Laurel, Montana 59044



Office of the City Planner

6/19/2019

Regarding the Establishment of a General Small Grant Program under the Laurel Urban Renewal Agency

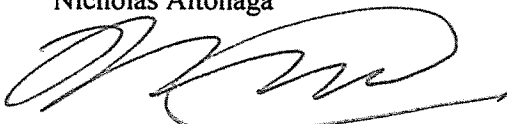
Mr. Mayor and City Council Members,

Laurel Urban Renewal Agency board members and city staff have discussed the establishment of a Small Grant Program since the Fall of 2018. There is an identified need for smaller-scale grants for residents, property owners, and business owners that could be utilized for the types of projects that are eligible under the Large Grant program. Currently eligible projects under the Large Grant Program include but are not limited to:

Demolition/Abatement of Structures	Sidewalks, Curbs, Gutters
Green space and water ways	Crosswalks
Improvement of Pedestrian Areas	Structural Repair
Street & Alley Surface Improvements	Public Utilities
Energy Efficiency Improvements	Intersection signals
Off Street Parking for Public Use	Pollution Reduction
Historical Restorations	Bridges and Walkways

This general Small Grant Program would provide funding for projects up to \$5,000 in scale and be subject to approval by the LURA Board and the City Mayor. The City Planner and the LURA Board would review, discuss, and approve projects according to the review criteria identified in the LURA Grant Program Information packet. The City Planner will work with the City Clerk-Treasurer to establish the viability of this program within the established budget. Thank you for your consideration on this matter.

Nicholas Altonaga



City Planner



Laurel Urban Renewal Agency

General Small Grant Program
8/16/19

Purpose:

To provide funding support to residents, property owners, and business owners for small-scale improvement, development, and restoration projects on properties within the Laurel Tax Increment Finance District.

Funding:

The general small grant program provides funding for up to \$5,000 to individual eligible projects. Any project over \$5,000 shall be referred to the Laurel City Council for review under the Large Grant Program. Funding Availability for the general Small Grant Program shall be determined by the City Planner and City Clerk-Treasurer on an annual basis.

Applicants are reminded that grant awards made by the LURA Board are discretionary in nature and should not be considered an entitlement by the applicant. All grant criteria contained herein are guidelines for awards and successful applicants may receive any amount up to the maximum award. Should an application meet all grant criteria, a grant may or may not be awarded at committee or staff discretion due to funding limitations, competing applicants, and/or competing priorities.

Application Process:

1. Contact the Planning Department for program details, application form, and information packet.
2. Prepare and submit a grant application for a chosen project to the Planning Department.
3. Grant applications are placed on the next available LURA Board meeting agenda.
4. LURA Board meets to review, discuss, and approve, conditionally approve, or deny applications.
5. Applicants are notified of application status.
6. Applicant submits invoices with proof of payment to Planning Department.
7. City staff process invoices and applications for final approval and reimbursement of funds.

The General Small Grant Program is open to current residents, property owners, business owners, and developers within the TIF District. The Committee shall review applications on a first come, first serve basis for the duration of funding availability. Projects that are approved by the LURA Board membership shall be processed by the City Planner and subject to final review, approval, and reimbursement by the Office of the City Clerk. Applications that are denied by the Committee may be re-submitted the following funding cycle.

Applicants to the General Small Grant Program shall be ineligible for a Large Grant within the same fiscal year. Applicants are eligible for up to \$5,000 per project on a biennial basis. Any applicant with a pending application to the Large Grant Program shall be ineligible for the General Small Grant Program. Please ensure that your application and supporting documents are complete. The LURA Board shall not

review incomplete applications. Please contact the Laurel City Planner for questions on the program and to receive grant information and application forms.

Eligible Projects (MCA 7-15-4288):

- Demolition/Abatement of Structure for Removal of Blight
- Sidewalks, Curbs, Gutters
- Public Utilities
- Intersection Signals & HAWK Crossing
- Street & Alley Surface Improvements
- Crosswalks
- Green Space & Water Ways
- Improvement of Pedestrian Areas
- Historical Restorations
- Off Street Parking for Public Use
- Bridges & Walkways
- Pollution Reduction
- Structural Repair
- Energy Efficiency Improvements

Conflict of Interest Policy:

The intent of the General Small Grant Program is to provide assistance to those who would not normally have access to certain professional services who, because of cost, are unable to obtain project improvement assistance. Participating applicants and contractors are ineligible to receive Small grant funding for projects in which the firm, firm owners, employees, or members of their immediate family have a financial or ownership interest. This policy is in effect for the duration of the grant assignment only and does not prohibit a participating professional's involvement in the future.

Planning Department:

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