

**RESOLUTION NO. R21-58**

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE  
AWARD OF A GRANT TO LAUREL AUTO CLINIC FROM THE TAX INCREMENT  
FINANCING DISTRICT FUNDS PURSUANT TO THE LURA LARGE GRANT  
REQUEST PROGRAM.**

WHEREAS, the City of Laurel approved a Large Grant Request Program proposed by the Laurel Urban Renewal Agency (LURA) through Resolution No. R15-08; and

WHEREAS, a number of property owners prepared and submitted applications seeking grant funding through the Large Grant Request Program for their respective projects; and

WHEREAS, as provided in the Meeting Minutes (attached hereto and incorporated herein), the LURA Board reviewed and considered all of the applications submitted and recommends the City Council's approval and award of a large grant to Carl Jones -Laurel Auto Clinic in the amount of \$75,894.00.

WHEREAS, the applicant, application and project are eligible for grant assistance and LURA recommends approval and funding of the same in the amount provided herein.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that Carl Jones -Laurel Auto Clinic is hereby approved for a large grant pursuant to the Large Grant Request Program in the amount of \$75,894.00 to be paid from the City's Large Grant Request Program, Tax Increment Financing District Fund.

Introduced at a regular meeting of the City Council on July 27, 2021, by Council Member Sparks.

PASSED and APPROVED by the City Council of the City of Laurel this 27<sup>th</sup> day of July 2021.

APPROVED by the Mayor this 27<sup>th</sup> day of July 2021.

CITY OF LAUREL

\_\_\_\_\_  
Thomas C. Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Bethany Langve, Clerk-Treasurer, Clerk-Treasurer

Approved as to form:

\_\_\_\_\_  
Sam Painter, Civil City Attorney

LURA Large Grants 2021								Funding Avail:	
Applicant	Project	Application Date	Start Date	Completion Date	Initial Requested Amount	Working Amount 1 (50%)	LURA Working Amount	LURA Awarded Amount	City Council Awarded Amount
Carl Jones	Laurel Auto Clinic - abatement and demolition of existing residence on the property. Mmove and construct bathrooms into the automotive shop and redesign the waiting room and office area	4/15/2021	3/1/2021	12/31/2021	\$ 228,250.00	\$ 114,125.00	\$ 75,893.13	\$ 75,894.00	
Don Smarsh	Dynamic Designs - Roof Replacement, Back parking lot replacement, installation of handicap ramp and door at front of building	5/24/2021	3/1/2021	11/1/2021	\$ 46,415.89	\$ 23,207.95	\$ 23,207.95	\$ 23,208.00	
Daniel Nease	Emerald HVAC - Removal and replacement of sewer piping and install new liner, involving interior and exterior excavation	5/27/2021	7/1/2021	12/31/2021	\$ 12,950.00	\$ 6,475.00	\$ 6,475.00	\$ 6,475.00	
Eric Harkins	Laurel Ford - Repair and Replace shop insulation, replace and upgrade asphalt surfacing of lot and landscaping, remove and replace flooring in customer kitchen/lounge area, install EV Charging stations at front parking area	5/28/2021	10/1/2021	9/1/2021	\$ 438,591.77	\$ 219,295.89	\$ 145,831.76	\$ 145,832.00	
Marvin Carter	Fraternal Order of Eagles - Remodel the back bar area including cooler, new shelves, mirros, electrical system, plumbing, ceiling and floor replacement, painting and carpentry	5/14/2021	7/1/2021	10/1/2021	\$ 23,280.00	\$ 11,640.00	\$ 11,640.00	\$ 11,640.00	
Nadine Horning	Rapid Tire - Beautify the corner of West Railroad st and S. 1st Ave, Landscape lawn and weeds, add plants and trees, install cement slab seating for pedestrians	6/1/2021	6/1/2021	11/1/2021	\$ 23,809.00	\$ 11,904.50	\$ 11,904.50	\$ 11,905.00	
<b>Total:</b>					<b>\$ 773,296.66</b>	<b>\$ 386,648.33</b>	<b>\$ 274,952.33</b>	<b>\$ 274,954.00</b>	<b>\$ -</b>



**MINUTES  
CITY OF LAUREL  
LAUREL URBAN RENEWAL AGENCY  
MONDAY, JUNE 21, 2021  
11:00 AM  
CITY COUNCIL CHAMBERS**

**Public Input:** *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

1. Roll Call

The Planning Director called the Meeting to order at 11:02AM.

Mardie Spalinger  
Janice Lehman  
Daniel Klein  
Michelle DuBois  
Don Smarsh  
Nick (City of Laurel)  
Linda Frickel (arrived at 11:05)

Dianne Lehme (BSEDA)  
Richard Herr  
Marvin Carter

**General Items**

2. Approve Meeting Minutes: April 19, 2021

Members Reviewed the minutes from April 19, 2021.

Don Motioned to approve the Minutes from the meeting on April 19, 2021.  
Mardie Seconded.  
Motion Carried.

**New Business**

Nick presented a brief overview of the grants. Discussed the grant for High Plains Brewing and his recommendation for inclusion.

Daniel motioned to remove the grant application for High Plains Brewing from consideration.  
Mardie Seconded.  
Motion Carried.

Nick presented the Large Grants and his recommended amounts of approval. Members discussed the length of time for the grants and eligibility.

Daniel asked Don whether he would be okay with holding off on approval on the grant for Dynamic Designs as he is a voting member and recusal would negate the quorum of the meeting.

Could we hold an additional meeting to amend the Large Grants to include Dynamic Designs?  
The Applicant approved of waiting until a full meeting of the LURA Board to have his grant approved.

Members asked if there are options for providing options for attending digitally (via Zoom or otherwise)

3. Large Grant Application: Laurel Auto Clinic

Members reviewed the grant request and the spreadsheet.

Daniel Motioned to approve the Large Grant Application for Laurel Auto Clinic totaling \$75,894.00.

Don Seconded.

Motion Carried.

4. Large Grant Application: Fraternal Order of Eagles

Members reviewed the grant request and the spreadsheet.

Discussion of the grant with the Applicant Marvin Carter on timeline and contractors.

Hope to get it started after the Fourth of July holiday.

Mardie said that the Eagles have done good work on the outside.

Marvin Carter said that the internal ceilings need to be fixed. There are a couple of ceilings that need replacing and improving. This grant would assist with that work.

Mardie Motioned to approve the Large Grant Application for the Fraternal Order of Eagles for \$11,640.

Daniel Seconded.

Motion Carried.

5. Large Grant Application: Laurel Ford

Members reviewed the grant request and the spreadsheet.

Discussion of Electric Chargers and if they are allowable.

Nick treated them as Energy Efficiency and Infrastructure improvements.

Discussion of site ownership and leasing for receiving grant funds.

Nick provided additional information on who is eligible to receive funds.

Daniel Motioned to approve the Large Grant Application for Laurel Ford totaling \$145,832.00.

Don Seconded.

Motion Carried.

5. Large Grant Application: Rapid Tire

Members reviewed the grant request and the spreadsheet.

Members discussed that the Rapid Tire Grant fits the need for the district, landscaping, site work, and blight removal. This grant will make a big difference in aesthetics.

Mardie Motioned to approve the Large Grant Application for Rapid Tire totaling \$11,905.00.  
Don Seconded.  
Motion Carried.

Members discussed the Railroad Overpass. Is the State done with the restoration work on the sidewalls?  
The Stucco work?

The project appears to be completed at this time. It was meant to strengthen the walls and structurally improve it.

7. Large Grant Application: Emerald HVAC

Members reviewed the grant request and the spreadsheet.

Don Motioned to approve the Large Grant Application for Emerald HVAC totaling \$6,450.00.  
Mardie Seconded.  
Motion Carried.

8. Large Grant Application: Dynamic Designs

Daniel suggested Tabling the application for Dynamic Designs until a proper quorum can be convened.

The Members agreed.

The Large Grant Application for Dynamic Designs has been tabled until the proposed meeting on June 28<sup>th</sup>.

9. Large Grant Application: High Plains Brewing

Members removed the Large Grant Application for High Plains Brewing from consideration. The applicant has been notified that he will be able to re-apply during the next large grant cycle.

**Old Business**  
**Other Items**

Dianne Lehme of BSEDA was present. She suggested having Laurel consider the ARPA funding that is coming out. This is specifically for Water and Sewer Projects. TIFs and TEDD districts are eligible to receive funding. They do not require specific matching funds but they would prefer to see it. The applications are not as detailed as other ones are. The Largest amount able to be requested is \$25 million. Eligible projects include drainage systems and storm water.

Nick remarked that they have been working with KLJ to come up with projects.

Richard Herr said it would be important to look westward by the interchange and to expand westward.

The City could apply for multiple projects (WL Interchange, TIF District, etc.)

This funding is also able to be matched with Federal dollars (NOT a normal situation).

Nick mentioned that the City is also looking at other funding sources such as Coal Board in order to get projects done.

The Coal Board was recently reorganized and may look at Laurel and Yellowstone County differently.

Members discussed possible eligibility of projects and how the Ditch improvement would Richard suggested appointing a Vice Chair. Nick placed the item on the agenda for June 28<sup>th</sup>.

#### **Announcements**

##### 10. Adjourn

The next meeting is scheduled for June 28, 2021.

Mardie Motioned to Adjourn.

Daniel Seconded.

Meeting Adjourned at 12:20pm.

##### 11. Next Meeting: July 19, 2021

**The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.**

#### **DATES TO REMEMBER**



**AGENDA  
CITY OF LAUREL  
LAUREL URBAN RENEWAL AGENCY  
MONDAY, JUNE 28, 2021  
11:00 AM  
CITY COUNCIL CHAMBERS**

**Public Input:** *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

1. Roll Call

The Chair Called the meeting to order at 11:00am

Mardie Spalinger,  
Janice Lehman  
Dennis Eaton  
Don Smarsh  
Judy Goldsby  
Nick Altonaga (City of Laurel)

**General Items**

2. Approve Meeting Minutes: June 21, 2021

Don Motioned to approve the meeting minutes from June 21, 2021.  
Mardie Seconded.  
Motion Carried.

3. Large Grant Program 2021 - Amendments

Nick presented the outstanding grant application for Dynamic Designs (\$23,208.00).

Don has been working with Kurt Markegard with Public Works getting the encroachment permit completed for the handicap ramp. It has been a long process due to getting all the information together from the different contractors. KM has provided all the requirements. The roof is so bad that it cannot be patched. Needs a full replacement. Will be done by US Roof. Concrete work to be done by MKM. Drainage, and rear work is important to not have flooding when it rains. Door to be done by Associated Glass.

Mardie motioned to approve the Large Grant Application for Dynamic Designs totaling \$23,208.00.  
Dennis Seconded.  
Motion Carried.

**New Business**

3. LURA Small Grant: Main St. Perk Sign Grant

Nick presented the

Don Motioned to approve the Sign Grant for Main Street Perk totaling \$445.00.

Mardie Seconded.  
Motion Carried.

4. LURA Small Grant: The Front Porch

Mardie Motioned to approve the General Small Grant Application for the Front Porch totaling \$2,448.51.

Don Seconded.  
Motion Carried.

5. LURA Small Grant: Laurel Ford Sign Grant

Members reviewed and discussed the sign grant for Laurel Ford. Nick provided information about the Large Grant that was approved last week and this request. They are separate requests, with this not having been duplicated.

Don Motioned to approve the Sign Grant for Laurel Ford totaling \$3,000.

Dennis Seconded.  
Motion Carried.

**Old Business**

Discussion of ARPA funding, and other projects.

Dennis provided some information on the issues on the South Side. There is no drainage at all. Speed from truck traffic has been a big issue, as well as speed along those streets. Points discussed included:

- Street Widening and citizen pushback.
- Drainage within the whole area.
- Parking concerns.
- Industrial traffic from CHS refinery.
- Speed from industrial traffic and other visitors

Members discussed:

- Discussion of ARPA funds and the different rounds of funding available.
- Difficulties with procuring engineers and construction companies.
- Do we know who have applied for grants?
- Other grants available from Coal Board and others.
- Need to have more training and certification programs ready for people.

**Other Items**

Don brought up what limits we should place on applicants? A limit on requested amounts?

How do we weigh the application and requested amounts?

Nick asked if we should cap the lifetime amount someone can award? Or if we should cap the amount of funds being applied for?



Dennis asked whether we SHOULD tie LURA funds to the incremental amounts paid into the district?

Dennis – Everybody gets some. Should we have a system to better consider projects?

The smaller, regular businesses should have a priority over the larger conglomerates who have money to spend.

Public-facing improvements. (Entrance, façade, public spaces, etc.)

Don mentioned that he has had conversations with people to open new businesses (restaurant, brewery, etc.) and didn't know where to start. He has mentioned LURA to them as a way to get help with start-up costs and other major costs.

### **Announcements**

Chair adjourned the meeting at 12:01pm.

**Next Meeting: July 19, 2021**

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### **DATES TO REMEMBER**



**LAUREL URBAN RENEWAL AGENCY (LURA)**

Control No. 20-0220-113212

OFFICE USE ONLY <b>RECEIVED</b> APR 15 2021 BY: <i>[Signature]</i>	
LURA REVIEW	DATE 6/21/21
PLANNER REVIEW	DATE
CITY COUNCIL	DATE

**Grant Application**

- Small Grant (up to \$5,000)
- Technical Assistance Grant
- Façade Grant
- Signage and Awning Grant (Up to \$3,000)
- Large Grant (Greater than \$5,000)

Applicant Name (Last, First Middle) <b>Jones, Carl Levi</b>		Applicant Phone <b>(406) 628 - 1299</b>
Applicant Mailing Address (Street, City, State Zip) <b>619 E Main Street, Laurel, 59044</b>		Applicant E-Mail Address <b>laurelautoclinic@gmail.com</b>
Business Name <b>Laurel Auto Clinic</b>		Laurel Business License Number <b>1967</b>
Business Physical Address (Street, City, State Zip) <b>619 E Main Street, Laurel, 59044</b>		Business Phone <b>(406) 628 - 1299</b>
Business Activities (i.e. retail, office, etc.) <b>Automotive Repair</b>		
Business Owner Name (Last, First Middle) <input checked="" type="checkbox"/> Same as Applicant		Business Owner Phone <b>( ) -</b>
Business Owner Mailing Address (Street, City, State Zip)		Business Owner E-Mail Address
Building Frontage (building length along a public street) <b>107</b> feet	Building Height (number of stories defined by current code) <b>20</b> feet <b>1</b> stories	Historical District Building <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date Approved <b>/ /</b>
Property Legal Description (i.e. assessor parcel number) <b>LAUREL REALTY SECOND SUBD, S09, T02 S, R24 E, BLOCK 14, Lot 1 - 4</b>		
Property Legal Owner and Contact Information <b>GOLDSBY, JUDITH ANN CB Contract Buyer</b>		

I certify under penalty of law, that the information provided herein is true, accurate and complete to the best of my knowledge. I understand that submitting an application does not guarantee a grant will be awarded, and that grant awards are at the discretion of the LURA board. Additionally, I verify that I have read and agree to abide by all applicable regulations under Title 20 of the Laurel Municipal Code as they apply to the LURA program. I am aware that a violation of these regulations shall result in the rejection of my application or disqualification from participating in the LURA grant program.

Applicant Signature <i>[Signature]</i>	Date (MM/DD/YYYY) <b>6/14/21</b>
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**INCOMPLETE APPLICATIONS SHALL BE RETURNED**

Application processing time is a minimum of 60 business days.

Return Completed Applications To:  
Laurel Urban Renewal Agency (LURA)  
ATTN: City Planner  
PO Box 10  
Laurel, MT 59044  
(406) 628-7431

Previous Applications (if any)	Date	Control No.	Approved
Technical Assistance Grant	3 / 19 / 2021		<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /		<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /		<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /		<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /		<input type="checkbox"/> Yes <input type="checkbox"/> No

Brief Description of Type of Business and Services Provided by Applicant.

Automotive Repair. Brakes, engine work, tune ups, transmission service, electrical diagnostics

Brief Description of Project.

Abatement and demolition of existing residence on the property. Move and construct bathrooms into the automotive shop and redesign the waiting room and office.

Brief Description of Project Time Line.

All construction should be complete in 2021. Specific timing dependent on contractors.

Explain how the project will support and/or improve the down town district.

Remove blight from existing residence. This is phase one of a two phase project that will eventually increase the amount of automotive bays available. The expansion of the business will allow us to serve more residents of Laurel, giving them options and availability to repair their vehicles. We will also be able to employ more people within the community once expansion is complete.

What type(s) of development and/or physical improvements are being considered?

Phase I will remove the old residence that is in disrepair. Phase I will also expand and improve the existing waiting room. We will install new windows in the building, and put in two restrooms that customers and employees can access. An office space for personnel will also be added.

Name and Address of Technical Assistance Firm.

Collaborative Design Architects  
2280 Grant Road, Suite C  
Billings, MT 59101

Name and Address of Contractor that will complete the work.

Jones Construction  
123 Regal St.  
Billings, MT 59101

Applicant Initials CD

What type of general <b>Small Grant</b> is needed?	MCA	LURA Funds Requested	Applicant Funds Committed
<input type="checkbox"/> Demolition/Abatement of Structure for Removal of Blight	7-15-4288(2)	\$ _____	\$ _____
<input type="checkbox"/> Sidewalks, Curbs, Gutters	7-15-4288(2)	\$ _____	\$ _____
<input type="checkbox"/> Public Utilities			
<input type="checkbox"/> Water, Wastewater, Storm Water	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Electrical, Natural Gas, Fiberoptic, Telecommunications	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Intersection Signals & HAWK Crossing	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Street & Alley Surface Improvements	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Crosswalks	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Green Space & Water Ways	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Improvement of Pedestrian Areas	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Historical Restorations	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Off Street Parking for Public Use	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Bridges & Walkways	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Pollution Reduction	7-15-4288(12)	\$ _____	\$ _____
<input type="checkbox"/> Structural Repair			
<input type="checkbox"/> Flooring		\$ _____	\$ _____
<input type="checkbox"/> Walls (interior)		\$ _____	\$ _____
<input type="checkbox"/> Roof, Ceiling		\$ _____	\$ _____
<input type="checkbox"/> Energy Efficiency Improvements			
<input type="checkbox"/> LED Lighting (interior)		\$ _____	\$ _____
<input type="checkbox"/> Insulation		\$ _____	\$ _____
<input type="checkbox"/> Programmable Thermostats		\$ _____	\$ _____
<input type="checkbox"/> Solar Panels and Systems		\$ _____	\$ _____
<b>TOTAL:</b>		\$ _____	\$ _____

What type of **Small Grant** is needed?

	Hours (up to 30 total)	LURA Funds Requested	Applicant Funds Committed
<input type="checkbox"/> <b>Technical Assistance</b>			
<input type="checkbox"/> Architectural/Design Fees	_____	\$____.____.____	\$____.____.____
<input type="checkbox"/> Landscape/Hardscape Design Fees	_____	\$____.____.____	\$____.____.____
<input type="checkbox"/> Feasibility Study Fees	_____	\$____.____.____	\$____.____.____
<input type="checkbox"/> Building Permit Fees	_____	\$____.____.____	\$____.____.____
<input type="checkbox"/> <b>Facade Grant</b>			
<input type="checkbox"/> Water Cleaning		\$____.____.____	\$____.____.____
<input type="checkbox"/> Prepping and Painting		\$____.____.____	\$____.____.____
<input type="checkbox"/> Window Replacement/Repair		\$____.____.____	\$____.____.____
<input type="checkbox"/> Door Replacement/Repair		\$____.____.____	\$____.____.____
<input type="checkbox"/> Entry Foyer Repairs		\$____.____.____	\$____.____.____
<input type="checkbox"/> Exterior Lighting		\$____.____.____	\$____.____.____
<input type="checkbox"/> Façade Restoration/Rehabilitation		\$____.____.____	\$____.____.____
<input type="checkbox"/> Landscape/Hardscape Improvements		\$____.____.____	\$____.____.____
<input type="checkbox"/> <b>Signage and Awning Grant</b>			
<input type="checkbox"/> Signage		\$____.____.____	\$____.____.____
<input type="checkbox"/> Awning		\$____.____.____	\$____.____.____
<b>TOTAL:</b>		\$____.____.____	\$____.____.____

What type of Large Grant is needed?

	MCA	LURA Funds Requested	Applicant Funds Committed
<input checked="" type="checkbox"/> Demolition/Abatement of Structure for Removal of Blight	7-15-4288(2)	\$ <u>21,670.00</u>	\$ <u>43,340.00</u>
<input type="checkbox"/> Sidewalks, Curbs, Gutters	7-15-4288(2)	\$ _____	\$ _____
<input checked="" type="checkbox"/> Public Utilities			
<input checked="" type="checkbox"/> Water, Wastewater, Storm Water	7-15-4288(4)	\$ <u>3,025.00</u>	\$ <u>6,050.00</u>
<input type="checkbox"/> Electrical, Natural Gas, Fiberoptic, Telecommunications	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Intersection Signals & HAWK Crossing	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Street & Alley Surface Improvements	7-15-4288( n4)	\$ _____	\$ _____
<input type="checkbox"/> Crosswalks	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Green Space & Water Ways	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Improvement of Pedestrian Areas	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Historical Restorations	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Off Street Parking for Public Use	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Bridges & Walkways	7-15-4288(4)	\$ _____	\$ _____
<input type="checkbox"/> Pollution Reduction	7-15-4288(12)	\$ _____	\$ _____
<input checked="" type="checkbox"/> Structural Repair			
<input checked="" type="checkbox"/> Flooring		\$ <u>89,430.00</u>	\$ <u>178,860.00</u>
<input checked="" type="checkbox"/> Walls (interior)		\$ _____	\$ _____
<input checked="" type="checkbox"/> Roof, Ceiling		\$ _____	\$ _____
<input type="checkbox"/> Energy Efficiency Improvements			
<input checked="" type="checkbox"/> LED Lighting (interior) Included in Structural Repair		\$ _____	\$ _____
<input checked="" type="checkbox"/> Insulation Included in Structural Repair		\$ _____	\$ _____
<input type="checkbox"/> Programmable Thermostats		\$ _____	\$ _____
<input type="checkbox"/> Solar Panels and Systems		\$ _____	\$ _____
<b>TOTAL:</b>		<b>\$ <u>114,125.00</u></b>	<b>\$ <u>228,250.00</u></b>

Application Checklist

- Application
- Copy of Laurel Business License
- Copy of Historical Building Verification form from Yellowstone County Historic Preservation Office
- Copy of Estimates or Paid Invoices from Applicant's Vendor (Work performed by the applicant, business owner, property owner, or employee shall not be accepted for any grant project.)
- Copy of Plans and Sketches (hand drawn will not be accepted)
- Copy of Supporting Documentation
- Photos (Before and After)
- Project Description
- Project Time Line

\*Submission of a W9 is required prior to reimbursement of grant funds\*

Applicant Initials CO

## Costs Broken out for Grant

	LURA Funds Requested	Applicant Funds Committed
<u>Demolition/Abatement of Structure for Removal of Blight</u>		
- Asbestos Survey	\$ 1,200.00	\$ 2,400.00
- Demolition of Residence	\$ 18,500.00	\$ 37,000.00
- Jones Construction Profit and Overhead 10%	\$ 1,970.00	\$ 3,940.00
<b>Sub Total</b>	<b>\$ 21,670.00</b>	<b>\$ 43,340.00</b>
 <u>Public Utilities</u>		
Water, Wastewater, Storm Water		
- Site Utilities (sewer line)	\$ 2,750.00	\$ 5,500.00
- Jones Construction Profit and Overhead 10%	\$ 275.00	\$ 550.00
<b>Sub Total</b>	<b>\$ 3,025.00</b>	<b>\$ 6,050.00</b>
 <u>Structural Repair</u>		
- Exterior Improvements	\$ 13,150.00	\$ 26,300.00
- Interior Improvements	\$ 39,050.00	\$ 78,100.00
- General Conditions & Labor	\$ 28,500.00	\$ 57,000.00
- Permits	\$ 600.00	\$ 1,200.00
- Jones Construction Profit and Overhead 10%	\$ 8,130.00	\$ 16,260.00
<b>Sub Total</b>	<b>\$ 89,430.00</b>	<b>\$ 178,860.00</b>
 <b>Grand Total</b>	 <b>\$ 114,125.00</b>	 <b>\$ 228,250.00</b>

# City of Laurel Business License

Fiscal Year July 1, 2020 to June 30, 2021

HAVING PAID THE SUM SHOWN BELOW TO THE CITY OF LAUREL IN ACCORDANCE WITH THE CITY LICENSE ORDINANCE, YOU ARE HEREBY LICENSED TO PERFORM THE BUSINESS OR OCCUPATION LISTED HEREON:

License Number: 1967  
Fiscal Year: 2020-21

License granted to:

MEL'S AUTO CLINIC  
619 E. MAIN STREET  
LAUREL MT 59044



GENERAL BUSINESS LICENSE

37.50

Fee Total: 37.50

  
\_\_\_\_\_  
City Official's Signature

Date Issued: 3/16/21





123 Regal Street, Billings, Montana 59101  
 Phone (406) 252-6298 \* Fax (406) 252-4385

LAUREL AUTO CLINIC  
 CONCEPTUAL BUDGET  
 4/7/2021

<b>Demolition</b> - includes existing house, basement, removal of fence, shed and backfill of basement to existing grade	\$ 37,000.00
<b>Asbestos Survey</b> - Asbestos abatement is excluded, price to be determined once survey is complete	\$ 2,400.00
<b>Site Utilities</b> - Rework existing sewer line to service shop. Allowance	\$ 5,500.00
<b>Exterior Improvement</b> - rework including entry ramp and stairs, new windows, entry door & infill of existing overhead door.	\$ 26,300.00
<b>Interior Improvements</b> - Provide men's and women's single bathroom, waiting area and office. Floor to be sealed concrete, ceiling to be Acoustical Ceiling tile, walls to be painted drywall. New LED lay in lighting & split system HVAC system are included.	\$ 78,100.00
<b>General Conditions &amp; General Labor</b>	\$ 57,000.00
<b>Permits</b>	\$ 1,200.00
<b>Subtotal</b>	\$ 207,500.00
<b>Profit &amp; Overhead</b>	\$ 20,750.00
<b>Total Estimated Cost</b>	\$ 228,250.00
Architectural & Engineering Fees	\$ Excluded
Northwestern Energy, MDU, Communication Service Fees	\$ Excluded
Plan Review & System Development Fees	\$ Excluded
<b>Total Estimated Budget</b>	<b>\$ 228,250.00</b>

**Scope of work assumed in budget.**

- Demolition of existing house and basement complete including existing fence, metal building and haul off of all debris.
- Dirt import and backfill of existing basement to match adjacent grades. Landscaping is excluded.
- Reuse existing sewer service and extend to shop for new bathroom tie in.
- Demolish existing office, overhead door, entry door as required for new tenant improvements.
- Provide and install new storefront single entry door and (3) new storefront windows.
- Infill existing overhead door as required.
- Provide new entry exterior concrete, ramp and stairs. The remainder of the existing parking lot to remain as is.
- Provide and install framing for new waiting area, office and (2) bathrooms including 1 hour separation at the shop.
- Provide and install drywall and paint at all new framed walls.
- Provide and install 2 x 4 acoustical ceiling system with tegular second look acoustical tile.
- Provide and install bathroom finishes for (2) single stall bathrooms including toilets, sinks, mirrors, grab bars, paper towel dispenser and toilet paper holder.
- Provide and install sealed ground concrete floor.
- Provide and install LED lay in light fixtures, outlets and switches as required by code.
- Provide and install Hollow metal doors at all interior locations.
- Provide and install complete heating and cooling system for new area only.

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Mel's Auto Clinic LLC</b></p> <p><b>2</b> Business name/disregarded entity name, if different from above <b>Laurel Auto Clinic</b></p> <p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC    <input type="checkbox"/> C Corporation    <input checked="" type="checkbox"/> S Corporation    <input type="checkbox"/> Partnership    <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions. <b>619 E. Main St.</b></p> <p><b>6</b> City, state, and ZIP code <b>Laurel, MT 59044</b></p> <p><b>7</b> List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
or									
<b>Employer identification number</b>									
4	6	-	1	6	9	6	0	3	0

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <u>12/17/2020</u>
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

# Laurel Auto Clinic LURA Grant Application

## Project Description

We plan to renovate Laurel Auto Clinic in two phases. This grant application concerns Phase I of the project. In this phase the existing residence and blight on the property will be demolished and the site cleaned up to make way for future expansion of the business.

## Current State of the Property

Right now, there are two separate buildings on the property. The first building is Laurel Auto Clinic which is an automotive shop that consists of 6 automotive bays and a waiting room. There are currently no bathrooms in this building.

The second building on the property is a residence that is old and in disrepair. The basement has repeatedly flooded causing mold growth and foundation damage and the roof has leaked multiple times in the past 10 years also causing water damage to the ceiling and walls of the house. As it currently stands, the house is uninhabitable.

The only bathroom available to staff is in that residence. Right now, staff must physically leave the automotive shop, step outside the building and into the residence to use a small bathroom consisting of just one sink, and one toilet. This is also the only available facility for employees to wash their hands.

The current waiting room is 10'X19.5" and has room for just three waiting chairs and one desk for an employee. There are no restrooms available to customers currently.

## Phase I – Current Upgrade Project

Phase I includes the demolition and removal of the residential structure on the property. Asbestos abatement will be needed for this portion of the project. Once the structure is removed, that portion of the lot will be filled with dirt and gravel to prepare the site for future expansion of the business in Phase II.

Phase I also includes adding two bathrooms into the waiting room of the business. This water improvement portion of the project will include plumbing all new water and sewer lines into the shop. The new bathrooms will be ADA accessible for all customers and staff. These bathrooms will also ensure that we can provide the best access to soap and water to increase sanitation and good hygiene practices and reduce the spread of germs like the novel coronavirus. It facilitates a safer environment, so staff and customers do not have to exit the building in potentially icy or slippery conditions to access the restroom.

The last portion of Phase I is a structural improvement that will expand the waiting room and create an employee and staff office. We will remove one of the existing bays to create space for the waiting room, bathrooms, and office. Three energy efficient windows will be installed creating a more attractive and welcoming customer experience. Energy efficient LED lighting will be installed.

## Phase II – FUTURE EXPANSION

Phase II, not included in this application, will be to demolish the oldest two bays of the shop and construct a new addition consisting of 7 automotive work bays. This will increase the number of bays in

the shop by a net total of 5 bays. Adding increased capacity to the shop will allow us to serve more members of the community, increase the tax revenue for the TIF district, and employ more people in our community.

Phase II will also create a more welcoming and appealing exterior to the shop that better reflects the charming and vibrant city that is Laurel, MT.

## Project Timeline

Phase I will be completed in 2021, dependent on contractor availability.

Phase II is targeted for completion by 2025, dependent on funding.

## Phase I Relevance to the Goals of the Laurel Urban Renewal Plan and Laurel Gateway Plan

### Encourage an economically and culturally vibrant downtown

This project will promote economic development within the TIF District by removing the uninhabitable residence and blight on the property. By demolishing the blighted structure on the lot, we can make room for an expansion to the business that will allow us to serve more members of the community. This will also create a more welcoming and inviting environment in the city by improving the visual attractiveness of our community.

Once phase II is completed, we will have a net addition of 5 bays to the automotive business. This will lead to increased business revenue and therefore tax revenue for the community. It will also facilitate increased employment for members of the Laurel Community at Laurel Auto Clinic as we will have to hire 2 more mechanics and an office manager to keep up with increased workload.

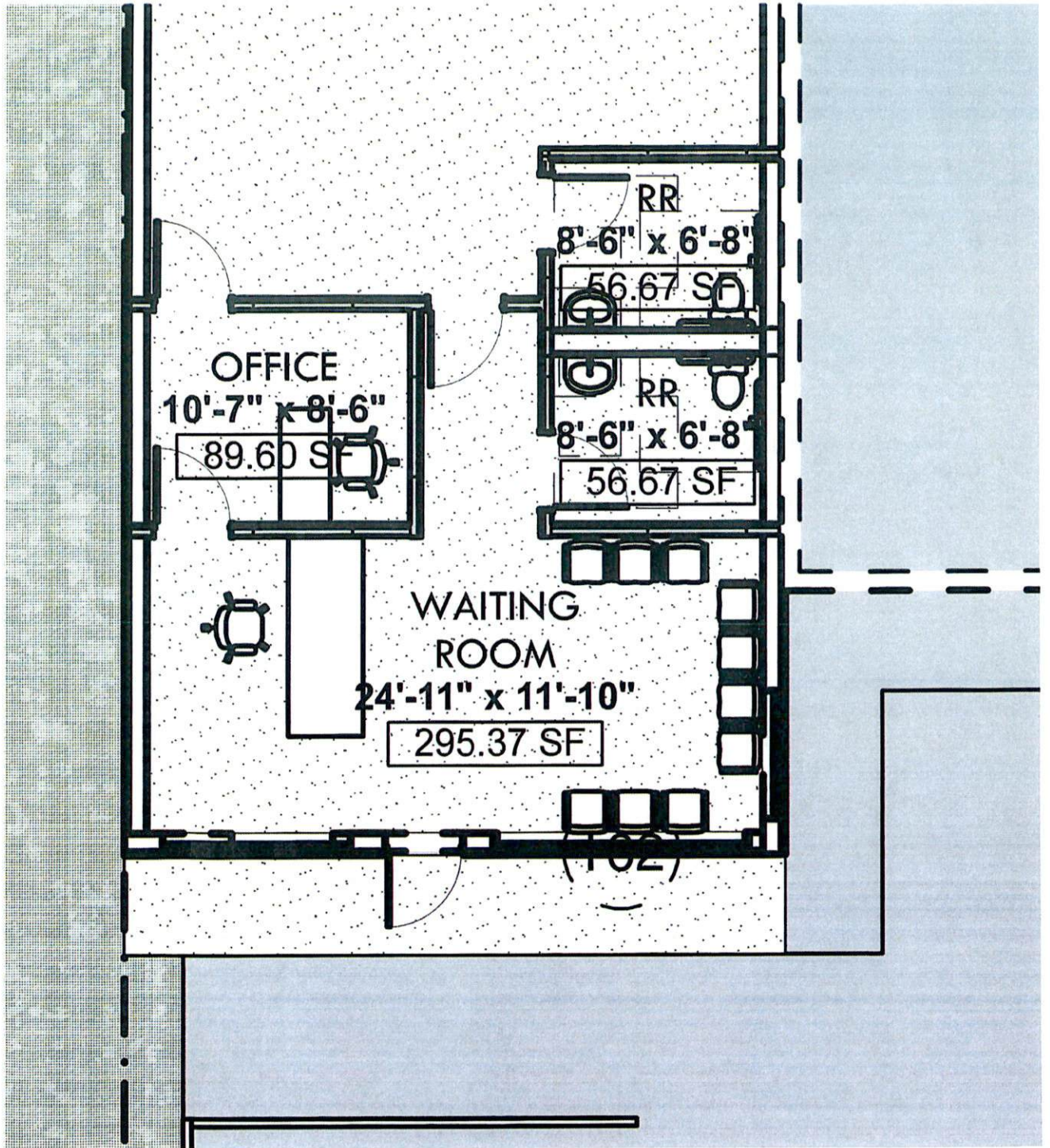
### Create a vibrant and cohesive extension of the core downtown Laurel area

By improving the façade and attractiveness of the business, we hope to extend the charm of Downtown Laurel to the edges of the downtown district. Right now, it feels as if Laurel Auto Clinic is an industrial setting right in the middle of two vibrant food businesses. This expansion and façade improvement will create a better sense of culture and cohesiveness to this area of town that is more welcoming to visitors.

### Have state of the art utilities and infrastructure

This renovation of the waiting room will bring the water and sewer systems up to code for this property. We will be able to offer sanitation facilities to our staff and guests that are state of the art and will encourage good hygiene practices to mitigate the spread of potentially harmful viruses and bacteria. It also creates a more welcoming experience for our customers and guests.

Improvements to the waiting room including LED lighting and three new insulated and energy efficient windows. A new and energy efficient front door that is welcoming and attractive will also be installed. This will decrease utility costs for the business, increase natural lighting in the waiting room, and increase overall attractiveness of the business to community members.





ARCHITECTS  
2051 - LAUREL AUTO CLINIC



COLLABORATIVE DESIGN

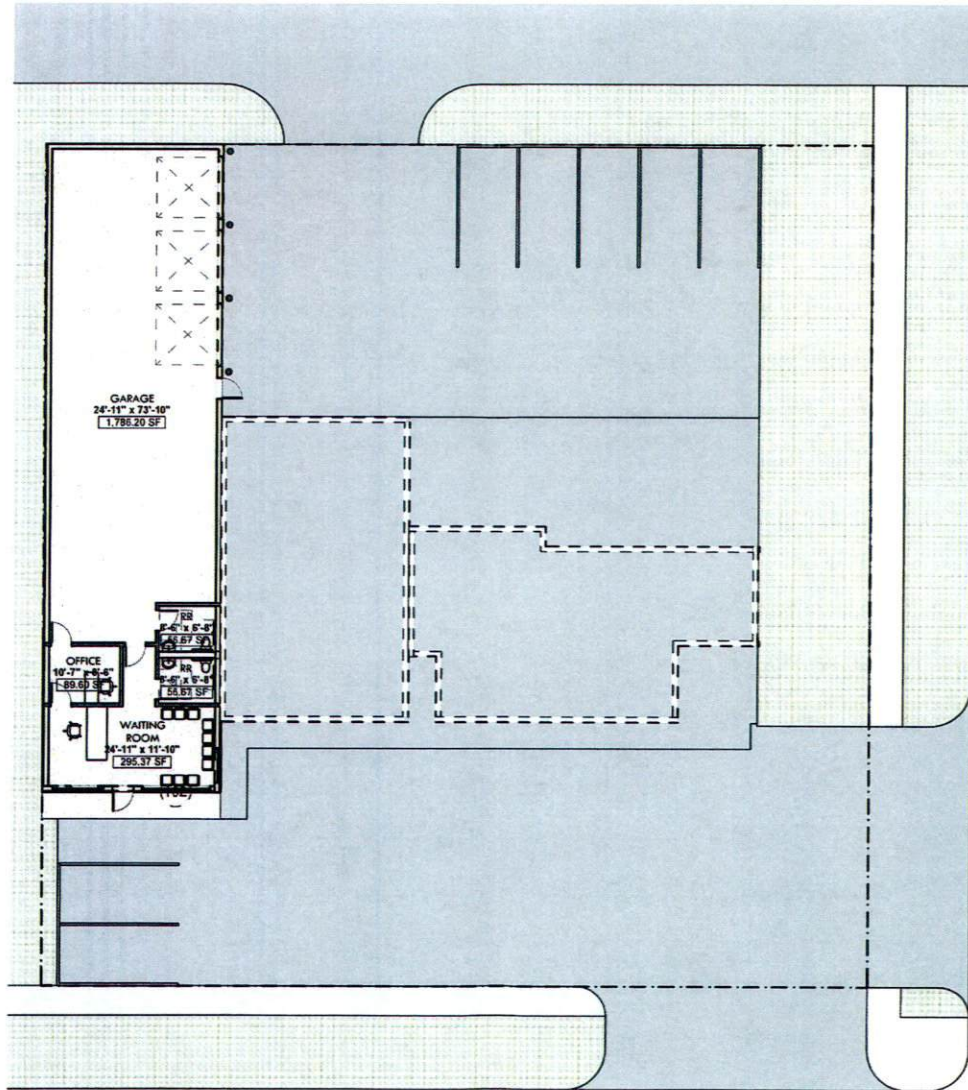
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 ISSUE DATES:  
 2/15/2021 - PREDESIGN  
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**COLLABORATIVE DESIGN ARCHITECTS**  
 2250 GRANT ROAD, SUITE C - BILLINGS, MT 59102 - 980-242-3443  
[www.cdpa.com](http://www.cdpa.com)

PREDESIGN

**LAUREL AUTO CLINIC**  
 #Site Address 1, #Site City, #Site State #Site Postcode  
 #Project Name  
 #Project Location  
 #Project Status

CONCEPT MODELS



**1 PHASE I PLAN**

1/16" = 1'-0"



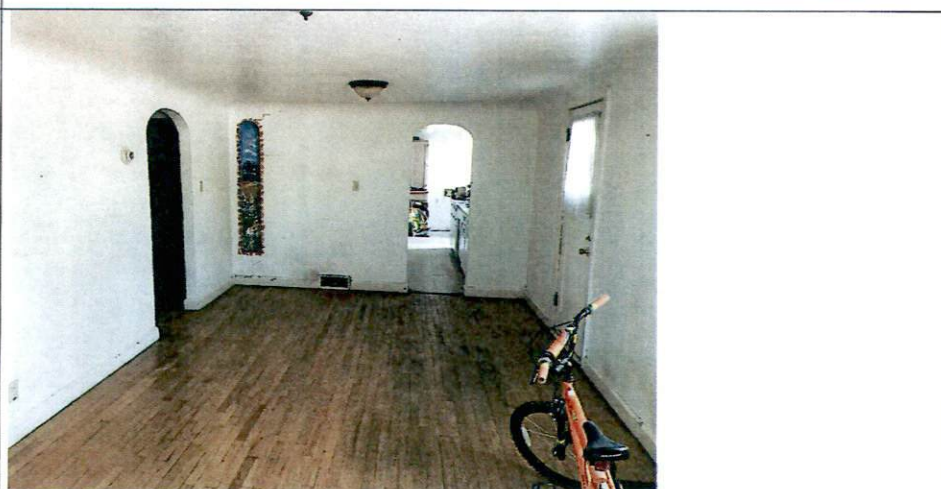
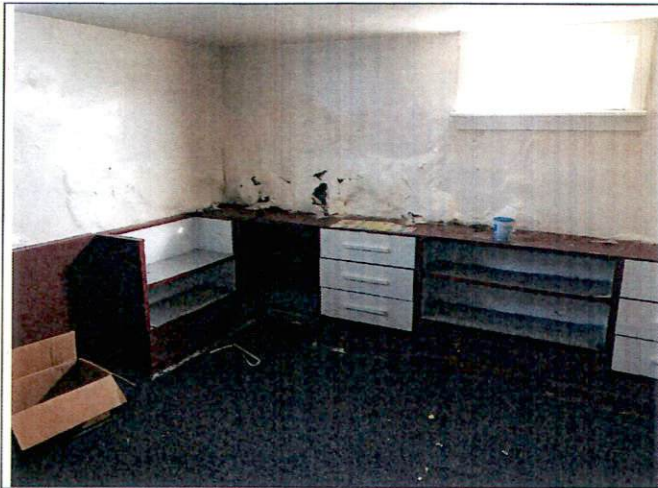
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**COLLABORATIVE DESIGN ARCHITECTS**  
 2280 GRANT ROAD, SUITE C BILLINGS, MT 59102 406.248.3443  
 www.cd-mt.com

**LAUREL AUTO CLINIC**  
 #Site Address1, #Site City, #Site State #Site Postcode  
 PREDESIGN  
 #PREPARED FOR: #Client Full Name #PROJECT ARCHITECT: #Contract Full Name #PROJECT NUMBER: 201

FLOOR PLAN - PHASE I

## Residence Interior

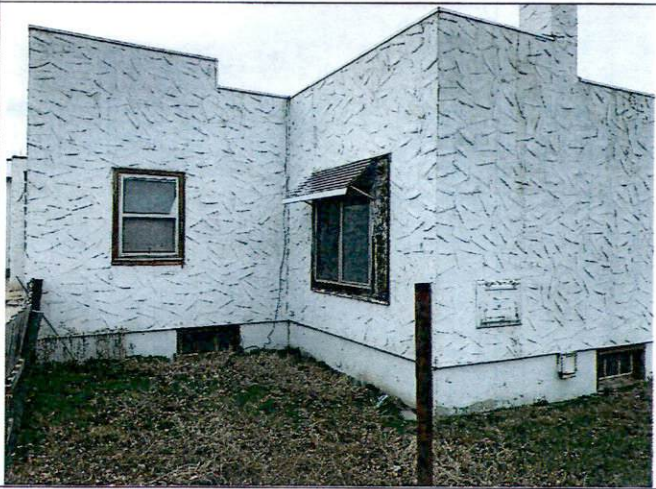
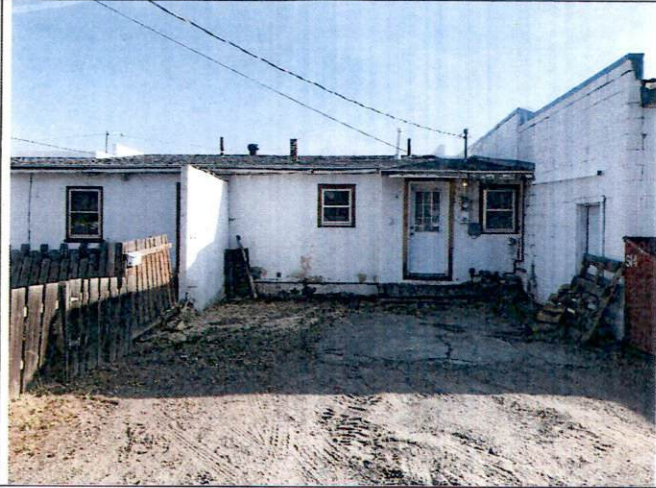




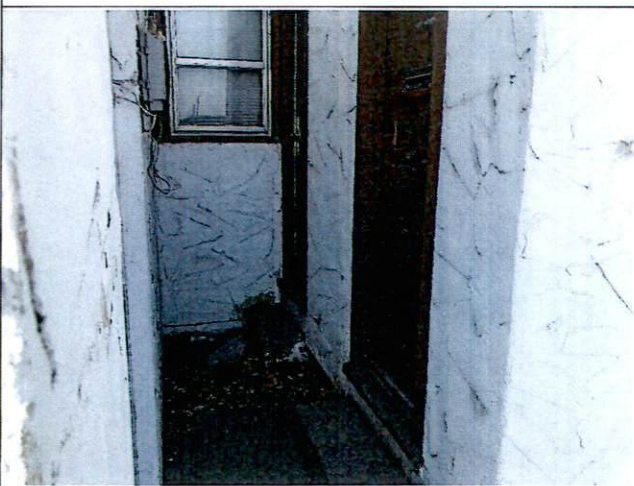
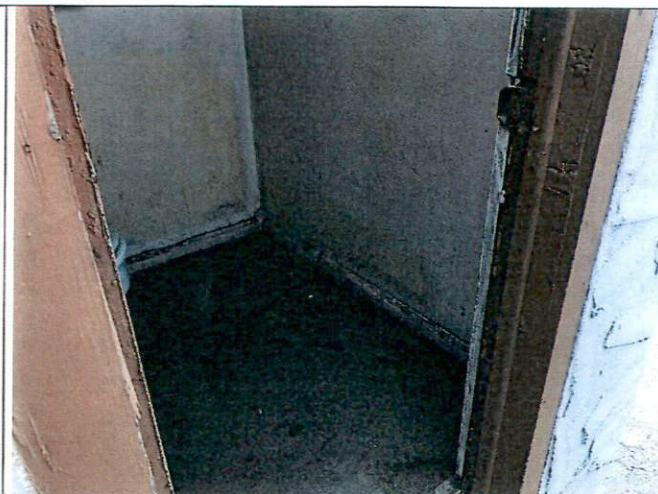
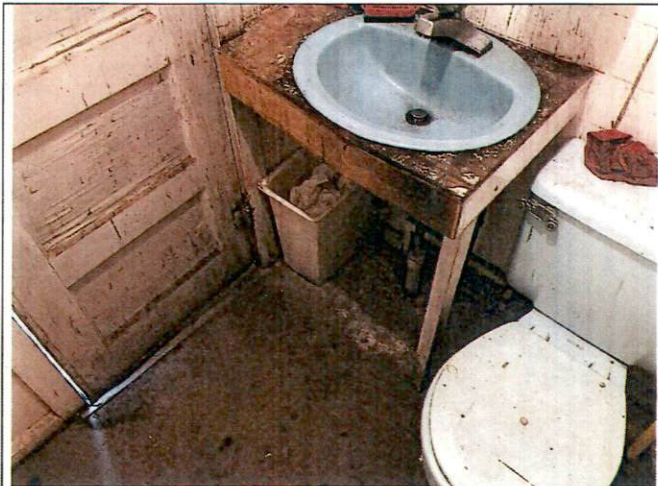
# Residence Interior



Residence Exterior



## Current Bathroom



# Laurel Auto Clinic Front Exterior



Laurel Auto Clinic Waiting Room and Current Bay

