RESOLUTION NO. R21-60

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE AWARD OF A GRANT TO EMERALD HVAC 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

WHERAS, 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 Daniel Nease – Emerald HVAC in the amount of \$6,475.00.

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 Daniel Nease – Emerald HVAC is hereby approved for a large grant pursuant to the Large Grant Request Program in the amount of \$6,475.00 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 Herr.

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

APPROVED by the Mayor this 27th 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 L	arge Gran	ts 2021						Fui	nding Avail:	
ENGLISH SHOW THE	to a feet and a second of the	SERVICE STATE		SERVICE IN		15%	State of the State of the	SOL	Name and Park William	\$ 2	75,000.00	\$ -
Applicant	Project	Application Date	Start Date	Completion Date	Initial Requested Amount	W	orking Amount 1 (50%)		LURA Working Amount	500	Awarded mount	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	\$ 1	45,832.00	
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	
Total:					773,296.66	\$	386,648.33	\$	274,952.33	\$ 2	74,954.00	\$ -



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 28th.

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 28th.

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.

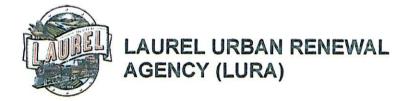
Announcements

Chair adjourned the meeting at 12:01pm.

Next Meeting: July 19, 2021

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DATES TO REMEMBER



Control No.	20-0220-113212
OFFICE	USE ONLY
MAY	2-7-3021
LURA REVIEW	DATE 6/21/21
PLANNER REVIEW	DATE
CITY COUNCIL	DATE

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

Applicant Name (Last, First Middle)		Applicant Phone	COUNTY OF THE STATE OF THE STAT	
Nease Daniel Jo	zmes	(406) 672-	0500	
Applicant Mailing Address (Street, City, State Zip)		Applicant E-Mail Address		
205 3rd Ave Law	rel MT 59044	emeraldhvac@9	mail. Co	m
Business Name	3.	Laurel Business License Numb	er	
Emerald Hrac, Inc	C.	1179		
Business Physical Address (Street, City, State Zip)		Business Phone		
205 3rd Ave, Laure	1 MT 59044	(406)672-	0500)
Business Activities (i.e. retail, office, etc.)		101		
Heating Contractor/	Home office + Storag	Re		
Business Owner Name (Last, First Middle)	Same as Applicant	Business Owner Phone		
Nease Daniel Jam	162	(406)672-	0500	
Business Owner Mailing Address (Street, City, Stat		Business Owner E-Mail Address	S	
	rel. MT 59044	emerald hvac @0	mail.	com
Building Frontage (building length along a public E		Historical District Building	,	-11
street)	current code)		Date Appr	oved
feet	feet stories	☐ Yes ☐ No	1	1
Property Legal Description (i.e. assessor parcel nur	mber)			
Property Legal Owner and Contact Information				
Daniel James N	ease Andrea Nea	Se - 406-672-	0500	
Landifferent and a management of law that the information	J	CHARLES THE TOTAL CONTROL OF THE PARTY OF TH		

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	11	Date (MM/DD/YYY)
Vary	Mase	5-27-211

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

Applicant Initials _____ Page 1 of 5

Control No. 20-0220-113212 Previous Applications (if any) Date Control No. Approved Yes ☐ No ☐ No ☐ Yes ☐ Yes ☐ No Yes ☐ No ☐ Yes ☐ No Brief Description of Type of Business and Services Provided by Applicant. Heating Contractor, Storage of tools/equipment on property, home office, and occasional pick up/drapoff with customers on property. rief Description of Project.

Recurring sewage 1550es on property. Bid to remove portion of piping and put in new liner, which involves both interior work and street excavation. Brief Description of Project. Brief Description of Project Time Line. Explain how the project will support and/or improve the down town district. We are in a high traffic, high Visibility area near the police of fire station. Many new buildings are going up around us or will be in near future. Keeping our property in good working order helps us a function in turn reffects and business which helps Laurel.

What type(s) of development and/or physical improvements are being considered? Already poured new foundation and concrete around main dwelling in 2019, converted old original garage in 2020 w/ new roother the or. After sever is replaced, we would like to fix sidewalks and add black top to alley/carport area in near future, and clean up bowlev mode.

Name and Address of Technical Assistance Firm.

Name and Address of Contractor that will complete the work. Name and Address of Technical Assistance Firm. _ Cotter's Sewer P.O. BOX 967 Laure 1, MT 59024

Control No. 20-0220-113212 What type of general Small Grant is needed? LURA Funds **Applicant Funds** MCA Requested Committed ☐ Demolition/Abatement of Structure for 7-15-4288(2) Removal of Blight ☐ Sidewalks, Curbs, Gutters 7-15-4288(2) Public Utilities Water, Wastewater, Storm Water 7-15-4288(4) ☐ Electrical, Natural Gas, Fiberoptic, 7-15-4288(4) Telecommunications ☐ Intersection Signals & HAWK Crossing 7-15-4288(4) ☐ Street & Alley Surface Improvements 7-15-4288(4) \$____.__ Crosswalks 7-15-4288(4) \$____. \$____. ☐ Green Space & Water Ways 7-15-4288(4) \$____. \$____. ☐ Improvement of Pedestrian Areas 7-15-4288(4) \$___,___.__ **\$___**,____.__ ☐ Historical Restorations 7-15-4288(4) \$____.__ \$____,___.__ ☐ Off Street Parking for Public Use \$____.__ 7-15-4288(4) ☐ Bridges & Walkways 7-15-4288(4) \$____.__ ☐ Pollution Reduction 7-15-4288(12) ☐ Structural Repair ☐ Flooring ☐ Walls (interior) \$___,__. \$___,__. Roof, Ceiling ☐ Energy Efficiency Improvements ☐ LED Lighting (interior) Insulation \$____.__. \$____.__ Programmable Thermostats \$____,____.__ ☐ Solar Panels and Systems TOTAL: \$___,_

			Control No.	20-0220-113212
Wha	at type of Small Grant is needed?			
		Hours	LURA Funds	Applicant Funds
	Technical Assistance	(up to 30 total)	Requested	Committed
	☐ Architectural/Design Fees		\$	\$
	Landscape/Hardscape Design Fees	-	\$	\$
	☐ Feasibility Study Fees		\$	\$
	☐ Building Permit Fees		\$	\$
	Facade Grant			
			\$	\$,
	☐ Prepping and Painting		\$	\$
			\$	\$,
	□ Door Replacement/Repair		\$	\$,
	☐ Entry Foyer Repairs		\$	\$,
	□ Exterior Lighting		\$	\$,
	☐ Façade Restoration/Rehabilitation		\$	\$,
	☐ Landscape/Hardscape Improvements		\$	\$
	Signage and Awning Grant			
	Signage		\$	\$,
	Awning		\$	\$
		TOTAL:	\$	· ·

		Control No.	20-0220-113212			
What type of Large Grant is needed?		LURA Funds	Applicant Funds			
	MCA	Requested	Committed			
☐ Demolition/Abatement of Structure for	7-15-4288(2)	\$	\$			
Removal of Blight						
Sidewalks, Curbs, Gutters	7-15-4288(2)	\$	\$			
Public Utilities						
Water, Wastewater, Storm Water	7-15-4288(4)	\$ 6,475.00	\$6,475.00			
☐ Electrical, Natural Gas, Fiberoptic,	7-15-4288(4)	\$	\$			
Telecommunications						
☐ Intersection Signals & HAWK Crossing	7-15-4288(4)	\$	\$,			
☐ Street & Alley Surface Improvements	7-15-4288(n4)	\$	\$			
☐ Crosswalks	7-15-4288(4)	\$	\$,			
☐ Green Space & Water Ways	7-15-4288(4)	\$	\$,			
☐ Improvement of Pedestrian Areas	7-15-4288(4)	\$	\$			
☐ Historical Restorations	7-15-4288(4)	\$	\$			
☐ Off Street Parking for Public Use	7-15-4288(4)	\$	\$,			
☐ Bridges & Walkways	7-15-4288(4)	\$	\$			
☐ Pollution Reduction	7-15-4288(12)	\$	\$,			
Structural Repair						
☐ Flooring		\$,	\$,			
		\$,	\$,			
☐ Roof, Ceiling		\$,	\$,			
☐ Energy Efficiency Improvements						
□ LED Lighting (interior)		\$	\$			
☐ Insulation		\$	\$,			
☐ Programmable Thermostats		\$	\$			
☐ Solar Panels and Systems		\$	\$,			
	TOTAL:	\$,	\$,			
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 Description						
Submission of a W9 is required prior to reimbursement of grant funds						

City of Laurel Business License

Fiscal Year July 1, 2020 - 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: 1179

Fiscal Year: 2020-21

License granted to:

EMERALD HVAC, INC 205 3RD AVENUE LAUREL MT 59044 THE CUTT OF LAND AND ADDRESS OF THE COURT OF LAND AND ADDRESS OF LAN

GENERAL BUSINESS LICENSE 75.00

Fee Total: 75.00

helly Frecher

City Officialy & Signature

Date Issued: 2/2/50

Cotter's Sewer PO Box 967 Laurel, MT 59044 406-628-5989

Approved by:

Estimate

Date	Estimate #
4/22/2021	695

Billing Address	Service Address
DAN NEASE	DAN NEASE
205 3RD A VENUE	205 3RD AVENUE
LAUREL, MT 59044	LAUREL, MT 59044

Description	Qty	Rate	Total
We propose; 1. Obtain utility locates and permit. 2. Saw cut, jackhammer, remove and dispose of the concrete in the basement at the sewer stack. 3. Hand dig to expose the existing cast iron piping in the basement. 4. Saw cut, remove and dispose of the asphalt in the street. 5. Excavate in the street to expose the existing clay tile piping at the city main connection. 6. Cut out a section of the existing sewer service piping in the basement and street to facilitate the pipe replacement. 7. Pull new poly sewer piping through the existing sewer service piping, following the existing grade from the street into the basement. 8. Tie the new poly piping into the existing sewer stack in the basement and at the clay tile city main. 9. Backfill compact both excavated areas, replace the concrete in the basement and asphalt in the street. Cost:\$12,950 Labor, Equipment, Permit and Materials This estimate is for future work and does not include any work alread	ly perform	12,950.00	12,950.00
Thank you for considering Cotter's. We look forward to won This bid is void after 60 days.			

Total

\$12,950.00



Terms & Conditions

- In the event circumstances arise in the course of performance which necessitate a deviation
 from the work described in the estimate or if customer requests that additional or different
 work be performed, an additional charge shall be agreed before the different or additional work
 is undertaken and a new written work description shall be executed.
- A 50% down payment is required to reserve your place on our dig-up schedule. The final billing will be based upon actual work performed and any additional issues that may arise during execution of the project. The estimate is also based on normal digging conditions. If excessive digging is discovered at the time of the dig-up, additional charges may apply. Final bill is to be paid within 30 days of completion of the dig-up. All materials will remain the property of Cotter's Sewer, Septic & Portable Toilet Service, Inc. until all invoices pertaining to the dig-up are paid in full. If there is any litigation in regards to the collection of this debt, the venue will be in Yellowstone County, MT. The customer is solely responsible for those costs if there is any interest, collection or legal fees apply.
- We accept cash, checks, or credit/debit cards. There will be a 3% charge if paying by credit or debit card.
- If a full payment is not received by the due date, we reserve the right to access finance charges.

By signing this, I consent to	the terms and conditions listed above.	
	g.	
	Signature	Date