



**AGENDA  
CITY OF LAUREL  
LAUREL URBAN RENEWAL AGENCY  
MONDAY, OCTOBER 21, 2024  
11:00 AM  
CITY HALL**

**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.*

**General Items**

1. Roll Call
2. Approval of Minutes: October 7, 2024

**New Business**

3. Lighting Presentation by Holophane
4. Update on Engineer RFQ

**Old Business**

5. Update of Project 1  
(Lighting, Sidewalks and Tree Maintenance)

**Other Items**

6. Next Meeting: November 4, 2024

**Announcements**

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. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

**File Attachments for Item:**

2. Approval of Minutes: October 7, 2024



**MINUTES  
CITY OF LAUREL  
LAUREL URBAN RENEWAL AGENCY  
MONDAY, OCT 7TH, 2024  
11:00 AM  
CITY BOARDROOM**

A LAUREL URBAN RENEWAL AGENCY meeting was held in City Boardroom and called to order by Cami at 11:00 p.m. on Oct 7<sup>th</sup>, 2024

**COMMITTEE MEMBERS PRESENT:**

|   |               |   |                |
|---|---------------|---|----------------|
| x | Judy Goldsby  |   | Vacancy        |
| x | Cami Nelson   | x | Daniel Klein   |
| x | Cheryl Hill   | x | Kurt Markegard |
|   | Janice Lehman |   |                |

**OTHERS PRESENT:**

|   |                   |
|---|-------------------|
|   | Mardie Spalinger  |
| x | Forrest Sanderson |
| x | Doug Whitney      |
| x | Dianne Lehm       |
|   |                   |
|   |                   |

**General Items:**

Roll Call

Approval of Minutes – Judy made a motion to approve Sept 23<sup>rd</sup> minutes, Cami 2<sup>nd</sup>

**New Business:**

**Project Discussion & Update on Engineer RFQ**

- Doug and Forrest presented to the committee the Engineering Selection Process – the packet included request for qualification, SOQ scoring criteria, SOQ tabulations, alternative following up questions, Interview questions/scoring criteria and interview scoring tabulation.
- Doug presented that we have a non-exclusive 613-G
- Judy made a motion to add to add Forrest to the selection committee and Doug as an alternative for anyone that can't make it to an interview. Daniel 2<sup>nd</sup> the motion. All in Favor.
- Daniel made a motion to approve the engineering selection process and wants to add Forrest as moderator. Judy made a 2<sup>nd</sup> to the motion. All in Favor

**Old Business:**

Kurt provided the most recent - attached

Next meeting is Oct 21st

**Announcements:**

Dianne Lehm presented EDA Oct 17<sup>th</sup> Business on Broadway small business summit

Forrest received a request for new project – fill in ditch on Bernhart rd. – the approval from CHS expires Jan 1, 2028

Forrest received information for the company Holophane, the provide lighting and poles. He will be inviting them to our next meeting to do a presentation.

**Adjourn Meeting:** Daniel made a motion to adjourn the meeting Cheryl 2<sup>nd</sup> at 12:05

Respectfully submitted,

Cheryl Hill

Cheryl Hill

LURA Secretary

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| Account                                  | Object                    | Actuals   |         |         |         | Current   | %     | Prelim.   | Budget  | Final     | %      |
|--|---------------------------|-----------|---------|---------|---------|-----------|-------|-----------|---------|-----------|--------|
|  |                           | 20-21     | 21-22   | 22-23   | 23-24   | Budget    | Exp.  | Budget    | Changes | Budget    | Budget |
|  |                           | 23-24     | 23-24   | 24-25   | 24-25   | 24-25     | 24-25 | 24-25     | 24-25   | 24-25     | 24-25  |
| 2310 TAX INCREMENT-Business Dist.        |                           |           |         |         |         |           |       |           |         |           |        |
| 411850 Special Projects                  |                           |           |         |         |         |           |       |           |         |           |        |
| 110                                      | Salaries and Wages        | 14,079    | 12,772  | 535     | 14,552  | 18,710    | 78%   | 30,000    |         | 30,000    | 160%   |
| 138                                      | Vision Insurance          | 21        | 16      |         | 13      | 28        | 46%   | 30        |         | 30        | 107%   |
| 139                                      | Dental Insurance          | 105       | 100     |         | 78      | 130       | 60%   | 130       |         | 130       | 100%   |
| 141                                      | Unemployment Insurance    | 35        | 45      | 1       | 37      | 75        | 49%   | 100       |         | 100       | 133%   |
| 142                                      | Workers' Compensation     | 78        | 76      | 4       | 84      | 150       | 56%   | 200       |         | 200       | 133%   |
| 143                                      | Health Insurance          | 2,604     | 1,944   |         | 1,712   | 3,335     | 51%   | 1,700     |         | 1,700     | 51%    |
| 144                                      | Life Insurance            | 18        | 13      |         | 17      | 82        | 21%   | 82        |         | 82        | 100%   |
| 145                                      | FICA                      | 1,077     | 977     | 41      | 1,105   | 1,200     | 92%   | 1,500     |         | 1,500     | 125%   |
| 146                                      | PERS                      | 1,235     | 1,101   | 48      | 1,320   | 1,900     | 69%   | 2,200     |         | 2,200     | 116%   |
| 149                                      | ST/LT Disability          |           |         |         | 116     | 300       | 39%   | 300       |         | 300       | 100%   |
| 194                                      | Flex Medical              |           |         |         |         | 150       | 0%    | 200       |         | 200       | 133%   |
| 220                                      | Operating Supplies        |           |         |         | 3,441   | 1,000     | 344%  | 5,000     |         | 5,000     | 500%   |
| 337                                      | Advertising               |           |         |         |         | 700       | 0%    | 700       |         | 700       | 100%   |
| 350                                      | Professional Services     |           | 381     |         |         | 400       | 0%    | 300,000   |         | 300,000   | 75000% |
| 370                                      | Travel                    |           |         |         |         | 500       | 0%    | 500       |         | 500       | 100%   |
| 380                                      | Training Services         |           | 945     |         |         | 1,000     | 0%    | 1,000     |         | 1,000     | 100%   |
| 735                                      | TIFD Large Grant          |           |         |         |         | 275,000   | 0%    | 275,000   |         | 275,000   | 100%   |
| 736                                      | TIFD Small Grant          |           |         |         |         | 50,000    | 0%    | 50,000    |         | 50,000    | 100%   |
| 737                                      | TIFD Facade Grant         |           |         |         |         | 18,000    | 0%    | 18,000    |         | 18,000    | 100%   |
| 738                                      | TIFD Technical Assistance |           |         |         |         | 6,000     | 0%    | 6,000     |         | 6,000     | 100%   |
| 901                                      | MISC CAPITAL PROJECTS     |           |         |         |         | 2,858,938 | 0%    | 2,858,938 |         | 2,858,938 | 100%   |
| 931                                      | Roads, Streets & Parking  | 1,009,102 |         |         |         | 0         | 0%    |           |         | 0         | 0%     |
|  | Account:                  | 1,028,354 | 18,370  | 629     | 22,475  | 3,237,598 | 1%    | 3,551,580 | 0       | 3,551,580 | 109%   |
| 470300 Economic Development              |                           |           |         |         |         |           |       |           |         |           |        |
| 700                                      | Grants, Contributions & I | 247,084   | 62,833  |         |         | 0         | 0%    |           |         | 0         | 0%     |
|  | Account:                  | 247,084   | 62,833  |         |         | 0         | ***%  | 0         | 0       | 0         | 0%     |
| 490000 Debt Service                      |                           |           |         |         |         |           |       |           |         |           |        |
| 610                                      | Principal                 | 79,959    | 82,685  | 85,503  | 43,843  | 86,949    | 50%   | 89,930    |         | 89,930    | 103%   |
| 620                                      | Interest                  | 100,280   | 97,554  | 94,736  | 46,277  | 93,292    | 50%   | 91,432    |         | 91,432    | 98%    |
|  | Account:                  | 180,239   | 180,239 | 180,239 | 90,120  | 180,241   | 50%   | 181,362   | 0       | 181,362   | 100%   |
| 521000 Interfund Operating Transfers Out |                           |           |         |         |         |           |       |           |         |           |        |
| 820                                      | Transfers to Other Funds  | 6,000     | 6,000   | 6,000   | 6,000   | 6,000     | 100%  | 6,000     |         | 6,000     | 100%   |
|  | Account:                  | 6,000     | 6,000   | 6,000   | 6,000   | 6,000     | 100%  | 6,000     | 0       | 6,000     | 100%   |
|  | Fund:                     | 1,461,677 | 267,442 | 186,868 | 118,595 | 3,423,839 | 3%    | 3,738,942 | 0       | 3,738,942 | 109%   |
|  | Orgn:                     | 1,461,677 | 267,442 | 186,868 | 118,595 | 3,423,839 | 3%    | 3,738,942 | 0       | 3,738,942 | 109%   |
|  | Grand Total:              | 1,461,677 | 267,442 | 186,868 | 118,595 | 3,423,839 |       | 3,738,942 | 0       | 3,738,942 |        |