

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
April 14, 2015

(This meeting was held following the regularly scheduled City Council Meeting.)

PRESIDING:	Bruce Young	Chair
PRESENT:	Keri Benson	Director
	Kent Bush	Director
	Mike LeBaron	Director
	Mark Shepherd	Director
EXCUSED:	Ron Jones	Director
STAFF PRESENT:	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Scott Hess	Development Services Manager
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder
EXCUSED:	Adam Lenhard	City Manager

VISITORS: David Paice – Paice Tax and Accounting, Robert Bercher, Craig Winder – Ironwood Development, Kathryn Murray, Roger Keally

Chair Young called the meeting to order at 7:45 p.m.

APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE JANUARY 13, 2015 WORK AND POLICY SESSIONS AND THE MARCH 24, 2015 WORK SESSION

Director Bush moved to approve the Clearfield Community Development and Renewal Agency (CDRA) minutes from the January 13, 2015 work and policy sessions and the March 24, 2015 work session as written, seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, LeBaron and Shepherd. Voting NO – None. Director Jones was not present for the vote.

APPROVAL OF THE FACADE IMPROVEMENT GRANT APPLICATIONS

JJ Allen, Assistant City Manager explained the Downtown Clearfield Facade and Site Improvement Program was designed to improve the overall appearance of Clearfield's North

Main Street corridor by providing an incentive for business owners to make investments that improve the visual appearance and condition of their properties. For the selected applicants, the program provided 50/50 matching grants funds up to \$25,000 per property for qualifying facade and/or site improvement projects.

Mr. Allen reported staff had received two applications: 1) 310 North Main, Omar Mansour, currently the Texaco gas station, and, 2) 172 North Main, Radon Be Gone. He stated the 310 North Main project was a major renovation which included demolition of the transmission shop building and the existing convenience store and construction of a new convenience store/restaurant. He mentioned the grant funds would only be a small portion of the improvement costs. The 172 North Main project, Radon Be Gone, would be for improvements along the frontage, landscaping and storm water detention. He added that particular project was a much smaller request of approximately \$6,100. He reported staff recommended approval of both grant requests.

Councilmember Bush inquired since the grant funds would be post performance what would happen in the event that the funds could possibly be higher at the time of completion. He proposed allowing verbiage, “up to half of the costs up to \$25,000”. He believed that would ensure Mr. Seidel, Radon Be Gone, would be reimbursed half of his expenses for the improvements.

Brian Brower, City Attorney, responded the grant request was very specific and expressed concern the Board would not want to authorize additional projects. He suggested the Board approve the grant application for the requested grant funds and if the cost were higher upon completion, the applicant could then come back and request additional funds.

Director Shepherd responded given the scope of Mr. Seidel’s project he wasn’t comfortable authorizing additional funds in order to prevent possible expansion of the project. Director Bush commented he didn’t want to shortchange Mr. Seidel’s project. Director LeBaron expressed concern precedence could be set regarding potential future grant requests. Chair Young commented the Board wouldn’t want to encourage future applicants to request a low amount of grant funds in order receive the grant then change the scope or cost later in the process of completing the improvements.

Director Shepherd moved to approve Facade Improvement Grants to Omar Mansour, property owner at 310 North Main, (\$25,000) and John Seidel, property owner at 172 North Main (\$6,127.48) contingent upon site plan approval and execution of grant agreements and authorize the Chair’s signature to any necessary documents, seconded by Director LeBaron. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, LeBaron and Shepherd. Voting NO – None. Director Jones was not present for the vote.

There being no further business to come before the Community Development and Renewal Agency, **Director LeBaron moved to adjourn as the Community Development and Renewal Agency and reconvene in a work session as the City Council at 7:54 p.m., seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, LeBaron and Shepherd. Voting NO – None.** Director Jones was not present for the vote.

APPROVED AND ADOPTED
This 28th day of April, 2015

/s/Bruce Young, Chair

ATTEST:

/s/Nancy R. Dean, Secretary

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield Community Development and Renewal Agency meeting held Tuesday, April 14, 2015.

/s/Nancy R. Dean, City Recorder