

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY  
MEETING MINUTES  
6:00 P.M. WORK SESSION

February 7, 2017

*(This meeting was during a City Council Meeting work session.)*

PRESIDING:	Bruce Young	Chair
PRESENT:	Kent Bush	Director
	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
EXCUSED:	Mark Shepherd	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Spencer Brimley	Development Services Manager
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Summer Palmer	Administrative Services Director
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: There were no visitors.

Chair Young called the meeting to order at 6:49 p.m.

DISCUSSION ON FACADE IMPROVEMENT APPLICATION

Spencer Brimley, Development Services Manager, stated the City received an application for funds offered by the City's CDRA Facade Improvement Grant. He reviewed the purpose of the grant; that it would improve the look and feel of downtown Clearfield for properties that had frontage along State and Main Streets. He informed the Council that the only application was received was from EZ Rent to Own located in the Kent's Marketplace development. He informed the Board that he and JJ Allen, Assistant City Manager, met with the owner and explained the intent of the City's grant. He described the property and the proposed improvements being suggested for it. He added the building had significant frontage along SR 193, although it was set back a distance from State Street and might not have the on-street presence as originally intended. He announced the application request was for \$25,000 and a discussion took place regarding the amount of available grant funds. Mr. Brimley mentioned John Seidel had forfeited the allocated grant funds for his property because he was unable to complete the required improvements identified in the site plan process. Mr. Brimley explained

the City had advertised the availability of the grant funds requiring all submissions by December 30, 2017 and pointed out there were no other applications submitted.

A discussion took place regarding the request pointing out the following concerns:

- The building did not front State/Main Street.
- There was lack of visibility of the building to vehicular traffic.
- The effect of the improvements since the building was part of a larger development (Kent's marketplace) which hadn't requested to participate in the facade improvement grant.
- There was a lack of grant submissions from the business community.

Director Young asked how long the advertisement had been in place and Mr. Brimley believed the grant had been advertised for six weeks; however, the advertisement had been noticed during the holidays. The discussion continued and the Board believed some improvements could potentially spur additional improvements by neighboring businesses. Director Bush suggested re-noticing the advertisement soliciting applications for a 90-day period and granting some funds for the EZ Rent to Own application. Director Peterson suggested using a sliding scale to determine the amount of thoroughfare visibility and authorize some grant funding but less than the requested \$25,000 and the discussion continued.

The meeting adjourned at 7:00 p.m.

**APPROVED AND ADOPTED**  
**This 28<sup>th</sup> day of March, 2017**

**/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 City Council meeting held Tuesday, February 7, 2017.

/s/Nancy R. Dean, City Recorder