

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
April 30, 2019

(This meeting was held prior to the regularly scheduled City Council work session.)

City Building
55 South State Street
Clearfield City, Utah

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|----------------|-----------------|--------------------------------|
| PRESIDING: | Kent Bush | Chair |
| PRESENT: | Vern Phipps | Director |
| | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| EXCUSED: | Nike Peterson | Director |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | John Meek | Emergency Preparedness Manager |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Public Work Deputy Director |
| | Kamilla Schultz | Engineer |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Brad McIlrath | Senior Planner |
| | Lee Naylor | Accountant |
| | Trevor Cahoon | Communications Coordinator |
| | Jenn Wiggins | Marketing Intern |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | Eric Howes | Community Services Director |
| | Rich Knapp | Finance Manager |

VISITORS: Manuel Gallegos Jr., Ruth Jones, Nathan Stong, Jeff Bunderson, Adam McClurg, Brayden Burnett, Brett McClurg, Carter Hoffman, Sawyer Shelton, TJ Hanson, Zach Bott

Chair Bush called the meeting to order at 6:00 p.m.

Director Shepherd arrived at 6:03 p.m.

DISCUSSION ON THE CLEARFIELD CITY/DAVIS COUNTY FAÇADE IMPROVEMENT GRANT AWARD

Spencer Brimley, Community Development Director, stated the City in conjunction with Davis County had \$50,000 of grant funding available for façade improvements to commercial properties. He indicated Manuel’s El Burrito at 1145 South State Street and the strip mall property located at 1580 South State Street had both submitted applications.

Mr. Brimley reviewed the projects proposed by both applicants. He explained staff recommended the award of funding be made to Manuel’s El Burrito, since the proposal would have the greatest impact on the State Street corridor and be most beneficial to the community overall. He commented the award of funding would require an agreement and site plan approval. He suggested the site plan go through an administrative process which followed the land use process and provided the documentation necessary for the proposal.

Director Shepherd expressed his opinion the recommended project would be the best use for the funding. Mr. Brimley stated he would work with the applicant to prepare the agreement for funding which could be considered during a policy session on May 14, 2019. He noted the funds would need to be spent by the end of the year or at least allocated to the project so money could be reimbursed for those façade improvements.

Director Phipps commented it was great to help a long term business of the City. Mr. Gallegos, applicant, thanked the Board.

Director Shepherd moved to adjourn at 6:05 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Phipps, Roper, Shepherd and Thompson. Voting NO – None. Director Peterson was not present for the vote.

The City Council work session minutes are in a separate location.

**APPROVED AND ADOPTED
This 14th day of May, 2019**

/s/Kent Bush, 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 30, 2019.

/s/Nancy R. Dean, City Recorder