

**MINUTES OF THE MEETING OF
THE REDEVELOPMENT AGENCY
OF LAYTON CITY**

OCTOBER 1, 2020 – 5:32 P.M.

**BOARDMEMBERS AND
OFFICERS PRESENT:**

**CHAIRMAN JOY PETRO, EXECUTIVE
DIRECTOR ALEX JENSEN, BOARDMEMBERS
ZACH BLOXHAM, TOM DAY, DAWN
FITZPATRICK, AND DAVE THOMAS**

PARTICIPATED ELECTRONICALLY

VICE CHAIRMAN CLINT MORRIS

STAFF PRESENT:

**GARY CRANE, CHAD WILKINSON, STEPHEN
JACKSON, PAUL APPLONIE, WES ADAMS,
ASHLEY NIMMO, TRACY PROBERT, AND
SECRETARY, KIM READ**

The meeting was held in the Council Chambers of the Layton City Center.

Chair Petro opened the meeting.

MINUTES:

Boardmember Bloxham moved to approve the minutes of September 17, 2020, as written. Boardmember Fitzpatrick seconded the motion, which passed unanimously. **Boardmember Day was not present for the vote.**

Boardmember Day arrived at 5:34 p.m.

AGENDA:

**ACCEPT THE DAVIS FUND MAIN STREET FAÇADE IMPROVEMENT GRANT
AGREEMENT – FUND THE LOCAL MATCH AND AWARD GRANT FUNDS TO SELECTED
BUSINESSES ALONG MAIN STREET – RDA RESOLUTION 20-05**

Chad Wilkinson, Community and Economic Development Director, reviewed the history of the Main Street Façade Improvement Grant sponsored by the Davis Fund for Economic Development. He explained the City was invited to submit application to participate in the grant program this year for the \$25,000 grant, which the City would be required to match. He further explained funding was required to be used for improvements in historic downtowns and since Layton City's historic Main Street was located within the boundaries of the redevelopment project area, Staff was directed that the minimum local matching funds could be provided through the RDA tax increment. Once the City received approval from Davis County, the City solicited applications, and based on specific criteria, Staff was prepared to make recommendations for funding to the following businesses: Great Harvest, Jed's Tire Pros, and First Community Bank.

Mr. Wilkinson pointed out the timeline specific to receiving the grant funding identified a completion date of December 31, 2020 and reported Davis County had committed its willingness to work with that as long as the recipients were actively working towards completion. He added the City received the application late in the year which didn't allow the appropriate timeframe to complete all improvements by that designated date. He emphasized the purpose of the grant was meant for visual/architectural façade improvements and shared some examples.

He referred to the criteria used in reviewing the applicant's submissions and announced the City's recommendations highlighted in a visual presentation and reviewed the proposed improvements with the Board:

- Great Harvest Bread; \$25,000
- Jed's Tire Pros; \$20,000
- First Community Bank; \$5,000

He referred the Board to the Agenda Packet which included the submissions from other Main Street businesses. He also pointed out successful applicants were also required to participate in costs toward the improvements.

Mr. Wilkinson expressed his desire to clarify what the RDA Board would be approving by adoption of the resolution::

1. The RDA was accepting the grant funds from Davis County
2. Approving the local match of \$25,000
3. Approving the Participation Agreement with Davis Fund Main Street Façade Improvement Grant
4. Authorizing the RDA Director to distribute total Grant funds

Chair Petro asked if there were any questions.

Boardmember Fitzpatrick pointed out the submission from Jed's Tire Pros requested a larger amount of grant funding due to the identified costs of the total project; however, Staff's recommendation was less compared to the submission and the amount proposed for Great Harvest. She requested clarification regarding the criteria. Mr. Wilkinson responded Staff graded each submission based the ranking criteria included in the agenda packet. He reported the scoring system used by City Staff, independently, concluded Great Harvest received the highest score. Boardmember Fitzpatrick asked if the impact of visual aesthetics had been one of the criteria and Mr. Wilkinson responded in the affirmative. She expressed her opinion the visual impact to Jed's Tire Pros would be a more dramatic impact compared to Great Harvest.

Boardmember Bloxham inquired if there would be a benefit to fund a portion of all eight submissions, spreading out the grant funding to all recipients. Mr. Wilkinson responded some of the applicants hadn't met the criteria and indicated Staff would be hesitant to award grant funding under those circumstances. He suggested some of the proposed improvements might not be viable for completion by not receiving significant funding. He pointed out the grant funding would be issued in the form of a reimbursement and expressed concern that awarded grant funds might go unclaimed because the business owner didn't believe the amount awarded didn't make it a viable project. He believed the intent was to provide enough funds to ensure the project would go forward and be completed.

Mayor Petro pointed out this was the first year Layton City had been invited to participate in the grant program and since it was an ongoing program, believed there would be future opportunities for participation. Mr. Wilkinson suggested the City could consider a similar grant program with RDA funds.

MOTION: Boardmember Day moved to approve RDA Resolution 20-05 as presented by Staff, to approve the Davis Fund Main Street Façade Improvement Grant Agreement – Fund the Local Match and Award Grant Funds to Selected Businesses along Main Street. Boardmember Morris seconded the motion, which passed with the following vote: **Voting AYE – Boardmembers Thomas, Fitzpatrick, Morris, Bloxham, and Day. Voting NO – None.**

The meeting adjourned at 5:47 p.m.

Kimberly S Read, Secretary