



# CITY COUNCIL AGENDA ITEM STAFF REPORT

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<b>MEETING DATE:</b>	APRIL 28, 2026
<b>TITLE:</b>	AN ORDINANCE AUTHORIZING EXPENDITURE OF NORTHEAST BUSINESS DISTRICT FUNDS FOR THE IMPROVEMENTS TO 1497 VANDALIA STREET, IN RELATION TO THE NORTHEAST BUSINESS DISTRICT IMPROVEMENT GRANT PROGRAM
<b>DEPARTMENT:</b>	ECONOMIC DEVELOPMENT
<b>PROJECT MANAGER:</b>	JESSICA SHORT, ASSISTANT CITY MANAGER/ECONOMIC DEVELOPMENT MANAGER
<b>REQUESTED ACTION:</b>	APPROVAL
<b>STRATEGIC PLAN GOAL(S):</b>	#3: ENCOURAGE TOURISM AND ECONOMIC DEVELOPMENT
<b>ATTACHMENTS:</b>	ORDINANCE & APPLICATION FOR NORTHEAST BUSINESS DISTRICT IMPROVEMENT GRANT

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### Summary Recommendation

Kirstin Clenney, owner of Northgate Small Animal Hospital, has applied for a Northeast Business District Improvement Grant for Northgate Small Animal Hospital, located at 1497 Vandalia Street. This business is located within the Northeast Business District and is eligible to apply for the Grant Program. The application was submitted by the deadline and meets the application requirements.

### Executive Summary

On December 8, 2008, the City Council executed *Ordinance No. 4165* establishing the Northeast Business District. On July 23, 2024, the City Council executed *Ordinance 24-117* establishing the Northeast Business District Improvement Grant Program. The grant program is designed to support the goals of the Northeast Business District by encouraging and financially incentivizing exterior property improvements that enhance the overall look and feel of the Northeast Business District.

Northgate Small Animal Hospital was awarded an NEBD Grant in 2025; however, due to unforeseen circumstances, the applicant was unable to proceed with the project. The 2025 award was withdrawn; no work was completed or reimbursed by the City in association with the 2025 award.

For the 2026 NEBD Grant cycle, Northgate Small Animal Hospital has submitted an eligible application for the following improvements:

- Remove existing pylon sign, replace with new monument sign
- Remove existing window clings and replace with new window clings

The total estimated cost of the improvements is \$42,859.07

The proposed improvements meet the overall intent of the grant program and staff recommends approval of a grant award for this project in the amount of \$21,429.53, which is the lesser of either 50% of the total estimated project cost or \$100,000 maximum (per the 2026 Northeast Business District Improvement Grant Program application cycle).

**Department Review**

Administration, Community Development, and Finance

**Recommendation**

Staff recommends approval of the *Ordinance Authorizing Expenditure of Northeast Business District Funds for Improvements to 1497 Vandalia Street, in Relation to the Northeast Business District Improvement Grant Program.*