

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
September 27, 2011 – REGULAR SESSION

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

Mission Statement: To provide leadership in advancing core community values; sustain safety, security and health; and provide progressive, caring and effective services. We take pride in building a community where individuals, families and businesses can develop and thrive.

6:00 P.M. WORK SESSION

Planning Commission Interviews
Discussion on Planning Commission Vacancies

7:00 P.M. REGULAR SESSION

CALL TO ORDER:

Mayor Pro Tem Sprague

OPENING CEREMONY:

Youth City Council Member Alex Arave

APPROVAL OF MINUTES:

September 20, 2011 – Regular Session

PRESENTATION:

1. **PRESENTATION TO JACOB N. HOWELL FOR RECOGNITION OF RECEIVING THE RANK OF EAGLE SCOUT**

BACKGROUND: Jacob N. Howell has completed the requirements to receive the rank of Eagle Scout. Mayor Wood and City Council desire to recognize Jacob and acknowledge his achievement.

2. **PRESENTATION TO ALAN WAYNE CHRISTENSON FOR RECOGNITION OF RECEIVING THE RANK OF EAGLE SCOUT**

BACKGROUND: Alan Wayne Christenson has completed the requirements to receive the rank of Eagle Scout. Mayor Wood and City Council desire to recognize Alan and acknowledge his achievement.

3. **PRESENTATION TO BARBARA PERRY FOR HER SERVICE AS A MEMBER OF THE PLANNING COMMISSION**

BACKGROUND: Barbara Perry has served the City as a member of the Planning Commission and recently submitted a letter of resignation. The Mayor and City Council desire to recognize Ms. Perry for her service to the City.

PUBLIC HEARINGS:

4. PUBLIC HEARING TO CONSIDER APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

BACKGROUND: The Council received a copy of the 2011/2012 Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER). Citizens were given the opportunity to review the plan in the Community Development Department from September 9, 2011 to September 26, 2011.

RECOMMENDATION: Receive public comment.

5. PUBLIC HEARING TO CONSIDER AMENDMENTS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE YEAR ACTION PLANS FOR PROGRAM YEARS 2008/2009, 2009/2010, 2010/2011 AND 2011/2012

BACKGROUND: The proposed amendments to the Community Development Block Grant (CDBG) funds consist of revisions to the City's Down Payment Assistance Program Guidelines. The proposed amendments were available for review from August 9, 2011 to September 9, 2011 in the Community Development Department

RECOMMENDATION: Receive public comment.

6. PUBLIC HEARING FOR ZTA 1105-0010 TO CONSIDER TEXT AMENDMENTS TO CITY CODE TITLE 11, CHAPTER 14, SECTION 5 – PARKING AREA AND PARKING LOT REQUIREMENTS

BACKGROUND: The proposed amendment would make modifications for parking lot landscape screen requirements as found in the City's Land Use Ordinance Title 11, Chapter 14, Section 5 – Parking Area and Parking Lot Requirements. The Planning Commission held a public hearing on September 21, 2011 and recommends approval.

RECOMMENDATION: Receive public comment.

7. PUBLIC HEARING FOR FSP 1108-0005, AN AMENDED FINAL SUBDIVISION PLAT LOCATED IN THE VICINITY OF 709 SOUTH STATE, CLEARFIELD

BACKGROUND: Don Lilyquist, on behalf of Maverik, Inc., is requesting an Amended Final Subdivision Plant to merge and re-subdivide five parcels, approximately 1.465 acres total, into two parcels. The site is located at 709 South State Street (TINs: 12-068-0019 and 12-068-0025) and the property is in the C-2 (Commercial) zoning district. The Planning Commission held a public hearing on September 21, 2011 and recommends approval.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

8. CITIZEN COMMENTS

9. CONSIDER APPROVAL OF FSP 1108-0005, AN AMENDED SUBDIVISION PLAT LOCATED IN THE VICINITY OF 709 SOUTH STATE, CLEARFIELD

RECOMMENDATION: Approve FSP 1108-0005, an amended Final Subdivision Plat located at approximately 709 South State Street and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF A SPONSORSHIP FOR THE FALLEN HEROES SCHOLARSHIP FOUNDATION'S WORLD RECORD BASKETBALL GAME

BACKGROUND: Kurt Spencer of the Fallen Heroes Scholarship Fund has approached staff with a request to use one basketball court at the Aquatic Center from December 26, 2011 through December 30, 2011. The event would present an attempt to set the world's record for the longest continuous basketball game and to raise awareness and money for the Fallen Heroes Scholarship Foundation. The Foundation is requesting that the Council consider a reduced rental fee for the use of the facility.

RECOMMENDATION: Consider the sponsorship.

11. CONSIDER APPROVAL OF A PLANNING COMMISSION APPOINTMENT

BACKGROUND: The Planning Commission has a regular member vacancy that needs to be filled due to a recent resignation. The Council discussed this item during the September 20, 2011 work session.

RECOMMENDATION: Approve Mayor Wood's appointment of Brandon Stanger, a current alternate member of the Planning Commission, to fill the regular member vacancy on the Planning Commission with a term expiring February 2014 and authorize the Mayor's signature to any necessary documents.

12. CONSIDER APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

RECOMMENDATION: Approve the Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER) and authorize the Mayor's signature to any necessary documents.

13. CONSIDER APPROVAL OF AMENDMENTS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE YEAR ACTION PLANS FOR PROGRAM YEARS 2008/2009, 2009/2010, 2010/2011 AND 2011/2012

RECOMMENDATION: Approve the amendments to the Community Development Block Grant (CDBG) One Year Action Plans for program years 2008/2009, 2009/2010, 2010/2011 and 2011/2012 and authorize the Mayor's signature to any necessary documents.

14. CONSIDER APPROVAL OF ORDINANCE 2011-10 MAKING TEXT AMENDMENTS TO CITY CODE - TITLE 11, CHAPTER 14, SECTION 5 – PARKING AREA AND PARKING LOT REQUIREMENTS

RECOMMENDATION: Approve Ordinance 2011-10 making text amendments to City Code Title 11, Chapter 14, Section 5 – Parking Area and Parking Lot Requirements and authorize the Mayor’s signature to any necessary documents.

15. CONSIDER APPROVAL OF RESOLUTION 2011R-17 REQUESTING THE JUSTICE COURT STANDARDS COMMITTEE RECERTIFY THE CLEARFIELD JUSTICE COURT

BACKGROUND: Utah State law requires the City to recertify its Justice Court every four years. Part of that process includes a resolution of support from the sponsoring governmental entity.

RECOMMENDATION: Approve Resolution 2011R-17 applying for recertification of the Clearfield Justice Court and authorize the Mayor’s signature to any necessary documents.

COMMUNICATION ITEMS:

- Financial Reports
- Mayor’s Report
- City Councils’ Reports
- City Manager’s Report
- Staffs’ Reports

*****COUNCIL MEETING ADJOURN*****

Dated this 22nd day of September, 2011.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the ‘Americans with Disabilities Act’ provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.



First Program Year CAPER

The CPMP First Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 1 CAPER Executive Summary response:

Clearfield City, as a Small Entitlement, received \$250,819 in 2010 from CDBG funds to be used toward the Maple Street Infrastructure project, grant administration, as well as providing funds to Safe Harbor, Davis Community Learning Center, Family Connection Center and the Clearfield City Youth Resource Center to help assist low-moderate income individuals/families. These projects are listed in the Clearfield City's 5-Year Consolidated Plan.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice.
 - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
 - a. Identify progress in obtaining "other" public and private resources to address needs.
 - b. How Federal resources from HUD leveraged other public and private resources.

c. How matching requirements were satisfied.

Program Year 1 CAPER General Questions response:

FAMILY CONNECTION CENTER

Clearfield City provided \$8,000 to the Family Connection Center so they could continue to provide crisis/respice care for children 11 years and younger. With the exception of Thanksgiving, Christmas, and New Year's Day, the nursery is available twenty-four hours a day, seven days a week. The nursery is one of the many services offered at the center.

Services Provided	Amount
1. Salaries paid to individuals at the Family Connection Center that work in the crisis/respice nursery.	\$8,000
Total	\$8,000
Proposed to serve:	1,300 (if funded at the full amount requested-\$15,000)
Number of clients served:	396 unduplicated
Female head of household:	126 unduplicated

Race Served:

Black or African American	12
White or Caucasian	303
Black or African American and White	8
Hispanic or Latino	70
Balance or individuals reporting more than one race	3

SAFE HARBOR

Clearfield City provided \$5,000 to the Safe Harbor to help pay for the cost incurred in meeting the needs of the citizens of Clearfield City that stay at the facility. This shelter houses women and children that have been victims of domestic violence. They offer a safe and secure shelter for up to 30 days per state law-including clothing, hygiene needs, food and medication and personal supplies.

Services Provided	Amount
1. Operating costs for Domestic Violence Shelter including salaries.	\$5,000
Total	\$5,000
Proposed to serve:	225 (if funded at the full amount requested-\$8,000)
Number of clients served:	262 (served more than anticipated)
Female Head of Household:	151
Race Served:	

Black or African American	5
White or Caucasian	155

Asian	1
Native Hawaiian or Other Pacific Islander	2
Hispanic or Latino	99

CLEARFIELD YOUTH RESOURCE CENTER

Clearfield City provided \$10,000 to the Youth Resource Center. Services at the facility included providing a safe place for school-aged children to go after school. The Youth Resource Center has a variety of activities for the youth to participate in. A computer room is available for the youth to work on projects and utilize the internet. A ping pong table and pool table are also offered. Through the collaborative efforts in the community they provided tutoring each day after school, recreational activities, a fishing club, computer club, billiard club, literacy opportunities, safety and leadership programs and a safe and healthy place to go after school and in the summer.

Services Provided	Amount
1. Salaries paid to employees at the Youth Resource Center.	\$10,000
Total	\$10,000

Proposed to serve: 2,000 (if funded at the full amount requested-\$21,135.94)
Number of clients served: 2,208 (served more than anticipated)

Race Served:

Asian	12
Black or African American	101
White or Caucasian	1,563
Asian & White	5
Hispanic or Latino	527

DAVIS COMMUNITY LEARNING CENTER

Clearfield City provided \$7,253.28 to the Davis Community Learning Center. Services at the facility included computer classes, GED/High School completion, ESL classes and case management. During this time frame, 24 students completed the computer course, 67 students received level gains in ESL and 17 students received their high school diplomas. Additional services provided include clothing assistance, employment training and translation for after school programs.

Services Provided	Amount
1. Salaries for employees at the Davis Community Learning Center.	\$7,253.28
Total	\$7,253.28

\$8,250 was originally allocated however, staff personnel had some personal issues that reduced the work load during the last quarter. The remaining balance of \$996.72 will be reprogrammed into another qualifying project.

Proposed to serve: 300 (if funded at the full amount requested-\$11,664)
Number of clients served: 363 (served more than anticipated)

Female head of household: 165

Race Served:

White or Caucasian	174
Asian & White	4
Black or African American & White	2
Asian	10
Hispanic or Latino	173

The number of clients served by the Family Connection Center, Safe Harbor, Davis Community Learning Center and Clearfield Youth Resource Center are residents of Clearfield City.

ADMINISTRATIVE COSTS FOR THE C.D.B.G. PROGRAM

Clearfield City programmed \$41,675 to be used toward salaries of employees who administer the Community Development Block Grant. However, only \$29,377.74 funds were actually used. The remaining balance of \$12,297.26 will be reprogrammed into another qualifying project.

MAPLE STREET INFRASTRUCTURE

The Maple Street Infrastructure Project consisted of upgrading 1,370 linear feet of existing six inch (6”) sanitary sewer pipe with a new eight inch (8”) sanitary sewer pipe. We are also installing 660 linear feet of fifteen inch (15”) storm sewer. In addition, we will also removed 2,700 linear feet of existing curb, gutter and sidewalk and replace it with new concrete curb, gutter and sidewalk with handicap transition ramps at the intersections. The City will remove existing asphalt road surface and will be replacing the road with new asphalt pavement. This project is in an area where 58.9% of the individuals/families are low-moderate income. Clearfield City programmed \$436,353.55 (\$177,894 from the 2010-2011 program year and \$258,459.55 of reprogrammed funds) towards the Maple Street Project. However, only \$370,131.92 funds were actually used. The remaining balance of \$66,221.63 will be reprogrammed into another qualifying project.

Clearfield City has a Grant Writer that pursues several different types of grants for the recreation department, trail system, police department, recorders office, etc. By receiving these funds the city can utilize money from other sources to help with the infrastructure projects, etc. The sub-recipients, that have a contract with the city, also receive funding from other organizations, as well as the federal government and State of Utah. At the current time there are no matching requirements through the city's programs.

Affirmatively Furthering Fair Housing

Conclusions and Action Plan of Analysis of Impediments (AI) plan.

As Clearfield City approaches build out, how to best use remaining available land becomes even more important. Proper planning is needed to ensure that Clearfield continues to have enough affordable and workforce housing. Clearfield’s careful planning will help the community thrive and make sure that it continues to be a desirable place to both work and live.

Clearfield has a very high percentage of renters and would like to add more homeowners to the city. Creating more opportunities for home ownership would help to create a more balanced community and bring home ownership rates up closer to state and county averages.

It is important that Clearfield continue their efforts in keeping a mix of housing types available throughout the city. Providing people with a range of housing choices has many positive aspects – both for the community in general and for individual families. For the community, a variety of housing consumes relatively less land and provides housing types that can serve as the backbone for communities that are walk-able and support transit use. As individuals and families move from one stage of life to the next, a variety of housing types enables them to live in a place that suits their needs while allowing them to reside in the same community, keeping those ties and staying close to family members if they desire.

The current market conditions have created affordable home ownership opportunities that did not exist a few years ago. However, along with lower home prices came increased difficulty in qualifying for a loan and many families are struggling with unemployment right now as well.

Impediment #1: Lower than average rates of home ownership within Clearfield City.

Priority #1: Increase Home Ownership Opportunities for all income levels, especially for moderate income families.

Clearfield City recognizes a need for more homeownership opportunities for all incomes. They have funded a first-time homebuyer's down payment assistance program off and on but there is currently not enough funding to continue the program. Beginning in 2006 and ending in 2009, Clearfield was able to help 79 families become homeowners through this program. Clearfield City would like to see funding for this program extended in the upcoming year. Clearfield would also like to increase the percentage of homeowners in their city and will work towards this goal through a variety of means.

Impediment #2: Not enough homes for median and above median income families

Priority #2: Achieve a more balanced housing supply (encourage development of homes for median and above median income families)

Clearfield City recognizes a need for more homeownership opportunities for all incomes, especially moderate income families. In Clearfield, there is a large inventory of homes to choose from for someone looking to buy a home under \$200,000. There is also a large rental market with rentals available and affordable to those almost anywhere on the income scale. But for those at or above median income looking to buy a home in Clearfield, there is not much inventory. There is a need for higher end single family homes to balance the community and keep families in the city once they're ready to move on from their first "starter home." The city council and planning commission recognize this need and are working towards this through proper zoning and planning.

Impediment #3: Group Homes and Nursing Homes restricted to certain zones

Priority #3: Plan and prepare for Growing Senior Population

Seniors will be one of the most rapidly growing segments of the population over the next several years. It is projected that the number of people at retirement age will double by 2050 and make up 17.8% of the population. The median age of Davis County will go from 27 to 34 by 2050 as this senior segment of the population expands. The housing needs of seniors are met largely through homeownership. Only 150 elderly (62 or older) households rent in Clearfield and 779 elderly households are homeowners.

Although the Davis Community Housing Authority currently has no city demand for more senior units, the demand for rental units that are suitable for lower income senior renters will increase as the senior population grows.

The city zoning ordinances should allow senior housing wherever possible, especially near facilities that seniors are likely to need access to – such as medical centers, grocery stores, and public transportation. Clearfield should revisit the ordinance that restricts group homes within the city. Zoning ordinances should make allowance for all types of senior housing, as well as the density necessary to make it feasible.

Accessory dwelling units should be allowed county-wide. Accessory dwelling units provide another option for seniors who desire the benefits of living in a single family neighborhood without the burden of home maintenance.

Impediment #4: Not enough visitable and accessible single family homes

Priority #4: Promote visitable and accessible housing in all new developments.

One strategy that would help with the growing senior population is to make sure that all new developments are accessible or at least visitable for someone in a wheelchair or with a walker. Developers and homebuyers need to be encouraged to use principles of universal design when building new homes. Homebuyers need to be educated on the long term advantages of building a home accessible to all. Accessibility requirements for new apartment buildings need to be enforced.

Developers are not building accessible homes because of the false perception that it costs significantly more and that the home will not be as attractive and will not sell. In fact, the changes in design required to build an accessible home or apartment do not cost significantly more. The increased expense is in making those changes after the home is already constructed. Adapting a home to be accessible after it is built can be a very costly endeavor.

Clearfield City will encourage developers to significantly increase the number of accessible apartment units and homes over the next five years. Clearfield will continue to educate developers and the public by enforcing accessibility standards on all projects funded with CDBG money.

Impediment #5: Further outreach on Fair Housing Laws is needed

Priority #5: Continue to educate landlords and others on fair housing laws

Home-buyers, renters, landlords, architects, developers, and bankers all need to be aware of the Fair Housing Laws and comply with them. Although awareness is growing, more outreach is needed to provide information on predatory lending and discrimination. This information needs to be available in several languages to protect those populations most vulnerable to discrimination and predatory lending. Clearfield City operates a "Good Landlord" program which gives a discount on a required business license to landlords if they participate in "good landlord" training. The goal is to provide education on these Fair Housing topics. Continuing to support the "Good Landlord" program and look for other opportunities to educate the public on fair housing laws is a goal for Clearfield City.

The city also sends out a newsletter to all residents and will use this as an outreach tool in ongoing fair housing education efforts.

Need: Consistent Funding

In recent years the housing authorities and other non-profit agencies have been consistently losing the federal support dollars that they have heavily relied upon in the past. With the shortage of federal funds, it is becoming increasingly difficult or even impossible for these programs to keep providing the same level of service to the communities they serve. In addition to this, there is also the problem of other funding sources not being consistent from year to year. For these programs to be successful and help those they intend to serve, funding needs to be consistent. New sources of funding for housing services and programs need to be found to fill in the gap left by decreasing federal dollars.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 1 CAPER Managing the Process response:

Clearfield City is the lead agency as the grantee of CDBG funds. Other agencies administering portions of CDBG funds for the city include the Clearfield Youth Resource Center, Safe Harbor, Family Connection Center, and Davis Community Learning Center. Before funds can be reimbursed to the sub-recipient a contract is prepared and signed by Clearfield City as well as the sub-recipient receiving funds.

The city monitored all sub-recipients to ensure compliance with recordkeeping, etc. A letter is sent out notifying our sub-recipients of our monitoring requirements. Along with this letter they are also sent a copy of the monitoring checklist so they can specifically see what will be addressed during the visit. Once the visit has been completed a follow-up letter is sent regarding the outcome of the visit. All of these copies are kept in our sub-recipient files for future reference. The monitoring visits held earlier this year determined all of our sub-recipients are in compliance.

Citizen Participation

1. Provide a summary of citizen comments.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 1 CAPER Citizen Participation response:

Clearfield City follows its citizen participation plan for the adoption of the consolidated plan and action plan. This plan is designed to encourage citizens of Clearfield City, especially those where CDBG funds are likely to be used, to participate in the development of the plan. In accordance with the citizen participation plan, the development of the One Year Action Plan was initiated through a public hearing held before the Clearfield City council on April 20, 2010. The notice of the public hearing was published in the Ogden Standard Examiner, a newspaper of general circulation within the city. In addition to the publication, public notices are posted at the Clearfield Post Office, Davis North Library Branch, Freeport Center Post Office and Clearfield City Hall.

Prior to the adoption of the consolidated plan, Clearfield City informed the public about the plan process, the amount of federal assistance expected from HUD, and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income. This information was available in the Clearfield City Community Development Department.

Residents of public and assisted housing developments, predominantly low-and moderate-income neighborhoods, minorities, non-English speaking persons and persons with disabilities are especially encouraged to participate in the development and implementation of the consolidated plan. In an effort to broaden participation, notice of the draft plan was posted on the city's marquee.

There were no public comments received at the first public hearing that was held on April 20, 2010.

The second public hearing was held on May 25, 2010 in which the city council approved to adopt the final plan as written. This plan was made available for public comment for 30 days. No public comments were received.

Clearfield City did not target a specific area for direct assistance. The assistance provided through our sub-recipients will serve any Clearfield City resident, regardless of the where they live in the city. Clearfield City does not have areas of minority concentration.

Citizens were given the opportunity to review the 2010-2011 Consolidated Annual Performance Evaluation Report (CAPER) in the Community Development Department from September 10, 2011 to September 26, 2011. *(No public comments were received.)*

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 1 CAPER Institutional Structure response:

Clearfield City recently revised the Down Payment Assistance Guidelines. In addition, there are some funds (program income) that have been returned to the city from people that have sold their homes. These funds will be allocated to help assist additional individuals/families purchase a home in Clearfield City. Once the 30 day comment period is over, the city council will vote on this program. It is at that time the potential applicants will be able to submit an application for down payment assistance. The city has not allocated funds towards this program since 2009 however; there is still a need to provide this assistance. The Standard Examiner, local newspaper, published an article regarding this program and several calls have been received from people inquiring about the assistance.

The Davis County Housing Authority administers this program for the city. Every effort has been made on their part to get the word out to realtors, lenders, potential home buyers, etc.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 1 CAPER Monitoring response:

The city monitored all sub-recipients to ensure compliance with recordkeeping, etc. A letter is sent out notifying our sub-recipients of our monitoring requirements. Along with this letter they are also sent a copy of the monitoring checklist so they can specifically see what will be addressed during the visit. Once the visit has been completed a follow-up letter is sent regarding the outcome of the visit. All of these copies are kept in our sub-recipient files for future reference. The monitoring visits held earlier this year determined all of our sub-recipients are in compliance.

Through Clearfield City's Down Payment Assistance Program it has helped assist several families obtain home ownership, thus creating a more stable environment for the families as well as the children. This program first started in November 2006. As of December 31, 2009 the city has assisted 79 households through this program. Some of these funds have been returned to the city, due to the homeowner selling the property. Any program income received is deposited into an interest bearing account and is available for future use through the Down Payment Assistance Program.

The services provided through the Family Connection Center also made a huge impact on everyone served. By offering the crisis/respice nursery it provides a safe place for families to take their children. Their purpose is to protect children, strengthen and shelter families and individuals, foster self-sufficiency and facilitate a caring community. They strive to prevent domestic violence and child abuse. The Center provides many other services, including transitional housing, food bank, emergency financial assistance, individual and family therapy, etc. The center has had great success in all of their programs and they have made a huge impact on many families.

The services provided at the Domestic Violence shelter allowed for a safe and secure place for women and children to stay. As well as receive case management, crisis intervention and the opportunity to participate in support groups.

One of the barriers that had a negative impact on fulfilling the overall vision is notifying residents about our programs as well as our limited amount of funding we receive.

At this time Clearfield City's major goals are on target.

Clearfield City staff uses the Funds Projected/Funds Drawn report to monitor the grant draws. The city will continue to utilize this report.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 1 CAPER Lead-based Paint response:

Lead-based paint hazards in Clearfield City have been almost non-existent. The county health department no longer performs lead-based paint evaluations, but does disseminate information on the hazards.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 1 CAPER Housing Needs response:

Through Clearfield City's Down Payment Assistance Program it has helped assist several families obtain home ownership, thus creating a more stable environment for the families as well as the children. Since this program is only a few years old there are not a lot of people who are aware of this service. However, more and more realtors/lenders are inquiring about the criteria in order to help their clients qualify. This program first started in November 2006. As of December 31, 2009 the city has assisted 79 households through this program. Some of these funds have been returned to the city, due to the homeowner selling the property. Any program income received is deposited into an interest bearing account and is available for future use through the Down Payment Assistance Program.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 1 CAPER Specific Housing Objectives response:

The cost of housing has risen within the past year, however, Clearfield City still offers affordable housing compared to the surrounding cities. The city has a high number of rental units; however, with the newly created Down Payment Assistance Program we hope this number will start declining. Since the city receives a very small amount of HUD funds we are limited on the number of activities that can be accomplished in a year's time. Since the city started this program we have assisted 79 households from November 2006 to December 2009. Clearfield City is going through the necessary amendment process to address any program income that is returned to the city due to a sale of a home. These funds have been designated to be used to help future home buyers with their down payment assistance.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 1 CAPER Public Housing Strategy response:

Clearfield City does not have any public housing units in our city. However, the Davis Community Housing Authority provides rental assistance, section 8 housing as well as emergency home repairs.

Clearfield City created a housing committee to help address other housing needs throughout the city. This committee consists of residents and realtors. In the past they have been in charge of organizing projects for the Take Pride in Clearfield Day. Past projects consist of yard cleanup, fence repairs, painting homes, etc. On this day several residents from the committee as well as the city, volunteer their time to assist in these community projects. These projects have been very successful and the city will continue the coordination of future projects.

In 2008 Clearfield City passed an ordinance which requires a Rental Dwelling License for anyone that has residential rental properties within the city. Along with the license all landlords have the option of joining the Good Landlord Program. This program is put in place to help reduce the calls for service in our city. By joining this program the landlord agrees to screen all of their tenants which include a background check, employment verification, credit check, as well as obtaining a copy of the tenants Drivers License/State Identification and rental references. If a potential renter has certain convictions on their background report within the past three years they would not be allowed to rent the home/apartment. In addition the landlord agrees to attend a landlord training program and they also agree not to permit more than two calls for service per unit annually. In turn the city will reduce their licensing fee as well as automatically notify the landlord of calls for service to the police department as well as any code enforcement violations. Recently an officer of the Clearfield City Police Department has been assigned to assist with this program.

By having this program in place we feel it will reduce the number of calls for service to our police department, reduce crime throughout the city and provide a safe and secure place for others to live. This program has been in place for approximately three years and we have received positive feedback regarding the program. Several other cities throughout Utah have a good landlord program already set up and there are additional cities looking at adopting a similar program.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 1 CAPER Barriers to Affordable Housing response:

As mentioned previously, the Down Payment Assistance Program helps first time home buyers purchase a home of their own. There are several families that could afford to pay the monthly mortgage payment, but they just don't have enough money to pay the down payment and closing costs. We are very excited to have this

program available to our residents and believe it has had a positive impact on our citizens as well as the city. If a home is sold within the first seven years, they are required to pay a portion of the grant back to the city. These funds are then set aside in an interest barring account and can be used to assist future first time home buyers.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

Program Year 1 CAPER HOME/ADDI response:

Clearfield City does not receive HOME funds. We will continue to educate our citizens regarding the Davis Community Housing Authority's ADDI program, as well as Clearfield City's Down Payment Assistance Program.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 1 CAPER Homeless Needs response:

As mentioned previously, the Family Connection Center offers a wide variety of services and programs to families/individuals that otherwise would be homeless, these include the transitional housing, emergency financial assistance, etc. Safe

Harbor also provided shelter and assistance to women and children at the Domestic Violence Shelter.

The transitional housing program, through the Family Connection Center, has had great success in helping people make the transition to permanent housing and independent living. This program teaches individuals how to obtain and keep a job and how to manage their finances. During this program year the Family Connection Center assisted 396 individuals through this program. Of those 396 individuals, 152 were adults and 244 were children.

Clearfield City did not receive any federal funds through the Homeless SuperNOFA.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 1 CAPER Specific Housing Prevention Elements response:

As mentioned previously, the Family Connection Center offers a wide variety of services and programs to families/individuals that otherwise would be homeless, these include the transitional housing, emergency financial assistance, etc. Safe Harbor provided assistance to 262 women and children from Clearfield City through the Domestic Violence Shelter. Without this shelter these women and children could have been homeless.

The transitional housing program, through the Family Connection Center, has had great success in helping people make the transition to permanent housing and independent living. This program teaches individuals how to obtain and keep a job and how to manage their finances. During this program year the Family Connection Center assisted 396 individuals through this program. Of those 396 individuals, 152 were adults and 244 were children.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 1 CAPER ESG response:

Clearfield City does not receive ESG funding.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives

- a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
- a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
- a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 1 CAPER Community Development response:

1. Assessment - The City's vision is to make Clearfield City A GREAT PLACE TO LIVE, WORK, AND PLAY. The results of public services allowed for counseling, crisis/respite care, youth center, etc. We feel this meets our objectives at this time. Services provided through the Family Connection Center helped assist 396 unduplicated clients, of these 83.3% were extremely-low to low-income. The Davis Community Learning Center helped assist 262 clients. During the 2010-2011 program year there was not any funding available through the Down Payment Assistance Program however, amendments are being made to allow for program income to be used to help assist additional individuals/families purchase a home in Clearfield City. These amendments are to be completed by October 1, 2011.
2. Changes in Program Objectives – There were not any changes made during this program year.

3. Assessment of Efforts in Carrying out Planned Actions- As mentioned previously, the city has a Grant Writer that pursues all types of grants for our recreation department, police department, trail system, etc. Our sub-recipients also receive funding from several different sources including the State and Federal Government. In order to be fair and impartial, the city published a notice in October 2010 regarding the time frame to submit the grant funding applications. Clearfield City did not hinder the Consolidated Plan during this process. We also make sure all of the activities meet a national objective.
4. For Funds not used for National Objectives – none.
5. Anti-displacement and Relocation – none.
6. Low/Mod Job Activities- none.
7. Low/Mod Limited Clientele Activities - The Family Connection Center offers a wide variety of services, such as crisis/respite nursery, individual and family therapy, emergency financial assistance, emergency food and shelter, and parenting classes. The center collects income information from the individuals/families that request their services. During this program year 396 unduplicated clients were served through the nursery with 83.3% being extremely-low to low-income.
8. Program income received- Clearfield City received \$4,000 in program income during this year. Any program income received is deposited into an interest bearing account and is available for future use through the Down Payment Assistance Program. The City did not have to repay any funds to a float-funded activity or loans. In addition, we did not receive any income from the sale of property by parcel. The only project that is currently set up to receive program income is the Down Payment Assistance Program. Amendments to allow for these funds to be redistributed through this program will be completed by October 1, 2011.
9. Prior period adjustments – none.
10. Loans and other receivables- none.
11. Lump Sum Agreements – none.
12. Housing Rehabilitation – none.
13. Neighborhood Revitalization Strategies – Clearfield City does not have a neighborhood revitalization strategy area or target area.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 1 CAPER Antipoverty Strategy response:

Clearfield City funded programs that assisted in the reduction of poverty level families. The Clearfield Youth Resource Center received \$10,000 in CDBG funds for its youth program to teach at-risk youth life skills and build self-esteem. Youth

benefited through literacy programs, family referral for crisis assistance, and beneficial life skill programs. This program helped teach youth the necessary skills so they can become contributing members of society, and thus reduce future reliance on government assistance.

Clearfield City also provided \$8,000 to the Family Connection Center. This organization offers a variety of services aimed to reduce poverty by enhancing education and employment for at-risk households. The mission of the organization is to help families become self-sufficient, thus reduce the number of persons living below the poverty level.

Clearfield City also provided \$5,000 to Safe Harbor to help pay for the cost incurred in meeting the needs to the citizens of Clearfield City that stay at the facility. This shelter houses women and children that have been victims of domestic violence. They offer a safe and secure shelter for up to 30 days per state law-including clothing, hygiene needs, food, medication and personal supplies. In addition they offer individual casework assistance and self-sufficiency planning-including support groups, therapy groups and individual therapy. Outreach and aftercare services are offered up to 6 months after women leave the shelter.

Clearfield City provided \$7,253.28 to the Davis Community Learning Center. Services at the facility included computer classes, GED/High School completion, ESL classes and case management. During this time frame, 24 students completed the computer course, 67 students received level gains in ESL and 17 students received their high school diplomas. Additional services provided include clothing assistance, employment training and translation for after school programs.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 1 CAPER Non-homeless Special Needs response:

The Family Connection Center has programs to help individuals/families with transitional housing as well as assisting them into permanent housing.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:

- a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
- a. Grantee Narrative
 - i. Grantee and Community Overview
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
 - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
 - ii. Project Accomplishment Overview
 - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
 - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds

- (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 1 CAPER Specific HOPWA Objectives response:

Clearfield City does not receive HOPWA funding.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 1 CAPER Other Narrative response:

PR 26 - CDBG Financial Summary Report

Grantee
Program Year

CLEARFIELD , UT
2010

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	446,519.85
02 ENTITLEMENT GRANT	250,819.00
03 SURPLUS URBAN RENEWAL	0
04 SECTION 108 GUARANTEED LOAN FUNDS	0
05 CURRENT YEAR PROGRAM INCOME	0
06 RETURNS	0
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0
08 TOTAL AVAILABLE (SUM, LINES 01-07)	697,338.85

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	391,430.11
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	391,430.11
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	34,703.91
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	426,134.02
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	271,204.83

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	391,430.11
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	391,430.11
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2010 PY: PY:	
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION		0
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS		0
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)		0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES		28,400.99
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR		0
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR		0
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS		0
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)		28,400.99
32 ENTITLEMENT GRANT		250,819.00
33 PRIOR YEAR PROGRAM INCOME		0
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP		0
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)		250,819.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)		11.32%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION		34,703.91
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR		0
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR		0
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS		0
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)		34,703.91
42 ENTITLEMENT GRANT		250,819.00
43 CURRENT YEAR PROGRAM INCOME		0
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP		0
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)		250,819.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)		13.84%

Section 3 Summary Report

Economic Opportunities for
Low and Very Low-Income Persons

**U.S. Department of Housing
and Urban Development**

Office of Fair Housing
and Equal Opportunity

OMB Approval No.2529-0043

(exp. 11/30/2010)

HUD Field Office : : DENVER, CO

See Public Reporting Burden Statement below

1.Recipient Name:

Clearfield City Corporation

Recipient Address: *(street, city, state, zip)*

55 South State Street
Clearfield , Utah 84015

2. Grant Number:

B10MC490008

3. Total Amount of Award: \$ 250,819

Amount of All Contracts Awarded: \$ 0

4. Contact Person:

Stacy Millgate

5. Phone: 801-525-2781

Fax: 801-525-2865

E-Mail: smillgate@clearfieldcity.org

6. Length of Grant: 12 *Month(s)*

7. Reporting Period: Quarter 4 of Fiscal Year 2010

8. Date Report Submitted:

08/17/2011

9. Program Code-Name:

7-CDBG-Entitlement

Program Codes:

3A = Public/Indian Housing Development

4 = Homeless Assistance

7 = CDBG-Entitlement

10= Other Housing Programs

1 = Flexible Subsidy

3B = Public/Indian Housing Operation

5 = HOME Assistance

8 = CDBG-State Administered

2 = Section 202/811

3C = Public/Indian Housing Modernization

6 = HOME-State Administered

9 = Other CD Programs

Part I. Employment and Training (Columns B, C, and F are mandatory fields.)					
A Job Category	B Number of New Hires	C Number of New Hires that are Sec.3 Residents	D % of Section 3 New Hires	E % of Total Staff Hours for Section 3 Employees	F Number of Section 3 Trainees
Professionals	0	0	0.00 %	0.00 %	0
Technicians	0	0	0.00 %	0.00 %	0
Office/Clerical	0	0	0.00 %	0.00 %	0
Officials/Managers	0	0	0.00 %	0.00 %	0
Sales	0	0	0.00 %	0.00 %	0
Craft Workers (skilled)	0	0	0.00 %	0.00 %	0
Operatives (semiskilled)	0	0	0.00 %	0.00 %	0
Laborers (unskilled)	0	0	0.00 %	0.00 %	0
Service Workers	0	0	0.00 %	0.00 %	0
Other (List)	0	0	0.00 %	0.00 %	0
Total	0	0			0

Part II. Contracts Awarded

1. Construction Contracts:

- A. Total dollar amount of all construction contracts awarded on the project \$ 0
- B. Total dollar amount of construction contracts awarded to Section 3 businesses \$ 0
- C. Percentage of the total dollar amount that was awarded to Section 3 businesses 0.00 %
- D. Total number of Section 3 businesses receiving construction contracts 0

2. Non-Construction Contracts:

- A. Total dollar amount of all non-construction contracts awarded on the project \$ 0
- B. Total dollar amount of non-construction contracts awarded to Section 3 businesses \$ 0
- C. Percentage of the total dollar amount that was awarded to Section 3 businesses 0.00 %
- D. Total number of Section 3 businesses receiving non-construction contracts 0

Part III. Summary of Efforts

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Select **yes** to all that apply)

No Recruited low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

No Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

No Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

No Coordinated with Youthbuild Programs and administered in the metropolitan area in which the Section 3 covered project is located.

Yes Other; describe below.

Clearfield City has not educated the contractors in the past since we hardly ever meet the threshold but we will inform contractors that they should be trying to recruit Section 3 businesses and residents in the

future. Clearfield City does not have any Section 3 covered projects at this time.

Public reporting burden for this collection of information is estimated to average 6 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u., mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as a self-monitoring tool. The data is entered into a data base and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
CDBG Activity Summary Report (GPR) for Program Year 2010
CLEARFIELD

Date: 15-Sep-2011
Time: 9:40
Page: 1

PGM Year: 2009
 Project: 0001 - SAFE HARBOR
 IDIS Activity: 73 - SAFE HARBOR

Status: Completed
 Location: Address Suppressed

Objective: Create suitable living environments
 Outcome: Availability/accessibility
 Matrix Code: Battered and Abused Spouses (05G) National Objective: LMC

Initial Funding Date: 07/28/2009

Financing

Funded Amount: 6,500.00
 Drawn Thru Program Year: 6,500.00
 Drawn In Program Year: 996.54

Description:

OPERATING COSTS FOR THE SHELTER THAT HOUSES WOMEN AND CHILDREN FROM CLEARFIELD CITY THAT HAVE BEEN VICTIMS OF DOMESTIC VIOLENCE.

Proposed Accomplishments

People (General) : 191

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	177	0
Black/African American:	0	0	0	0	0	0	12	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	3	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	119	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	316	0
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	316
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	316
Percent Low/Mod				100.0%

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2009 316

The Safe Harbor provided shelter and outreach services to Clearfield Residents. They worked diligently to collaborate and work with the Clearfield Police officers in providing more adequate services to victims. Also provided comprehensive training in May. In addition to these services the shelter also handled 122 calls from Clearfield residents needing info regarding protective orders. These are calls that would most likely be handled by the city court & police department. Safe Harbor assisted 12 Clearfield residents with orders- helping prepare them, getting them signed and assisting the victims in court with probono attorney's.

PGM Year: 2009
Project: 0002 - FAMILY CONNECTION CENTER
IDIS Activity: 74 - FAMILY CONNECTION CENTER

Status: Completed
Location: 1360 EAST 1450 SOUTH CLEARFIELD, UT 84015

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) **National Objective:** LMC

Initial Funding Date: 07/28/2009

Financing

Funded Amount: 10,000.00
 Drawn Thru Program Year: 10,000.00
 Drawn In Program Year: 488.27

Description:

PAY SALARIES FOR STAFF MEMBERS THAT HELP WITH THE CRISISRESPITE NURSERY FOR CHILDREN 11 YRS AND YOUNGER. AS WELL AS EMPLOYEES WHO ASSIST IN CASE MANAGEMENT AND TRANSITIONAL HOUSIN

Proposed Accomplishments

People (General) : 1,078

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	703	0
Black/African American:	0	0	0	0	0	0	37	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	3	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	5	0
Asian White:	0	0	0	0	0	0	4	0
Black/African American & White:	0	0	0	0	0	0	23	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	142	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	919	0
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	652

Low Mod	0	0	0	92
Moderate	0	0	0	65
Non Low Moderate	0	0	0	110
Total	0	0	0	919
Percent Low/Mod				88.0%

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting
2009 919

The purpose of the Family Connection Center is child abuse prevention. If parents are stressed and feel like they might be getting to the end of their rope they can take their children to the crisis/respite nursery for a few hours so they can have a break. In more serious cases, the center can keep children up to 3 days. Children enjoy arts, crafts, games, outside play, etc. In addition to a safe, clean and nurturing environment. They receive good meals and snacks. With the exception of Thanksgiving, Christmas and New Year's the nursery is available twenty-four hours a day, seven days a week. Children from birth to 11 years old and nursery services are free. This keeps children from being left in an unsafe place.

PGM Year: 2009
Project: 0003 - CLEARFIELD CITY YOUTH RESOURCE CENTER
IDIS Activity: 75 - CLEARFIELD YOUTH RESOURCE CENTER

Status: Completed
Location: 55 SOUTH STATE STREET CLEARFIELD, UT 84015

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) **National Objective:** LMC

Initial Funding Date: 07/28/2009

Financing

Funded Amount: 13,005.85
Drawn Thru Program Year: 13,005.85
Drawn In Program Year: 2,327.00

Description:
SALARIES FOR EMPLOYEES WHO WORK AT THE YOUTH RESOURCE CENTER FOR JUNIOR HIGH-AGE CHILDREN.
A VARIETY OF PROGRAMS ARE OFFERED.

Proposed Accomplishments

People (General) : 2,500

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,114	0
Black/African American:	0	0	0	0	0	0	53	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	17	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	255	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1,439	0

Female-headed Households: 0 0 0 0 0 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	1,439
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,439
Percent Low/Mod				100.0%

Annual Accomplishments

Accomplishment Narrative

Year	# Benefitting
2009	1,439

The youth resource center provided a safe, educational, fun and healthy environment for the children in the community to enjoy after school and during the summer months. The center provided the youth at the center with help with homework and computer instruction, many recreational activities including crafts, cooking, computer work, physical activities, video games and tournaments. The number of youth participating indicates the program is running efficiently and the youth are enjoying the structure and programming that is offered. The collaboration efforts with other organizations have been a benefit to all that participate. The program will have a far reaching positive effect on the families and communities as a whole.

PGM Year: 2009
Project: 0004 - ADMINISTRATIVE COSTS FOR THE CDBG GRANT
IDIS Activity: 76 - ADMINISTRATIVE COSTS FOR THE CDBG GRANT

Status: Completed
 Location: 55 SOUTH STATE STREET CLEARFIELD, UT 84015

Objective:
 Outcome:
 Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 07/28/2009

Description:
 ADMINISTRATIVE COSTS FOR THE 2009-2010 CDBG GRANT.

Financing
 Funded Amount: 40,678.97
 Drawn Thru Program Year: 40,678.97
 Drawn In Program Year: 18,457.49

Proposed Accomplishments

Annual Accomplishments

Accomplishment Narrative

Year	# Benefitting
------	---------------

PGM Year: 2008
Project: 0028 - Maple Street Infrastructure Project
IDIS Activity: 78 - MAPLE STREET INFRASTRUCTURE PROJECT

Status: Completed Objective: Create suitable living environments

Location: 500 Maple St Clearfield, UT 84015-4032

Outcome: Availability/accessibility

Matrix Code: Public Facilities and Improvement (General) (03)

National Objective: LMA

Initial Funding Date: 04/15/2010

Financing

Funded Amount: 370,131.92
Drawn Thru Program Year: 370,047.92
Drawn In Program Year: 363,029.12

Description:

the project consisted of upgrading 1,370 linear feet of existing 6" sanitary sewer pipe with a new 8" sanitary sewer pipe.
Also, 660 linear feet of 15" storm sewer was installed.
2,700 linear feet of existing curb, gutter and sidewalk was replaced and handicap transition ramps were installed at the intersections.
In addition, the existing asphalt road surface was replaced with new asphalt.

Proposed Accomplishments

Public Facilities : 33
Total Population in Service Area: 2,963
Census Tract Percent Low / Mod: 57.50

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2010 the project consisted of upgrading 1,370 linear feet of existing 6" sanitary sewer pipe with a new 8" sanitary sewer pipe. Also, 660 linear feet of 15" storm sewer was installed. 2,700 linear feet of existing curb, gutter and sidewalk was replaced and handicap transition ramps were installed at the intersections. In addition, the existing asphalt road surface was replaced with new asphalt.

PGM Year: 2010
Project: 0001 - CLEARFIELD YOUTH RESOURCE CENTER
IDIS Activity: 79 - CLEARFIELD YOUTH RESOURCE CENTER

Status: Completed
Location: Address Suppressed

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) National Objective: LMC

Initial Funding Date: 08/16/2010

Financing

Funded Amount: 10,000.00
Drawn Thru Program Year: 8,746.14
Drawn In Program Year: 8,746.14

Description:

THESE FUNDS WILL SUPPORT THE PRIORITY OF HELPING AT-RISK YOUTH.
THE CENTER PROVIDES PROGRAMS AND SUPPORT SERVICES THAT ASSIST FAMILIES AND YOUTH IN CLEARFIELD TO BECOME MORE SUCCESSFUL IN A SAFE ENVIRONMENT.
THE CENTER IS LOCATED IN A NEIGHBORHOOD WHERE MANY CHILDREN LIVE.
THE CENTER TARGETS YOUTH BETWEEN 10 AND 14 YEARS OLD.
THE CITY PROVIDES TWO SUPERVISORS THAT ARE HIGHLY QUALIFIED TO WORK WITH THE YOUTH.
THE CURRENT SERVICES PROVIDED ARE YOUTH MENTORING, LITERACY PROGRAMS AND SERVICES, RESOURCE REFERRAL SERVICES TO FAMILIES THAT ARE IN CRISIS OR NEED DIRECTION AND DEVELOPMENT OF PARTNERSHIPS WITH COMMUNITY ORGANIZATIONS THAT HAVE COMMON GOALS OF IMPROVING THE WELL BEING OF CHILDREN IN THE COMMUNITY.

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,563	0
Black/African American:	0	0	0	0	0	0	101	0
Asian:	0	0	0	0	0	0	12	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0

Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	5	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	527	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2,208	0

Female-headed Households: 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	2,208
Non Low Moderate	0	0	0	0
Total	0	0	0	2,208
Percent Low/Mod				100.0%

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting
2010 2,208

Clearfield City provided \$10,000 to the Youth Resource Center. Services at the facility included providing a safe place for school-aged children to go after school. The Youth Resource Center has a variety of activities for the youth to participate in. A computer room is available for the youth to work on projects and utilize the internet. A ping pong table and pool table are also offered. Through the collaborative efforts in the community they provided tutoring each day after school, recreational activities, a fishing club, computer club, billiard club, literacy opportunities, safety and leadership programs and a safe and healthy place to go after school and in the summer.

PGM Year: 2010

Project: 0002 - DAVIS COMMUNITY LEARNING CENTER

IDIS Activity: 80 - DAVIS COMMUNITY LEARNING CENTER

Status: Completed

Location: 30 SOUTH 350 EAST CLEARFIELD, UT 84015

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

Initial Funding Date: 08/16/2010

Financing

Funded Amount: 7,253.28

Drawn Thru Program Year: 5,949.18

Drawn In Program Year: 5,949.18

Proposed Accomplishments

People (General) : 200

Description:

THESE FUNDS WILL BE USED TO HIRE A RESOURCE ASSISTANT. THIS ASSISTANT WILL BE AVAILABLE DURING NIGHT TIME HOURS TO GREET AND ENGAGE THE CENTER'S CLIENTELE. THE ASSISTANT WILL ALSO BE AVAILABLE TO THE PARENTS OF THE WASATCH ELEMENTARY AFTER SCHOOL PROGRAM (89% OF THESE FAMILIES QUALIFY FOR REDUCED LUNCH.)THIS RESOURCE WILL GIVE PARENTS ACCESSIBILITY TO ACCESS SERVICES BECAUSE OF TH RAPPORT THAT WILL BE DEVELOPED BETWEEN THE ASSISTANT AND THE PARENTS. DUTIES AND RESPONSIBILITIES OF THE RESOURCE OFFICER: PROVIDE RESOURCES, INFORMATION, ASSIST WITH REGISTRATION, ANSWER PHONES, SCHUDULE APPOINTMENTS.

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	174	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	10	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	4	0
Black/African American & White:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	173	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	363	0
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	363
Non Low Moderate	0	0	0	0
Total	0	0	0	363
Percent Low/Mod				100.0%

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2010 363

Clearfield City provided \$7,253.28 to the Davis Community Learning Center. Services at the facility included computer classes, GED/High School completion, ESL classes and case management. During this time frame, 24 students completed the computer course, 67 students received level gains in ESL and 17 students received their high school diplomas. Additional services provided include clothing assistance, employment training and translation for after school programs.

PGM Year: 2010

Project: 0003 - FAMILY CONNECTION CENTER

IDIS Activity: 81 - FAMILY CONNECTION CENTER

Status: Completed

Location: 1360 EAST 1450 SOUTH CLEARFIELD, UT 84015

Objective: Create suitable living environments

Outcome: Sustainability

Matrix Code: Public Services (General) (05)

National Objective: LMC

Initial Funding Date: 08/16/2010

Financing

Funded Amount: 8,000.00
 Drawn Thru Program Year: 5,971.28
 Drawn In Program Year: 5,971.28

Description:

THE FAMILY CONNECTION CENTER PROVIDES AN EMERGENCY SHELTER AND TRANSITIONAL HOUSING IN ORDER TO SPECIFICALLY SUPPORT THE CRISISRESPITE NURSERY FACILITY. THIS ENTITY ALSO HELPS PEOPLE OBTAIN LIFE SKILL TRAINING LEADING TO STABILITY AND SELF-SUFFICIENCY IN THE HOME.

Proposed Accomplishments

People (General) : 1,300

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	303	0
Black/African American:	0	0	0	0	0	0	12	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	8	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	73	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	396	0
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	315
Low Mod	0	0	0	15
Moderate	0	0	0	23
Non Low Moderate	0	0	0	43
Total	0	0	0	396
Percent Low/Mod				89.1%

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting
 2010 396

The Family Connection Center provided child care through the crisis/respice nursery. Parents use the nursery for crisis care experience less stress and trauma knowing their children are well cared for and in a safe place. By providing this service the children are prevented from being left in an unsafe or less desirable situation. The respice care provides a safe place where parents can bring children for some respice time significantly reduces parent stree levels. During the program year the Center served 396 people. Of those people 244 children and 152 adults were served. This number is the annual unduplicated total.

PGM Year: 2010
Project: 0004 - SAFE HARBOR
IDIS Activity: 82 - SAFE HARBOR

Status: Completed
 Location: Address Suppressed

Objective: Create suitable living environments
 Outcome: Availability/accessibility
 Matrix Code: Battered and Abused Spouses (05G) National Objective: LMC

Initial Funding Date: 08/16/2010

Financing

Funded Amount: 5,000.00
 Drawn Thru Program Year: 3,922.58
 Drawn In Program Year: 3,922.58

Description:

THESE FUNDS WILL SPECIFICALLY BENEFIT AND PROVIDE SHELTER OPERATION FOR WOMEN AND CHILDREN WHO ARE VICTIMS OF DOMESTIC VIOLENCE.

Proposed Accomplishments

People (General) : 225

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	155	0
Black/African American:	0	0	0	0	0	0	5	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	99	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	262	0
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	262
Non Low Moderate	0	0	0	0
Total	0	0	0	262
Percent Low/Mod				100.0%

Annual Accomplishments**Accomplishment Narrative**

Year # Benefitting
 2010 262

Safe Harbor Domestic Violence shelter assisted 262 people during the program year. This shelter provides shelter, educational groups, intervention, safety planning, etc. to women and children of Clearfield City that have been victims of domestic violence.

PGM Year: 2010
Project: 0005 - CDBG ADMINISTRATION
IDIS Activity: 83 - CDBG ADMINISTRATION

Status: Completed
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 08/16/2010

Financing
 Funded Amount: 29,377.74
 Drawn Thru Program Year: 16,246.42
 Drawn In Program Year: 16,246.42

Description:
 ADMINISTRATION OF THE CDBG PROGRAM.

Proposed Accomplishments**Annual Accomplishments****Accomplishment Narrative**

Year # Benefitting

Total Funded Amount: \$499,947.76
Total Drawn Thru Program Year: \$481,068.34
Total Drawn In Program Year: \$426,134.02

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR06 - Summary of Consolidated Plan Projects for Report Year

DATE: 9/15/2011
 TIME: 9:43:52 am
 PAGE: 1/2

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2010 1	CLEARFIELD YOUTH RESOURCE CENTER SUPPORT THE PRIORITY OF HELPING AT-RISK YOUTH. THE CENTER PROVIDES PROGRAMS AND SUPPORT SERVICES THAT ASSIST FAMILIES AND YOUTH IN CLEARFIELD TO BECOME MORE SUCCESSFUL IN A SAFE ENVIRONMENT. THE CENTER TARGETS YOUTH BETWEEN 10 AND 14 YEARS OLD. CURRENT SERVICES PROVIDED ARE YOUTH MENTORING, LITERACY PROGRAMS AND SERVICES, RESOURCE REFERRAL SERVICES TO FAMILIES THAT ARE IN CRISIS OR NEED DIRECTION, AND DEVELOPMENT OF PARTNERSHIPS WITH COMMUNITY ORGANIZATIONS THAT HAVE COMMON GOALS OF IMPROVING THE WELL BEING OF CHILDREN IN THE COMMUNITY.	CDBG	\$10,000.00	\$10,000.00	\$8,746.14	\$1,253.86	\$8,746.14
2	DAVIS COMMUNITY LEARNING CENTER CDBG FUNDS WILL BE USED TO HIRE A RESOURCE ASSISTANT AS THERE IS A NEED TO EXPAND THE LEARNING CENTER HOURS FROM 8:30 AM TO 8:00 PM MON-THUR. THE ASSISTANT WILL BE AVAILABLE DURING OUR NIGHT TIME HOURS TO GREET AND ENGAGE THE CENTER'S CLIENTELE. THE ASSISTANT WILL ALSO BE AVAILABLE TO THE PARENTS OF THE WASATCH ELEMENTARY AFTER SCHOOL PROGRAM (89% OF THESE FAMILIES QUALIFY FOR FREE/REDUCED LUNCH.) THIS RESOURCE WILL GIVE PARENTS ACCESSIBILITY TO ACCESS SERVICES BECAUSE OF THE RAPPORT THAT WILL BE DEVELOPED BETWEEN THE RESOURCE ASSISTANT AND THE PARENTS. DUTIES INCLUDE: PROVIDE RESOURCES, PROVIDE INFORMATION, ASSIST WITH REGISTRATION, ANSWER PHONES, SCHEDULE APPOINTMENTS.	CDBG	\$8,250.00	\$7,253.28	\$5,949.18	\$1,304.10	\$5,949.18

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR06 - Summary of Consolidated Plan Projects for Report Year

DATE: 9/15/2011
 TIME: 9:43:52 am
 PAGE: 2/2

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2010 3	FAMILY CONNECTION CENTER	CDBG	\$8,000.00	\$8,000.00	\$5,971.28	\$2,028.72	\$5,971.28
	THE FAMILY CONNECTION CENTER PROVIDES AN EMERGENCY SHELTER AND PROVIDES TRANSITIONAL HOUSING IN ORDER TO SPECIFICALLY SUPPORT THE CRISIS/RESPITE NURSERY FACILITY. THIS ENTITY ASLO HELPS PEOPLE OBTAIN LIFE SKILL TRAINING LEADING TO STABILITY AND SELF-SUFFICIENCY IN THE HOME. FAMILY CONNECTION CENTER RECEIVES CONTRIBUTIONS FROM AROUND \$1 MILLIION DOLLARS FROM VARIOUS FEDERAL, STATE, LOCAL PROGRAMS, AND FROM PRIVATE SECTOR CONTRIBUTIONS. THIS ENTITY BENEFITS A LARGE NUMBER OF CLEARFIELD CITY RESIDENTS AND IS AFFORDED PRIORITY FOR SUCH EMPHASIS.						
4	SAFE HARBOR	CDBG	\$5,000.00	\$5,000.00	\$3,922.58	\$1,077.42	\$3,922.58
	THE SAFE HARBOR ASSIST VICTIMS OF DOMESTIC VIOLENCE AND HELP THEM RECOVER FROM THE RISK OF POVERTY THAT SUCH VIOLENCE BRINGS. THESE FUNDS WILL ASSIST WITH ITS HOUSING AND SHELTER PROGRAMS.						
5	CDBG ADMINISTRATION	CDBG	\$41,675.00	\$29,377.74	\$16,246.42	\$13,131.32	\$16,246.42
	THESE FUNDS WILL BE USED TOWARDS ADMINISTERING THE CDBG PROGRAM.						

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Housing Activities
 CLEARFIELD, UT

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2011	7165	86	DAVIS COMMUNITY HOUSING AUTHORITY	OPEN	14A	LMH	10,200.00	0.0	0.00	0	0	0.0	0	0
		20	TOTALS:				0.00	0.0	0.00	0	0	0.0	0	0
		11	BUDGETED/UNDER COMPLETED				10,200.00	0.0	0.00	0	0	0.0	0	0
							0.00	0.0	0.00	0	0	0.0	0	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2007	0001	61	DAVIS COMMUNITY HOUSING AUTHORITY	COM	14A	LMH	7,500.00	100.0	7,500.00	5	5	100.0	5	0
		20	TOTALS:				0.00	0.0	0.00	0	0	0.0	0	0
		07	BUDGETED/UNDER COMPLETED				7,500.00	100.0	7,500.00	5	5	100.0	5	0
							7,500.00	100.0	7,500.00	5	5	100.0	5	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2006	0001	53	DAVIS COMMUNITY HOUSING AUTHORITY	COM	14A	LMH	10,000.00	100.0	10,000.00	5	5	100.0	5	0
		2006	TOTALS:				0.00	0.0	0.00	0	0	0.0	0	0
			BUDGETED/UNDER COMPLETED				10,000.00	100.0	10,000.00	5	5	100.0	5	0
							10,000.00	100.0	10,000.00	5	5	100.0	5	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2005	0001	47	DAVIS COUNTY HOUSING AUTHORITY	COM	14A	LMH	10,000.00	100.0	10,000.00	5	5	100.0	5	0
		2005	TOTALS:				0.00	0.0	0.00	0	0	0.0	0	0
			BUDGETED/UNDER COMPLETED				10,000.00	100.0	10,000.00	5	5	100.0	5	0
							10,000.00	100.0	10,000.00	5	5	100.0	5	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2004	0001	40	DAVIS COUNTY HOUSING AUTHORITY	COM	14A	LMH	10,000.00	100.0	10,000.00	6	6	100.0	0	6
		2004	TOTALS:				0.00	0.0	0.00	0	0	0.0	0	0
			BUDGETED/UNDER COMPLETED				10,000.00	100.0	10,000.00	6	6	100.0	0	6
							10,000.00	100.0	10,000.00	6	6	100.0	0	6

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2003	0001	33	DAVIS COUNTY HOUSING AUTHORITY	COM	14A	LMH	8,400.00	100.0	8,400.00	4	0	0.0	0	4
		2003	TOTALS: BUDGETED/UNDER COMPLETED				0.00	0.0	0.00	0	0	0.0	0	0
							8,400.00	100.0	8,400.00	4	0	0.0	0	4
							8,400.00	100.0	8,400.00	4	0	0.0	0	4

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2002	0004	27	DAVIS COUNTY HOUSING AUTHORITY	COM	14A	LMH	10,000.00	100.0	10,000.00	4	0	0.0	0	4
		2002	TOTALS: BUDGETED/UNDER COMPLETED				0.00	0.0	0.00	0	0	0.0	0	0
							10,000.00	100.0	10,000.00	4	0	0.0	0	4
							10,000.00	100.0	10,000.00	4	0	0.0	0	4

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	OWNER	RENTER
2001	0001	19	DAVIS COUNTY HOUSING AUTHORITY	COM	14A	LMH	10,000.00	100.0	10,000.00	5	5	100.0	0	5
		2001	TOTALS: BUDGETED/UNDER COMPLETED				0.00	0.0	0.00	0	0	0.0	0	0
							10,000.00	100.0	10,000.00	5	5	100.0	0	5
							10,000.00	100.0	10,000.00	5	5	100.0	0	5

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR23 (1 of 7) - Count of CDBG Activities with Disbursements by Activity Group &
 Matrix Code

DATE: 9/15/2011
 TIME: 9:46:34 am
 PAGE: 1/1

Activity Group	Activity Category	Underway Count	Underway Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	0	\$0.00	1	\$363,029.12	1	\$363,029.12
		0	\$0.00	1	\$363,029.12	1	\$363,029.12
Public Services	Public Services (General) (05)	0	\$0.00	5	\$23,481.87	5	\$23,481.87
	Battered and Abused Spouses (05G)	0	\$0.00	2	\$4,919.12	2	\$4,919.12
		0	\$0.00	7	\$28,400.99	7	\$28,400.99
General Administration and Planning	General Program Administration (21A)	0	\$0.00	2	\$34,703.91	2	\$34,703.91
		0	\$0.00	2	\$34,703.91	2	\$34,703.91
		0	\$0.00	10	\$426,134.02	10	\$426,134.02

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR23 (2 of 7) - CDBG Sum of Actual Accomplishments by Activity Group and
Accomplishment Type

DATE: 9/15/2011
TIME: 9:48:53 am
PAGE: 1/1

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	Public Facilities	0	2,963	2,963
			0	2,963	2,963
Public Services	Public Services (General) (05)	Persons	0	5,325	5,325
	Battered and Abused Spouses (05G)	Persons	0	578	578
			0	5,903	5,903
			0	8,866	8,866

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR23 (3 of 7) - CDBG Beneficiaries by Racial / Ethnic Category

DATE: 9/15/2011
 TIME: 9:51:32 am
 PAGE: 1/1

Housing-Non Housing	Race	Total		Total	
		Persons	Hispanic Persons	Households	Hispanic Households
Non Housing	White	4,189	0	0	0
	Black/African American	220	0	0	0
	Asian	26	0	0	0
	American Indian/Alaskan Native	6	0	0	0
	Native Hawaiian/Other Pacific Islander	4	0	0	0
	American Indian/Alaskan Native & White	5	0	0	0
	Asian & White	13	0	0	0
	Black/African American & White	52	0	0	0
	Other multi-racial	1,388	0	0	0
	Total	5,903	0	0	0
Total	White	4,189	0	0	0
	Black/African American	220	0	0	0
	Asian	26	0	0	0
	American Indian/Alaskan Native	6	0	0	0
	Native Hawaiian/Other Pacific Islander	4	0	0	0
	American Indian/Alaskan Native & White	5	0	0	0
	Asian & White	13	0	0	0
	Black/African American & White	52	0	0	0
	Other multi-racial	1,388	0	0	0
	Total	5,903	0	0	0

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR23 (4 of 7) - CDBG Beneficiaries by Income Category

DATE: 9/15/2011
TIME: 9:54:09 am
PAGE: 1/1

Income Levels	Owner Occupied	Renter Occupied	Persons
Non Housing Extremely Low (<=30%)	0	0	967
Low (>30% and <=50%)	0	0	1,862
Mod (>50% and <=80%)	0	0	2,921
Total Low-Mod	0	0	5,750
Non Low-Mod (>80%)	0	0	153
Total Beneficiaries	0	0	5,903

Housing Needs Table		Grantee: Clearfield City																							
		Only complete blue sections. Do NOT type in sections other than blue.																							
		Current % of Households	Current Number of Households	3-5 Year Quantities												% of Goal	Priority Need?	Plan to Fund?	Fund Source	Households with a Disabled Member		Disproportionate Racial/Ethnic Need?	# of Households in lead-Hazard Housing	Total Low Income HIV/AIDS Population	
				Year 1		Year 2		Year 3		Year 4*		Year 5*		Multi-Year						% HSHLD	# HSHLD				
Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual								
Household Income <=30% MFI	Renter	Elderly	NUMBER OF HOUSEHOLDS	100%	60														100%	1075	0	4656	16		
			Any housing problems	66.7	40	0		0		0		0		0		0		0			0				
			Cost Burden > 30%	66.7	40	2	0	2		2		2		2		2		2							
			Cost Burden >50%	33.3	20	0		0		0		0		0		0		0							
	Renter	Small Related	NUMBER OF HOUSEHOLDS	100%	326																				
			With Any Housing Problems	78.8	257	3	0	3		3		3		3		3		3							
			Cost Burden > 30%	75.8	247	2	0	2		2		2		2		2		2							
		Large Related	NUMBER OF HOUSEHOLDS	100%	36																				
			With Any Housing Problems	44.4	16	0		0		0		0		0		0		0							
			Cost Burden > 30%	44.4	16	0		0		0		0		0		0		0							
		All other hshld	NUMBER OF HOUSEHOLDS	100%	130																				
			With Any Housing Problems	92.3	120	3	0	3		3		3		3		3		3							
			Cost Burden > 30%	92.3	120	2	0	2		2		2		2		2		2							
		Owner	Elderly	NUMBER OF HOUSEHOLDS	100%	58																			
				With Any Housing Problems	58.6	34	0		0		0		0		0		0		0						
				Cost Burden > 30%	58.6	34	0		0		0		0		0		0		0						
	Cost Burden >50%			58.6	34	0		0		0		0		0		0		0							
	Small Related		NUMBER OF HOUSEHOLDS	100%	78																				
			With Any Housing Problems	87.2	68	2	0	2		2		2		2		2		2							
			Cost Burden > 30%	82.1	64	1	0	1		1		1		1		1		1							
	Large Related		NUMBER OF HOUSEHOLDS	100%	8																				
			With Any Housing Problems	100	8	0		0		0		0		0		0		0							
			Cost Burden > 30%	100	8	0		0		0		0		0		0		0							
	All other hshld		NUMBER OF HOUSEHOLDS	100%	84																				
With Any Housing Problems			95.2	80	2	0	2		2		2		2		2		2								
Cost Burden > 30%		95.2	80	1	0	1		1		1		1		1		1									
-I	Elderly	NUMBER OF HOUSEHOLDS	100%	10														100%							
		With Any Housing Problems	0	0	0		0		0		0		0		0		0			0					
		Cost Burden > 30%	0	0	0		0		0		0		0		0		0								
		Cost Burden >50%	0	0	0		0		0		0		0		0		0								
	Small Related	NUMBER OF HOUSEHOLDS	100%	499																					
		With Any Housing Problems	60.9	304	3	0	3		3		3		3		3		3								
		Cost Burden > 30%	55.9	279	3	0	3		3		3		3		3		3								

Household	Owner	Small Related	NUMBER OF HOUSEHOLDS	100%	489																		
			With Any Housing Problems	51.1	250	3	0	3	3	3	3	3	0	####	H	Y	C						
			Cost Burden > 30%	49.1	240	3	0	3	3	3	3	3	0	####	H	Y	C						
					Cost Burden >50%	10.2	50	0		0	0	0	0	0	####		N						
		Large Related	NUMBER OF HOUSEHOLDS	100%	377																		
			With Any Housing Problems	55.2	208	2	0	2	2	2	2	2	0	####	H	Y	C						
			Cost Burden > 30%	47.7	180	1	0	1	1	1	1	1	0	####	M	Y	C						
					Cost Burden >50%	2.7	10	0		0	0	0	0	0	####	L	N						
		All other hshold	NUMBER OF HOUSEHOLDS	100%	114																		
			With Any Housing Problems	64.9	74	1	0	1	1	1	1	1	0	####	M	Y	C						
			Cost Burden > 30%	64.9	74	1	0	1	1	1	1	1	0	####	M	Y	C						
					Cost Burden >50%	0	0	0		0	0	0	0	0	####	L	N						
		Total Any Housing Problem					22	0	22	0	22	0	22	0	22	0	0	0	Total Disabled			0	
Total 215 Renter																	Tot. Elderly	168	Total Lead Hazard	4656			
Total 215 Owner																	Tot. Sm. Related	2499	Total Renters	2543			
Total 215					0	0	0	0	0	0	0	0	0	0	0	0	Tot. Lg. Related	801	Total Owners	2124			

Project Name: 2010 Projects							
Description:	IDIS Project #: UOG Code: UOG Code						
2010 Projects: 1) The Maple Street Project will upgrade 1,370 linear feet of sanitary sewer pipe with a new eight inch (8") sanitary sewer line and install 660 linear feet of fifteen inch (15") storm sewer. 2,700 linear feet of existing curb, gutter, and sidewalk will be replaced with ADA compliant ramps at the intersections and repair asphalt removed by project; 2) Public Services for Clearfield Youth Resource Center, Davis Community Learning Center, Family Connection Center, and Safe Harbor; 3) CDBG Administration							
Location:	Priority Need Category						
Clearfield City, UT 84015	<table border="1"> <tr> <td>Select one:</td> <td>Infrastructure ▼</td> </tr> <tr> <td colspan="2">Explanation:</td> </tr> </table>	Select one:	Infrastructure ▼	Explanation:			
Select one:	Infrastructure ▼						
Explanation:							
Expected Completion Date:	2010 Projects: 1) Maple Street Public Improvement Project; 2) Public Services for Clearfield Youth Resource Center, Davis Community Learning Center, Family Connection Center, and Safe Harbor; 3) CDBG Administration						
5/6/2010							
Objective Category	Specific Objectives						
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<table border="1"> <tr> <td>1</td> <td>Improve quality / increase quantity of public improvements for lower income persons ▼</td> </tr> <tr> <td>2</td> <td>Improve the services for low/mod income persons ▼</td> </tr> <tr> <td>3</td> <td>Increase range of housing options & related services for persons w/ special needs ▼</td> </tr> </table>	1	Improve quality / increase quantity of public improvements for lower income persons ▼	2	Improve the services for low/mod income persons ▼	3	Increase range of housing options & related services for persons w/ special needs ▼
1	Improve quality / increase quantity of public improvements for lower income persons ▼						
2	Improve the services for low/mod income persons ▼						
3	Increase range of housing options & related services for persons w/ special needs ▼						
Outcome Categories							
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability							
Project-level Accomplishments	11 Public Facilities ▼	Proposed 1		Accompl. Type: ▼	Proposed		
		Underway			Underway		
		Complete 1			Complete		
	01 People ▼	Proposed 35		Accompl. Type: ▼	Proposed		
		Underway			Underway		
		Complete 35			Complete		
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed		
		Underway			Underway		
		Complete			Complete		
Proposed Outcome	Performance Measure	Actual Outcome					
Maple Street Project and Public Services Sustained	Complete Maple Street, Sustain Public Services						
03 Public Facilities and Improvements (General) 570.201(c) ▼		05 Public Services (General) 570.201(e) ▼					
03D Youth Centers 570.201(c) ▼		Matrix Codes ▼					
03M Child Care Centers 570.201(c) ▼		Matrix Codes ▼					
2010-2011	CDBG ▼	Proposed Amt.	177,894.00	Fund Source: ▼	Proposed Amt.		
		Actual Amount	111,672.37		Actual Amount		
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.		
		Actual Amount			Actual Amount		
	11 Public Facilities ▼	Proposed Units	1	Accompl. Type: ▼	Proposed Units		
		Actual Units	1		Actual Units		
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units		
		Actual Units			Actual Units		

Program Year 2	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	



Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
DH-1 Availability/Accessibility of Decent Housing								
DH-1 (1)	Public Housing ADA Upgrades	CDBG	Improve accesibility of public housing / shelter to persons with a disability.	2010	0	0	#DIV/0!	
				2011	1		0%	
		Source of Funds #2		2012	0		#DIV/0!	
				2013	1		0%	
		Source of Funds #3		2014	0		#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
	Source of Funds #3	2014				#DIV/0!		
	MULTI-YEAR GOAL					0	#DIV/0!	
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #3		2014			#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed		
DH-2 Affordability of Decent Housing									
DH-2 (1)	Down Payment Assistance Program	CDBG	Provide down payment assistance to at least two eligible households per year.	2010	2	0	0%		
				2011	6		0%		
		Source of Funds #2		2012	5		0%		
				2013	5		0%		
		Source of Funds #3		2014	5		0%		
		MULTI-YEAR GOAL					0	#DIV/0!	
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!		
				2011			#DIV/0!		
		Source of Funds #2		2012			#DIV/0!		
				2013			#DIV/0!		
	Source of Funds #3	2014				#DIV/0!			
	MULTI-YEAR GOAL					0	#DIV/0!		
	Specific Annual Objective		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
					2011			#DIV/0!	
			Source of Funds #2		2012			#DIV/0!	
					2013			#DIV/0!	
			Source of Funds #3		2014			#DIV/0!	
			MULTI-YEAR GOAL					0	#DIV/0!

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed		
DH-3 Sustainability of Decent Housing									
DH-3 (1)	Public Housing Maintenance and Repair	Source of Funds #1	Sustainable public housing / shelter in "good" condition.	2010	1	1	100%		
				2011	1		0%		
		Source of Funds #2		2012	1		0%		
				2013	1		0%		
		Source of Funds #3		2014	1		0%		
				MULTI-YEAR GOAL					1
		Source of Funds #1		Performance Indicator #2	2010				#DIV/0!
					2011				#DIV/0!
		Source of Funds #2			2012				#DIV/0!
					2013				#DIV/0!
	Source of Funds #3		2014				#DIV/0!		
			MULTI-YEAR GOAL					0	#DIV/0!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010				#DIV/0!	
				2011				#DIV/0!	
		Source of Funds #2		2012				#DIV/0!	
				2013				#DIV/0!	
		Source of Funds #3		2014				#DIV/0!	
				MULTI-YEAR GOAL					0

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed		
SL-1 Availability/Accessibility of Suitable Living Environment									
SL-1 (1)	Life Skill Training and Counseling Programs.	CDBG	Maintain the current level of services.	2010	1	1	100%		
				2011	1		0%		
		Source of Funds #2		2012	1		0%		
				2013	1		0%		
		Source of Funds #3		2014	1		0%		
		MULTI-YEAR GOAL					1	#DIV/0!	
	Emergency Housing, Transitional Housing, Shelter Operation, and Food Bank	CDBG	Provide services to at least eight additional persons per year in addition to maintaining the current level of services.	2010	8	8	100%		
				2011	8		0%		
		Source of Funds #2		2012	8		0%		
				2013	8		0%		
		Source of Funds #3		2014	8		0%		
		MULTI-YEAR GOAL					8	#DIV/0!	
		Source of Funds #1		Performance Indicator #3	2010			#DIV/0!	
					2011			#DIV/0!	
Source of Funds #2	2012				#DIV/0!				
	2013				#DIV/0!				
Source of Funds #3	2014			#DIV/0!					
MULTI-YEAR GOAL					0	#DIV/0!			

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
SL-2 AvailabAffordability of Suitable Living Environment								
SL-2 (1)	Public Service: Domestic Violence Victims Assitance	CDBG	At least twenty two person served per year in addition to maintaining the current level of services.	2010	22	22	100%	
				2011	22		0%	
		Source of Funds #2		2012	22		0%	
				2013	22		0%	
		Source of Funds #3		2014	22		0%	
		MULTI-YEAR GOAL					22	#DIV/0!
		CDBG	Number of children served exceeding prior year.	2010	5		0%	
				2011			#DIV/0!	
		Source of Funds #2		2012	5		0%	
		2013				#DIV/0!		
	Source of Funds #3	2014				#DIV/0!		
	MULTI-YEAR GOAL					0	#DIV/0!	
	Public Service: Respite Day Care	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #3		2014			#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
SL-3 Sustainability of Suitable Living Environment								
SL-3 (1)	Emergency Housing, Transitional Housing, Shelter Programs	CDBG	Service at least eight person per year in addition to supporting current level of services.	2010	8	8	100%	
				2011	8		0%	
		Source of Funds #2		2012	8		0%	
				2013	8		0%	
		Source of Funds #3		2014	8		0%	
		MULTI-YEAR GOAL					8	#DIV/0!
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
	Source of Funds #3	2014				#DIV/0!		
	MULTI-YEAR GOAL					0	#DIV/0!	
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
				2012			#DIV/0!	
				2013			#DIV/0!	
				2014			#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
EO-1 Availability/Accessibility of Economic Opportunity								
EO-1 (1)	None	Source of Funds #1	Performance Indicator #1	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #3		2014			#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #3		2014			#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #3		2014			#DIV/0!	
		MULTI-YEAR GOAL					0	#DIV/0!

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
EO-2 Affordability of Economic Opportunity								
EO-2 (1)	None	Source of Funds #1	Performance Indicator #1	2010			#DIV/0!	
				2011			#DIV/0!	
				2012			#DIV/0!	
		2013				#DIV/0!		
		2014				#DIV/0!		
		MULTI-YEAR GOAL					0	#DIV/0!
		Source of Funds #2	Performance Indicator #2	2010			#DIV/0!	
				2011			#DIV/0!	
				2012			#DIV/0!	
		2013				#DIV/0!		
		2014				#DIV/0!		
		MULTI-YEAR GOAL					0	#DIV/0!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
				2012			#DIV/0!	
		2013				#DIV/0!		
		2014				#DIV/0!		
		MULTI-YEAR GOAL					0	#DIV/0!
		Source of Funds #2	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
				2012			#DIV/0!	
2013				#DIV/0!				
2014				#DIV/0!				
MULTI-YEAR GOAL						0	#DIV/0!	
Source of Funds #3	Performance Indicator #3	2010			#DIV/0!			
		2011			#DIV/0!			
		2012			#DIV/0!			
2013				#DIV/0!				
2014				#DIV/0!				
MULTI-YEAR GOAL					0	#DIV/0!		

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
EO-3 Sustainability of Economic Opportunity								
EO-3 (1)	None	Source of Funds #1	Performance Indicator #1	2010			#DIV/0!	
				2011			#DIV/0!	
				2012			#DIV/0!	
		Source of Funds #2		2013			#DIV/0!	
				2014			#DIV/0!	
				MULTI-YEAR GOAL				0
		Source of Funds #1		Performance Indicator #2	2010			#DIV/0!
					2011			#DIV/0!
					2012			#DIV/0!
	Source of Funds #2	2013				#DIV/0!		
		2014				#DIV/0!		
		MULTI-YEAR GOAL				0	#DIV/0!	
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3		2010			#DIV/0!
					2011			#DIV/0!
					2012			#DIV/0!
		Source of Funds #2		2013			#DIV/0!	
				2014			#DIV/0!	
				MULTI-YEAR GOAL				0
Source of Funds #3		2010				#DIV/0!		
		2011				#DIV/0!		
		2012				#DIV/0!		
MULTI-YEAR GOAL				0	#DIV/0!			

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
NR-1 Neighborhood Revitalization								
NR-1 (1)	Installation /Repair / Replacement of Improvements and Public Infrastructure.	CDBG	Maintain adequate infrastructure to moderate and low income neighborhoods.	2010	1	1	100%	
				2011	1		0%	
		Municipal - Capital Project		2012	1		0%	
				2013	1		0%	
		Source of Funds #3		2014	1		0%	
		MULTI-YEAR GOAL					1	#DIV/0!
		CDBG	Target specific neighborhood problems for beautification project, or as part of code enforcement, community policing, and prevention.	2010	0		#DIV/0!	
				2011	1		0%	
		Municipal - General Fund		2012	1		0%	
				2013	1		0%	
	Source of Funds #3	2014		1		0%		
	MULTI-YEAR GOAL					0	#DIV/0!	
	Community Services and Code Enforcement	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
Source of Funds #2		2012				#DIV/0!		
		2013				#DIV/0!		
Source of Funds #3		2014				#DIV/0!		
MULTI-YEAR GOAL					0	#DIV/0!		

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
O-1 Other							
O-1 (1)	Community Programs: At-risk Youth Programs, Senior Center and Services, Services for Persons with Disabilities.	CDBG	Maintain current level of quality facilities, programs, and public services.	2010	1	1	100%
				2011	1		0%
				2012	1		0%
				2013	1		0%
				2014	1		0%
				MULTI-YEAR GOAL			
	Parks and Recreation	CDBG	Maintain adequate parks and provide recreation programs for youth as alternative to crime.	2010	0		#DIV/0!
				2011	1		0%
		Source of Funds #2		2012			#DIV/0!
				2013	1		0%
		Source of Funds #3		2014			#DIV/0!
				MULTI-YEAR GOAL			
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
		MULTI-YEAR GOAL				0	#DIV/0!

CLEARFIELD CITY CORPORATION
ONE-YEAR ACTION PLAN AMENDMENTS FOR
PROGRAM YEAR **JULY 1, 2008 – JUNE 30, 2009** and
PROGRAM YEAR **JULY 1, 2009 – JUNE 30, 2010** and
PROGRAM YEAR **JULY 1, 2010 – JUNE 30, 2011**
(REPROGRAMMING FUNDS)

Clearfield City would like to amend the 2008-2009, 2009-2010 and 2010-2011 One Year Action Plans to include the following:

Originally reported:

Clearfield City's 2008-2009 Action Plan originally reported \$13,326.00 towards the Clearfield Youth Resource Center. As of June 30, 2009 the resource center has a balance of **\$.02** that needs to be reprogrammed into another project.

Clearfield City's 2008-2009 Action Plan originally reported \$15,000.00 towards the Clearfield City Youth Resource Center. As of June 30, 2009 there is a remaining balance of **\$446.79** that needs to be reprogrammed into another project.

Clearfield City's 2009-2010 Action Plan originally reported \$14,392.00 towards the Clearfield Youth Resource Center. As of June 30, 2010 there is a remaining balance of **\$1,386.15** that needs to be reprogrammed into another project.

Clearfield City's 2009-2010 Action Plan originally reported \$321.03 towards the CDBG Administration. As of June 30, 2010 there is a remaining balance of **\$321.03** that needs to be reprogrammed into another project.

Clearfield City's 2010-2011 Action Plan originally reported \$177,894.00 towards the Maple Street Infrastructure Project. As of July 15, 2011 there is a remaining balance of **\$66,221.63** that needs to be reprogrammed into another project.

Clearfield City's 2010-2011 Action Plan originally reported \$8,250 towards the Davis Community Learning Center. As of August 1, 2011 there is a remaining balance of **\$996.72** that needs to be reprogrammed into another project.

Clearfield City's 2010-2011 Action Plan originally reported \$41,675.00 towards the CDBG Administration. As of August 1, 2011 there is a remaining balance of **\$12,297.26** that needs to be reprogrammed into another project.

Proposed:

Clearfield City's 2011-2012 Action Plan designates \$137,365.00 towards the 100 North Infrastructure Project. The above-mentioned balances from the 2008-2009, 2009-2010 and 2010-2011 in the total amount of **\$81,669.60** will be added to the \$137,365.00 for a new total of **\$219,034.60** towards the 100 North Infrastructure Project.

CLEARFIELD CITY CORPORATION
ONE-YEAR ACTION PLAN AMENDMENTS FOR
PROGRAM YEAR JULY 1, 2011 – JUNE 30, 2012

Clearfield City would like to amend the 2011-2012 One Year Action Plan to include the following:

Originally reported:

“In November 2006 Clearfield City created a Down Payment Assistance Program for first time home buyers. This program requires repayment of grant funds if the home is sold within the first seven years. The city anticipates receiving approximately \$10,000 in program income during the next program year. Any program income received will be allocated to assist future first time home buyers.”

New Proposal:

In November 2006 Clearfield City created a Down Payment Assistance Program for first time home buyers. This program requires repayment of grant funds if the home is sold within the first seven years. The city anticipates receiving approximately \$10,000 in program income during the next program year. Any program income received will be deposited into a revolving loan fund account and will be allocated to assist future first time home buyers through the Down Payment Assistance Program. These funds are not part of Clearfield City’s entitlement funds.



CITY COUNCIL

STAFF REPORT

AGENDA
ITEM

TO: Honorable Mayor and Council

FROM: Valerie Claussen, MPA, AICP
Acting Community Development Director
vclaussen@clearfieldcity.org (801) 525-2785

MEETING DATE: September 27, 2011

SUBJECT: **A.)** Public Hearing, Discussion, and Possible Action on **ZTA 1105-0010**, an amendment to Clearfield City Land Use Ordinance Title 11 Chapter 14 Section 5 for modifications to parking lot landscape screening requirements.

B.) Discussion and Possible Action on the adoption of **Ordinance 2011-10**, which would enact the text amendment ZTA 1105-0010, an amendment to Clearfield City Land Use Ordinance Title 11 Chapter 14 Section 5 modifications to parking lot landscape screening requirements.

RECOMMENDATION

- A.)** Hold a public hearing for **ZTA 1105-0010**, an amendment to the Land Use Ordinance Title 11 Chapter 14 for modifications to parking lot landscape screening requirements, based on the findings and discussion in the Staff Report.
- B.)** Move to **approve** the adoption of **Ordinance 2011-10**, which would enact the text amendment ZTA 1105-0010, an amendment to the Land Use Ordinance Title 11 Chapter 14 for modifications to parking lot landscape screening requirements, based on the findings and discussion in the Staff Report, and authorize the Mayor's signature to any necessary documents.

PLANNING COMMISSION

Planning Commission held public hearings on August 17, 2011 and September 21, 2011. The Commission recommended approval of this text amendment.

ANALYSIS

Background

Title 11 Chapter 14 Subsection F(4) of the Land Use Ordinance establishes the requirements of landscaping around the perimeter of parking areas. The purposes of this text amendment is to clarify the specific standards of the last sentence of this paragraph that currently reads “A headlight screen or berm shall be at least three and a half feet (3.5’) in height and capable of blocking headlight glare”.

This provision has been difficult to administer as not all the necessary elements to meet the intent of headlight screening were included. Particularly in instances when the parking spaces were facing onto public streets and rights-of-way. At the April 20, 2011 Planning Commission meeting, Staff was given direction to prepare a text amendment that would be more effective and include provisions that had a landscape screening option and a permanent screening option (either fencing or berming). Further direction and modifications were suggested by the Planning Commission at the August 17, 2011 meeting and those changes were incorporated in the text amendment language that was then approved by the Commission at the September 21, 2011 meeting.

Proposed Changes

Headlight screening is being proposed to become its own paragraph following the paragraph discussing perimeter landscaping requirements (See *Attachment 1: “Exhibit A”*). Providing adequate headlight screening will either consist of a landscape hedge screening, berming, screen wall or a combination of any of these. The minimum height for any screening method is three feet from finish grade of the parking lot. However, the ordinance includes a provision that when it is determined that this measurement is inadequate to meet the intent of screening that the measurement is taken from a higher finished grade of the property and that the screening will not be less than three feet in height.

The following diagrams show four different sloping and grade scenarios (See Diagrams A to D.2.below). The first two diagrams show relatively flat parking lots that are either several feet above the adjacent road or several feet below. The three foot high screen wall from the parking lot grade is sufficient. In Diagram B the roadway is actually above the parking lot with an existing three foot grade difference. The three foot wall measured from parking lot grade is redundant, assuming that the shown slope is a berm and so the screening is accomplished through existing grades.

The third diagram, Diagram C, demonstrates a downhill sloping parking lot. Similar to the Diagram B above, some screening is already occurring by nature of the design and existing grades. A 1.5 foot wall would still provide for adequate screening of headlight glare, although the language of the ordinance is such that if it is determined that the screening proposed is not adequate, the measurement is taken from a higher grade and the screening is at least 3 feet in height. This provision of the ordinance is even more fitting for Diagrams D.1 and D.2 when there is an uphill sloping parking lot. As shown in Diagram D.1, the wall proposed at 1.5 feet would not provide adequately for headlight screening. The measurement would most likely be taken at the property line, or a higher grade, and not be less than 3 feet in height as shown in Diagram D.2.

DIAGRAM A

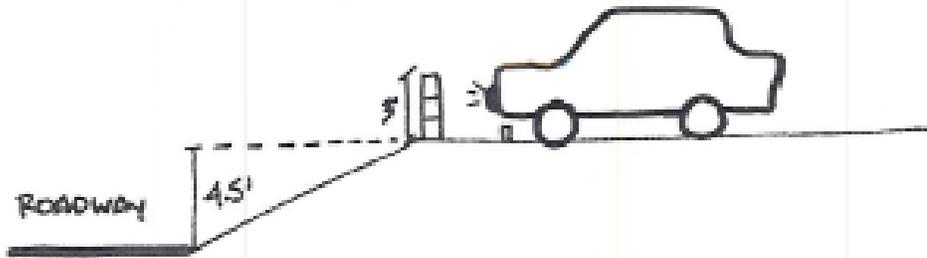
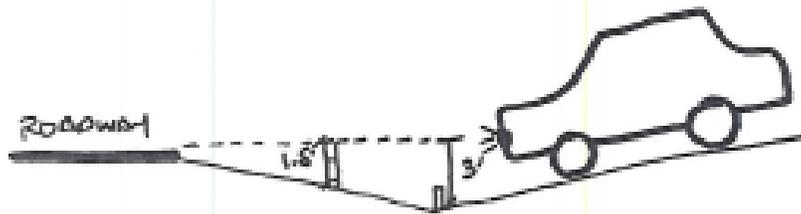
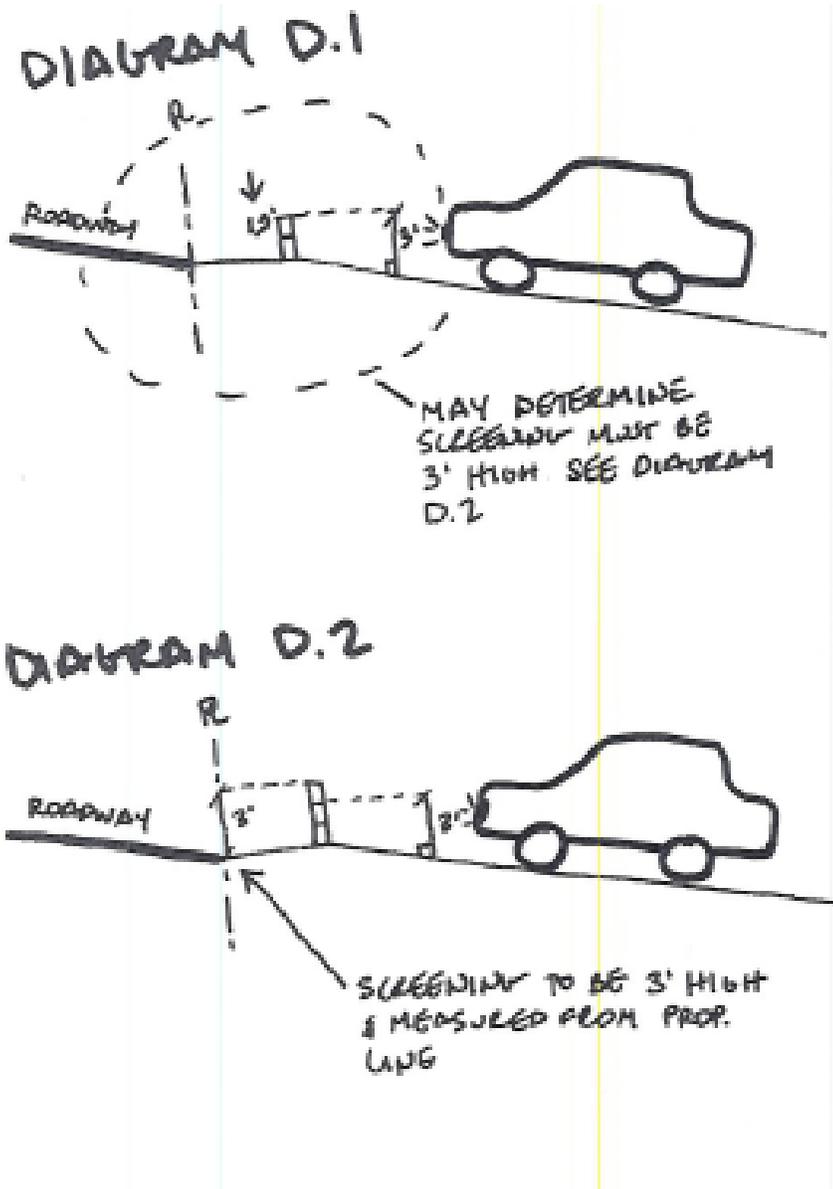


DIAGRAM B



DIAGRAM C





Other listed standards in this text amendment include the following:

- Setbacks from the parking space and access aisle
- Location of the screen
- Evergreen species required for landscape hedge screening option
 - Minimum 5 gallon size
 - Planted not more than five feet on center
- Maximum permitted berm slope (4:1)

The proposed text amendment, as modified, is shown below:

5. When parking areas abut a front yard or road frontage landscaped area, such parking area shall be screened by the following methods or a combination of any of the following that is capable of blocking headlight glare and shall meet the following requirements:

- a. Landscape hedge screening shall be planted and maintained as a continuous landscape hedge not less than 3 feet in height, measured from finish grade of the parking lot, and located outside of public rights-of-way. Plant materials shall be an evergreen species, a minimum of 5 gallon size and spaced not farther than 5 feet on center. The landscape hedge shall be setback a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle. Ground covers and shrubs planted within the clear vision triangle area shall not exceed 3 feet (36 inches) in height.
- b. Berms shall measure not less than 3 feet in height from finish grade of the parking lot and shall not be located in public rights-of-way. The toe of the berm shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle. The maximum slope of the berm shall not exceed 4:1.
- c. Parking screen walls shall measure not less than 3 feet and not more than 4 feet in height from finish grade of the parking lot. Parking screen walls shall not be located in public rights-of-way, or on top of any retaining walls. Walls shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle, as measured from the back of curb. Walls shall be constructed of decorative block, brick, stone, or similar materials and finished on both the interior and exterior elevations. Horizontal and/or vertical variation in the design of screen wall is required whenever linear alignment exceeds 100 feet.

In instances, when the parking lot and adjacent roadway are determined by the Zoning Administrator to be at slopes where the 3 feet in height measured from the finished grade of the parking lot does not provide adequate screening, measurements from the higher finished grade of the property should be used, and the measurement of the screening (wall, berm, or landscape) is not to be less than 3 feet in height.

Master Plan

These proposed changes conform to the City's Master Plan, specifically the Land Use Guidelines which include *"improving the image of the community and fostering a positive, healthy living environment"* and *"increasing the livability and aesthetics of the City."* A revision to the Land Use Ordinance that improves effectiveness and administration of landscaping standards that improves the aesthetics is consistent with these guidelines. It is also consistent with the policy under the Land Use Element which states, *"Continue to update the City's Land Use Ordinance as necessary to maintain consistency with this General Plan."*

Public Comment

No public comment has been received to date.

FINDINGS

Zoning Ordinance Text Amendment

Clearfield Land Use Ordinance Section 11-6-3 establishes the following findings the Planning Commission shall make to approve Zoning Ordinance Text Amendments. The findings and staff's evaluation are outlined below:

Review Consideration		Staff Analysis
1)	The proposed amendment is in accordance with the General Plan and Map; or	The Policy of the Land Use Element states "Continue to update the City's Land Use Ordinance as necessary to maintain consistency with this General Plan". Land Use Guidelines include improving aesthetics and community image. This proposed text amendment for parking lot screening further accomplishes these purposes.
2)	Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.	No conditions are being recommended for this ordinance change.

ATTACHMENTS

1. "Exhibit A" Text Amendment for Parking Lot Screening
2. Ordinance 2011-10

“Exhibit A”

Text Amendment for Parking Lot Screening
(Revisions shown with CAPS and deletions shown with ~~strikethrough~~.)

TITLE 11 – CHAPTER 14 OFF-STREET PARKING AND LOADING

11-14-5: PARKING AREA AND PARKING LOT REQUIREMENTS:

F. Parking Lot Islands: Landscaped parking lot islands shall be provided as follows:

1. On doubled rows of parking stalls, there shall be a forty foot (40') long by five foot (5') wide landscaped island on each end of the rows, plus a forty foot (40') long by five foot (5') wide landscaped island to be placed at a minimum of every twelve (12) parking stalls. Each island on doubled parking rows shall include a minimum of two (2) deciduous trees, having a minimum trunk size of two inches (2") in caliper measured eight inches (8") above the soil line. Other landscaping installed in the island shall include shrubbery and an acceptable ground cover. No hard surface improvements such as concrete or asphalt are allowed within any landscape islands.
2. On single rows of parking there shall be a twenty foot (20') long by five foot (5') wide landscaped island a minimum of every twelve (12) stalls. Islands on a single parking row shall have a minimum of one (1) deciduous tree having a minimum trunk size of two inches (2") in caliper measured eight inches (8") above the soil line. Other landscaping installed in the island shall include shrubbery and an acceptable ground cover. No hard surface improvements such as concrete or asphalt are allowed within any landscaped islands.
3. Landscaped islands at the ends of parking rows shall be placed and shaped in such a manner as to help direct traffic through the parking area. There shall be a break in parking rows at a minimum of forty-eight (48) parking stalls for each double row of parking for the purpose of facilitating traffic circulation on the site.
4. Landscaping shall be required around the perimeter of parking areas. Landscaped areas adjacent to street frontages shall be a minimum of ten feet (10') in width. Landscaped areas adjacent to parcels that have the same land use shall be a minimum of six feet (6') wide. A fence, landscaping screen, or berm is required around the perimeter of the parking area to mitigate escape of light from headlights and other lighting on surrounding property.

5. WHEN PARKING AREAS ABUT A FRONT YARD OR ROAD FRONTAGE LANDSCAPED AREA, SUCH PARKING AREA SHALL BE SCREENED BY ~~headlight~~ THE FOLLOWING METHODS OR A COMBINATION OF ANY OF THE FOLLOWING ~~screening, or berm shall be at least three and a half feet (3.50') in height and~~ THAT IS capable of blocking headlight glare AND SHALL MEET THE FOLLOWING REQUIREMENTS:

- A. LANDSCAPE HEDGE SCREENING SHALL BE PLANTED AND MAINTAINED AS A CONTINUOUS LANDSCAPE HEDGE NOT LESS THAN 3 FEET IN HEIGHT, MEASURED FROM FINISH GRADE OF THE PARKING LOT, AND LOCATED OUTSIDE OF PUBLIC RIGHTS-OF-WAY. PLANT MATERIALS SHALL BE AN EVERGREEN SPECIES, A MINIMUM OF 5 GALLON SIZE AND SPACED NOT FARTHER THAN 5 FEET ON CENTER. THE LANDSCAPE HEDGE SHALL BE SETBACK A MINIMUM OF 3 FEET AND A MAXIMUM OF 6 FEET FROM THE PERIMETER OF ANY PARKING SPACE, DRIVEWAY, OR ANY ACCESS AISLE. GROUND COVERS AND SHRUBS PLANTED WITHIN THE CLEAR VISION TRIANGLE AREA SHALL NOT EXCEED 3 FEET (36 INCHES) IN HEIGHT.
- B. BERMS SHALL MEASURE NOT LESS THAN 3 FEET IN HEIGHT FROM FINISH GRADE OF THE PARKING LOT AND SHALL NOT BE LOCATED IN PUBLIC RIGHTS-OF-WAY. THE TOE OF THE BERM SHALL BE SET BACK A MINIMUM OF 3 FEET AND A MAXIMUM OF 6 FEET FROM THE PERIMETER OF ANY PARKING SPACE, DRIVEWAY, OR ANY ACCESS AISLE. THE MAXIMUM SLOPE OF THE BERM SHALL NOT EXCEED 4:1.
- C. PARKING SCREEN WALLS SHALL MEASURE NOT LESS THAN 3 FEET AND NOT MORE THAN 4 FEET IN HEIGHT FROM FINISH GRADE OF THE PARKING LOT. PARKING SCREEN WALLS SHALL NOT BE LOCATED IN PUBLIC RIGHTS-OF-WAY, OR ON TOP OF ANY RETAINING WALLS. WALLS SHALL BE SET BACK A MINIMUM OF 3 FEET AND A MAXIMUM OF 6 FEET FROM THE PERIMETER OF ANY PARKING SPACE, DRIVEWAY, OR ANY ACCESS AISLE, AS MEASURED FROM THE BACK OF CURB. WALLS SHALL BE CONSTRUCTED OF DECORATIVE BLOCK, BRICK, STONE, OR SIMILAR MATERIALS AND FINISHED ON BOTH THE INTERIOR AND EXTERIOR ELEVATIONS. HORIZONTAL AND/OR VERTICAL VARIATION IN THE DESIGN OF SCREEN WALL IS REQUIRED WHENEVER LINEAR ALIGNMENT EXCEEDS 100 FEET.

IN INSTANCES, WHEN THE PARKING LOT AND ADJACENT ROADWAY ARE DETERMINED BY THE ZONING ADMINISTRATOR TO BE AT SLOPES WHERE THE 3 FEET IN HEIGHT MEASURED FROM THE FINISHED GRADE OF THE PARKING LOT DOES NOT PROVIDE ADEQUATE SCREENING, MEASUREMENTS FROM THE HIGHER FINISHED GRADE OF THE PROPERTY SHOULD BE USED, AND THE MEASUREMENT OF THE SCREENING (WALL, BERM, OR LANDSCAPE) IS NOT TO BE LESS THAN 3 FEET IN HEIGHT.

~~5-~~6. All landscaping improvements required by this Section shall be installed in accordance with the approved Site Plan, landscaping plan, and irrigation plan. They shall be completed prior to the issuance of a certificate of occupancy for the building or structure with which they are associated, or in cases of inclement weather, within six (6) months of the date of initial occupancy. Date of initial occupancy will be the date that a certificate of occupancy is issued for the first building or facility of an individual phase or plat of the development.

~~6-~~7. All landscaping required by this Section shall be properly irrigated with an automatic irrigation system.

G. Every parking lot design shall plan for a snow stacking area to accommodate the stacking volume of a four (4) inch snow base over the entire parking lot.

(Ord. 84-06B, 9-11-1984)

CLEARFIELD CITY ORDINANCE 2011-10

AN ORDINANCE AMENDING TITLE 11 OF THE CLEARFIELD CITY CODE

PREAMBLE: This Ordinance amends Title 11 of the Clearfield City Code by amending Chapter 14, Section 5 of said title.

BE IT ORDAINED BY THE CLEARFIELD CITY COUNCIL:

Section 1. Enactment:

Title 11, Chapter 14, Section 5, Paragraph F4 of the Clearfield City Code is hereby amended to read as follows:

4. Landscaping shall be required around the perimeter of parking areas. Landscaped areas adjacent to street frontages shall be a minimum of ten feet (10') in width. Landscaped areas adjacent to parcels that have the same land use shall be a minimum of six feet (6') wide. A fence, landscaping screen, or berm is required around the perimeter of the parking area to mitigate escape of light from headlights and other lighting on surrounding property.

Title 11, Chapter 14, Section 5, Paragraph F5 of the Clearfield City Code is hereby amended to read as follows:

5. When parking areas abut a front yard or road frontage landscaped area, such parking area shall be screened by the following methods or a combination of any of the following that is capable of blocking headlight glare and shall meet the following requirements:

- a. Landscape hedge screening shall be planted and maintained as a continuous landscape hedge not less than 3 feet in height, measured from finish grade of the parking lot, and located outside of public rights-of-way. Plant materials shall be an evergreen species, a minimum of 5 gallon size and spaced not farther than 5 feet on center. The landscape hedge shall be setback a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle. Ground covers and shrubs planted within the clear vision triangle area shall not exceed 3 feet (36 inches) in height.
- b. Berms shall measure not less than 3 feet in height from finish grade of the parking lot and shall not be located in public rights-of-way. The toe of the berm shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space, driveway, or any access aisle. The maximum slope of the berm shall not exceed 4:1.
- c. Parking screen walls shall measure not less than 3 feet and not more than 4 feet in height from finish grade of the parking lot. Parking screen walls shall not be located in public rights-of-way, or on top of any retaining walls. Walls shall be set back a minimum of 3 feet and a maximum of 6 feet from the perimeter of any parking space,

driveway, or any access aisle, as measured from the back of curb. Walls shall be constructed of decorative block, brick, stone, or similar materials and finished on both the interior and exterior elevations. Horizontal and/or vertical variation in the design of screen wall is required whenever linear alignment exceeds 100 feet.

In instances, when the parking lot and adjacent roadway are determined by the Zoning Administrator to be at slopes where the 3 feet in height measured from the finished grade of the parking lot does not provide adequate screening, measurements from the higher finished grade of the property should be used, and the measurement of the screening (wall, berm, or landscape) is not to be less than 3 feet in height.

Title 11, Chapter 14, Section 5, Paragraph F5 is hereby renumbered to Paragraph F6 of the Clearfield City Code.

Title 11, Chapter 14, Section 5, Paragraph F6 is hereby renumbered to Paragraph F7 of the Clearfield City Code.

Section 2. Repealer: Any provision or ordinances that are in conflict with this ordinance are hereby repealed.

Section 3. Effective Date: These amendments shall become effective immediately upon passage and posting.

Passed and adopted by the Clearfield City Council this 27th day of September, 2011.

CLEARFIELD CITY CORPORATION

Donald W. Wood, Mayor

ATTEST:

Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

EXCUSED:



CITY COUNCIL STAFF REPORT

AGENDA
ITEM
#___

TO: Honorable Mayor and Council

FROM: Valerie Claussen, MPA, AICP
Acting Community Development Director
vclaussen@clearfieldcity.org (801) 525-2785

MEETING DATE: September 27, 2011

SUBJECT: Public Hearing, Discussion, and Possible Action on **FSP 1108-0005**, a request by Don Lilyquist, on behalf of Maverik, Inc., for an Amended Final Subdivision Plat to merge and re-subdivide five parcels, approximately 1.465 acres total, into two parcels. The site is located at 709 S. State Street (TINs: 12-068-0019 and 12-068-0025) and the property is in the C-2 (Commercial) zoning district.

RECOMMENDATION

Move to **approve** FSP 1108-0005 Murray Subdivision, an Amended Final Subdivision Plat of Thornley's Subdivision, based on the discussion and findings provided in the Staff Report.

PLANNING COMMISSION

This item was heard and a public hearing held at the September 21, 2011 Planning Commission Meeting. The Commission recommended approval.

PROJECT SUMMARY

Project Information	
Project Name	Murray Subdivision
Site Location	709 S. State Street
Tax ID Number	12-068-0019 and 12-068-0025
Applicant and Owner	Don Lilyquist Maverik, Inc
Proposed Actions	Amended Subdivision Plat
Current Zoning	C-2 (Commercial)
Land Use Classification	Commercial
Gross Site Area	1.465 acres (63,824 SF)
Lot 1	0.874 acres (38,089 SF)
Lot 2	0.591 acres (25,735 SF)

Surrounding Properties and Uses:		Current Zoning District	Comprehensive Plan Land Use Classification
North	700 S, then Dick's Boats	C-2 (Commercial Zone)	Commercial
East	Undeveloped Commercial Property (existing shed)	C-2 (Commercial Zone)	Commercial
South	North Davis Jr High School and Clearfield Aquatics Center	R1-9 (Single-Family Residential)	Residential
West	State Street, then previous location of Chevron (currently unoccupied)	C-2 (Commercial Zone)	Commercial

HISTORY

- August 1946** Thornley's Subdivision recorded with Davis County
- September 17, 1986** Planning Commission tabled request for scheduling a public hearing for a CUP for gas pumps at subject site
- October 14, 1986** Text Amendment to the Land Use Ordinance removes gas pumps from requiring a CUP
- October 15, 1986** Planning Commission approves Site Plan of subject site, including a convenience store and gas pumps
- August 3, 2011** Planning Commission approves Site Plan for an expansion of the Maverik parking lot and addition of landscaped amenity area
- September 21, 2011** Planning Commission recommends approval of the Amended Final Plat

ANALYSIS

Background

This amended plat is for the merger and re-subdivision of an existing recorded plat. The five lots were originally platted in the mid-1940's as part of the Thornley's Subdivision. The lots have previously undergone different iterations of lot consolidations, a process that is only reviewed and approved by the County. The current configuration of the lots and existing lot lines were no longer conducive to the expansion of the existing commercial site. The project

previously received Site Plan approval for a parking lot and landscape amenity area expansion at the August 3, 2011 Planning Commission meeting.

Master Plan and Zoning

The parcels are Master Planned and zoned Commercial. The proposed amended plat is consistent with both the Master Plan and zoning.

Subdivision Plat Approval

The proposed parcels meet minimum lot size requirements in the C-2 zoning. Potential impacts on the City's infrastructure and services, setbacks, and other development standards were reviewed and ensured through the Site Plan approval process and continue to be reviewed in the civil and building permit construction drawing submittals.

Public Comment

No public comment has been received to date.

ATTACHMENT

1. Murray Subdivision Plat

Fallen Heroes Scholarship Foundation



Fallen Heroes Scholarship Foundation
5782 South 3500 West
Roy, Utah 84067

September 2, 2011

Proposed Event:

World Record Basketball Game

Prepared for: Gary Cohen
Recreation Director
Clearfield City

Prepared by: Kurt Spencer
Executive Director
Fallen Heroes Scholarship Foundation

This proposal is being submitted to Clearfield City for consideration for using the Gymnasium located at the Clearfield Aquatic Center. The purpose of this event is to set the worlds record for the longest continuous basketball game, and raise awareness and money for our non-profit scholarship foundation.

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Executive Summary:

The purpose of this proposal is to hold a event open to the community that will help bring awareness to the special need that exist to help the surviving families of US Soldiers and Police Officers who have been killed in the line of duty. We will be using this event as a fundraiser as well as to set the worlds record for continuous basketball game. The current record is 107 hours.

The event would be open to the public at no charge (donations for admission accepted but not required). ALL money that is raised will go directly to the scholarship fund for the purpose of awarding scholarships to our targeted recipients.

As the 10 year anniversary of September 11, 2001 approaches, we realize that there is a growing need to help the surviving families, of those who died on that heroic day as well as the years since, with educational expenses. We realize that many of those brave souls, who have given their lives for us, left behind spouses and children of all ages. As those children approach the time to go to college, we want them to have plenty of options to achieve their educational goals.

The Fallen Heroes Scholarship Foundation was established to provide College Scholarships and other Educational related expenses for the surviving children and spouses of U. S. Soldiers and Police Officers who have been killed in the line of duty.

Scholarship Overview:

We are striving to help as many college students as financially possible. Our scholarship program is administered and overseen by current and former educators who sit on our advisory board and have expertise in recognizing academic achievements in students. Some of our basic criteria are listed below:

Surviving biological child of a U.S. Soldier killed while on active duty
Surviving biological child of a Police Officer killed in the line of duty
Must be seeking scholarship to attend an accredited University or College
Minimum High School G.P.A of 3.5 on a 4.0 maximum scale or equivalent
Must maintain a G.P.A 3.0 during the term of scholarship

Our advisory board includes our 3 board members as well as 3 retired educators with over 30 years of service each, and 4 current educators from Weber, Ogden and Davis School District. This board reviews all applications, makes determination of award and compliance once a scholarship is awarded.

Once we identify those who we will award a scholarship to, we work directly with the College or University to handle the release of funds. No funds are paid directly to the student no matter what. This eliminates fraud as well as taxation issues for the recipient.

Event Details:

Our target date for this event is December 26-30, 2011. We would need a facility for just over 107 hours. We will be starting at 8:00 A.M. on December 26 and concluding around 10:00 P.M. on December 30. There are very strict requirements that Guinness World Records has outlined to have the record verified. If you would like to see the requirements, they are available for your review upon request.

During the event, we will have people from the community coming to visit and support the cause and supporting the players that they know are playing in the event. Media coverage is required for validation purposes, so TV, Radio, and Print media outlets will also be visiting throughout the week. Local businesses will be providing sponsorships for the players as well as other advertising opportunities in support of the event. This will bring a different group of potential clients to your facility that normally would not be visiting.

The players (24), support team, and medical personnel will be onsite during the entire length of the event. The support team consists of score keepers, time keepers, video documentation, player hospitality and referees. The medical group will be made up from local EMT as well as doctors and medical personnel from local clinics and hospitals. We will also work with local police departments to provide security if needed. Wristbands or other ID badges will be issued to all support personnel for easy identification in case of emergency or if a need arises. Patrons will also be given wristbands for identification purposes and to help your facility with crowd control and traffic through the facility.

Our foundation does not have paid employees. We all are volunteering our time and money to accomplish our mission. This event will be no different. All those who will be assisting will be here on their own accord and in the spirit of volunteering their time.

We will be providing an insurance certificate with Clearfield City listed for the event upon your acceptance.

Conclusion:

As you can imagine, this event is a logistical and scheduling challenge. Because of the complexity of this event, time is of the essence in our request.

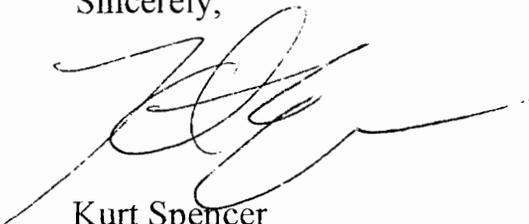
We would appreciate the use of your facility to hold our event and provide a worthwhile event for the public. We realize that this event has associated cost and are willing to shoulder some of those costs. We would be willing to pay the expenses that the city incurs by providing someone to sit at the front desk of the facility during after hours. On top of this expense, we would be willing to pay to Clearfield City a reasonable fee for use of the facility. Our first option would be to request Clearfield City donate the facility, and if that is not available, we would be willing to pay around \$2,500 for the week. This is about the same price we are getting from some of the schools who are donating the facility if we pay for staff to be onsite during the event.

I would respectfully request the attention of the Clearfield City Council on this matter and request that as soon as possible, be added to the City Council Meeting Agenda to discuss this request as well as answer any and all questions that may arise during the review of this proposal.

I look forward to your timely response, and welcome the opportunity to sit with you and discuss in more detail our marketing plan and strategy for this event. Feel free to contact me directly at 801-866-3574.

Thank you for your time.

Sincerely,



Kurt Spencer
Executive Director
Fallen Heroes Scholarship Foundation

MEMORANDUM

TO: Mayor Wood and the Clearfield City Council

FROM: Brian E. Brower, City Attorney

DATE: September 21, 2011

RE: Opinion regarding Recertification of the Clearfield Municipal Justice Court

Utah Code Ann. § 78A-7-103 (2) (2011) requires recertification of Justice Courts at the end of each four-year term. The current term of the Clearfield Municipal Justice Court expires in February 2012. As part of the recertification process, this office is required to provide the City Council with a written opinion advising it of all requirements for the operation of the Justice Court and whether, in the opinion of this office, those requirements have been fully satisfied and if it is feasible to maintain the Justice Court.

Attached, for your review, are the following:

- a. The Statutory Requirements that must be met for the operation of the Justice Court.
- b. The minimum Operational Standards, as determined by the Justice Court Standards Committee, that must be met in the operation of any Justice Court as well as the specific standards for a Class I Justice Court (more than 500 filings per month on average) such as the Clearfield Municipal Justice Court.
- c. A copy of the Court Certification Affidavit completed by the Clearfield Municipal Justice Court Judge.
- d. A Resolution for your review and consideration that requests recertification of the Clearfield Municipal Justice Court for another four-year term.

After reviewing the materials listed above, it is the opinion of this office that the Clearfield Municipal Justice Court either meets or exceeds all of the necessary statutory requirements and operational standards for Justice Court certification. Further, it is the opinion of this office that at present, it is feasible for Clearfield City to continue to maintain its Municipal Justice Court. Although both the number of case filings as well as the revenues from fines and forfeitures continue to decline on an annual basis, it appears that the City's general fund is not yet subsidizing the operation of the court.

I would like to point out that effective July 1, 2012, Justice Courts in this state will be required to maintain a digital audio recording of all proceedings pursuant to Utah Code Ann. §78A-7-103 (3) (2011). Those recording must be retained by the Court for a one-year period.

If you have any questions regarding the Justice Court or its recertification, please feel free to contact me.

Cc: Adam Lenhard, City Manager
Judge John L. Sandberg

JUSTICE COURT STANDARDS
FOR RECERTIFICATION

AUGUST 2011

INSTRUCTIONS TO APPLICANT FOR RECERTIFICATION

As part of the application process, each entity should carefully review all requirements for the operation of Justice Courts. In order to aid governing bodies in obtaining the necessary information regarding the continuing obligations of an entity with respect to the operations of the Court, the governing body of each entity must request and review a written opinion from its attorney advising the entity of all requirements for the operation of a Justice Court, and the feasibility of maintaining a Justice Court. In addition, prior to submission of this application, each entity must duly pass a resolution requesting recertification. The resolution must also affirm that the entity is willing to meet all requirements for the operation of the Court during the period of certification. **A copy of the attorney's opinion and the resolution must accompany the application. Please use the checklist on page 21 of this packet.** A representative of the entity may appear before the Committee to present the application and may present any additional information which the applicant desires to present to the Committee. In the event that additional information is deemed necessary, the Committee may request such additional information from the applicant. Certification will certify the court to process all cases which come within the jurisdiction of the court including criminal, civil and small claims cases.

Statutes of the State of Utah require that certain standards be met in the operation of a Justice Court. These statutory requirements include:

1. All official court business shall be conducted in a courtroom or an office located in a public facility which is conducive and appropriate to the administration of justice (78A-7-213).
2. Each court shall be open and judicial business shall be transacted every day as provided by law (78A-7-213), although the judge is not required to be present during all hours that the court is open.
3. The hours that the court will be open shall be posted conspicuously at the court and in local public buildings (78A-7-213).
4. The judge and the clerk of the court shall attend the court at regularly scheduled times (78A-7-213).
5. The entity creating the Justice Court shall provide and compensate a judge and clerical personnel to conduct the business of the court (78A-7-207 and 78A-7-211).
6. The entity creating a Justice Court shall assume the expenses of travel, meals, and lodging for the judge of that court to attend required judicial education and training (78A-7-205).
7. The entity creating a Justice Court shall assume the cost of travel and training expenses of clerical personnel at training sessions conducted by the Judicial Council (78A-7-211).

8. The entity creating the Justice Court shall provide a sufficient staff of public prosecutors to attend the court and perform the duties of prosecution (78A-7-209).

9. The entity creating the court shall provide adequate funding for attorneys where persons are indigent as provided by law (78A-7-209).

10. The entity creating the court shall provide sufficient local law enforcement officers to attend court when required and provide security for the court (78A-7-209).

11. Witnesses and jury fees as required by law shall be paid by the entity which creates the court (10-7-76 and 17-50-319).

12. Any fine, surcharge, or assessment which is payable to the State shall be forwarded to the State as required by law (78A-7-120 and 78A-7-121).

13. Every entity creating a court shall pay the judge of that court a fixed compensation, within the range provided by statute (78A-7-206).

14. Court shall be held within the jurisdiction of the court, except as provided by law (78A-7-212).

15. The entity creating the court shall provide and keep current for the court a copy of the Motor Vehicle Laws of the State of Utah, appropriate copies of the Utah Code, the Justice Court Manual, state laws affecting local governments, local ordinances, and other necessary legal reference material (78A-7-214).

16. All required reports and audits shall be filed as required by law or by rule of the Judicial Council pursuant to Section 78A-7-215.

17. Effective July 1, 2011, all Justice Courts shall use a common case management system and disposition reporting system as specified by the Judicial Council (78A-7-213).

18. Effective July 1, 2012, all Justice Courts shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (78A-7-103)

In addition to those requirements which are directly imposed by statute, section 78A-7-103 directs the Judicial Council to promulgate minimum requirements for the creation and certification of Justice Courts. Pursuant to statute, the Judicial Council has adopted the following minimum requirements:

- 1) That the Court be opened for at least one hour each day that the court is required to be open as provided by law. Additional hours of operation are specified in C.J.A. Rule 9-105.
- 2) That the judge be available to attend court and conduct court business as needed.

- 3) That the minimum furnishings for a courtroom include: a desk and chair for the judge (on a six inch riser), a desk and chair for the court clerk, chairs for witnesses, separate tables and appropriate chairs for plaintiffs and defendants, a Utah State flag, a United States flag, a separate area and chairs for at least four jurors, a separate area with appropriate seating for the public, an appropriate room for jury deliberations, and an appropriate area or room for victims and witnesses which is separate from the public. (A suggested courtroom configuration is available on the Justice Court web site at:
<http://www.utcourts.gov/intranet/just/docs/MasterPlan.pdf>).
- 4) A judicial robe, a gavel, current bail schedules, a copy of the Code of Judicial Administration, and necessary forms and supplies.
- 5) Office space for the judge and clerk (under certain circumstances this space may be shared, but if shared, the judge and clerk must have priority to use the space whenever needed). The office space shall include a desk for the judge and a desk for the clerk, secure filing cabinets for the judge and the clerk, a telephone for the judge and a telephone for the clerk, appropriate office supplies to conduct court business, a cash register or secured cash box, a typewriter or word processor, and access to a copy machine.
- 6) A clerk must be present during the time the court is open each day and during court sessions, as required by the judge.
- 7) The entity must have at least one peace officer (which may be contracted).
- 8) A court security plan must be submitted consistent with C.J.A. Rule 3-414.
- 9) Each court must have at least one computer with access to the internet, and appropriate software and security/encryption technology to allow for electronic reporting and access to Driver License Division and the Bureau of Criminal Identification, as defined by the reporting and retrieval standards promulgated by the Department of Public Safety. Monthly reports must also be electronically submitted to the Administrative Office of the Courts monthly. Also note that effective July 1, 2011, all justice courts shall use a common case management system and disposition reporting system as specified by the Judicial Council (78A-7-213).
- 10) Each court shall report required case disposition information to DLD, BCI and the Administrative Office of the Courts electronically, as described in number 9 above.

In establishing minimum requirements, the Judicial Council has determined that Justice Courts with higher case filings require greater support services. To accommodate the great differences in judicial activity between Justice Courts within the state, the Council has divided

courts into four classes based upon the average monthly cases filed in that court. Minimum standards have been set for each classification. Courts which have an average of less than 61 cases filed each month are classified as Class IV Courts. The minimum requirements for a Class IV Court are stated above. (These requirements are also attached as Class IV minimum requirements). These requirements include both the statutory requirements and requirements promulgated by the Judicial Council, and are sometimes hereinafter referred to as "base requirements."

Courts which have an average of more than 60 but less than 201 cases filed each month are classified as Class III Courts. In addition to the base requirements, a Class III Court must be open more hours each week (see attached Class III minimum requirements), and court must be scheduled at least every other week.

Courts which have an average of more than 200 but less than 501 cases filed each month are classified as Class II Courts. In addition to the base requirements, Class II Courts are required to be open additional hours (see attached Class II minimum requirements), the courtroom configuration is required to be permanent (although the courtroom may be used by another entity when the court is not in session), court must be scheduled at least weekly, the judge must be provided an appropriate office (chambers) for his own use, clerical space may not be shared, at least one full-time clerk must be provided (see attached Class II minimum requirements), and the courtroom, judge's chamber and clerk's office must be in the same building.

Courts which have an average monthly filing of more than 500 cases are classified as Class I Courts. Class I Courts are considered to be full-time courts. In addition to the base requirements, a Class I Court must have a full-time judge, at least three clerks, it must be open during regular business hours, it must have a courtroom which is dedicated for the exclusive use as a court and which meets the master plan guideline adopted by the Judicial Council, and the judge's chambers and clerk's office cannot be shared by another entity.

The State Legislature has provided that any Justice Court which continues to meet the minimum requirements for its class is entitled to be recertified. However, the Judicial Council also has authority to waive any minimum requirement imposed by rule of the Council rather than by statute. Waiver is at the discretion of the Judicial Council and will be based upon a demonstrated need for a court to conduct judicial business and upon public convenience. Any waiver will generally be for the entire term of the certification. A waiver must be obtained through the Judicial Council each time a court is recertified, and the fact that a waiver has been previously granted will not be determinative on the issue of waiver for any successive application.

There is a great diversity in the needs of the Justice Courts. The needs of a particular Court are affected by the type of cases filed (some courts have a high percentage of traffic matters, while others handle significant numbers of criminal and small claims matters), the location of the Court, the number of law enforcement agencies served, the policies and procedures followed by each judge with respect to the operation of the Court, and many other factors. Clerical resources and judicial time are particularly sensitive to local conditions.

In order to adequately function it is anticipated that some courts will exceed minimum requirements for clerical resources and judicial time. Similarly, the particular circumstances of a court may allow it to operate efficiently with less than the minimum requirements in the above areas; and in such circumstances waiver may be requested.

The statute also provides that the Judicial Council may grant an extension of time for any requirement which is not specifically required by statute. An extension may be granted at the discretion of the Judicial Council where individual circumstances temporarily prevent the entity from meeting a minimum requirement. An extension will be for a specific period of time and the certification of the court will terminate at the end of the extension period. In order for the court to continue to operate beyond the extension period, the court must be certified as meeting all requirements, obtain an additional extension, or obtain a waiver as provided above.

Applications for existing courts for recertification shall be accompanied by a affidavit of the judge, on a form approved by the Judicial Council, certifying that the operational standards for the court have been met. Any exceptions to compliance with the minimum requirements or operational standards shall be noted on the above form. In addition, individual Justice Court Judges must meet with the governing body of the entity which created the court at least once a year to review the budget of the court, review compliance with the requirements and operational standards of the court, and discuss other items of common concern and shall certify that this meeting has been held, and that the operational standards for the court have been met during the prior year.

Upon submission of an application, the Justice Court Standards Committee will conduct an appropriate independent investigation and notify the entity of its initial recommendations, whether in favor or against certification. If the Committee intends to recommend against certification, it shall specify the minimum requirements that have not been met. The entity may then present additional information to the Committee, request an extension, or request a waiver. After making an appropriate investigation based upon any additional information or request made by the entity, the Committee will then submit its recommendations to the Judicial Council. The recommendations shall specify whether or not a waiver or extension should be granted, if either has been requested. If the recommendation is against recertification, or against waiver, or against extension, the entity may request that it be allowed to make an appearance before the Judicial Council. Any request to appear before the Judicial Council must be filed within 15 days of notification of the Committee's recommendations.

If you have any questions concerning this application, please contact Richard Schwermer, staff to the Justice Court Standards Committee, at P. O. Box 140241, Salt Lake City, Utah 84114-0241, telephone: (801)578-3816.

OPERATIONAL STANDARDS

The following standards are intended to be applied in the recertification review by the Justice Court Standards Committee as operational standards. The justice courts are classified into four classes, based upon case filings. The case filing information is expressed in terms of filings per month, but courts will be classified on the basis of average monthly filings over a period of at least one year. The classification of a court is determined at creation and is subject to review and possible reclassification whenever the court is being recertified. While the standards for some areas of court operation are uniform for all levels of justice court, other standards are developed on a continuum, reflecting the difference in the time needed to competently manage caseloads of different levels.

CLASS I

MINIMUM REQUIREMENTS [Note that the following are **minimum** requirements. In order to adequately function as a Class I Court it may be necessary for your court to exceed the minimum requirements.]

- FILINGS:

501 or more citations or cases filed per month

- HOURS:

Court Open: Full Time

Judge: Full Time

- FACILITY:

Dedicated Courtroom (with juror deliberation room)

Judge's Chambers

Clerk Office

Co-located in the same facility

(Meet the Master Plan Guidelines adopted by the Judicial Council)

- CLERICAL RESOURCES:

At least three full time clerks

- PROSECUTION:

Prosecutor to screen cases and represent the county or municipality at trial.

- INDIGENT DEFENSE:

The municipality or county provides adequate funding to provide indigent defense counsel for any defendant who requests representation and qualifies.

- LEGAL RESOURCES:

The following must be available and kept current:

- a. Utah Code
- b. Local ordinances
- c. Justice Court Manual
- d. Code of Judicial Administration
- e. Uniform Bail Schedule
- f. Other legal resources as required under §78A-7-214.

- LAW ENFORCEMENT:

The local government creating the court must have at least one employed or contracted peace officer.

- BAILIFF:

The local government creating the court must provide a sworn law enforcement officer to attend court when required and provide security for the court.

- SECURITY PLAN:

A court security plan must be submitted consistent with C.J.A. Rule 3-414.

- JURY/ WITNESS FEES:

Local government is responsible for payment of statutory juror and witness fees.

- EDUCATION:

Local government is responsible for costs of attendance at Judicial Council mandated training - at least 30 hours per year for the judge, and 10 hours for clerks.

- REPORTING:

All reports and audits shall be made and timely filed as provided by law or by rule of Judicial Council. Reports to the Driver License Division and the Bureau of Criminal Identification must be made electronically, via the internet.

- AUDIO RECORDING:

Effective July 1, 2012, all Justice Courts shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (78A-7-103)

CLASS II

MINIMUM REQUIREMENTS [Note that the following are **minimum** requirements. In order to adequately function as a Class II Court it may be necessary for your court to exceed the minimum requirements.]

- FILINGS:

201 to 500 citations or cases a month.

- HOURS:

Court Open

201-300 filings	At least 4 hours per day
301-400 filings	At least 5 hours per day
401-500 filings	At least 6 hours per day

Judge available when needed. Trial calendar set at least weekly.

- FACILITY:

Courtroom (configuration is permanent but may be shared)

Judge's Office

Clerk Office

(Courtroom and office must be co-located in the same building)

- CLERICAL RESOURCES:

201-275 filings	At least one full time clerk
276-350 filings	1.5 FTEs
351-425 filings	2.0 FTEs
426-500 filings	2.5 FTEs

- PROSECUTION:

Prosecutor to screen cases and represent the county or municipality at trial.

- INDIGENT DEFENSE:

The municipality or county provides adequate funding to provide indigent defense counsel for any defendant who requests representation and qualifies.

- LEGAL RESOURCES:

The following must be available and kept current:

- a. Utah Code
- b. Local ordinances
- c. Justice Court Manual
- d. Code of Judicial Administration
- e. Uniform Bail Schedule
- f. Other legal resources as required under §78A-7-214

- LAW ENFORCEMENT:

The local government creating the court must have at least one employed or contracted peace officer.

- BAILIFF:

The local government creating the court must provide a sworn law enforcement officer to attend court when required and provide security for the court.

- SECURITY PLAN:

A court security plan must be submitted consistent with C.J.A. Rule 3-414.

- JURY/ WITNESS FEES:

Local government is responsible for payment of statutory juror and witness fees.

- EDUCATION:

Local government is responsible for costs of attendance at Judicial Council mandated training - at least 30 hours per year for the judge, and 10 hours for clerks..

- REPORTING:

All reports and audits shall be made and timely filed as provided by law or by rule of Judicial Council. Reports to the Driver License Division and the Bureau of Criminal Identification must be made electronically, via the internet.

- AUDIO RECORDING:

Effective July 1, 2012, all Justice Courts shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (78A-7-103)

CLASS III

MINIMUM REQUIREMENTS [Note that the following are **minimum** requirements. In order to adequately function as a Class III Court it may be necessary for your court to exceed the minimum requirements.]

- FILINGS:

61-200 citations or cases per month

- HOURS:

Court Open

61-150 filings At least 2 hours a day

151-200 filings At least 3 hours a day

Judge available as needed. Trial calendar set at least every other week.

- FACILITY:

Courtroom (access to public facility for trials, arraignments, etc.)

Judge's /clerk office

(Meets minimum requirements)

- CLERICAL RESOURCES:

At least one clerk required to be available daily during the scheduled hours of court operation and during court sessions as needed.

- PROSECUTION:

Prosecutor to screen cases and represent the county or municipality at trial.

- INDIGENT DEFENSE:

The municipality or county provides adequate funding to provide indigent defense counsel for any defendant who requests representation and qualifies.

- LEGAL RESOURCES:

The following must be available and kept current:

- a. Utah Code
- b. Local ordinances
- c. Justice Court Manual
- d. Code of Judicial Administration
- e. Uniform Bail Schedule
- f. Other legal resources as required under §78A-7-214

- LAW ENFORCEMENT:

The local government creating the court must have at least one employed or contracted peace officer.

- BAILIFF:

The local government creating the court must provide a sworn law enforcement officer to attend court when required and provide security for the court.

- SECURITY PLAN:

A court security plan must be submitted consistent with C.J.A. Rule 3-414.

- JURY/ WITNESS FEES:

Local government is responsible for payment of statutory juror and witness fees.

- EDUCATION:

Local government is responsible for costs of attendance at Judicial Council mandated training - at least 30 hours each year for the judge, and 10 hours for clerks.

- REPORTING:

All reports and audits shall be made and timely filed as provided by law or by rule of Judicial Council. Reports to the Driver License Division and the Bureau of Criminal Identification must be made electronically, via the internet.

- AUDIO RECORDING:

Effective July 1, 2012, all Justice Courts shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (78A-7-103)

CLASS IV

MINIMUM REQUIREMENTS [Note that the following are **minimum** requirements. In order to adequately function as a Class IV Court it may be necessary for your court to exceed the minimum requirements.]

- FILINGS:

0-60 citations and/or cases per month

- HOURS:

Court open at least one hour per day. Judge available as needed and trial calendar set at least monthly.

- FACILITY:

Courtroom (access to public facility for trials, arraignments, etc.)
Judge's/clerk office (can be a shared resource but court has priority when needed.)
(Meets minimum requirements)

- CLERICAL RESOURCES:

At least one clerk required to be available daily during the scheduled hours of court operation and during court sessions.

- PROSECUTION:

Prosecutor to screen cases and represent the county or municipality at trial.

- INDIGENT DEFENSE:

The municipality or county provides adequate funding to provide indigent defense counsel for any defendant who requests representation and qualifies.

- LEGAL RESOURCES:

The following must be available and kept current:

- a. Utah Code
- b. Local ordinances
- c. Justice Court Manual
- d. Code of Judicial Administration
- e. Uniform Bail Schedule
- f. Other legal resources as required under §78A-7-214

- LAW ENFORCEMENT:

The local government creating the court must have at least one employed or contracted peace officer.

- BAILIFF:

The local government creating the court must provide a sworn law enforcement officer to attend court when required and provide security for the court.

- SECURITY PLAN:

A court security plan must be submitted consistent with C.J.A. Rule 3-414.

- JURY/ WITNESS FEES:

Local government is responsible for payment of statutory juror and witness fees.

- EDUCATION:

Local government is responsible for costs of attendance at Judicial Council mandated training - at least 30 hours each year for the judge, and 10 hours for clerks.

- REPORTING:

All reports and audits shall be made and timely filed as provided by law or by rule of Judicial Council. Reports to the Driver License Division and the Bureau of Criminal Identification must be made electronically, via the internet.

- AUDIO RECORDING:

Effective July 1, 2012, all Justice Courts shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (78A-7-103)

COURT CERTIFICATION AFFIDAVIT

Court Location: _____

Judge: _____

Address: _____

Telephone: _____

Level of Court (Circle one): I II III IV

Average Case Filings Per Month: _____

Daily Court Hours by Day: _____

Number of Full-time Clerks: _____
Hours Worked Per Week Per Clerk: _____

Number of Part-time Clerks: _____
Hours Worked Per Week Per Clerk: _____

This form is divided into two parts. Section I contains those requirements that are statutory and are not waivable. Section II contains minimum requirements established by the Judicial Council, and those requirements may be waived pursuant to the procedure set forth in the instructions to applicant included with the application for certification.

Comes now Judge _____,

Justice Court Judge for _____

_____ and,

except as specifically noted below, certifies as follows:

SECTION I

THE FOLLOWING ITEMS ARE STATUTORY AND CANNOT BE WAIVED. CERTIFICATION WILL NOT BE GRANTED UNLESS EACH REQUIREMENT IS MET.

Please indicate **Yes or No** to each of the following:

1. All official court business is conducted in a public facility. _____
2. Court is open daily. _____
3. The hours of court operation are posted conspicuously. _____
4. The judge and the clerk attend court at regularly scheduled times based on the level of the court. _____
5. The judge is compensated at a fixed rate, within the statutory range. _____
6. The responsible governmental entity provides and compensates sufficient clerical personnel necessary to conduct the business of the court. _____
7. The responsible governmental entity assumes the expenses of the travel of the judge for purposes of required judicial education. _____
8. The responsible governmental entity assumes the expenses of the travel of each clerk for the purposes of attending training sessions conducted by the Judicial Council. _____
9. The responsible governmental entity provides the Court with:
 - a. Sufficient prosecutorial support _____
 - b. Funding for attorneys for indigent defendants, as appropriate _____
 - c. Sufficient local law enforcement officers to attend court as provided by statute _____
 - d. Security for the court as provided by statute _____
 - e. Witness and juror fees _____
 - f. Copies of the motor vehicle laws of the State of Utah, appropriate copies of the Utah Code, the Justice Court Manual, state laws affecting local governments, local ordinances and other necessary legal reference materials _____

10. Fines, surcharges and assessments which are payable to the state are forwarded as required by law. _____
11. Court is held within the jurisdiction of the court, except as provided by law (78A-7-212).

12. All required reports and audits are filed as required by law or Rule of the Judicial Council.

13. Effective July 1, 2012, the Court shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (78A-7-103) _____

SECTION II

Section II contains minimum requirements established by the Judicial Council, and those requirements may be waived or an extension granted pursuant to the procedure set forth in the instructions to applicant included with this application for recertification.

Please indicate YES or NO to each of the following:

1. Court is open each day as appropriate for the classification of the court. _____
2. The judge is available to attend court and to conduct court business as needed. _____
3. Minimum furnishings in the courtroom include:
 - a. Desk and chair for the judge _____
 - b. A six inch riser _____
 - c. Desk and chair for the court clerk _____
 - d. Chairs for witnesses _____
 - e. Separate tables and appropriate chairs for plaintiffs and defendants _____
 - f. A Utah State flag _____
 - g. A United States flag _____
 - h. A separate area and chairs for at least four jurors _____
 - i. A separate area with appropriate seating for the public _____
 - j. An appropriate room for jury deliberations _____
 - k. An appropriate area or room for victims and witnesses which is separate from the public _____
 - l. A judicial robe _____
 - m. A gavel _____
 - n. Current bail schedules _____
 - o. A copy of the Code of Judicial Administration _____

- p. Necessary forms and supplies _____
 - q. Office space for the judge _____
 - r. Office space for the court clerk _____
 - s. Secure filing cabinets _____
 - t. Appropriate office supplies _____
 - u. A cash register or secured cash box _____
 - v. At least one computer with internet access _____
 - w. Access to a copy machine _____
4. The appropriate number of clerks as required by the classification of the court are present during the time court is open each day and as needed during court sessions. _____
 5. Does the applicant have a law enforcement department? _____
 6. If the applicant does not have a law enforcement department, identify the law enforcement agency which will provide law enforcement services for the applicant: _____

 7. A security plan has been filed consistent with C.J.A. Rule 3-414. _____
 8. The court electronically reports to the Driver License Division, the Bureau of Criminal Identification and the Administrative Office of the Courts as required. _____
 9. If the court is a **Class I** court:
 - a. Judge is employed on a full-time basis _____
 - b. Dedicated courtroom which meets the master plan guidelines adopted by the Judicial Council _____
 - c. Court has a jury deliberation room _____
 - d. Judge's chambers, clerk's office, and courtroom are in the same building _____
 - e. Judge has his or her own private chambers _____
 - f. Clerk's office is separate from any other entity _____

- g. Court is open during normal business hours _____
10. If the court is a **Class II** court:
- a. Court is open (check one)
- _____ 1. 201-300 average monthly filings: at least 4 hrs./day
 _____ 2. 301-400 average monthly filings: at least 5 hrs./day
 _____ 3. 401-500 average monthly filings: at least 6 hrs./day
- b. Trial calendar is set at least weekly _____
- c. Courtroom configuration is permanent _____
- d. Courtroom, judge's chambers, and clerk's office are within the same building _____
- e. Judge has his or her own private chambers _____
11. If the court is a **Class III** court:
- a. Trial calendar is set at least every other week _____
- b. Court is opened (check one):
- _____ 1. 61-150 average monthly filings: at least 2 hrs./day
 _____ 2. 151-200 average monthly filings: at least 3 hrs./day
12. If the court is a **Class IV** court:
- a. Trial calendar is set at least monthly _____
- b. Court is open at least 1 hour per day _____
13. **If you have responded with a "no" to any item in Section II above, you must request a waiver or extension below and justify that request.** If waiver or extension of any requirement is requested, please specify each requirement and indicate factors which demonstrate a need for the waiver or extension. For any requested extension, please include the requested extension period. (To receive a waiver or extension of any requirement, the information requested in this section must be provided. Remember that statutory requirements cannot be waived or extended).

I am familiar with the minimum operational standards for this court, and except as noted above, those standards are currently met or exceeded. During the current term of the court, I have met with the appropriate governing body of the City to review the budget of the court, review compliance with the minimum requirements and operational standards, and discuss other items of common concern.

DATED this _____ day of _____, 20____.

Justice Court Judge

SUBSCRIBED AND SWORN to before me this ____ day of _____, 20__.

NOTARY PUBLIC

Residing at: _____

Commission Expires:

C H E C K L I S T

Please be sure that your application for recertification includes each of the following:

1. ____ Court Certification Affidavit completed and signed by the judge.
2. ____ A copy of a written opinion from the city or county attorney (as appropriate), directed to the appropriate sponsoring governmental entity, advising that entity of all requirements for the operation of the justice court and the feasibility of maintaining the court.
3. ____ A copy of a duly passed resolution of the sponsoring governmental entity that
 - a. requests recertification of the court, and
 - b. affirms that the entity is willing to meet all requirements for the operation of the court during the period of certification.
4. ____ A copy of your court security plan, as required by C.J.A. Rule 3-414, unless it has not changed since last submitted.

**ALL FOUR OF THESE DOCUMENTS MUST BE RECEIVED BY THE
JUSTICE COURT STANDARDS COMMITTEE AT THE ADDRESS BELOW BY:
OCTOBER 24, 2011.**

Justice Court Standards Committee
Attention: Richard Schwermer
Administrative Office of the Courts
P. O. Box 140241
Salt Lake City, Utah 84114-0241

SAMPLE RESOLUTION

A RESOLUTION REQUESTING THE RECERTIFICATION OF

THE _____ COURT

WHEREAS, the provisions of U.C.A. 78A-7-103 require that Justice Courts be recertified at the end of each four-year term; and

WHEREAS, the term of the present Court shall expire on the _____ day of _____ 20____; and

WHEREAS, the members of the _____ (City Council or County Commission) have received an opinion letter from _____, City/County Attorney, which sets forth the requirements for the operation of a Justice Court and feasibility of continuing to maintain the same; and

WHEREAS, the members of the _____ (City Council or County Commission) have determined that it is to the best interests of _____ (Municipality or County) to continue to provide for a Justice Court;

BE IT RESOLVED, the _____ (name of Commission, Council or Board) hereby requests recertification of the _____ Justice Court by the Justice Courts Standards Committee and the Utah Judicial Council.

BE IT FURTHER RESOLVED that the _____
(name of Commission, Council, Board) of _____
(Municipality or County) hereby affirm their willingness to continue to meet all requirements set
forth by the Judicial Council for continued operation of the _____
Justice Court for the next four-year term of court, except as to any requirements waived by the
Utah Judicial Council.

APPROVED and signed this _____ day of _____, 20__.

(Municipality or County)

by _____

(Title)

ATTEST:

COURT CERTIFICATION AFFIDAVIT

Court Location: Clearfield Municipal Court

Judge: John L. Sandberg

Address: Clearfield Municipal & Justice Center
55 South State Street
Clearfield, Utah 84015

Telephone: 801.525.2760

Level of Court: I

Average Case Filings Per Month: 520

Daily Court Hours: 8:00 am to 5:00 pm

Number of Full-time Clerks: 3
Hours Worked Per Week Per Clerk: 40

Number of Part-time Clerks: 2
Hours Worked Per Week Per Clerk: 24

This form is divided into two parts. Section I contains those requirements that are statutory and are not waivable. Section II contains minimum requirements established by the Judicial Council, and those requirements may be waived pursuant to the procedure set forth in the instructions to applicant included with the application for certification.

Comes now, Judge John L. Sandberg, Justice Court Judge for Clearfield Municipal Justice Court and, except as specifically noted below, certifies as follows:

SECTION I

THE FOLLOWING ITEMS ARE STATUTORY AND CANNOT BE WAIVED. CERTIFICATION WILL NOT BE GRANTED UNLESS EACH REQUIREMENT IS MET.

Please indicate **Yes or No** to each of the following:

1. All official court business is conducted in a public facility. YES
2. Court is open daily. YES
3. The hours of court operation are posted conspicuously. YES

4. The judge and the clerk attend court at regularly scheduled times based on the level of the court. YES
5. The judge is compensated at a fixed rate, within the statutory range. YES
6. The responsible governmental entity provides and compensates sufficient clerical personnel necessary to conduct the business of the court. YES
7. The responsible governmental entity assumes the expenses of the travel of the judge for purposes of required judicial education. YES
8. The responsible governmental entity assumes the expenses of the travel of each clerk for the purposes of attending training sessions conducted by the Judicial Council. YES
9. The responsible governmental entity provides the Court with:
 - a. Sufficient prosecutorial support YES
 - b. Funding for attorneys for indigent defendants, as appropriate YES
 - c. Sufficient local law enforcement officers to attend court as provided by statute YES
 - d. Security for the court as provided by statute YES
 - e. Witness and juror fees YES
 - f. Copies of the motor vehicle laws of the State of Utah, appropriate copies of the Utah Code, the Justice Court Manual, state laws affecting local governments, local ordinances and other necessary legal reference materials YES
10. Fines, surcharges and assessments which are payable to the state are forwarded as required by law. YES
11. Court is held within the jurisdiction of the court, except as provided by law (78A-7-212). YES
12. All required reports and audits are filed as required by law or Rule of the Judicial Council. YES

SECTION II

Section II contains minimum requirements established by the Judicial Council, and those requirements may be waived or an extension granted pursuant to the procedure set forth in the instructions to applicant included with this application for recertification.

Please indicate **YES or NO** to each of the following:

1. Court is open each day as appropriate for the classification of the court. YES
2. The judge is available to attend court and to conduct court business as needed. YES
3. Minimum furnishings in the courtroom include:
 - a. Desk and chair for the judge YES
 - b. A six inch riser YES
 - c. Desk and chair for the court clerk YES
 - d. Chairs for witnesses YES
 - e. Separate tables and appropriate chairs for plaintiffs and defendants YES
 - f. A Utah State flag YES
 - g. A United States flag YES
 - h. A separate area and chairs for at least four jurors YES
 - i. A separate area with appropriate seating for the public YES
 - j. An appropriate room for jury deliberations YES
 - k. An appropriate area or room for victims and witnesses which is separate from the public YES
 - l. A judicial robe YES
 - m. A gavel YES
 - n. Current bail schedules YES
 - o. A copy of the Code of Judicial Administration YES
 - p. Necessary forms and supplies YES
 - q. Office space for the judge YES
 - r. Office space for the court clerk YES
 - s. Secure filing cabinets YES
 - t. Appropriate office supplies YES

- u. A cash register or secured cash box YES
 - v. At least one computer with internet access YES
 - w. Access to a copy machine YES
4. The appropriate number of clerks as required by the classification of the court are present during the time court is open each day and as needed during court sessions. YES
5. Does the applicant have a law enforcement department? YES
6. If the applicant does not have a law enforcement department, identify the law enforcement agency which will provide law enforcement services for the applicant:
N/A
7. A security plan has been filed consistent with C.J.A. Rule 3-414. YES
8. The court electronically reports to the Driver License Division, the Bureau of Criminal Identification and the Administrative Office of the Courts as required. YES
9. If the court is a **Class I** court:
- a. Judge is employed on a full-time basis YES
 - b. Dedicated courtroom which meets the master plan guidelines adopted by the Judicial Council YES
 - c. Court has a jury deliberation room YES
 - d. Judge's chambers, clerk's office, and courtroom are in the same building YES
 - e. Judge has his or her own private chambers YES
 - f. Clerk's office is separate from any other entity YES
 - g. Court is open during normal business hours YES
10. If the court is a **Class II** court:
N/A
11. If the court is a **Class III** court:
N/A
12. If the court is a **Class IV** court:

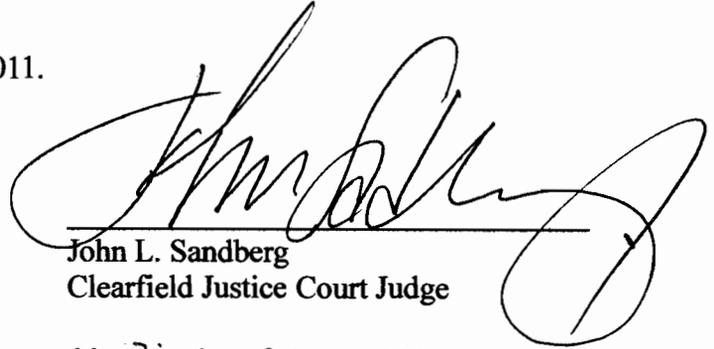
N/A

13. If you have responded with a "no" to any item in Section II above, you must request a waiver or extension below and justify that request. If waiver or extension of any requirement is requested, please specify each requirement and indicate factors which demonstrate a need for the waiver or extension. For any requested extension, please include the requested extension period. (To receive a waiver or extension of any requirement, the information requested in this section must be provided. Remember that statutory requirements cannot be waived or extended).

N/A

I am familiar with the minimum operational standards for this court, and except as noted above, those standards are currently met or exceeded. During the current term of the court, I have met with the appropriate governing body of the City to review the budget of the court, review compliance with the minimum requirements and operational standards, and discuss other items of common concern.

DATED this 31 day of August 2011.

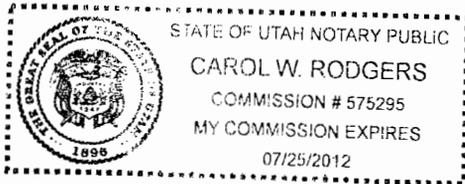


John L. Sandberg
Clearfield Justice Court Judge

SUBSCRIBED AND SWORN to before me this 31 day of August 2011.

Carol W. Rodgers
NOTARY PUBLIC

Residing at: 55 S. State St.
Clearfield, UT 84015



Commission Expires: 07/25/2012

CLEARFIELD CITY RESOLUTION 2011R-17

A RESOLUTION REQUESTING THE UTAH JUDICIAL COUNCIL RECERTIFY THE CLEARFIELD MUNICIPAL JUSTICE COURT

WHEREAS, Utah Code Ann. § 78A-7-103 (2011) requires Justice Courts be recertified at the end of each four-year term; and

WHEREAS, the present term of the Clearfield Municipal Justice Court shall expire in February, 2012; and

WHEREAS, the members of the Clearfield City Council have received and reviewed an opinion memo from the City Attorney setting forth the requirements for the operation of the City's Justice Court and the feasibility of maintaining it; and

WHEREAS, the members of the Clearfield City Council have determined that it is in the best interests of Clearfield City and its residents to continue to provide for, operate and maintain the City's Justice Court;

BE IT THEREFORE RESOLVED, that the Clearfield City Council hereby requests recertification of the Clearfield Municipal Justice Court by the Justice Courts Standards Committee and the Utah Judicial Council.

BE IT FURTHER RESOLVED that the Clearfield City Council hereby affirms the City's willingness to continue to meet all requirements set forth by the Judicial Council for continued operation of the Clearfield Municipal Justice Court for the next four-year term, except as to any requirements waived by the Utah Judicial Council.

PASSED, APPROVED AND ADOPTED by the Clearfield City Council on this 27th day of September, 2011.

ATTEST:

CLEARFIELD CITY CORPORATION

Nancy R. Dean, City Recorder

Donald W. Wood, Mayor

Vote of the Council

AYE:

NAY: