

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
April 23, 2013 – REGULAR SESSION

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.

Executive Conference Room
55 South State Street
Third Floor
Clearfield, Utah

6:00 P.M. WORK SESSION

Discussion on Zoning Text Amendment (Agriculture Recreation Use)
Discussion on the Wilcox Farms Property Rezone
Discussion on the North Davis Condo Plat
Discussion on SR 193 Extension Dedication Plat
Discussion on Information Received from the Davis County Treasurer

(Any items not addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session.)

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

7:00 P.M. REGULAR SESSION

CALL TO ORDER:

Mayor Wood

OPENING CEREMONY:

Youth City Councilmember Emilee Matheson

APPROVAL OF THE MINUTES:

February 12, 2013 – Work Session

March 5, 2013 – Work Session

March 12, 2013 – Work Session

March 12, 2013 – Regular Session

March 26, 2013 – Regular Session

PUBLIC HEARINGS:

1. **PUBLIC HEARING TO RECEIVE COMMENT ON A ZONING TEXT AMENDMENT TO TITLE 11 – LAND USE, PERMITTING AGRICULTURAL RECREATION IN THE C-2 ZONING DISTRICT AS A CONDITIONAL USE AND FOR THE INCLUSION OF SUPPLEMENTARY STANDARDS FOR THE USE**

BACKGROUND: The request is for a zoning text amendment to the Clearfield City Land Use Ordinance Title 11 to permit agricultural recreation in the C-2 zoning district as a conditional use and for the inclusion of supplementary standards for the use. The Planning Commission held a

public hearing on April 5, 2013 and unanimously recommended approval of the text amendment regarding Agricultural Recreation.

RECOMMENDATION: Receive public comments.

2. PUBLIC HEARING TO RECEIVE COMMENT ON THE REZONE OF PROPERTY LOCATED AT APPROXIMATELY 850 WEST 1600 SOUTH FROM C-2, COMMERCIAL TO R-3 (P-D), MULTIPLE-FAMILY RESIDENTIAL WITH A PLANNED DEVELOPMENT OVERLAY

BACKGROUND: The Planning Commission opened the public hearing at the April 3, 2013 meeting and continued the request to be heard at its meeting on May 1, 2013. Staff recommends continuing the public hearing to the May 14, 2013 City Council meeting.

RECOMMENDATION: Continue the public hearing to the May 14, 2013 City Council meeting.

3. PUBLIC HEARING TO RECEIVE COMMENT ON A FINAL SUBDIVISION PLAT, KNOWN AS DAVIS NORTH DENTAL CENTER CONDOMINIUM PLAT LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST WHICH IS LOCATED IN THE C-1 ZONING DISTRICT

BACKGROUND: The request is for an existing medical office building located at the Clearfield and Layton City limits, south of 1450 South and on the west side of 1500 East. The building is two stories of approximately 14,500 square feet on a developed parcel consisting of 0.73 acre with completed site improvements (including sidewalks, infrastructure, etc.). This item was continued from the March 26, 2013 City Council meeting. All comments generated during the engineering review by the City Engineer have been addressed and a letter of recommendation has been submitted. The Planning Commission heard this item during its March 6, 2013 meeting.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO RECEIVE COMMENT ON THE UTAH DEPARTMENT OF TRANSPORTATION'S (UDOT'S) STREET DEDICATION PLAT OF 175 EAST AND 550 SOUTH

BACKGROUND: This private road provides access to Jenmar and Morgan Pavement from 700 South. Approval of the plat enables the road to be dedicated to the City for acceptance and maintenance. Dedicating and accepting 175 East and 550 South as a public street is needed to facilitate the construction of the SR 193 project. The Planning Commission heard this item during the April 3, 2013 meeting and recommended approval based on its discussion and findings provided in its report to the City Council.

RECOMMENDATION: Receive public comment.

5. PUBLIC HEARING ON THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2013 TO JUNE 30, 2014

BACKGROUND: A copy of the proposed 2013-2014 Community Development Block Grant (CDBG) One Year Action Plan was provided to the Council in March. Citizens were given the

opportunity to review the One Year Action Plan in the Community Development Department from March 13, 2013 until April 11, 2013. No written comments were received.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

6. CITIZEN COMMENTS

7. CONSIDER APPROVAL OF ORDINANCE 2013-05 AUTHORIZING THE ZONING TEXT AMENDMENT TO TITLE 11 – LAND USE, PERMITTING AGRICULTURE RECREATION IN THE C-2, COMMERCIAL ZONING DISTRICT AS A CONDITIONAL USE AND FOR THE INCLUSION OF SUPPLEMENTARY STANDARDS FOR THE USE

RECOMMENDATION: Approve Ordinance 2013-05 Authorizing the zoning text amendment to Title 11 – Land Use, permitting agricultural recreation in the C-2 (Commercial) Zoning District as a conditional use and for the inclusion of supplementary standards for the use, based on the discussion and findings presented in Planning Commission’s staff report.

8. CONSIDER APPROVAL OF A FINAL SUBDIVISION PLAT KNOWN AS DAVIS NORTH DENTAL CENTER CONDOMINIUM LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST WHICH IS LOCATED IN THE C-1 ZONING DISTRICT

RECOMMENDATION: Approve the Final Subdivision plat known as Davis North Dental Center Condominium located at approximately 1500 South 1500 which is located in the C-1 zoning district, based on the discussion and findings provided in the Planning Commission Staff Reports, and authorize the Mayor’s signature to any necessary documents.

9. CONSIDER APPROVAL OF THE UTAH DEPARTMENT OF TRANSPORTATION’S (UDOT’S) STREET DEDICATION PLAT OF 175 EAST AND 550 SOUTH

RECOMMENDATION: Approve the Utah Department of Transportation’s (UDOT’s) Street Dedication Plat of 175 East and 550 South, as conditioned, based upon the discussion and findings provided in the April 3, 2013 Planning Commission Staff Report and authorize the Mayor’s signature to any necessary documents.

10. CONSIDER APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2013 TO JUNE 30, 2014

RECOMMENDATION: Approve the CDBG One-Year Action Plan for Program Year July 1, 2013 to June 30, 2014 and authorize the Mayor’s signature to any necessary documents.

11. CONSIDER APPROVAL OF RESOLUTION 2013R-05 AUTHORIZING THE INTERLOCAL AGREEMENT WITH UTAH TRANSIT AUTHORITY (UTA) REGARDING PLACEMENT OF A POLE, CAMERA, AND ANTENNA EQUIPMENT ON THEIR PROPERTY NEXT TO THE 1700 SOUTH WALKING TRAIL

BACKGROUND: The “Pole Camera” project is nearly complete and the grant is due June 30, 2013. The last camera to be installed is at a location north of 1700 South at the walking trail, is on UTA property. They have drafted an agreement with the understanding that the pole/camera may have to be moved if UTA ever decided to put a track there.

RECOMMENDATION: Approve Resolution 2013R-05 authorizing the Interlocal Agreement with UTA for installation of a pole camera and authorize the Mayor’s signature to any necessary documents.

CONSENT AGENDA:

12. CONSIDER APPROVAL OF AND CONSENTING TO THE MAYOR’S PROPOSED APPOINTMENT OF A RESIDENT TO THE CITY’S PARKS AND RECREATION COMMISSION

BACKGROUND: The Clearfield Parks and Recreation Commission has openings for several Parks and Recreation members. Alicia Emery submitted a letter of interest and was interviewed by the City Council during its April 16, 2013 work session.

RECOMMENDATION: Approve the Mayor’s appointment of Alicia Emery to serve on the Parks and Recreation Commission and authorize the Mayor’s signature to any necessary documents.

13. CONSIDER APPROVAL OF AND CONSENTING TO THE MAYOR’S PROPOSED APPOINTMENT OF A RESIDENT TO THE CITY’S PLANNING COMMISSION

BACKGROUND: Keri Benson has been serving as an alternate member of the Planning Commission and staff is recommending she be appointed to a regular member to fill the vacancy created by the resignation of Brandon Stanger.

RECOMMENDATION: Approve the Mayor’s appointment of Keri Benson as a regular member of the Planning Commission with a term expiring February 2014 and authorize the Mayor’s signature to any necessary documents.

14. CONSIDER APPROVAL OF A PROCLAMATION DECLARING APRIL 26, 2013 AS ARBOR DAY IN CLEARFIELD CITY

BACKGROUND: Clearfield City will celebrate Arbor Day on Friday, April 26, 2013. The City supports all efforts to plant and protect trees within its boundaries because trees are valuable to the City’s environment. Clearfield has received the “Tree City USA” designation for the past 16 years. Community Services Director, Eric Howes, requests the date of April 26, 2013, be officially declared “Arbor Day” in the City of Clearfield.

RECOMMENDATION: Approve the Mayor’s signature to the Proclamation officially declaring April 26, 2013 as “Arbor Day” in the City of Clearfield.

COMMUNICATION ITEMS:

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

****ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE CDRA****

1. APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE DECEMBER 11, 2012 REGULAR SESSION, THE MARCH 19, 2013 WORK SESSION AND THE MARCH 26, 2013 WORK SESSION

SCHEDULED ITEMS:

2. CONSIDER APPROVAL OF AN AGREEMENT FOR THE UTA CLEARFIELD CIRCULATOR STUDY

BACKGROUND: The Clearfield area is home to key activity centers (Freeport, Falcon Hill, and Weber State University) that would benefit from direct transit connections (a circulator) to Clearfield's FrontRunner Station. The first step toward establishing a circulator is to study the demand, potential routes and modes, and overall feasibility. This proposed study would be financed and accomplished through a partnership of the major stakeholders. Clearfield's financial contribution for this project will be \$10,000, which will come from existing fund balance in the CDRA. UTA will contribute \$30,000 and the rest will come from UDOT, WSU, Freeport Center Associates, Davis County and MIDA. The study will cost \$60,000 in total.

RECOMMENDATION: Approve the UTA Clearfield Circulator Study Agreement and authorize the City Manager's signature to any necessary documents.

3. CONSIDER APPROVAL OF THE SELECTION OF A CONSULTANT TO COMPLETE A RETAIL LEAKAGE STUDY AND ANALYSIS

BACKGROUND: A retail leakage study (also referred to as a gap analysis) identifies products and services that are not available for purchase in a community (and/or specific retailers that are not currently located in the community), but which would be viable. Six firms responded to a recent request for proposals to perform such a study, and Buxton's proposal scored the highest.

RECOMMENDATION: Approve the selection of Buxton to complete a Retail Leakage Study and Analysis for a fixed fee of \$65,000 and authorize the Chair's signature to any necessary documents.

4. CONSIDER AUTHORIZING THE COMPLETION OF A GOVERNANCE REPORT FOR THE CDRA

BACKGROUND: The Clearfield City Community Development and Renewal Agency has been active for nearly 30 years, and currently includes seven project areas. Given the CDRA's age and complexities, it would be well-served to have a comprehensive review of documentation, statutory provisions and legal requirements, management practices, etc., to enable strategic planning for the future.

RECOMMENDATION: Approve the contract with Lewis Young Robertson and Burningham (LYRB) for a fixed fee of \$20,515 to complete a Governance Report for the CDRA and authorize the Chair's signature to any necessary documents.

5. CONSIDER AUTHORIZING THE PURCHASE OF REAL PROPERTY LOCATED AT 50 SOUTH STATE STREET

BACKGROUND: The Clearfield City Community Development and Renewal Agency (CDRA) has in the past acquired certain downtown properties for redevelopment purposes. The parcel consists of .85 acres. This acquisition would complement those efforts

RECOMMENDATION: Authorize the purchase and the CDRA's Chair's (or, in her absence, the Vice Chair's) signature to any necessary documents.

****ADJOURN AS THE CDRA****

Dated this 18th day of April, 2013.

/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.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
February 12, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Valerie Claussen	Development Services Manager
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Joe Evans – Six Feet Below, Andrea Friebel – Six Feet Below, Bridgett Madson – Six Feet Below, Kian Kupfer – Six Feet Below, Billy Gray – Six Feet Below, Cameron John – Six Feet Below

Mayor Wood called the meeting to order at 6:08 p.m.

DISCUSSION ON AMENDMENTS TO THE CHEVRON PIPELINE AGREEMENT

Brian Brower, City Attorney, explained during negotiations for the 200 South overpass repair, discussions took place regarding an easement with Chevron. He stated the easement agreement entered into at that time required the City's consent for any transfer of the easement. He reported Chevron was in the process of transferring their interest of the pipelines to Tesoro; therefore, the easement transfer required the City's authorization. Mr. Brower believed it would be appropriate for the City to grant consent for the transfer of the easements for the pipeline.

Mayor Wood requested clarification if the content and text of the documents would remain the same; it was merely transferring interest. Mr. Brower responded the documentation was a letter with verbiage reflecting the City's consent for the transfer of the easements to Tesoro. He emphasized the reason he brought it before the Council was because the City Council had originally granted the easement and he believed it was appropriate for them to authorize the transfer.

Councilmember LeBaron inquired if there were any covenants which would expire associated with the easements upon transfer to a separate entity. Mr. Brower responded he had thoroughly reviewed the contract when the overpass was being reconstructed and more recently when the

request was received and didn't believe there would be any change regarding the City's obligation upon transfer of the easement. He mentioned he had no information as to why Chevron had decided to divest its interest of the pipeline easements.

DISCUSSION ON AMENDMENTS TO TITLE 4 AND TITLE 11 OF THE CITY CODE REGARDING THE REGULATION OF TATTOO OR BODY-PIERCING ESTABLISHMENTS

Valerie Claussen, Development Services Manager, referred to the staff reports provided to the Council in the agenda packet. She reported this item had come before the Planning Commission during the February 6, 2013 meeting it recommended alternate A as the text amendment.

Ms. Claussen informed the Council a request had been made to amend City Code to allow the relocation of existing tattoo establishments. She continued the applicant deemed it necessary because the current Municipal Code did not allow tattoo establishments as a permitted use in any zoning district. She stated staff had prepared three alternatives for consideration which would require amending the text to both Title 4 and Title 11.

Ms. Claussen stated there were currently three tattoo establishments located within the City and one additional establishment which had not yet renewed its business license as of February 8, 2013. She explained the three alternatives were intended to be a basic framework to provide an opportunity for further discussion by the Planning Commission and City Council. She reviewed the three alternatives for consideration:

- Alternate A – permit tattoo and body-piercing establishments in the C-2 (Commercial) zoning district with an approved CUP (Conditional Use Permit) with the separation requirement not being located closer than 1/3 mile of another tattoo establishment or within 880 feet of payday lending, pawn or sexually oriented businesses.
- Alternate B – permitted use in C-2 (Commercial) and M-1 (Manufacturing) with an approved CUP (Conditional Use Permit) with the same separation requirements as Alternate A.
- Alternate C – allowing the use in the M-1 (Manufacturing) zoning district also with an approved CUP (Conditional Use Permit) with the same separation requirements; however, the relocation provision would permit existing businesses to relocate to another property within the same zoning district in which it was originally located.

Ms. Claussen pointed out other elements to the text amendment included definitions which would clarify the supplementary standards would be included in Title 11, Chapter 3 and changes to Title 4 would include provisions that local and state health licensing regulations and requirements would be met during the business licensing process.

Ms. Claussen directed the Council to the Analysis portion of the staff report which identified how the Master Plan and Vision 2020 were guiding the decisions, that the text amendment was consistent with the identity of Clearfield City strengthened by Land Uses.

Ms. Claussen reported it was staff's recommendation for Alternative A because it was the best balance between standard zoning practices and it was consistent with best practices. She directed the Council to the Findings portion of the staff report for further explanation. She reported several residents spoke in support of the text amendment during the Planning Commission's Public Hearing and the Planning Commission unanimously recommended the approval of Alternate A. She stated staff would be bringing forth the Planning Commission's recommendation of Alternate A during the City Council meeting.

Brian Brower, City Attorney, stated the staff report had been well prepared. He requested specific language be included in the motion justifying the action as it related to regulating a specific type of business. He continued it would be in the best interest of the City to create a record which indicated the reasons and justifications. He stated it would also be appropriate for the councilmember to articulate the reasoning in the motion.

Councilmember Bush requested clarification for the distance requirements. Ms. Claussen responded the distance requirement began with the formal submittal and application which requested 2000 feet for the separation requirement. She indicated the 1/3 mile was a standard and was comparable to model ordinances provided by the Professional Association for Planning. Mr. Brower commented the separation requirement was the Planning Commission's intent to prevent clustering of similar types of businesses. He emphasized it was a different distance as to what the City had implemented with payday lending establishments; however, the predatory nature of these establishments justified that separate action.

Mayor Wood expressed his preference with Alternate C as he believed it met the needs of the applicant, and allowed similar establishments the same opportunity to relocate within the commercial zone; however, it precludes any additional tattoo establishments within the C-2 zone, requiring they locate in the M-1 zone. He explained his reasoning was based upon the Vision 2020 document which established the economic redevelopment of the community and given the limited commercial corridor available for economic development. He continued the City had a small geographical area consisting of a huge industrial presence which consumed a large portion of the City. He believed the City had made considerable effort and committed funding to incentivize the commercial corridors and considering the number of payday lenders, title loan establishments and body art businesses combined, he believed was disproportionate. He expressed his opinion Alternate C aligned with the City's desire for commercial development and emphasized he didn't want to disenfranchise any type of business. He shared a personal experience regarding his personal business in which he could not relocate to a desired location because it didn't align with that city's long term goals.

Mr. Brower indicated that was the precise kind of language he would desire be included in the recommendation on record and encouraged Mayor Wood and any other councilmember to use that additional language in creating the record for the policy session.

The visitors in attendance left the meeting at 6:30 p.m.

DISCUSSION ON THE WASATCH WING AND MUSIC FESTIVAL

JJ Allen, Assistant City Manager, stated he would be updating the Council on the Wasatch Wing and Music Festival being planned in conjunction with the Fourth of July festivities and reminded the Council of previous discussions in which there would be a “point of no return” specific to commitments for sponsorship funding compared to target to determine if the City should proceed with the event. He stated the point of no return had been designated for the end of February and reported a discussion was planned to take place during the March 5, 2013 City Council meeting.

He informed the Council the best estimate for the Wing and Music Festival was approximately \$62,000 on top of the baseline of the Fourth of July budget of \$50,000. He continued the target amount of sponsorship funding had been designated at \$50,000 and reported \$1,000 had been committed. He added there were a lot of potential sponsorships in the works at this time. He mentioned staff was working off of a list of 60 potential sponsors and staff had contacted most of those. He emphasized there was a real need for one or two of the big sponsors for the event. Councilmember Shepherd indicated lots of interest had been expressed by local businesses; however, no commitments had been made as of yet. He suggested staff determine if \$50,000 in sponsorship funding couldn't be secured could the event continue with \$30,000.

Mr. Allen reported City staff was approaching deadlines associated with commitments in moving forward with the event planning without budgetary authorization. He continued quotes had been received from media corporations to promote the event through television and radio and the sooner the contracts could be signed the sooner those could begin. He added bands and musicians had been contacted and expressed a desire to participate; however, they want a contract in place to guarantee the City's commitment. He explained the importance of website designing taking place sooner rather than later, but a contract would also need to be executed for that purpose. He emphasized the only expenditure appropriated for in the current budget related to the wing festival was staff travel to conduct research. He requested direction from the Council as to how staff should proceed with the identified challenges associated with contract execution.

Councilmember Murray inquired if the contracts were executed could there be a cancellation date without repercussions on the City's behalf. Mr. Allen commented he would request a reasonable cancellation time frame in which the band could book another venue.

Mayor Wood inquired as to the dollar figure of hard costs associated with the musical talent. Councilmember Shepherd reported he had eight bands committed to playing at the wing fest including the headliner band “Royal Bliss”. Mayor Wood asked how much the event could be scaled back once the entertainers were committed if the sponsorship dollars were not recognized. Mr. Allen responded the advertising could be reduced; however, that could negatively affect attendance which would be directly related to the success or failure of the event. A discussion took place.

Adam Lenhard, City Manager, expressed concern the City would be doing something half way and believed in that event it would be in the best interest of the City to revert to a Fourth of July celebration as had been done in recent years. Mayor Wood shared Barbara Riddle's comments regarding putting on an event of this magnitude and believed the City should try growing the event as opposed to initially spending \$150,000 for a first time event.

Councilmember Shepherd commented some of the bands had their own following and agreed the City would need to determine what it would be comfortable in spending. Mayor Wood believed the City should weigh the costs for projects. A discussion took place regarding at when the City could change the type of Fourth of July event. Mayor Wood believed there was still time in which execution of promotional contracts could be executed. Councilmember Shepherd believed attendance would not be a significant issue as far as marketing was considered. Mayor Wood inquired if there was alternate plan for an event larger than what was done in recent years, yet not as big as the wing fest. Mr. Allen suggested the event could then be marketed as a music fest, dropping the wing portion of the festival. Mayor Wood suggested the City consider all options at this point.

Councilmember Murray requested clarification about appropriating funds for the commitment of musical bands/entertainment at this time. Councilmember Shepherd stated the City could continue to hold off on executing any contracts until after March 5, 2013. Mr. Allen indicated staff would still need Council's approval for the execution of the contracts initially and would be addressed during the re-open of the budget in June. Councilmember Shepherd pointed out some funds had been appropriated for musical entertainment for the Fourth of July event and reported Eric Dodge was committed with those funds. Councilmember LeBaron suggested having the musical entertainment begin earlier in the day if it was determined the wing fest would be viable for this year.

Councilmember LeBaron moved to adjourn and reconvene in a City Council policy session at 6:58 p.m., seconded by Councilmember Shepherd. All voting AYE.

The work session reconvened at 8:07 p.m.

DISCUSSION ON IMPROVEMENTS TO THE CLEARFIELD AQUATIC CENTER BOILER SYSTEM

Eric Howes, Community Services Director, reported he was recently made aware of some issues regarding the boiler system at the Aquatic Center (AC). He shared a visual presentation which illustrated the affect the humidity had in the spinning room which was a significant distance from the pool area. He pointed out funds had been appropriated during the re-opening of the budget for a second opinion regarding possible repair options and was in the process at this time. He reported on the attempts made by staff to remedy the issues and indicated the following systems had been impacted by the humidity in the building: HVAC system, boiler, fire suppression systems and electrical.

Mr. Howes reported there were two boilers at the AC and shared an illustration of the boiler which heated the water for the pool and explained its operating process. He explained the problems associated with how staff had attempted to remedy the problem. He shared several illustrations reflecting rust identified in several different areas at the AC and reviewed how the different mechanical systems had been impacted by the humidity.

He stated staff would be moving forward in replacing the HVAC system in addition to addressing the electrical and light system and emphasized until that was properly repaired, humidity would continue to affect the electrical system. He expressed his opinion a rust prohibitor could be used on the fire suppression system to avoid replacing that entire system. He suggested a professional inspection take place regarding the gas lines prior to determining how compromised that system was. Councilmember Murray inquired if once the rust was removed from the fire suppression system, would there be a maintenance plan to keep rust from forming again. Mr. Howes responded staff needed to do a better job specific to preventive maintenance at the AC.

Mr. Howes explained leak detectors were still being used to identify the location of the water leak and indicated it was under the deck and not the pool itself. He reported the estimate had been received and was between the range of five to fifteen thousand dollars based upon how much for the pool deck would need to be replaced.

He shared with the Council his plan for moving forward which involved the annual shutdown every fall using parks crews to complete some of the routine maintenance. Councilmember Bush inquired if maintenance was addressed in the contract for the fire suppression system. Mr. Howes didn't believe so as there wasn't any regular maintenance associated with these systems. He believed the humidity issue had more to do with the circuit boards inside each box located in each of the rooms at the facility. He stated it would be necessary to develop a preventive maintenance schedule and was in the process of reviewing documents for suggestions.

Mr. Howes reported quotes had been received for the replacement of pipes in the boiler system and stated that was recommended. He emphasized the HVAC system was by far the biggest issue which needed to be addressed at this time. Councilmember Bush inquired if this repair would rectify the humidity problem. Mr. Howes responded that was part of the study which was completed by the original engineer and believed additional ventilation or exhaust would also be necessary. He reminded the Council an engineer had previously made suggestions to the City and that report had been forwarded to the current engineer regarding the second opinion.

Mayor Wood inquired when the boiler issues would be addressed as he believed patrons were going elsewhere because of the water temperature and questioned how the repair would be funded. Mr. Howes remarked only one bid had been received for the boiler repair at this time and suggested the Council would need to determine how the repair would be funded. Mayor Wood expressed concern with potential issues with the School District's facilities. Mr. Howes

explained the school was on their own HVAC system and expressed his opinion they were not experiencing rust issues.

Adam Lenhard, City Manager, requested direction from the Council to proceed with the boiler repairs at this time and addressing the funding with the reopening of the budget in June. Councilmember Shepherd didn't believe the City had any other choice rather than to complete the repairs. Councilmember Murray stated the facility already existed and believed it should be maintained. A discussion took place regarding the systems. Councilmember LeBaron stated it was imperative for the humidity issue to be resolved. Councilmember Murray inquired how the funds would be recognized in the General Fund for this appropriation. Mr. Lenhard responded staff would provide some options at a later date.

The meeting adjourned at 8:40 p.m.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
March 5, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kathryn Murray Mike LeBaron Bruce Young	Councilmember Councilmember Councilmember
EXCUSED:	Kent Bush Mark Shepherd	Councilmember Councilmember
STAFF PRESENT:	Adam Lenhard JJ Allen Brian Brower Scott Hodge Kim Dabb Greg Krusi Eric Howes Curtis Dickson Natalee Flynn Bob Wylie Steve Guy Jessica Hardy Kim Read	City Manager Assistant City Manager City Attorney Public Works Director Operations Manager Police Chief Community Services Director Community Services Deputy Dir. Special Events/Marketing Administrative Services Director City Treasurer Accountant Deputy City Recorder
EXCUSED:	Nancy Dean	City Recorder

VISITORS: Trevor Allen

Mayor Wood called the meeting to order at 6:06 p.m.

DISCUSSION AND UPDATE ON THE WASATCH WINGS FESTIVAL

JJ Allen, Assistant City Manager, stated the designated time of being the “point of no return” regarding the sponsorship funds for the wing fest had arrived. He reported the City had committed sponsorships of \$3400 and stated it was staff’s recommendation to cancel the wing fest at this time. He requested direction from the Council as to what it desired for the Fourth of July festivities; the same as in recent years or expand the event by having two headliner bands. He asked for any questions or discussion from the Council.

Mayor Wood believed the committed sponsorship funds didn’t come close to what was needed to put on the wing fest. He expressed appreciation to staff and believed proper due diligence and planning efforts couldn’t have been carried out any better. He expressed his opinion an all-day event and the costs associated with that was justified. He stated he had observed the things staff

had done to draw people into the park in years past and didn't believe people wanted to stay at the park. He believed once the specific event that had drawn them to the park was concluded they left and suggested the City continue with a Fourth of July event as was done in recent years.

Councilmember Murray inquired when a Battle of the Bands would take place. Mr. Allen responded it had been suggested to take place after the noon hour transitioning into headliner bands in the evening.

Natalee Flynn, Special Events, reported on her research regarding Battle of the Bands contests and suggested it begin at noon and ending around 4:00 p.m. to allow plenty of set up time for the headliner bands. Councilmember Murray expressed concern whether this would bring people into the park and inquired when the vendors would be allowed to set up in the park. Mr. Allen commented if there was a Battle of the Bands contest it might be a good idea to have the vendors in the park prior to 6:00 p.m.

Councilmember LeBaron mentioned years ago when vendors were in the park immediately following the parade the busiest times were noon, 3:00 and between the hours of 5:00 and 8:00 p.m. He believed even during the slower times there were still individuals and families that wanted to be there. A discussion took place regarding activities which had been available for participation in the park over the years and their successes.

Mr. Allen believed a Battle of the Bands would bring a crowd in its own right but didn't know how large. Councilmember Murray posed the question if the Battle of the Bands would justify the cost for a larger event. Ms. Flynn reviewed potential costs for this type of event. Councilmember Young asked if the fee assessed to the food vendors covered the costs associated with their participation. Ms. Flynn reviewed the fees and the basis for justification of the fees. She pointed out the positive feedback specific to the rented tents and how it reflected positively on Clearfield's image. She continued many of the vendors also participated in neighboring City's celebrations and they commented on how hodge-podge the vendor area can look. She stated 16 vendors participated last year and she anticipated 40 vendors for this year's event.

Mayor Wood read Councilmember Shepherd's email expressing his concerns with the wing fest and suggestions for consideration for the Fourth of July. Mr. Allen requested direction from the Council.

Councilmember LeBaron requested clarification regarding specifics for the food vendors. Ms. Flynn stated it was her hope that some of the vendors for this year would be games, non-profit groups, etc. Councilmember LeBaron pointed out if the hours were limited it would be difficult to entice interested vendors if it was a daylong event. Ms. Flynn explained how rates were assessed for the participating vendors.

Mayor Wood inquired if the \$3400 sponsorship was committed specifically to the wing fest. Mr. Allen responded the sponsorship had been requested specific to a wing fest and believed contact would need to be made explaining how the event had changed and allowing them the opportunity to withdraw their funding. He believed some of the vendors would not request their donation be returned

Councilmember LeBaron expressed a desire for the City to begin laying the groundwork to a great event by having the headliner bands working toward a great Fourth of July celebration for the future. He believed beginning in the afternoon with the two bands would be a positive addition.

Councilmember Murray expressed concern about attendance for events planned to take place during the hottest time of the day.

Councilmember Young stated he was OK with offering something to the residents between noon and 6:00 p.m. was a good idea. He liked the idea of other things being offered than the headliner entertainment and indicated he would be in support of something smaller than the wing fest.

Mr. Allen requested clarification from the Council specific to cost associated with enhancing the City's Fourth of July festivities. Councilmember LeBaron suggested capping the costs at no more than \$10,000 above and beyond what had been spent in the past. Mayor Wood asked Bob Wylie, Administrative Services Director, about the costs associated with the Fourth of July event when it consisted of a daylong event. Mr. Wylie believed the cost associated with the daylong event was approximately \$100,000 and when scaled back a few years ago it decreased almost \$40,000. Mr. Allen pointed out the cost for the fireworks alone were approximately \$30,000. Mr. Wylie pointed out that included costs associated with the parade and employee costs including police officers. A discussion took place specific to employee costs and the use of volunteers for the Fourth of July event and the costs associated with what had already been planned.

Ms. Flynn suggested allowing the vendors to set up around 4:00 p.m. with the first band event beginning at 6:00 p.m. and the second band playing around 8:30 with fireworks to follow. Councilmember Young clarified if the bands would be the only enhancement from last year. Ms. Flynn indicated the bounce house toys could begin earlier and mentioned they could also provide some games.

It was suggested the Fourth of July event would begin at 4:00 with more activities and vendors with the two entertainment bands. The Council was in agreement with that proposal and directed staff to proceed with that plan.

The Council took a break at 6:45 p.m.
The meeting resumed at 6:57 p.m.

DISCUSSION ON THE 2013/2014 FISCAL YEAR BUDGET

Bob Wylie, Administrative Services Director, referred to the budget document which he distributed and which had been emailed to the Council. He directed the Council to the front of the document which identified the funds which would be reviewed during the meeting.

Mr. Wylie directed the Council to the projected revenues for FY 2014 and pointed out there wasn't much difference between the projected revenues for FY 2014 and the current FY 2013 budget. Councilmember Murray pointed out the revenue associated with the vehicle value based tax was decreasing and inquired as to why that would be happening. She mentioned it was also impacting the North Davis Fire District's (NDFD) budget. Mr. Wylie stated those funds were collected by Davis County and didn't have the knowledge to respond.

Mr. Wylie reviewed the General Fund expenditures and directed the Council to the payroll expenditure. He reviewed the personnel changes and health insurance costs with the Council. Councilmember Murray inquired if the wellness promotion had benefitted the City by any recognized savings. Mr. Wylie responded no savings had been recognized at this time and indicated it would take approximately five years before the City any significant change.

Mr. Wylie reviewed other expenditures with the Council. Councilmember Murray inquired about the Special Department allowance account. Mr. Wylie responded that fund was used by Community Services for programs which didn't have specific expenditure accounts such as soccer programs or baseball programs. Adam Lenhard, City Manager, suggested the Council review the line items to further illustrate the purpose of that fund. Mr. Wylie explained why the contingency fund was designated and how it would be used. He pointed out the increase specific to Professional Services was an operating expense for crack seals for road improvement projects. He mentioned the funds had been appropriated in this year's budget in a different account.

Mr. Wylie directed the Council to the expenditure summary and explained each department head would be reviewing each of their respective areas. Mr. Lenhard reviewed the City Council's budget with the Council and a discussion took place with the Council requesting some modifications. He reported the House and Senate both approved the bill which increased the amount of funds municipalities could keep in the General Fund balance from eighteen to twenty-five percent. He stated it would be the City's intent to work toward increasing any surplus to the reserve fund balance. Mr. Wylie, Chief Krusi, Scott Hodge, Public Works Director, Eric Howes, Community Services Director, and Mr. Allen each reviewed their respective budgets with the Council. Mr. Lenhard suggested the Council review the budget notes or contact the respective department head if further clarification was needed for each budget.

Mr. Allen directed the Council to the Marketing/PR portion of the budget document and stated the newsletter was currently published ten issues per year and suggested decreasing the frequency of the publication to six issues per year. He mentioned the budget document reflected

that change and requested input from the Council and a discussion took place. Mayor Wood stated Councilmember Shepherd's email had reflected his desire the number of issues remain the same. Mayor Wood also expressed concern regarding a segment of the City's population not having access to a computer and whether they were savvy enough to navigate the City's website.

Councilmember Murray commented the City had Dan Jones complete a City survey years ago which reflected specifics about the newsletter publication. Mr. Allen reported the statistics from that study indicated seventy-five percent of the respondents to the survey stated the newsletter was their main source of City information. Mr. Lenhard reminded the Council the survey was completed in 2007 and social media had changed significantly since that time and believed the City's website could be modified in which information could be readily accessed. Mr. Lenhard suggested holding off on changing the number of issues of the newsletter until changes to the website were completed.

Councilmember LeBaron pointed out when he is approached by residents inquiring or complaining about a specific issue he can direct them to an issue of the newsletter for information and expressed concern about decreasing the number of issues. Mr. Allen agreed the publication was an excellent resource for City information.

The Council directed staff to continue with the current format for the City newsletter at this time.

Mr. Wylie directed the Council to the Sales Tax Bond and Term Bond Payment. He informed the Council a representative from Zions Bank had approached the City regarding favorable market conditions and the possibility of refunding the General Obligation (GO) Bond. He explained the possible options to the Council and requested direction from the Council and a discussion took place. He indicated an invitation would be extended to Jonathon Ward, Zions Bank, to attend a future work session during which further explanation could be provided and to address any questions from the Council.

Mr. Wylie directed the Council to the requested Capital Project portion of the budget document. He reviewed the requests for the improvements at the Community Arts Center with the Council. Mr. Howes explained how park impact fees had been used to complete the West Park Village park and the improvements to Barlow Park. He stated the requested \$25,000 would be used toward landscaping the entry way to Barlow Park.

Mr. Wylie explained to the Council the logic behind the creation of the building improvement fund and stated funds would be appropriated during the budget process to be used to maintain current facilities. He briefly reviewed the Capital Projects associated with Public Works and the road projects. He pointed out the Phase I of the Public Works Facility and the street seal coating would be completing using funds from the General Fund. He expressed his opinion it wouldn't be difficult for the City to increase the General Fund from eighteen percent to twenty-five percent.

Councilmember Murray expressed her desire to continue funding road improvement projects and gradually increasing the fund balance. Councilmember Young expressed agreement with Councilmember Murray.

Scott Hodge, Public Works Director, explained funds had been appropriated for improvements to a sewer line on 700 South from State Street to 700 East in conjunction with the SR 193 road extension. He explained additional concerns regarding the infrastructure in the 700 South roadway had been identified and requested the Council's permission to redirect the excess funds from the 500 East sewer repair project to complete the necessary improvements at 700 South and State Street.

Mayor Wood expressed his desire to complete the project satisfactorily the first time and not completing the project in sections. He believed there would be a significant increase in traffic in conjunction with the SR 193 extension and believed the entire road project should be completed at this time. He encouraged staff to find the funds at this time. Mr. Hodge indicated the City Engineer could also look at the project to determine a cost estimate. Councilmember Murray inquired if the use of Enterprise funds would be applicable for the project. A discussion took place regarding the proposed improvement project and Mr. Hodge indicated he would provide more accurate figures to the Council at a future work session.

Mr. Wylie continued to review the Capital Projects specific to Steed Park and Train Watch Park with the Council. Mr. Howes explained the request specific to the proposed improvements at Steed Park and reviewed the ball park needs at that facility. Councilmember Murray inquired about the use of Train Watch Park. Mr. Howes reported there were approximately 700 potential users within one quarter mile of the park. Councilmember Murray pointed out the railroad tracks was a barrier to users of Train Watch Park and expressed her opinion those funds should be appropriated to meeting Steed Parks' needs at this time and completing the improvements at Train Watch at a later time.

Mr. Hodge explained the proposed CDBG Capital Improvement Project to repair 450 West from 2225 South to 2300 South to the Council.

Mr. Wylie pointed out the replacement of the raised floor in the dispatch center was included in the budget and explained the immediate needs for the improvements. He stated E911 funds would be used for that purpose. He directed the Council to the bleacher purchase for Steed Park and Kiwanis Park. Mr. Howes indicated time was of the essence in purchasing them for programs beginning in April. The Council determined this was a safety issue and directed staff to proceed in purchasing them at this time.

The meeting adjourned at 9:00 p.m.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
March 12, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Bob Wylie	Administrative Services Director
	Valerie Claussen	Development Services Manager
	Kim Read	Deputy City Recorder
EXCUSED:	Eric Howes	Community Services Director
	Nancy Dean	City Recorder

VISITORS: There were no visitors.

Mayor Wood called the meeting to order 6:04 p.m.

Councilmember Young moved to adjourn to a Closed Session for a strategy session to discuss pending or reasonably imminent litigation in accordance with U.C.A. 52-4-205, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

The minutes for the closed session are kept in a separate location.

The work session reconvened at 6:32 p.m.

DISCUSSION ON THE ANIMAL CONTROL CONTRACT WITH DAVIS COUNTY

Greg Krusi, Police Chief, explained the City contracted with Davis County to provide Animal Control Services for the City. He stated the current agreement was for five years and renewed yearly after a review the number of calls and proposed costs. He reported the animal control officers were available weekdays from 8:00 a.m. to 5:00 p.m. and also responded to weekend calls on an as-needed base. He stated they also provided disposal of dead animals as well as trapped nuisance animals such as skunks and raccoons. He reported the proposed annual cost for

Animal Control Services was \$65,068.25; which would be billed at \$5,422.35 per month. He stated the annual compensation for wild nuisance animal pick up costs would be \$901.25 which would be paid on a quarterly basis.

Councilmember Murray asked about a decrease from last year. Chief Krusi responded the costs associated with the contract were contingent upon the number of calls for service. He believed an average of the previous years was used to determine the fees. Councilmember Murray asked what constituted an emergency and inquired if they would respond on a holiday or weekend. Chief Krusi indicated he had discussed this issue with Clint Thacker, Director, and was informed there was emergency protocols which were defined as loose livestock on the freeway, injured animal, aggressive animal, vicious animals and animal incidents involving a police officer.

Councilmember Young requested clarification regarding nuisance animals and if it was the resident's responsibility to trap the animal. Chief Krusi explained live traps were provided for residents' use and once the animal was caught, Animal Control would respond to pick it up. Councilmember Young inquired if this also applied to stray cats. Brian Brower, City Attorney, believed if a resident had an issue with a neighbor's cat a live trap could be provided for capture.

Mr. Brower mentioned a few minor changes had been made to the contract since it was provided to the Council. He reported one substantial change he requested was specific to removal requiring the licensing of cats. He stated since the City didn't require the licensing of cats by ordinance at this time, all references regarding that were removed.

Councilmember Murray expressed frustration that Davis County Animal Control continued to direct residents to the City to obtain a kennel license, which wasn't allowed by ordinance. She believed they should be accountable and inform the resident Clearfield didn't offer kennel licenses as opposed to directing them to the City and then becoming upset with the City because the County led them to believe that to be an option. Chief Krusi responded he had discussed the issue with Mr. Thacker and believed it was educational component with county staff.

DISCUSSION ON THE CONSOLIDATED FEE SCHEDULE

Adam Lenhard, City Manager, explained the City currently reflected a ten dollar transfer fee for a resident transferring a cemetery plot to a non-resident. He referred to the memo provided by Eric Howes, Community Services Director, and read it was proposed to change the plot transfer fee to be the difference between the original resident purchase price and the non-resident price at the time of purchase.

Mayor Wood reminded the Council the issue had been discussed during a previous work session and indicated it come before the Council for approval during the policy session.

The meeting adjourned at 6:40 p.m.

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. REGULAR SESSION
March 12, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Valerie Claussen	Development Services Manager
	Kim Read	Deputy City Recorder
EXCUSED:	Eric Howes	Community Services Director
	Nancy Dean	City Recorder

VISITORS: Edward Cordova, Joy Brown – American Legion, Wesley Mullins, Michelle Lucera, Dakota Clapp, Steven Tucker, Jessica Edwards, Kevin Limb, Spencer Limb, Derek Gunderson

Mayor Wood informed the citizens present that if they would like to comment during the Public Hearings or Citizen Comments there were forms to fill out by the door.

Youth City Councilmember Kaiya Hill conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE FEBRUARY 26, 2013 REGULAR SESSION

Councilmember LeBaron moved to approve the minutes from the February 26, 2013 regular session as written, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PUBLIC HEARING FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2013 TO JUNE 30, 2014

The City Council received a copy of the proposed 2013-2014 Community Development Block Grant (CDBG) One-Year Action Plan. Citizens are given the opportunity to review the One-Year Action Plan in the Community Development Department from March 13, 2013 until April 11, 2013. The final copy will be presented to the Council on April 23, 2013.

Adam Lenhard, City Manager, explained the City was the recipient of grant funds, known as the Community Development Block Grant, which benefitted low to moderate income residents within the City. He stated the City would be receiving approximately \$213,000 and identified the ways in which the grant funding would be used:

- Youth Resource Center
- Family Connection Center
- Davis Community Learning Center
- Safe Harbor

He explained the City was allowed to use up to twenty percent for administrative costs; however, the City had only dedicated ten percent for that purpose. He continued in addition to the previous identified projects, the City desired to complete an infrastructure project which consisted of an entire road rebuild of 450 West between 2225 South and 2300 South.

Mr. Lenhard explained since the proposed projects would be completed using CDBG funds a public hearing was required and stated the City was prepared to receive any comments from the public.

Mayor Wood declared the public hearing open at 7:08 p.m.

Mayor Wood asked for public comments.

Eddie Cordova, resident, requested further explanation regarding the allocation of funds specific to recreational development. Mayor Wood responded CDBG funds were generally not used for recreational purposes other than what was offered at the Youth Resource Center. He emphasized the grant funds could only be used to benefit low to moderate income residents and didn't believe Mr. Cordova's concern was specific to the CDBG disbursement.

Councilmember Young moved to close the public hearing at 7:11 p.m., seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

CITIZEN COMMENTS

There were no citizen comments.

APPROVAL OF RESOLUTION 2013R-03 AUTHORIZING THE INTERLOCAL AGREEMENT WITH DAVIS COUNTY TO PROVIDE ANIMAL CONTROL SERVICES

Davis County provided animal control services for the City under the direction of the Animal Control Director. The Interlocal Agreement was effective on a year to year basis for five years,

to be automatically renewed subject to any subsequent amendments agreed to in writing by both parties.

Councilmember Shepherd remarked the fees associated with the Davis County Animal Control contract were decreasing.

Councilmember Shepherd moved to approve Resolution 2013R-03 authorizing the Interlocal Agreement with Davis County to provide animal control services and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF THE AWARD OF BID TO WASATCH WEST CONTRACTING FOR THE LOCUST STREET COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ROAD PROJECT

Bids were received from 15 construction companies for the infrastructure improvements on Locust Street. The project would include installation of new water and sewer main pipelines, the installation of new sections of curb, gutter and sidewalk and the installation of new road asphalt pavement from 500 East Street to 200 South Street. This project was utilizing CDBG funds for a portion of the funding. The lowest responsible bid was received from Wasatch West Contracting with a bid of \$209,957.35.

Councilmember Murray inquired where the additional funding would be recognized for completion of the project. Adam Lenhard, City Manager, reported funds from the general fund had been appropriated in addition to the CDBG funds for the project.

Councilmember Bush moved to approve the award of bid for the Locust Street CDBG Improvement Project to Wasatch West Contracting with a bid amount of \$209,957.35, and approve funding of the project for the bid amount of \$209,957.35 with contingency and engineering costs of \$53,043.00 for a total project cost of \$263,000.35; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF ORDINANCE 2013-03 AMENDING CEMETERY PLOT TRANSFER FEES IN THE CONSOLIDATED FEE SCHEDULE

The proposed changes included a change for the plot transfer fee from a Clearfield resident to a non-resident. The plot transfer fee in this case would be the difference between the original resident purchase price and the non-resident price at the time of purchase.

Adam Lenhard, City Manager, explained staff was recommending a change specific to the transfer of a cemetery plot at the cemetery from a resident to a nonresident. He stated residents purchasing cemetery plots were assessed a different fee compared to individuals residing elsewhere. The proposed change would be the difference between the resident and nonresident fee at the time the cemetery plot was purchased.

Councilmember Murray inquired why the Consolidated Fee Schedule reflected perpetual upkeep was included in the purchase of cemetery plots; but perpetual upkeep was also listed as a separate line item which could be purchased in the Consolidated Fee Schedule. She asked if cemetery plots could be purchased without the inclusion of the perpetual upkeep. Mr. Lenhard responded he would discuss the issue with Eric Howes, Community Services Director, and clarify the difference at a later date.

Councilmember Bush suggested the Council act on the ordinance at this time and if necessary bring an additional ordinance specific to perpetual care for Council's approval in the future.

Councilmember LeBaron moved to approve Ordinance 2013-03 amending Cemetery Plot Transfer Fees in the Consolidated Fee Schedule and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None. Councilmember Murray clarified her vote in the affirmative was on the condition additional information regarding her expressed concern would be provided at a later date.

COMMUNICATION ITEMS

Mayor Wood

1. Informed the Council he had received an update regarding the Utah Highway Patrol (UHP) seatbelt campaign at Clearfield High. He invited the Council to review the materials which had been provided to him if any of them desired.
2. Stated a meeting relative to the UTA (Utah Transit Authority) Rail Stop site had taken place and reported the development was moving forward.

Councilmember Bush – Expressed appreciation for those students in the audience attending the Council meeting. He encouraged their participation in local government to make a difference in their community.

Councilmember LeBaron – Informed the Council that Planning Commissioner Brandon Stanger had announced he would be moving from the City and would therefore be resigning from the Planning Commission. He stated he had been an excellent member on the Commission.

Councilmember Murray – Reported Chief Bodily, Fire Chief for the North Davis Fire District (NDFD) had tendered his resignation as of Sunday, March 17, 2013. She stated he had been the fire chief for over 30 years and an open house in his honor would take place on Thursday, March 14, 2013.

Councilmember Shepherd

1. Encouraged the students in attendance to wear their seatbelts to win the UHP contest.
2. Reported a new restaurant, Wasatch Wok, had opened in the City. He stated they were located in the Kier development north of the City Building. He encouraged people to frequent the establishment and indicated they had relocated from Roy City and was known as Five Star at that location. He reported they had excellent food.

Councilmember Young –Encouraged the youth in the audience to consider participating in the Youth City Council.

Adam Lenhard, City Manager – Informed the Council that the budget meeting specific to the CDRA would take place on Tuesday, March 19, 2013 at 6:00 p.m.

STAFFS' REPORTS:

Valerie Claussen, Development Services Manager – Announced Saturday, April 13, 2012, had been designated as Planning Day in the City. She explained the National American Planning Association was holding its annual conference in Chicago and had encouraged Planning Commissioners and other elected officials to participate by webinar. She stated the webinar would be available in the multi-purpose room from 8:00 a.m. to 4:45 p.m. She stated invitations would be forthcoming and invited members of the Council. Councilmember Bush commented it would be taking place the day following the Utah League meetings.

There being no further business to come before the Council **Councilmember Shepherd moved to adjourn at 7:32 p.m., seconded by Councilmember Murray. All voting AYE.**

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. REGULAR SESSION
March 26, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Scott Hodge	Public Works Director
	Adam Malan	Police Lieutenant
	Valerie Claussen	Development Services Manager
	Eric Howes	Community Services Director
	Bob Wylie	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Amber Cutler, Deborah Barlow

Mayor Wood informed the citizens present that if they would like to comment during the Public Hearings or Citizen Comments there were forms to fill out by the door.

Councilmember Young conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE FEBRUARY 5, 2013 WORK SESSION AND THE FEBRUARY 26, 2013 WORK SESSION

Councilmember Murray moved to approve the minutes from the February 5, 2013 work session and the February 26, 2013 work session as written, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PRESENTATION TO BRANDON STANGER FOR HIS SERVICE AS A MEMBER OF THE PLANNING COMMISSION

Brandon Stanger had served the City as a member of the Planning Commission and recently submitted a letter of resignation. The Mayor and City Council desired to recognize Mr. Stanger for his service to the City.

Councilmember LeBaron acknowledged Brandon Stanger as a member of the Planning Commission and expressed appreciation to his service on behalf of the City, the City Council and Mayor Wood. Mr. Stanger was presented with a certificate of appreciation.

PUBLIC HEARING TO RECEIVE COMMENT ON ADOPTING A NEW PARKS AND RECREATION CAPITAL FACILITIES PLAN, ADOPTING A NEW PARKS AND RECREATION IMPACT FEE FACILITIES PLAN AND ANALYSIS, AND AMENDING THE CURRENT PARKS AND RECREATION IMPACT FEES BY ADOPTING NEW FEES BASED UPON THE UPDATED PLANS AND ANALYSIS

Staff had been working to revise the Park & Recreation Impact Fee Facilities Plan and Analysis and the Park & Recreation Capital Facilities Plan. It recently completed an RFP (Request for Proposal) and contracted with Lewis Young Robertson and Burningham (LYRB) and JUB Engineering to complete both analyses. The findings were presented to the City Council during the January 22, 2013 work session and discussed by the Council during the February 5, 2013 work session. The Public Hearing had been continued from the February 26, 2013 meeting.

Eric Howes, Community Services Director, reported staff had been working on completion of a Capital Facilities Plan and Impact Fee Facilities Plan and Impact Fee Analysis. He reported the City had enlisted the services of Lewis Young Robertson and Burningham (LYRB) and JUB Engineering and they had made recommendations. He stated the proposal addressed additional growth in the City's parks and open space and trail system based upon future residential development.

Mayor Wood asked for public comments.

There were no public comments.

Councilmember Bush moved to close the public hearing at 7:08 p.m., seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PUBLIC HEARING TO RECEIVE COMMENT FOR AN AMENDMENT TO THE NINIGRET FIELD SUBDIVISION PLAT LOCATED AT APPROXIMATELY 700 SOUTH 1000 WEST

Ninigret Construction North had requested an amendment to subdivide a 2.847 acre lot into two parcels. The site was located in the vicinity of the Clearfield and Syracuse City limits, approximately 660 feet north of 700 South and west of 1000 West. The property was zoned M-1, Manufacturing.

JJ Allen, Assistant City Manager, explained the parcel was previously subdivided in association with the Ninigret Industrial Park and the applicant now desired to subdivide the parcel and sell a portion to World Wide Packaging.

Mayor Wood declared the public hearing open at 7:10 p.m.

Mayor Wood asked for public comments.

There were no public comments.

Councilmember LeBaron moved to close the public hearing at 7:10 p.m., seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PUBLIC HEARING TO RECEIVE COMMENT FOR A FINAL SUBDIVISION PLAT FOR A FOUR UNIT OFFICE CONDOMINIUM LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST

The request was for an existing medical office building located at the Clearfield and Layton City limits, south of 1450 South and on the west side of 1500 East. The building was two stories of approximately 14,500 square feet on an 0.73 acre developed parcel with completed site improvements (including sidewalks, infrastructure, etc.).

JJ Allen, Assistant City Manager, explained this item had also been through the Planning Commission approval process and as the petitioner had been out of town and additional information was needed, staff was requesting the public hearing be continued until April 23, 2013.

Mayor Wood declared the public hearing open at 7:11 p.m.

Mayor Wood asked for public comments.

There were no public comments.

Councilmember LeBaron moved to continue the public hearing until April 23, 2013 at 7:00 p.m., seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

CITIZEN COMMENTS

There were no public comments.

APPROVAL OF ORDINANCE 2013-04 ADOPTING A NEW PARKS AND RECREATION CAPITAL FACILITIES PLAN, ADOPTING A NEW PARKS AND RECREATION IMPACT FEE FACILITIES PLAN AND ANALYSIS, AND AMENDING THE CURRENT PARKS AND RECREATION IMPACT FEES BY ADOPTING NEW FEES BASED UPON THE UPDATED PLANS AND ANALYSIS

Adam Lenhard, City Manager, informed the Council where they could locate Exhibit A and Exhibit B for the Ordinance.

Councilmember Young moved to approve Ordinance 2013-04 adopting a new Parks and Recreation Capital Facilities Plan, adopting a new Parks and Recreation Impact Fee Facilities Plan and Analysis, and amending the current Parks and Recreation Impact Fees by adopting the new fees based upon the updated plans and analysis and authorize the Mayor's signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF THE AMENDMENT TO THE NINIGRET FIELD SUBDIVISION PLAT LOCATED AT APPROXIMATELY 700 SOUTH 1000 WEST

Councilmember LeBaron moved to approve the amendment to the Ninigret Field Subdivision Plat located at approximately 700 South 1000 West and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF A FINAL SUBDIVISION PLAT FOR A FOUR UNIT OFFICE CONDOMINIUM LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST - TABLED

Councilmember Bush moved to table the approval of the Final Subdivision Plat for a four unit office condominium located at approximately 1500 South 1500 East until April 23, 2013, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

Mayor Wood recommended removing Approval of the Award of Contract to Gerber Construction for Repairs to the Freeport Water Reservoir and Approval of Resolution 2013R-04, Approving the Interlocal Agreement with Davis County for Assistance with the 2013 Municipal Election from the Consent Agenda.

Councilmember Shepherd moved to remove Approval of the Award of Contract to Gerber Construction for Repairs to the Freeport Water Reservoir and Approval of Resolution 2013R-04, Approving the Interlocal Agreement with Davis County for Assistance with the 2013 Municipal Election from the Consent Agenda, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

CONSENT AGENDA

APPROVAL OF THE AWARD OF PROPOSAL FOR INSURANCE BROKERAGE AND CONSULTING SERVICES TO OLYMPUS INSURANCE

Staff recently solicited proposals for Insurance Brokerage and Consulting Services. Four companies submitted proposals and were invited to make presentations to the City.

APPROVAL OF THE AWARD OF BID TO STAKER PARSON COMPANIES FOR THE 2013 ROADWAY IMPROVEMENT PROJECT

Bids were received from six construction companies for improvements to various roads throughout the City. The project included applying a chip seal and crack seal asphalt surface treatments to various streets throughout the City and installing an asphalt overlay to 1000 East/Frontage Road from 200 South to 700 South, 150 South Street from 1000 West to 1250 West and 150 North 1300 West, 150 South 1300 West and 150 North 1250 West cul-de-sacs. The lowest responsible bid was received from Staker Parson Companies with the bid of \$559,337.00.

APPROVAL OF THE AWARD OF BID FOR THE DESIGN AND INSTALLATION OF A SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM (SCADA) ON THE CITY CULINARY WATER STORAGE RESERVOIRS AND WELLS TO DORSETT TECHNOLOGIES

Proposals were received from three vendors to design and install a Supervisory Control and Data Acquisition System (SCADA) for the City water storage reservoirs and wells. The City staff reviewed the proposals and recommend awarding the contract to Dorsett Technologies for the cost of \$60,802.00.

Councilmember Shepherd moved to approve the consent agenda items presented by staff as listed above and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

CONSIDER APPROVAL OF THE AWARD OF PROPOSAL TO GERBER CONSTRUCTION FOR REPAIRS TO THE FREEPORT WATER RESERVOIR - TABLED

Proposals were received from four construction companies to repair the Freeport one million gallon culinary water reservoir. The City Engineers, State Division of Water Quality, and City staff reviewed the proposals and recommended awarding the contract to Gerber Construction. Gerber Construction's bid amount was \$121,052.00 to repair the interior and exterior concrete walls, and \$27,450.00 to install a surface color coating to the exterior concrete wall; for a total project cost of \$148,502.00.

Scott Hodge, Public Works Director, reviewed the three proposals with the Council; replacing the existing tank, patching the interior cracks of the tank, and installing a new interior structural/waterproof shotcrete tank wall. He expressed the State's concerns with option two because the method was new and it was uncomfortable supporting it. Mr Hodge stated option three, although previously used, would not provide structural stability to the aging tank. He suggested based on the information provided by the State, the City would like to enter into discussions with the State to determine if there were other repair options for the City to consider. He believed by tabling the agenda item, it would allow the City time to determine the best repair option.

Councilmember Young moved to table the award of proposal to Gerber Construction for repairs to the Freeport Water Reservoir until such time as other options are presented, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2013R-04 APPROVING THE INTERLOCAL AGREEMENT WITH DAVIS COUNTY FOR ASSISTANCE WITH THE 2013 MUNICIPAL ELECTION

Mayor Wood explained he had requested Nancy Dean, City Recorder, explore the option of conducting the 2013 Municipal Election by mail. Mayor Wood emphasized he was neither an opponent nor proponent of an all mail election; however, since two of the City's neighboring communities would be conducting their 2013 Election by mail, he believed a discussion of the option was pertinent.

Nancy Dean, City Recorder, reported Oregon and Washington States both conducted elections by mail and shared their history regarding voter turnout. She stated in 2012 the Utah State Legislature directed the Lieutenant Governor's office to study the viability of voting by mail. Due to the study, Davis County was offering municipalities the option of conducting an election by mail. She commented a vote by mail election could anticipate a forty to fifty percent turnout compared to a possible twenty-three to twenty-five percent turnout as seen in past mayoral races.

Ms. Dean explained in order to support the Lieutenant Governor's study Davis County had offered to waive any administrative costs for communities willing to participate in a by mail election. She clarified small towns had been able to conduct voting by mail elections and the law changed last year allowing any municipality to participate in an election by mail.

Ms. Dean shared the pros associated with voting by mail:

- There is no early voting requirements
- No need to designate polling locations
- There is no need to hire poll workers

She continued to share the cons:

- An estimated increase of approximately \$10,000 per election. She clarified this would be \$10,000 for the Primary and \$10,000 for the General. She pointed out this figure didn't include administrative costs.
- Clearfield City's population is somewhat transient and she expressed a concern regarding the possible number of undeliverable ballots.
- There would be no other means for Clearfield residents to cast a vote other than to complete their mail in ballot in a timely fashion.

Councilmember Murray inquired if ballots were mailed to the entire City or only to registered voters. Ms. Dean responded ballots would only be sent to registered voters.

Ms. Dean stated the mail in ballot would have to be postmarked the day before the election and reviewed how the received ballots would be counted by the Davis County Elections Office. She emphasized the only way to identify the voter would be to compare the signature on the ballot affidavit to the voter registration record. She explained the process which would be used if the signatures were not a match or if the ballot was returned by the Post Office. She distributed a handout reflecting the three options for the Council to consider for the 2013 municipal election and reviewed each with the Council. She recommended if the Council determined to conduct a by mail election, that it would be best to do it for both the primary and general elections.

Councilmember Bush inquired if there would still be polling locations available on Election Day if the Council decided to complete a by mail election. Ms. Dean responded no polling locations would be available if the City opted to complete a by mail election. Councilmember Bush asked how the County would verify the ballot received in the mail was legitimate. Ms. Dean explained staff would compare the signature on the ballot affidavit with that on registration records.

Councilmember Murray requested clarification regarding the election options. Mr. Lenhard pointed out the potential increase for this election year was based upon the County absorbing administrative costs, the \$10,000 would be postage costs only and added there would be an additional cost to the County for any future by mail elections.

Councilmember Shepherd asked if the County had any idea as to what that cost would be. Ms. Dean responded that this year would be the test market to determine that cost. A discussion took place regarding the election budget and possible election costs. Ms. Dean explained how Sunset City and Syracuse City were able to conduct the vote by mail election while not significantly impacting their election costs. Councilmember Murray believed the City might double the increase in voters with a by mail election while at the same time doubling the costs of the election and questioned if the result was worth the increase. Ms. Dean explained the County's believed residents receiving a ballot by mail would better investigate the candidates and then make an educated choice before mailing the ballot back.

Councilmember Murray believed most of the City's demographic didn't have access to the technology to investigate the candidates on the ballot. She expressed her opinion that most of the City's residents received their information from the printed page. She inquired what the process would be if a resident didn't receive a ballot in the mail. Ms. Dean didn't know exactly what the process would be for that scenario.

Mayor Wood requested input from each councilmember regarding an election by mail for the 2013 Municipal Election.

Councilmember LeBaron expressed his opinion, based upon the transient population and the technology challenges associated with the City's demographics, it would be his choice to continue with the election process as had been done in the past and forego the mail in election at this time. He expressed concern an all mail election could negatively impact the election and also expressed concern associated with voter fraud.

Councilmember Young stated he was in favor of increasing voter participation; however, he believed the City should wait to see how the neighboring communities benefitted from an all mail election.

Councilmember Bush stated he still had questions regarding a by mail election and expressed concern whether it would actually increase voter turnout. He believed there was the potential for residents to forget to return the ballot in the mail on time. He also wondered if the added cost would justify that kind of election. He expressed concern about signature comparison and mentioned his signature had changed over the years.

Councilmember Murray stated she also had some questions about an election by mail and didn't have an opinion at this time.

Councilmember Shepherd expressed concern associated with the cost but believed the City would benefit significantly from an all mail election. He stated he liked the idea of voting by mail and given the numbers of voters already participating in elections by mail via absentee voting. He mentioned he wasn't worried about fraud and inquired if the State would be willing to

subsidize a portion of the election in order to encourage a larger municipality's participation in the study. Ms. Dean believed the County was subsidizing the cost by absorbing the administrative costs for the 2013 vote by mail election.

Councilmember Murray inquired if the State was moving in the direction of an all mail election. Ms. Dean reported the State had three years to study the all mail election and this was the second year of that study and believed if the data was positive the State could make that change. Councilmember Shepherd expressed his opinion the Legislature was moving in that direction based upon voter turnout. Councilmember Bush pointed out at this time the residents had the option to vote by mail and believed it shouldn't be mandatory. Councilmember LeBaron suggested the possibility a ballot could be mistaken for junk mail and thrown away in error.

Mayor Wood summarized that it appeared the majority of the Council wasn't prepared to approve moving forward with an all mail election.

Councilmember LeBaron moved to approve Resolution 2013R-04 approving the Interlocal Agreement with Davis County for assistance with the 2013 Municipal Election and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

Ms. Dean reported the Legislature changed the Declaration of Candidacy period to June 3-7, 2013. She explained the change five days was needed in order to allow for printing and mailing of overseas ballots.

COMMUNICATION ITEMS

Financial Reports – Bob Wylie, Administrative Services Director, presented the financial reports to the Council. He reported the City had been notified by Davis County that the property tax distribution received had been overpaid by approximately \$148,719. He continued the County would be withholding future distributions until the funds were paid back. He stated this could potentially impact the current budget. Adam Lenhard, City Manager, pointed out this was the second serious error in the past three years by Davis County and the City would be pursuing further explanation and supporting documentation.

Mayor Wood

1. Informed the Council that the City had extended an offer to the Community Church to hold its church services in the Art's Center Theatre due to the fire at its building. He continued although appreciative, it was determined the City's facility wasn't large enough and it would be holding its meetings at the new Wasatch Elementary. He stated the pastor had recently contacted him expressing the need for some office space for administrative needs. Mayor Wood reported there was office space located on the second floor of the Arts Center which could accommodate the need. He reported the City was in the process of determining how IT needs could be met as well as providing access to its employees. He commended the community for its outreach efforts and commented how appreciative the Church had been of the City and the North Davis Fire District (NDFD) for their efforts.

2. Reported those attending the League of Cities and Towns meetings would be bringing back information to other members of the Council.
3. Informed the Council the meeting scheduled for Tuesday, April 9, 2013, could possibly be cancelled.

Councilmember Bush –Nothing to report.

Councilmember LeBaron

- 1 Expressed appreciation to Mayor Wood for making City facilities available to the Community Church.
2. Stated he would miss working with Brandon Stanger on the Planning Commission.

Councilmember Murray – Expressed appreciation to Public Works on behalf of the NDFD for the assistance received regarding the fire at the Clearfield Community Church facility.

Councilmember Shepherd – Nothing to report.

Councilmember Young – Informed the Council that Davis County Mosquito Abatement was in a recruitment process for seasonal employees.

STAFFS' REPORTS

Nancy Dean, City Recorder –Informed the Council of the upcoming meeting schedule: work session on Tuesday, April 2, 2013, 6:00 p.m. in the multi-purpose room and a work session scheduled for Tuesday, April 16, 2013 with a policy session scheduled for April 23, 2013.

Adam Lenhard, City Manager

1. Stated the construction on SR 193 was moving along very quickly.
2. Informed the Council that staff was scheduling a clean-up along I-15 with Utah Department of Transportation (UDOT).

Councilmember Murray moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency in a work session at 8:05 p.m., seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NAY – None.

The minutes for the CDRA are in a separate location



City Council

STAFF REPORT

TO: The Honorable Mayor and City Council

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org or (801) 525-2785

MEETING DATE: April 23, 2013

SUBJECT: Public Hearing, Discussion and Possible Action on **ZTA 1303-0002**, a request by Ben Larsen for a zoning text amendment to the Clearfield City Land Use Ordinance Title 11 to permit agricultural recreation in the C-2 zoning district and for the inclusion of supplementary standards for this use.

RECOMMENDATIONS

- 1.) Hold the Public Hearing for ZTA 1303-0002.
- 2.) Move to **adopt Ordinance 2013-XX**, that would enact ZTA 1303-0002, amendments to Title 11 regarding agricultural recreation, based on the discussion and findings presented in the April 3, 2013 Planning Commission Staff Report.

EXECUTIVE SUMMARY

Background

The Planning Commission held a public hearing on April 5, 2013 and unanimously recommended **approval** of the text amendment regarding Agricultural Recreation. The Planning Commission Staff Report for this item is attached (*See Attachment A*).

The proposed Ordinance is attached to this report (*See Attachment B*).

No further public comment has been received to date.

ATTACHMENTS

- A.) April 3, 2013 Planning Commission Staff Report
- B.) DRAFT Ordinance 2013-05



Planning Commission

STAFF REPORT

AGENDA ITEM
#5

TO: The Clearfield City Planning Commission

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org (801) 525-2785

MEETING DATE: April 3, 2013

SUBJECT: Public Hearing, Discussion and Possible Action on **ZTA 1303-0002**, a request by Ben Larsen for a zoning text amendment to the Clearfield City Land Use Ordinance Title 11 to permit agricultural recreation in the C-2 zoning district and for the inclusion of supplementary standards for this use.

RECOMMENDATION

Move to recommend **approval** of ZTA 1303-0002, an amendment to the Land Use Ordinance Title 11 to permit agricultural recreation in the C-2 zoning district and for the inclusion of supplementary standards, based on the findings and discussion in the Staff Report.

BACKGROUND

Community Development received a request for a text amendment to change the Land Use Ordinance to add Agricultural Recreation as a permitted use in the C-2 zone with an approved Conditional Use Permit. The use is currently permitted in the A-1 and A-2 zones with an approved Conditional Use Permit.

Under unique circumstances, it would appear that there are existing parcels remaining in the City that have been rezoned, but have retained their farming uses from a previous agricultural zoning. This text amendment, not only proposes the agricultural recreation use in the C-2 zoning district, but established supplementary standards that would apply to this use, regardless of the zoning district in which it is located.

PROPOSED TEXT AMENDMENT

Proposed Changes

The proposed text amendment is attached (*See Attachment 1: "Exhibit A": Text Amendment for Agricultural Recreation*) and a summary of the proposed modifications are below:

Title 11, Chapter 11: Permitted Use in C-2

The inclusion of agricultural recreation is being included as a permitted use in the Commercial (C-2) zoning district with an approved Conditional Use Permit.

Title 11, Chapter 3: Definition of Agricultural Recreation

Reference to the supplementary standards in Chapter 13 has been included in the definition located in Chapter 3 of the Land Use Ordinance. The definition will now state the following with the proposed changes shown in italics:

AGRICULTURAL RECREATION: Leisurely activities involving crops or farm animals, such as corn mazes, horseback riding, or competitive activities such as rodeos. *Agricultural recreation shall be subject to additional regulations set forth in Chapter 13 of this Title.*

Title 11, Chapter 13: Supplementary Standards

Items that are included in the supplementary standards for Agricultural Recreation uses in any zoning district are the following:

- 1) Minimum acreage of 10 acres required.
- 2) The agricultural recreation must be related to the agriculture occurring on the site.
- 3) Required submission and approval of an operational plan that will address at minimum the following:
 - Descriptions of acceptable measures to ensure ongoing compatibility with adjacent uses. Such policies shall include, but are not limited to measures that control dust, vectors, litter, noise and light.
 - The name and telephone number of the manager or person responsible for the operation of the facility and complaint response procedures, including investigation, remedial action and follow-up. This contact information will be verified at the time a business license is issued or renewed.
 - List and/or brief description of planned activities on site
 - Hours of operation
 - Number of days the use will occur on the site. If applicable, the number of times the use will occur in a year, and the days between the use will also be provided.
- 4) Required submission and approval of a site plan that at minimum will include the following:
 - Location of activities, pavilion areas, and food vendors.
 - Adequately address issues relating to vehicle access, traffic circulation and pedestrian safety.
 - Also demonstrate compliance with the standards for site access, setbacks, surfacing, parking, lighting, storage areas, and sanitary facilities.
- 5) Joint parking provisions are also established. To use joint parking for an agricultural recreation use, the applicant shall demonstrate that there is enough parking for both uses and an executable agreement must be reviewed and approved by the City Attorney and be recorded with the County prior to either a Certificate of Occupancy

or Business License being issued. The agreement is also subject to the Planning Commission's approval through the CUP process.

Planning Commission Discretion

Several standards included in the supplementary standards section that require discretion and specific approval by the Planning Commission. These items include the following:

- Hours of Operation. Modifying the hours of operation from the standard 8 am to 10 pm established by code.
- Additional fencing and screening of the property when abutting residentially zoned or residentially occupied parcels.
- Permitting joint use parking when certain conditions are met.
- Temporary signage, subject to meeting certain conditions.

ANALYSIS

These proposed changes are consistent with the City's General Plan as the C-2 zoning district is intended to promote commercial ventures and uses. While agricultural recreation (often referred to in planning literature as 'agri-tainment') is a hybrid of agricultural and commercial uses, it does appear to be appropriate to be permitted in either C-2 or agricultural zones, subject to meeting the newly established standards.

Also the proposed text amendment is consistent with the City's Vision 2020 Strategic Plan, as the opportunities with Agricultural Recreation can have a positive economic impact for the cities in which they are located. Albeit, often the scale of the recreation may not be large, the undeveloped agricultural properties do have the opportunity to generate additional revenue and social activities for the community that is otherwise not possible. With supplementary standards that are applicable for the use in all zoning district, there is also likely more predictability with expectations of the use, despite the temporary nature of most agri-tainment type activities.

Public Comment

No public comment has been received to date. However, the applicant may have additional comment to the proposed text amendment that will be provided to the Commission as soon as it is received.

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 proposed text amendment is consistent with the goals and policies of the Land Use Element of the City's General Plan. Specifically that C-2 zoning is intended for commercial type uses, and although the agricultural recreation is a hybrid of commercial and agricultural it should be permitted in both C-2 and agricultural zoning districts, subject to meeting the provisions established in the supplementary standards.
2)	Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.	There are some previously zoned agricultural properties that have continued to be farmed, but were rezoned in recent years to a commercial zoning district. This text amendment addresses this gap.

ATTACHMENTS

1. "Exhibit A": Text Amendment for Agricultural Recreation

Text Amendment for Agricultural Recreation

(Revisions shown with CAPS and deletions shown with ~~strikethrough~~.)

TITLE 11
CHAPTER 11: COMMERCIAL AND MANUFACTURING ZONES

ARTICLE B. COMMERCIAL ZONE (C-2)

11-11B-3: CONDITIONAL USES:

The following buildings, structures, and uses of land shall be allowed in the C-2 Commercial Zone upon compliance with the requirements set forth in this Code and upon obtaining a Conditional Use Permit as specified in Chapter 4 of this Code:

AGRICULTURAL RECREATION

Amusement and recreation facilities.

Auditoriums.

Automobile repair.

Churches.

Colleges and universities.

Commercial parking facilities.

Convenience stores.

Daycare facilities.

Behavior, Drug, or Alcohol Treatment Facilities.

Motor vehicle sales.

Off-highway vehicle sales.

Pawn and Secondhand Businesses.

Payday Lending Establishments.

“Exhibit A”

Physical therapy facilities.

Preschools, commercial.

Public uses.

Schools.

Specialized schools.

Taverns.

Taxidermists.

Veterinary services.

Vocational and technical training facilities. (Ord. 01-05, 2-27-2001; amd. Ord. 01-06, 4-10-2001; Ord. 02-02, 1-22-2002; Ord. 2006-10, 7-11-2006)

TITLE 11 – LAND USE

CHAPTER 3: DEFINITIONS

11-3-3: DEFINITIONS:

AGRICULTURAL RECREATION: Leisurely activities involving crops or farm animals, such as corn mazes, horseback riding, or competitive activities such as rodeos. AGRICULTURAL RECREATION SHALL BE SUBJECT TO ADDITIONAL REGULATIONS SET FORTH IN CHAPTER 13 OF THIS TITLE.

TITLE 11 – CHAPTER 13 SUPPLEMENTARY REGULATIONS

11-13-31: AGRICULTURAL RECREATION:

- A. MINIMUM ACREAGE. NO SITE FOR AGRICULTURAL RECREATION USES SHALL BE LESS THAN 10 ACRES. ACREAGE MAY BE COMBINED BETWEEN MORE THAN ONE PARCEL IF ALL THE PARCELS ARE ADJACENT TO ONE ANOTHER AND WITH THE APPROVAL OF THE PLANNING COMMISSION THROUGH THE CONDITIONAL USE PERMIT PROCESS.
- B. CONJUNCTION WITH AGRICULTURAL USE. THE USE SHALL ONLY BE PERMITTED IN CONJUNCTION WITH AGRICULTURE SUPPORT AND SERVICES DIRECTLY ASSOCIATED WITH ~~ON-~~ GOING AGRICULTURAL ACTIVITY OCCURRING ON-SITE.

“Exhibit A”

- C. HOURS OF OPERATION. HOURS OF OPERATION SHALL BE NO EARLIER THAN 8:00 AM AND NO LATER THAN 10:00 PM, UNLESS OTHER HOURS OF OPERATION HAVE BEEN APPROVED BY THE PLANNING COMMISSION THROUGH THE CONDITIONAL USE PERMIT PROCESS.
- D. TIME DURATION. THE NUMBER OF DAYS THE USE WILL BE CONDUCTED ON THE SITE WILL BE DETERMINED THROUGH THE CONDITIONAL USE PERMIT. IF APPLICABLE, FREQUENCY OF USE IN A YEAR, AND INTERVAL OF DAYS BETWEEN USES WILL ALSO BE CONSIDERED.
- E. OPERATIONAL PLAN. AN OPERATION PLAN, IN NARRATIVE FORM, SHALL BE SUBMITTED, REVIEWED, AND APPROVED. THE PLAN SHALL INCLUDE, BUT IS NOT LIMITED TO THE FOLLOWING:
1. DESCRIPTIONS OF ACCEPTABLE MEASURES TO ENSURE ONGOING COMPATIBILITY WITH ADJACENT USES. SUCH POLICIES SHALL INCLUDE, BUT ARE NOT LIMITED TO MEASURES THAT CONTROL DUST, VECTORS, LITTER, NOISE AND LIGHT.
 2. THE NAME AND TELEPHONE NUMBER OF THE MANAGER OR PERSON RESPONSIBLE FOR THE OPERATION OF THE FACILITY AND COMPLAINT RESPONSE PROCEDURES, INCLUDING INVESTIGATION, REMEDIAL ACTION AND FOLLOW-UP. THIS CONTACT INFORMATION WILL BE VERIFIED AT THE TIME A BUSINESS LICENSE IS ISSUED OR RENEWED.
 3. LIST AND/OR BRIEF DESCRIPTION OF PLANNED ACTIVITIES ON SITE
 4. HOURS OF OPERATION
 5. NUMBER OF DAYS THE USE WILL OCCUR ON THE SITE. IF APPLICABLE, THE NUMBER OF TIMES THE USE WILL OCCUR IN A YEAR, AND THE DAYS BETWEEN THE USE WILL ALSO BE PROVIDED.
- F. SITE PLAN. A SITE PLAN SHALL BE SUBMITTED, REVIEWED, AND APPROVED BY THE PLANNING COMMISSION THAT SHALL INDICATE THE LOCATION OF ACTIVITIES, PAVILION AREAS, AND FOOD VENDORS. IT SHALL ALSO ADEQUATELY ADDRESS ISSUES RELATING TO VEHICLE ACCESS, TRAFFIC CIRCULATION AND PEDESTRIAN SAFETY. AT MINIMUM THE SITE PLAN SHALL ALSO DEMONSTRATE COMPLIANCE WITH THE STANDARDS FOR SITE ACCESS, SETBACKS, SURFACING, PARKING, LIGHTING, STORAGE AREAS, AND SANITARY FACILITIES.
- G. SITE ACCESS. ENTRANCE TO AN AGRICULTURAL RECREATION USE MUST BE FROM A COLLECTOR OR ARTERIAL ROADWAY.
- H. SETBACKS. ANY OUTDOOR GATHERING SPACES, PATIOS, PAVILIONS AND/OR ANY OTHER SIMILAR TEMPORARY OR PERMANENT OPEN STRUCTURES SHALL BE LOCATED A MINIMUM OF 5 FEET FROM ALL PROPERTY LINES AND PUBIC RIGHTS OF-WAY. A MINIMUM OF 25 FEET FROM PROPERTY LINES SHALL BE REQUIRED WHEN THE SUBJECT PROPERTY IS ABUTTING A RESIDENTIALLY ZONED OR RESIDENTIALLY OCCUPIED LOT OR PARCEL. ALSO ADDITIONAL SCREENING AND/OR FENCING MAY BE REQUIRED WHEN ABUTTING RESIDENTIALLY OCCUPIED

“Exhibit A”

PROPERTIES, WHICH DETERMINATION WILL BE MADE BY THE PLANNING COMMISSION THROUGH THE CONDITIONAL USE PERMIT PROCESS.

- I. SURFACING. DRIVING SURFACES, INCLUDING PARKING AREAS, INTERIOR DRIVES, AND INGRESS/EGRESS MUST BE STABILIZED WITH GRAVEL, DECOMPOSED GRANITE, ASPHALT, CONCRETE, OR OTHER APPROVED DUST FREE MATERIAL. ANY SUCH DRIVING SURFACE SHALL BE TREATED AS NECESSARY TO CONTROL DUST.
- J. PARKING. PARKING SHALL BE PROVIDED AT A MINIMUM RATIO OF ONE (1) PARKING SPACE PER 1,000 SQUARE FEET OF DESIGNATED ENTERTAINMENT AREA.
 1. ENTERTAINMENT AREA SHALL INCLUDE AREAS DELINEATED, BUT NOT LIMITED TO SUCH ACTIVITIES, AS CORN MAZES, PETTING ZOOS, PUMPKIN PATCHES, RODEO ARENAS AND EATING PAVILIONS.
- K. JOINT USE PARKING. SUBJECT TO FORMAL APPROVAL BY THE PLANNING COMMISSION, JOINT USE OF REQUIRED PARKING SPACES MAY BE ALLOWED WHERE TWO OR MORE USES ON THE SAME OR SEPARATE SITES (WITHIN 300 FEET OF THE SITE) ARE ABLE TO SHARE THE SAME PARKING SPACES BECAUSE THEIR PARKING DEMANDS OCCUR AT DIFFERENT TIMES.
 1. JOINT USE OF PARKING SHALL NOT EXCEED FIFTY PERCENT OF THE REQUIRED SPACES FOR ANY USES INVOLVED.
 2. JOINT USE OF REQUIRED NONRESIDENTIAL PARKING SPACES MAY ONLY BE ALLOWED IF THE FOLLOWING DOCUMENTATION IS SUBMITTED AS PART OF THE CONDITIONAL USE PERMIT REQUEST, WHICH DOCUMENTATION IS SUBJECT TO REVIEW AND APPROVAL BY THE PLANNING COMMISSION:
 - I. THE NAMES AND ADDRESSES OF THE USES AND OF THE OWNERS OR TENANTS THAT ARE SHARING THE PARKING;
 - II. THE LOCATION AND NUMBER OF PARKING SPACES PROPOSED TO BE SHARED, AS WELL AS THE NUMBER OF NON-SHARED SPACES AND TOTAL MINIMUM REQUIRED SPACES FOR EACH AND ANY USES INVOLVED;
 - III. AN ANALYSIS SHOWING THAT THE PEAK PARKING TIMES OF THE USES OCCUR AT DIFFERENT TIMES AND THAT THE PARKING AREA WILL BE LARGE ENOUGH FOR THE ANTICIPATED DEMANDS OF BOTH USES; AND
 - IV. AN EXECUTABLE AGREEMENT, SUBJECT TO APPROVAL BY THE CITY ATTORNEY, FOR THE JOINT USE OF PARKING IN THE FORM OF A RECORDABLE COVENANT TO RUN WITH THE LAND WHICH SHALL SERVE THE SAME PURPOSE AS AN EASEMENT AND/OR DEED RESTRICTION WHICH GUARANTEES ACCESS TO THE PARKING FOR THE APPROVED SHARED USES. THIS FULLY EXECUTED AGREEMENT SHALL BE RECORDED WITH THE COUNTY PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY AND/OR BUSINESS LICENSE.

“Exhibit A”

- L. LIGHTING. OUTDOOR LIGHTING SHALL BE DESIGNED SO AS TO MINIMIZE LIGHT FROM DIRECTLY HITTING ADJACENT PROPERTY OR ANY PUBLIC RIGHT-OF-WAY. ANY NECESSARY ELECTRICAL PERMITS SHALL BE OBTAINED FOR THE SITE.
1. ALL OUTDOOR FIXTURES, OTHER THAN BOLLARD LIGHTING, SHALL BE SET BACK FROM ALL PROPERTY LINES BY A MINIMUM OF 10 FEET OR A DISTANCE EQUAL TO THE HEIGHT OF THE FIXTURE.
 2. PARKING LOT AND POLE MOUNTED SECURITY LIGHTING SHALL NOT EXCEED A MAXIMUM MOUNTING HEIGHT OF 14 FEET WITHIN 100 FEET OF A RESIDENTIAL DISTRICT BOUNDARY OR LAND DESIGNATED FOR RESIDENTIAL USE IN THE GENERAL PLAN.
 3. IN ALL OTHER AREAS, PARKING LOT AND SECURITY LIGHTING SHALL NOT EXCEED A MAXIMUM MOUNTING HEIGHT OF 25 FEET.
- M. STORAGE AREAS. ALL STORAGE AREAS ASSOCIATED WITH THE USE SHALL NOT BE VISIBLE FROM ADJOINING OR NEARBY PROPERTIES OR ANY PUBLIC RIGHTS-OF-WAY. LOCATION FOR ANY STORAGE AREAS SHALL BE INDICATED ON THE SITE PLAN AND APPROPRIATELY SCREENED WITH SOLID FENCING MATERIAL.
- N. SANITARY FACILITIES. SANITARY FACILITIES MUST BE PROVIDED IN ACCORDANCE WITH DAVIS COUNTY HEALTH DEPARTMENT STANDARDS.
1. IF PORTABLE RESTROOMS ARE BEING USED AS THE FACILITY, THEY SHALL BE REGULARLY SERVICED AND MAINTAINED IN A SANITARY AND SAFE CONDITION. MEANS FOR HAND SANITATION AND CLEANSING SHALL ALSO BE PROVIDED IN CONJUNCTION WITH THE PORTABLE RESTROOMS. THE RESTROOMS MAY BE LOCATED ON A SITE A NO MORE THAN A MONTH PRIOR TO THE START OF A SCHEDULED USE AND SHALL BE REMOVED NO MORE THAN A MONTH AFTER THE END OF EACH SCHEDULED USE.
- O. SIGNAGE SHALL MEET THE SIGN REQUIREMENTS ESTABLISHED FOR THE ZONING DISTRICT IN WHICH THE USE IS LOCATED. ADDITIONAL TEMPORARY SIGNAGE MAY BE APPROVED BY THE PLANNING COMMISSION WITH THE CONDITIONAL USE PERMIT, SUBJECT TO MEETING THE FOLLOWING STANDARDS:
1. TEMPORARY SIGN SQUARE FOOTAGE SHALL NOT EXCEED 32 SQUARE FEET IN SIZE.
 2. TEMPORARY SIGNAGE CONSTRUCTION AND MAINTENANCE SHALL BE:
 - I. CONSTRUCTED WITH A PROTECTIVE, WATER RESISTANT COATING WHICH IS IMPERVIOUS TO WEATHER CONDITIONS;
 - II. ANCHORED OR WEIGHTED DOWN TO AVOID BEING DISPLACED IN WINDY CONDITIONS, OR OTHERWISE BE A SAFETY HAZARD TO THE PUBLIC AND OF

“Exhibit A”

SUFFICIENT WEIGHT AND DURABILITY TO WITHSTAND WIND GUSTS, STORMS, ETC.; AND

- III. MAINTAINED IN A PROFESSIONAL MANNER FREE FROM CHIPPING PAINT, CRACKS, GOUGES, LOSS OF LETTERS, ETC.
- 3. NOT MORE THAN TWO SIGNS SHALL BE PERMITTED FOR EVERY ~~TEN~~ FIVE ACRES OF THE SITE. TEMPORARY SIGNS SHALL BE SEPARATED IN DISTANCE BY AT LEAST 100 FEET.
- 4. PROPOSED SIGN LOCATIONS FOR TEMPORARY SIGNS PERMITTED UNDER THIS SECTION SHALL BE SHOWN ON THE SITE PLAN SUBMITTED TO THE PLANNING COMMISSION AT TIME OF THE CONDITIONAL USE PERMIT REQUEST.
- P. BUSINESS LICENSE AND SPECIAL EVENT PERMIT. THE USE IS SUBJECT TO OBTAINING AND MAINTAINING A CURRENT CITY BUSINESS LICENSE. THE USE MAY ALSO BE SUBJECT TO OBTAINING A SPECIAL EVENT PERMIT FROM THE CITY AND ANY OTHER APPROVALS THAT MAY BE REQUIRED BY THE COUNTY.

DRAFT



City Council

STAFF REPORT

TO: Honorable Mayor and City Council

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org or (801) 525-2785

MEETING DATE: April 23, 2013

SUBJECT: Public Hearing, Discussion and Possible Action on **RZN 1303-0004**, a request by Con Wilcox for a rezoning from C-2 (Commercial) zoning to R-3 (P-D) (Multiple-family Residential with a Planned Development Overlay) for approximately 2.55 acres located at 850 W 1600 South (TIN: 12-391-0014).

RECOMMENDATIONS

- 1.) Open the Public Hearing.
- 2.) Move to **continue** RZN 1303-0004, the Wilcox Farms rezoning from C-2 to R-3 PRUD, to the May 14, 2013 City Council meeting.

EXECUTIVE SUMMARY

Background

The Planning Commission opened the public hearing at their April 3, 2013 meeting and continued the request to be heard at their May 1, 2013 meeting. Public hearing notices were mailed, the property posted, and the public hearing notice was placed in the newspaper, so it is recommended to continue the public hearing and this item to date certain, to the May 14, 2013 City Council Meeting.



Community Development

Planning & Zoning, Building Inspections,
Business Licensing, and CDBG Administration

TO: THE HONORABLE MAYOR AND CITY COUNCIL

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org or (801) 525-2785

MEETING DATE: April 23, 2013

SUBJECT: Public Hearing, Discussion and Possible Action on **FSP 1302-0011**, a request by Von Hill, on behalf of Davis North Management LLC, for a final subdivision plat for a four unit office condominium at 1500 S 1500 East (TIN: 09-022-0128) which is located in the C-1 zoning district.

RECOMMENDATION

Move to **approve** FSP 1302-0011, a Final Subdivision Plat known as Davis North Dental Center Condominium Plat, based on the discussion and findings provided in the Planning Commission Staff Reports, and authorize the Mayor's signature to any necessary documents.

EXECUTIVE SUMMARY

Planning Commission Recommendation

The Planning Commission heard this item at their March 6, 2013 Planning Commission meeting and unanimously recommends approval to the City Council.

Background

This item was continued from the March 26, 2013 City Council meeting. All the comments generated in the engineering review were addressed and an approval letter for the plat has been issued and is attached for reference (*See Attachment 1: Approval Letter, dated April 10, 2013*). The Planning Commission Staff Report and related exhibits are attached to this report (*See Attachment 2*).

ATTACHMENTS

1. Approval Letter, dated April 10, 2013
2. March 6, 2013 Planning Commission Staff Report

10 April 2013

City of Clearfield
55 South State Street
Clearfield City, Utah 84015

Attn: Valerie Claussen, Development Services Manager
Proj: **Davis North Dental Center Condominiums**
Subj: Plat Review

Dear Valerie,

I recently reviewed the latest submittal of the Plat and discussed various issues in regards to this project with Scott Hodge, the City Public Works Director.

I herewith recommend approval of the Plat for the Davis North Dental Center Condominiums.

The following item is now required:

- An **electronic copy** of the Plat must be submitted to our office by the Developer, for routing to the City GIS Department and the Public Work Department for City record keeping.

The electronic copy of the Plat must be submitted to our office, prior to our office signing the Plat.

Should you have any questions, feel free to contact our office.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.



N. Scott Nelson, PE.

City Engineer

Cc. Scott Hodge, Public Works Director
Dan Schuler, Public Works Inspector and Storm Water Manager
Michael McDonald, Building Official



**PLANNING COMMISSION
STAFF REPORT**

AGENDA
ITEM
#10

TO: Planning Commission

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org (801) 525-2785

MEETING DATE: March 6, 2013

SUBJECT: A.) Public Hearing, Discussion and Possible Action on PSP 1302-0010, a request by Von Hill, on behalf of Davis North Management LLC, for a preliminary subdivision plat for a four unit office condominium at 1500 S 1500 East (TIN: 09-022-0128) which is located in the C-1 zoning district.

B.) Public Hearing, Discussion and Possible Action on FSP 1302-0011, a request by Von Hill, on behalf of Davis North Management LLC, for a final subdivision plat for a four unit office condominium at 1500 S 1500 East (TIN: 09-022-0128) which is located in the C-1 zoning district.

RECOMMENDATIONS

- A.) Move to **approve** PSP 1302-0010, a Preliminary Subdivision Condominium Plat known as Davis North Dental Center Condominiums, based on the discussion and findings in the Staff Report.
- B.) Move to recommend to the City Council **approval** of FSP 1302-0011, a Final Subdivision Plat, known as Davis North Dental Center Condominiums, based on the discussion and findings provided in the Staff Report.

PROJECT SUMMARY

Project Information	
Project Name	Davis North Dental Center Condominiums
Site Location	1500 S 1500 East
Tax ID Number	09-022-0128
Applicant	Von Hill Hill and Argyle
Owner	Mark Nelson Davis North Management, LLC
Proposed Actions	Preliminary Subdivision Condo Plat Final Subdivision Condo Plat
Current Zoning	C-1 (Commercial)
Land Use Classification	Commercial
Gross Site Area	0.73 acres
Number of Units	4 units

Surrounding Properties and Uses:		Current Zoning District	Comprehensive Plan Land Use Classification
North	Medical Offices	C-1 (Commercial)	Commercial
East	1500 East (<i>Known as 1700 West in Layton</i>), then <i>Medical Offices</i>	<i>Layton (Public/Quasi Public)</i>	<i>Layton (Commercial)</i>
South	Medical Offices	C-1 (Commercial)	Commercial
West	State Government Offices	C-1 (Commercial)	Commercial

Vicinity and Zoning Map



HISTORY

Circa 1985 County records indicate development originally occurred in 1985

ANALYSIS

Background

The requests are for a preliminary and final subdivision plats for an existing medical office building located at the Clearfield and Layton city limits, just south of 1450 S and on the west side of 1500 East. The building is two stories of approximately 14,500 square feet on an 0.73 acre developed parcel with completed site improvements (including sidewalks, infrastructure, etc.)

Master Plan and Zoning

The parcels are master planned and zoned Commercial. The existing medical building is consistent with the lighter C-1 commercial zoning. The creation of condominium offices is consistent with the master plan and the zoning.

Subdivision Plat Approval

Preliminary and final plat approvals are required as the property has never previously been platted. The office condominium plat proposes four separate units, and the delineation of shared common area for the parking lot and landscape, and portions of the front entrance of the building (See Attachment 1: Davis North Dental Center Condo Plat). The proposal meets engineering standards, with a few minor items to be addressed as outlined in the comments generated in the review (See Attachment 2: Engineer Review Letter). Condominium plats also require the review and approval of the building official as the creation of condominiums must meet specific building code standards. The building official determined the requests meet the applicable building regulations.

PRIVATE COVENANTS AND RESTRICTIONS

The request is also subject to Title 11, Chapter 13, Section 24 review of the condominium CC & R's documents. The CC & R's are private contracts between the property owner association and the individual condominium owners; the City is not a party to them. Therefore, the term approved used in context of the code is an opportunity for review by the City Attorney, Planning Commission and the City Council, that the required elements and items are included in the documents that will be recorded with the County at the same time as the plat, and run with the land. Final review is subject to the City Attorney's comments prior to plat recordation.

A cursory review of the submitted CC&R's indicates that the required provisions have been included and are outlined below:

Specific Provision	Inclusion in CC&R's
<p><i>All covenants, conditions and restrictions shall include management policies which shall set forth the quality of maintenance that will be performed and who is to be responsible for said maintenance within said condominium development. Said document shall, at a minimum, contain the following:</i></p>	
<p>1) The establishment of a private association or corporation responsible for all maintenance, which shall levy the cost thereof as an assessment to each unit owner within the condominium development.</p>	<p>Included. Condominium to be identified as "Davis North Dental Center Condominiums, A Condominium Project".</p>

2)	The establishment of a management committee, with provisions setting forth the number of persons constituting the committee, the method of selection and the powers and duties of said committee and including the person, partnership or corporation with property management expertise and experience who shall be designated to manage the maintenance of the common areas and facilities in an efficient and quality manner.	Included. Management Committee established. Further provisions included in the By-Laws, adopted by exhibit to the Declaration.
3)	The method of calling a meeting of the members of the corporation or association, with the members thereof that will constitute a quorum authorized to transact business.	Included. Meetings of the Association established in the By-Laws, adopted by exhibit to the Declaration.
4)	The manner of collection from unit owners for their share of common expenses and the method of assessment.	Included. "Assessments" section includes the provisions for the collection from unit owners.
5)	Provisions as to percentage of votes by unit owners which shall be necessary to determine whether to rebuild, repair and restore or sell property in the event of damage or destruction of all or part of the project.	Included. Several paragraphs under "Damage to Property" include percentage of votes to make determinations.
6)	The method and procedure by which the declaration may be amended.	Included. The vote of at least 75% of the undivided ownership interest. Recordation of instrument executed by the Management Committee of amendment.

Public Comment

No public comment has been received to date.

CONDITIONS OF APPROVAL

- 1) The final condominium plat shall meet City standards and be to the satisfaction of the City Engineer, by meeting the requirements set forth in the letter dated March 4, 2013, prior to recordation.
- 2) Final review of the private covenants and restriction documents shall be completed by the City Attorney and any comments generated be appropriately addressed, prior to recordation of the associated documents and of the plat.
- 3) The private covenants and restrictions required (pursuant to 11-13-24 of the City Land Use Ordinance), any amendment, and any instrument affecting the property or any unit therein, shall be approved by the city attorney, planning commission, and city council, and shall be recorded with the county recorder.

ATTACHMENTS

1. Davis North Dental Center Condominium Plat
2. Engineer Review Letter, dated March 4, 2013

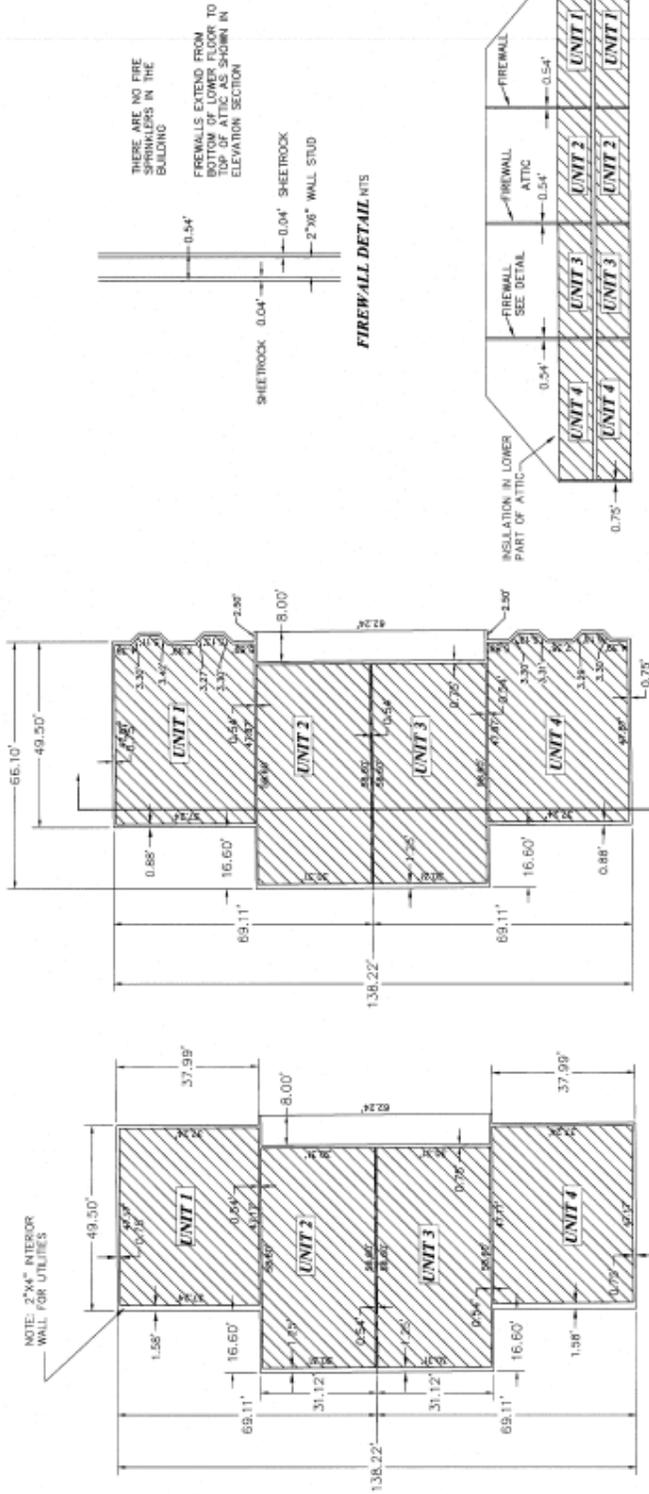
DAVIS NORTH DENTAL CENTER CONDOMINIUMS

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 4 NORTH, RANGE 1 WEST, SLB&M CLEARFIELD CITY, DAVIS COUNTY, UTAH



NOTES FROM BUILDING PLANS:

1. PRESTRESSING SHALL BE PROVIDED TO CUT OFF ALL CONCEALED DRAINT OPENINGS, BOTH VERTICAL AND HORIZONTAL, AND SHALL FORM AN EFFECTIVE BARRIER AND SHALL BE USED IN SPECIFIC LOCATIONS AS FOLLOWS:
 - A. IN EXTERIOR OR INTERIOR STUD WALLS AT CEILING AND FLOOR LEVELS
 - B. IN ALL STUD WALLS AND PARTITIONS INCLUDING FURRED SPACES SO PLACED THAT THE MAXIMUM DIMENSION OF ANY CONCEALED SPACE IS NOT OVER 10 FEET
 - C. AROUND TOP, BOTTOM, SIDES AND ENDS OF SLIDING DOOR POCKETS
 - D. ANY OTHER SPACES NOT SPECIFICALLY MENTIONED SUCH AS HOLES FOR PIPES, SHAPING, BEHIND FURRING STRIPS, AND OTHER SIMILAR PLACES WHICH COULD AFFORD A PASSAGE FOR FLAMES
2. FIRESTOPS WHEN OF WOOD SHALL BE 2 INCH NOMINAL THICKNESS
3. FIRESTOPS MAY ALSO BE OF GYPSUM BOARD, CEMENT FIBER BOARD, MINERAL WOOL OR OTHER APPROVED NONCOMBUSTIBLE MATERIAL (MINERAL WOOL IS ONLY TO BE USED IN DOUBLE FRAMED COMMON WALLS)



BENCHMARK ELEV=4473.10'
(SEE SHEET 1 OF 2)

ELEVATION AND SECTION

MAIN FLOOR

LOWER FLOOR

LEGEND



HILL & ARGYLE, Inc.
Engineering and Surveying
181 North 200 West, Suite #4, Herrick, Utah 84070
(801) 288-2238 Phone, (801) 248-2382 Fax
NSA PROJECT NO. 12-283 PLAT 02/13/13

SHEET 2 OF 2

RECORDED AT
DAVIS COUNTY, UTAH
REGISTERED AND USED AT THE REQUEST OF:

Date: _____ Title: _____ Desk: _____ Page: _____
TAYLOR REGISTERED

4 March 2013

City of Clearfield
55 South State Street
Clearfield City, Utah 84015

Attn: Valerie Claussen, Development Services Manager
Proj: **Davis North Dental Center Condominiums**
Subj: Plat Review

Dear Valerie,

I recently reviewed the Plat and discussed various issues in regards to this project with Scott Hodge, the City Public Works Director. Attached is my review of the above referenced project with the following items, which will need to be addressed in order to receive Engineering approval:

General Plat Issues

1. An “Electronic Copy” of the Condominium Plat and all improvement plans of the existing and proposed facilities must be submitted, to our office upon final approval and prior to the approval signatures on the Plat.
2. All deteriorated or damaged curb & gutter, sidewalk or other existing City facilities along the property frontage of the 1500 East Street right-of-way, will need to be brought to current Clearfield City standards, with the approval of this project. Please place a note on the drawings to reflect this requirement.
3. A “Vicinity Map” should be placed on the Plat to show the location of the proposed Condominium project in the City.
4. Show the location of all existing utilities and easements on the plans.
5. The building address with the unit addresses are required on the Plat. The building address should contain a North/South address number in addition to the 1500 East Street.
6. The “Legend Area” needs to define what is allowed in the various areas – specifically in the common area.

7. All stairways, halls, walkways, porches and closets, utility rooms need to be shown on the Plat and the ownership declared.
8. The name of the owners signing the Plat need to have their names printed on the Plat below the signature line.
9. The Covenant, Conditions and Restriction (CC & R's) need to be submitted for review and must specifically explain the various utilities, the common areas and their use and maintenance.
10. Show all common facilities on site, i.e., parking stalls, utilities, storm water detention facilities, curbs and sidewalk, lighting, fences, landscaping, other facilities existing or proposed on the site.
11. Please re-submit for review.

Should you have any questions, feel free to contact our office.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.

A handwritten signature in black ink, appearing to read "N. Scott Nelson", with a long, sweeping underline.

N. Scott Nelson, PE.

City Engineer

- Cc. Scott Hodge, Public Works Director
Kim Dabb, Operations Manager
Dan Schuler, Public Works Inspector and Storm Water Manager
Michael McDonald, Building Official



City Council

STAFF REPORT

TO: THE HONORABLE MAYOR AND CITY COUNCIL

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org or (801) 525-2785

MEETING DATE: April 23, 2013

SUBJECT: Public Hearing, Discussion and Possible Action on **FSP 1211-0006**, a request by Randall Jefferies, on behalf of Utah Department of Transportation, for the Street Dedication Plat of 175 East and 550 South. The area is located in the vicinity east of South Main Street and north of 700 South.

RECOMMENDATION

Move to recommend to the City Council **approval as conditioned**, of FSP 1211-0006, a street dedication plat for 175 East and 550 South, based on the discussion and findings provided in the April 3, 2013 Planning Commission Staff Report.

EXECUTIVE SUMMARY

Planning Commission Recommendation

The Planning Commission heard this item at their April 3, 2013 Planning Commission meeting and recommends approval to the City Council. The Planning Commission Staff Report and related exhibits are attached to this report (*See Attachment A: April 3, 2013 Planning Commission Staff Report*).

An additional condition of approval was recommended and approved by the Planning Commission. All of the proposed Conditions of Approval for this street dedication plat are provided below:

- 1) Approval of this street dedication plat is subject to the condition that Utah Department of Transportation (UDOT) shall be completing and constructing the required improvements associated with this plat as indicated in the improvement drawings referenced in the City Engineer's approval letter dated March 28, 2013. These improvements will be constructed in conjunction with the 700 South/SR 193 Roadway and Bridge Improvement Project.
- 2) City is to ensure public safety in the area is maintained, specifically access for two-way traffic on the accepted public road.

ATTACHMENTS

A.) April 3, 2013 Planning Commission Staff Report



Planning Commission

STAFF REPORT

AGENDA ITEM
#4

TO: The Clearfield City Planning Commission

FROM: Valerie Claussen, MPA, AICP
Development Services Manager
vclaussen@clearfieldcity.org (801) 525-2785

MEETING DATE: April 3, 2013

SUBJECT: Public Hearing, Discussion and Possible Action on **FSP 1211-0006**, a request by Randall Jefferies, on behalf of Utah Department of Transportation, for the Street Dedication Plat of 175 East and 550 South. The area is located in the vicinity east of South Main Street and north of 700 South.

RECOMMENDATIONS

Move to recommend to the City Council **approval as conditioned**, of FSP 1211-0006, a street dedication plat for 175 East and 550 South, based on the discussion and findings provided in the Staff Report.

PROJECT SUMMARY

Project Information	
Project Name	175 East 550 South (Dedication plat in conjunction with the SR 193 project)
Site Location	Vicinity of South Main Street, just north of 700 South
Tax ID Number	Multiple TINs (12-500-0004, 12-003-0164, 12-003-0168)
Applicant	Randall Jefferies Utah Department of Transportation (UDOT)
Owner	Multiple Owners
Proposed Actions	Street Dedication Plat
Current Zoning	M-1 (Manufacturing)
Land Use Classification	Manufacturing

Surrounding Properties and Uses:	Current Zoning District	Comprehensive Plan Land Use Classification
North Clearfield City Public Works Yard	M-1 (Manufacturing)	Manufacturing
East Jenmar	M-1 (Manufacturing)	Manufacturing
South 700 South	M-1 (Manufacturing)	Manufacturing
West Morgan Pavement	M-1 (Manufacturing)	Manufacturing

Vicinity and Zoning Map



HISTORY

Prior to 2013 UDOT obtained funding and approvals for the 700 South/SR 193 Roadway and Bridge Improvement Project

ANALYSIS

Background

The request is for a street dedication map for 175 East and 550 South. This is currently a private road that is privately maintained that provides direct access from the existing 700 South to Jenmar and Morgan Pavement properties on out through to Main Street. This plat enables the road to be dedicated to the city for acceptance and maintenance.

The necessity of a public road in the immediate vicinity became apparent in the early design phases of the SR 193 Project, in which it was identified that because the bridge constructed over the tracks would affect access to the properties located just to the west, some type of frontage road and further road connections providing adequate circulation in the area would be required. Dedicating and accepting 175 East and 550 South as a public street was a viable alternative that provides a connection from the new frontage road to South Main Street.

General Plan and Zoning

As a street dedication plat this is consistent with the General Plan in that it provides critical access and circulation in an area that will be undergoing a large amount of change because of the SR 193 Roadway and Bridge Project.

Street Dedication Plat Approval

The Public Works Director and City Engineer have completed reviews of this street dedication plat and recommend approval. Due to some unique circumstances regarding the project and the length of the road, an additional fire access easement is being included in the plat to provide secondary access to the properties that would otherwise be landlocked with only a single access.

Public Comment

No public comment has been received to date.

CONDITIONS OF APPROVAL

- 1) Approval of this street dedication plat is subject to the condition that Utah Department of Transportation (UDOT) shall be completing and constructing the required improvements associated with this plat as indicated in the improvement drawings referenced in the City Engineer's approval letter dated March 28, 2013. These improvements will be constructed in conjunction with the 700 South/SR 193 Roadway and Bridge Improvement Project.

ATTACHMENTS

1. 175 East and 550 South Street Dedication Plat
2. Engineer Review Letter, dated March 28, 2013 (without referenced attachments)

28 March 2013

City of Clearfield
55 South State Street
Clearfield City, Utah 84015

Attn: Valerie Claussen, Development Services Manager
Proj: **UDOT – 175 East and 550 South Street Dedication Plat**
Subj: Plat Review

Dear Valerie,

I have reviewed the above referenced project Plat and find the plat document meeting the City requirements.

I herewith recommend approval of the Plat.

With approval of all Plats within the City limits we review the proposed improvement plans in order to verify that the improvements will be build to the current City Standards and that the proposed improvements are such that Clearfield City will not have to construct any of the required improvements.

Generally, an escrow account is established in order to guarantee that all improvements are constructed and that the City receives a completed project by the developer. I have spoken with Mr. Brandon Tucker, P.E. with Jacobs Engineering, UDOT Construction Manager / Design Engineer, and have been assured that all required improvements will be constructed with the 700 South/ SR-193 Roadway and Bridge Improvement Project, that has recently begun. Attached for your review are the UDOT improvement drawings for the required roadway and drainage improvements associated with 175 East and 550 South Streets.

- As a reminder, an **electronic copy** of the Plat must be submitted to the Public Work Department and the GIS department via our office for record keeping upon completion and approval of the Plat drawings.

Should you have any questions, feel free to contact our office.
Sincerely,

CEC, Civil Engineering Consultants, PLLC.



N. Scott Nelson, PE.
City Engineer

Attachments

CLEARFIELD CITY ORDINANCE 2013-05

AN ORDINANCE AMENDING TITLE 11 OF THE CLEARFIELD CITY CODE

PREAMBLE: This Ordinance amends Title 11 of the Clearfield City Code by amending Chapter 3, Section 3; Chapter 11, Article B, Section 3; and Chapter 13, Section 31 of said title.

BE IT ORDAINED BY THE CLEARFIELD CITY COUNCIL:

Section 1. Enactment:

Title 11, Chapter 3, Section 3 of the Clearfield City Code is hereby amended to read as follows:

AGRICULTURAL RECREATION: Leisurly activities involving crops or farm animals, such as corn mazes, horseback riding, or competitive activities such as rodeos. Agricultural recreation shall be subject to additional regulations set forth in Chapter 13 of this Title.

Title 11, Chapter 11, Article B, Section 3 of the Clearfield City Code is hereby amended by adding AGRICULTURAL RECREATION to “Conditional Uses.”

Title 11, Chapter 13, Section 31 of the Clearfield City Code is hereby amended to read as follows:

11-13-31: AGRICULTURAL RECREATION:

- A. Minimum Acreage. No site for agricultural recreation uses shall be less than ten (10) acres. Acreage may be combined between more than one parcel if all the parcels are adjacent to one another and with the approval of the Planning Commission through the Conditional Use Permit process.
- B. Conjunction with Agricultural Use. The use shall only be permitted in conjunction with agriculture support and services directly associated with agricultural activity occurring on-site.
- C. Hours of Operation. Hours of operation shall be no earlier than 8:00 am and no later than 10:00 pm, unless other hours of operation have been approved by the Planning Commission through the Conditional Use Permit process.
- D. Time Duration. The number of days the use will be conducted on the site will be determined through the Conditional Use Permit. If applicable, frequency of use in a year, and interval of days between uses will also be considered.

- E. **Operational Plan.** An operation plan, in narrative form, shall be submitted, reviewed, and approved. The plan shall include, but is not limited to the following:
1. Descriptions of acceptable measures to ensure ongoing compatibility with adjacent uses. Such policies shall include, but are not limited to measures that control dust, vectors, litter, noise and light.
 2. The name and telephone number of the manager or person responsible for the operation of the facility and complaint response procedures, including investigation, remedial action and follow-up. This contact information will be verified at the time a business license is issued or renewed.
 3. List and/or a brief description of planned activities on site.
 4. Hours of operation.
 5. Number of days the use will occur on the site. If applicable, the number of times the use will occur in a year, and the days between the use will also be provided.
- F. **Site Plan.** A site plan shall be submitted, reviewed, and approved by the Planning Commission that shall indicate the location of activities, pavilion areas, and food vendors. It shall also adequately address issues relating to vehicle access, traffic circulation and pedestrian safety. At minimum, the site plan shall also demonstrate compliance with the standards for site access, setbacks, surfacing, parking, lighting, storage areas, and sanitary facilities.
- G. **Site Access.** Entrance to an agricultural recreation use must be from a collector or arterial roadway.
- H. **Setbacks.** Any outdoor gathering spaces, patios, pavilions and/or any other similar temporary or permanent open structures shall be located a minimum of five (5) feet from all property lines and public rights-of-way. A minimum of 25 feet from property lines shall be required when the subject property is abutting a residentially zoned or residentially occupied lot or parcel. Also, additional screening and/or fencing may be required when abutting residentially occupied properties, which determination will be made by the Planning Commission through the Conditional Use Permit process.
- I. **Surfacing.** Driving surfaces, including parking areas, interior drives, and ingress/egress must be stabilized with gravel, decomposed granite, asphalt, concrete, or other approved dust free material. Any such driving surface shall be treated as necessary to control dust.
- J. **Parking.** Parking shall be provided at a minimum ratio of one (1) parking space per 1,000 square feet of designated entertainment area.

1. Entertainment area shall include areas delineated, but not limited to such activities, as corn mazes, petting zoos, pumpkin patches, rodeo arenas and eating pavilions.

K. Joint Use Parking. Subject to formal approval by the Planning Commission, joint use of required parking spaces may be allowed where two or more uses on the same or separate sites (within 300 feet of the site) are able to share the same parking spaces because their parking demands occur at different times.

1. Joint use of parking shall not exceed fifty percent of the required spaces for any uses involved.
2. Joint use of required nonresidential parking spaces may only be allowed if the following documentation is submitted as part of the Conditional Use Permit request, which documentation is subject to review and approval by the Planning Commission:
 - a. The names and addresses of the uses and of the owners or tenants that are sharing the parking;
 - b. The location and number of parking spaces proposed to be shared, as well as the number of non-shared spaces and total minimum required spaces for each and any uses involved;
 - c. An analysis showing that the peak parking times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
 - d. An executable agreement, subject to approval by the City Attorney, for the joint use of parking in the form of a recordable covenant to run with the land which shall serve the same purpose as an easement and/or deed restriction which guarantees access to the parking for the approved shared uses. This fully executed agreement shall be recorded with the county prior to issuance of a Certificate of Occupancy and/or business license.

L. Lighting. Outdoor lighting shall be designed so as to minimize light from directly hitting adjacent property or any public right-of-way. Any necessary electrical permits shall be obtained for the site.

1. All outdoor fixtures, other than bollard lighting, shall be set back from all property lines by a minimum of ten (10) feet or a distance equal to the height of the fixture.

2. Parking lot and pole mounted security lighting shall not exceed a maximum mounting height of 14 feet within 100 feet of a residential district boundary or land designated for residential use in the General Plan.
3. In all other areas, parking lot and security lighting shall not exceed a maximum mounting height of 25 feet.

M. Storage Areas. All storage areas associated with the use shall not be visible from adjoining or nearby properties or any public rights-of-way. Location for any storage areas shall be indicated on the site plan and appropriately screened with solid fencing material.

N. Sanitary Facilities. Sanitary facilities must be provided in accordance with Davis County Health Department Standards.

1. If portable restrooms are being used as the facility, they shall be regularly serviced and maintained in a sanitary and safe condition. Means for hand sanitation and cleansing shall also be provided in conjunction with the portable restrooms. The restrooms may be located on a site a no more than a month prior to the start of a scheduled use and shall be removed no more than a month after the end of each scheduled use.

O. Signage shall meet the sign requirements established for the zoning district in which the use is located. Additional temporary signage may be approved by the Planning commission with the Conditional Use Permit, subject to meeting the following standards:

1. Temporary sign square footage shall not exceed 32 square feet in size.
2. Temporary signage construction and maintenance shall be:
 - a. Constructed with a protective, water resistant coating which is impervious to weather conditions;
 - b. Anchored or weighted down to avoid being displaced in windy conditions, or otherwise be a safety hazard to the public and Of sufficient weight and durability to withstand wind gusts, storms, etc.; and
 - c. Maintained in a professional manner free from chipping paint, cracks, gouges, loss of letters, etc.
3. Not more than two signs shall be permitted for every five (5) acres of the site. Temporary signs shall be separated in distance by at least 100 feet.
4. Proposed sign locations for temporary signs permitted under this section shall be shown on the site plan submitted to the Planning Commission at time of the Conditional Use Permit request.

P. Business License and Special Event Permit. The use is subject to obtaining and maintaining a current City business license. The use may also be subject to obtaining a special event permit from the city and any other approvals that may be required by the county.

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 23rd day of April, 2013.

CLEARFIELD CITY CORPORATION

Donald W. Wood, Mayor

ATTEST:

Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

EXCUSED:



Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan 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.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 4 Action Plan Executive Summary:

Clearfield City expects to receive approximately \$213,506 in Community Development Block Grant (CDBG) funds for the July 1, 2013 to June 30, 2014 funding cycle. This is \$3,678 less in CDBG funds than Clearfield City received from the last funding cycle. No other federal, state or county funds are anticipated. Over the next year, CDBG funds will be utilized as follows:

- Clearfield Youth Resource Center will use \$10,000 towards salaries for the employees that work at the Resource Center. This 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. After school many of the neighborhood youth go to a home that is unsupervised. 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 as well as developing partnerships with community organizations that have common goals of improving the well being of children in the community.
- Family Connection Center will be given \$10,000 to help pay for salaries for the employees that work at the Food Bank. Since the economic recession, thousands of families are in a financial crisis. While the demand for food escalates, the Food Bank faces shortages of donations. Food Bank participants no longer are provided with a "box" of food, however they have the freedom of choice which means they choose what food they want. By making this change the Food Bank is utilizing more volunteers, thus cutting back on staff and participants take less food than what was provided by boxing food. Family Connection Center is constantly looking for innovative ways to cut spending. This allows them to provide participants with more direct client services.

- Davis Community Learning Center will be given \$7,025 to use towards salaries for a part-time Volunteer Coordinator. The Center provides an array of services to low-income students and families of Clearfield including the following: Adult Learning Opportunities (ESL, Adult High School Completion, Citizenship and computer classes) access to Work Force Services, emergency food and clothing, mental health counseling, case management services, parent involvement classes, counseling and resources, Utah Parent Center, childcare for adult learners, links to all community agencies including Midtown Clinic and the Volunteer Medical Clinic. The center also provides services to the children at Wasatch Elementary School including the Before and After School Program.
- Safe Harbor will be given \$5,000 to help provide supportive services which involve providing shelter, safety planning, risk management, education and goal setting. These services will be able to assist families so they can move away from violence and forward to a life free of risk. This shelter operates 24 hours a day and has in-house community advocates to assist victims at any time of crisis. All services provided are free of charge to those that are eligible for the program.

Assistance provided through sub-recipients will serve any Clearfield resident, regardless of where they live in the city. Clearfield does not have areas of minority concentration. Our estimated population is 30,112 with 81.6% White, 3.1% African American, 2.6% Asian and less than 1% of American Indian & Alaska Native and Native Hawaiian & Other Pacific Islander.

- Clearfield City will use \$20,000 towards administrative costs for the employees that work with the CDBG program. This is well within the guidelines of the 20% cap allowed.
- Clearfield City will use the remaining \$161,481 towards an infrastructure project on 450 West, from 2225 South to 2300 South. Clearfield City has completed several infrastructure projects using CDBG funds and staff is aware of the guidelines involved with these types of projects.

The exact funding amount for the next program year has not been determined at this time. Therefore, if the total grant amount is less than expected all of the projects above will be reduced accordingly, however, if the total grant amount is higher than anticipated the Davis Community Learning Center will receive the additional amount that can be awarded to public service agencies and the remaining amount of the grant will be allocated to the infrastructure project on 450 West, from 2225 South to 2300 South.

Projects listed above correspond to the priority needs identified in the Clearfield City 5-Year Consolidated Plan.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 4 Action Plan General Questions response:

The last Census data indicates that the Clearfield City, Utah, population is 81.6% white. The remaining minority population is distributed over the entire city. Likewise, income levels are distributed relatively evenly. However, low and moderate income families tend to be in closer proximity to the industrial areas and the military base area. The rationale for the allocation of HUD funds and assigning priorities is based upon the areas where the greatest needs are arising. In the current economic downturn, there is shortfall of revenue and the CDBG funds are prioritized to fix failing infrastructure until the economy can improve. The failing infrastructure is located in neighborhoods that are low and moderate income.

Service programs have also been allocated funding with the highest priority to those programs that most benefit low and moderate income families in Clearfield. These programs are allocated as follows: Clearfield City Youth Resource Center, Family Connection Center, Davis Community Learning Center and Safe Harbor.

Clearfield City does not receive EMSA or HOPWA funds. There are no other federal or state resources that the City is aware of being available to the City.

To better address obstacles, Clearfield City should prepare a neighborhood revitalization strategy and identify more specific target areas.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 4 Action Plan Managing the Process response:

Clearfield City is the lead agency and entitlement entity responsible for administering the programs under the Consolidated Plan. Other agencies administering a portion of the CDBG allotment through Clearfield City include: the Family Connection Center, Davis Community Learning Center, Clearfield Youth Resource Center and Safe Harbor. The One Year Action Plan is developed after a series of meetings with the staff and Mayor. Notices of the funds availability are sent to area entities and agencies who can submit application to Clearfield City to receive a portion of the CDBG allotment. Applications were received from various entities and four (4)

entities were reviewed by the staff and mayor and recommended to the council for funding. Clearfield City appropriates its full 15% cap to the public service entities noted in this Action Plan. The City also works well with its local public service providers in order to reach as many Clearfield residents as possible. Clearfield City recognizes that the CDBG funding is an essential part to more successful local public service organizations. However, there are only limited funds that can be annually awarded which limits the barriers that the City seeks to eliminate. The City will continue to refine its application process during the next year to allow for a broad range of social services that benefit Clearfield City's moderate and low-income residents.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

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

Program Year 4 Action Plan Citizen Participation response:

Clearfield City has adopted a Citizen Participation Plan that is implemented in conjunction with the One Year Action Plan. The Citizen Participation Plan is designed to provide for public input into the allotment of CDBG funds granted to Clearfield City. The Participation Plan seeks to reach out to minorities and others by putting notice of the public hearing on diverse location in the community. Also, notice of the public hearing is published in the Ogden Standard-Examiner, which is the local newspaper. Anyone can freely attend the public hearing and give comment on the One Year Action Plan. The first public hearing on the One Year Action Plan was held on March 12, 2013.

The notice of the public hearing was published in the newspaper at least 14 days before the hearing. In addition to the publication, public notices are posted at the Clearfield Post Office, Davis North Library Branch, Freeport Center Post Office, Clearfield City Hall, and on the City's website. Prior to adoption of the One Year Action Plan, the City informed the public of the anticipated amount of federal funds 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 is always available from the Community Development Department.

Residents of public and assisted housing developments, predominantly moderate or low income neighborhoods, minorities, non-English speaking persons, and persons with disabilities are especially encouraged to participate in the One Year Action Plan. In an effort to broaden participation, public hearing notices on the One Year Action Plan were provided to households on the utility bill, as well as posted on the City's website. Another hearing, to adopt the final plan, was held on April 23, 2013.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 4 Action Plan Institutional Structure response:

Clearfield City is a municipal government duly incorporated and existing under the laws of the State of Utah. As a municipal government, the City has a 6-member council that includes a mayor, and functions under the city manager form of government. The CDBG funds received from HUD are administered by the City's Community Development Department. Within this Department, the Grant Administrator submits funding requests to the CDBG Steering Committee which has authority to review projects and make recommendations as to what agencies will receive funds and at what amount. The CDBG Steering Committee includes the Mayor, City Manager, Assistant City Manager, Development Services Manager and CDBG Coordinator.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 4 Action Plan Monitoring response:

Clearfield City is divided into multiple departments. Each department oversees key aspects of municipal government. The CDBG program and grants are administered under the direction of the Clearfield City Community Development Department. This department employs a full-time Grant Administrator to monitor and oversee the grant administration of the City. The Grant Administrator works with agencies and entities using HUD funding to ensure that the proper contracts are utilized to outline the scope of work to be accomplished.

The City requires in its contracts that the City be allowed to conduct on-site inspections, review financial information, and examine records of the agency or entities receiving funding to assure matter of compliance.

Procedures that will be used to monitor our subrecipients include an on-site visit at least once during the program year. During this visit the subrecipient is asked to present documentation showing the number of people served, income verification (if necessary) as well as employee timesheets and financial documents that reflect the amount of CDBG funds requested through their program. All of these are reviewed to make sure they are obtaining the necessary information. These documents are compared with the documents submitted to our office to make sure they are in compliance and meeting a national objective. Also, conversation is made to see how their program is being benefitted and we also ask if they have any concerns/problems that need to be addressed. Most of the feedback includes concerns with the cutback of funding. This is something that affects us as well.

In addition to our on-site monitoring visits, the contracts between the City and the Subrecipients address the quarterly reporting requirements. All subrecipients must make request for reimbursement and submit a performance report on a quarterly basis. This helps monitor their progress throughout the program year.

In order to monitor our performance in meeting our goals, the City uses a CDBG Workout Plan to ensure we are drawing down our funds in a timely manner. This spreadsheet also helps us monitor our funds to make sure we do not exceed the 1.5 times grant amount, come May 1st of the program year.

Internal monitoring is also administered by the Department and the Internal Audit process used by Clearfield City.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 4 Action Plan Lead-based Paint response:

Lead-based paint hazards in Clearfield City have been almost non-existent. There are numerous homes that were built pre-1978, which may contain lead based paint. However, if they are not reported to the appropriate agency, then it makes it difficult to determine how many homes in Clearfield may still have lead based paint.

The Davis County Health Department no longer performs lead-based paint evaluations, but does provide the public with information on hazards presented by lead-based paint. Clearfield City will continue to assist in disseminating this information provided by the Davis County Health Department. No other evaluations or remediation of lead-based paint hazards will be performed by Clearfield City.

HOUSING

Specific Housing Objectives

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

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

Clearfield City is allotting \$10,000 in public service funds to the Family Connection Center to specifically support the Food Bank. The Family Connection Center also provides an emergency shelter and transitional housing assistance. This entity helps people obtain life skills training, which leads to stability and self-sufficiency in the home. Family Connection Center receives contributions of around \$1 million dollars from various federal, state, local programs, and from private sector contributions. This entity benefits a large number of Clearfield City residents and is priority for such emphasis.

Currently the city has not allocated any funds for housing projects. In the past we have funded a Down Payment Assistance Program to help first time home buyers. Even though our office does not allocate funds to a particular housing project, we are still involved with housing issues. Occasionally our office is notified of potential violations of housing codes, the building inspector will conduct an on-site inspection. If a violation has occurred, a notice is sent to the property owner to inform them of the problem. These notices help assist with providing a safe home for people to live.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 4 Action Plan Public Housing Strategy response:

Clearfield City will continue to support the programs offered by the Davis Community Housing Authority over the course of the next year. The Davis Community Housing Authority operates public housing facilities, provides rental assistance, Section 8 Housing, Emergency Home Repairs, Down Payment Assistance, Family Self-Sufficiency, and other housing related programs. The Davis Community Housing Authority is not designated as "troubled" by HUD.

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. During the next program year the city anticipates receiving approximately \$5,000 in repaid funds (program income.) Any funds (program income) received will be allocated to assist future first time home buyers.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 4 Action Plan Barriers to Affordable Housing response:

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. Since some of these homes were sold before the seven years, the city received program income. In turn, we were able to help 10 additional families become homeowners during 2011 and 2012. 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 in Clearfield, 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.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.

- b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
- c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 4 Action Plan HOME/ADDI response:
Clearfield City does not receive any HOME/ADDI funding.

HOMELESS

Specific Homeless Prevention Elements

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

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 4 Action Plan Special Needs response:
The only federal funding that Clearfield City receives for homelessness is the limited allotment of CDBG funds. Currently, chronic homelessness problems are not significant in Clearfield City because the homeless populations are in the large cities such as Salt Lake City. Notwithstanding, Clearfield City will allocate \$32,025 to public service programs geared to prevent and help individuals and families achieve self-sufficiency. The programs supported include emergency and transitional housing, food bank assistance, emergency sheltering at local motels, permanent supportive housing, life and learning skill programs, health clinic and counseling programs. The City also uses the programs offered by the Davis Community

Housing Authority for homeless prevention and uses that entity's discharge policy. One major obstacle of eliminating chronic homelessness is lack of federal funding. At this present time Clearfield City is only able to allocate approximately \$32,025 to public service agencies.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 4 Action Plan ESG response:
Clearfield City does not receive any ESG funding.

COMMUNITY DEVELOPMENT

Community Development

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

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 4 Action Plan Community Development response:
Clearfield City will use the remaining \$161,481 towards an infrastructure project on 450 West, from 2225 South to 2300 South. Clearfield City has completed several infrastructure projects using CDBG funds and staff is aware of the guidelines involved with these types of projects. The expected number of households benefitting from the infrastructure project is 20-30 and the construction timeframe is approximately 60 to 90 days.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 4 Action Plan Antipoverty Strategy response:

Clearfield City is funding programs to assist in the reduction of poverty level families. To best assist families, the City will use \$10,000 to fund programs offered by the Clearfield Youth Resource Center to assist at-risk youth, teach life skills, and build

self-esteem. Youth will benefit through literacy programs and family referral for crisis assistance. This program helps teach youth the necessary skills so they can be contributing members of society.

Also, \$10,000.00 will be granted to the Family Connection Center for its programs that help reduce poverty by offering beneficial life skill programs for persons at-risk of poverty. Programs offered by this entity assist over a thousand people per year, many of whom are Clearfield residents.

Davis Community Learning Center will be given \$7,025 to use towards salaries for a part-time Volunteer Coordinator. The Center provides an array of services to low-income students and families of Clearfield including the following: Adult Learning Opportunities (ESL, Adult High School Completion, Citizenship and computer classes) access to Work Force Services, emergency food and clothing, mental health counseling, case management services, parent involvement classes, counseling and resources, Utah Parent Center, childcare for adult learners, links to all community agencies including Midtown Clinic and the Volunteer Medical Clinic. The center also provides services to the children at Wasatch Elementary School including the Before and After School Program.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

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

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

Clearfield Youth Resource Center will receive \$10,000 for support the priority of helping at-risk youth. This 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. Some of the partners created for this project are the Family Connection Center, Davis School District, United Way, Davis County Health Department, Davis Mental Health, Boys and Girls Club, Division of Wildlife Services and the Parent Education Resource Center.

The city will use \$161,481 towards an infrastructure project on 450 West, from 2225 South to 2300 South. The project cost will exceed this amount therefore, the city will use city funds to pay the additional cost.

Housing Opportunities for People with AIDS

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

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 4 Action Plan HOPWA response:
Clearfield City does not receive HOPWA funding.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 4 Specific HOPWA Objectives response:
Clearfield City does not receive HOPWA funding.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

04/25/2013	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Clearfield City		UOG Code	
55 South State Street		07-301-9325	
		Municipality	
Clearfield City	Utah	Community Development Department	
84015	Country U.S.A.	0	
Employer Identification Number (EIN):		Davis	
87-6000216		7/1	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
Infrastructure / Public Service Agencies / CDBG Administration			
\$CDBG Grant Amount \$213,506 (estimate)	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income \$5,000.00		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Stacy		Millgate
CDBG Coordinator	801-525-2781	801-525-2865
stacy.millgate@clearfieldcity.org	www.clearfieldcity.org	
Signature of Authorized Representative		Date Signed

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	0	2	2	2	2	2	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	0	3	3	3	3	3	3	3	3	3	3						
			Cost Burden > 30%	75.8	247	2	0	2	0	2	2	2	2	2	2	2	2	2	2						
			Cost Burden >50%	63.8	208	0		0		0		0		0		0		0							
			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							
		Cost Burden >50%		22.2	8	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	0	3	3	3	3	3	3	3	3	3	3					
			Cost Burden > 30%	92.3	120	2	0	2	0	2	2	2	2	2	2	2	2	2	2						
			Cost Burden >50%	76.9	100	1	0	1	0	1	1	1	1	1	1	1	1	1	1						
	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	2	2	2	2	2	2						
			Cost Burden > 30%	82.1	64	1	0	1	1	1	1	1	1	1	1	1	1	1	1						
			Cost Burden >50%	69.2	54	0		0		0		0		0		0		0							
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								
		Cost Burden >50%	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	0	2	2	2	2	2	2	2	2	2	2							
Cost Burden > 30%		95.2	80	1	0	1	0	1	1	1	1	1	1	1	1	1	1								
Cost Burden >50%		77.4	65	1	0	1	0	1	1	1	1	1	1	1	1	1	1								
All Related		Elderly	NUMBER OF HOUSEHOLDS	100%	10																				
			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	0	3	3	3	3	3	3	3	3	3	3							
Cost Burden > 30%	55.9	279	3	0	3	0	3	3	3	3	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	0	3		3		3		0	####	H	Y	C		
			Cost Burden > 30%	49.1	240	3	0	3	0	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	0	2		2		2		0	####	H	Y	C		
			Cost Burden > 30%	47.7	180	1	0	1	0	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	0	1		1		1		0	####	M	Y	C			
	Cost Burden > 30%		64.9	74	1	0	1	0	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	2	22	0	22	0	22	0	0	2	Total Disabled			0	
Total 215 Renter														0	Tot. Elderly			168	Total Lead Hazard			4656
Total 215 Owner													0	Tot. Sm. Related			2499	Total Renters			2543	
Total 215					0	0	0	0	0	0	0	0	0	0	Tot. Lg. Related			801	Total Owners			2124

Clearfield City						
Housing Market Analysis						
<i>Complete cells in blue.</i>						
Housing Stock Inventory	Vacancy Rate	0 & 1 Bedroom	2 Bedrooms	3+ Bedroom	Total	Substandard Units
Affordability Mismatch						
Occupied Units: Renter		765	1189	1551	3505	1010
Occupied Units: Owner		122	674	3562	4358	552
Vacant Units: For Rent	7%	24	160	52	236	76
Vacant Units: For Sale	4%	35	68	57	160	23
Total Units Occupied & Vacant		1470	2533	4954	8957	1661
Rents: Applicable FMRs (in \$s)		0	717	890		
Rent Affordable at 30% of 50% of MFI (in \$s)		582	717	986		
Public Housing Units						
Occupied Units		0	0	22	22	0
Vacant Units		0	0	0	0	0
Total Units Occupied & Vacant		0	0	22	22	0
Rehabilitation Needs (in \$s)		0	0	25,000	25,000	

Continuum of Care Homeless Population and Subpopulations Chart

Part 1: Homeless Population		Sheltered		Un-sheltered	Total	Clearfield City														
		Emergency	Transitional			Data Quality														
1.	Homeless Individuals	2	0	0	2	(E) estimates ▼														
2.	Homeless Families with Children	2	6	0	8															
	2a. Persons in Homeless with Children Families	4	16	0	20															
Total (lines 1 + 2a)		6	16	0	22															
Part 2: Homeless Subpopulations		Sheltered		Un-sheltered	Total	Data Quality														
						(E) estimates ▼														
1.	Chronically Homeless	0	0	0	0															
2.	Severely Mentally Ill	0	0	0	0															
3.	Chronic Substance Abuse	0	0	0	0															
4.	Veterans	0	0	0	0															
5.	Persons with HIV/AIDS	0	0	0	0															
6.	Victims of Domestic Violence	22	0	0	22															
7.	Youth (Under 18 years of age)	17	0	0	17															
Part 3: Homeless Needs Table: Individuals		Needs	Currently Available	Gap	5-Year Quantities										Total			Priority: H, M, L	Plan to Fund? Y	Fund Source: CDBG, HOME, HOPWA, ESG or Other
					Year 1		Year 2		Year 3		Year 4		Year 5		Goal	Actual	% of Goal			
					Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete						
Beds	Emergency Shelters	2	0	2	1	1	1	0	1	0	1	0	1	0	5	1	20%	H	Y	C
	Transitional Housing	4	0	4	1	1	1	1	1	0	1	0	1	0	5	2	40%	H	Y	C
	Permanent Supportive Housing	2	0	2	1	0	1	0	1	0	1	0	1	0	5	0	0%	M	Y	C
	Total	8	0	8	1	2	1	1	1	0	1	0	1	0	5	3	60%			
Chronically Homeless		0	0															L	N	C

Part 4: Homeless Needs Table: Families		Needs	Currently Available	Gap	5-Year Quantities										Total			Priority H, M, L	Plan to Fund? Y	Fund Source: CDBG, HOME, HOPWA, ESG, or Other
					Year 1		Year 2		Year 3		Year 4		Year 5		Goal	Actual	% of Goal			
					Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete						
Beds	Emergency Shelters	2	0	2	1	1	1	0	1	0	1	0	1	0	5	1	20%	H	Y	C
	Transitional Housing	20	5	15	3	3	3	3	3	0	3	0	3	0	15	6	40%	H	Y	C
	Permanent Supportive Housing	20	0	20	4	0	4	0	4	0	4	0	4	0	20	0	0%	H	Y	C
	Total	42	5	37	8	4	8	3	0	0	8	0	8	0	32	7	22%			

Completing Part 1: Homeless Population. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The counts must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Completing Part 2: Homeless Subpopulations. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The numbers must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Sheltered Homeless. Count adults, children and youth residing in shelters for the homeless. "Shelters" include all emergency shelters and transitional shelters for the homeless, including domestic violence shelters, residential programs for runaway/homeless youth, and any hotel/motel/apartment voucher arrangements paid by a public/private agency because the person or family is homeless. Do not count: (1) persons who are living doubled up in conventional housing; (2) formerly homeless persons who are residing in Section 8 SRO, Shelter Plus Care, SHP permanent housing or other permanent housing units; (3) children or youth, who because of their own or a parent's homelessness or abandonment, now reside temporarily and for a short anticipated duration in hospitals, residential treatment facilities, emergency foster care, detention facilities and the like; and (4) adults living in mental health facilities, chemical dependency facilities, or criminal justice facilities.

Unsheltered Homeless. Count adults, children and youth sleeping in places not meant for human habitation. Places not meant for human habitation include streets, parks, alleys, parking ramps, parts of the highway system, transportation depots and other parts of transportation systems (e.g. subway tunnels, railroad car), all-night commercial establishments (e.g. movie theaters, laundromats, restaurants), abandoned buildings, building roofs or stairwells, chicken coops and other farm outbuildings, caves, campgrounds, vehicles, and other similar places.

Grantee Name: Clearfield City		3-5 Year Quantities															Priority Need: H	Plan to Fund? Y N	Fund Source: CDE	
Non-Homeless Special Needs Including HOPWA	Needs	Currently Available	GAP	Year 1		Year 2		Year 3		Year 4*		Year 5*		Total						
				Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Actual	% of Goal						
Housing Needed	52. Elderly	28	16	12	2	2	2	2	2	0	2	0	4	0	12	4	33%	H	Y	C
	53. Frail Elderly	8	4	4	0	0	2	0	0	0	2	0	0	0	4	0	0%	H	Y	C
	54. Persons w/ Severe Mental Illness	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	###	L	N	C
	55. Developmentally Disabled	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	###	L	N	C
	56. Physically Disabled	67	42	25	5	5	5	5	5	0	5	0	5	0	25	10	40%	H	Y	C
	57. Alcohol/Other Drug Addicted	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	###	M	Y	C
	58. Persons w/ HIV/AIDS & their families	33	33	0	0	0	0	0	0	0	0	0	0	0	0	0	###	L	N	C
	59. Public Housing Residents	90	22	68	0	0	0	0	0	0	0	0	0	0	0	0	###	L	N	C
	Total	229	120	109	7	7	9	7	8	0	9	0	9	0	50	14	28%			
	Supportive Services Needed	60. Elderly	2	1	0	0	0	1	0	0	0	0	0	0	1	0	0%	H	Y	C
61. Frail Elderly		2	1	0	0	0	1	0	0	0	0	0	0	1	0	0%	H	Y	C	
62. Persons w/ Severe Mental Illness		1	1	0	0	0	0	0	0	0	0	0	0	0	0	###	L	N	C	
63. Developmentally Disabled		1	1	0	0	0	0	0	0	0	0	0	0	0	0	###	L	N	C	
64. Physically Disabled		1	0	1	0	0	0	0	1	0	0	0	0	1	0	0%	H	Y	C	
65. Alcohol/Other Drug Addicted		1	1	0	1	0	0	0	0	0	0	0	0	1	0	0%	M	N	C	
66. Persons w/ HIV/AIDS & their families		33	33	0	0	0	0	0	0	0	0	0	0	0	0	###	N	N	C	
67. Public Housing Residents		22	22	0	0	0	0	0	0	0	0	0	0	0	0	###	N	N	C	
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	###					

Clearfield City

Only complete blue sections.

Housing and Community Development Activities	Needs	Current	Gap	5-Year Quantities												% of Goal	Priority Need: H, M, L	Dollars to Address	Plan to Fund? Y/N	Fund Source
				Year 1		Year 2		Year 3		Year 4		Year 5		Cumulative						
				Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual					
01 Acquisition of Real Property 570.201(a)	5	0	5	1	0	1	0	1		1		1		5	0	0%	H		Y	C
02 Disposition 570.201(b)	5	0	5	1	0	1	1	1	1		1		1	5	1	20%	H		Y	C
Public Facilities and Improvements																				
03 Public Facilities and Improvements (General) 570.201(c)	10	0	10	2	1	2	1	2		2		2		10	2	20%	H		Y	C
03A Senior Centers 570.201(c)	6	1	5	1	1	1	0	1		1		1		5	1	20%	H		N	C
03B Handicapped Centers 570.201(c)	0	0	0											0	0	###	L		N	C
03C Homeless Facilities (not operating costs) 570.201(c)	0	0	0											0	0	###	L		N	C
03D Youth Centers 570.201(c)	2	1	1					1						1	0	0%	M		Y	C
03E Neighborhood Facilities 570.201(c)	3	0	3			1	0	1		1				3	0	0%	H		Y	C
03F Parks, Recreational Facilities 570.201(c)	20	15	5	1	0	1	0	1		1		1		5	0	0%	H		Y	C
03G Parking Facilities 570.201(c)	1	0	1							1				1	0	0%	L		Y	C
03H Solid Waste Disposal Improvements 570.201(c)	0	0	0											0	0	###	L		N	C
03I Flood Drain Improvements 570.201(c)	5	0	5	1	0	1	0	1		1		1		5	0	0%	H		Y	C
03J Water/Sewer Improvements 570.201(c)	10	0	10	2	1	2	2	2		2		2		10	3	30%	H		Y	C
03K Street Improvements 570.201(c)	10	0	10	2	1	2	1	2		2		2		10	2	20%	H		Y	C
03L Sidewalks 570.201(c)	10	0	10	2	1	2	1	2		2		2		10	2	20%	H		Y	C
03M Child Care Centers 570.201(c)	0	0	0											0	0	###	L		N	C
03N Tree Planting 570.201(c)	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C
03O Fire Stations/Equipment 570.201(c)	0	0	0											0	0	###	L		N	C
03P Health Facilities 570.201(c)	0	0	0											0	0	###	L		N	C
03Q Abused and Neglected Children Facilities 570.201(c)	0	0	0											0	0	###	L		N	C
03R Asbestos Removal 570.201(c)	0	0	0											0	0	###	L		N	C
03S Facilities for AIDS Patients (not operating costs) 570.201(c)	0	0	0											0	0	###	L		N	C
03T Operating Costs of Homeless/AIDS Patients Programs	0	0	0											0	0	###	L		N	C
04 Clearance and Demolition 570.201(d)	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C
04A Clean-up of Contaminated Sites 570.201(d)	1	0	1					1						1	0	0%	L		N	C
Public Services																				
05 Public Services (General) 570.201(e)	10	0	10	2	2	2	2	2		2		2		10	4	40%	H		Y	C
05A Senior Services 570.201(e)	5	0	5	1	1	1	0	1		1		1		5	1	20%	H		Y	C
05B Handicapped Services 570.201(e)	5	0	5	1	1	1	1	1		1		1		5	2	40%	H		Y	C
05C Legal Services 570.201(E)	0	0	0											0	0	###	L		N	C
05D Youth Services 570.201(e)	5	0	5	1	1	1	1	1		1		1		5	2	40%	H		Y	C
05E Transportation Services 570.201(e)	0	0	0											0	0	###	L		N	C
05F Substance Abuse Services 570.201(e)	5	0	5	1	0	1	0	1		1		1		5	0	0%	H		Y	C
05G Battered and Abused Spouses 570.201(e)	15	0	15	3	3	3	0	3		3		3		15	3	20%	H		Y	C
05H Employment Training 570.201(e)	0	0	0											0	0	###	L		N	C
05I Crime Awareness 570.201(e)	0	0	0											0	0	###	L		N	C
05J Fair Housing Activities (if CDBG, then subject to 570.201(e))	0	0	0											0	0	###	L		N	C
05K Tenant/Landlord Counseling 570.201(e)	0	0	0											0	0	###	L		N	C
05L Child Care Services 570.201(e)	0	0	0											0	0	###	L		N	C
05M Health Services 570.201(e)	0	0	0											0	0	###	L		N	C
05N Abused and Neglected Children 570.201(e)	5	0	5	1	1	1	1	1		1		1		5	2	40%	L		Y	C
05O Mental Health Services 570.201(e)	0	0	0											0	0	###	L		N	C
05P Screening for Lead-Based Paint/Lead Hazards Poison 570.201(e)	0	0	0											0	0	###	L		N	C
05Q Subsidence Payments 570.204	0	0	0											0	0	###	L		N	C
05R Homeownership Assistance (not direct) 570.204	15	0	15	3	0	3	0	3		3		3		15	0	0%	H		Y	C
05S Rental Housing Subsidies (if HOME, not part of 5% 570.204)	0	0	0											0	0	###	L		N	C
05T Security Deposits (if HOME, not part of 5% Admin c	0	0	0											0	0	###	L		N	C
06 Interim Assistance 570.201(f)	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C
07 Urban Renewal Completion 570.201(h)	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C
08 Relocation 570.201(i)	5	0	5	1	0	1	0	1		1		1		5	0	0%	H		Y	C
09 Loss of Rental Income 570.201(j)	0	0	0											0	0	###	L		N	C
10 Removal of Architectural Barriers 570.201(k)	10	0	10	2	0	2	0	2		2		2		10	0	0%	H		Y	C
11 Privately Owned Utilities 570.201(l)	0	0	0											0	0	###	L		N	C
12 Construction of Housing 570.201(m)	0	0	0											0	0	###	L		N	C
13 Direct Homeownership Assistance 570.201(n)	25	0	25	5	0	5	5	5		5		5		25	5	20%	H		Y	C
14A Rehab; Single-Unit Residential 570.202	25	0	25	5	0	5	0	5		5		5		25	0	0%	H		Y	C
14B Rehab; Multi-Unit Residential 570.202	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C

14C Public Housing Modernization 570.202	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C
14D Rehab; Other Publicly-Owned Residential Buildings 570.202	5	0	5	1	1	1	0	1		1		1		5	1	20%	M		Y	C
14E Rehab; Publicly or Privately-Owned Commercial/Indu 570.202	0	0	0											0	0	####	L		N	C
14F Energy Efficiency Improvements 570.202	5	0	5	1	1	1	1	1		1		1		5	2	40%	M		Y	C
14G Acquisition - for Rehabilitation 570.202	0	0	0											0	0	####	L		N	C
14H Rehabilitation Administration 570.202	0	0	0											0	0	####	L		N	C
14I Lead-Based/Lead Hazard Test/Abate 570.202	5	0	5	1	0	1	0	1		1		1		5	0	0%	M		Y	C
15 Code Enforcement 570.202(c)	5	0	5	1	1	1	1	1		1		1		5	2	40%	M		Y	C
16A Residential Historic Preservation 570.202(d)	1	0	1					1						1	0	0%	M		Y	C
16B Non-Residential Historic Preservation 570.202(d)	0	0	0											0	0	####	L		N	C
17A CI Land Acquisition/Disposition 570.203(a)	0	0	0											0	0	####	L		N	C
17B CI Infrastructure Development 570.203(a)	0	0	0											0	0	####	L		N	C
17C CI Building Acquisition, Construction, Rehabilitat 570.203(a)	0	0	0											0	0	####	L		N	C
17D Other Commercial/Industrial Improvements 570.203(a)	0	0	0											0	0	####	L		N	C
18A ED Direct Financial Assistance to For-Profits 570.203(b)	0	0	0											0	0	####	L		N	C
18B ED Technical Assistance 570.203(b)	0	0	0											0	0	####	L		N	C
18C Micro-Enterprise Assistance	0	0	0											0	0	####	L		N	C
19A HOME Admin/Planning Costs of PJ (not part of 5% Ad	0	0	0											0	0	####	L		N	C
19B HOME CHDO Operating Costs (not part of 5% Admin ca	0	0	0											0	0	####	L		N	C
19C CDBG Non-profit Organization Capacity Building	0	0	0											0	0	####	L		N	C
19D CDBG Assistance to Institutes of Higher Education	0	0	0											0	0	####	L		N	C
19E CDBG Operation and Repair of Foreclosed Property	0	0	0											0	0	####	L		N	C
19F Planned Repayment of Section 108 Loan Principal	0	0	0											0	0	####	L		N	C
19G Unplanned Repayment of Section 108 Loan Principal	0	0	0											0	0	####	L		N	C
19H State CDBG Technical Assistance to Grantees	0	0	0											0	0	####	L		N	C
20 Planning 570.205	5	0	5	1	1	1	1	1		1		1		5	2	40%	H		Y	C
21A General Program Administration 570.206	5	0	5	1	1	1	1	1		1		1		5	2	40%	H		Y	C
21B Indirect Costs 570.206	5	0	5	1	1	1	1	1		1		1		5	2	40%	H		Y	C
21D Fair Housing Activities (subject to 20% Admin cap) 570.206	0	0	0											0	0	####	L		N	C
21E Submissions or Applications for Federal Programs 570.206	0	0	0											0	0	####	L		N	C
21F HOME Rental Subsidy Payments (subject to 5% cap)	0	0	0											0	0	####	L		N	C
21G HOME Security Deposits (subject to 5% cap)	0	0	0											0	0	####	L		N	C
21H HOME Admin/Planning Costs of PJ (subject to 5% cap	0	0	0											0	0	####	L		N	C
21I HOME CHDO Operating Expenses (subject to 5% cap)	0	0	0											0	0	####	L		N	C
22 Unprogrammed Funds	0	0	0											0	0	####	L		N	C
HOPWA	31J Facility based housing - development	0	0	0										0	0	####	L		N	C
	31K Facility based housing - operations	0	0	0										0	0	####	L		N	C
	31G Short term rent mortgage utility payments	0	0	0										0	0	####	L		N	C
	31F Tenant based rental assistance	0	0	0										0	0	####	L		N	C
	31E Supportive service	0	0	0										0	0	####	L		N	C
	31I Housing information services	0	0	0										0	0	####	L		N	C
	31H Resource identification	0	0	0										0	0	####	L		N	C
	31B Administration - grantee	0	0	0										0	0	####	L		N	C
	31D Administration - project sponsor	0	0	0										0	0	####	L		N	C
	31A Administration - project sponsor	0	0	0										0	0	####	L		N	C
CDBG	Acquisition of existing rental units	0	0	0										0	0	####	L		N	C
	Production of new rental units	0	0	0										0	0	####	L		N	C
	Rehabilitation of existing rental units	0	0	0										0	0	####	L		N	C
	Rental assistance	0	0	0										0	0	####	L		N	C
	Acquisition of existing owner units	0	0	0										0	0	####	L		N	C
	Production of new owner units	0	0	0										0	0	####	L		N	C
	Rehabilitation of existing owner units	0	0	0										0	0	####	L		N	C
Homeownership assistance	0	0	0										0	0	####	L		N	C	
HOME	Acquisition of existing rental units	0	0	0										0	0	####	L		N	C
	Production of new rental units	0	0	0										0	0	####	L		N	C
	Rehabilitation of existing rental units	0	0	0										0	0	####	L		N	C
	Rental assistance	0	0	0										0	0	####	L		N	C
	Acquisition of existing owner units	0	0	0										0	0	####	L		N	C
	Production of new owner units	0	0	0										0	0	####	L		N	C
	Rehabilitation of existing owner units	0	0	0										0	0	####	L		N	C
Homeownership assistance	0	0	0										0	0	####	L		N	C	
Totals	284	17	267	52	20	53	21	56	0	54	0	52	0	267	41	####				

HOPWA Performance Chart 1	Needs	Current	Gap	Year 1						
				Outputs Households				Funding		
				HOPWA Assistance		Non-HOPWA		HOPWA Budget	HOPWA Actual	Leveraged Non-HOPWA
				Goal	Actual	Goal	Actual			
Tenant-based Rental Assistance	0	0	0	0				0		0
Short-term Rent, Mortgage and Utility payments	0	0	0	0		0		0		0
Facility-based Programs	0	0	0	0				0		0
Units in facilities supported with operating costs	0	0	0	0		0		0		0
Units in facilities developed with capital funds and placed in service during the program year	0	0	0	0		0		0		0
Units in facilities being developed with capital funding but not yet opened (show units of housing planned)	0	0	0	0		0		0		0
Stewardship (developed with HOPWA but no current operation or other costs) Units of housing subject to three- or ten-year use agreements	0	0	0	0		0		0		0
Adjustment for duplication of households (i.e., moving between types of housing)				0		0				
Subtotal unduplicated number of households/units of housing assisted	0	0	0	0	0	0	0	0	0	0
Supportive Services				Outputs Individuals						
Supportive Services in conjunction with housing activities (for households above in HOPWA or leveraged other units)	0	0	0							
Housing Placement Assistance				Outputs Individuals						
Housing Information Services	0	0	0							
Permanent Housing Placement Services	0	0	0							
Housing Development, Administration, and Management Services										
Resource Identification to establish, coordinate and develop housing assistance resources										
Project Outcomes/Program Evaluation (if approved)										

Grantee Administration (maximum 3% of total) (i.e., costs for general management, oversight, coordination, evaluation, and reporting)											
Project Sponsor Administration (maximum 7% of total) (i.e., costs for general management, oversight, coordination, evaluation, and reporting)											
Other Activity (if approved in grant agreement) Specify:											
1		0	0	0							
2		0	0	0							
3		0	0	0							
4		0	0	0							

HOPWA Performance Chart 2

Type of Housing Assistance	Total Number of Households Receiving Assistance	Average Length of Stay [in weeks]	Number of Households Remaining in Project at the End of the Program Year	Number of Households that left the Project	Wh
Tenant-based Rental Assistance	0	PY1	PY1	#VALUE!	En
	0	PY2	PY2	#VALUE!	Ter
	0	PY3	PY3	#VALUE!	
	0	PY4	PY4	#VALUE!	
	0	PY5	PY5	#VALUE!	
Short-term Rent, Mortgage, and Utility Assistance	0	PY1	PY1	#VALUE!	En
	0	PY2	PY2	#VALUE!	Ter
	0	PY3	PY3	#VALUE!	
	0	PY4	PY4	#VALUE!	
	0	PY5	PY5	#VALUE!	
Facility-based Housing Assistance	0	PY1	PY1	#VALUE!	En
	0	PY2	PY2	#VALUE!	Ter
	0	PY3	PY3	#VALUE!	
	0	PY4	PY4	#VALUE!	

	0	PY5	PY5	#VALUE!	
--	---	-----	-----	---------	--

What happened to the Households that left

	PY1	PY2	PY3
Emergency Shelter			
Temporary Housing			
Private Hsg			
Other HOPWA			
Other Subsidy			
Institution			
Jail/Prison			
Disconnected			
Death			
Emergency Shelter			
Temporary Housing			
Private Hsg			
Other HOPWA			
Other Subsidy			
Institution			
Jail/Prison			
Disconnected			
Death			
Emergency Shelter			
Temporary Housing			
Private Hsg			
Other HOPWA			
Other Subsidy			
Institution			
Jail/Prison			
Disconnected			
Death			





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	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	10	167%	
		Source of Funds #2		2012	5	0	0%	
				2013	5		0%	
		Source of Funds #3		2014	5		0%	
		MULTI-YEAR GOAL					10	#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	1	100%	
		Source of Funds #2		2012	1		0%	
				2013	1		0%	
		Source of Funds #3		2014	1		0%	
		MULTI-YEAR GOAL					2	#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
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	1	100%
		Source of Funds #2		2012	1	1	100%
				2013	1		0%
		Source of Funds #3		2014	1		0%
		MULTI-YEAR GOAL					3
	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	4	50%
		Source of Funds #2		2012	8		0%
				2013	8		0%
		Source of Funds #3		2014	8		0%
		MULTI-YEAR GOAL					12
		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%
		Source of Funds #2		2011	22	0	0%
		Source of Funds #3		2012	22		0%
				2013	22		0%
				2014	22		0%
		MULTI-YEAR GOAL					22
	Public Service: Respite Day Care	CDBG	Number of children served exceeding prior year.	2010	5		0%
		Source of Funds #2		2011			#DIV/0!
		Source of Funds #3		2012	5		0%
				2013			#DIV/0!
				2014			#DIV/0!
		MULTI-YEAR GOAL					0
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
	Source of Funds #3	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	
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	4	50%	
		Source of Funds #2		2012	8		0%	
		Source of Funds #3		2013	8		0%	
				2014	8		0%	
		MULTI-YEAR GOAL					12	#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-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!	
		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-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!	
		Source of Funds #3		MULTI-YEAR GOAL			0	#DIV/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!		
	Source of Funds #3	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!	
		Source of Funds #3		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	1	100%		
		Municipal - Capital Project		2012	1	1	100%		
				2013	1		0%		
		Source of Funds #3		2014	1		0%		
		MULTI-YEAR GOAL					3	#DIV/0!	
	Community Services and Code Enforcement	CDBG	Target specific neighborhood problems for beautification project, or as part of code enforcement, community policing, and prevention.	2010	0		#DIV/0!		
				2011	1	1	100%		
		Municipal - General Fund		2012	1	1	100%		
				2013	1		0%		
		Source of Funds #3		2014	1		0%		
		MULTI-YEAR GOAL					2	#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	
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	1	100%	
		Municipal - General Fund		2012	1	1	100%	
				2013	1		0%	
				2014	1		0%	
		MULTI-YEAR GOAL					3	#DIV/0!
			CDBG	Maintain adequate parks and provide recreation programs for youth as alternative to crime.	2010	0		#DIV/0!
					2011	1	1	100%
		Source of Funds #2	2012			1	#DIV/0!	
			2013		1		0%	
		2014				#DIV/0!		
	MULTI-YEAR GOAL					2	#DIV/0!	
	Parks and Recreation	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
		2013				#DIV/0!		
		2014				#DIV/0!		
Source of Funds #3		MULTI-YEAR GOAL				0	#DIV/0!	

Section 108 Projects Worksheet Grantee Name **Clearfield City**

PROJECT DESCRIPTION					FINANCIAL DATA							National Objective Code	
Grantee Name	ST	Section 108 Project Number	Project Name	EDI or BEDI Grant Number (if applicable)	108 Loan Amount	108 Amount Advanced Through 1/31/04	108 Project Amount (for multiple projects)	EDI or BEDI Grant Amount	Other CDBG	Total CDBG Assistance (Columns F+I+J)	Have EDI or BEDI funds been drawn (Y/N)	NOC:	▼
BIRMINGHAM	AL	B-01-MC-01-0002			400,000	400,000				400,000		NOC:	▼
MOBILE	AL	B-01-MC-01-0006			1,275,000	350,000				1,275,000		NOC:	▼
LITTLE ROCK	AR	B-97-MC-05-0004		B-00-BD-00-0000	3,000,000	1,240,000				3,000,000		NOC:	▼
YUMA	AZ	B-00-MC-04-0508			500,000	500,000				500,000		NOC:	▼
BAKERSFIELD	CA	B-02-MC-06-0510-A			800,000	800,000				800,000		NOC:	▼
BAKERSFIELD	CA	B-02-MC-06-0510-B			1,000,000	1,000,000				1,000,000		NOC:	▼
BERKELEY	CA	B-02-MC-06-0008			1,400,000	1,400,000				1,400,000		NOC:	▼
BERKELEY	CA	B-01-MC-06-0008			500,000	500,000				500,000		NOC:	▼
DALY CITY	CA	B-00-MC-06-0010			4,500,000	10,000				4,500,000		NOC:	▼
EL CAJON	CA	B-00-MC-06-0541			2,260,000	2,260,000				2,260,000		NOC:	▼
FRESNO	CA	B-99-MC-06-0001-A			1,500,000	1,500,000				1,500,000		NOC:	▼
GLENDALE	CA	B-00-MC-06-0518			1,800,000	1,800,000				1,800,000		NOC:	▼
HAWTHORNE	CA	B-00-MC-06-0519			1,000,000	500,000				1,000,000		NOC:	▼
LANCASTER	CA	B-02-MC-06-0558			1,450,000	1,450,000				1,450,000		NOC:	▼
LIVERMORE	CA	B-01-MC-06-0041			475,000	475,000				475,000		NOC:	▼
LOS ANGELES	CA	B-92-MC-06-0523			60,000,000	43,985,000				60,000,000		NOC:	▼
LOS ANGELES	CA	B-94-MC-06-0523			300,000,000	102,191,000				300,000,000		NOC:	▼
LOS ANGELES	CA	B-94-UC-06-0505-A			30,000,000	8,045,000				30,000,000		NOC:	▼
LOS ANGELES	CA	B-00-UC-06-0505-A			8,000,000	8,000,000				8,000,000		NOC:	▼
LYNWOOD	CA	B-00-MC-06-0559			7,000,000	7,000,000				7,000,000		NOC:	▼
MERCED	CA	B-02-MC-06-0044			4,000,000	4,000,000				4,000,000		NOC:	▼

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MERCED	CA	B-96-MC-06-0044			2,600,000	2,285,000				2,600,000		NOC:	▼
MONTEREY PAR	CA	B-99-MC-06-0548			6,500,000	6,500,000				6,500,000		NOC:	▼
NATIONAL CITY	CA	B-00-MC-06-0560			6,900,000	6,900,000				6,900,000		NOC:	▼
NEWPORT BEA	CA	B-00-MC-06-0546			2,400,000	2,400,000				2,400,000		NOC:	▼
OAKLAND	CA	B-94-MC-06-0013-A			27,000,000	19,090,000				27,000,000		NOC:	▼
OCEANSIDE	CA	B-01-MC-06-0547			1,500,000	1,500,000				1,500,000		NOC:	▼
RIALTO	CA	B-01-MC-06-0571			3,060,000	3,060,000				3,060,000		NOC:	▼
SACRAMENTO	CA	B-00-UC-06-0005			550,000	550,000				550,000		NOC:	▼
SACRAMENTO	CA	B-01-UC-06-0005			250,000	250,000				250,000		NOC:	▼
SAN BERNARDI	CA	B-94-MC-06-0539-A			2,295,000	1,840,000				2,295,000		NOC:	▼
SAN DIEGO	CA	B-02-MC-06-0542-B			3,707,000	3,707,000				3,707,000		NOC:	▼
SAN DIEGO	CA	B-99-MC-06-0542-B			3,150,000	3,150,000				3,150,000		NOC:	▼
SAN DIEGO	CA	B-01-MC-06-0542			3,030,000	1,000,000				3,030,000		NOC:	▼
SAN DIEGO	CA	B-00-MC-06-0542			2,700,000	2,700,000				2,700,000		NOC:	▼
SAN DIEGO	CA	B-00-MC-06-0542-A			2,000,000	2,000,000				2,000,000		NOC:	▼
SANTA CLARIT	CA	B-01-MC-06-0576			350,000	350,000				350,000		NOC:	▼
SANTA CLARIT	CA	B-01-MC-06-0576-A			1,150,000	1,150,000				1,150,000		NOC:	▼
SANTA CRUZ	CA	B-01-MC-06-0024			1,000,000	200,000				1,000,000		NOC:	▼
STOCKTON	CA	B-98-MC-06-0026			10,000,000	10,000,000				10,000,000		NOC:	▼
VENTURA COUN	CA	B-01-UC-06-0507			1,680,000	676,000				1,680,000		NOC:	▼
DENVER	CO	B-95-MC-08-0005			5,355,000	5,355,000				5,355,000		NOC:	▼
DENVER	CO	B-01-MC-08-0005			8,500,000	8,500,000				8,500,000		NOC:	▼

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DENVER	CO	B-01-MC-08-0005-A			3,400,000	3,400,000				3,400,000		NOC:	▼
BRIDGEPORT	CT	B-95-MC-09-0001			5,000,000	2,550,000				5,000,000		NOC:	▼
BRIDGEPORT	CT	B-95-MC-09-0001-A			1,750,000	1,414,000				1,750,000		NOC:	▼
BRIDGEPORT	CT	B-96-MC-09-0001			7,295,000	4,195,000				7,295,000		NOC:	▼
MIDDLETOWN	CT	B-01-MC-09-0022			300,000	300,000				300,000		NOC:	▼
HOLLYWOOD	FL	B-97-MC-12-2009			8,285,000	5,585,000				8,285,000		NOC:	▼
KEY WEST	FL	B-03-DC-12-0001			16,000,000	16,000,000				16,000,000		NOC:	▼
MIAMI BEACH	FL	B-94-MC-12-0014			14,870,000	2,042,000				14,870,000		NOC:	▼
ST. PETERSBURG	FL	B-99-MC-12-0017			4,000,000	3,473,000				4,000,000		NOC:	▼
ALBANY	GA	B-02-MC-13-0001			5,500,000	5,500,000				5,500,000		NOC:	▼
DES MOINES	IA	B-99-MC-19-0003			2,000,000	2,000,000				2,000,000		NOC:	▼
BOISE	ID	B-01-MC-16-0001-A			2,100,000	2,100,000				2,100,000		NOC:	▼
AURORA	IL	B-98-MC-17-0002			6,500,000	390,000				6,500,000		NOC:	▼
DECATUR	IL	B-95-MC-17-0008-A			6,000,000	3,000,000				6,000,000		NOC:	▼
ROCKFORD	IL	B-02-MC-17-0020			900,000	900,000				900,000		NOC:	▼
HAMMOND	IN	B-00-MC-18-0006			6,500,000	3,029,000				6,500,000		NOC:	▼
SOUTH BEND	IN	B-00-MC-18-0011			3,405,000	3,405,000				3,405,000		NOC:	▼
WICHITA	KS	B-98-MC-20-0004			3,000,000	1,000				3,000,000		NOC:	▼
NEW ORLEANS	LA	B-01-MC-22-0006			5,000,000	5,000,000				5,000,000		NOC:	▼
NEW ORLEANS	LA	B-01-MC-22-0006-A			7,100,000	7,100,000				7,100,000		NOC:	▼
BOSTON	MA	B-94-MC-25-0002-A			22,000,000	18,440,000				22,000,000		NOC:	▼
BOSTON	MA	B-94-MC-25-0002-B			2,000,000	2,000,000				2,000,000		NOC:	▼

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GLOUCESTER	MA	B-02-MC-25-0028			300,000	300,000				300,000		NOC:	▼
NEW BEDFORD	MA	B-99-MC-25-0018			1,760,000	1,760,000				1,760,000		NOC:	▼
NORTH ADAMS	MA	B-02-DC-25-0001			3,774,000	3,774,000				3,774,000		NOC:	▼
PITTSFIELD	MA	B-97-MC-25-0020			2,000,000	1,978,000				2,000,000		NOC:	▼
PITTSFIELD	MA	B-98-MC-25-0020			1,050,000	139,000				1,050,000		NOC:	▼
SPRINGFIELD	MA	B-02-MC-25-0023			4,706,000	4,706,000				4,706,000		NOC:	▼
SPRINGFIELD	MA	B-98-MC-25-0023			2,000,000	1,560,000				2,000,000		NOC:	▼
SPRINGFIELD	MA	B-01-MC-25-0023			5,000,000	5,000,000				5,000,000		NOC:	▼
TAUNTON	MA	B-02-MC-25-0034			600,000	600,000				600,000		NOC:	▼
BALTIMORE	MD	B-02-MC-24-0010			1,500,000	1,000				1,500,000		NOC:	▼
MONTGOMERY	MD	B-01-UC-24-0001			870,000	870,000				870,000		NOC:	▼
PRINCE GEORGE	MD	B-99-UC-24-0002			10,000,000	4,600,000				10,000,000		NOC:	▼
BAY CITY	MI	B-98-MC-26-0003			3,500,000	2,500,000				3,500,000		NOC:	▼
BENTON HARBOR	MI	B-98-MC-26-0035			1,500,000	450,000				1,500,000		NOC:	▼
DETROIT	MI	B-98-MC-26-0006-A			9,700,000	9,700,000				9,700,000		NOC:	▼
FLINT	MI	B-01-MC-26-0018			6,000,000	820,000				6,000,000		NOC:	▼
FLINT	MI	B-00-MC-26-0204			1,804,000	1,804,000				1,804,000		NOC:	▼
SAGINAW	MI	B-02-MC-26-0028-A			1,600,000	1,600,000				1,600,000		NOC:	▼
MINNEAPOLIS	MN	B-98-MC-27-0003			3,900,000	3,900,000				3,900,000		NOC:	▼
SAINT PAUL	MN	B-02-MC-27-0007			8,000,000	8,000,000				8,000,000		NOC:	▼
KANSAS CITY	MO	B-02-MC-29-0003			2,500,000	2,500,000				2,500,000		NOC:	▼
KANSAS CITY	MO	B-94-MC-29-0003			14,200,000	13,145,000				14,200,000		NOC:	▼

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KANSAS CITY	MO	B-98-MC-29-0003			10,000,000	10,000,000				10,000,000		NOC:	▼
LEFLORE COUN	MS	B-03-DC-28-0001			5,000,000	1,000				5,000,000		NOC:	▼
ASHEVILLE	NC	B-97-MC-37-0001			1,500,000	1,500,000				1,500,000		NOC:	▼
ASHEVILLE	NC	B-01-MC-37-0001			800,000	800,000				800,000		NOC:	▼
CHARLOTTE	NC	B-98-MC-37-0003-A			2,560,000	2,560,000				2,560,000		NOC:	▼
GREENSBORO	NC	B-00-MC-37-0007			7,461,000	4,233,000				7,461,000		NOC:	▼
SALISBURY	NC	B-00-MC-37-0015			650,000	596,000				650,000		NOC:	▼
WINSTON-SALE	NC	B-98-MC-37-0011			4,500,000	3,940,000				4,500,000		NOC:	▼
WINSTON-SALE	NC	B-99-MC-37-0011			2,000,000	2,000,000				2,000,000		NOC:	▼
OMAHA	NE	B-00-MC-31-0002			3,350,000	3,350,000				3,350,000		NOC:	▼
MANCHESTER	NH	B-99-MC-33-0001			5,000,000	4,452,000				5,000,000		NOC:	▼
HUDSON COUN	NJ	B-03-UC-34-0102			980,000	50,000				980,000		NOC:	▼
ALBUQUERQUE	NM	B-99-MC-35-0001			840,000	840,000				840,000		NOC:	▼
RENO	NV	B-99-MC-32-0002			1,500,000	665,000				1,500,000		NOC:	▼
ALBANY COUNT	NY	B-97-DH-36-0041			660,000	660,000				660,000		NOC:	▼
AMSTERDAM	NY	B-97-DH-36-0007			150,000	150,000				150,000		NOC:	▼
AMSTERDAM	NY	B-00-DC-36-0001-B			535,000	535,000				535,000		NOC:	▼
ARCADIA	NY	B-97-DH-36-0051			20,000	20,000				20,000		NOC:	▼
ARCADIA	NY	B-97-DH-36-0051-A			500,000	500,000				500,000		NOC:	▼
CANAJOHARIE	NY	B-97-DH-36-0025			800,000	800,000				800,000		NOC:	▼
CAYUGA COUN	NY	B-97-DH-36-0001-A			2,000,000	1,033,000				2,000,000		NOC:	▼
ESOPUS	NY	B-97-DH-36-0100			140,000	140,000				140,000		NOC:	▼

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ESOPUS	NY	B-97-DH-36-0100-A			2,000,000	1,950,000				2,000,000		NOC:	▼
FULTON	NY	B-00-DC-36-0001-I			250,000	250,000				250,000		NOC:	▼
HERKIMER	NY	B-98-DH-36-0464			540,000	540,000				540,000		NOC:	▼
HOLLEY	NY	B-97-DH-36-0018			340,000	340,000				340,000		NOC:	▼
ITHACA	NY	B-97-DH-36-0017			700,000	700,000				700,000		NOC:	▼
KINGSTON	NY	B-95-DH-36-0107			3,700,000	3,700,000				3,700,000		NOC:	▼
KINGSTON	NY	B-97-DH-36-0101			436,000	436,000				436,000		NOC:	▼
LOCKPORT	NY	B-97-DH-36-0043			1,000,000	1,000,000				1,000,000		NOC:	▼
MACEDON	NY	B-00-DC-36-0001-F			434,000	434,000				434,000		NOC:	▼
MADISON COU	NY	B-97-DH-36-0038			725,000	725,000				725,000		NOC:	▼
MEDINA	NY	B-97-DH-36-0023			790,000	790,000				790,000		NOC:	▼
MIDDLETOWN	NY	B-02-MC-36-0118			210,000	210,000				210,000		NOC:	▼
MIDDLETOWN	NY	B-02-MC-36-0118-A			250,000	250,000				250,000		NOC:	▼
MIDDLETOWN	NY	B-01-MC-36-0118			330,000	330,000				330,000		NOC:	▼
MIDDLETOWN	NY	B-01-MC-36-0118-A			145,000	145,000				145,000		NOC:	▼
MOUNT VERNO	NY	B-00-MC-36-0102			10,000,000	9,982,000				10,000,000		NOC:	▼
NEW YORK CIT	NY	B-95-MC-36-0104			15,000,000	10,970,000				15,000,000		NOC:	▼
NEWARK	NY	B-97-DH-36-0052-A			1,000,000	865,000				1,000,000		NOC:	▼
NEWARK	NY	B-97-DH-36-0052-B			760,000	760,000				760,000		NOC:	▼
NEWBURGH	NY	B-01-MC-36-0119			1,000,000	1,000,000				1,000,000		NOC:	▼
NORTH TONAW	NY	B-97-DH-36-0020			60,000	60,000				60,000		NOC:	▼
ONEIDA COUNT	NY	B-97-DH-36-0015			150,000	150,000				150,000		NOC:	▼

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ONTARIO COUN	NY	B-97-DH-36-0019			90,000	90,000				90,000		NOC:	▼
OSWEGO COUN	NY	B-97-DH-36-0009-B			505,000	505,000				505,000		NOC:	▼
PALMYRA	NY	B-97-DH-36-0050-B			735,000	575,000				735,000		NOC:	▼
PLATTSBURGH	NY	B-97-DH-36-0002-A			1,000,000	1,000,000				1,000,000		NOC:	▼
ROCHESTER	NY	B-95-MC-36-0003			1,300,000	1,300,000				1,300,000		NOC:	▼
ROCHESTER	NY	B-95-MC-36-0003-A			600,000	600,000				600,000		NOC:	▼
ROCKLAND CO	NY	B-00-UC-36-0103			1,000,000	1,000,000				1,000,000		NOC:	▼
ROCKLAND CO	NY	B-01-UC-36-0103			1,400,000	1,400,000				1,400,000		NOC:	▼
SENECA COUN	NY	B-97-DH-36-0035-B			1,875,000	960,000				1,875,000		NOC:	▼
SYLVAN BEACH	NY	B-97-DH-36-0034			2,490,000	780,000				2,490,000		NOC:	▼
SYRACUSE	NY	B-92-MC-36-0108			14,395,000	14,395,000				14,395,000		NOC:	▼
SYRACUSE	NY	B-99-MC-36-0108-A			2,190,000	200,000				2,190,000		NOC:	▼
ULSTER COUNT	NY	B-96-DH-36-0124			2,500,000	2,500,000				2,500,000		NOC:	▼
WARREN COUN	NY	B-97-DH-36-0030			130,000	120,000				130,000		NOC:	▼
WAYNE COUNT	NY	B-97-DH-36-0016			720,000	694,000				720,000		NOC:	▼
WAYNE COUNT	NY	B-97-DH-36-0016-A			600,000	325,000				600,000		NOC:	▼
WESTPORT	NY	B-97-DH-36-0033			190,000	190,000				190,000		NOC:	▼
WHITEHALL	NY	B-97-DH-36-0032			630,000	630,000				630,000		NOC:	▼
YONKERS	NY	B-01-MC-36-0112			3,000,000	3,000,000				3,000,000		NOC:	▼
YONKERS	NY	B-02-MC-36-0112			3,000,000	3,000,000				3,000,000		NOC:	▼
YONKERS	NY	B-94-MC-36-0112			15,900,000	12,245,000				15,900,000		NOC:	▼
YONKERS	NY	B-00-MC-36-0112			1,000,000	1,000,000				1,000,000		NOC:	▼

Section 108 Projects Worksheet

Grantee Name **Clearfield City**

PROJECT DESCRIPTION					FINANCIAL DATA								
Grantee Name	ST	Section 108 Project Number	Project Name	EDI or BEDI Grant Number (if applicable)	108 Loan Amount	108 Amount Advanced Through 1/31/04	108 Project Amount (for multiple projects)	EDI or BEDI Grant Amount	Other CDBG	Total CDBG Assistance (Columns F+I+J)	Have EDI or BEDI funds been drawn (Y/N)	National Objective Code	
AKRON	OH	B-99-MC-39-0001			2,000,000	2,000,000				2,000,000		NOC:	▼
CINCINNATI	OH	B-01-MC-39-0003			4,000,000	4,000,000				4,000,000		NOC:	▼
CLEVELAND	OH	B-00-MC-39-0004			600,000	600,000				600,000		NOC:	▼
CLEVELAND	OH	B-94-MC-39-0004-C			87,000,000	44,550,000				87,000,000		NOC:	▼
CLEVELAND	OH	B-97-MC-39-0004			12,000,000	12,000,000				12,000,000		NOC:	▼
CLEVELAND HE	OH	B-03-MC-39-0005			899,000	899,000				899,000		NOC:	▼
CUYAHOGA CO	OH	B-94-UC-39-0001			10,000,000	2,655,000				10,000,000		NOC:	▼
LORAIN	OH	B-99-MC-39-0016			4,500,000	4,500,000				4,500,000		NOC:	▼
PORTLAND	OR	B-02-MC-41-0003			11,457,000	629,000				11,457,000		NOC:	▼
PORTLAND	OR	B-97-MC-41-0003			8,000,000	4,881,000				8,000,000		NOC:	▼
SALEM	OR	B-03-MC-41-0004			7,900,000	7,200,000				7,900,000		NOC:	▼
BERKS COUNTY	PA	B-02-UC-42-0003			10,000,000	10,000,000				10,000,000		NOC:	▼
BUCKS COUNTY	PA	B-97-UC-42-0004			4,500,000	2,500,000				4,500,000		NOC:	▼
CHESTER	PA	B-01-MC-42-0005			3,000,000	3,000,000				3,000,000		NOC:	▼
HAZELTON	PA	B-02-MC-42-0009			500,000	500,000				500,000		NOC:	▼
MONTGOMERY	PA	B-02-UC-42-0005			3,000,000	3,000,000				3,000,000		NOC:	▼
NEW CASTLE	PA	B-01-DC-42-0001			2,600,000	2,600,000				2,600,000		NOC:	▼
PHILADELPHIA	PA	B-00-MC-42-0012			13,000,000	13,000,000				13,000,000		NOC:	▼
PHILADELPHIA	PA	B-97-MC-42-0012-D			40,000,000	40,000,000				40,000,000		NOC:	▼
PITTSBURGH	PA	B-02-MC-42-0103			4,500,000	4,500,000				4,500,000		NOC:	▼
PITTSBURGH	PA	B-02-MC-42-0103-A			6,500,000	6,500,000				6,500,000		NOC:	▼
YORK	PA	B-99-MC-42-0018			3,000,000	2,000,000				3,000,000		NOC:	▼

Section 108 Projects Worksheet

Grantee Name **Clearfield City**

PROJECT DESCRIPTION					FINANCIAL DATA							National Objective Code	
Grantee Name	ST	Section 108 Project Number	Project Name	EDI or BEDI Grant Number (if applicable)	108 Loan Amount	108 Amount Advanced Through 1/31/04	108 Project Amount (for multiple projects)	EDI or BEDI Grant Amount	Other CDBG	Total CDBG Assistance (Columns F+I+J)	Have EDI or BEDI funds been drawn (Y/N)	NOC:	▼
AGUADILLA	PR	B-01-MC-72-0011			12,995,000	12,995,000				12,995,000		NOC:	▼
BARCELONETA	PR	B-02-DC-72-0001			5,500,000	1,350,000				5,500,000		NOC:	▼
BAYAMON	PR	B-02-MC-72-0004			32,000,000	2,540,000				32,000,000		NOC:	▼
CANOVANAS	PR	B-99-MC-72-0018			4,770,000	4,770,000				4,770,000		NOC:	▼
CIDRA	PR	B-01-MC-72-0021			5,100,000	425,000				5,100,000		NOC:	▼
JAYUYA	PR	B-01-DC-72-0001-A			3,000,000	3,000,000				3,000,000		NOC:	▼
JUNCOS	PR	B-01-DC-72-0001			2,385,000	2,385,000				2,385,000		NOC:	▼
SAN JUAN	PR	B-02-MC-72-0007			72,515,000	72,515,000				72,515,000		NOC:	▼
TRUJILLO ALTO	PR	B-02-MC-72-0010			4,000,000	4,000,000				4,000,000		NOC:	▼
VEGA BAJA	PR	B-01-MC-72-0014			3,200,000	3,200,000				3,200,000		NOC:	▼
EAST PROVIDE	RI	B-02-MC-44-0005			3,000,000	3,000,000				3,000,000		NOC:	▼
CHARLESTON	SC	B-01-MC-45-0001			1,000,000	1,000,000				1,000,000		NOC:	▼
COLUMBIA	SC	B-99-MC-45-0002			2,500,000	2,000,000				2,500,000		NOC:	▼
SPARTANBURG	SC	B-99-MC-45-0004			4,000,000	4,000,000				4,000,000		NOC:	▼
SUMTER	SC	B-99-MC-45-0011			1,000,000	1,000,000				1,000,000		NOC:	▼
ABILENE	TX	B-94-MC-48-0001			7,000,000	2,393,000				7,000,000		NOC:	▼
AUSTIN	TX	B-01-MC-48-0500			6,030,000	5,240,000				6,030,000		NOC:	▼
AUSTIN	TX	B-94-MC-48-0500-A			9,035,000	7,930,000				9,035,000		NOC:	▼
CONROE	TX	B-01-MC-48-0038			1,850,000	556,000				1,850,000		NOC:	▼
DALLAS	TX	B-93-MC-48-0009			25,000,000	25,000,000				25,000,000		NOC:	▼
DALLAS	TX	B-94-MC-48-0009			25,000,000	24,480,000				25,000,000		NOC:	▼
HOUSTON	TX	B-94-MC-48-0018			175,000,000	28,085,000				175,000,000		NOC:	▼

Section 108 Projects Worksheet

Grantee Name **Clearfield City**

PROJECT DESCRIPTION					FINANCIAL DATA								
Grantee Name	ST	Section 108 Project Number	Project Name	EDI or BEDI Grant Number (if applicable)	108 Loan Amount	108 Amount Advanced Through 1/31/04	108 Project Amount (for multiple projects)	EDI or BEDI Grant Amount	Other CDBG	Total CDBG Assistance (Columns F+I+J)	Have EDI or BEDI funds been drawn (Y/N)	NOC:	National Objective Code
PROVO	UT	B-00-MC-49-0003			3,500,000	3,500,000				3,500,000		NOC:	▼
WEST VALLEY	UT	B-01-MC-49-0006			3,400,000	3,297,000				3,400,000		NOC:	▼
CHESAPEAKE	VA	B-95-MC-51-0010			6,830,000	3,820,000				6,830,000		NOC:	▼
FAIRFAX COUN	VA	B-95-UC-51-0001			1,000,000	567,000				1,000,000		NOC:	▼
LYNCHBURG	VA	B-00-MC-51-0014			3,200,000	2,222,000				3,200,000		NOC:	▼
RICHMOND	VA	B-92-MC-51-0019			15,000,000	9,350,000				15,000,000		NOC:	▼
BURLINGTON	VT	B-02-MC-50-0001			3,755,000	2,295,000				3,755,000		NOC:	▼
PORT TOWNSE	WA	B-01-DC-53-0001			1,000,000	1,000,000				1,000,000		NOC:	▼
SEATTLE	WA	B-02-MC-53-0005			15,500,000	9,316,000				15,500,000		NOC:	▼
TACOMA	WA	B-95-MC-53-0007			7,500,000	5,680,000				7,500,000		NOC:	▼
YAKIMA	WA	B-02-MC-53-0008			4,000,000	3,310,000				4,000,000		NOC:	▼
HUNTINGTON	WV	B-01-MC-54-0002			1,600,000	1,600,000				1,600,000		NOC:	▼
										0		NOC:	▼
										0		NOC:	▼
										0		NOC:	▼
										0		NOC:	▼
										0		NOC:	▼
										0		NOC:	▼

Project Name: Infrastructure Project							
Description:	IDIS Project #: UOG Code: UOG Code						
Clearfield City will use \$161,481 towards an infrastructure project on 450 West, from 2225 South to 2300 South .							
Location: Clearfield, Utah 84015	Priority Need Category Select one: Infrastructure ▼						
Expected Completion Date: 10/1/2014	Explanation: Clearfield City will use \$161,481 towards and infrastructure project on 450 West, from 2225 South to 2300 South.						
Objective Category <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	Specific Objectives						
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	1, Improve quality / increase quantity of neighborhood facilities for low-income persons ▼ 2, ▼ 3, ▼						
Project-level Accomplishments	Accompl. Type: ▼	Proposed	20-30		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome	Performance Measure	Actual Outcome					
Replace Infrastructure	Successful operation of replaced infrastructure						
03 Public Facilities and Improvements (General) 570.201(c) ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
2010-2011	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	

2011-2012	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	
2012-2013	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	
2013-2014	CDBG ▼	Proposed Amt.	161,481	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	04 Households ▼	Proposed Units	20-30	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	

Project Name: Grant Administration															
Description:	IDIS Project #: <input type="text"/> UOG Code: <input type="text"/>														
CDBG Grant Administration for program year 2013-2014.															
Location:	Priority Need Category														
Clearfield City, 55 South State Street, Clearfield, Utah 84015	<table border="1"> <tr> <td>Select one:</td> <td>Planning/Administration ▼</td> </tr> <tr> <td colspan="2">Explanation:</td> </tr> <tr> <td colspan="2">Clearfield City will use the funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.</td> </tr> <tr> <td colspan="2">Specific Objectives</td> </tr> <tr> <td>1, <input type="text"/></td> <td>▼</td> </tr> <tr> <td>2, <input type="text"/></td> <td>▼</td> </tr> <tr> <td>3, <input type="text"/></td> <td>▼</td> </tr> </table>	Select one:	Planning/Administration ▼	Explanation:		Clearfield City will use the funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.		Specific Objectives		1, <input type="text"/>	▼	2, <input type="text"/>	▼	3, <input type="text"/>	▼
Select one:	Planning/Administration ▼														
Explanation:															
Clearfield City will use the funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.															
Specific Objectives															
1, <input type="text"/>	▼														
2, <input type="text"/>	▼														
3, <input type="text"/>	▼														
Expected Completion Date:	Clearfield City will use the funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.														
6/30/2014															
Objective Category	Specific Objectives														
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity															
Outcome Categories	1, <input type="text"/>														
<input type="checkbox"/> Availability/Accessibility	2, <input type="text"/>														
<input type="checkbox"/> Affordability	3, <input type="text"/>														
<input type="checkbox"/> Sustainability															
Project-level Accomplishments	Accompl. Type: ▼	Proposed	N/A		Accompl. Type: ▼	Proposed									
	<input type="text"/>	Underway			<input type="text"/>	Underway									
		Complete				Complete									
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed									
	<input type="text"/>	Underway			<input type="text"/>	Underway									
		Complete				Complete									
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed									
	<input type="text"/>	Underway			<input type="text"/>	Underway									
		Complete				Complete									
Proposed Outcome		Performance Measure		Actual Outcome											
N/A		N/A													
21A General Program Administration 570.206 ▼				Matrix Codes ▼											
Matrix Codes ▼				Matrix Codes ▼											
Matrix Codes ▼				Matrix Codes ▼											
2010-2011	CDBG ▼	Proposed Amt.	41,675		Fund Source: ▼	Proposed Amt.									
		Actual Amount	29,377			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									

2011-2012	CDBG	▼	Proposed Amt.	41,000	Fund Source:	▼	Proposed Amt.	
			Actual Amount	19,825			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	
2012-2013	CDBG	▼	Proposed Amt.	25,250	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	
2013-2014	CDBG	▼	Proposed Amt.	20,000	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	

Project Name: Safe Harbor				
Description:	IDIS Project #: UOG Code: UOG Code			
Safe Harbor will use \$5,000 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.				
Location:	Priority Need Category			
Safe Harbor, P.O. Box 772, Kaysville, Utah 84037	Select one: Public Services ▼			
Expected Completion Date:	Explanation:			
6/30/2014	Provide a safe and secure place for women and children to stay that have been victims of domestic violence.			
Objective Category	Specific Objectives			
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1, Improve the services for low/mod income persons ▼			
Outcome Categories	2, ▼			
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3, ▼			
Project-level Accomplishments	01 People ▼	Proposed 125	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
Proposed Outcome	Performance Measure	Actual Outcome		
Serve battered and abused women/children	Number of people served			
05G Battered and Abused Spouses 570.201(e) ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
2010-2011	CDBG ▼	Proposed Amt. 5,000	Fund Source: ▼	Proposed Amt.
		Actual Amount 5,000		Actual Amount
	Fund Source: ▼	Proposed Amt.	Fund Source: ▼	Proposed Amt.
		Actual Amount		Actual Amount
	01 People ▼	Proposed Units 225	Accompl. Type: ▼	Proposed Units
		Actual Units 262		Actual Units
	Accompl. Type: ▼	Proposed Units	Accompl. Type: ▼	Proposed Units
		Actual Units		Actual Units

2011-2012	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	
2012-2013	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	
2013-2014	CDBG ▼	Proposed Amt.	5,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	125	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	

Project Name: Davis Community Learning Center				
Description:	IDIS Project #: UOG Code: UOG Code			
Funding will help pay salaries towards a part-time Volunteer Coordinator. This center provides numerous services to low-income students and families of Clearfield; including: ESL, Adult High School, access to Work Force Services, emergency food and clothing, etc.				
Location:	Priority Need Category			
210 E Center Street, Clearfield, Utah 84015	Select one: Public Services ▼			
Explanation:				
Expected Completion Date: 6/30/2014	Funding will help pay salaries towards a part-time Volunteer Coordinator. This center provides numerous services to low-income students and families of Clearfield; including: ESL, Adult High School, access to Work Force Services, emergency food and clothing, etc.			
Objective Category	Specific Objectives			
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1, Improve the services for low/mod income persons ▼			
Outcome Categories	2, ▼			
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3, ▼			
Project-level Accomplishments	01 People ▼	Proposed 550	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
Proposed Outcome	Performance Measure	Actual Outcome		
Serve low-moderate income families	Number of people served			
05 Public Services (General) 570.201(e) ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
2010-2011	CDBG ▼	Proposed Amt. 8,250	Fund Source: ▼	Proposed Amt.
		Actual Amount 7,253		Actual Amount
	Fund Source: ▼	Proposed Amt.	Fund Source: ▼	Proposed Amt.
		Actual Amount		Actual Amount
	01 People ▼	Proposed Units 300	Accompl. Type: ▼	Proposed Units
		Actual Units 363		Actual Units
	Accompl. Type: ▼	Proposed Units	Accompl. Type: ▼	Proposed Units
		Actual Units		Actual Units

2011-2012	CDBG	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	01 People	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
2012-2013	CDBG	▼	Proposed Amt.	9,000	Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	01 People	▼	Proposed Units	500	Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
2013-2014	CDBG	▼	Proposed Amt.	7,025	Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	01 People	▼	Proposed Units	550	Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	

Project Name: Family Connection Center						
Description:	IDIS Project #: UOG Code: UOG Code					
The Family Connection Center will be using these funds to pay salaries for the employees that work at the Food Bank.						
Location: Family Connection Center, 1360 E 1450 S, Clearfield, Utah 84015.	Priority Need Category Select one: Public Services ▼					
Expected Completion Date: 6/30/2014	Explanation: Provide funding to pay salaries for the employees that work at the Food Bank.					
Objective Category <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	Specific Objectives					
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	1. Improve the services for low/mod income persons ▼ 2. ▼ 3. ▼					
Project-level Accomplishments	01 People ▼	Proposed 7,800	Accompl. Type: ▼	Proposed		
		Underway		Underway		
		Complete		Complete		
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed		
		Underway		Underway		
		Complete		Complete		
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed		
		Underway		Underway		
		Complete		Complete		
Proposed Outcome	Performance Measure	Actual Outcome				
Provide food for low-moderate income families	Number of people served					
05 Public Services (General) 570.201(e) ▼	Matrix Codes ▼					
Matrix Codes ▼	Matrix Codes ▼					
Matrix Codes ▼	Matrix Codes ▼					
2010-2011	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	

2011-2012	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	
2012-2013	CDBG ▼	Proposed Amt.	9,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	11,700	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
2013-2014	CDBG ▼	Proposed Amt.	10,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	7,800	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	

Project Name: Clearfield Youth Resource Center							
Description:	IDIS Project #: <input type="text"/> UOG Code: <input type="text"/> UOG Code						
Provide funding for programs at the Youth Resource Center. This center provides a safe place for the local 10-14 year old children to visit and receive tutoring, classes on fishing, gardening, scrap booking, basketball, skills, etc.							
Location:	Priority Need Category						
310 South 500 East, Clearfield, Utah 84015	Select one: <input type="text" value="Public Services"/> ▼						
Explanation:							
Expected Completion Date:	Provide funding for youth programs that focus on learning, building self-esteem, tutoring, literacy programs and crisis referral.						
6/30/2014							
Objective Category							
<input type="radio"/> Decent Housing							
<input checked="" type="radio"/> Suitable Living Environment							
<input type="radio"/> Economic Opportunity							
Outcome Categories	Specific Objectives						
<input checked="" type="checkbox"/> Availability/Accessibility	1, <input type="text" value="Improve the services for low/mod income persons"/> ▼						
<input type="checkbox"/> Affordability	2, <input type="text"/> ▼						
<input type="checkbox"/> Sustainability	3, <input type="text"/> ▼						
Project-level Accomplishments	01 People ▼	Proposed	2,500	Accompl. Type: ▼	Proposed		
		Underway			Underway		
		Complete			Complete		
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed		
		Underway			Underway		
		Complete			Complete		
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed		
		Underway			Underway		
		Complete			Complete		
Proposed Outcome		Performance Measure		Actual Outcome			
Serve the youth		Number of people served		Number of people served			
05D Youth Services 570.201(e) ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
2010-2011	CDBG ▼	Proposed Amt.	10,000	Fund Source: ▼	Proposed Amt.		
		Actual Amount	10,000		Actual Amount		
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount		
	01 People ▼	Proposed Units	2,000		Accompl. Type: ▼	Proposed Units	
		Actual Units	2,208			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼		Proposed Units	
		Actual Units		Actual Units			

2011-2012	CDBG	▼	Proposed Amt.	12,100		Fund Source:	▼	Proposed Amt.		
			Actual Amount	12,100					Actual Amount	
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	01 People	▼	Proposed Units	2,000		Accompl. Type:	▼	Proposed Units		
			Actual Units	2,017				Actual Units		
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units			
			Actual Units				Actual Units			
2012-2013	CDBG	▼	Proposed Amt.	14,575		Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	01 People	▼	Proposed Units	3,460		Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units			
			Actual Units				Actual Units			
2013-2014	CDBG	▼	Proposed Amt.	10,000		Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	01 People	▼	Proposed Units	2,500		Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units			
			Actual Units				Actual Units			

Project Name: Infrastructure Project															
Description:	IDIS Project #: UOG Code: UOG Code														
Clearfield City will use \$159,359 towards an infrastructure project. The exact project location has yet to be determined.															
Location:	Priority Need Category														
Clearfield, Utah 84015	<table border="1"> <tr> <td>Select one:</td> <td>Infrastructure ▼</td> </tr> <tr> <td colspan="2">Explanation:</td> </tr> <tr> <td colspan="2">Clearfield City will use \$159,359 towards an infrastructure project. The exact project location has yet to be determined.</td> </tr> <tr> <td colspan="2">Specific Objectives</td> </tr> <tr> <td>1,</td> <td>Improve quality / increase quantity of neighborhood facilities for low-income persons ▼</td> </tr> <tr> <td>2,</td> <td>▼</td> </tr> <tr> <td>3,</td> <td>▼</td> </tr> </table>	Select one:	Infrastructure ▼	Explanation:		Clearfield City will use \$159,359 towards an infrastructure project. The exact project location has yet to be determined.		Specific Objectives		1,	Improve quality / increase quantity of neighborhood facilities for low-income persons ▼	2,	▼	3,	▼
Select one:	Infrastructure ▼														
Explanation:															
Clearfield City will use \$159,359 towards an infrastructure project. The exact project location has yet to be determined.															
Specific Objectives															
1,	Improve quality / increase quantity of neighborhood facilities for low-income persons ▼														
2,	▼														
3,	▼														
Expected Completion Date:															
6/30/2013															
Objective Category															
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity															
Outcome Categories															
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability															
Project-level Accomplishments	04 Households ▼	Proposed	15-30	Accompl. Type: ▼	Proposed										
		Underway			Underway										
		Complete			Complete										
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed										
		Underway			Underway										
		Complete			Complete										
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed										
		Underway			Underway										
		Complete			Complete										
Proposed Outcome	Performance Measure	Actual Outcome													
Replace Infrastructure	Successful operation of replaced infrastructure														
03 Public Facilities and Improvements (General) 570.201(c) ▼		Matrix Codes ▼													
Matrix Codes ▼		Matrix Codes ▼													
Matrix Codes ▼		Matrix Codes ▼													
2010-2011	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										

2011-2012	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	
2012-2013	CDBG ▼	Proposed Amt.	159,359	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	04 Households ▼	Proposed Units	15-30	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
2013-2014	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	
2014-2015	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	

Project Name: Davis Community Learning Center				
Description:	IDIS Project #: UOG Code: UOG Code			
Funding will help pay salaries towards a part-time Volunteer Coordinator. This center provides numerous services to low-income students and families of Clearfield; including: ELS, Adult High School, access to Work Force Services, emergency food and clothing, etc.				
Location:	Priority Need Category			
30 South 350 East, Clearfield, Utah 84015	Select one: Public Services ▼			
Explanation:				
Expected Completion Date: 6/30/2013	Funding will help pay salaries towards a part-time Volunteer Coordinator. This center provides numerous services to low-income students and families of Clearfield; including: ELS, Adult High School, access to Work Force Services, emergency food and clothing, etc.			
Objective Category	Specific Objectives			
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1, Improve the services for low/mod income persons ▼			
Outcome Categories	2, ▼			
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3, ▼			
Project-level Accomplishments	01 People ▼	Proposed 500	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
Proposed Outcome	Performance Measure	Actual Outcome		
Serve low-moderate income families	Number of People Served			
05 Public Services (General) 570.201(e) ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
2010-2011	CDBG ▼	Proposed Amt. 8,250	Fund Source: ▼	Proposed Amt.
		Actual Amount 7,253		Actual Amount
	Fund Source: ▼	Proposed Amt.	Fund Source: ▼	Proposed Amt.
		Actual Amount		Actual Amount
	01 People ▼	Proposed Units 300	Accompl. Type: ▼	Proposed Units
		Actual Units 363		Actual Units
	Accompl. Type: ▼	Proposed Units	Accompl. Type: ▼	Proposed Units
		Actual Units		Actual Units

2011-2012	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	
2012-2013	CDBG ▼	Proposed Amt.	9,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	500	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
2013-2014	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	
2014-2015	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	

Project Name: Family Connection Center				
Description:	IDIS Project #: UOG Code: UOG Code			
Provide Crisis/Respite nursery, food bank, case management programs and transitional housing programs. Focus is to help low and moderate individuals increase education and employment opportunities by enhancing their resources. The funds received from Clearfield City will be used to help pay salaries for the individuals that work at the Food Bank.				
Location:	Priority Need Category			
Family Connection Center, 1360 East 1450 South, Clearfield, Utah 84015	Select one: Public Services ▼			
Expected Completion Date:	Explanation:			
6/30/2013	Provide funding to pay for salaries for employees that work at the Food Bank.			
Objective Category	Specific Objectives			
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1, Improve the services for low/mod income persons ▼			
Outcome Categories	2, ▼			
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3, ▼			
Project-level Accomplishments	01 People ▼	Proposed 11,700	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
Proposed Outcome	Performance Measure	Actual Outcome		
Provide food for low-moderate families	Number of people served			
05 Public Services (General) 570.201(e) ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
2010-0211	Fund Source: ▼	Proposed Amt. 0	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

2011-2012	Fund Source: ▼	Proposed Amt.	0	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	
2012-2013	CDBG ▼	Proposed Amt.	9,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	11,700	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
2013-2014	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	
2014-2015	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	

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: Clearfield City, UT 84015	Priority Need Category Select one: Infrastructure ▼				
Expected Completion Date: 5/6/2010	Explanation: 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				
Objective Category <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	Specific Objectives				
Outcome Categories <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	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 ▼				
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	

Project Name: 100 North Infrastructure						
Description:	IDIS Project #: UOG Code: UOG Code					
Infrastructure project on 100 North between North Main Street and 300 East using \$137,365.00 CDBG funds which will also be matched with \$574,635.00 local funds from Clearfield City.						
Location:	Priority Need Category					
100 North from North Main Street to 300 East, Clearfield, Utah 84015	Select one: Infrastructure ▼					
Expected Completion Date:	Explanation:					
6/30/2012	This project will consist of replacing water, sewer, storm sewer, curb, gutter, sidewalk as well as asphalt. Project to commence Spring of 2012 and will be completed by the end of Summer 2012.					
Objective Category	Specific Objectives					
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1, Improve quality / increase quantity of neighborhood facilities for low-income persons ▼					
Outcome Categories	2, ▼					
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3, ▼					
Project-level Accomplishments	11 Public Facilities ▼	Proposed 30	Accompl. Type: ▼	Proposed		
		Underway		Underway		
		Complete		Complete		
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed		
		Underway		Underway		
		Complete		Complete		
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed		
		Underway		Underway		
		Complete		Complete		
Proposed Outcome	Performance Measure	Actual Outcome				
Replace Infrastructure	Successful operation of replaced infrastructure	Replaced infrastructure on 100 North				
03 Public Facilities and Improvements (General) 570.201(c) ▼		Matrix Codes ▼				
Matrix Codes ▼		Matrix Codes ▼				
Matrix Codes ▼		Matrix Codes ▼				
2010-2011	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	

2011-2012	CDBG	▼	Proposed Amt.	137,365		Fund Source:	▼	Proposed Amt.		
			Actual Amount	219,035					Actual Amount	
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					Actual Amount		
	04 Households	▼	Proposed Units	30		Accompl. Type:	▼	Proposed Units		
			Actual Units	30				Actual Units		
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					Actual Units		
2012-2013	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			
2013-2014	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			
2014-2015	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			

Project Name: Grant Administration															
Description:	IDIS Project #: <input type="text"/> UOG Code: UOG Code														
CDBG Grant Administration for program year 2012-2013.															
Location:	Priority Need Category														
Clearfield City, 55 South State Street, Clearfield, Utah 84015	<table border="1"> <tr> <td>Select one:</td> <td>Planning/Administration ▼</td> </tr> <tr> <td colspan="2">Explanation:</td> </tr> <tr> <td colspan="2">Clearfield City will use funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.</td> </tr> <tr> <td colspan="2">Specific Objectives</td> </tr> <tr> <td>1, <input type="text"/></td> <td>▼</td> </tr> <tr> <td>2, <input type="text"/></td> <td>▼</td> </tr> <tr> <td>3, <input type="text"/></td> <td>▼</td> </tr> </table>	Select one:	Planning/Administration ▼	Explanation:		Clearfield City will use funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.		Specific Objectives		1, <input type="text"/>	▼	2, <input type="text"/>	▼	3, <input type="text"/>	▼
Select one:	Planning/Administration ▼														
Explanation:															
Clearfield City will use funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.															
Specific Objectives															
1, <input type="text"/>	▼														
2, <input type="text"/>	▼														
3, <input type="text"/>	▼														
Expected Completion Date:	Clearfield City will use funds towards administration costs to administer the CDBG program. The funds programmed are within the 20% cap that is allowed.														
6/30/2013															
Objective Category	Specific Objectives														
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity															
Outcome Categories	1, <input type="text"/>														
<input type="checkbox"/> Availability/Accessibility	2, <input type="text"/>														
<input type="checkbox"/> Affordability	3, <input type="text"/>														
<input type="checkbox"/> Sustainability															
Project-level Accomplishments	Accompl. Type: ▼	Proposed	N/A		Accompl. Type: ▼	Proposed									
	<input type="text"/>	Underway			<input type="text"/>	Underway									
	<input type="text"/>	Complete			<input type="text"/>	Complete									
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed									
	<input type="text"/>	Underway			<input type="text"/>	Underway									
	<input type="text"/>	Complete			<input type="text"/>	Complete									
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed									
	<input type="text"/>	Underway			<input type="text"/>	Underway									
	<input type="text"/>	Complete			<input type="text"/>	Complete									
Proposed Outcome	Performance Measure		Actual Outcome												
N/A	N/A		N/A												
21A General Program Administration 570.206 ▼		Matrix Codes		▼											
Matrix Codes ▼		Matrix Codes		▼											
Matrix Codes ▼		Matrix Codes		▼											
2010-2011	CDBG ▼	Proposed Amt.	41,675		Fund Source: ▼	Proposed Amt.									
	<input type="text"/>	Actual Amount	29,377		<input type="text"/>	Actual Amount									
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.									
	<input type="text"/>	Actual Amount			<input type="text"/>	Actual Amount									
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units									
	<input type="text"/>	Actual Units			<input type="text"/>	Actual Units									
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units									
	<input type="text"/>	Actual Units			<input type="text"/>	Actual Units									

2011-2012	CDBG	▼	Proposed Amt.	41,000	Fund Source:	▼	Proposed Amt.	
			Actual Amount	19,825			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	
2012-2013	CDBG	▼	Proposed Amt.	25,250	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	
2013-2014	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	
2014-2015	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	

Project Name: Davis Community Housing Authority															
Description:	IDIS Project #: UOG Code: UOG Code														
Through the Emergency Home Repair program we are able to provide repairs or replace items in homes that threaten the health or safety of the occupants. In addition this program also provides installations to accommodate needs for persons with disabilities.															
Location:	Priority Need Category														
Clearfield, Utah 84015	<table border="1"> <tr> <td>Select one:</td> <td>Non-homeless Special Needs ▼</td> </tr> <tr> <td colspan="2">Explanation:</td> </tr> <tr> <td colspan="2">Through the Emergency Home Repair program we are able to provide repairs or replace items in homes that threaten the health or safety of the occupants. In addition this program also provides installations to accommodate needs for persons with disabilities.</td> </tr> <tr> <td colspan="2">Specific Objectives</td> </tr> <tr> <td>1</td> <td>Improve the quality of owner housing ▼</td> </tr> <tr> <td>2</td> <td>Increase the number of homeless persons moving into permanent housing ▼</td> </tr> <tr> <td>3</td> <td>End chronic homelessness ▼</td> </tr> </table>	Select one:	Non-homeless Special Needs ▼	Explanation:		Through the Emergency Home Repair program we are able to provide repairs or replace items in homes that threaten the health or safety of the occupants. In addition this program also provides installations to accommodate needs for persons with disabilities.		Specific Objectives		1	Improve the quality of owner housing ▼	2	Increase the number of homeless persons moving into permanent housing ▼	3	End chronic homelessness ▼
Select one:	Non-homeless Special Needs ▼														
Explanation:															
Through the Emergency Home Repair program we are able to provide repairs or replace items in homes that threaten the health or safety of the occupants. In addition this program also provides installations to accommodate needs for persons with disabilities.															
Specific Objectives															
1	Improve the quality of owner housing ▼														
2	Increase the number of homeless persons moving into permanent housing ▼														
3	End chronic homelessness ▼														
Expected Completion Date:	Through the Emergency Home Repair program we are able to provide repairs or replace items in homes that threaten the health or safety of the occupants. In addition this program also provides installations to accommodate needs for persons with disabilities.														
6/30/2012															
Objective Category	Specific Objectives														
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity															
Outcome Categories	<table border="1"> <tr> <td>1</td> <td>Improve the quality of owner housing ▼</td> </tr> <tr> <td>2</td> <td>Increase the number of homeless persons moving into permanent housing ▼</td> </tr> <tr> <td>3</td> <td>End chronic homelessness ▼</td> </tr> </table>	1	Improve the quality of owner housing ▼	2	Increase the number of homeless persons moving into permanent housing ▼	3	End chronic homelessness ▼								
1		Improve the quality of owner housing ▼													
2		Increase the number of homeless persons moving into permanent housing ▼													
3	End chronic homelessness ▼														
<input type="checkbox"/> Availability/Accessibility															
<input checked="" type="checkbox"/> Affordability															
<input checked="" type="checkbox"/> Sustainability															
Project-level Accomplishments	10 Housing Units ▼	Proposed 8	Accompl. Type: ▼	Proposed											
		Underway			Underway										
		Complete			Complete										
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed											
		Underway			Underway										
		Complete			Complete										
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed											
		Underway			Underway										
		Complete			Complete										
Proposed Outcome		Performance Measure		Actual Outcome											
Provide Emergency Home Repairs		Number of people/households served		Number of households served											
14A Rehab; Single-Unit Residential 570.202 ▼			Matrix Codes ▼												
Matrix Codes ▼			Matrix Codes ▼												
Matrix Codes ▼			Matrix Codes ▼												
2010-2011	CDBG ▼	Proposed Amt. N/A		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										

2011-2012	CDBG	▼	Proposed Amt.	10,200		Fund Source:	▼	Proposed Amt.		
			Actual Amount	5,486				▼	Actual Amount	
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.		
			Actual Amount					▼	Actual Amount	
	04 Households	▼	Proposed Units	8		Accompl. Type:	▼	Proposed Units		
			Actual Units	3				▼	Actual Units	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units		
			Actual Units					▼	Actual Units	
2012-2013	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		
2013-2014	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		
2014-2015	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		

Project Name: Clearfield Youth Resource Center					
Description:	IDIS Project #: UOG Code: UOG Code				
Provide funding for programs at the youth resource center. This center provides a safe place for the local 10-14 year olds to visit and receive tutoring, classes on fishing, gardening, scrap booking, basketball, skills, etc.					
Location:	Priority Need Category				
310 South 500 East, Clearfield, Utah 84015	Select one: Public Services ▼				
Explanation:					
Expected Completion Date:	Provide funding for youth programs that focus on learning, building self-esteem, tutoring, literacy programs and crisis referral.				
6/30/2013					
Objective Category					
<input type="radio"/> Decent Housing					
<input checked="" type="radio"/> Suitable Living Environment					
<input type="radio"/> Economic Opportunity					
Specific Objectives					
Outcome Categories	1, Improve the services for low/mod income persons ▼				
<input checked="" type="checkbox"/> Availability/Accessibility	2, ▼				
<input type="checkbox"/> Affordability	3, ▼				
<input type="checkbox"/> Sustainability					
Project-level Accomplishments	01 People ▼	Proposed 3,460	Accompl. Type: ▼	Proposed	
		Underway		Underway	
		Complete		Complete	
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed	
		Underway		Underway	
		Complete		Complete	
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed	
		Underway		Underway	
		Complete		Complete	
Proposed Outcome		Performance Measure		Actual Outcome	
Serve the youth		Number of people served		Number of youth served	
05D Youth Services 570.201(e) ▼			Matrix Codes ▼		
Matrix Codes ▼			Matrix Codes ▼		
Matrix Codes ▼			Matrix Codes ▼		
2010-2011	CDBG ▼	Proposed Amt. 10,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount 10,000		Actual Amount	
	Fund Source: ▼	Proposed Amt.	Fund Source: ▼	Proposed Amt.	
		Actual Amount		Actual Amount	
	01 People ▼	Proposed Units 2,000	Accompl. Type: ▼	Proposed Units	
		Actual Units 2,208		Actual Units	
	Accompl. Type: ▼	Proposed Units	Accompl. Type: ▼	Proposed Units	
		Actual Units		Actual Units	

2011-2012	Fund Source: ▼	Proposed Amt.	12,100	Fund Source: ▼	Proposed Amt.	
		Actual Amount	12,100		Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	2,000	Accompl. Type: ▼	Proposed Units	
		Actual Units	2,017		Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
2012-2013	CDBG ▼	Proposed Amt.	14,575	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	3,460	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
2013-2014	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	
2014-2015	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	

Project Name: Family Connection Center						
Description:	IDIS Project #: UOG Code: UOG Code					
Provide Crisis/Respite nursery, food bank, case management programs and transitional housing programs. Focus is to help low and moderate individuals increase education and employment opportunities by enhancing their resources. The funds received from Clearfield City will be used to help pay salaries for the individuals that work in the crisis/respite nursery.						
Location:	Priority Need Category					
Family Connection Center, 1360 East 1450 South, Clearfield, Utah 84015	Select one: Non-homeless Special Needs ▼					
Expected Completion Date:	Explanation:					
6/30/2012	The Family Connection Center provides programs for families. Parents can leave children at the center to go to an appointment or job interview. The center also helps women and children who are victims of domestic violence and provide transitional housing and food bank assistance.					
Objective Category	Specific Objectives					
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1. Improve the services for low/mod income persons ▼					
Outcome Categories	2. Improve economic opportunities for low-income persons ▼					
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	3. Improve quality / increase quantity of neighborhood facilities for low-income persons ▼					
Project-level Accomplishments	01 People ▼	Proposed	1,500	Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
Proposed Outcome	Performance Measure	Actual Outcome				
Serve 1,500 persons, if funded at full amount	Number of people served	Number of people served				
05 Public Services (General) 570.201(e) ▼		Matrix Codes		▼		
Matrix Codes ▼		Matrix Codes		▼		
Matrix Codes ▼		Matrix Codes		▼		
2010-2011	CDBG ▼	Proposed Amt.	8,000	Fund Source: ▼	Proposed Amt.	
		Actual Amount	8,000		Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People ▼	Proposed Units	1,300	Accompl. Type: ▼	Proposed Units	
		Actual Units	800		Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	

2011-2012	CDBG	▼	Proposed Amt.	9,160	Fund Source:	▼	Proposed Amt.	
			Actual Amount	9,164			Actual Amount	
	Fund Source:	▼	Proposed Amt.		Fund Source:	▼	Proposed Amt.	
			Actual Amount				Actual Amount	
	01 People	▼	Proposed Units	1,500	Accompl. Type:	▼	Proposed Units	
			Actual Units	392			Actual Units	
	Accompl. Type:	▼	Proposed Units		Accompl. Type:	▼	Proposed Units	
			Actual Units				Actual Units	
2012-2013	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	
2013-2014	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	
2014-2015	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	



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.
 This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

April 23, 2013

Signature/Authorized Official

Date

Don Wood

Name

Mayor

Title

55 South State Street

Address

Clearfield, Utah 84015

City/State/Zip

(801)525-2705

Telephone Number

- | |
|-----------------------------------------------------------------------|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2____, 2____, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

April 23, 2013

Signature/Authorized Official

Date

Don Wood

Name

Mayor

Title

55 South State Street

Address

Clearfield, Utah 84015

City/State/Zip

(801)525-2705

Telephone Number

- This certification does not apply.
 This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

April 23, 2013

Signature/Authorized Official

Date

Don Wood

Name

Mayor

Title

55 South State Street

Address

Clearfield, Utah 84015

City/State/Zip

(801)525-2705

Telephone Number

- This certification does not apply.**
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

<hr/>	<input type="text"/>
Signature/Authorized Official	Date
<input type="text"/>	
Name	
<input type="text"/>	
Title	
<input type="text"/>	
Address	
<input type="text"/>	
City/State/Zip	
<input type="text"/>	
Telephone Number	

- This certification does not apply.
 This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 This certification is applicable.

ESG Certifications

I, _____, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official	Date
Name	
Title	
Address	
City/State/Zip	
Telephone Number	

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Clearfield City Corporation	55 S. State Street	Clearfield	Davis	UT	84015

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

- controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
- a. All "direct charge" employees;
 - b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
 - c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

April 23, 2013

Signature/Authorized Official

Date

Don Wood

Name

Mayor

Title

55 South State Street

Address

Clearfield, Utah 84015

City/State/Zip

(801)525-2705

Telephone Number

WIRELINE CROSSING AGREEMENT
(Interlocal Municipal Wireline Form)

UTA Contract #DR/D/2338/O
Mile Post Location: 769.65
Clearfield, Utah

THIS WIRELINE CROSSING AGREEMENT (the “Agreement”) is made and entered into as of the ____ day of _____, 20__ **(to be dated after the final executing signature by UTA)**, by and between UTAH TRANSIT AUTHORITY, a public transit district organized pursuant to the laws of the State of Utah (hereinafter “UTA”), and Clearfield City Corporation, a municipal corporation and political subdivision of the State of Utah, with a principal address of 55 South State Street, Clearfield, UT, 84015 (hereinafter “Licensee”).

RECITALS

WHEREAS, UTA is the owner of the entirety the Denver and Rio Grande Western Rail Corridor (the “Right of Way”) acquired by UTA for the development and expansion of its public transportation system;

WHEREAS, Licensee intends to construct a 50ft wood pole, housing 3 antennas, 1 inch conduit, PTZ Camera Junction Box and RMP Power Meter with overhead line (the “Wireline”) which will cross at approximately mile post 769.65 on and over the surface of the Right of Way; and

WHEREAS, Licensee desires a license for the construction, operation and maintenance of the Wireline.

AGREEMENT

NOW THEREFORE, on the stated Recitals, which are incorporated herein by reference, and for and in consideration of the mutual covenants and agreements hereinafter set forth, the mutual benefits to the Parties to be derived herefrom, and for other valuable consideration, the receipt and sufficiency of which the Parties acknowledge, it is hereby agreed as follows:

ARTICLE I
INCORPORATED TERMS AND DEFINITIONS

For purposes of this Agreement, the following definitions shall apply:

1.1 “Construct” and “Construction” mean the initial installation of the Wireline (or any improvements to the Wireline) in or otherwise materially affecting the Right of Way, as well as any subsequent reconstruction, relocation, restoration or rehabilitation of the Wireline (or any improvements to the Wireline) in or otherwise materially affecting the Right of Way.

1.2 “Emergency Access Manager” means the person or office responsible for controlling emergency Construction and Maintenance access to the Right of Way. The Emergency Access Manager as of the execution of this Agreement is Control Room at (801) 801-2875455. UTA may change the designated Emergency Access Manager from time to time by delivery of notice in accordance with Article XVI of this Agreement.

1.3 “Freight Operator” means any entity using the Right of Way, or any portion thereof, to provide common carrier freight operations.

1.4 “Governmental Authority” means any federal, state, municipal, local or other division of government, or any agency thereof, having or asserting jurisdiction with respect to any matter related to this Agreement.

1.5 “Hazardous Materials” mean any materials or substances: (i) which are present in quantities and in forms which require investigation, removal, cleanup, transportation, disposal, response or remedial action (as the terms “response” and “remedial action” are defined in Section 101 of the Comprehensive Environmental Compensation and Liability Act of 1980, as amended, 42 U.S.C. §9601 (23) and (24)) under any applicable federal, state or local environmental law, regulation, ordinance, rule or bylaw, as such are amended from time to time, whether existing as of the date hereof, previously enforced or subsequently amended (each hereafter an “Environmental Law”); or (ii) which are defined as “hazardous wastes,” “hazardous substances,” “pollutants” or “contaminants” under any Environmental Law.

1.6 “Losses” mean any losses, damages, claims, demands, actions, causes of action, penalties, expenses, litigation costs, attorneys’ fees, expert witness fees, court costs, amounts paid in settlement, judgments, interest or other costs resulting from: (i) loss of or damage to the property of any Party or Third Person; (ii) death or personal injury to the agents of any Party or to any Third Person; or (iii) the cleanup or other requirements regarding any incident involving Hazardous Materials. The term “Losses” shall not include any losses, damages, claims, demands, actions, causes of action, penalties, expenses, litigation costs, attorneys’ fees, expert witness fees, court costs, amounts paid in settlement, judgments, interest or other costs excluded from Licensee’s indemnification obligations and assumed by UTA pursuant to Sections 8.1 and 8.2 of this Agreement.

1.7 “Maintain” and “Maintenance” mean the performance of any repair, restoration, rehabilitation, refurbishment, retrofitting, inspection, monitoring, observation, testing, or similar work with respect to the Wireline (or any improvements to the Wireline) in or otherwise materially affecting the Right of Way.

1.8 “Master Interlocal Agreement” means that certain Master Interlocal Agreement Regarding Fixed Guideway Systems Located Within Railroad Corridors, effective February 13, 2004, entered by and among UTA and the various municipalities and counties within which UTA’s rights of way are situated.

1.9 “Party” and “Parties” mean UTA or Licensee, and UTA and Licensee, respectively.

1.10 “Third Person” means any individual, corporation or legal entity other than UTA and Licensee.

1.11 “Track Improvements” mean any and all tracks, rails, ties, switches, frogs, end of track barricades or bumpers and other barricades or bumpers, derail devices, tie plates, spikes, wires, fastenings and any other appurtenances related thereto, drainage structures, grading, ballast, subgrade stabilization, crossings, tunnels, bridges, trestles, culverts, structures, facilities, leads, spurs, turnouts, tails, sidings, signals, crossing protection devices, communications systems

or facilities, catenary systems and wires, poles and all other operating and non-operating appurtenances located within the Right of Way.

1.12 “UTA System” means any light rail, commuter rail, trolley, guided busway, or similar public transportation system constructed by UTA in the Right of Way as contemplated in the Master Interlocal Agreement.

1.13 “Utility” and “Utilities” mean and include all properties, facilities, utilities, crossings, encroachments, lines and similar appurtenances located within the Right of Way by permissive or prescriptive authority including, but not limited to, pipelines, tubelines, water and gas lines or mains, electrical conduits, ditches and other drainage facilities, wires, fiber optics, communication lines, sewer pipes, overhead wiring and supporting structures and appurtenances, and all similar installations.

1.14 “Wireline” means the 50ft wood pole, housing 3 antennas, 1 inch conduit, PTZ Camera Junction Box and RMP Power Meter with overhead line to be installed by Licensee pursuant to this Agreement and located a minimum of 21 feet above the lowest point of the Right of Way at approximately Milepost Number 769.65 (Latitude 40.08979, Longitude -112.01357) of the eastern 75 feet of the Denver and Rio Grande Western Rail Corridor in Clearfield, Utah. The term “Wireline” shall also apply to any and all rearrangements, modifications, reconstruction, relocations, removals and extensions or additions concerning the Wireline that are authorized and approved by UTA pursuant to this Agreement (unless they are the subject of a separate agreement that does not incorporate the terms hereof).

1.15 “Work Window” means the time period designated by UTA during which Construction, Maintenance and any other work with respect to the Wireline within the Right of Way is permissible. UTA may, at any time and at UTA’s sole discretion, determine that the Work Window shall not be concurrent with any passenger operations within the Right of Way.

ARTICLE II GRANT OF LICENSE AND REAL ESTATE USAGE CHARGE

2.1 UTA customarily assesses a standard administrative fee reflecting the clerical, administrative and handling expenses incurred in connection with the processing of this Agreement. The standard administrative fee has been waived consistent with the provisions of the Master Interlocal Agreement.

2.2 In consideration of the real estate usage charge to be paid by Licensee, and in further consideration of the covenants and agreements to be kept, observed and performed by Licensee hereunder, UTA hereby grants Licensee a license to Construct, Maintain and operate the Wireline in the location shown and in conformity with the dimensions and specifications indicated on the attached print dated 4/12/13 and marked Exhibit “A” (Exhibit “A” is attached hereto and hereby incorporated into and made a part of this Agreement by reference).

2.3 Licensee agrees to pay UTA a one-time real estate usage charge of **\$1,511.25** payable on or before the date of execution. Licensee also agrees to pay an upfront Flagging cost of \$ 0 and Special Inspection cost of **\$140.44** (these fees are more clearly described in Section 5.1).

**ARTICLE III
ACCESS TO THE RIGHT OF WAY**

3.1 Except in the event of an emergency (as provided in Section 3.2 below), Licensee shall request permission from UTA at least ten days (or such shorter period as may be approved by UTA) prior to performing any Construction or Maintenance in or otherwise materially affecting the Right of Way. Licensee's request to access the Right of Way shall be specific as to the time, date and activities for which Licensee seeks permission. The request shall also include a summary of the method and manner in which the Construction or Maintenance will be performed. As part of the application process, UTA may require Licensee (and its contractors or other agents seeking access to the Right of Way) to attend any track access coordination meetings, safety training or other instruction as may be deemed necessary by UTA. Once granted, UTA's permission to enter the Right of Way shall be formalized in writing and delivered to Licensee. After permission has been granted, Licensee shall comply with all conditions, instructions and requirements of such permit and with all instructions or directions given by UTA including, if required, daily telephone notification to the applicable rail dispatch center prior to each entry into the Right of Way. All contact with UTA shall be coordinated through the person designated by UTA from time to time as set forth in Article XVI of this Agreement. Provided that Licensee complies with the provisions of this Section, UTA agrees not to unreasonably withhold, condition, or delay its approval of Licensee's request.

3.2 Licensee shall have the right to enter the Right of Way in the event of an emergency to make repairs necessary to protect against imminent and serious injury or damage to persons or property. Licensee shall take all precautions necessary to ensure that such emergency entry does not compromise the safety of any operations conducted in the Right of Way by UTA or the Freight Operator. Licensee must notify the Emergency Access Manager of the emergency access and the work being performed by telephone prior to entering the Right of Way.

**ARTICLE IV
CONSTRUCTION AND MAINTENANCE OF THE WIRELINE**

4.1 All Construction and Maintenance with respect to the Wireline shall be performed to the satisfaction of UTA and in accordance with the conceptual, engineering and/or design plans ("Design Plans") previously approved by UTA and attached hereto as Exhibit "A." All Construction and Maintenance with respect to the Wireline shall be performed in compliance with the standards set forth in the National Electric Safety Code ("NESC") and/or the National Electric Code ("NEC"). UTA may impose requirements in addition to or more stringent than the NESC or NEC if UTA deems such requirements necessary for the safety of operations conducted in the Right of Way. UTA may also require additional fabrication methods, staging requirements or other precautions. All Construction and Maintenance with respect to the Wireline shall be performed during the designated Work Window. UTA shall have the right, but not the obligation, to observe any and all work performed in or materially affecting the Right of Way in connection with the Wireline to ensure that such work is performed in accordance with the requirements set forth in this Agreement. In its Construction or Maintenance of the Wireline, Licensee shall not make any material deviation from the Design Plans without UTA's prior written approval.

4.1.1 With respect to any overhead facilities related to the Wireline, the Design Plans shall include: (a) a vertical clearance of not less than twenty-seven (27) feet between (above) the top of the highest rail and the lowest portion of the Wireline or other structure that crosses said rail; (b) a side clearance that is as great as reasonably possible but in no event less than eleven (11) feet from the center line of any rail; and (c) in any

event not less than the minimum clearance standards set forth in the NESC and/or the NEC.

4.1.2 With respect to any underground facilities related to the Wireline, Licensee shall submit to UTA plans setting out the method and manner of handling all work to be performed under the Track Improvements including, without limitation, the shoring and cribbing, if any, required to protect the operations of UTA, the Freight Operator or the owner of any adjacent tracks. Licensee shall not proceed with any such work until Licensee's proposed methods have been approved by UTA. The Wireline shall be placed at the depth acceptable to UTA and shall not interfere with any Track Improvements.

4.2 Various Utilities exist on, over and under the surface of the Right of Way. Prior to commencing any Construction or Maintenance with respect to the Wireline, Licensee shall properly investigate and determine the location of all such Utilities. In addition to the required investigation, Licensee shall have all Utilities in the area of the Wireline "blue-staked" and clearly marked prior to any excavation. Licensee shall make arrangements for the protection of all Utilities and shall commence no excavation, boring or other penetration in the Right of Way until all such protection has been accomplished.

4.3 Fiber optic cable systems may be buried in the Right of Way. Protection of the fiber optic cable systems is of extreme importance since any break could disrupt service to users resulting in business interruption and loss of revenue and profits. Licensee shall be solely responsible for contacting UNION PACIFIC RAILROAD COMPANY during normal business hours (7:00 a.m. to 9:00 p.m. Central Time, Monday through Friday, except holidays) at 1-800-336-9193 (also a 24-hour, 7-day number for emergency calls) and for determining if fiber optic cable is buried near the location of the Wireline. If so, Licensee will contact the telecommunications company(ies) involved, make arrangements for a cable locator and, if applicable, make arrangements for relocation or other protection of the fiber optic cable. Licensee shall not commence any work until all such protection and/or relocation have been accomplished. Licensee shall be solely responsible for all coordination with Union Pacific and any telecommunications companies. In coordinating the relocation or protection of fiber optic cable, Licensee shall not rely on any statements, engineering drawings or other oral or written representations of UTA or its representatives. In addition to other indemnity provisions in this Agreement, Licensee shall indemnify, defend and hold the UTA Indemnitees (as defined in Section 8.1 of this Agreement) harmless from and against all Losses arising out of: (a) any damage to or destruction of any telecommunications system proximately caused by any Construction, Maintenance or other work performed by Licensee or its agents relative to the Wireline; and/or (b) any injury to or death of any person employed by or on behalf of any telecommunications company proximately caused by any Construction, Maintenance or other work performed by Licensee or its agents relative to the Wireline. Except to the extent that liability is assumed by UTA as set forth in Sections 8.1 and 8.2 of this Agreement, Licensee shall not have or seek recourse against UTA for any claim or cause of action for alleged loss of profits or revenue or loss of service or other consequential damage to a telecommunication company using UTA's Right of Way or a customer or user of services of the fiber optic cable on UTA's Right of Way.

4.4 Licensee shall be solely responsible for obtaining any property rights, easements, licenses, rights of way or other permission from Third Persons (collectively "Third Person Property Rights") as may be necessary to Construct, Maintain or operate the Wireline including, without limitation, any needed permission from the owner of any adjacent railroad corridor.

Licensee shall also be solely responsible for obtaining any necessary franchises, permits or other necessary approvals from Governmental Authorities (collectively "Approvals"). Licensee agrees to pay any and all costs and expenses relating to such Third Person Property Rights or Approvals, and to assume any and all liability therefore.

4.5 Except as authorized in this Agreement or as may be immediately required for (and only at the actual time of) performance of any Construction or Maintenance contemplated under this Agreement, and then only in full compliance with all clearance standards and other safety requirements, Licensee shall not place, permit to be placed, erect, pile, store, stack, park, suffer or permit any line, building, platform, fence, gate, vehicle, car, pole, or other structure, obstruction, or material of any kind within the Right of Way.

4.6 Licensee shall Construct, Maintain and operate the Wireline in compliance with all requirements imposed by any Governmental Authority including, without limitation, the requirements of the Federal Railroad Administration, the Occupational Safety and Health Administration and the Utah Department of Transportation. Licensee shall also Construct, Maintain and operate the Wireline in compliance with all applicable environmental laws. Licensee shall take all suitable precautions to prevent any interference (by induction, leakage of electricity, or otherwise) with the operation of the Track Improvements or any other UTA or Third Person installations or facilities. If for whatever reason the Construction of the Wireline causes interference with the operation of Track Improvements or any other UTA or Third Person installations or facilities existing prior to the Construction of the Wireline, Licensee shall, upon notification by UTA and at Licensee's sole cost and expense, take such action as is necessary to eliminate the interference.

4.7 At the request of UTA, Licensee shall install markers identifying the location of the Wireline and related appurtenances at the Right of Way boundaries (where the Wireline enters and exits the Right of Way) or other locations where UTA may designate. Markers shall be installed in a form and size as may be determined by UTA and at the sole cost and expense of Licensee. UTA hereby expressly reserves the right to require Licensee to erect and maintain, at Licensee's sole cost and expense, any and all signs of any character and nature whatsoever (e.g. location of Wireline, precautionary and/or warning signs, etc.) that UTA deems necessary or advisable in connection with the operation of the Wireline. Licensee shall install and/or erect any marker or sign that may be required under this Section within thirty (30) days after receiving written instructions from UTA.

4.8 Upon completion of any Construction or Maintenance relating to the Wireline, Licensee shall restore the surface of the Right of Way to its prior condition including, but not limited to, replacing any soil that was removed and thoroughly compacting it level with the adjacent surface of the ground and restoring any fences or other property that Licensee disturbed or removed from the Right of Way.

4.9 If a contractor is to perform any Construction or Maintenance contemplated in this Agreement, then the Licensee shall cause its contractor to comply with all applicable provisions of this Agreement. Additionally, Licensee shall require its contractor to execute UTA's form Contractor's Right of Entry Agreement (the "Contractor Agreement"). Licensee acknowledges receipt of a copy of the Contractor Agreement and will inform its contractor of the need to execute the Contractor Agreement. Any and all contractors used by Licensee in the Construction or Maintenance of the Wireline are subject to the approval of UTA, which approval shall not be unreasonably withheld, conditioned or delayed.

ARTICLE V
CONSTRUCTION OBSERVATION BY UTA – LICENSEE TO BEAR ALL COSTS

5.1 The current cost of flagging is \$688.84/day for an eight (8) hour day and \$921.83/day for a (12) hour day. . The current cost for a special inspector is \$70.22/hour with a two hour daily minimum. UTA has determined that 0-hour days of flagging and one 2-hour days of Special Inspection will be needed for the construction of this Wireline. Licensee will pre-pay \$140.44 for Flagging and a Special Inspection at or before the execution of this agreement. If after the construction of the Wireline extra days of Flagging or Special Inspection have been collected, Licensee may submit in writing for a refund from UTA. Submission for refund will need to be submitted to UTA within 30 days of the date of completion of the Wireline. Refunds will only be issued after confirmation from UTA operations that the flagging and special inspection days were not used.

5.2 In the event that UTA, in its sole discretion, determines that any other inspectors (technical or special), monitors, observers, safety personnel, additional flaggers or other persons are required given the nature of the Construction or Maintenance to be performed, UTA may, at its sole discretion, provide such personnel and Licensee shall, within 30 days, reimburse UTA for the reasonable costs thereby incurred.

ARTICLE VI
LICENSEE TO BEAR ALL COSTS RELATED TO WIRELINE

Except as otherwise set forth in the Master Interlocal Agreement, or in Sections 7.1 and 8.1 of this Agreement, Licensee shall be solely responsible for any and all costs incurred with respect to any Construction, Maintenance or other work related to the Wireline.

ARTICLE VII
SUBORDINATION OF RIGHTS GRANTED - RELOCATION OF WIRELINE

7.1 The rights granted pursuant to this Agreement shall be subject and subordinate to the prior and continuing right and obligation of UTA to fully use the Right of Way, including the right and power of UTA to construct, maintain, repair, renew, use, operate, modify, or relocate new or existing Track Improvements upon, along, above, or across any or all parts of the Right of Way and other UTA property, all or any of which may be freely done at any time or times by UTA. The grant of license for the Wireline is made without covenants of title or quiet enjoyment. UTA makes no warranties, either express or implied, regarding the nature, extent or status of its title to the Right of Way or regarding the existence or nonexistence of Third Person rights which may be superior to the license granted pursuant to this Agreement.

7.2 Licensee shall, within 60 days after receipt of written notice from UTA, modify or relocate (or, if agreed between the Parties, allow UTA to modify or relocate) all or any portion of the Wireline as UTA may reasonably designate. To the extent that the modification or relocation of the Wireline is necessitated by the construction, reconstruction, modification or relocation of any UTA System, UTA shall be responsible for the costs of such relocation. To the extent that the modification or relocation of the Wireline is necessitated because the Wireline is conflicting with or causing interference with any UTA or Third Person Track Improvements or Utilities existing prior to the Construction of the Wireline, then Licensee shall be responsible for the costs of such modification or relocation. All the terms, conditions and stipulations herein expressed with reference to the Wireline in the location described herein shall, so far as the

Wireline remains on UTA property, apply to the Wireline as modified or relocated pursuant to this Section

7.3 The foregoing grant is also subject to the outstanding superior rights previously conveyed or granted to Third Persons by UTA, or its predecessors in interest, and the right of UTA to renew and extend the same.

ARTICLE VIII INDEMNITY AND RELEASE

8.1 Licensee agrees to protect, defend, release, indemnify and hold harmless UTA, and any affiliates, successors, contractors, officers, directors, agents and employees of UTA (the "UTA Indemnitees") from and against any and all Losses resulting from: (a) negligence on the part of Licensee, or any employees, principals, contractors or agents of Licensee, in conjunction with any Construction, Maintenance or other work performed by or on behalf of Licensee with respect to the Wireline; (b) negligence on part of Licensee, or any employees, principals, contractors or agents of Licensee, in the use or operation of the Wireline; or (c) Licensee's breach of any provision of this Agreement. Notwithstanding the foregoing, Licensee shall not be required to indemnify UTA for, and UTA hereby assumes responsibility for, any losses, damages, claims, demands, actions, causes of action, penalties, expenses, litigation costs, attorneys' fees, expert witness fees, court costs, amounts paid in settlement, judgments, interest or other costs that are proximately caused by the negligence, recklessness or willful misconduct of UTA with respect to the construction, maintenance or operation of any UTA System.

8.2 Licensee acknowledges that the Right of Way may be subject to prospective purchaser agreements and covenants not to sue that UTA has entered with the Utah Department of Environmental Quality and the United States Environmental Protection Agency. Pursuant to such agreements, UTA is required to characterize any excavated soil that appears to contain (or has the potential to contain) Hazardous Materials and to handle and dispose of any such soil in compliance with applicable state and federal laws. Under these agreements, UTA is not required to excavate any soil except as required for construction related to the installation of a UTA System. Accordingly, any excavation that Licensee performs with respect to the Wireline exposes UTA to potential environmental liability that would not otherwise be present. As consideration for the rights granted to Licensee hereunder, Licensee agrees to assume all potential liability and responsibility for, and to indemnify and hold UTA harmless with respect to, any Losses related to the characterization and removal of any Hazardous Materials discovered during the performance of any Construction or Maintenance. Licensee agrees to perform any such characterization and removal in full compliance with all applicable state and federal environmental laws. Notwithstanding the foregoing, Licensee shall not be required to indemnify UTA for, and UTA hereby assumes responsibility for, any losses, damages, claims, demands, actions, causes of action, penalties, expenses, litigation costs, attorneys' fees, expert witness fees, court costs, amounts paid in settlement, judgments, interest or other costs related to any Hazardous Materials discovered as the result of modification or relocation work performed by or on behalf of Licensee in conjunction with the construction, reconstruction, modification or relocation of any UTA System. To the extent that either Party actually causes a release of Hazardous Materials into the Right of Way, such party shall be responsible for the characterization and removal of such Hazardous Materials and shall indemnify the other Party with respect to all losses resulting therefrom.

8.3 Licensee hereby releases UTA from, and agrees not to seek recourse against UTA with respect to, any claims, damages, fees, expenses or other losses proximately caused by

Third Persons including, without limitation, Third Persons having licenses or other interests in the Right of Way. Nothing contained herein shall be construed or deemed to be a release of any Third Persons by Licensee.

8.4 The provisions of this Article shall survive the termination of this Agreement.

ARTICLE IX CLAIMS AND LIENS FOR LABOR AND MATERIALS; TAXES

9.1 Licensee shall fully pay for all materials joined or affixed to the Right of Way in connection with the Wireline, and for all labor performed with respect to the Wireline. Licensee shall not permit or suffer any mechanic's or materialman's lien of any kind or nature to be enforced against the property for any work done or materials furnished thereon at the instance or request or on behalf of Licensee.

9.2 Licensee shall promptly pay or discharge all taxes, charges and assessments assessed or levied upon, in respect to, or on account of the Wireline to prevent the same from becoming a charge or lien upon the Right of Way and so that any taxes, charges and assessments levied upon or with respect to such property shall not be increased because of the Wireline or any improvements, appliances, or fixtures connected therewith.

ARTICLE X TERMINATION

10.1 UTA may terminate this Agreement if: (a) Licensee ceases to use the Wireline in an active and substantial way for any continuous period of 1 year; (b) Licensee continues in default with respect to any provision of this Agreement for a period of 30 days after UTA delivers written notice to Licensee identifying the nature of Licensee's breach of this Agreement; provided, however that if the nature of Licensee's breach is such that it cannot be cured within such 30-day period, Licensee shall not be deemed in default if Licensee commences to cure the breach within 30 days and thereafter diligently continues to remedy the breach; or (c) Licensee removes the Wireline from the Right of Way.

10.2 Termination of this Agreement for any reason shall not affect any of the rights, obligations or liabilities that have accrued prior to or concurrent with such termination.

ARTICLE XI INSURANCE

11.1 During the life of this Agreement, Licensee shall, at its sole cost and expense, obtain and maintain the insurance described in Exhibit "B" (Exhibit "B" is attached hereto and hereby incorporated into and made a part of this Agreement by reference). Licensee will also provide to UTA a Certificate of Insurance, identifying **UTA Contract Number DR/D/2338/O**, issued by its insurance carrier confirming the existence of such insurance and indicating that the policy or policies contain the following endorsement:

"Utah Transit Authority is named as an additional insured with respect to all liabilities arising out of the existence, use or any work performed on or associated with the pipeline crossing located on railroad right of way at approximately Mile Post 769.65 at or near Clearfield, Davis County, Utah"

11.2 Failure to maintain insurance as required shall entitle, but not require UTA to terminate this License immediately.

11.3 If Licensee is a public entity subject to any applicable statutory governmental immunity laws, the limits of insurance described in Exhibit "B" shall be the limits the Licensee then has in effect or that are required by applicable current or subsequent law, whichever is greater, a portion of which may be self insured with the consent and approval of UTA. Licensee does not waive any of its rights of entitlements to governmental immunity and limitations on liability to Third Persons under the Utah Governmental Immunity Act.

11.4 Licensee hereby acknowledges that it has reviewed the requirements of Exhibit "B", including without limitation the requirement for Railroad Protective Liability Insurance during construction, maintenance, installation, repair or removal of the pipeline which is the subject of this Agreement.

**ARTICLE XII
REMOVAL OF WIRELINE UPON TERMINATION OF AGREEMENT**

Upon termination of this Agreement pursuant to Article X hereof, Licensee shall, if requested in writing by UTA and at Licensee's sole cost and expense, remove the Wireline from the Right of Way and shall restore, to the satisfaction of UTA, such portions of the Right of Way to at least as good a condition as such were in at the time that Licensee first entered the Right of Way. If Licensee fails to do the foregoing within a reasonable time, UTA may, at its option, perform such removal and restoration work at the expense of Licensee. Licensee shall reimburse UTA for the costs incurred in any restoration or removal work performed under this Article within 30 days after receipt of the bill therefore. In the event UTA removes the Wireline pursuant to this Article, UTA shall in no manner be liable to the Licensee for any damage sustained by Licensee for or on account thereof, and such removal and restoration shall in no manner prejudice or impair any other right of action, including the recovery of damages, that UTA may have against the Licensee. The provisions of this Article shall survive the termination of this Agreement.

**ARTICLE XIII
ASSIGNMENT**

Licensee may not assign this Agreement, in whole or in part, or any rights herein granted, without UTA's written consent, which consent shall not be unreasonably withheld, conditioned, or delayed. Notwithstanding the foregoing, Licensee may assign this Agreement and its rights hereunder as part of a consolidation with an entity that: (a) is a successor governmental entity to Licensee; (b) is annexed with, merged into or consolidated with Licensee; or (c) that acquires substantially all of the assets of Licensee provided, however, that in any of the above instances such entity seeking an assignment under this Article must, as a condition to such assignment, assume all terms and conditions of this Agreement without limitation.

**ARTICLE XIV
SUCCESSORS AND ASSIGNS**

Subject to the provisions of Article XIII, this Agreement shall be binding upon and inure to the benefit of the Parties hereto, their officers, employees, representatives, successors and assigns.

**ARTICLE XV
SEVERABILITY**

This Agreement is executed by the Parties under current interpretation of any and all applicable federal, state, county, municipal, or other local statutes, ordinances, or laws. Furthermore, each and every separate division hereof shall have independent and severable status from each other division, or combination thereof, for the determination of legality, so that if any separate division herein is determined to be unconstitutional, illegal, violative of trade or commerce, in contravention of public policy, void, invalid or unenforceable for any reason, that separate division shall be treated as a nullity but such holding or determination shall have no effect upon the validity or enforceability of each and every other division, or other combination thereof.

**ARTICLE XVI
NOTICES**

Except as specifically provided elsewhere in this Agreement, all notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, or sent by overnight carrier to the addresses set forth herein. Addresses for notice may be changed by giving ten (10) days written notice of the change in the manner set forth herein.

If to UTA:

Utah Transit Authority
Attn: Property Management
P.O. Box 30810
Salt Lake City, UT 84130-0810

With a Copy to:

Utah Transit Authority
Attn: General Counsel
P.O. Box 30810
Salt Lake City, UT 84130-0810

If to Licensee:

Clearfield City
Attn: City Recorder
55 South State Street
Clearfield, UT 84015

With a Copy to:

Clearfield City Attorney
55 S. State St., Suite 332
Clearfield, UT 84015

**ARTICLE XVII
NO IMPLIED WAIVER**

The waiver by either party of a breach by the other party of any condition, covenant or agreement herein contained shall not impair any future ability of the non-breaching party to avail itself of any remedy or right set forth in this Agreement. Neither the right of supervision by UTA, nor the exercise or failure to exercise such right, nor the approval or failure to disapprove, nor the election by UTA to repair or reconstruct all or any part, of the work contemplated by this Agreement shall be deemed a waiver of any of the obligations of Licensee contained or set forth in this Agreement.

**ARTICLE XVIII
ENTIRE AGREEMENT - COUNTERPARTS**

This Agreement shall constitute the entire agreement and understanding of the Parties with respect to the subject matter hereof, and shall supersede all offers, negotiations and other agreements with respect thereto. Any amendment to this Agreement must be in writing and executed by an authorized representatives of each Party. This Agreement may be executed in any number of counterparts and by each of the Parties hereto on separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute but one and the same instrument. Any signature page of this Agreement may be detached from any counterpart and reattached to any other counterpart hereof. The facsimile transmission of a signed original of this Agreement or any counterpart hereof and the retransmission of any signed facsimile transmission hereof shall be the same as delivery of an original.

**ARTICLE XIX
FORUM SELECTION AND CHOICE OF LAW**

This Agreement shall be construed and interpreted under the laws of the State of Utah and the parties agree that any action or proceeding brought concerning this Agreement may be brought only in the courts of Salt Lake County, Utah, and each party hereto hereby consents to the jurisdiction of such courts.

**ARTICLE XX
SPECIAL PROVISIONS**

Special provisions, if any, are included in the attached Exhibit "C" (Exhibit "C" is attached hereto and hereby incorporated into and made a part of this Agreement by reference).

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed in duplicate as of the date first herein written.

Reviewed and Approved as to Form for UTA

UTA Engineering

UTA Legal

UTAH TRANSIT AUTHORITY

By: _____
Paul Edwards
Senior Program Manager

By: _____
Mailia Lauto'o
Manager, Property Administration

By: _____
Shelley Nielsen
Property Administrator

LICENSEE

By: _____

Its: _____

EXHIBIT "A"
DESIGN PLANS

[Insert engineering drawings showing the proposed crossing including proposed construction methods, shoring and cribbing requirements and milepost location]

**EXHIBIT “B”
INSURANCE REQUIREMENTS**

Licensee shall, at its sole cost and expense, procure and maintain during the life of this Agreement the following insurance coverage:

- A. **Commercial General Liability Insurance:** Policy providing coverage for death, personal injury and property damage with a combined single limit of at least \$2,000,000 each occurrence or claim and an aggregate limit of at least \$4,000,000. The policy shall contain broad form contractual liability insurance covering the indemnity obligations assumed by Licensee in the Agreement. Exclusions for railroads (except where the Pipeline is in all places more than 50 feet from any railroad tracks, bridges, trestles, roadbeds, terminals, underpasses or crossings), and explosion, collapse and underground hazard shall be removed. Coverage provided on a “claims made” form shall provide for at least a two-year extended reporting and discovery period if (a) the coverage changes from a claims made form to an occurrence form, (b) there is a lapse/cancellation of coverage, or (c) the succeeding claims made policy retroactive date is different for the expiring policy.
- a. The policy must also contain the following endorsement, WHICH MUST BE STATED ON THE CERTIFICATE OF INSURANCE: “Contractual Liability Railroads” ISO from CG 24 17 10 01 (or a substitute form providing equivalent coverage) showing “Utah Transit Authority Property” as the Designated Job Site.
- B. **Automobile Liability Insurance:** Policy providing bodily injury, property damage and uninsured vehicles coverage with a combined single limit of at least \$2,000,000 each occurrence or claim. This insurance shall cover all motor vehicles including hired and non-owned, and mobile equipment if excluded from coverage under the commercial general liability insurance.
- C. **Worker’s Compensation and Employer’s Liability Insurance:** Policy covering Licensee’s statutory liability under the laws of the State of Utah. If Licensee is self-insured, evidence of State approval must be provided.
- D. **Railroad Protective Liability Insurance:** Licensee must maintain “Railroad Protective Liability” insurance on behalf of UTA only as named insured, with a limit of not less than \$2,000,000 per occurrence and an aggregate of \$6,000,000.
- a. The definition of “JOB LOCATION” AND “WORK” on the declaration page of the policy shall refer to this Agreement and shall describe all WORK or OPERATIONS performed under this agreement.
- E. **Umbrella or Excess Insurance:** If Licensee utilizes umbrella or excess policies, and these policies must “follow form” and afford no less coverage than the primary policy.
- F. **Other Insurance Provisions:**
- a. Licensee and their insurers shall endorse the required insurance policy(ies) to waive their right of subrogation against UTA. Licensee’s insurance

shall be primary with respect to any insurance carried by UTA. Contractor will furnish UTA at least 30 days advance written notice of any cancellation or non-renewal of any required coverage that is not replaced.

- b. The required insurance policy(ies) shall be written by a reputable insurance company with a current AM Best's Insurance Guide Rate of A better, or as may otherwise be acceptable to UTA. Such insurance company shall be authorized to transact business in the State of Utah.
- c. The fact that insurance is obtained by Licensee shall not be deemed to release or diminish the liability of Licensee including, without limitation, liability under the indemnity provisions of this Agreement. Damages recoverable by UTA shall not be limited by the amount of the required insurance coverage.

**SUBMITTING REQUESTS FOR
RAILROAD PROTECTIVE LIABILITY INSURANCE**
(\$2,000,000 per occurrence/ \$6,000,000 aggregate)

Application forms for inclusion in Utah Transit Authority's Blanket Railroad Protective Liability Insurance Policy may be obtained from a Property Administrator.

If you have questions regarding railroad protective insurance (i.e. premium quotes, application) please contact David Pitcher at:

Phone: (801) 287-2371
Email: dcpitcher@rideuta.com

Send Checks and Applications to the following address:

Utah Transit Authority
Attn: David Pitcher
3600 South 700 West
P.O. Box 30810
Salt Lake City, UT 84130-0810

**EXHIBIT “C”
SPECIAL PROVISIONS**

Trails. UTA previously entered into an agreement with Clearfield City (“City”) to allow the City to use the Right of Way for a recreational trail. As a condition to this license, Licensee shall coordinate with the City regarding any trail closures or detours.

Licensee or Licensee’s Contractor will post notice to trail users a minimum of 7 days before any trail closure. Licensee or Licensee’s Contractor will also provide a public relations contact on the notice for any questions from the public.

A copy of the permit that will need to be filled out and submitted can be found on UTA’s website, under the Track Access Permit tab.

www.rideuta.com/PropertyManagement

Note: Track Access Permits will not be issued without first having an executed Contractor’s Right of Entry Agreement, UTA having received proof of insurance as provided in the Right of Entry Agreement, and verification that the Contractor and all of the Contractor’s Employees have gone through UTA’s Roadway Worker Training.



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, _____, Mayor of the City of _____, do hereby proclaim _____ as

Arbor Day

In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____
 Mayor _____

Clearfield City Revenues

March - 75% of Fiscal Year

Fund Level ▲	Fiscal Year	Account Code ▲	Account Title	YTD Budgeted Revenue	March Revenue	YTD Through March	YTD Revenue %
10	13	311001	CURRENT GENERAL PROPERTY	\$1,111,131.00	(\$147,758.74)	\$872,625.62	78.53%
	13	311002	VEHICLE VALUE BASED TAX	\$180,000.00	\$38,180.86	\$116,223.12	64.57%
	13	312001	DELINQUENT TAXES PRIOR YR	\$120,000.00	\$63,810.98	\$80,185.02	66.82%
	13	313001	GENERAL SALES & USE TAXES	\$3,315,226.00	\$0.00	\$2,415,738.59	72.87%
	13	313002	ENERGY USE TAX	\$2,112,683.00	\$0.00	\$1,549,121.20	73.32%
	13	314002	CATV FRANCHISE TAXES	\$115,000.00	\$0.00	\$62,558.62	54.40%
	13	314003	UTILITY FRANCHISE TAXES	\$318,000.00	\$24,731.44	\$266,870.62	83.92%
	13	314004	MUNI TELECOM LICENSE TAX	\$425,000.00	\$0.00	\$241,432.24	56.81%
	13	315001	TRANSIENT ROOM TAX	\$7,800.00	\$0.00	\$3,286.00	42.13%
	13	321001	BUSINESS LICENSES	\$126,500.00	\$4,462.50	\$102,037.00	80.66%
	13	321002	LANDLORD REGISTRATION	\$60,000.00	\$1,649.75	\$54,407.75	90.68%
	13	322002	SIGN PERMITS	\$2,500.00	\$125.00	\$1,032.00	41.28%
	13	322101	BUILDING PERMITS	\$65,000.00	\$8,202.55	\$78,449.15	120.69%
	13	322102	ELECTRICAL, PLUMBING & GAS	\$9,000.00	\$2,503.02	\$13,554.91	150.61%
	13	322103	EXCAVATION PERMITS	\$2,500.00	\$120.00	\$1,323.00	52.92%
	13	322104	DEMOLITION PERMITS	\$450.00	\$0.00	\$150.00	33.33%
	13	322105	INSPECTION FEES	\$0.00	\$258.50	\$1,151.50	
	13	322401	CEMETERY & BURIAL PERMITS	\$14,000.00	\$2,300.00	\$14,850.00	106.07%
	13	331001	GENERAL FEDERAL GRANTS	\$170,528.00	\$0.00	\$99,647.40	58.43%
	13	331006	CDBG GRANT REVENUE	\$217,184.00	\$4,498.33	\$32,261.88	14.85%
	13	331007	DAVIS COUNTY SCHOOL DISTR	\$14,087.00	\$0.00	\$0.00	0.00%
	13	334001	STATE GRANTS	\$56,360.00	\$0.00	\$44,752.04	79.40%
	13	335001	CLASS "C" ROADS	\$750,000.00	\$0.00	\$368,692.68	49.16%
	13	335002	LIQUOR FUND ALLOTMENT	\$43,000.00	\$0.00	\$39,850.93	92.68%
	13	341001	ZONING & SUBDIVISION	\$12,000.00	\$3,085.00	\$19,672.50	163.94%
	13	341002	PLAN CHECKING FEE	\$7,000.00	\$1,517.00	\$13,366.25	190.95%
	13	342001	SPECIAL POLICE SERVICES	\$8,500.00	\$1,065.00	\$7,688.50	90.45%
	13	342002	DAVIS SD POLICE PROTECTIO	\$56,996.00	\$0.00	\$59,560.00	104.50%
	13	342003	DUI/SEATBELT (OVERTIME RE	\$18,000.00	\$0.00	\$15,066.67	83.70%
	13	342004	E-911 SERVICE FEES	\$139,800.00	\$0.00	\$117,316.29	83.92%
	13	342006	DISPATCH SERVICES	\$85,000.00	\$7,084.00	\$63,756.00	75.01%
	13	347001	AQUATIC CENTER	\$1,351,020.00	\$115,309.13	\$888,049.56	65.73%
	13	347003	RECREATION	\$362,930.00	\$38,583.00	\$212,226.65	58.48%
	13	348001	CEMETERY PLOTS	\$9,500.00	\$1,910.00	\$8,360.00	88.00%
	13	349002	FIRE DISTRICT BILLING	\$915.00	\$0.00	\$0.00	0.00%

Clearfield City Revenues

March - 75% of Fiscal Year

Fund Level ▲	Fiscal Year	Account Code ▲	Account Title	YTD Budgeted Revenue	March Revenue	YTD Through March	YTD Revenue %
10	13	351001	FINES	\$820,000.00	\$61,250.55	\$571,368.69	69.68%
	13	351003	CODE ENFORCEMENT FINES	\$1,325.00	\$0.00	\$1,520.00	114.72%
	13	353001	COURT FILING FEES	\$2,500.00	\$2,480.00	\$21,245.00	849.80%
	13	353002	COURT SECURITY FEES	\$20,000.00	\$1,943.82	\$17,724.91	88.62%
	13	353003	MISC COURT COST REIMB	\$4,600.00	\$325.00	\$1,337.55	29.08%
	13	361001	INTEREST EARNINGS	\$39,800.00	\$8,379.84	\$17,716.71	44.51%
	13	362001	COMMUNITY SERVICE RENTALS	\$63,450.00	\$7,945.90	\$60,525.90	95.39%
	13	362002	RENT REVENUES	\$0.00	\$10.00	\$10.00	
	13	364001	SALE OF FIXED ASSETS G/L	\$0.00	\$0.00	\$7,604.69	
	13	369001	MISC REVENUES	\$18,200.00	\$542.65	\$154,418.24	848.45%
	13	369003	DONATION REVENUE	\$112,756.00	\$1,184.50	\$18,964.40	16.82%
	13	369004	RETURN CHECK FEES	\$900.00	\$100.00	\$860.00	95.56%
	13	369005	ONE TIME MISC REVENUE	\$0.00	\$0.00	\$2,064.00	
	13	369007	CLAIMS AND DAMAGES	\$8,400.00	\$107.68	\$8,759.58	104.28%
	13	371007	FIRE PROTECTION FREEPORT	\$97,500.00	\$8,642.34	\$76,284.18	78.24%
	13	381002	TRNF CDRA SALES TAX BOND	\$810,310.00	\$0.00	\$0.00	0.00%
	13	381003	TRNF EF SALES TAX BOND	\$75,777.70	\$0.00	\$0.00	0.00%
	13	381008	FUND BAL. APPROPRIATION	\$1,822,772.00	\$0.00	\$909,040.00	49.87%
	13	382001	TRNF FROM CDRA	\$260,944.00	\$18,837.00	\$192,601.66	73.81%
	13	382002	EF(S) OVERHEAD ALLOC	\$677,830.37	\$56,485.86	\$508,372.74	75.00%
13	382003	PAY IN LIEU DAVIS COUNTY	\$3,190.00	\$0.00	\$3,170.96	99.40%	
13	389001	BEGINNING FUND BALANCE	\$0.00	\$0.00	(\$909,040.00)		
10				\$16,127,865.07	\$339,872.46	\$9,529,812.90	59.09%
20	13	311101	EDA # 1	\$398,638.00	\$398,638.00	\$398,638.00	100.00%
	13	311102	EDA # 2	\$388,034.00	\$476,151.00	\$476,151.00	122.71%
	13	311103	EDA#3 - ATK	\$1,023,688.00	\$802,445.00	\$802,445.00	78.39%
	13	311106	RDA #6	\$259,032.00	\$240,245.00	\$240,245.00	92.75%
	13	311107	RDA # 7	\$329,680.00	\$344,920.00	\$344,920.00	104.62%
	13	311108	RDA # 8	\$265,055.00	\$194,893.00	\$194,893.00	73.53%
	13	311109	RDA # 9	\$317,573.00	\$302,915.00	\$302,915.00	95.38%
	13	311110	RDA # 10	\$353,466.00	\$338,242.00	\$338,242.00	95.69%
	13	337001	LOCAL GRANTS	\$800.00	\$600.00	\$600.00	75.00%
	13	361001	INTEREST EARNINGS	\$10,972.00	\$1,488.28	\$16,374.52	149.24%
	13	361004	INTEREST ON LOANS	\$0.00	\$0.00	\$118.69	
	13	362002	RENT REVENUES	\$51,091.56	\$4,257.63	\$38,318.67	75.00%
	13	369001	MISC REVENUES	\$0.00	\$0.00	\$2,000.00	
	13	381008	FUND BAL.	\$276,850.00	\$0.00	\$0.00	0.00%

Clearfield City Revenues

March - 75% of Fiscal Year

Fund Level ▲	Fiscal Year	Account Code ▲	Account Title	YTD Budgeted Revenue	March Revenue	YTD Through March	YTD Revenue %
20			APPROPRIATION				
	13	382004	OVERHEAD ALLOCATIONS	\$206,254.00	\$0.00	\$0.00	0.00%
20				\$3,881,133.56	\$3,104,794.91	\$3,155,860.88	81.31%
31	13	311001	CURRENT GENERAL PROPERTY	\$718,728.00	(\$54,301.07)	\$616,319.41	85.75%
	13	381005	TRNF FROM EF	\$371,922.00	\$0.00	\$151,543.57	40.75%
31				\$1,090,650.00	(\$54,301.07)	\$767,862.98	70.40%
40	13	323004	PARK IMPACT FEES	\$7,000.00	\$3,412.00	\$20,472.00	292.46%
	13	361001	INTEREST EARNINGS	\$92.00	\$59.15	\$961.04	1,044.61%
	13	381004	TRNF FROM GF	\$50,000.00	\$0.00	\$50,000.00	100.00%
	13	381008	FUND BAL. APPROPRIATION	\$181,000.00	\$0.00	\$26,971.35	14.90%
	13	389001	BEGINNING FUND BALANCE	\$0.00	\$0.00	(\$26,971.35)	
40				\$238,092.00	\$3,471.15	\$71,433.04	30.00%
45	13	381001	TRNF OTHER FUNDS	\$200,000.00	\$0.00	\$0.00	0.00%
	13	381004	TRNF FROM GF	\$825,359.00	\$0.00	\$939,905.98	113.88%
	13	381008	FUND BAL. APPROPRIATION	\$0.00	\$741.50	\$120,812.44	
	13	382001	TRNF FROM CDRA	\$202,400.00	\$600.00	\$142,050.61	70.18%
	13	389001	BEGINNING FUND BALANCE	\$0.00	(\$741.50)	(\$120,812.44)	
45				\$1,227,759.00	(\$155.36)	\$1,081,956.59	88.12%
50	13	361001	INTEREST EARNINGS	\$1,150.00	(\$3,563.25)	\$2,608.01	226.78%
	13	369004	RETURN CHECK FEES	\$0.00	\$0.00	\$260.00	
	13	369006	LATE FEES/PENALTY	\$130,685.00	\$9,270.68	\$96,541.26	73.87%
	13	371005	WATER SERVICE FEES	\$18,500.00	\$3,000.00	\$22,035.00	119.11%
	13	375001	UTILITY ASSISTANCE	(\$525.00)	(\$44.90)	(\$410.54)	78.20%
	13	375002	MILITARY DISCOUNTS	(\$1,000.00)	(\$20.47)	(\$502.17)	50.22%
	13	381005	TRNF FROM EF	\$125,709.48	\$15,558.33	\$69,140.62	55.00%
50				\$274,519.48	\$24,200.39	\$189,672.18	69.09%
51	13	323001	WATER IMPACT FEES	\$50,000.00	\$15,288.00	\$95,550.00	191.10%
	13	331003	HIGHWAYS & STREETS	\$0.00	\$0.00	\$194,658.48	
	13	361001	INTEREST EARNINGS	\$35,400.00	\$853.33	\$35,487.16	100.25%
	13	369001	MISC REVENUES	\$0.00	\$660.00	\$660.00	
	13	371001	WATER CHARGES	\$3,283,122.00	\$204,489.15	\$2,592,393.24	78.96%
	13	371003	WATER METER FEE/CONNECTIO	\$5,500.00	\$1,032.00	\$6,025.00	109.55%
	13	371006	FIRE HYDRANT RENTAL USE	\$500.00	\$0.00	\$1,265.40	253.08%
	13	381008	FUND BAL. APPROPRIATION	\$1,014,500.00	\$10,693.50	\$314,147.35	30.97%
	13	389001	BEGINNING FUND BALANCE	\$0.00	(\$10,693.50)	(\$314,147.35)	
51				\$4,389,022.00	\$222,322.48	\$2,926,039.28	66.67%
52	13	323002	SEWER IMPACT FEES	\$0.00	\$8,288.00	\$49,728.00	

Clearfield City Revenues

March - 75% of Fiscal Year

Fund Level ▲	Fiscal Year	Account Code ▲	Account Title	YTD Budgeted Revenue	March Revenue	YTD Through March	YTD Revenue %
52	13	331003	HIGHWAYS & STREETS	\$0.00	\$0.00	\$575,620.66	
	13	361001	INTEREST EARNINGS	\$11,700.00	(\$3,148.25)	\$14,979.82	128.03%
	13	369001	MISC REVENUES	\$0.00	\$100.00	\$520.00	
	13	372001	SEWER CHARGES	\$2,367,387.00	\$208,306.22	\$1,863,602.98	78.72%
	13	381008	FUND BAL. APPROPRIATION	\$680,000.00	\$16,506.00	\$410,152.39	60.32%
	13	389001	BEGINNING FUND BALANCE	\$0.00	(\$16,506.00)	(\$410,152.39)	
52				\$3,059,087.00	\$213,545.97	\$2,504,451.46	81.87%
53	13	323003	STORM SEWER IMPACT FEES	\$60,000.00	\$5,728.00	\$34,368.00	57.28%
	13	331003	HIGHWAYS & STREETS	\$0.00	\$0.00	\$688,982.57	
	13	331008	UDOT REVENUE	\$0.00	\$0.00	\$13,656.25	
	13	361001	INTEREST EARNINGS	\$10,330.00	\$4,897.90	\$11,598.49	112.28%
	13	373001	STORM SEWER CHARGES	\$873,257.00	\$73,081.22	\$644,594.34	73.81%
	13	381001	TRNF OTHER FUNDS	\$209,400.00	\$0.00	\$0.00	0.00%
	13	381008	FUND BAL. APPROPRIATION	\$380,000.00	\$0.00	\$377,261.21	99.28%
	13	382001	TRNF FROM CDRA	\$0.00	\$0.00	\$135.00	
	13	389001	BEGINNING FUND BALANCE	\$0.00	\$0.00	(\$377,261.21)	
53				\$1,532,987.00	\$83,707.12	\$1,393,334.65	90.89%
54	13	361001	INTEREST EARNINGS	\$6,000.00	\$2,234.53	\$6,544.77	109.08%
	13	374001	GARBAGE CHARGES	\$1,224,794.00	\$102,126.87	\$921,610.91	75.25%
	13	381008	FUND BAL. APPROPRIATION	\$0.00	\$0.00	\$12,423.66	
	13	389001	BEGINNING FUND BALANCE	\$0.00	\$0.00	(\$12,423.66)	
54				\$1,230,794.00	\$104,361.40	\$928,155.68	75.41%
61	13	344001	FLEET CHARGES FROM GF	\$115,022.00	\$9,585.15	\$86,266.35	75.00%
	13	344002	FLEET CHARGES FROM WATER	\$32,810.00	\$2,734.15	\$24,607.35	75.00%
	13	344003	FLEET CHARGES FROM SEWER	\$13,664.00	\$1,138.65	\$10,247.85	75.00%
	13	344004	FLEET CHARGES STORM SEWER	\$13,821.00	\$1,151.74	\$10,365.66	75.00%
	13	344005	FLEET CHARGES UTILITY ADM	\$3,015.00	\$251.23	\$2,261.07	74.99%
	13	345001	CONSUM. CHRGS FROM GF	\$239,050.00	\$18,097.11	\$156,985.24	65.67%
	13	345002	CONSUM. CHRGS FROM WATER	\$34,000.00	\$1,214.58	\$23,147.91	68.08%
	13	345003	CONSUM. CHRGS FROM SEWER	\$20,100.00	\$1,710.91	\$14,813.41	73.70%
	13	345004	CONSUM. CHRGS STORM SEWER	\$17,100.00	\$1,962.83	\$9,236.94	54.02%
	13	345005	CONSUM. CHRGS UTIL ADMIN	\$5,650.00	\$256.95	\$1,423.75	25.20%
	13	345006	CONSUM. CHRGS OUTSIDE SER	\$4,500.00	\$1,404.44	\$2,673.44	59.41%

Clearfield City Revenues

March - 75% of Fiscal Year

Fund Level ▲	Fiscal Year	Account Code ▲	Account Title	YTD Budgeted Revenue	March Revenue	YTD Through March	YTD Revenue %
61	13	346001	VEHICLE REPLACEMENT GF	\$236,000.00	\$14,583.33	\$192,249.97	81.46%
	13	346002	VEHICLE REPLACEMENT WATER	\$63,760.00	\$5,313.33	\$47,819.97	75.00%
	13	346003	VEHICLE REPLACEMENT SEWER	\$49,437.00	\$4,119.75	\$37,077.75	75.00%
	13	346004	VEHICLE REPLACEMENT STORM	\$23,000.00	\$1,916.66	\$17,249.94	75.00%
	13	346005	VEHICLE REPLACEMENT UTIL	\$3,502.00	\$291.83	\$2,626.47	75.00%
	13	364001	SALE OF FIXED ASSETS G/L	\$11,895.00	\$8,553.50	\$35,035.27	294.54%
	13	365001	FUEL CHARGES	\$0.00	\$1,170.07	\$9,801.66	
	13	369001	MISC REVENUES	\$0.00	\$0.00	\$146.24	
	13	369007	CLAIMS AND DAMAGES	\$0.00	\$0.00	\$81.47	
61				\$886,326.00	\$75,456.21	\$684,117.71	77.19%
63	13	344006	RISK MGMT CHARGES - GF	\$196,554.00	\$17,654.21	\$158,887.89	80.84%
	13	344007	RISK MGMT CHARGES - WATER	\$20,649.00	\$2,283.75	\$20,553.75	99.54%
	13	344008	RISK MGMT CHARGES - SEWER	\$8,450.00	\$1,720.75	\$15,486.75	183.28%
	13	344009	RISK MGMT CHARGES - STORM	\$10,352.00	\$704.16	\$6,337.44	61.22%
	13	344010	RISK MGMT CHARGES - UTILI	\$28,243.00	\$212.49	\$1,912.41	6.77%
	13	344011	RISK MGMT CHARGES - FLEET	\$4,130.00	\$344.16	\$3,097.44	75.00%
63				\$268,378.00	\$22,919.52	\$206,275.68	76.86%
70	13	348002	PERPETUAL CARE	\$9,000.00	\$1,500.00	\$8,350.00	92.78%
	13	361001	INTEREST EARNINGS	\$1,000.00	(\$185.42)	\$1,107.51	110.75%
70				\$10,000.00	\$1,314.58	\$9,457.51	94.58%
14	Summary			\$34,216,613.11	\$4,141,509.76	\$23,448,430.54	68.53%

Clearfield City Spending

March 75% of Fiscal year

Fund Level▲	Budget Unit▲	Budget Unit Title	Fiscal Year Budgeted Amount	March Spending	YTD March	YTD Spending %	Remaining Budget	Fiscal Year
10	104111	MAYOR & COUNCIL	\$190,045.48	\$11,010.31	\$129,043.49	68%	\$61,001.99	13
	104121	JUSTICE COURT	\$388,144.39	\$38,030.89	\$256,138.87	66%	\$132,005.52	13
	104131	CITY MANAGER	\$370,346.63	\$40,662.73	\$258,767.05	70%	\$111,579.58	13
	104132	CITY RECORDER	\$165,194.49	\$16,386.58	\$113,626.32	69%	\$51,568.17	13
	104133	LEGAL	\$267,383.08	\$23,113.82	\$179,069.68	67%	\$88,313.40	13
	104141	HUMAN RESOURCES	\$267,887.94	\$22,470.95	\$171,135.72	64%	\$96,752.22	13
	104142	INFORMATION TECHNOLOGIES	\$702,955.02	\$67,731.63	\$554,153.16	79%	\$148,801.86	13
	104143	FINANCE	\$569,668.02	\$52,305.39	\$399,659.16	70%	\$170,008.86	13
	104151	INTERDEPARTMENTAL SERVICE	\$1,168,706.00	\$67,405.18	\$705,014.99	60%	\$463,691.01	13
	104161	BUILDINGS & PLANTS	\$494,021.38	\$35,567.81	\$312,001.94	63%	\$182,019.44	13
	104172	ELECTIONS	\$400.00	\$0.00	\$0.00	0%	\$400.00	13
	104211	POLICE ADMIN	\$701,834.41	\$71,083.12	\$471,399.66	67%	\$230,434.75	13
	104212	PATROL & INVESTIGATIONS	\$2,880,674.79	\$290,712.86	\$1,989,170.47	69%	\$891,504.32	13
	104213	EMERGENCY SERVICES	\$48,457.46	\$8,786.34	\$23,954.33	49%	\$24,503.13	13
	104214	CODE ENFORCEMENT	\$120,395.02	\$12,163.86	\$73,354.51	61%	\$47,040.51	13
	104215	DISPATCH	\$564,461.25	\$56,230.28	\$365,884.77	65%	\$198,576.48	13
	104216	COMMUNICATIONS, E-911	\$142,092.00	\$12,898.89	\$88,079.43	62%	\$54,012.57	13
	104218	LIQUOR LAW ENFORCEMENT	\$84,963.87	\$10,232.60	\$45,618.96	54%	\$39,344.91	13
	104411	PUBLIC WORKS ADMIN	\$80,183.86	\$8,566.91	\$50,824.99	63%	\$29,358.87	13
	104413	ROADWAYS	\$710,128.84	\$23,370.88	\$520,494.93	73%	\$189,633.91	13
	104511	COMMUNITY SVCS ADMIN	\$225,453.80	\$23,709.72	\$164,301.21	73%	\$61,152.59	13
	104521	PARKS	\$801,113.56	\$39,893.24	\$506,796.54	63%	\$294,317.02	13
	104561	RECREATION	\$650,342.65	\$52,400.07	\$365,131.61	56%	\$285,211.04	13
	104565	AQUATICS CENTER	\$1,595,351.30	\$156,641.25	\$1,063,686.83	67%	\$531,664.47	13
	104591	CEMETERY	\$4,659.00	\$88.95	\$2,662.89	57%	\$1,996.11	13
	104612	MARKETING/PR	\$182,604.96	\$19,237.67	\$134,277.81	74%	\$48,327.15	13
	104613	BUSINESS LICENSES	\$54,857.01	\$5,835.93	\$37,577.12	69%	\$17,279.89	13
	104632	CDBG	\$73,732.95	\$5,193.86	\$31,963.05	43%	\$41,769.90	13
	104641	PLANNING & ZONING	\$135,233.93	\$13,669.96	\$87,640.23	65%	\$47,593.70	13
	104642	INSPECTIONS	\$99,431.32	\$9,940.84	\$73,313.92	74%	\$26,117.40	13
104643	PERMITS	\$56,869.42	\$5,945.90	\$38,155.34	67%	\$18,714.08	13	
104711	SALES TAX BOND	\$995,343.75	\$0.00	\$993,618.79	100%	\$1,724.96	13	
104810	TRANSFERS TO OTHER FUNDS	\$1,391,459.00	\$0.00	\$989,905.98	71%	\$401,553.02	13	
10			\$16,184,396.58	\$1,201,288.42	\$11,196,423.75	69%	\$4,987,972.83	
20	204611	CED	\$535,339.56	\$16,286.41	\$212,151.42	40%	\$323,188.14	13

Clearfield City Spending

March 75% of Fiscal year

Fund Level ▲	Budget Unit ▲	Budget Unit Title	Fiscal Year Budgeted Amount	March Spending	YTD March	YTD Spending %	Remaining Budget	Fiscal Year
20		ADMINISTRATION						
	204615	RDA #9	\$317,572.00	\$1,145.00	\$11,711.48	4%	\$305,860.52	13
	204616	RDA #6	\$259,032.00	\$849.00	\$9,467.62	4%	\$249,564.38	13
	204617	RDA #7	\$329,680.00	\$1,569.00	\$13,142.74	4%	\$316,537.26	13
	204618	RDA #8	\$266,255.00	\$231.00	\$17,491.10	7%	\$248,763.90	13
	204619	RDA #10	\$353,466.00	\$1,288.00	\$13,049.02	4%	\$340,416.98	13
	204621	EDA #1	\$398,638.00	\$2,267.00	\$157,116.28	39%	\$241,521.72	13
	204622	EDA #2	\$388,034.00	\$2,724.00	\$15,634.96	4%	\$372,399.04	13
	204623	EDA #3	\$1,033,117.00	\$1,515.00	\$45,006.89	4%	\$988,110.11	13
20			\$3,881,133.56	\$27,874.41	\$494,771.51	13%	\$3,386,362.05	
31	314711	GO SERIAL BOND	\$1,090,650.00	\$0.00	\$1,090,650.00	100%	\$0.00	13
31			\$1,090,650.00	\$0.00	\$1,090,650.00	100%	\$0.00	
40	404521	PARKS CAPITAL PROJECTS	\$238,092.00	\$0.00	\$110,327.81	46%	\$127,764.19	13
40			\$238,092.00	\$0.00	\$110,327.81	46%	\$127,764.19	
45	454142	CAP PROJ - IT	\$144,000.00	\$0.00	\$0.00	0%	\$144,000.00	13
	454161	CAP PROJ - BUILDINGS	\$102,000.00	\$0.00	\$20,327.00	20%	\$81,673.00	13
	454410	CAP PROJ - STREETS	\$1,318,500.00	\$1,341.50	\$263,216.23	20%	\$1,055,283.77	13
	454632	CAP PROJ - CDBG	\$159,359.00	\$3,245.66	\$12,419.16	8%	\$146,939.84	13
45			\$1,723,859.00	\$4,587.16	\$295,962.39	17%	\$1,427,896.61	
50	505011	UTILITY ADMINISTRATION	\$181,034.86	\$14,906.12	\$125,563.80	69%	\$55,471.06	13
	505012	UTILITY METERS	\$93,484.29	\$9,252.27	\$63,730.38	68%	\$29,753.91	13
50			\$274,519.15	\$24,158.39	\$189,294.18	69%	\$85,224.97	
51	515101	WATER DEPARTMENT	\$3,374,522.38	\$159,025.86	\$2,672,393.22	79%	\$702,129.16	13
	515110	WATER CAPITAL PROJECTS	\$1,014,500.00	\$11,691.00	\$476,828.88	47%	\$537,671.12	13
51			\$4,389,022.38	\$170,716.86	\$3,149,222.10	72%	\$1,239,800.28	
52	525201	SEWER DEPARTMENT	\$2,379,087.12	\$264,244.79	\$1,834,993.10	77%	\$544,094.02	13
	525210	SEWER CAPITAL PROJECTS	\$680,000.00	\$16,866.00	\$928,742.19	137%	(\$248,742.19)	13
52			\$3,059,087.12	\$281,110.79	\$2,763,735.29	90%	\$295,351.83	
53	535301	STORM SEWER	\$943,587.30	\$75,323.73	\$629,458.67	67%	\$314,128.63	13
	535310	STORM SEWER CAPITAL PRJCT	\$589,400.00	\$285.50	\$923,326.80	157%	(\$333,926.80)	13
53			\$1,532,987.30	\$75,609.23	\$1,552,785.47	101%	(\$19,798.17)	
54	545401	SOLID WASTE	\$1,230,793.78	\$87,589.47	\$819,026.10	67%	\$411,767.68	13
54			\$1,230,793.78	\$87,589.47	\$819,026.10	67%	\$411,767.68	
61	614441	FLEET MANAGEMENT	\$825,326.48	\$62,362.55	\$820,004.32	99%	\$5,322.16	13
61			\$825,326.48	\$62,362.55	\$820,004.32	99%	\$5,322.16	

Clearfield City Spending

March 75% of Fiscal year

Fund Level ▲	Budget Unit ▲	Budget Unit Title	Fiscal Year Budgeted Amount	March Spending	YTD March	YTD Spending %	Remaining Budget	Fiscal Year
63	634443	ISF - RISK MANAGEMENT	\$268,378.00	\$1,291.05	\$262,233.66	98%	\$6,144.34	13
63			\$268,378.00	\$1,291.05	\$262,233.66	98%	\$6,144.34	
70	70	PERPETUAL CEMETERY FUND	\$10,000.00	\$0.00	\$0.00	0%	\$10,000.00	13
70			\$10,000.00	\$0.00	\$0.00	0%	\$10,000.00	
15	Summary		\$34,708,245.35	\$1,936,588.33	\$22,744,436.58	66%	\$11,963,808.77	

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. REGULAR SESSION
December 11, 2012

(This meeting was held following the regularly scheduled City Council Meeting.)

PRESIDING:	Kathryn Murray	Chair
PRESENT:	Kent Bush	Director
	Mike LeBaron	Director
	Mark Shepherd	Director
	Bruce Young	Director
	Don Wood	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Scott Hodge	Public Works Director
	Valerie Claussen	Development Services Manager
	Eric Howes	Community Services Director
	Greg Krusi	Police Chief
	Bob Wylie	Administrative Services Director
	Steve Guy	City Treasurer
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Randy Sant- Consultant.

Chair Murray called the meeting to order at 8:22 p.m.

APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE AUGUST 28, 2012 REGULAR SESSION

Director Shepherd moved to approve the minutes from the August 28, 2012 Clearfield Community Development and Renewal Agency (CDRA) meeting, as written, seconded by Director LeBaron. The motion carried upon the following vote: Voting AYE – Directors Bush, LeBaron, Shepherd, Wood and Young. Voting NO – None.

PUBLIC HEARING TO RE-OPEN AND CONSIDER AMENDMENTS TO THE CDRA 2012/2013 FISCAL YEAR BUDGET

State Law required a public hearing before the Board approved amendments to the CDRA budget. Bob Wylie, Administrative Services Director, presented the amendments for the 2012/2013 fiscal year budget.

Chair Murray declared the public hearing open at 8:24 p.m.

Chair Murray asked for public comments.

There were no public comments.

Director Wood moved to close the public hearing at 8:25 p.m., seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Bush, LeBaron, Shepherd, Wood and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2012R-05 AUTHORIZING THE DRAFTING OF A PROJECT AREA PLAN AND PROJECT AREA BUDGET FOR THE CLEARFIELD STATION PROJECT AREA

Randy Sant, Consultant, stated adoption of the Resolution was the first step in creating the Frontrunner Community Development Area (CDA). He explained that a consultant, other than himself, chosen and paid for by the developer would be completing the necessary work in the creation of the CDA. He emphasized the consultant would provide all necessary documents and that he, Randy Sant, would only be acting as a consultant on behalf of the City. He reported the area would be larger than just the UTA (Utah Transit Authority) site which would be advantageous to the City by addressing future potential development near the actual site. He indicated adjacent properties could not be added to the project area once the CDA had been created. Director Bush inquired if there was a maximum acreage which would be designated in a CDA. Mr. Sant responded there was no such restriction for a CDA.

Director Shepherd moved to approve 2012R-05 authorizing the drafting of the project area plan and project area budget for the Clearfield Station project area with a project area legal description to be provided at a later date, seconded by Director LeBaron. The motion carried upon the following vote: Voting AYE – Directors Bush, LeBaron, Shepherd, Wood and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2012R-04 AMENDING THE CDRA 2012/2013 FISCAL YEAR BUDGET

Director LeBaron moved to approve Resolution 2012R-04 adopting amendments to the CDRA 2012/2013 fiscal year budget and authorize the Chair's signature to any necessary documents, seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Bush, LeBaron, Shepherd, Wood and Young. Voting NO – None.

There being no further business to come before the Community Development and Renewal Agency, **Director Wood moved to adjourn as the Community Development and Renewal Agency at 8:31 p.m., seconded by Director Young. All voting AYE.**

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
March 19, 2013

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

PRESIDING:	Kathryn Murray	Chair
PRESENT:	Kent Bush	Director
	Mike LeBaron	Director
	Mark Shepherd	Director
	Don Wood	Director
	Bruce Young	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Bob Wylie	Administrative Services Director
	Steve Guy	City Treasurer
	Jessica Hardy	Accounting Technician
	Marliss Scott	Marketing/Public Relations
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: There were no visitors.

Chair Murray called the meeting to order at 6:16 p.m.

DISCUSSION ON THE 2013/2014 FISCAL YEAR BUDGET

Adam Lenhard, City Manager, shared a visual presentation illustrating each RDA area and its specific figures regarding expenses and revenues. He also distributed a handout reflecting the same. He pointed out expenses, revenues, overhead administrative costs, any loan payments to the Enterprise funds, had been identified in each RDA area. He directed the Council to the funds available for projects specific to the RDA areas. He shared the proposal specific to the Sales Tax Bond Payment.

He directed the Board to EDA 2 and reviewed the specific revenues and expenditures. He pointed out the area on a city map. He directed the Board to RDA 10 and also indicated where it was reflected on the city map. He suggested the Sales Tax Bond payment could be made using funds from both EDA 2 and RDA 10. A discussion took place regarding both RDA areas.

Mr. Lenhard directed the Board to EDA 3, the ATK area, and shared information specific to that economic development area and reviewed the revenues associated with it. He reminded the Council of the proposed strategies identified during last year's budget process.

Kim Dabb arrived at 6:34 pm

Mr. Lenhard suggested the available funds in RDA 9 be appropriated to repay the loan which would safeguard the funds in RDA 6, 7 and 8.

JJ Allen, Assistant City Manager, directed the Board to the budget work book document specific the CED Administration budget notes and reviewed those with the Board. He requested direction from the Board specific to how much it desired to be appropriated to the marketing campaign and referred to an email sent earlier in the day. He distributed a hard copy and reminded the Board of the history associated with the marketing campaign. He pointed out Marliiss Scott, Marketing, was present to respond to any questions of the Board.

Director Bush inquired about the costs identified for the internet. Ms. Scott explained if the City continued advertising with radio a tie in with the website or Facebook could be implemented. She continued explaining other advertising/marketing options to the Board. Director Shepherd expressed his opinion the billboard campaign was successful in marketing the City. She pointed out the Utah Business magazine campaign had not been as exciting as anticipated. A discussion took place regarding the purpose and success of the different campaigns. Director Young believed the City had achieved its goal with the marketing campaign and suggested a focus to connect with businesses. Director LeBaron suggested the City consider a global campaign such as Facebook, YouTube and Twitter for promoting the City. A discussion related to the advantages of social media followed.

Mayor Wood summarized the City had met its objective and requested direction from the Board. A short discussion took place and the Board directed staff to appropriate \$40,000 for marketing purposes for Fiscal Year 2014.

Mr. Allen continued to review the budget notes identified with the CED Administration specific to "Other Professional Fees". Director Murray requested a discussion take place pertaining to out of state travel and pointed out Las Vegas was seven hours away and suggested it would be cheaper to drive as opposed to flying and a discussion took place relative to that. Mr. Allen emphasized the budget had been prepared following the current travel policy.

Mr. Lenhard mentioned the Demolition Assistance appropriation had been eliminated and indicated future demolition projects would be considered on a case by case basis and the budget could be reopened to account for the expenditure. Mr. Allen pointed out an appropriation had been made to allow for landscaping design features for the City's gateways.

Mr. Allen explained the appropriation of funds for surveys and building assessments would be used for project engineering, appraisals, etc. He also mentioned the management contract with Randy Sant for the annual report which would be sent to the State.

Mr. Allen directed staff to the special department allowance portion of the budget and mentioned funds were appropriated for the implementation of a beautification commission which was the result of discussions during the Budget Retreat. He informed the Council about the proposed "Buy Local" campaign and requested Ms. Scott review specifics. Ms. Scott distributed a handout and reviewed the statistics associated with successful similar campaigns. **(get handout from Marliss)** Director Bush suggested a link from the City's Facebook page could be linked to local businesses and believed it would allow businesses to promote themselves through the City. Director Wood believed it was more appropriate for local government to educate residents to the benefits of buying local as opposed to promoting businesses and shared an example. A discussion took place regarding "Buy Local" campaigns and what the City's responsibility was in promoting local businesses. Mr. Allen clarified the Board desired to keep the \$5000 appropriation in the proposed budget.

The Board took a break at 7:30 p.m.
The meeting reconvened at 7:40 p.m.

Mr. Lenhard directed the Council to the visual presentation regarding each RDA area and shared the proposals pertaining to each designated area. Mayor Wood clarified that no RDA funds were being transferred to the General Fund to cover expenses associated with the 200 South Overpass repair project. Mr. Lenhard responded in that was correct.

Mr. Wylie shared a visual presentation illustrating how GIS mapping had been useful in obtaining financial data used for budgeting purposes specific to each RDA designated area.

Director Shepherd moved to adjourn as the CDRA work session and reconvene as a City Council at 7:49 p.m., seconded by Director LeBaron. All voting AYE.

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. WORK SESSION
March 26, 2013

(This meeting was held following the regularly scheduled City Council Meeting.)

PRESIDING:	Kathryn Murray	Chair
PRESENT:	Kent Bush	Director
	Mike LeBaron	Director
	Mark Shepherd	Director
	Don Wood	Director
	Bruce Young	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	Brian Brower	City Attorney
	JJ Allen	Assistant City Manager
	Nancy Dean	City Recorder

VISITORS: There were no visitors.

Chair Murray called the meeting to order at 8:10 p.m.

Director Shepherd moved to adjourn to a Closed Session for a strategy session to discuss the purchase, exchange, or lease of real property. Utah Code Ann. § 52-4-204 and §52-4-205(1)(d), seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Bush, LeBaron, Shepherd, Wood and Young. Voting NO – None.

The minutes for the closed session are kept in a separate location.

Memo



To: CDRA Board
From: JJ Allen, Assistant City Manager
Date: April 17, 2013
Re: UTA Clearfield Circulator Study

I. RECOMMENDED ACTION

Approve the UTA Clearfield Circulator Study Agreement and authorize the City Manager's signature to any necessary documents.

II. DESCRIPTION / BACKGROUND

The Clearfield area is home to key activity centers (Freeport, Falcon Hill, and Weber State University) that would benefit from direct transit connections (a circulator) to Clearfield's FrontRunner Station. The first step toward establishing a circulator is to study the demand, potential routes and modes, and overall feasibility.

This proposed study would be financed and accomplished through a partnership of the major stakeholders. UTA would be the lead agency, and would contract with a consultant to perform the study. Clearfield City and the other partners would be involved in the project's Steering Committee.

III. IMPACT

a. Fiscal

The \$60,000 study would be financed as follows:

UTA	\$30,000
Clearfield City	\$10,000
Freeport Center Assoc.	\$5,000
Weber State University	\$5,000
UDOT	\$5,000
MIDA	\$2,500
Davis County	\$2,500

Clearfield's portion will come from existing fund balance in the CDRA (Fund 20).

b. Operations / Service Delivery

In some form, a circulator will eventually be needed for these locations. In fact, it's already needed for the Freeport area. As the WSU-Davis campus and Falcon Hill build out over the coming years, the need for service there will become more apparent.

The process to accomplish this objective begins with a feasibility study, and UTA's clear goal is to have the study result in a tangible project. When a circulator service is available, the community will benefit, because the activity centers (including the Clearfield Station TOD) will be more viable.

IV. ALTERNATIVES

It has taken several months to get all of these parties on the same page regarding the scope of work and level of financial participation. If the City, or any other partner, should not follow through with approval of the agreement, the project will probably not move forward.

V. SCHEDULE / TIME CONSTRAINTS

Once all parties have executed the agreement, UTA will proceed with procuring a consultant for the project. The study itself will take at least a few months to complete, and should be done before the end of the year.

VI. LIST OF ATTACHMENTS

- Clearfield Circulator Study Agreement (including Scope of Work)

CLEARFIELD CIRCULATOR STUDY AGREEMENT

This Clearfield Circulator Study Agreement (the “Agreement”) is entered into this ___ day of _____, 2013, by and between Utah Transit Authority, a public transit district organized under the laws of the State of Utah (“UTA”), Clearfield City, a municipal corporation located in Davis County (“Clearfield”), Weber State University, a state-funded university (“WSU”), Freeport Center Associates, LLP, a manufacturing distribution center located in Clearfield (“Freeport Center”), Military Installation Development Authority (“MIDA”), a political subdivision of the State of Utah, Utah Department of Transportation, an agency of the State of Utah (“UDOT”), Davis County (“Davis County”), and Wasatch Front Regional Council (“WFRC”). UTA, Clearfield, WSU, Freeport Center, MIDA, UDOT, Davis County and WFRC are hereinafter collectively referred to as “Parties” and each may be referred to individually as “Party,” all as governed by the context in which such words are used.

RECITALS

WHEREAS, UTA desires to fund up to fifty percent (50%) of the funds necessary to complete a feasibility study for certain public transit service in Clearfield, Utah (“the Project”); and

WHEREAS, each of the other Parties desires to contribute certain additional funds or in-kind services to facilitate completion of the Project; and

WHEREAS, completion of the Project will serve the public interest by providing important information to facilitate the public transportation system in and around Clearfield, and by facilitating transportation to and from Clearfield.

AGREEMENT

NOW, THEREFORE, on the stated Recitals, which are incorporated herein by reference, and for and in consideration of the mutual covenants and agreements hereafter set forth, the mutual benefits to the Parties to be derived herefrom, and for other valuable consideration, the receipt and sufficiency of which the Parties acknowledge, it is hereby agreed as follows:

1. Purpose of Agreement. This Agreement outlines the terms and conditions pursuant to which the parties will cooperate to procure a consultant to complete the Project, as more fully described in the Scope of Work, attached hereto as Exhibit “A” and by this reference made a part hereof.
2. Project Cost. The Parties agree that, unless otherwise agreed by each Party in writing, the cost for the project shall not exceed Sixty Thousand Dollars (\$60,000).
3. UTA Funds. Upon execution hereof, UTA agrees to contribute the sum of Thirty Thousand Dollars (\$30,000) to complete the project.

4. Local Funds. Upon execution hereof, each of the other Parties agree to contribute additional funds necessary to complete the Project, as follows: Clearfield agrees to contribute the sum of Ten Thousand Dollars (\$10,000); WSU agrees to contribute the sum of Five Thousand Dollars (\$5,000); Freeport Center agrees to contribute the sum of Five Thousand Dollars (\$5,000); UDOT agrees to contribute the sum of (\$5,000); MIDA agrees to contribute the sum of Two Thousand and Five-Hundred Dollars (\$2,500); Davis County agrees to contribute (\$2,500); and WFRC agrees to contribute travel demand modeling services as in-kind match (collectively, the “Local Funds”). Unless specifically agreed to in writing, no Party will be required to contribute additional funds hereunder.

5. Delivery of Contributions. Upon execution hereof, each of Clearfield, WSU, Freeport Center, MIDA, UDOT, and Davis County shall deliver to UTA the funds described in paragraph 4 above. Such funds shall be delivered any time after full execution hereof, but in any case no later than June of 2013. UTA shall manage payment to the selected consultant in accordance with the contract.

6. Unused Local Funds. The Local Funds shall not be used for any purpose other than the payment for consultant services without written approval from each Party. Within 45 days of making the final payment to the feasibility study consultant or the termination of the consultant contract, unused Local Funds, if any, will be distributed proportionally equal to each Party.

7. Representatives. UTA will serve as the lead agency for the project, and will exercise contracting authority over the consultant selected to prepare the feasibility study (the “Consultant”). UTA’s Project Manager will be Brett Coulam. UTA’s Project Manager will provide each of the Parties with regular reports of progress and expenditures. Each of Clearfield, WSU, Freeport Center, MIDA, UDOT, Davis County and WFRC will designate a representative to attend any Project management meetings. The representatives of UTA, Clearfield, WSU, Freeport Center, MIDA, UDOT, Davis County, and WFRC together constitute the Project Steering Committee. The representative for Clearfield will be _____; the representative for WSU will be _____; the representative for Freeport Center will be _____; the representative for MIDA will be _____; the representative for UDOT will be _____; the representative for Davis County will be _____ and the representative for WFRC will be _____. In the event UTA’s Project Manager, or any of the representatives determines that comments or decisions are necessary regarding the progress of the Project or any deliverables of the Consultant, each of the representatives will attend a Project management meeting.

8. Procurement. Selection of the Consultant for the Project will be completed in accordance with and as required by appropriate Federal and State procurement law. UTA will enter into a contract with the selected consultant. Unless otherwise agreed by all Project Sponsors, the Consultant Contract will contain a not-to-exceed amount that is within the total project budget described above.

9. Amendment, Waiver. No waiver, termination, amendment or other modification of any provision to this Agreement shall be effective unless the same shall be in writing and signed by all Parties, and then such waiver, termination, amendment or modification shall be effective only in the specific instance and for the specific purpose for which it is given.

10. Entire Agreement. This Agreement constitutes the entire Agreement by and between UTA, Clearfield, WSU, Freeport Center, MIDA, UDOT, Davis County and WFRC with respect to the subject matter of this Agreement and supersedes all prior agreements, understandings and negotiations, both written and oral, with respect to the subject matter of this Agreement. No representation, warranty, inducement, promise, understanding or condition which is not set forth in this Agreement has been made or relied upon by either of the Parties hereto.

11. Dispute Resolution. The Parties agree to make a good faith effort to resolve any dispute regarding the construction or interpretation of any provision of this Agreement, or regarding any policy matter or the determination of any issue of fact, at the lowest appropriate level.

12. Governmental Immunity. Each of UTA, Clearfield, UDOT, MIDA, WSU and Davis County is a governmental entity for purposes of the Governmental Immunity Act of Utah, Utah Code Ann. Section 63G, Chapter 7. Consistent with the terms of this Act, it is mutually agreed that each Party is responsible and liable for its own wrongful or negligent acts which it commits or which are committed by its agents, officials, or employees. No Party waives any defenses otherwise available under the Governmental Immunity Act.

13. Authority. The individuals executing this Agreement each represent and warrant (i) that he or she is authorized to do so on behalf of the respective Parties hereto, (ii) that he or she has full legal power and authority to bind the respective Parties hereto, and if necessary, has obtained all required consents or delegations of such power and authority, and (iii) that the execution, delivery and performance by the respective Parties hereto of this document will not constitute a default under any agreement to which it is a party.

IN WITNESS WHEREOF, the Parties have entered into this Agreement effective the date first set forth herein.

UTAH TRANSIT AUTHORITY

By _____
Its _____

By _____
Its _____

Approved as to Form

UTA Legal Counsel

CLEARFIELD CITY

By _____
Its _____

By _____

Its _____

Approved as to Form

City Attorney

WEBER STATE UNIVERSITY

By _____

Its _____

By _____

Its _____

Approved as to Form

University Counsel

FREEPORT CENTER ASSOCIATES, LLP

By _____

Its _____

By _____

Its _____

Approved as to Form

Attorney

MILITARY INSTALLATION DEVELOPMENT
AUTHORITY

By _____

Its _____

By _____

Its _____

Approved as to Form

Attorney

UTAH DEPARTMENT OF TRANSPORTATION

By _____
Its _____

By _____
Its _____

Approved as to Form

Attorney

DAVIS COUNTY

By _____
Its _____

By _____
Its _____

Approved as to Form

County Attorney

WASATCH FRONT REGIONAL COUNCIL

By _____
Its _____

By _____
Its _____

Approved as to Form

Attorney

EXHIBIT "A"

Scope of Work

Clearfield Circulator Feasibility Study 2013

Project Purpose

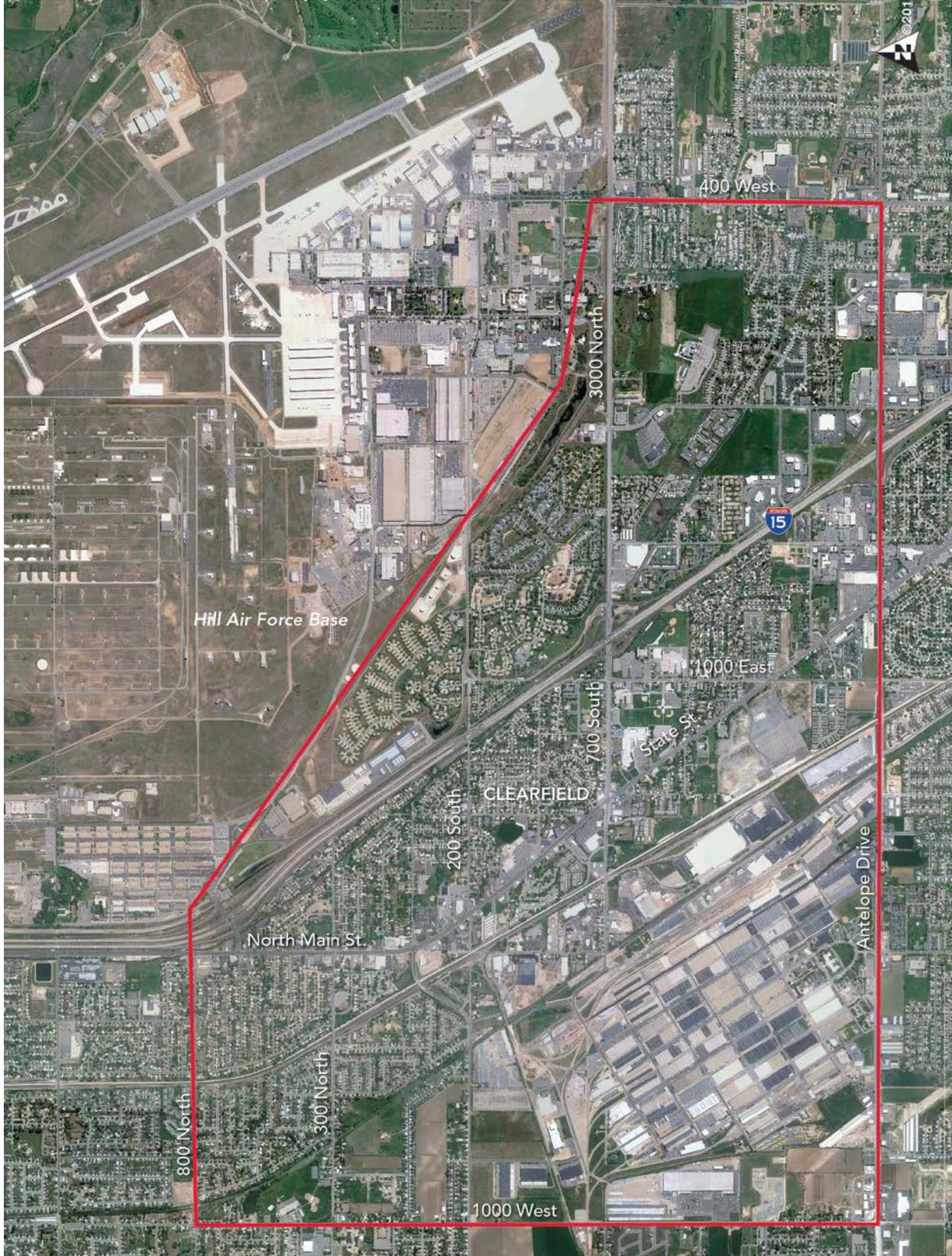
UTA is in the process of successfully delivering its 2015 program consisting of FrontRunner South CRT, Mid-Jordan LRT, West Valley LRT, Airport LRT, Draper Extension LRT, and is contemplating the content of the next group of projects or programs. While UTA supports the goals of creating more livable, sustainable, connected communities and increasing the overall quality of life for residents along the Wasatch Front, consistent with Wasatch Front Regional Council/Mountainland Association of Government's *Wasatch Choice for 2040*, many different players and actions are required to make that vision a reality. To help fulfill UTA's mission to lead by partnering toward wise investment and decision-making, this project wants to provide some technical back-up to transportation choices.

The purpose of the project is to evaluate the transit travel market in Clearfield City, specifically the links between the FrontRunner North Clearfield Station, Freeport Center Associates manufacturing complex, Weber State University (Davis campus), Legend Hills mixed-use development, downtown Clearfield, Falcon Hill mixed-use development and Hill Air Force Base. This evaluation will include an inventory and analysis of demographic, economic and transportation data, as well as land use, zoning and other municipal data. This inventory and analysis will be used to assess the feasibility of transit and other operating and capital projects that would meet the needs of Clearfield City and the stakeholders in the region. The report will summarize and present recommendations regarding potential transit corridors and technologies that may be feasible within the Study Area.

Project Overview

The Clearfield Circulator study area is located between 1000 West on the west, Hill Air Force Base on the east, Antelope Drive on the south and 800 North on the north (See Figure 1). The area is home to several shopping/entertainment centers, Falcon Hill, Clearfield High School, Weber State University – Davis Campus, University of Phoenix, Freeport Center, Davis Hospital, Clearfield City Hall, and the FrontRunner Station.

The Regional Transportation Plan (RTP) proposes an east/west transit line through the study area on Antelope Drive and SR-193 and a north/south transit line through the study area on State Street and within Falcon Hill. By 2020, the RTP proposes a transit center near the West Gate, an on-base bus circulator, preservation of a transit corridor through Falcon Hill and a BRT connection between the Clearfield FrontRunner Station and the West Gate transit center. The focus of this project is to evaluate circulator options that would support and enhance the existing investment in FrontRunner as well as future extensions of regional service. This project has been initiated in order to evaluate the feasibility of transit and other transportation projects that could connect the Clearfield FrontRunner Station to Hill Air Force Base, Falcon Hill Aerospace Research Park, the Freeport Center, and to the Davis campus of Weber State University. The anticipated duration of the feasibility study is 8-10 months. Project stakeholders include UTA, Clearfield, Weber State University, Freeport Center Associates, Military Installation Development Authority (MIDA), Utah Department of Transportation, Davis County, and Wasatch Front Regional Council.



Activities

Task 1: Project Management & Project Initiation

The objective for the project management and project initiation task is to establish all of the management tasks, including a Project Management Plan preparatory to initiating the project. Meeting these objectives will ensure clear communication and subsequent task management from the beginning and throughout the duration of the project. Critical to the project will be the inclusion of a team member with knowledge of defense base access capable of establishing a good relationship with Hill Air Force Base and understanding how transit can be offered in a maximum security environment.

Project Management Tasks:

- a) Developing a Project Management Plan including a refined work scope, schedule, budget, quality control, and invoicing protocol
- b) Creation and maintenance of project record files, including meeting agendas and minutes
- c) Conduct kick-off meeting
- d) Establish recurring team meetings with agendas and minutes

Deliverables for Task 1:

1. Project Management Plan
2. Meeting minutes or notes, as appropriate, for all meetings
3. Monthly invoices including balance to completion by task
4. Stakeholders Contact List

Task 2: Data Collection/Problem Evaluation

The objective of the Data Collection/Problem Evaluation task is to gather and prepare all of the resources required for summary and analysis of existing conditions and general study area characteristics. Because project data will be obtained from existing sources, consultant work to generate new data is not anticipated.

Report Preparation Tasks:

- a) Identification and gathering of property ownership, land use, zoning and other municipal data. This information will be provided by Clearfield City.
- b) Gathering of existing demographic, economic and transportation data, including projections, in the study area, specifically travel patterns of employees travelling to activity centers. It is anticipated that the City and employers will gather zip codes and other data and provide to project team for analysis. Project team will coordinate with City and employers.
- c) Compilation of all current transit information within the study area, including routes, frequency and boardings. This information will be provided by UTA.
- d) A review and summary of relevant studies recently completed within the study area. UTA will provide a list of available reports.
- e) Existing public opinion data, such as the Household Travel Survey.

Deliverables for Task 2:

1. 'Existing Conditions' memo including existing land use and zoning maps.

2. Summary of current transit in the study area as well as recently completed studies and plans for the area.
3. All data/information will be submitted electronically to the project team.

Task 3 – Market Analysis and Land Use Planning

The goal of market analysis and land use planning as it relates to transportation is to make sure the supply of transportation is adequate to meet the existing and future ridership potential. This task involves a compilation and analysis of the data gathered in Task 2 in order to determine how the community anticipates growth to occur and what transit solutions may be best suited to meet those growth patterns. This task will be completed by University of Utah students as part of a semester project.

Market Analysis and Land Use Planning Tasks:

- a) Determination of ridership projections for the project study area using the area characteristics from Task 2 and official WFRC socio-economic forecasts.
- b) Develop land use maps, including existing zoning, general plans, and masterplans for the area

Deliverables for Task 3:

1. Market projections
2. Land use planning analysis
3. 'Market Analysis and Land Use Planning' memo including maps

Task 4 - Purpose & Need

The objective of this task will be to prepare a purpose and need (P&N) statement. This should clearly outline and identify why the project is necessary and the goals and objectives that any proposed alternatives intend to achieve.

Purpose & Need Tasks:

- a) Prepare purpose and need statement based upon the study area characteristics gathered in Task 2 and ridership potential as identified in Task 3, as well as stakeholder and public input

Deliverables for Task 4:

1. 'Purpose and Need' statement

Task 5 – Development of Transit Alternatives

The primary objective of the Transit Alternatives Development Task will be to consider all of the potential transit alternatives ('universe') within the study area that could meet the project purpose and need and produce a short list of the most promising alternatives.

Development of Transit Alternative Tasks:

- a) Research, compile, and develop a descriptive list to reflect the 'universe' of potential transit alternatives (alignments and technologies) within the study area
- b) Develop a matrix to screen the proposed universe of alternative alignments and technologies based on the project purpose and need developed in Task 4
- c) Develop a short list of alternatives including service improvements. Service improvements should consider existing routes and vehicles.
- d) Consider transit as well as other alternative mode possibilities; specific elements may include pedestrian bridges
- e) Consider how to maximize current bus service
- f) Outline of the screening criteria and methodology for the long list of alternatives and documentation of the selection and screening of alternatives
- g) Evaluate Hill Air Force gate security options.

Deliverables for Task 5:

- 1. Memo outlining alternatives development, screening criteria and methodology, and short list of alternatives.

Task 6 – Identification of a Preferred Alternative (s)

The objective of this task is to develop cost estimates, conduct travel demand analysis, and establish a common rating and ranking of the short list of alternatives and identify a preferred transit alternative (s) for the study area.

Identification of Preferred Alternative (s) Tasks:

- a) Develop order of magnitude costs including capital and operations and maintenance for the short list of alternatives
- b) Develop order of magnitude costs for maximization of existing bus service
- c) Conduct travel demand analysis in order to determine the performance of the alternatives on the short list
- d) Create an assessment for the short list alternatives to determine if projects could compete adequately for federal funds
- e) Select a preferred alternative (s) using a collective weighting/scoring of alternatives using costs and the Transit Alternative criteria identified in Task 5

Deliverables for Task 6:

- 1. Memo outlining travel demand methodology and results
- 2. Memo outlining methodology and selection of 'Preferred Alternative (s)' including maps of alignments and order of magnitude costs.

Task 7 – Final Report

The objective of this task is to produce a document that identifies the preferred alternative and puts forth a recommendation(s) identifying the next steps in the project development process. Recommendations will include next level of effort, timelines, and possible funding sources and scenarios. This task will also compile and refine each of the technical memoranda into a final report. Because this is a technical report, input will be gathered mainly from the project stakeholders. Any additional public involvement will be conducted by Clearfield City at the City's expense.

- a) Identify additional study and next steps for the advancement of the project.
- b) Prepare Draft Report
- c) Solicit comments from the stakeholders and address comments
- d) Prepare and deliver Final Report

Deliverables for Task 7:

- 1. Draft Feasibility Report
- 2. Final Feasibility Report

Memo



To: CDRA Board
From: JJ Allen, Assistant City Manager
Date: April 17, 2013
Re: Retail Leakage Study and Analysis

I. RECOMMENDED ACTION

Approve the selection of Buxton for a Retail Leakage Study and Analysis for a fixed fee of \$65,000, and authorize the City Manager's signature to any necessary documents.

II. DESCRIPTION / BACKGROUND

A retail leakage study (also referred to as a gap analysis) identifies products and services that are not available for purchase in a community (and/or specific retailers that are not currently located in the community), but which would be viable. Six firms responded to a recent request for proposals to perform such a study. A selection committee interviewed four firms, and Buxton's proposal scored the highest.

Buxton is the industry leader in retail analytics, with a methodology based on psychographics (customer lifestyles, purchase behaviors, and media reading and viewing habits). They have customer profiles for more than 5,000 retailers in their database. As deliverables, Buxton would provide:

- Drive time trade area map
- Retail site assessment (up to 3 locations)
- Retail match list (specific retailers that match the households in the trade area)
- Consumer Propensity Report indexing the propensity to purchase specific products to assist local retailers in merchandising
- Retailer-specific marketing packages (for up to 20 retailers)
- SCOUT® online access to deliverables
- PowerPoint presentation including an annotated version for sharing findings easily with stakeholders
- Executive summary of major findings

Staff has checked on Buxton's references (Cedar City and those listed in the proposal), and they are favorable. Of course, each community has a different experience, depending on their situation. Cedar City, for example, was hoping to get validation that their community was ideal for certain retailers they already had in mind. That didn't

happen. However, they were able to use the Buxton data to help them refocus their economic development efforts in a more cost-effective manner, and they found the SCOUT tool to be very useful in guiding local businesses.

As noted in the references provided in the proposal, some communities are very successful in landing retailers identified by Buxton as good matches (or retailers that are very similar). Others are not. Many factors come into play, including the City's commitment to retail recruitment, the availability and cost of land, market conditions, etc. Buxton can provide robust data, but they can't control these other variables.

III. IMPACT

a. Fiscal

The fee for Buxton's proposal is \$65,000. Funding would come from the existing fund balance of the CDRA (Fund 20), and would be included in the FY13 re-open budget in June.

Long-term, our hope is that Buxton's report will enable the City to attract new retail. If that is the case, the City should benefit from an increase in sales tax revenue.

b. Operations / Service Delivery

The deliverables from this study will provide staff with robust data that will strengthen our ability to recruit new retail. Moreover, Buxton will facilitate the conversation with targeted retailers, making our economic development efforts more effective.

IV. ALTERNATIVES

Other firms would charge only marginally less, and would not deliver data and marketing materials of similar quality.

V. SCHEDULE / TIME CONSTRAINTS

Buxton would be able to complete the study within 60 days of notice to proceed.

VI. LIST OF ATTACHMENTS

- Buxton proposal



Clearfield City

Retail Leakage and Study Analysis

Prepared by: Joseph Fackel
Response Due Date: March 15, 2013

- Section 1: Proposed Timeline
- Section 2: Statement of Qualifications
- Section 3: Project Team
- Section 4: Buxton References
- Section 5: Fees, Timing and Signatures
- Section 6: Procedures
- Section 7: Scope of Services
- Section 8: Scope of Work

***Complimentary 2012 Retail
Leakage Analysis Report
included in this response.***



2651 South Polaris Drive
Fort Worth, TX 76137
817.332.3681
www.buxtonco.com

Proposed Timeline



Statement of Qualifications

Buxton is the industry leader in customer analytics and site selection technology. We provide strategic target marketing and real estate solutions to major retailers, health care providers, business services, developers and communities throughout the United States. With over 500 years of cumulative retail experience and more than 2,000 clients, Buxton understands what retailers need to know before they make their site selection and target marketing decisions.

We bring an exceptional set of qualifications that differentiate us from other companies:

- Ernst & Young Entrepreneur of the Year® 2007 Southwest Area
- Specialization in customer analytics
- Over 500 years of retail experience – “We speak retail”
- Named Key Player in the Retail Industry for 2006 by *Retail Traffic Magazine*
- Analyzed every type of retail, restaurant, and service concept
- Billions of square feet of analysis each year
- Selected as *American Business Awards 2006*- Most Innovative Company for up to 2,500 employees
- Modeled and forecasted over 100,000 retail and restaurant locations
- Significant experience with multi-channel distribution retailers
- 250 national databases including:
 - 113 million household records with up to 8 individuals within each household.
- National market presence with over 2,000 clients

Buxton’s Retail Recruitment Solution

Since our founding in 1994, Buxton has been a leading force in retail location and development. We are recognized for creating solutions that provide results.

Buxton began as a service to help retailers make informed site selection decisions by understanding their customers and precisely determining their markets. Buxton leaders soon realized that the company’s expertise in retail location and market analysis could also be leveraged to benefit communities desiring retail expansion. Please note that in this proposal the term “retail” and “retailer” is inclusive of restaurants.

Designed specifically for use in community economic development programs, Buxton’s retail recruitment solution has assisted more than 650 public sector clients nationwide, resulting in the development of more than 35 million square feet of retail space. We integrate our impressive technical capabilities and local economic development experience to help municipalities achieve their retail goals.

More than simply providing data, Buxton supplies custom marketing materials and strategies targeting the unique location requirements of retailers, developers and commercial real estate brokers. Buxton clients achieve outstanding success using our tools for retail identification, selection and recruitment. And our clients benefit from our unique understanding of retail site selection from the retailer’s point of view. The combination of technical expertise and professional guidance gives municipalities the capacity to immediately implement an effective retail development program.

Benefits of Partnering with Buxton

With Buxton's Retail Recruitment Solution you have immediate access to:

- **Retail Industry Expertise.** Gain a competitive position by working with professionals who have years of retail management experience plus current insights into your community and site selection processes and trends.
- **Community Development Best Practices.** Expand and sharpen your business development focus by incorporating best practices discovered by Buxton through daily work with local governments across the nation.
- **Proprietary Systems.** Gather useful information by having Buxton's technology specialists analyze your trade area accessing data stored on Buxton's in-house databases.
- **Personalized Content.** Advance your business recruitment program by receiving personal guidance from our staff and ongoing insight into key industry topics via our monthly e-newsletter, webcasts and other interactive tools.
- **Long-Term Partnership.** As a Buxton client and partner, you have unlimited access to our staff to help optimize your marketing efforts at the International Council of Shopping Centers (ICSC) annual meeting in Las Vegas, NV. You may utilize our booth space as a central meeting location and display marketing collateral specific to your City. Additionally, a Buxton representative will be available for on-going calls and emails related to your needs.

Project Team

Team members for your project will include Buxton personnel with strong retail and economic development backgrounds as well those from operations.



Joseph Fackel, *Senior Vice President*

Buxton Public Sector Consulting

As senior vice president of Buxton's public sector consulting group, Joe advises clients on issues including planning & economic development, city services optimization, transit and tourism by leveraging Buxton's household level data and proprietary methodologies. During his tenure with Buxton, Joe has been a featured presenter at conferences throughout the industry, including the National League of Cities (NLC), International City/County Management Association (ICMA), International Economic Development Council (IEDC) and the International

Downtown Association (IDA). In 2008, he was recognized as one of the "Forty Under Forty" achievers by the Fort Worth Business Press. Joe has a B.A. from the University of Missouri and is a member of the International Council of Shopping Centers (ICSC). Joe is an active member in the Juvenile Diabetes Research Foundation.



Bill R. Shelton, *CEcD, Partner*

Retail Recruitment Division

Joining the company in 2002, Bill Shelton is a founding partner of Retail Recruitment, Buxton's retail development program for communities. Shelton worked for the Fort Worth Chamber of Commerce, serving 16 years as its president. He is a Certified Economic Developer and is past chair of the American Economic Development Council. As a founding member of the Texas Economic Development Council, he served as the organization's president and is a fellow member of the International Economic Development Council. Shelton's

professional service also includes instructing for 37 sessions and serving six years as dean of the Basic Economic Development Course at Texas A&M University as well as instructing 16 sessions at the Economic Development Institute. Shelton's extensive knowledge assists Buxton's Retail Recruitment division which has worked with more than 600 communities nationwide, helping to recruit over 30 million square feet of retail space. Shelton holds a bachelor's degree in marketing from the University of Texas at Austin and completed post-graduate studies at Texas A&M University.



Nadine Grosse, *Manager of GIS*

Nadine Grosse began as an analyst with Buxton and is now the manager for the Retail Recruitment division, overseeing every aspect of modeling and the thorough and accurate completion of client market studies by Buxton's team of Geographic Information Systems (GIS) analysts. Her scope includes standardizing market studies and U.S. potential processes, increasing the quality of client deliverables, managing projects, and serving as a liaison between analysts and the sales team.

Grosse has managed the GIS function for more than 350 Retail Recruitment projects for such clients as San Jose, CA; Atlanta, GA.; and Irving, TX. Grosse has complete understanding of both the retail industry and municipal needs. Adding to her expertise in community retail recruitment, other notable retail clients include Applebee's, Vitamin Shoppe, AAMCO, and New Balance. Grosse earned her bachelor's of science degree in Interdisciplinary Studies in Earth/Life Science and her master's of science in Geographic Information Systems, both from University of North Texas where she is now a guest lecturer in related classes.

Buxton References

Buxton prides itself on exceptional client service that results in ongoing client satisfaction. Following are just a few of many endorsements from our clients:

City of Denton, TX

Contact Person: Linda Ratcliff, *Director of Community Development*

Contact Information: (940) 349-7774; linda.ratliff@cityofdenton.com

Description of Project/Results: Buxton conducted a retail market analysis in order to assist the City with a strategy to attract retailers beyond the limitations of demographic information. The City has been able to recruit retail and restaurant concepts as a direct result of the Buxton Partnership and increase the sales tax base of the City.

Quotes from Linda Ratliff:

Get your money's worth?

Yes. In addition to the Retail Recruitment product, we asked them to review an incentive request we received from a developer for a 50 acre power center. We had never given retail an incentive at that time. Buxton's help with that project saved us \$750,000 in incentives and the project was built and produced almost \$2M in City property and sales tax in 2006.

Get any of the people on the list of 20 prospects to locate in Denton?

We either got the retailer or one similar. For example, instead of a Circuit City, we got a Best Buy; instead of a Linens N Things, we got a Bed Bath & Beyond. The only one we have not yet gotten is a furniture store. We have a few furniture stores in town. We were hoping for a Haverty's or something similar.

What was the most important thing(s) you got from the study?

We learned a lot about retail recruitment. The information was helpful in putting together our marketing pieces to distribute at ICSC (International Conference of Shopping Centers). We also learned the types of retail Denton could expect to recruit.

Would you use their services again?

We have. We called on Buxton to update their data for four sites that we highlighted in our retail piece. They turned it around very quickly so that we could get our brochure printed in time for ICSC.

City of Kingsport, TN

Project and Owner: City of Kingsport, TN – Jeff Fleming, *Assistant City Manager*

Contact Information: (423)229-9381 / jeffleming@kingsporttn.gov

Description of Project/Results:

Located in a tri-cities area of east Tennessee, Kingsport was historically the retail market leader. But when a retail shift occurred, they found themselves lagging behind another city in retail sales. Explaining just what their city had to offer proved to be challenging. Retailers and developers needed proof that their investment in Kingsport would be prudent. "We had a problem explaining that we were an underserved market. We knew we were underserved; we just didn't have the information to back it up," Fleming says.

The power of good information soon became clear. "We knew there had to be credible data out there after hearing it from the other side (retailers). We were slowly learning the value of information,"

Fleming says. Tired of failing to adequately answer retailers' questions, Kingsport contracted with Buxton to get answers.

Buxton provided information about specific retailers that were needed in Kingsport.

And, Buxton helped Kingsport understand which retailers would work in new planned developments, Kingsport Pavilion and East Stone Commons.

Kingsport leaders focused their attention on the "Top 20" retailers and restaurants they wanted to attract. Their targeted strategy includes sending updated information each month. "I gather public sector information and supplement it with the Buxton data," Fleming says. "It's the one little extra piece of information that will convince someone that Kingsport is the right location. All of the developers in our area use it."

Additionally, Fleming has been able to utilize the Leakage/Surplus Analysis report through SCOUT® to show retailers which retail sectors are being underserved in their trade area. "The new report through SCOUT® is easy to access and has been an invaluable tool for us, being able to show developers and retailers which retail sectors are currently underserved," says Fleming.

As a result of these efforts, Kingsport has seen success as retailers are relocating to Kingsport Pavilion and East Stone Commons. Retailers moving to these developments include Hobby Lobby, Pier 1, Ross, TJ Maxx, Chili's, Old Navy, Office Depot, PetSmart and Dress Barn, as well as regional restaurants.

Fleming says: "Regarding all the relocation to our new developments, the Buxton data was the piece of information we were missing to convince these retailers that Kingsport Pavilion or East Stone Commons was the right fit for them."

City of Moore, OK

Project and Owner: City of Moore, OK – Deidre Ebrey, *Economic Development Director*

Contact Information: (405)793-5224 / deidree@cityofmoore.com

Description of Project/Results:

Historically Moore, Oklahoma, located between Norman and Oklahoma City, experienced retail sales leakage due to their proximity to these larger cities. In 2003, the City of Moore, OK, which has a trade area of approximately 45,000 people, began an aggressive campaign to grow their retail base and to plug the leakage.

For several years city leaders had been pursuing Chick-fil-A without success. Initially the company told these leaders that Moore didn't fit their location criteria. The city contacted Buxton and asked for help in overcoming this objection. Buxton created a tailored pursuit package specifically for Chick-fil-A which documented that the company had successful operations in communities with location characteristics similar to Moore.

"By showing the pursuit package to the decision makers at Chick-fil-A, they were persuaded to open a location in Moore," said Deidre Ebrey, director of marketing and economic development for the City of Moore, OK. "We were extremely pleased to see the concept open here – there has been a great working relationship between the property owners, the management at Chick-fil-A and the city."

"The Moore market wasn't even on their radar until I presented him with the Buxton information," said Brian Hilgenfeld, owner/operator of the Moore Chick-fil-A. "The pursuit package was the reason our store opened."

Fees, Timing and Signatures

Solution	Fee	Timeline
Retail Recruitment and Retention Solution	\$65,000	<p>Clearfield City will have full access to their solution sixty (60) business days post agreement execution.</p> <p>SCOUT® will be activated ten (10) business days post agreement execution and will be made available for one year from activation for up to four (4) total users.</p>

Clearfield City will be invoiced as follows: \$32,500 Deposit Fee (invoiced upon execution of this agreement); \$32,500 Completion Fee (invoiced upon delivery of Model). All service fees associated with this agreement are due net ten (10) days from the date of the invoice.

Buxton may include Clearfield City on its client list in presentations and public relations efforts. When doing so, Buxton will not reveal information that is confidential and proprietary to Clearfield City.

Agreed and Accepted:

Buxton

Clearfield City

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

Procedures

Once you have engaged Buxton to work with you, a project team will be assigned to guide you through the entire process—from initial data collection to final presentation of the results. This team consists of:

- Account manager, who will serve as your primary source of communication during the project
- Geographic Information System specialist, who will analyze your trade areas and create customized maps and reports
- Professionals with backgrounds as retail executives and economic development practitioners, who will address your unique challenges and help maximize your opportunities

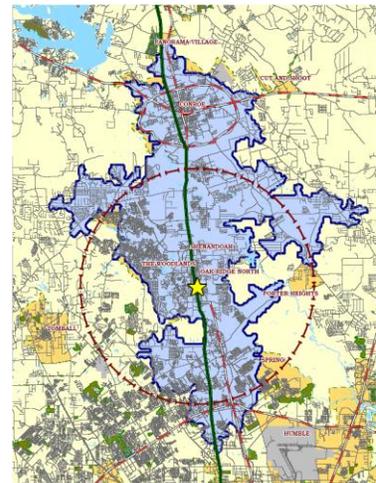
Data Collection

Buxton uses over 250 consumer and business databases that are updated throughout the year, and in some cases, every month. Although it is possible to obtain these databases for less expense on a community or regional basis, Buxton buys and is licensed to use the complete U.S. datasets. With this information, Buxton can compare your potential location to the universe of all competing locations operating in the U.S.

Researching and Verifying Clearfield City's Retail Trade Area

The location decision process for all retailers begins with the collection, analysis and evaluation of numerous location variables such as demand density, customer buying habits, economic trends, competition, traffic volumes, and available sites to name a few.

The process will start with the in-depth collection of data using the same location variables that we use for our retail clients to qualify sites for the location of their retail stores and restaurants. One goal is to define current retail situations in the trade area and in any neighboring communities that impact on the retail environment. The other goal is to understand the community's expectations and desires. This analysis includes personal visits to the community, collection of data components necessary to conduct the analysis and identification of market influencers.



Drive-Time Trade Area Definition

Customers today shop by convenience, measuring distance based on time, not mileage. Retail Matching will employ a custom drive-time analysis to determine your trade area. This custom analysis is developed using an in-house database supported by our knowledge of individual retail client's actual trade areas.

The resulting drive-time trade area map will be a polygon that more accurately depicts consumer shopping patterns than radial rings or hand drawn catchment areas.

To assure the accuracy of the drive-time trade area, the draft maps are reviewed with community leaders and verified before proceeding with the next step.

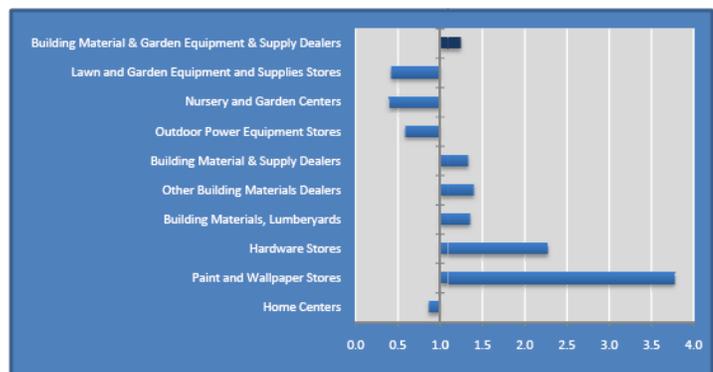
Evaluating Clearfield City's Retail Potential

The purpose of the evaluation phase is to understand what makes your trade area market distinctive and valuable from a retailer's viewpoint and scrutiny.

Our evaluations capitalize on Buxton's working knowledge of the retail marketplace and the evolving location requirements and expectations of today's retailers. Combining this knowledge with our economic development competencies allows us to evaluate and recommend proven community practices. Our evaluations do not rely on dated government research or national/state statistics, all of which fail to reflect local realities. Rather, we implement our real-world experience gained from working with local governments that have opened more than 35 million square feet of new or expanded retail space. We know how to help you sharpen your retail marketing strategy, aggressively market the City and improve your market performance.

Retail Leakage/Supply Analysis

The Retail Leakage/Supply Analysis provides an estimate of retail dollars flowing in or out of the trade area. The two main components of this analysis are: 1) current sales (supply) by retail store type, in dollar amounts, and 2) estimated sales potential (demand) for retail store type, in dollar amounts. We first calculate a sales gap index that illustrates your ability to capture your residents' expenditures.



The sales gap index provides a relative comparison of leakage/surplus and an estimate of the dollars that are being spent outside the trade area (leakage) and the amount of dollars coming in from outside the trade area (surplus).

Complimentary Retail Leakage Analysis Report included in this response.

Local Business Retention and Expansion

The Consumer Propensity Report (CPR) shows the lifestyle, product, and psychographic likelihood indices for the consumers within the trade area being analyzed. Major retail, restaurant, grocery, and consumer packaged goods firms use this very same information to drive marketing and merchandising decisions.

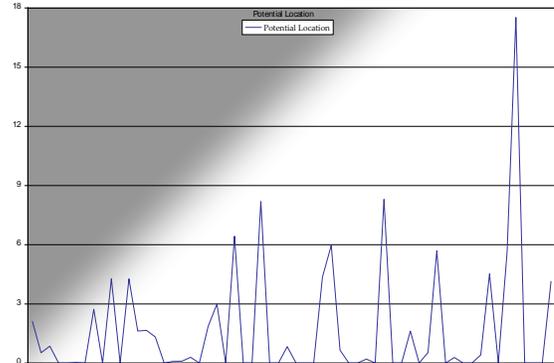
Information is provided for 32 major categories with more than 4,800 total line items. Please note that line items are based upon national-level purchasing and lifestyle characteristics. These line items are then correlated to the underlying household characteristics of the consumers within the trade area being analyzed. Some line items may not be necessarily relevant or available in your market or region. The score in these situations serves to indicate the degree to which the consumers would participate in

or purchase that item if it were relevant and available. Often this is taken as an opportunity for expansion of a similar brand or concept within the category.

The CPR is designed to assist the City in developing local business retention and expansion strategies. The City will be armed with fact-based data to assist independent retailers to make merchandising and marketing decisions.

Customer Profiling

The Retail Matching process will identify and analyze all the households in your drive-time trade area. Based on more than 75,000 categories of lifestyles, purchase behaviors and media reading and viewing habits (psychographics), the households in your trade area are assessed to gain an understanding of the types of retailers that would be attracted to your community.



Our in-house databases include both traditional demographic data and the most current psychographic lifestyle information for over 120 million households in the U.S. (as well as up to seven individuals living in each of these households).

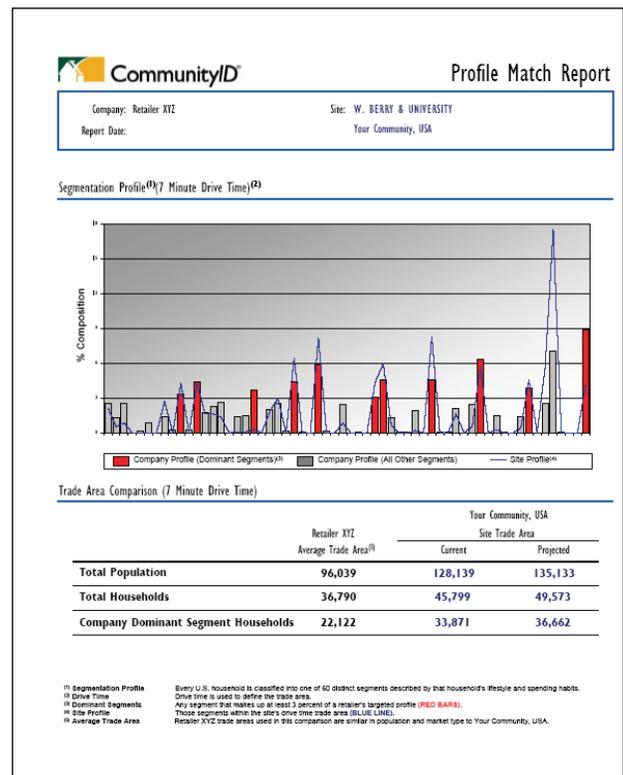
Each household in a trade area falls into one of 60 market segments reflecting the buying habits of customers in the household. The blue line in the adjacent figure graphically profiles the households in a city's trade area.

Retail Site Assessment

Buxton will analyze 3 distinct retail location/geographic areas, selected by the City. Based on our collective experience in retail locations, the following factors are considered:

- Psychographic analysis of households in trade area
- Demand for retail goods and services
- Growth plans and relevant development
- Retail goals of the community

Buxton will develop a demand density profile of the trade area. Demand density measures the bottom-line value of the customers in the trade area—who they are, how many there are and what they buy. One of the significant advantages of Buxton is our ability to take the demand density data and creatively translate it into a proactive market strategy tailored to take advantage of your City's strengths and to achieve its retail goals.



Matching Retailers and Restaurants to Market Potential

Based on the Retail Site Assessment, you will select one (1) location for retail matching analysis. Once the site for retail matching has been selected and the consumer profiles in the trade area have been determined, Buxton will match these profiles against the customer profiles of 5,000+ retailers in our proprietary database.

In the adjacent figure, the blue line indicates the customer profile of households in a community's trade area. The red bar represents a specific retailer's customer profile. A similarity between the two profiles analyzed using Buxton's proprietary retail matching algorithm concludes that this site is an opportunity for a specific retailer to open a successful store.

These matches result in a list of possible retailers. To develop the preliminary retail match list, Buxton analyzes a number of factors about each possible retailer to qualify it. This analysis is designed to eliminate those retailers that for any reason would not be a candidate. Considered in this analysis are such factors as, verification that a retailer is currently operating or expanding into your market, location of operations in similar cities, and competition and cannibalization from nearby locations.

Once this analysis is complete, the preliminary list of retailers will be discussed and reviewed.

Delivering Marketing Packages

Buxton will assemble an individualized marketing (pursuit) package for up to twenty (20) targeted retailers. Each marketing package will be delivered electronically to facilitate convenient delivery of these packages to targeted retailers, developers and brokers. At the client's request, Buxton can provide a hard copy of each of these 20 packages.

Each marketing package contains:

1. Map of the retail site and trade area
2. Map of retailer's potential customers
3. Retailer match report that compares the site's trade area characteristics with the retailer's locations in similar trade areas
4. Demographic and psychographic profiles of the households in the trade area

Buxton targets not only specific companies, but also the individual in the company who has the responsibility for location decisions. To provide the best possible reception when the targeted retailer is contacted, Buxton notifies each company that you have been qualified by Buxton as a potential viable location for a store, restaurant or development and should expect to be contacted by a representative of the city.

Scope of Services

Buxton is pleased to present this proposal to Clearfield City. The purpose of this proposal is to outline and review your community development objectives and how Buxton's solutions will enhance your ability to effectively meet those objectives.

Objectives

Clearfield City wants to understand its retail economic condition and seeks an actionable program to recruit new retailers and retain current retailers. Please note that in this proposal, the term "retail" and "retailers" is inclusive of restaurants.

Buxton's Solution

Our solution, Retail Recruitment, is a total marketing strategy that enables community leaders to immediately implement a retail development program. It provides the same analytical information retailers depend on today to make site selection decisions so that you will have a compelling case as to why Clearfield City can support new store and restaurant locations and expansions. Additionally, Retail Recruitment identifies specific retailers who seek a market with household purchasing habits just like yours, and we provide custom marketing packages targeted to that specific retailer.

Retail Recruitment goes beyond a plan. It allows Clearfield City to be proactive and take the initiative rather than waiting and hoping something happens.

Deliverables

- Drive Time Trade Area Map.
- Retail Site Assessment (retail potential of up to three selected sites).
- Retail Match List (specific retailers that match the households in the trade area).
- Consumer Propensity Report indexing the propensity to purchase specific products to assist local retailers in merchandising.
- Retailer Specific Marketing Packages (for up to 20 retailers)
- SCOUT® online access to deliverables.
- PowerPoint Presentation including an annotated version for sharing findings easily with stakeholders.
- Executive Summary of major findings.

Benefits

- Maximize revenue growth to fund city services.
- Retain dollars that are being spent outside the community.
- Create new, permanent jobs.
- Satisfy citizens' desire to shop at home.
- Partner with the leader in site selection analysis to the retail industry.
- Establish credibility with decision makers by providing factual evidence to support your location.
- Use competitive analysis to close the deal.
- A dynamic, consumer-oriented retail sector is a component of a healthy economy.

Project Requirements

To effectively initiate this project, we request that you provide the following:

1. Project Liaison

Clearfield City will designate a project manager who will serve as Buxton's primary contact during the project.

2. Community Information and Reports

- Logo (vector file – request from your ad agency and/or printer)
- Addresses and descriptive information for up to three sites that will be evaluated
- List of planned retail, commercial or mixed use (either proposed or in development) in the community
- List of major, national or regional retailers that have closed, left or moved from the community

3. Project Launch

A conference call with representatives of Clearfield City and the Buxton Project Team will officially launch the project. The project launch will occur when:

1. An agreement is executed
2. The initial payment is received, and
3. The Community Information and Reports are received

Scope of Work

- A. Undertake an existing conditions assessment to include the following (or others as needed):
1. Evaluate and analyze existing retail, entertainment and hospitality space uses in the City as a whole, including, but not limited to, a breakdown of categories, quality and physical condition. *Buxton will evaluate retail, entertainment, and hospitality uses as they pertain to supply and demand. Analysis of the quality and physical condition of properties is not included as part of Buxton's solution.*
 2. Identify the current merchandise category strengths and weaknesses in the City. *Included as part of Buxton's solution*
 3. Perform a summary competitive analysis of key existing marketplaces, shopping centers and other retail concentrations in the City. *Included as part of Buxton's solution*
 4. Perform a Retail Leakage Analysis for the City and identify categories that could be focused on to recapture retail sales tax revenue. *Buxton has included in this response a complimentary retail leakage analysis report to Clearfield City. This analysis is an excellent start to a complete strategy and upon being awarded this opportunity, Buxton's Retail Recruitment solution will develop a full strategic development solution to assist in meeting Clearfield City's growth objectives.*
 5. Identify naturally emerging or potential retail nodes or clusters within the City, describe their existing conditions and characteristics (provide graphic/map to convey). *Clearfield City may utilize SCOUT, included in this solution, to identify emerging or potential retail nodes.*
 6. Estimate buying power and current retail supply and demand by:
 - Retail scale (regional, community, neighborhood)
 - Type (grocery, restaurant, hotel, etc.)
 - Geographic subarea (by key marketplace and neighborhood market areas combinations of neighborhoods)*Included as part of Buxton's solution*
- B. Undertake a Demographic and Retail Location Analysis that should include the following:
1. Demographic Analysis
 - Provide most recent estimates of residential daytime employee populations.
 - Provide the population, demographic and consumer lifestyle segment (psychographic) characteristics for the City, as well as for existing and potential retail trade areas (*starting in 2014 with projections through 2019*).
 - Identify changing demographics that will impact selected strategies. *Included as part of Buxton's solution*
 2. Retail Location Analysis

- Clearly define existing and potential retail trade areas (geographies), as well as existing and potential customers by category (i.e. employees, visitors, residents). *Included as part of Buxton's solution*
 - Determine current and future estimates of city trade area expenditure potential by retail category. *Included as part of Buxton's solution*
 - Identify underserved areas and types of retail that might be viable in these areas. *Included as part of Buxton's solution*
 - Assess the City's position in the region as it pertains strategically to various retail subcategories and analyze how this impacts existing and future retail potential and retail recruitment in the City. *Included as part of Buxton's solution*
 - Include analysis of the type/impact of financial recruitment tools that the City currently uses, as compared to neighboring jurisdictions. Examples include use of grants, TIF and other sales tax/revenue sharing agreements. Please also describe other financial recruiting techniques that may not be currently used in this region, but which may be applicable. *Not included as part of Buxton's solution*
- C. Identify key retail opportunity areas and retailers, and highlight market assets and barriers.
1. Identify key retail opportunity areas, or possible sites, which would be prioritized by potential retailers. Include an analysis of existing markets which have potential for redevelopment or revitalization opportunities, such as the City's downtown area located in the City Hall area, and new green field opportunities which may be present in undeveloped portions of the City. *Included as part of Buxton's solution*
 2. Identify market barriers that would inhibit an enhanced retail environment. *Included as part of Buxton's solution*
 3. Highlight market assets that should be capitalized to improve the overall retail environment. *Included as part of Buxton's solution*
- D. Develop Retail Strategy Recommendations
1. Identify retailers that could fill the category gaps (leakage) and help build on category strengths. *Included as part of Buxton's solution*
 2. Develop a list of viable tenants by category, based on the fundamental market data and competitive analysis conducted. Categorize each target retailer, as either new to market, expansion within the metro area, or expansion in the City. *Included as part of Buxton's solution* Provide forecasted sales for each of the key specific tenants identified. *Not Included as part of Buxton's solution*
 3. Provide retail recommendations for the retail nodes or clusters identified in the existing conditions assessment. *Included as part of Buxton's solution*
 4. Prioritize retail nodes or clusters identified in the existing conditions assessment; provide guidance on priority ranking. *Included as part of Buxton's solution*
 5. Explore additional potential niche markets that will further define retail by

- location. *Included as part of Buxton's solution*
6. Recommend ways to overcome barriers outlined in existing conditions assessment and Market Barriers analysis; note any barriers which cannot be overcome. *Included as part of Buxton's solution*
 7. Identify strategies that can take advantage of mixed-use areas such as TOD's and commercial areas along arterials. *Included as part of Buxton's solution*
 8. Identify strategies to attract retail to underserved neighborhoods. *Included as part of Buxton's solution*
 9. Recommend and prioritize new recruitment strategies that would be appropriate for use by the City. *Included as part of Buxton's solution*

E. Deliverables

1. Final report detailing the results of the work outlined in the Scope of Work, including an Executive Summary of major findings. The final Retail Study should cover all aspects of the Scope of Work with detailed support and research included in appendices. The assessment and analysis should be conveyed visually with maps as well as text. Images and graphics should be used to further illustrate findings and recommendations. *Included as part of Buxton's solution deployed in SCOUT. SCOUT is a web based mapping platform designed to give decision-makers in your organization visual access to the data and solutions that will assist them in making better business decisions*
2. PowerPoint Presentation to the City Council, including an annotated version for sharing findings easily with other stakeholders. *Included as part of Buxton's solution*
3. Index data-sets used or models developed as defined in the Scope of Work, in an electronic format that can be updated periodically and used in future analysis (compatible with GIS software as appropriate). *Included as part of Buxton's solution*

Memo



To: CDRA Board
From: JJ Allen, Assistant City Manager
Date: April 17, 2013
Re: Purchase of 50 South State Street

I. RECOMMENDED ACTION

Authorize the purchase and the CDRA Chair's (or, in her absence, the Vice Chair's) signature to any necessary documents.

II. DESCRIPTION / BACKGROUND

The Clearfield City Community Development and Renewal Agency has in the past acquired certain downtown properties for redevelopment purposes. This acquisition would complement those efforts.

The initial offer to purchase this property was made and accepted last October (conditioned upon final approval by the Clearfield City Council). The due diligence period has been extended a few times while we have reached out to the development community to gauge interest in partnering with the City to redevelop this part of Clearfield's downtown. While there are no guarantees, there does appear to be some interest, and staff recommends following through with the purchase.

III. IMPACT

a. Fiscal

The Real Estate Purchase Contract includes a purchase price of \$500,000. Funding will come from the existing fund balance in the CDRA (Fund 20), and will be included in the FY13 re-open budget in June.

Long-term, the expectation is that the property (along with adjacent properties) will be redeveloped to a higher and better use, increasing the taxable value.

b. Operations / Service Delivery

This is a key piece of property in Clearfield's downtown. The City already owns adjacent properties to the south, and the plan is to assemble them (and

potentially others nearby) to promote urban redevelopment. Acquiring this property now would be consistent with the objectives of Vision 2020.

IV. ALTERNATIVES

The CDRA Board could opt to not approve the purchase. Possible consequences include:

- Another party could purchase the property, impeding the City's downtown redevelopment efforts indefinitely
- Forfeiture of earnest money (\$5,000 in addition to the \$5,000 that has already "gone hard")
- The seller could sue to enforce the purchase contract

V. SCHEDULE / TIME CONSTRAINTS

The settlement deadline is April 30, requiring action by the CDRA Board at the April 23 meeting. Closing is scheduled for April 29.