

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
September 24, 2013 – REGULAR SESSION

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

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

**7:00 P.M. REGULAR SESSION**

CALL TO ORDER:

Mayor Wood

OPENING CEREMONY:

Councilmember Murray

APPROVAL OF THE MINUTES:

September 10, 2013 – Regular Session

***SCHEDULED ITEMS:***

1. CITIZEN COMMENTS
  
2. CONSIDER APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) FOR PROGRAM YEAR JULY 1, 2012 TO JUNE 30, 2013

**BACKGROUND:** The Council received a copy of the 2012/2013 Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER). Citizens were given the opportunity to review the plan in the Community Development Department from August 21, 2013 to September 5, 2013. No public comments were received.

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

***COMMUNICATION ITEMS:***

Mayor's Report  
City Councils' Reports  
City Manager's Report  
Staffs' Reports

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

Dated this 19<sup>th</sup> day of September, 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  
7:00 P.M. REGULAR SESSION  
September 10, 2013

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

VISITORS: Joy Brown – American Legion, Lee Schaffer, Shannon Anderson, Jennifer Wade, Richard Knapp

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

Councilmember LeBaron conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE AUGUST 16, 2013 WORK SESSION, THE AUGUST 20, 2013 WORK SESSION, THE AUGUST 20, 2013 SPECIAL SESSION AND THE AUGUST 21, 2013 WORK SESSION

**Councilmember Bush moved to approve the minutes from the August 16, 2013 work session, the August 20, 2013 work session, the August 20, 2013 special session and the August 21, 2013 work session as written, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None.** Councilmember Shepherd was not present for the vote.

PUBLIC HEARING ON FSP 1307-0004, A REQUEST BY MARK THAYNE, ON BEHALF OF EVERGREEN HOLDING, LLC, FOR A FINAL SUBDIVISION PLAT TO SUBDIVIDE A COMBINED ACREAGE OF 6.91 ACRES INTO TWO PHASES WITH A TOTAL OF 27 LOTS THAT WILL BE KNOWN AS THE JON'S PARK SUBDIVISION PHASE 1 AND PHASE 2

The developer asked for some additional time to finalize some items before the Council makes a determination on the item.

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

Mayor Wood asked for public comments.

There were no public comments.

**Councilmember LeBaron moved to continue the public hearing until the City Council Meeting scheduled for October 8, 2013, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None.** Councilmember LeBaron was not present for the vote.

CITIZEN COMMENTS

There were no citizen comments.

APPOINTMENT OF RICHARD KNAPP AS THE ADMINISTRATIVE SERVICES DIRECTOR

Mayor Wood reminded the Council Bob Wylie, former Administrative Services Director, had accepted a similar job at another municipality. He explained Mr. Wylie's new position resulted in a shorter commute which would greatly increase the quality of life for him and his family.

Adam Lenhard, City Manager, explained during the recruitment process a large number of highly qualified applications were received. He stated a select number of those were interviewed and expressed his opinion Richard Knapp was the best qualified for the position. He reported Mr. Knapp would be coming to the City from White Fish, Montana as the Assistant City Manager/Finance Director. He mentioned he had also served as the Finance Director with Cedar Hills, Utah and as City Manager of Bluffdale City, Utah. He recommended the hiring of Richard Knapp as the Administrative Services Director, with the advice and consent of the City Council.

JJ Allen, Assistant City Manager, arrived at 7:11 p.m.

**Councilmember Young moved to approve the appointment of Richard Knapp as the Administrative Services Director, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None.** Councilmember Shepherd was not present for the vote.

Richard Knapp addressed the Council and expressed his excitement at being appointed as the new Administrative Services Director. He expressed his gratitude for the opportunity and stated he desired to make Clearfield City a better place for its residents and staff.

APPROVAL OF A PROCLAMATION DECLARING SEPTEMBER 2013 AS  
“ATTENDANCE AWARENESS MONTH” IN CLEARFIELD CITY

Mayor Wood explained the City had received a request from the Davis School District to approve a proclamation regarding student attendance since it was a significant contributor to students graduating from high school. He expressed his opinion that Clearfield City as a community partner should in every way be supportive of the School District’s effort.

Councilmember Murray indicated she could not approve the proclamation and emphasized her vote did not mean she did not approve of education or that she believed that children did not need to attend school. Her vote was specifically tied to the proclamation’s assertion that the only way the students could learn was if they were in school, sitting in a seat and were only absent three days of the school year. She emphasized although she couldn’t support the proclamation, she was in support of education.

Councilmember LeBaron stated he was grateful for the public education system and expressed his appreciation to teachers, support staff and parents of students attending the local schools. He mentioned he was grateful for those individuals willing to educate his children.

**Councilmember LeBaron moved to approve a Proclamation declaring September 2013 as “Attendance Awareness Month” in Clearfield City 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 and Young. Voting NO – Councilmember Murray.** Councilmember Shepherd was not present for the vote.

COMMUNICATION ITEMS

*Mayor Wood* – Informed the Council the City had once again purchased a table and participated in the Davis County Gala on Thursday, September 5, 2013. He announced this year’s beneficiary of the funds raised at the Gala was the Boys’ and Girls’ Clubs of America. He informed the Council who had attended the gala on behalf of the City: Keri and Charlie Benson, involved with the Children’s Choir, Donna and Jeremy Bissegger, Children’s Choir, Deanna and Daniel Gardner, Children’s Theatre, Ginger and Sean Myers, Recreation Programmer for youth programs.

***Councilmember Bush***

1. Informed the Council he had attended the Parks & Recreation Commission meeting on Wednesday, August 21, 2013. He complimented Eric Howes, Community Services Director, and his staff, as well as the other commission members and mentioned they had accepted their responsibilities seriously and believed there were beneficial things happening with the City’s Recreation programs.
2. Reported he had attended the informative field trip at the North Davis Sewer District’s facility on both Wednesday, August 21, 2013 and Thursday, August 22, 2013, during which the lids were being replaced on the digesters. He mentioned it was very interesting to observe the crane lifting the lids.
3. Announced he had sponsored a citizen meeting on Thursday, August 29, 2013 at Steed Park during which discussions took place relative to the TOD site and activities taking place at the Park.

4. Informed the Council that he had been invited and had taken the opportunity with his grandsons to ride the train up Spanish Fork Canyon on Thursday, September 5, 2013. He commented it was a fun activity.
5. Complimented Scott Hodge, Public Works Director, on completing the Locust Street improvements. He stated his parents lived on that road and he had received many comments from those residents and complimented the contractors.
6. Reminded the Council that the North Davis Sewer District would be conducting a public hearing relative to Impact Fee increases on Thursday, September 12, 2013, beginning at 6:00 p.m.
7. Requested he be excused from the October 8, 2013 City Council meeting because he would be attending the National Water Conference with the North Davis Sewer District.

*Councilmember LeBaron* – nothing to report.

*Councilmember Murray* – Welcomed Richard Knapp to the City.

*Councilmember Young* – nothing to report.

***Adam Lenhard, City Manager***

1. Stated he had some current updates specific to the 200 South/Center Street overpass which would be discussed during the work session following the policy session. He mentioned the City had been working to address traffic issues associated with the bridge's closing which was complicated by the SR 193 construction. He mentioned a press release had recently been sent out.
2. Informed the Council that a neighborhood meeting would take place on Wednesday, September 11, 2013, 6:30 p.m. in the multi-purpose room regarding the 550 East Street project. He stated the purpose of the meeting would be to share information with residents and keep them informed of the impacts to the residents.

**STAFFS' REPORTS**

***Nancy Dean, City Recorder***

1. Informed the Council of the following meeting schedule:
  - no work session was scheduled for Tuesday, September 17, 2013
  - policy session scheduled for Tuesday, September 24, 2013.
2. Reported Councilmembers Bush and Shepherd would be attending the Utah League meetings this week.

***Eric Howes, Community Services Director*** – Updated the Council on the following projects most recently completed at some City Parks:

- the new bleachers had arrived and were currently being assembled by staff
- the new tables, benches and trash receptacles had been ordered
- new playground equipment had also been ordered for Island View Park and believed it would be a major improvement to the park facility. He announced the public would be invited to volunteer to complete the installation of the equipment and indicated it would take place either on Saturday, October 26, 2013 or Saturday, November 2, 2013, depending on the delivery date of the materials.

**Councilmember LeBaron moved to adjourn the regular session and reconvene in a work session at 7:27 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None.** Councilmember Shepherd was not present for the vote.



# Third Program Year CAPER

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

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

## GENERAL

### Executive Summary

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

Program Year 3 CAPER Executive Summary response:  
Clearfield City, as a Small Entitlement, received \$217,184 in 2012 from CDBG funds to be used toward the Locust Street Infrastructure project, grant administration, as well as providing funds to the Clearfield Youth Resource Center, Family Connection Center and the Davis Community Learning Center to help assist low-moderate income individuals/families. These projects are listed in the Clearfield City's 5-Year Consolidated Plan.

### General Questions

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

c. How matching requirements were satisfied.

Program Year 3 CAPER General Questions response:

**CLEARFIELD YOUTH RESOURCE CENTER**

Clearfield City provided \$12,650.51 to the Youth Resource Center. Services at the facility included providing a safe place for school-aged children to go after school. The Youth Resource Center has a variety of activities for the youth to participate in. A computer room is available for the youth to work on projects and utilize the internet. A ping pong table and pool table are also offered. Through the collaborative efforts in the community they provided tutoring each day after school, recreational activities, a fishing club, computer club, billiard club, literacy opportunities, safety and leadership programs and a safe and healthy place to go after school and in the summer.

Services Provided	Amount
1. Salaries paid to employees at the Youth Resource Center.	\$12,650.51
Total	\$12,650.51

Proposed to serve: 3,460 (if funded at the full amount requested-\$22,220.54)  
Number of clients served: 2,144

Race Served:

Black or African American	26
White or Caucasian	2,118

**FAMILY CONNECTION CENTER**

Clearfield City provided \$9,000 to the Family Connection Center so they could pay salaries for the employees that work at the food bank. The food bank provides emergency food to residents of Clearfield City.

Services Provided	Amount
1. Salaries paid to individuals at the Family Connection Center that work at the food bank.	\$9,000
Total	\$9,000

Proposed to serve: 11,700 (if funded at the full amount requested-\$11,000)  
Number of clients served: 2,909 (Clearfield Residents Only)  
Female head of household: 514

Race Served:

American Indian or Alaska Native	42
Asian	29
Black or African American	110
White or Caucasian	1433
Native Hawaiian or Other Pacific Islander	99
Hispanic or Latino	849
Balance or individuals reporting more than one race	347

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**DAVIS COMMUNITY LEARNING CENTER**

Clearfield City provided \$9,000 to the Davis Community Learning Center. Services at the facility included computer classes, GED/High School completion, ESL classes and case management. Over 220 volunteers spent more than 2,090 hours helping Clearfield City residents. They read to children, taught English, collected books, offered free immunizations, handed out backpacks and school supplies, served a holiday dinner to 500 area residents, created "Little free Libraries", etc.

Services Provided	Amount
1. Salaries for employees at the Davis Community Learning Center.	\$9,000
Total	\$9,000

Proposed to serve: 500 (if funded at the full amount requested-\$11,431)  
Number of clients served: 1,275 (served more than anticipated)

Female head of household: 15 unduplicated

Race Served:

White or Caucasian	775
Asian	21
Black or African American	5
Native Hawaii or Other Pacific Islander	5
American Indian or Alaska Native and White	8
Hispanic or Latino	278
Balance or individuals reporting more than one race	183

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

**DOWN PAYMENT ASSISTANCE PROGRAM**

Additional funding for the Down Payment Assistance Program was not included in the 2012-2013 One Year Action Plan. However, any funds that are returned to the city, as a result of a previous homebuyer selling their home, are set up in an interest bearing account. During this past program year the city received \$7,500 in program income. The city had a previous balance of \$1,350 in this account therefore, a new contract was signed with the Davis Community Housing Authority for \$8,850, which went in effect July 1, 2013.

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

Clearfield City programmed \$25,250 to be used toward salaries of employees who administer the Community Development Block Grant. However, only \$17,255.49 was actually used. The remaining balance of \$7,994.51 will be reprogrammed into another qualifying project.

**LOCUST STREET INFRASTRUCTURE**

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Clearfield City used the remaining \$159,359 towards an infrastructure project on Locust Street, which runs off of 500 East and connects into 200 South, and is in a low/moderate income neighborhood. This project includes furnishing all labor, materials, and equipment and services for construction of Locust Street from 500 East Street to 200 South Street; consisting of the removal of 680 linear feet of 6 inch sanitary sewer pipe line and manholes, removing approximately 1,450 linear feet of existing curb, gutter, sidewalk and drive approaches; removal of 2,300 square yards of asphalt and road base; installation of 680 linear feet of 8 inch pvc sanitary sewer piping and manholes; installation of 730 linear feet of 8 inch pvc water lines with one fire hydrant; installation of 1,500 linear feet of concrete curb, gutter, sidewalk; and the installation of approximately 2,300 square yards of road base and new asphalt paving of the road surface; miscellaneous repairs to landscaping and other appurtenant work in accordance with completion of the project. This project is in an area where 52.8% of the individuals/families are low-moderate income.

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

### **Affirmatively Furthering Fair Housing**

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

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

Clearfield has a very high percentage of renters and would like to add more home-owners 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. Amendments to allow for additional funding towards this program was approved in the fall of 2011, and ten additional households were assisted with these funds, for a total of 89 homes since this program began. Clearfield City would like to see funding for this program extended in the upcoming year. Clearfield would also like to increase the percentage of homeowners in their city and will work towards this goal through a variety of means.

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

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

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

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

**Priority #3: Plan and prepare for Growing Senior Population**

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

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

The city zoning ordinances should allow senior housing wherever possible, especially near facilities that seniors are likely to need access to – such as medical centers, grocery stores, and public transportation. Clearfield should revisit the ordinance that

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restricts group homes within the city. Zoning ordinances should make allowance for all types of senior housing, as well as the density necessary to make it feasible.

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

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

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

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

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

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

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

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

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

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

**Need: Consistent Funding**

In recent years the housing authorities and other non-profit agencies have been consistently losing the federal support dollars that they have heavily relied upon in the past. With the shortage of federal funds, it is becoming increasingly difficult or even impossible for these programs to keep providing the same level of service to the communities they serve. In addition to this, there is also the problem of other

funding sources not being consistent from year to year. For these programs to be successful and help those they intend to serve, funding needs to be consistent. New sources of funding for housing services and programs need to be found to fill in the gap left by decreasing federal dollars.

## **Managing the Process**

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

Program Year 3 CAPER Managing the Process response:

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

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

## **Citizen Participation**

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

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

Program Year 3 CAPER Citizen Participation response:

Clearfield City follows its citizen participation plan for the adoption of the consolidated plan and action plan. This plan is designed to encourage citizens of Clearfield City, especially those where CDBG funds are likely to be used, to participate in the development of the plan. In accordance with the citizen participation plan, the development of the One Year Action Plan was initiated through a public hearing held before the Clearfield City council on March 12, 2013. The notice of the public hearing was published in the Ogden Standard Examiner, a newspaper of general circulation within the city. In addition to the publication,

public notices are posted at the Clearfield Post Office, Davis North Library Branch, Freeport Center Post Office and Clearfield City Hall.

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

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

During the public hearing, on March 12, 2013, no public comments were received.

The second public hearing was held on April 23, 2013 in which the city council approved to adopt the final plan as written. This plan was made available for public comment for 30 days. No public comments were received.

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

Citizens were given the opportunity to review the 2012-2013 Consolidated Annual Performance Evaluation Report (CAPER) in the Community Development Department from August 21, 2013 to September 5, 2013. No public comments were received.

## **Institutional Structure**

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

Program Year 3 CAPER Institutional Structure response:

Clearfield City recently revised the Down Payment Assistance Guidelines. Additional funding for the Down Payment Assistance Program was not included in the 2012-2013 One Year Action Plan. However, any funds that are returned to the city, as a result of a previous homebuyer selling their home, are set up in an interest bearing account. During this past program year the city received \$7,500 in program income. In order to continue to assist future homebuyers, amendments were presented to, and approved by the city council in the fall of 2011. Once this was approved the city had \$33,850 in program income. From September 2011 to July 2012, \$33,000 was redistributed to assist ten additional households with their downpayment costs. As of June 30, 2013 the city had \$8,850 in program income therefore, a new contract with the Davis Community Housing Authority was executed. Based on the level of funding per household, we expect to assist an additional two or three households. Our office continues to receive calls from realtor's, lenders, and homebuyers inquiring about this program, and if funds are available.

## Monitoring

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

Program Year 3 CAPER Monitoring response:

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

Through Clearfield City's Down Payment Assistance Program it has helped assist several families obtain home ownership, thus creating a more stable environment for the families as well as the children. This program first started in November 2006. As of July 31, 2012 the city has assisted 89 households through this program. Some of these funds have been returned to the city, due to the homeowner selling the property. Any program income received is deposited into an interest barring account and is available for future use through the Down Payment Assistance Program. As of July 1, 2013 there is an additional \$8,850 that will be distributed to qualifying first time home-buyers.

The services provided through the Family Connection Center also made a huge impact on everyone served. By offering the crisis/respice nursery it provides a safe place for families to take their children. Their purpose is to protect children, strengthen and shelter families and individuals, foster self-sufficiency and facilitate a caring community. They strive to prevent domestic violence and child abuse. The Center provides many other services, including transitional housing, food bank(which was funded by CDBG grant money) emergency financial assistance, individual and

family therapy, etc. The center has had great success in all of their programs and they have made a huge impact on many families.

The Davis Community Learning Center had volunteers to assist with the following activities/events: Back-to-School Bash, 400 attendees, 199 free immunizations, 240 backpacks and supplies were given out. United Way Day of Caring, more backpacks were distributed. ESL was taught by a volunteer. SEP Assistance educated parents on accessing their students grades, etc. Meals Served, volunteers served a holiday dinner to over 500 area residents. Christmas Gifts to needy children. Employability Class taught adults tips to get a good job. Reading to Children, 30 volunteers administered a peer mentoring reading program at Wasatch Elementary. Classroom help, 3 volunteers helped out in the early grades. Little Free Libraries: An Eagle Scout and several youth volunteers built 9 "Little Free Libraries" to be placed throughout the neighborhoods and 1,500 used childrens books were collected to stock them. Children in these neighborhoods will be able to borrow a book near their home. Over 800 volunteer hours were spent to make this project happen. Conversation Classes, 10 volunteers visited with new immigrants weekly and bi-weekly to help them practice their English speaking skills. Summer Smarties, the volunteer coordinator helped organize a run, a summer learning program helping 70 children.

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

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

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

## **Lead-based Paint**

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

Program Year 3 CAPER Lead-based Paint response:

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

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## **HOUSING**

### **Housing Needs**

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

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

Program Year 3 CAPER Housing Needs response:

Through Clearfield City's Down Payment Assistance Program it has helped assist several families obtain home ownership, thus creating a more stable environment for the families as well as the children. This program first started in November 2006. As of July 31, 2012 the city has assisted 89 households through this program. Some of these funds have been returned to the city, due to the homeowner selling the property. Any program income received is deposited into an interest barring account and is available for future use through the Down Payment Assistance Program. As of July 1, 2013 there is an additional \$8,850 that will be distributed to qualifying first time home-buyers.

### **Specific Housing Objectives**

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

Program Year 3 CAPER Specific Housing Objectives response:

The cost of housing has risen within the past year, however, Clearfield City still offers affordable housing compared to the surrounding cities. The city has a high number of rental units; however, with the Down Payment Assistance Program we hope this number will start declining. Since the city receives a very small amount of HUD funds we are limited on the number of activities that can be accomplished in a year's time. Since the inception of this program we have assisted 89 households from November 2006 to July 2012 and any funds that are required to be paid back will be set aside to help future home buyers with their down payment assistance. As mentioned previously, an additional \$8,850 of program-income recently became available through this program.

### **Public Housing Strategy**

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

Program Year 3 CAPER Public Housing Strategy response:

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

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

assist in these community projects. These projects have been very successful and the city will continue the coordination of future projects.

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

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

## **Barriers to Affordable Housing**

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

Program Year 3 CAPER Barriers to Affordable Housing response:

As mentioned previously, the Down Payment Assistance Program helps first time home buyers purchase a home of their own. There are several families that could afford to pay the monthly mortgage payment, but they just don't have enough money to pay the down payment and closing costs. We are very excited to have this program available to our residents and believe it has had a positive impact on our citizens as well as the city. If a home is sold within the first seven years, they are required to pay a portion of the grant back to the city. These funds are then set aside in an interest barring account and can be used to assist future first time home buyers.

## **HOME/ American Dream Down Payment Initiative (ADDI)**

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Program Year 3 CAPER HOME/ADDI response:  
Clearfield City does not receive HOME funds. We will continue to educate our citizens regarding the Davis Community Housing Authority's ADDI program, as well as Clearfield City's Down Payment Assistance Program.

## HOMELESS

### Homeless Needs

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

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

Program Year 3 CAPER Homeless Needs response:  
As mentioned previously, the Family Connection Center offers a wide variety of services and programs to families/individuals that otherwise would be homeless, these include the transitional housing, emergency financial assistance, etc.

The transitional housing program, through the Family Connection Center, has had great success in helping people make the transition to permanent housing and independent living. This program teaches individuals how to obtain and keep a job and how to manage their finances. During this program year the Family Connection Center assisted 2,909 households/individuals through this program with 89% being extremely-low to low-income. Of those 2,909, there were 887 households, 1,526 adults and 1,383 children served.

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

### Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Housing Prevention Elements response:  
As mentioned previously, the Family Connection Center offers a wide variety of services and programs to families/individuals that otherwise would be homeless, these include the transitional housing, emergency financial assistance, etc.

The transitional housing program, through the Family Connection Center, has had great success in helping people make the transition to permanent housing and independent living. This program teaches individuals how to obtain and keep a job and how to manage their finances. During this program year the Family Connection Center assisted 2,909 households/individuals through this program with 89% being extremely-low to low-income. Of those 2,909, there were 887 households, 1,526 adults and 1,383 children served.

The Davis Community Learning Center teaches ESL classes as well as Employability classes, which teaches adults tips on getting a good job.

### **Emergency Shelter Grants (ESG)**

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 3 CAPER ESG response:

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Clearfield City does not receive ESG funding.

## COMMUNITY DEVELOPMENT

### Community Development

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

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
  - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
  - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
  - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
  - a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
  - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
  - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
  - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
  - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
  - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
  - a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.
  - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
  - a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
  - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 3 CAPER Community Development response:

1. Assessment - The City's vision is to make Clearfield City A GREAT PLACE TO LIVE, WORK, AND PLAY. The results of public services allowed for counseling, crisis/respice care, youth center, etc. We feel this meets our objectives at this time. During the 2012-2013 program year there was not any funding available through the Down Payment Assistance Program however, amendments were made to allow for program income to be used to help assist additional individuals/families purchase a home in Clearfield City. Another contract for \$8,850 of down payment assistance went into effect on July 1, 2013.
2. Changes in Program Objectives – There were not any changes made during this program year.
3. Assessment of Efforts in Carrying out Planned Actions- As mentioned previously, the city has a Grant Writer that pursues all types of grants for our recreation department, police department, trail system, etc. Our sub-recipients also receive funding from several different sources including the State and Federal Government. In order to be fair and impartial, the city published a notice in October 2012 regarding the time frame to submit the grant funding applications. Clearfield City did not hinder the Consolidated Plan during this process. We also make sure all of the activities meet a national objective.
4. For Funds not used for National Objectives – none.
5. Anti-displacement and Relocation – none.
6. Low/Mod Job Activities- none.
7. Low/Mod Limited Clientele Activities - The Family Connection Center offers a wide variety of services, such as crisis/respice nursery, individual and family therapy, emergency financial assistance, emergency food and shelter, and parenting classes. The center collects income information from the individuals/families that request their services. During this program year 2,909 clients from Clearfield were served through the Food Bank with 89% being extremely-low to low-income.
8. Program income received- Clearfield City received \$7,500 in program income during this year. Any program income received is deposited into an interest bearing account and is available for future use through the Down Payment Assistance Program. The City did not have to repay any funds to a float-funded activity or

loans. In addition, we did not receive any income from the sale of property by parcel. The only project that is currently set up to receive program income is the Down Payment Assistance Program.

9. Prior period adjustments – none.
10. Loans and other receivables- none.
11. Lump Sum Agreements – none.
12. Housing Rehabilitation – none.
13. Neighborhood Revitalization Strategies – Clearfield City does not have a neighborhood revitalization strategy area or target area.

### **Antipoverty Strategy**

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

Program Year 3 CAPER Antipoverty Strategy response:  
Clearfield City funded programs that assisted in the reduction of poverty level families. The Clearfield Youth Resource Center received \$12,650.51 in CDBG funds for its youth program to teach at-risk youth life skills and build self-esteem. Youth benefited through literacy programs, family referral for crisis assistance, and beneficial life skill programs. This program helped teach youth the necessary skills so they can become contributing members of society, and thus reduce future reliance on government assistance.

Clearfield City also provided \$9,000 to the Family Connection Center. This organization offers a variety of services aimed to reduce poverty by enhancing education and employment for at-risk households. The mission of the organization is to help families become self-sufficient, thus reduce the number of persons living below the poverty level.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

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

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

Program Year 3 CAPER Non-homeless Special Needs response:  
The Family Connection Center has programs to help individuals/families with transitional housing as well as assisting them into permanent housing.

### **Specific HOPWA Objectives**

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

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

- (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
  - (3) A brief description of any unique supportive service or other service delivery models or efforts
  - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
    - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
    - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
    - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
  - b. Accomplishment Data
    - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
    - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 3 CAPER Specific HOPWA Objectives response:  
Clearfield City does not receive HOPWA funding.

## OTHER NARRATIVE

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

Program Year 3 CAPER Other Narrative response:

**Section 3 Summary Report**

Economic Opportunities for  
Low and Very Low-Income Persons

**U.S. Department of Housing  
and Urban Development**  
Office of Fair Housing  
and Equal Opportunity

**OMB Approval No.2529-0043**  
(exp. 8/17/2015)

**HUD Field Office : : DENVER, CO**

See Public Reporting Burden Statement below

<p><b>1. Recipient Name:</b> Clearfield City Corporation</p> <p><b>2. Agency ID:</b> B12MC490008</p> <p><b>4. Contact Person:</b> Stacy Millgate</p> <p><b>6. Reporting Period:</b> Quarter 4 of Fiscal Year 2012</p> <p><b>7. Date Report Submitted:</b> 08/29/2013</p>	<p><b>Recipient Address:</b> <i>(street, city, state, zip)</i> 55 South State Street Clearfield , Utah 84015</p> <p><b>3. Total Amount of Award:</b> \$217,184 Amount of All Contracts Awarded: \$ 209,957</p> <p><b>5. Phone:</b> 801-525-2781</p> <p><b>Fax:</b> 801-525-2865</p> <p><b>E-Mail:</b> stacy.millgate@clearfieldcity.org</p> <p><b>8. Program Code-Name:</b> 7-CDBG-Entitlement</p>
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**Program Codes:**

1 = Flexible Subsidy	2 = Section 202/811
3A = Public/Indian Housing Development	3B = Public/Indian Housing Operation
3C = Public/Indian Housing Modernization	
4 = Homeless Assistance	5 = HOME Assistance
6 = HOME-State Administered	
7 = CDBG-Entitlement	8 = CDBG-State Administered
9 = Other CD Programs	
10= Other Housing Programs	

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

**Part II. Contracts Awarded**

**1. Construction Contracts:**

A. Total dollar amount of all construction contracts awarded on the project	\$ 209,957
B. Total dollar amount of construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0.00 %
D. Total number of Section 3 businesses receiving construction contracts	0

**2. Non-Construction Contracts:**

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

**Part III. Summary of Efforts**

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

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

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

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

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

**Yes** Other; describe below.

**Clearfield City has not educated the contractors in the past since we hardly meet the threshold but we will inform contractors that they should be trying to recruit Section 3 businesses and residents in the future. Clearfield City does not have any Section 3 covered projects at this time.**

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

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

**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	1	1	1	5	1	20%	H		Y	C
02 Disposition 570.201(b)	5	0	5	1	0	1	1	1	1	1	1	1	1	5	2	40%	H		Y	C
<b>Public Facilities and Improvements</b>																				
03 Public Facilities and Improvements (General) 570.201(c)	10	0	10	2	1	2	1	2	2	2	2	2	2	10	4	40%	H		Y	C
03A Senior Centers 570.201(c)	6	1	5	1	1	1	0	1	0	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				1	1	100%	M		Y	C	
03E Neighborhood Facilities 570.201(c)	3	0	3			1	0	1	0	1			3	0	0%	H		Y	C	
03F Parks, Recreational Facilities 570.201(c)	20	15	5	1	0	1	0	1	0	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	0	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		2	10	5	50%	H		Y	C	
03K Street Improvements 570.201(c)	10	0	10	2	1	2	1	2	2	2		2	10	4	40%	H		Y	C	
03L Sidewalks 570.201(c)	10	0	10	2	1	2	1	2	2	2		2	10	4	40%	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		1	5	1	20%	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	0	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	
<b>Public Services</b>																				
05 Public Services (General) 570.201(e)	10	0	10	2	2	2	2	2	2	2		2	10	6	60%	H		Y	C	
05A Senior Services 570.201(e)	5	0	5	1	1	1	0	1	0	1		1	5	1	20%	H		Y	C	
05B Handicapped Services 570.201(e)	5	0	5	1	1	1	1	1	1	1		1	5	3	60%	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		1	5	3	60%	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		1	5	1	20%	H		Y	C	
05G Battered and Abused Spouses 570.201(e)	15	0	15	3	3	3	0	3	0	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		1	5	3	60%	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	3	3	0	3		3	15	3	20%	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	0	1		1	5	0	0%	M		Y	C	
07 Urban Renewal Completion 570.201(h)	5	0	5	1	0	1	0	1	0	1		1	5	0	0%	M		Y	C	
08 Relocation 570.201(i)	5	0	5	1	0	1	0	1	0	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	0	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	0	5		5	25	5	20%	H		Y	C	
14A Rehab; Single-Unit Residential 570.202	25	0	25	5	0	5	0	5	0	5		5	25	0	0%	H		Y	C	
14B Rehab; Multi-Unit Residential 570.202	5	0	5	1	0	1	0	1	0	1		1	5	0	0%	M		Y	C	

14C Public Housing Modernization 570.202	5	0	5	1	0	1	0	1	0	1	0	1	5	0	0%	M		Y	C
14D Rehab; Other Publicly-Owned Residential Buildings 570.202	5	0	5	1	1	1	0	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	1	1	5	3	60%	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	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	1	1	5	3	60%	M		Y	C
16A Residential Historic Preservation 570.202(d)	1	0	1					1	0				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	1	1	5	3	60%	H		Y	C
21A General Program Administration 570.206	5	0	5	1	1	1	1	1	1	1	1	1	5	3	60%	H		Y	C
21B Indirect Costs 570.206	5	0	5	1	1	1	1	1	1	1	1	1	5	3	60%	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
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	
<b>Totals</b>	284	17	267	52	20	53	24	56	23	54	0	52	0	267	67	###			



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Activity Summary Report (GPR) for Program Year 2012  
CLEARFIELD

Date: 20-Aug-2013

Time: 11:32

Page: 1

**PGM Year:** 2011  
**Project:** 0001 - CLEARFIELD YOUTH RESOURCE CENTER  
**IDIS Activity:** 84 - CLEARFIELD YOUTH RESOURCE CENTER

Status: Completed 8/17/2012 12:00:00 AM  
 Location: 310 S 500 E Clearfield, UT 84015-4018

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

**Initial Funding Date:** 08/22/2011

**Financing**

Funded Amount: 12,100.00  
 Drawn Thru Program Year: 12,100.00  
 Drawn In Program Year: 0.00

**Description:**

PROVIDE FUNDING FOR YOUTH PROGRAMS THAT FOCUS ON LEARNING, BUILDING SELF-ESTEEM, TUTORING, LITERACY PROGRAMS AND CRISIS REFERRAL. THIS CENTER OFFERS THESE PROGRAMS AND SUPPORT SERVICES TO ASSIST FAMILIES AND YOUTH IN CLEARFIELD TO BECOME MORE SUCCESSFUL IN A SAFE ENVIRONMENT. THE CENTER IS IN A NEIGHBORHOOD WHERE MANY CHILDREN LIVE AND IT TARGETS YOUTH AGES 10 TO 14 YEARS OLD.

**Proposed Accomplishments**

People (General) : 2,000

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,617	0
Black/African American:	0	0	0	0	0	0	57	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	4	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	339	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,017</b>	<b>0</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	2,017
Non Low Moderate	0	0	0	0
Total	0	0	0	2,017
Percent Low/Mod				100.0%



Low Mod	0	0	0	43
Moderate	0	0	0	39
Non Low Moderate	0	0	0	43
Total	0	0	0	392
Percent Low/Mod				89.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2011	Clearfield City provided \$9,164 to the Family Connection Center so they could continue to provide crisis/respice care for children 11 years and younger. With the exception of Thanksgiving, Christmas, and New Year's Day, the nursery is available twenty-four hours a day, seven days a week. The nursery is one of the many services offered at the center.	
	Services Provided	Amount
	1. Salaries paid to individuals at the Family Connection Center that work in the crisis/respice nursery.	\$9,164
	Total	\$9,164

<b>PGM Year:</b>	2011
<b>Project:</b>	0003 - DAVIS COMMUNITY HOUSING AUTHORITY
<b>IDIS Activity:</b>	86 - DAVIS COMMUNITY HOUSING AUTHORITY

Status:	Completed 8/17/2012 12:00:00 AM	Objective:	Create suitable living environments
Location:	1350 W 300 N Clearfield, UT 84015-8644	Outcome:	Sustainability
		Matrix Code:	Rehab; Single-Unit Residential (14A)
		National Objective:	LMH

**Initial Funding Date:** 08/22/2011

**Financing**  
 Funded Amount: 5,486.00  
 Drawn Thru Program Year: 5,486.00  
 Drawn In Program Year: 2,958.00

**Description:**  
 The Davis Community Housing Authority will administer the Emergency Home Repair Program for Clearfield City. Through this program they will 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.

**Proposed Accomplishments**

Housing Units : 8

**Actual Accomplishments**

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	3	0	0	0	3	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0

American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

Female-headed Households: 3 0 3

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	3	0	3	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	3	0	3	0
Percent Low/Mod	100.0%		100.0%	

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2011	<p>Clearfield City provided \$5,486 00 to the Davis Community Housing Authority to use toward the Emergency Home Repair Program for Clearfield City residents. The funds that were spent helped assist three female head of households.</p> <ol style="list-style-type: none"> <li>1. Replaced back porch and steps on a mobile home. \$715</li> <li>2. Replaced a water heater that was leaking &amp; unrepairable. \$1,583</li> <li>3. Multiple leaking faucets replaced, door to water heater compartment/window was sealed. Leaking toilet was replaced and the floor that was damaged, as a result of the leaking toilet, was also replaced. Installed a shower in place of the old bath, since she had difficulty getting in/out of the present tub. \$2,689</li> <li>4. Administration fee. \$499</li> </ol> <p style="text-align: right;">Total \$5,486</p>	

**PGM Year:** 2011  
**Project:** 0004 - CDBG ADMINISTRATION  
**IDIS Activity:** 87 - CDBG ADMINISTRATION

Status: Completed 8/17/2012 12:00:00 AM  
Location: ,

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

**Initial Funding Date:** 08/23/2011

**Financing** Description: CDBG Grant Administration for program year 2011-2012

Funded Amount: 19,825.25  
Drawn Thru Program Year: 19,825.25  
Drawn In Program Year: 5,566.10

**Proposed Accomplishments**

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
<b>Total:</b>	<b>0</b>							
Female-headed Households:					0			

Income Category:

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

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.

**PGM Year:** 2011  
**Project:** 0005 - 100 NORTH INFRASTRUCTURE  
**IDIS Activity:** 88 - 100 NORTH INFRASTRUCTURE

Status: Completed 12/14/2012 12:00:00 AM  
 Location: 100 North Clearfield, UT 84015

Objective: Create suitable living environments  
 Outcome: Availability/accessibility  
 Matrix Code: Street Improvements (03K)

National Objective: LMA

**Initial Funding Date:** 08/24/2011

**Description:**

Infrastructure project on 100 North between North Main and 300 East.  
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 fall of 2012.

**Financing**

Funded Amount: 219,034.60  
Drawn Thru Program Year: 219,034.60  
Drawn In Program Year: 69,444.33

**Proposed Accomplishments**

People (General) : 3  
Total Population in Service Area: 1,693  
Census Tract Percent Low / Mod: 61.10

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2011	Clearfield City used the remaining \$137,365.00 towards an infrastructure project on 100 North between North Main and 300 East Street, which is in a low/moderate income neighborhood. This project consisted of upgrading approximately 1,500 linear feet of existing six inch (6") sanitary sewer pipe with a new eight inch (8") sanitary sewer pipe as well as upgrading a four inch (4") water line to an eight inch (8") water line. The City also installed 1,500 linear feet of fifteen inch (15") storm sewer line. Once the utility lines were installed we replaced the curb, gutter and sidewalk as well as installed handicap transition ramps at the intersections. The City removed existing asphalt road surface and replaced the road surface with new asphalt pavement. This project is in an area where 61.1% of the individuals/families are low-moderate income. Clearfield City reprogrammed \$81,669.60 of outstanding funds, from projects completed in 2008, 2009, 2010 and 2011, towards the 100 North Street Infrastructure Project, which means the total grant allocation amount for this project is \$219,034.60.	

**PGM Year:** 2011  
**Project:** 0006 - DOWN PAYMENT ASSISTANCE  
**IDIS Activity:** 89 - DOWN PAYMENT ASSISTANCE  
  
Status: Completed 8/17/2012 12:00:00 AM  
Location: 55 S State St Clearfield, UT 84015-1027

Objective: Provide decent affordable housing  
Outcome: Affordability  
Matrix Code: Direct Homeownership Assistance (13) National Objective: LMH

**Initial Funding Date:** 09/28/2011

**Description:**

The Down Payment Assistance Program will help assist first-time home buyers purchase a home in Clearfield City.  
If the home is sold within the first seven years, a portion of the grant must be repaid to the city.  
Any funds repaid to the city will be reallocated to this project.

**Financing**

Funded Amount: 33,000.00  
Drawn Thru Program Year: 33,000.00  
Drawn In Program Year: 6,600.00

**Proposed Accomplishments**

Households (General) : 10

**Actual Accomplishments**

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	10	1	0	0	10	1	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0

American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>0</b>
Female-headed Households:	1		0		1			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	10	0	10	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	10	0	10	0
Percent Low/Mod	100.0%		100.0%	

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2011	Additional funding for the Down Payment Assistance Program was not included in the 2011-2012 One Year Action Plan. However, any funds that are returned to the city, as a result of a previous homebuyer selling their home, are set up in an interest barring account. During this past program year the city received \$7,500 in program income. In order to continue to assist future homebuyers, amendments were presented to, and approved by the city council in the fall of 2011. Once this was approved the city had \$33,850 in program income. From September 2011 to July 2012, \$33,000 was redistributed to assist ten additional households with their downpayment costs.	

<b>PGM Year:</b>	2012
<b>Project:</b>	0001 - Clearfield Youth Resource Center
<b>IDIS Activity:</b>	90 - Clearfield Youth Resource Center

Status:	Completed 8/5/2013 12:00:00 AM	Objective:	Create suitable living environments
Location:	310 S 500 E Clearfield, UT 84015-4018	Outcome:	Availability/accessibility
		Matrix Code:	Public Services (General) (05)
		National Objective:	LMC

**Initial Funding Date:** 09/10/2012

**Financing**

Funded Amount:	12,650.51
Drawn Thru Program Year:	8,803.48
Drawn In Program Year:	8,803.48

**Description:**

Funds will be used to help pay 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 targets youth between 10 and 14 years old. There are two supervisors that are highly qualified to work with the youth.

**Proposed Accomplishments**

People (General) : 3,460

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2,118	0
Black/African American:	0	0	0	0	0	0	26	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,144</b>	<b>0</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	2,144
Non Low Moderate	0	0	0	0
Total	0	0	0	2,144
Percent Low/Mod				100.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
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2012	The city's goal is to provide a safe, educational, fun and healthy environment for the children in the community to enjoy during the after school hours and during the summer break. The number of youth participating in the program indicates the that Youth Resource Center is assisting many children in the neighborhood by providing a safe, nurturing place to go when parents or guardians may not be home. The program is structured with rules and expectations of the youth.	
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**PGM Year:** 2012  
**Project:** 0002 - Family Connection Center  
**IDIS Activity:** 91 - Family Connection Center

Status: Open  
 Location: 1360 E 1450 S Clearfield, UT 84015-1611

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

**Initial Funding Date:** 09/10/2012

**Description:**

Funds contributed to the Family Connection Center will help pay salaries for the employees that work at the Food Bank.

**Financing**

Funded Amount: 9,000.00  
 Drawn Thru Program Year: 3,380.11  
 Drawn In Program Year: 3,380.11

**Proposed Accomplishments**

People (General) : 11,700

**Actual Accomplishments**

*Number assisted:*

	<b>Owner</b>		<b>Renter</b>		<b>Total</b>		<b>Person</b>	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:	0		0		0			

*Income Category:*

	<b>Owner</b>	<b>Renter</b>	<b>Total</b>	<b>Person</b>
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

**Annual Accomplishments**

<b>Years</b>	<b>Accomplishment Narrative</b>	<b># Benefitting</b>
2012	The Family Connection Center continues to provide emergency services to families and individuals in crisis with an emphasis on self-sufficiency. There has been a steady increase in families and individuals from Clearfield City seeking basic nutritional needs. On average, 25 new families come in on a monthly basis. The funding has helped the department and agency in providing additional services to the increasing number of participants.	

**PGM Year:** 2012  
**Project:** 0003 - Davis Community Learning Center  
**IDIS Activity:** 92 - Davis Community Learning Center

Status: Completed 8/5/2013 12:00:00 AM  
 Location: 30 S 350 E Clearfield, UT 84015-1013

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

**Initial Funding Date:** 09/10/2012

**Financing**

Funded Amount: 9,000.00  
 Drawn Thru Program Year: 6,727.23  
 Drawn In Program Year: 6,727.23

**Description:**

Funds will be used to help pay salaries for a part-time Volunteer Coordinator.  
 The center provides an array of services to low-income students and families of Clearfield.

**Proposed Accomplishments**

People (General) : 500

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	775	0
Black/African American:	0	0	0	0	0	0	5	0
Asian:	0	0	0	0	0	0	21	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	8	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	461	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,275</b>	<b>0</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	1,275
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,275
Percent Low/Mod				100.0%



Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.

**PGM Year:** 2012  
**Project:** 0005 - Locust Street Infrastructure Project  
**IDIS Activity:** 94 - Locust Street Infrastructure Project

Status: Open  
Location: 55 S State St Clearfield, UT 84015-1027

Objective: Create suitable living environments  
Outcome: Availability/accessibility  
Matrix Code: Street Improvements (03K) National Objective: LMA

**Initial Funding Date:** 09/10/2012

**Financing**

Funded Amount: 159,359.00  
Drawn Thru Program Year: 66,682.40  
Drawn In Program Year: 66,682.40

**Description:**

These funds will go towards an infrastructure project on Locust Street. This project consists of removing and replacing the sanitary sewer pline line, sanitary sewer line, and water line. In addition, there will be new curb, gutter and sidewalk installed.

**Proposed Accomplishments**

People (General) : 48  
Total Population in Service Area: 1,270  
Census Tract Percent Low / Mod: 52.80

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.

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<b>Total Funded Amount:</b>	<b>\$505,874.85</b>
<b>Total Drawn Thru Program Year:</b>	<b>\$401,458.56</b>
<b>Total Drawn In Program Year:</b>	<b>\$187,789.80</b>

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PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2011	7165	86	DAVIS COMMUNITY HOUSING AUTHORITY	COM	14A	LMH	5,486.00	100.0	5,486.00	3	3	100.0	3	0
		2011	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				5,486.00	100.0	5,486.00	3	3	100.0	3	0
							5,486.00	100.0	5,486.00	3	3	100.0	3	0

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

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

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

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

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

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER

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2002	0004	27	DAVIS COUNTY HOUSING AUTHORITY	COM	14A	LMH	10,000.00	100.0	10,000.00	4	0	0.0	0	4
		2002	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				10,000.00	100.0	10,000.00	4	0	0.0	0	4
-----														
							10,000.00	100.0	10,000.00	4	0	0.0	0	4

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



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Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Underway Count	Underway Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Housing	Direct Homeownership Assistance (13)	0	\$0.00	1	\$6,600.00	1	\$6,600.00
	Rehab; Single-Unit Residential (14A)	0	\$0.00	1	\$2,958.00	1	\$2,958.00
	<b>Total Housing</b>	<b>0</b>	<b>\$0.00</b>	<b>2</b>	<b>\$9,558.00</b>	<b>2</b>	<b>\$9,558.00</b>
Public Facilities and Improvements	Street Improvements (03K)	1	\$66,682.40	1	\$69,444.33	2	\$136,126.73
	<b>Total Public Facilities and Improvements</b>	<b>1</b>	<b>\$66,682.40</b>	<b>1</b>	<b>\$69,444.33</b>	<b>2</b>	<b>\$136,126.73</b>
Public Services	Public Services (General) (05)	1	\$3,380.11	3	\$15,530.71	4	\$18,910.82
	Child Care Services (05L)	0	\$0.00	1	\$372.66	1	\$372.66
	<b>Total Public Services</b>	<b>1</b>	<b>\$3,380.11</b>	<b>4</b>	<b>\$15,903.37</b>	<b>5</b>	<b>\$19,283.48</b>
General Administration and Planning	General Program Administration (21A)	0	\$0.00	2	\$22,821.59	2	\$22,821.59
	<b>Total General Administration and Planning</b>	<b>0</b>	<b>\$0.00</b>	<b>2</b>	<b>\$22,821.59</b>	<b>2</b>	<b>\$22,821.59</b>
<b>Grand Total</b>		<b>2</b>	<b>\$70,062.51</b>	<b>9</b>	<b>\$117,727.29</b>	<b>11</b>	<b>\$187,789.80</b>



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 CDBG Summary of Accomplishments  
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CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Housing	Direct Homeownership Assistance (13)	Households	0	10	10
	Rehab; Single-Unit Residential (14A)	Housing Units	0	3	3
	Total Housing		0	13	13
Public Facilities and Improvements	Street Improvements (03K)	Persons	0	1,693	1,693
	Total Public Facilities and Improvements		0	1,693	1,693
Public Services	Public Services (General) (05)	Persons	0	5,436	5,436
	Child Care Services (05L)	Persons	0	392	392
	Total Public Services		0	5,828	5,828
Grand Total			0	7,534	7,534



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CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic		Total Hispanic Households
			Persons	Total Households	
Housing	White	0	0	13	1
	Total Housing	0	0	13	1
Non Housing	White	4,784	0	0	0
	Black/African American	141	0	0	0
	Asian	24	0	0	0
	American Indian/Alaskan Native	2	0	0	0
	Native Hawaiian/Other Pacific Islander	5	0	0	0
	American Indian/Alaskan Native & White	8	0	0	0
	Black/African American & White	18	0	0	0
	Other multi-racial	846	0	0	0
	Total Non Housing	5,828	0	0	0
Grand Total	White	4,784	0	13	1
	Black/African American	141	0	0	0
	Asian	24	0	0	0
	American Indian/Alaskan Native	2	0	0	0
	Native Hawaiian/Other Pacific Islander	5	0	0	0
	American Indian/Alaskan Native & White	8	0	0	0
	Black/African American & White	18	0	0	0
	Other multi-racial	846	0	0	0
	Total Grand Total	5,828	0	13	1



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CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Non Housing	Extremely Low ( $\leq 30\%$ )	0	0	0
	Low ( $>30\%$ and $\leq 50\%$ )	0	0	1,275
	Mod ( $>50\%$ and $\leq 80\%$ )	0	0	2,144
	Total Low-Mod	0	0	3,419
	Non Low-Mod ( $>80\%$ )	0	0	0
	Total Beneficiaries	0	0	3,419

PR06 - Summary of Consolidated Plan  
Projects for Report Year

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	
2012 1	Clearfield Youth Resource Center	Funds will help pay salaries for the employees that work at the resource center. The center provides programs and support services that assist families and youth in Clearfield City to become more successful in a safe environment. The center targets youth 10 to 14 years old.	CDBG	\$14,575.00	\$12,650.51
2	Family Connection Center	Funds contributed to the Family Connection Center will be used to help pay salaries for the employees that work at the Food Bank.	CDBG	\$9,000.00	\$9,000.00
3	Davis Community Learning Center	Funds contributed to the Davis Community Learning Center will be used towards salaries for a part-time Volunteer Coordinator. The center provides an array of services to low-income students and families of Clearfield.	CDBG	\$9,000.00	\$9,000.00
4	CDBG Administration	CDBG Administration costs for the employees that work with the CDBG program.	CDBG	\$25,250.00	\$17,255.49
5	Locust Street Infrastructure Project	These funds will go towards an infrastructure project on Locust Street. Project consists of replacing current utility lines as well installing new curb, gutter and sidewalk.	CDBG	\$159,359.00	\$159,359.00

PR06 - Summary of Consolidated Plan  
Projects for Report Year

Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn Thru Report Year	Amount Available to Draw	
2012 1	Clearfield Youth Resource Center	Funds will help pay salaries for the employees that work at the resource center. The center provides programs and support services that assist families and youth in Clearfield City to become more successful in a safe environment. The center targets youth 10 to 14 years old.	CDBG	\$8,803.48	\$3,847.03
2	Family Connection Center	Funds contributed to the Family Connection Center will be used to help pay salaries for the employees that work at the Food Bank.	CDBG	\$3,380.11	\$5,619.89
3	Davis Community Learning Center	Funds contributed to the Davis Community Learning Center will be used towards salaries for a part-time Volunteer Coordinator. The center provides an array of services to low-income students and families of Clearfield.	CDBG	\$6,727.23	\$2,272.77
4	CDBG Administration	CDBG Administration costs for the employees that work with the CDBG program.	CDBG	\$17,255.49	\$0.00
5	Locust Street Infrastructure Project	These funds will go towards an infrastructure project on Locust Street. Project consists of replacing current utility lines as well installing new curb, gutter and sidewalk.	CDBG	\$66,682.40	\$92,676.60

PR06 - Summary of Consolidated Plan  
Projects for Report Year

Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn in Report Year	
2012 1	Clearfield Youth Resource Center	Funds will help pay salaries for the employees that work at the resource center. The center provides programs and support services that assist families and youth in Clearfield City to become more successful in a safe environment. The center targets youth 10 to 14 years old.	CDBG	\$8,803.48
2	Family Connection Center	Funds contributed to the Family Connection Center will be used to help pay salaries for the employees that work at the Food Bank.	CDBG	\$3,380.11
3	Davis Community Learning Center	Funds contributed to the Davis Community Learning Center will be used towards salaries for a part-time Volunteer Coordinator. The center provides an array of services to low-income students and families of Clearfield.	CDBG	\$6,727.23
4	CDBG Administration	CDBG Administration costs for the employees that work with the CDBG program.	CDBG	\$17,255.49
5	Locust Street Infrastructure Project	These funds will go towards an infrastructure project on Locust Street. Project consists of replacing current utility lines as well installing new curb, gutter and sidewalk.	CDBG	\$66,682.40



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	282,335.65
02 ENTITLEMENT GRANT	217,184.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	499,519.65

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	164,968.21
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	164,968.21
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	22,821.59
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	187,789.80
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	311,729.85

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	161,588.10
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	3,380.11
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	164,968.21
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

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

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	19,283.48
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	11,739.69
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	641.66
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	30,381.51
32 ENTITLEMENT GRANT	217,184.00
33 PRIOR YEAR PROGRAM INCOME	33,850.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	251,034.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.10%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	22,821.59
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	4,520.88
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	5,566.10
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	21,776.37
42 ENTITLEMENT GRANT	217,184.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	217,184.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	10.03%



**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

Report returned no data.

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2011	2	85	5456010	FAMILY CONNECTION CENTER	05L	LMC	\$372.66
2011	3	86	5451312	DAVIS COMMUNITY HOUSING AUTHORITY	14A	LMH	\$2,958.00
2011	5	88	5441587	100 NORTH INFRASTRUCTURE	03K	LMA	\$3,127.85
2011	5	88	5446970	100 NORTH INFRASTRUCTURE	03K	LMA	\$66,316.48
2011	6	89	5451305	DOWN PAYMENT ASSISTANCE	13	LMH	\$6,600.00
2012	1	90	5493007	Clearfield Youth Resource Center	05	LMC	\$2,732.20
2012	1	90	5521975	Clearfield Youth Resource Center	05	LMC	\$3,790.36
2012	1	90	5558670	Clearfield Youth Resource Center	05	LMC	\$2,280.92
2012	3	92	5498460	Davis Community Learning Center	05	LMC	\$2,268.08
2012	3	92	5524987	Davis Community Learning Center	05	LMC	\$2,580.62
2012	3	92	5558668	Davis Community Learning Center	05	LMC	\$1,878.53
2012	5	94	5473765	Locust Street Infrastructure Project	03K	LMA	\$405.00
2012	5	94	5482746	Locust Street Infrastructure Project	03K	LMA	\$66.50
2012	5	94	5489282	Locust Street Infrastructure Project	03K	LMA	\$566.00
2012	5	94	5494886	Locust Street Infrastructure Project	03K	LMA	\$643.75
2012	5	94	5499088	Locust Street Infrastructure Project	03K	LMA	\$938.25
2012	5	94	5504608	Locust Street Infrastructure Project	03K	LMA	\$1,011.50
2012	5	94	5507800	Locust Street Infrastructure Project	03K	LMA	\$108.00
2012	5	94	5514066	Locust Street Infrastructure Project	03K	LMA	\$345.00
2012	5	94	5521969	Locust Street Infrastructure Project	03K	LMA	\$2,992.50
2012	5	94	5528087	Locust Street Infrastructure Project	03K	LMA	\$2,097.00
2012	5	94	5535605	Locust Street Infrastructure Project	03K	LMA	\$1,740.16
2012	5	94	5537502	Locust Street Infrastructure Project	03K	LMA	\$1,505.50
2012	5	94	5544105	Locust Street Infrastructure Project	03K	LMA	\$112.50
2012	5	94	5549094	Locust Street Infrastructure Project	03K	LMA	\$407.50
2012	5	94	5560737	Locust Street Infrastructure Project	03K	LMA	\$240.00
2012	5	94	5566528	Locust Street Infrastructure Project	03K	LMA	\$2,693.25
2012	5	94	5569898	Locust Street Infrastructure Project	03K	LMA	\$2,073.05
2012	5	94	5574000	Locust Street Infrastructure Project	03K	LMA	\$1,290.75
2012	5	94	5575972	Locust Street Infrastructure Project	03K	LMA	\$44,793.69
2012	5	94	5580656	Locust Street Infrastructure Project	03K	LMA	\$2,652.50
<b>Total</b>							<b>\$161,588.10</b>

<b>Project Name:</b> Infrastructure Project		
<b>Description:</b>	<b>IDIS Project #:</b> <b>UOG Code:</b> UOG Code	
Clearfield City will use \$161,481 towards an infrastructure project on 450 West, from 2225 South to 2300 South .		
<b>Location:</b> Clearfield, Utah 84015	<b>Priority Need Category</b> <b>Select one:</b> Infrastructure	
<b>Expected Completion Date:</b> 10/1/2014	<b>Explanation:</b> Clearfield City will use \$181,995 towards and infrastructure project on 450 West, from 2225 South to 2300 South.	
<b>Objective Category</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives</b>	
<b>Outcome Categories</b> <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	
<b>Project-level Accomplishments</b>	Accompl. Type: <b>Proposed</b> 20-30	Accompl. Type: <b>Proposed</b>
	<b>Underway</b>	<b>Underway</b>
	<b>Complete</b>	<b>Complete</b>
	Accompl. Type: <b>Proposed</b>	Accompl. Type: <b>Proposed</b>
	<b>Underway</b>	<b>Underway</b>
	<b>Complete</b>	<b>Complete</b>
	Accompl. Type: <b>Proposed</b>	Accompl. Type: <b>Proposed</b>
	<b>Underway</b>	<b>Underway</b>
	<b>Complete</b>	<b>Complete</b>
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>
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
Matrix Codes	Matrix Codes	Matrix Codes
<b>2010-2011</b>	Fund Source: <b>Proposed Amt.</b>	Fund Source: <b>Proposed Amt.</b>
	<b>Actual Amount</b>	<b>Actual Amount</b>
	Fund Source: <b>Proposed Amt.</b>	Fund Source: <b>Proposed Amt.</b>
	<b>Actual Amount</b>	<b>Actual Amount</b>
	Accompl. Type: <b>Proposed Units</b>	Accompl. Type: <b>Proposed Units</b>
	<b>Actual Units</b>	<b>Actual Units</b>
	Accompl. Type: <b>Proposed Units</b>	Accompl. Type: <b>Proposed Units</b>
	<b>Actual Units</b>	<b>Actual Units</b>

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.	181,995	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	



**Summary of Specific Annual Objectives**

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
<b>DH-1 Availability/Accessibility of Decent Housing</b>								
<b>DH-1 (1)</b>	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	0	#DIV/0!	
				2013	1		0%	
		Source of Funds #3		2014	0		#DIV/0!	
		<b>MULTI-YEAR GOAL</b>					<b>0</b>	#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!		
	<b>MULTI-YEAR GOAL</b>					<b>0</b>	#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!	
		<b>MULTI-YEAR GOAL</b>					<b>0</b>	#DIV/0!