



An Application

for an

**IDAHO COMMUNITY DEVELOPMENT BLOCK GRANT**

for the

**City of Kimberly**

regarding a

**Downtown Redevelopment Project**

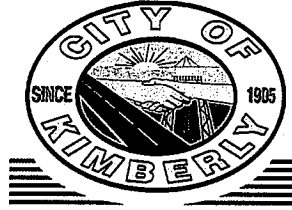


**November 18, 2011**

**David Overacre, Mayor**

A Progressive Community

P.O. Box Z  
132 Main Street N.  
Kimberly, Idaho  
83341-1125



Phone: 208-423-4151  
Fax: 208-423-4297

November 18, 2011

Jeff Sayer, Director  
Idaho Department of Commerce  
P.O. Box 83720  
Boise, Idaho 83720-0093

Re: Idaho Community Development Block Grant - Downtown Revitalization Application

Dear Director Sayer:


The City of Kimberly is excited to submit the following proposal for an Idaho Community Development Block Grant. We have developed a project that will give an area of our downtown a significant face lift. In addition, ADA accessibility issues will be resolved, deteriorated concrete will be replaced, energy efficient street lights will be installed, pavement will be resurfaced, and pedestrian amenities will be strategically placed to make the downtown safe and more inviting.

Our downtown has already seen a resurgence of activity and local businesses have invested in façade upgrades and other needed improvements. There is a new sense of enthusiasm in our community despite the current dire economic conditions experienced all across the nation. Unlike other towns that may be waiting for the tide to turn, the City of Kimberly and our business partners are forging ahead to create our own opportunities.

The proposed project will require a partnership between the Idaho Department of Commerce and the City. The cost of the improvements totals \$889,600. The City was fortunate to have received \$100,000 from the Local Highway Technical Council through their Local Rural Highway Investment program. The City has committed \$289,600 in cash and in-kind services toward the project, bringing the total local match to \$389,600 (44% of the project budget). The gap is \$500,000 and we need the assistance of the Idaho Community Development Block Grant program.

We hope that in the enclosed pages you will understand our vision and commitment to revitalize our downtown. This project is the next critical step in the creation of a new Kimberly downtown.

Sincerely,



David Overacre, Mayor

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2. Downtown Revitalization Plan

3. Redevelopment Area

a. Resolution to Establish a Redevelopment Area – Resolution 256

b. Map of Redevelopment Area

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4. Excerpts from 2009 Transportation Plan and an letter from JUB Engineers, Inc.

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**Idaho Community Development Block Grant**  
Application Information Form

Applicant: City of Kimberly  
Address: P.O. Box Z, Kimberly, ID 83341  
DUNS #: 87934881

Chief Elected Official: David Overacre, Mayor  
Phone: (208) 423-4151  
CAGE CODE: 5TLZ4

Application Prepared by: Jeffrey McCurdy Phone: (208) 732-5727 x 3005  
Address: Region IV Development Association, Inc. P.O. Box 5079 Twin Falls, Idaho 83303-5079

Engineer: Ivan McCracken, P.E. Phone: (208) 736-8050  
Address: J-U-B Engineers, Inc. – 115 Northstar Avenue , Twin Falls, Idaho 83301

**National Objective**

LMI Area       LMI Clientele  
 LMI Jobs       Slum and Blight  
 Imminent Threat

**Project Type**

Public Facility/Housing       Community Center  
 Infrastructure for Jobs       Senior Center  
 Downtown Revitalize       Imminent Threat

**Project Population to Benefit (Persons):**

Total # to Benefit: 3,264 (City of Kimberly – 2010 U.S. Census)

**Project Description:** The proposed project consists of the construction of public improvements that will eliminate conditions of slum and blight in a section of the downtown corridor of Kimberly. Specific project components include: Redevelopment of public roadways, curbs, gutters, and sidewalks, and the installation of landscaping, lighting, and underground electrical lines. Pedestrian safety and handicapped accessibility will be greatly improved with the redesign of the sidewalks, crosswalks, roadways, streetscape, and lighting configurations.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED /CONTRACT AWARD DATE	DOCUMENTATION IN EXHIBIT ***
<b>ICDBG</b>	500,000.00				
Local Cash	196,300.00			18-Nov-11	1
Local Loan*					
Local In-Kind**	93,300.00			18-Nov-11	1
USDA-RD Grant					
EDA Grant					
State Grant	100,000.00				1
Foundation Grant					
Private Investment					
Other (Identify)					
<b>TOTAL PROJECT FINANCING</b>	889,600.00				

\*Identify Loan Source(s): NA Date Bond Passed: NA

\*\*Describe In-Kind match by type (i.e. materials, labor, waived fees, land value) and amount.

\*\*\*Identify in which appendix is corresponding documentation. Documentation should be a letter from the appropriate source.

## Economic Advisory Council Page

Exciting things are happening in the City of Kimberly! Despite the downward economic climate felt all across the nation, there is a strong sense of optimism and enthusiasm in Kimberly. Unlike other towns that may be waiting for the tide to turn, the City of Kimberly and local business leaders are forging ahead and taking great strides to improve their community – particularly in their downtown.

In October 2011, the Kimberly City Council adopted a new Downtown Revitalization Plan. This plan sets forth the City's vision for the future and will guide their strategic efforts in the coming years. The purpose of the plan is to enhance the quality of life for the citizens of Kimberly and help make its business corridor a vibrant and flourishing marketplace.

The Downtown Revitalization Plan recommends the City focus on replacing aging and substandard infrastructure. To do this, the City has developed a multi-phase implementation plan. Phase 1 consists of replacing deteriorated roadways, lights, electrical and telephone wiring, sidewalks, curb and gutter and placement of landscape features and pedestrian amenities on Main Street North (south of the railroad tracks and north of the intersection of Main Street and Center Street). Specific components of the proposed project will eliminate these slum and blight conditions. Specifically, the project includes the replacement of:

- 5,440 square yards of asphalt roadway/parking surface;
- 1,200 square feet of roadway painting for crosswalks and stop bars;
- 2,200 square yards of concrete sidewalk and handicapped accessible ramps;
- 2,900 linear feet of concrete curb and gutter;
- 15 street lights, with associated conduit and electrical connections; and
- Landscaping, street furniture, signage and pedestrian amenities.

Power and telephone lines will be buried underground – allowing the removal of the aging and pathway barrier power poles imbedded into the sidewalks. Landscaping will be installed in the new curb bulb-outs as a way to introduce vegetation and a green element to a street area that is currently almost all concrete, asphalt, and buildings. The aesthetic improvements to the street along with street-side furniture (such as benches and bicycle racks) will encourage people to walk between businesses and visit the downtown stores. When implemented, not only will it eliminate slum and blight conditions, but the project will improve pedestrian and vehicle safety, encourage additional investment in the community, and foster a positive environment for the downtown.

Phase 1 of the Downtown Revitalization Plan is estimated to cost \$889,600. The City has \$289,600 of cash and in-kind resources to put towards the project. To help with their efforts, the City applied for and was awarded \$100,000 from the Local Highway Technical Assistance Council (LHTAC) through their Local Rural Highway Investment Program. Unfortunately, these resources are still not enough to complete the renovations. For this reason, the City is looking to partner with the Idaho Department of Commerce by utilizing \$500,000 from the Idaho Community Development Block Grant program to undertake this project.

The goal of the City is to maintain, retain, support, and expand existing businesses in the community – particularly those operating in our downtown. The City has developed a multi-year strategy to help make the downtown unique and prosperous. As you review this proposal, we hope you agree that this is a worthy project and it will have a significant impact in our community today and in the years to come. Thank you for your consideration of this grant request.

## Threshold Factors

### A. Eligible Applicant

The Applicant is a City  The Applicant is a County

Sub-Grantee: Not Applicable

The City of Kimberly is an eligible applicant for Idaho Community Development Block Grant funds under IDAPA 28.02.01 Rules 012 and 013. The City is applying for ICDBG funding to eliminate slum and blight conditions that exist in the City's downtown corridor. The City has jurisdiction over this area and is not designated as an Entitlement Community by the U.S. Department of Housing and Urban Development.

### B. Eligible Activities

The proposed project is comprised of eligible activities as described under Chapter 2 – Section II.B.2 of the ICDBG Application Handbook. The City developed a Downtown Revitalization Plan to guide the City's planning efforts to improve the downtown business area. The plan was adopted by the Kimberly City Council on October 25, 2011. Improving substandard infrastructure is a top priority listed in the plan. A copy of the City's Downtown Revitalization Plan is provided Exhibit 2.

### C. National Objective

#### **C.5 Slum and Blight:**

- a. Redevelopment Area Resolution: The Kimberly City Council adopted Resolution 256 on November 9, 2010. This resolution established a redevelopment area and identified the slum and blight conditions that exist within those boundaries. A Copy of Resolution 256 is provided in Exhibit 3.
- b. Redevelopment Area Map: A map of the redevelopment area is provided in Exhibit 3.
- c. Physical signs of Blight and Decay and verified by a licensed design professional: Unlike DEQ regulated sewer and water projects, there are no published engineering studies (facility plans). However, the City used the services of J-U-B Engineers, Inc. to analyze the conditions in the downtown. J-U-B Engineers, Inc. finalized a Transportation Plan in May 2009. This document identified the substandard infrastructure conditions that currently exist in the downtown. The proposed improvements are specifically referenced and documented in the report.
- d. Written documentation that infrastructure is substandard and verified by a licensed design professional: A Transportation Plan for the City of Kimberly was completed in May 2009. Selected excerpts from this plan are provided in Exhibit 4 along with a letter from J-U-B Engineers, Inc. justifying the need for the project.
- e. Photos of the sub-standard systems: Photos evidencing the substandard infrastructure are provided in Exhibit 3.
- f. CDBG funds are limited to correcting or improvement the identified sub-standard infrastructure or building systems: ICDBG funding will be used to upgrade the substandard infrastructure identified in the Transportation Plan, Downtown Revitalization Plan, and as described within this application.

**D. Citizen Participation**

The City adopted a Citizen Participation Plan on November 9, 2010 pursuant to citizen participation requirements of the Idaho Community Development Block Grant program. As outlined in this plan, the City held a public hearing on the proposed project on October 25, 2011 to receive input on the application. No adverse comments were received prior to or at the public hearing. A copy of the City’s Citizen Participation Plan, Affidavit of Publication, and other pertinent documentation are attached in Exhibit 5.

Date of Notice: October 17, 2011      Date of Public Hearing: October 25, 2011

**E. Statewide Goals and Strategies**

Check the goal and strategy that best corresponds to the project.

- Increased access to decent affordable housing (goal)
  - Sustain and increase homeownership (strategy)
  - Sustain and increase affordable rental housing (strategy)
  - Support equal access to a continuum of housing services (strategy)
  
- Preserve and enhance suitable living environments (goal)
  - Improve safety and livability of communities (strategy)  
Example – consent order
  - Sustain and increase affordable rental housing (strategy)  
Example – new construction
  - Support equal access to a continuum of housing services (strategy)  
Example – rehab or renovation
  
- Expanding economic opportunities (goal)
  - Create jobs primarily for low and moderate income persons (strategy)
  - Prioritize projects that provide a living wage and fringe benefits (strategy)
  - Revitalize downtown business districts (strategy)

**F. Administrative Capacity**

**1. Applicant’s ability to manage (fiscal management, staff turnover, recall elections, etc.)**

The City of Kimberly has the administrative staff to successfully manage and implement this downtown revitalization project. Polly Hulsey, Kimberly’s City Administrator, will supervise the project and will work closely with city staff, J-U-B Engineers, Inc., Region IV Development Association, and the Idaho Department of Commerce to ensure the City fulfills its committed obligations. Rob Wright, the City’s Public Works Superintendent, will work closely with the engineers and contractors to ensure the project is completed accurately and efficiently. Ms. Hulsey, Mr. Wright, and other City staff have successfully administered other projects that included funding from a variety of federal and state programs. For example, they are finalizing a \$6.6 million upgrade to the City’s municipal water system using funding from the State’s Revolving Loan Fund. Their ability to undertake and implement these kinds of projects is evidence that the City has the staff and resources available to successfully coordinate and implement the improvements outlined in this grant proposal and fulfill their obligations of the ICDBG program.

**2. Steps taken to procure a certified grant administrator (attach procurement documentation)**

The City of Kimberly followed the competitive negotiation/proposals process to secure project and grant administrations services for a three year period. The City published a Request for Proposals in the Times-News on September 20 and September 27, 2010. The City received only one response from Region IV Development Association. After evaluating their proposal, the Kimberly City Council selected Region IV Development on October 12, 2010 to provide administrative and project development services for the community. Documentation regarding this process including the published advertisements, affidavit of publication, and scope of work, response letter, and city council minutes are attached as Exhibit 6.

**G. Fair Housing**

The City of Kimberly adopted a Fair Housing Resolution on November 9, 2010 and published it in the Times-News on February 27, 2011. In celebration of the 43<sup>rd</sup> anniversary of the passage of Title VIII of the Civil Rights Act of 1968, the City Council proclaimed April 2011 as Fair Housing on March 22, 2011. A copy of the City's Fair Housing Resolution, the Affidavit of Publication, and the Fair Housing Proclamation is provided in Exhibit 7.

**H. Anti-Displacement Resolution**

The project does not require the acquisition of property. The City owns the necessary property, easements, and rights-of-way to implement the proposed improvements. There are no individuals, businesses, or farms being displaced as a result of this project. However, in the event that property must be acquired, the City agrees to minimize adverse impacts by following the Idaho Department of Commerce's *Anti-Displacement and Relocation Assistance Plan*. The city agrees to these conditions as outlined on the certification page found on page 36 of this application.

**Program Income**

The proposed project is not anticipated to generate program income. As a result, a program reuse plan has not been developed. The City does not have any existing program income for previously funded ICDBG projects that can be used in conjunction with the project.

**Project Description and Property**

**A. Project Description**

In 2007, the City began formulating a downtown revitalization process. Focused conversations were conducted with downtown merchants, citizens, City staff, and professional civil and transportation engineers. The result was the start of a compelling vision of private and public investment that would lead to a diversification of retail, commercial, and office space as well as the development of new public spaces, and improved street access for pedestrians and vehicles. The big picture was to reestablish the heart of Kimberly as an accessible and vibrant marketplace.

A Transportation Plan prepared by J-U-B Engineers, Inc. was completed in May 2009. This plan identified substandard infrastructure, particularly in the downtown area, that needed to be upgraded. See Exhibit 4 for selected excerpts from this plan. The City began formulating a strategy to repair its substandard infrastructure; unfortunately, the improvements are beyond the financial capabilities of the City. They have, and will continue to pursue funding from a variety of sources to make the mandated improvements identified in the plan.

In preparation of this ICDBG application, the City developed a Downtown Revitalization Plan. While developing this plan, the City gathered input from local business leaders and citizens alike to guide their planning efforts. In the end, the City established goals and objectives (not just infrastructure improvements) for making its Downtown unique and vibrant.

Provide a detailed scope of work

The proposed project will construct critical infrastructure improvements that are recommended in both the Downtown Revitalization Plan and the Transportation Study. The proposed project specifically targets the components needed on Main Street North (south of the railroad tracks and north of the intersection of Main Street and Center Street) – tackling pedestrian safety and resolving basic infrastructure issues. The proposed project consists of replacing deteriorated roadway, lights, electrical wiring, sidewalks, curb and gutter and placement of landscape features and pedestrian amenities. Specific components of the proposed project include the placement of:

- 5,440 square yards of asphalt roadway surface;
- 1,200 square feet of roadway painting for crosswalks and stop bars;
- 2,200 square yards of concrete sidewalk and handicapped accessible ramps;
- 2,900 linear feet of concrete curb and gutter;
- 15 street lights, with associated conduit and electrical connections; and
- Landscaping, street furniture, signage and pedestrian amenities.

Landscaping will be installed in the new curb bulb-outs as a way to introduce vegetation and a green element to a street area that is currently almost all concrete, asphalt, and buildings. The aesthetic improvements to the street along with street-side furniture (such as benches and bicycle racks) will encourage people to walk between businesses and visit the downtown businesses.

The project is estimated to cost \$889,600. The City has \$289,600 of cash and in-kind resources to put towards the project. The City applied for and received \$100,000 from the Local Highway Technical Assistance Council (LHTAC) through their Local Rural Highway Investment Program. However, these resources are still not enough to undertake the project. They need \$500,000 from the Idaho Community Development Block Grant program to complete these improvements. Cost estimates are included in Exhibit 8. Conceptual project maps and a rendering are provided in Exhibit 9.

Explain why the proposed project is necessary

The proposed project is necessary to resolve conditions of slum and blight, and provide for improved pedestrian and vehicle safety. The proposed improvements are also designed to stimulate additional investment in the community and foster a positive environment for the downtown visitor and merchant.

Identify the specific outcomes and benefits of the project:

The City of Kimberly is working toward becoming ADA compliant, especially in their busiest areas, which includes the downtown. One of the main goals for the City of Kimberly is to provide safety for their citizens. By replacing the sidewalks, not only will the City better achieve ADA compliance, but the proposed project will also offer a safe walking path for the community.

In addition to the ADA compliance benefits, the proposed improvements will also enhance the appearance of the downtown area. The City has been working with the Kimberly Business Owners' Association (KBOA) on creating a downtown that is more inviting and encouraging for businesses to continue doing business. Having a vibrant downtown will also help the community

recruit new businesses to Kimberly. The City benefits from the services provided by Southern Idaho Rural Development, the organization that operates the Idaho Department of Commerce sponsored Rural Economic Development program in Twin Falls County, Idaho.

The proposed project will have a positive impact on several of the activities and events which are held in the downtown area. By creating a safe and inviting place, the City will be able to continue to build upon these festivities and create new ones. Several community events held throughout the year include:

- ❖ Kimberly Good Neighbor Days
- ❖ Annual Car Show
- ❖ Monthly Farmers Market
- ❖ Annual Quilt Show
- ❖ Halloween Parade and Trunk-n-Treat
  - A celebration with over 800 children - Main street parade, hot dogs and treat bags, and trick or treating the merchants and their decorated trunks.
- ❖ Christmas celebration:
  - Keep warm with the Senior Citizen Center’s chili feed.
  - Stroll through downtown businesses enjoying refreshments and games.
  - Christmas carols are sung by local artists, while the community members await the arrival of St. Nicholas riding in on his horse to light up Main Street and the downtown sky with fireworks – all in celebration of the beginning of the Christmas Season.

All of these functions take place downtown and many of them require that the streets to be blocked off, allowing the citizens to walk along the streets and sidewalks, and encouraging downtown patronage.

Identify the specific components of the project which will be completed using ICDBG funds and those that will be completed using other funds:

The ICDBG funds will be used for construction and administrative services. City force account and cash resources will also be used for engineering, construction inspection, and construction components that fit within the skills and schedule of the City’s public works employees. Funds from LHTAC will be used solely on construction activities.

Include a site plan of the project

Conceptual site plans and a rendering of the proposed improvements are provided in Exhibit 9.

**B. Property and Permits**

1. Has any property and easements been purchased for this project? \_\_\_\_\_ Yes      X   No  
 If yes, does the applicant have title to the property? \_\_\_\_\_ Yes    \_\_\_\_\_ No  
 Provide copy of deed in Exhibit.
  
2. Will any property be needed for this project? \_\_\_\_\_ Yes      X   No  
 Status of the purchase: \_\_\_\_\_  
 Estimated date of final purchase: \_\_\_\_\_  
 What funds will be used to make purchase? \_\_\_\_\_
  
3. Will any easements/or rights-of-way be needed for this project? \_\_\_\_\_ Yes      X   No  
 Status of the purchase: \_\_\_\_\_  
 Estimated date of final purchase: \_\_\_\_\_  
 What funds will be used to make purchase? \_\_\_\_\_

4. Is anyone living on the land or in the structures at the proposed site? \_\_\_\_\_ Yes      X   No
5. Is any business being conducted on the land or in the structures at the proposed site? \_\_\_\_\_ Yes      X   No
6. Are any businesses, individuals, or farms being displaced as a result of this project? \_\_\_\_\_ Yes      X   No
7. Are there permits that will be needed for the project, i.e. well, water rights, land application, demolition permits, zoning permit, air quality permit, etc? \_\_\_\_\_ Yes      X   No

Status of the permits (include plan for securing permits and estimation of issue completion date):

\_\_\_\_\_

8. Describe the ownership or lease arrangements for the property involved in the project.  
The City of Kimberly controls the property required for the implementation of the proposed project.

## **Budget Narrative**

The project cost estimates provided in Exhibit 8 were prepared by J-U-B Engineers, Inc. The ICDBG budget was developed from the cost estimates prepared by the project engineers.

### **A. Government**

The City of Kimberly is asking for \$500,000 from the U.S. Department of Housing and Urban Development's sponsored Idaho Community Development Block Grant (ICDBG) program. This accounts for 56% of the total project costs.

The City received \$100,000 from the Local Highway Technical Assistance Council (LHTAC) through their Local Rural Highway Investment Program. A copy of the award letter from LHTAC is provided in Exhibit 1. These funds are contingent upon the City receiving funding from the ICDBG program to undertake this project. If the City is not awarded ICDBG funding, the \$100,000 will not be used by the City and must be returned to LHTAC.

No other federal funds are included in the project budget.

### **B. Local Match**

The City of Kimberly has committed local cash and in-kind service totaling \$289,600 (33% of project costs). This includes \$196,300 in cash from the street fund and \$93,300 in-kind work completed by the City Superintendent, Rob Wright, and the street department crew. Combined with the funding from LHTAC, the total local share is \$389,600 (44%). Information on matching funds is provided in Exhibit 1.

### **C. Private Match**

Although the project has no direct private capital being applied to the construction costs of the proposed improvements, local business and property owners have begun to invest in their buildings and business operations. Fourteen (14) separate businesses participated in Operation Facelift. Over 1,000 volunteer hours were donated by citizens in Kimberly. These volunteer hours and the donated materials and equipment were valued at \$25,725.

**Idaho Community Development Block Grant Budget Form**

Applicant or Grantee: City of Kimberly  
 Project Name: Downtown Revitalization - Slum and Blight

LINE ITEMS	ICDBG Cash	Local Cash	Local In-Kind	State Grant - LHTAC	TOTAL	
Administration	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000	5%
Design Professional	\$ -	\$ 129,000	\$ -	\$ -	\$ 129,000	15%
Inspection	\$ -	\$ -	\$ 13,500	\$ -	\$ 13,500	2%
Construction	\$ 455,000	\$ 67,300	\$ 79,800	\$ 100,000	\$ 702,100	79%
<b>TOTAL COSTS</b>	\$ 500,000	\$ 196,300	\$ 93,300	\$ 100,000	\$ 889,600	100%
	56%	22%	10%	11%	100%	

### Detailed Cost Analysis

1. Have preliminary plans and specifications been submitted to regulatory agencies for review?  
 Yes  No  NA  
If yes, date submitted: \_\_\_\_\_  
If no, state expected date to be submitted: There are no regulatory agencies that have review requirements associated with the proposed project. As such, plans and specifications do not need to be submitted to any outside agencies for review prior to bid and construction.
2. Has final design (for bidding) begun?  Yes  No  
If yes, % Complete: \_\_\_\_\_  
If no, when is expected start date: June 2012
3. Will the project include bid alternatives to meet project budget if necessary?  
 Yes  No
4. Are Davis-Bacon wage rates applicable to this project?  Yes  No  
If yes, are they included in the project costs?  Yes  No
5. Have known environmental measures been included in project costs? (e.g. dust mitigation, archeological survey, storm water drainage, wetlands mitigation, etc.)  
 Yes  No
6. List the last date the owner and design professional discussed project design and details.  
Date: November 18, 2011.
7. Design Professional Cost Estimates may be found in Exhibit 8.

### Project Schedule

Project Activity	Date (to be) Completed	Documentation in Exhibit
Design Professional Contract Executed	June 2012	12
Grant Administration Contract Executed	June 2012	6
Environmental Release	July 2012	
Bid Document Approval	January 2013	
Bid Opening	March 2013	
Construction Contract Executed	April 2013	
Start Construction	May 2013	
Construction 50% Complete	June 2013	
Second Public Hearing	July 2013	
Certificate of Substantial Completion	August 2013	
Construction 100% Complete	September 2013	
Update Fair Housing Plan	April 2013	7
Update 504 Review and Transition Plan	April 2013	
Final Closeout	September 2013	

### Project Contact information

Name of Professional and Agency Contacts	Firm or Agency	Phone with Extension	e-mail address
David Overacre, Mayor	City of Kimberly	(208) 423-4151	<a href="mailto:overacreins@cableone.net">overacreins@cableone.net</a>
Polly Hulsey, City Administrator	City of Kimberly	(208) 423-4151	<a href="mailto:phulsey@cityofkimberly.org">phulsey@cityofkimberly.org</a>
Rob Wright, Public Works Superintendent	City of Kimberly	(208) 423-4151	<a href="mailto:rwright@cityofkimberly.org">rwright@cityofkimberly.org</a>
Ivan McCracken, P.E.	J-U-B Engineers, Inc.	(208) 733-2414	<a href="mailto:imccracken@jub.com">imccracken@jub.com</a>
Jeff McCurdy	Region IV Development Association	(208) 732-5727 ext. 3005	<a href="mailto:jeff@rivda.org">jeff@rivda.org</a>

**Grantee and Sub-Recipient Financial Profiles**

Is the Grantee a (circle one) City County

If a sub-recipient, what type of Organization: Not Applicable

- |                       |                    |                         |
|-----------------------|--------------------|-------------------------|
| Water District        | Sewer District     | Homeowner's Association |
| For-Profit Company    | Hospital District  | Water Association       |
| Fire District         | Non-Profit Company |                         |
| Other (Explain) _____ |                    |                         |

**Section I. Water System (only)** – Input information for the water system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Water Source(s): \_\_\_\_\_ Wells \_\_\_\_\_ River \_\_\_\_\_ Lake \_\_\_\_\_ Springs \_\_\_\_\_ Purchase \_\_\_\_\_ Other

Water Treatment Method \_\_\_\_\_

Number of People served by the system \_\_\_\_\_  
 Number of hook-ups on the system \_\_\_\_\_  
 Number of equivalent dwelling units \_\_\_\_\_  
 EDU's on the system \_\_\_\_\_  
 Number of residential EDUs \_\_\_\_\_  
 Number of commercial EDUs \_\_\_\_\_  
 Number of industrial EDUs \_\_\_\_\_  
 Are all system users on meters? \_\_\_\_\_

For residential users, what is the average monthly water rate for 10,000 gallons? \$ \_\_\_\_\_  
 What will be the new monthly rate after the project is completed based on 10,000 gallons \$ \_\_\_\_\_  
 When was the last rate increase? \_\_\_\_\_  
 How much were the rates increased? \$ \_\_\_\_\_

**Annual Water System Revenue** \$ \_\_\_\_\_

Total dollar amount owed by customers in arrears \$ \_\_\_\_\_

**Annual Water System Expenses** \$ \_\_\_\_\_  
 Residential Hook-Up Fee \$ \_\_\_\_\_  
 Commercial Hook-Up Fee \$ \_\_\_\_\_  
 Industrial Hook-Up Fee \$ \_\_\_\_\_

**Identify outstanding indebtedness:** None  

Years Remaining	Annual Payment	Lender
_____	\$ _____	_____
_____	\$ _____	_____

Explain Water Conservation Methods Implemented: \_\_\_\_\_

**Section II. Sewer System (only)** – Input information for the sewer system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Sewer Treatment Method \_\_\_\_\_

Do you have a Pre-treatment system? \_\_\_\_\_ Yes \_\_\_\_\_ No

Number of people served by the system \_\_\_\_\_ Only industrial loads  
 Number of residential connections on the system \_\_\_\_\_  
 Number of commercial connections on the system \_\_\_\_\_  
 Number of industrial connections on the system \_\_\_\_\_  
 Number of new connections within the last year \_\_\_\_\_

What are the current residential sewer rates? \$ \_\_\_\_\_

When was the last rate increase? \_\_\_\_\_

How much were the rates increased? \_\_\_\_\_

Residential Connection Fee \$ \_\_\_\_\_

Commercial Connection Fee \$ \_\_\_\_\_

Industrial Connection Fee \$ \_\_\_\_\_

**Annual Sewer System Revenue** \$ \_\_\_\_\_

Current dollar amount owed by customers in arrears \$ \_\_\_\_\_

**Annual Sewer System Expenses** \$ \_\_\_\_\_

**Identify outstanding indebtedness:** None

Years Remaining	Annual Payment	Lender
_____	\$ _____	_____
_____	\$ _____	_____

**Section III. All Applicants (except Sewer and Water):  
 Grantee or Sub-Recipient Taxing Authority**

A. Identify how the organization obtains its operating funding, i.e. bonds, district assessments, other: The City of Kimberly is a municipality with full levy and taxing authority.

B. Does the organization have taxing authority? X Yes \_\_\_\_\_ No (If no, skip to Section IV)

1. Do you tax? X Yes \_\_\_\_\_ No

If yes:

(1) What is the tax rate? 0.006677984

(2) What is the annual tax amount generated? \$ 425,841

(3) What are the taxes used to pay for, i.e. equipment, operating expenses, etc.?

These funds are used to offset the general budget expense, which include:  
 Administration, Finance, General, Community Service, Police, Code Enforcement,  
 Parks, Streets, Planning and Zoning, Economic Development, Legislative and Library.

2. If you do not tax, please explain why?

\_\_\_\_\_

\_\_\_\_\_

## Section IV – All Applicants

### Land Use Planning related to Fair Housing

As part of the ICDBG program cities and counties are required to further fair housing within your community.

Coincidentally, the understanding and applicability of fair housing laws has become very important for cities and counties. In a recent legal case, Alamar Ranch LLC v. Boise County, a jury ruled that Boise County had committed three separate violations to the Fair Housing Act:

- (1) failure to make reasonable accommodations,
- (2) disparate treatment of the handicapped, and
- (3) intentional interference with the construction of handicapped housing

by changing a conditional use permit (CUP). Boise County is now required to pay the plaintiff \$4.0 million in damages.

In a recent state study of impediments to fair housing, an impediment that has been identified is the lack of cities and counties providing for the allowance of group homes in designated residential zones or their narrow definitions of the types of group homes allowed (e.g., nursing and rest homes) Why is this a barrier? The regulation may treat residents who are disabled, differently. Therefore;

Have you reviewed your zoning codes specific to group homes to ensure that you are in compliance with the Fair Housing Act? (group homes are allowed in residential zones and that your definition of a group home is not too restrictive)

Yes  No

If No, what steps are you taking to address the issue? \_\_\_\_\_  
\_\_\_\_\_.

Another impediment identified in the state study is the lack of basic accessibility standards for new residential construction. Does your building code or ordinance encourage accessibility standards in housing? (example: at least one entrance with no step, doors at least 32 inches wide, switches no higher than 48 inches, hallways 36 inches wide, etc.)

Yes  No

If Yes, explain the standards. Accessible construction methods are encouraged in the City of Kimberly. As per 2009 International Residential Code (the adopted code for residential construction), Section R311.3.1 states: "Landings or floors at the required egress door be not more than 1.5" lower than the top of the threshold." An exception exists to this section, but many contractors provide a level landing at the main entrance for the convenience of the occupant. The City of Kimberly Building Official is an International Code Council Certified Accessibility Plans Examiner and is well versed in the proper application of the ICC/ANSI 117.1 Accessibility Standards. A South Central Community Action Partnership project is in the planning stages; the owner wishes to construct a fully accessible residence in the Kimberly Heights Subdivision to accommodate her child's special needs. The construction of this dwelling will serve as a model for others in need of similar specialized housing. The City of Kimberly is eager to assist in meeting their housing needs.

**ICDBG ENVIRONMENTAL SCOPING – FIELD NOTES CHECKLIST**

**Applicant** City of Kimberly                      **Sub-Recipient** Not Applicable

This site and desk review checklist is to be completed by the Applicant and submitted with the application.

The purpose of the checklist is to help the Applicant and Commerce better understand what environmental statutes or provisions per 24 CFR 58 might impact the proposed project. The information will assist in understanding what studies, documentation, and mitigation measures could be applicable and to assist in completing the environmental review record. The Applicant may choose to attach this scoping checklist as part of the environmental review record.

**1. Limitations on Activities**

Is the Grantee planning or in the process of acquiring property for this proposed project? \_\_\_Yes XNo

If yes, is the Applicant aware that land acquired or site work after submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning once an application for ICDBG funds is submitted, neither Applicant or sub recipient, may commit Non-HUD funds to a project for land acquisition or site work (except for minor testing) before the environmental review is complete, unless the land acquisition or contract is conditioned on completion of the ICDBG environmental review.

**2. Historic Preservation**

Has the SHPO or THPO been notified of the project? XYes \_\_\_No

Have tribes with possible cultural and religious sites been notified of the project? \_\_\_Yes XNo

- ❖ The City of Kimberly notified SHPO on October 22, 2010 to request guidance on the disposition of the old City Hall building. The proposed downtown redevelopment project was discussed with Shelby Day at that time.

**3. Floodplain Management**

Is the project located within a floodway or floodplain designated on a current FEMA map? Check Web site [www.store.msc.fema.gov](http://www.store.msc.fema.gov) \_\_\_Yes XNo \_\_\_Not Sure

If yes what is the floodplain map number? \_\_\_\_\_

If the project is located in a floodway or floodplain, is the community where the project is taking place a participant in the National Flood Insurance Program. Check Web site [www.idwr.idaho.gov/water/flood](http://www.idwr.idaho.gov/water/flood) \_\_\_Yes \_\_\_No

**4. Wetland Protection**

Are there ponds, marshes, bogs, swamps, drainage ways, streams, rivers, or other wetlands on or near the site? \_\_\_Yes XNo

If yes, has the Army Corps of Engineers (Corps) been notified? \_\_\_Yes \_\_\_No

Has the Corps indicated what permit level will be required? \_\_\_Yes \_\_\_No XN/A

**5. Sole Source Aquifers (Clean Water Act)**

Is the proposed project located over an EPA designated aquifer area?  Yes  No  
(Check website [www.epa.gov/safewater/ssanp.html](http://www.epa.gov/safewater/ssanp.html))

Is it known at this time if construction will disturb more than one acre of land?  Yes  No

If yes, has a general permit for storm water discharges from construction sites been applied for from the EPA?  Yes  No

- ❖ The bid package will have a bid item specifically for EPA requirements (Storm Water Pollution Prevention Plan). This item will be the responsibility of the contractor who is awarded the bid. Storm water may leave the site but the contractor will be responsible for sediment control prior to that happening.

**6. Endangered Species Act**

Has U.S. Fish and Wildlife Service, NOAA Fisheries, and Idaho Fish and Game Regional Office been notified about the project?  Yes  No

**7. Wild and Scenic Rivers Act**

Is the project located within one mile of a designated wild and scenic river? Idaho wild and scenic rivers include portions of the St. Joe, Lochsa, Selway, Middle Fork of the Clearwater, Snake, Rapid, and Middle Fork of the Salmon. Check Web site [www.nps.gov/rivers/](http://www.nps.gov/rivers/)  Yes  No

**8. Clean Air Act**

Is the project located in a designated non-attainment area for criteria air pollutants?  Yes  No

For building demolition or improvements, has an asbestos analysis been planned for or conducted?  Yes  No  N/A

For housing rehabilitation, has a lead based paint assessment been planned for or conducted?  Yes  No  N/A

**9. Farmland Protection Policy Act**

Is the project located on a site currently zoned as residential, commercial, and/or industrial?  Yes  No

Is the project area currently being utilized for farm or agricultural purposes?  Yes  No

If yes, has the USDA Natural Resource Conservation Service or local planning department been notified about the project?  Yes  No

**10. Environmental Justice**

Does project have a disproportionate environmental impact on low income or minority populations?  Yes  No

**11. Noise Abatement and Control**

Is the project new construction or rehabilitation of noise sensitive use (i.e., housing, mobile home parks, nursing homes, hospitals, and other uses where quiet is integral to the project functions)?  Yes  No

If yes, is the project located within 5 miles of an airport, 1000 feet of a major highway or busy road, or 3,000 feet of a railroad?  Yes  No

**12. Explosive and Flammable Operations**

Is the physical structure (not necessarily infrastructure) intended for residential, institutional, recreational, commercial or industrial use?  Yes  No  Unknown at this time

If yes, are there any above ground explosives, flammable fuels or chemical containers within one mile of the physical structure?  Yes  No

If yes, have you been able to identify what the container is holding and the container's size?  
 Yes  No

**13. Toxic Chemicals and Radioactive Materials**

Are there any known hazardous materials, contamination, chemicals, gases, and radioactive substance on or near the site?  Yes  No  Unknown at this time

If yes, explain \_\_\_\_\_

During the visual inspection of the site, are there signs of distressed vegetation, vents or fill pipes, storage/oil tanks, stained soil, dumped material, questionable containers, foul or noxious odors, etc.  
 Yes  No

If yes, explain \_\_\_\_\_

At this time, are the site's previous uses known to have been gasoline stations, train depots, dry cleaners, agricultural operations, repair shops, landfill, etc.?  Yes  No

Are other funding agencies requiring the Grantee to perform an American Society for Testing Materials (ASTM) environmental assessment? ASTM assessment involves analysis of site uses and ownership, inspection of site, and possible testing.  Yes  No

**14. Airport Clear Zones and Accident Potential Zones**

Is the project located within a designated airport runway clear zone or protection zone?  Yes  No

Does the project involve acquisition of land or construction/rehabilitation of building or infrastructure in an airport runway clear zone or protection zone?  Yes  No

If yes, is the grantee aware that the airport operator may wish to purchase the property at some point in the future as part of a clear or accident zone acquisition program?  Yes  No  NA

**15. Energy Efficient Designs**

For building construction, has the owner investigated possible incentives from power providers, such as Idaho Power, Avista, or Utah Power for incorporating energy efficient design into their building?  
 Yes  No

- ❖ The City is working with Idaho Power on the selection and installation of the new light fixtures.

16. **Sediment Control (Clean Water Act)**

Will the construction project require storm and surface water discharge from the construction site?

Yes  No  Unknown at this time

If yes, has an application to EPA been submitted for a Construction General Permit (CGP)?

Yes  No

- ❖ The bid package will have a specific bid item for EPA requirements (Storm Water Pollution Prevention Plan). This item will be the responsibility of the contractor who is awarded the bid. Storm water may leave the site but the contractor will be responsible for sediment control prior to that happening.

17. **Other Environmental Reviews**

Have facilities studies or other environmentally related site reviews been conducted or in the process of being conducted?  Yes  No

If yes, identify who is conducting the review. \_\_\_\_\_

18. **Information Letters**

The advanced mailing of environmental information letters is sought in an effort to minimize the project's timeline in waiting for necessary documentation or information. It will assist in earlier responses to required mitigation measures should the proposed project receive grant funding.

Check the agencies that have been mailed an environmental information letter.

Note: If other funding agencies have sought comment, in writing, from the agencies listed below for the same project, you may not need to send an information letter. Contact your Specialist if other environmental information or scoping letters have been sent.

- Idaho State Historic Preservation Officer
- Tribal Historic Preservation Officer or Tribal Office
- Idaho Department of Water Resources – Local Regional Office
- Army Corps of Engineers (if wetlands are applicable)
- U.S. Fish and Wildlife
- NOAA Fisheries (if salmon and/or steelhead are applicable)
- Idaho Fish and Game
- USDA Natural Resource Conservation Service (if farmlands are applicable)
- Idaho Department of Environmental Quality
- Local Government – Planning Department
- Others \_\_\_\_\_

Completion of the scoping checklist does not constitute that all environmental provisions or clauses related to 24 CFR 58 Environmental Reviews have been met or are known at this time.

Completed by: Jeffrey McCurdy

Date: November 18, 2011

## **Review and Ranking**

### **Economic Development – Downtown Revitalization**

Downtown revitalization projects address prevention or elimination of slum and blight as their national objective, but a downtown revitalization is made up of much more than just infrastructure improvements. It's about creating or retaining the economic vitality in your downtown. Think of the downtown as an outdoor mall. Therefore the following ranking criteria look at the larger effort, rather than just the Idaho Community Block Grant project component.

I. **Organization (75 points):** This criterion measures the strength and depth of local commitment to the revitalization effort and the narrative should describe how the community is actively organized to plan and implement the downtown revitalization process.

A. Describe the public visioning process for the downtown revitalization. The description should also explain how the process encouraged opportunity for all citizens to participate.

In 2010, the City of Kimberly began holding public meetings entitled “Downtown Stakeholders” meetings, to gather input from all sectors of the community regarding the future plans for the downtown sector. These meetings were held after hours, which allowed business owners and citizens to attend. Notices and invitations were sent in all different formats, to cover as many interested parties as possible: email, City website, City Facebook and hand delivered invitation to the downtown businesses.

During the meetings, several presenters spoke to different topics to present a foundation for the current conditions, possible funding mechanisms, and future possibilities. Presentations included information of funding opportunities the City has been awarded, pursued, and considered for future possibilities. Information of other municipality successes, visual conception of proposed changes, and the discussion of a timeline for implementation was discussed throughout the meetings.

Notes were taken during the meetings and incorporated into the next meeting. Each meeting built off of the discussion from the previous meeting. This process allowed the citizens/business owners to be engaged in the discussion, planning, and final outcome of the Downtown Revitalization Plan. The City plans to continue using these Downtown Stakeholder meetings to gather input as they proceed with project implementation.

The City used multimedia sources to promote these meetings and the development of the Downtown Plan. Several news articles were published that promoted community and regional awareness about the plan and about many of the activities that were benefiting the community. Exhibit 10 contains some of these news articles. The City posted the plan on its website ([www.cityofkimberly.org](http://www.cityofkimberly.org)) and put notices on its Facebook page to inform residents about the plan.

B. Who is providing the leadership for the downtown revitalization?

The City's downtown revitalization efforts are led by the Kimberly City Council. The Mayor and City Council endorse the recently approved Downtown Revitalization Plan and have directed city staff to pursue opportunities to accomplish the goals and objectives outlined in that plan. Polly Hulsey, City Administrator, manages the day-to-day operations of the City and is a key leader for project implementation. She has successfully coordinated local and outside resources to implement various components of

the Plan. She will supervise the ICDBG project to ensure the City fulfills its committed obligations. There are several business leaders in the community that have provided support and guidance while the plan was developed. Their support and involvement will be essential during project implementation phases.

- C. Are there established downtown revitalization committees (steering, preservation, design, and business)? What is their role?

The Downtown Revitalization Plan proposes the City establish a Downtown Advisory Committee. This committee will assist community and business leaders achieve the goals and objectives of improving the downtown corridor. This Committee will be comprised of businesses owners and citizens alike that have an interest to enhance the downtown. Committee members will assist in planning, project development, gathering input from the community, and advising the City Council. The committee will explore different ideas and approaches to the desired changes. This will include reviewing project costs, evaluating previous community success and perhaps pursuing grant opportunities. This Committee will play a key role during project implementation.

- D. What city staff has been dedicated to working on the downtown revitalization?

Polly Hulsey, Kimberly's City Administrator, oversees the day-to-day operations of the City. As part of her responsibilities, she facilitates the downtown revitalization and economic development efforts of the City. She has already proven to successfully secure funding for various projects that will improve and enhance Kimberly's business community.

Other staff will also be involved with project implementation. Rob Wright, the City's Public Works Superintendent, will work closely with the engineers and contractors to ensure construction projects are completed efficiently and accurately. He will also provide direct oversee of the in-kind work performed by city crews.

Jenny Nickerson, Planning and Zoning Director, oversees property development and land use activities occurring in the City. She has assisted with gathering property information and inputting it into the City's data base. The information will assist the City in their economic development efforts and improve the City's building permit process.

- E. Are the downtown stakeholders (city, city consultants, business owners, committees, public) communicating effectively? Explain.

The City feels they are effectively communicating with downtown stakeholders. As aforementioned, the City has held, and will continue to hold, downtown stakeholders meetings to gather input from citizens and business leaders. The City has gone to great effort to solicit input from the general public. When appropriate, they have incorporated the public's comments into their plans and strategies. The City continues to remain open for comments and recommendation and will continue to explore new avenues for improving the downtown.

- F. Is there support from the local chamber of commerce, downtown association, economic development districts? Explain.

The City of Kimberly has a very active merchants' organization called the Kimberly Business Owners' Association (KBOA). The KBOA is currently comprised of thirty - four (34) businesses and organization that drive activities not only in the downtown, but also along the other main corridors to the community.

The KBOA group meets at least once a month in various business locations. They discuss upcoming events that they are hosting and coordinate city-wide business-focused functions. In addition to the fun activities they do within the community, they also participate in Kickstand events, which help support small businesses on many different levels. KBOA “is made up of business owners and representatives in the Kimberly and surrounding areas. KBOA is a Not-For-Profit organization with all membership dues and donations going back to the community for events, beautification, charitable donations and many other community activities.”

#### **KBOA Mission Statement**

The Mission of the Kimberly Business Owners Association (KBOA) is to increase economic activity and awareness of Kimberly Businesses through community involvement, area beautification and promotion of local events and activities.

The KBOA group is in support of the downtown revitalization plan and the proposed improvements in that plan. A letter of support from the KBOA president, Lance Godfrey is provided in Exhibit 11.

The City has received strong support for this project from other organization. Support letters from the Twin Falls County Commissioners and Heather Wheeler, Executive Director of the Community Transportation Association of Idaho are provided in Exhibit 11.

**II. Economic Assessments (75 points):** This criterion measures the comprehensiveness of the assessments that direct the implementation of the community’s downtown revitalization plan. Knowing and understanding the market forces which support a community’s downtown is the foundation of any revitalization effort.

#### **A. Downtown Survey**

The City conducted a survey with downtown merchants and property owners to understand their views, needs, and concerns regarding the conditions in the downtown area. The City coordinated this survey effort through Larry Hall, Coordinator of the Southern Idaho Rural Development organization. Surveys were distributed using a variety of formats to contact as many interested parties as possible. The survey was distributed by emailed, posted on the City website, City Facebook, and through personal hand delivery/face-to-face interview; the hand delivery/face-to-face interview being the most effective response. A total of 41 surveys were completed. A summary of the responses was provided beginning on page 20 of the Downtown Plan.

#### **B. Assessment of Downtown Redevelopment Area:**

1. What is the existing vacancy rate of downtown buildings? Vacancy rates remain relatively low and often fluctuate between 2.5% to 15%.
2. Over the last two years have business openings exceeded closings or vice versa? Business openings and closings in downtown Kimberly are fairly equal, with the balance leaning slightly towards more openings than closings. Business closures have increased more frequently over the last few years with the downturn in the economy.

3. Current property tax assessment of the downtown redevelopment area.  
The current property tax assessment of the downtown redevelopment area is \$10,328,348. This information was calculated from information provided by the Twin Falls County's Assessors office.

4. What are the anchor businesses or attractions (primary lure)? Are there complimentary activities, such as dining, biking, shopping?  
Current retail businesses include two C-Stores / Gas Stations, a grocery store, fast and sit-down eating establishments, a bank, a clothing apparel store, HVAC equipment/service provider, a quilting store, two insurance agencies, a food delivery service, a beauty salon, a dance studio, two bars, a clock repair store, a barber shop, a coffee shop, a health food store, and a fitness center. Business owners that participated in the downtown survey pinpointed the local grocery store, Ridley's Family Market, as the anchor business in the Downtown. Many also mentioned the bank, restaurants, the U.S. Post Office, and the schools as other key operations that draw customers to Downtown Kimberly.

While conducting the downtown survey, many business owners expressed interest in attracting new kinds of business to the downtown. Some provided guidance on the types of business they would like to see in town. For example, there are several riding trails around the community that attract bicycle enthusiasts to the area. A local bicycling interest group is planning to create over 60 miles of new trail ways in the hills located just south of Kimberly. Many expressed interest in recruiting a bicycle shop to attract many of the bicycle enthusiasts that travel to the area for recreation. One citizen expressed interest in attracting a bakery/catering business. This input has given the City direction in their downtown business recruitment efforts.

5. Time of day (morning, afternoon, evening) when downtown customers spend the most.  
Business operations vary by business type. Restaurants usually have their highest peaks over the lunch hour (11:30 a.m. to 1:30 p.m.) and in the evenings from 5:30 p.m. to 7:30 p.m. when the farmers are home from the fields. Retail stores see most of their customers from 11:00 a.m. to 5:00 p.m. The U.S. Post Office attracts patrons in the early morning hours and towards closing time around 4:30 p.m. to 5:00 p.m. Some businesses open later in the day and stay open later into the evening hours to accommodate their target market. Retail traffic remains reasonably stable throughout the year although retail stores are busiest during the months of October, November, and December.
6. Identify barriers to downtown revitalization, which at a minimum should include assessment of: sidewalks / streets/ sewer and water lines / surface water drainage / zoning / building codes / pedestrian, bike, and auto traffic patterns / parking (including number of stalls) / illumination and lighting / sidewalk benches / private investment / public ADA accessibility / Business ADA accessibility / Maintenance / Directional Signage / Criminal Activity / Business Signage / Cultural Facilities / Business hours.

Barriers to downtown revitalization include:

- Broken sidewalks (or no sidewalks);
- Crumbling pavement/public parking areas;
- Inadequate, curb, gutter, and stormwater drainage system;

- Inefficient (or non-existent) street lighting and signage;
- Hazardous overhead electrical/telephone lines strung on battered and worn power poles
- Blind intersections for both pedestrian and vehicle traffic
- Critical lack of ADA accessibility; and
- Poorly designed public parking in portions of downtown;

These barriers are described in greater detail in both the Downtown Revitalization Plan and the City's Transportation Plan. The City's Downtown Revitalization Plan is provided in Exhibit 2. Excerpts of the 2009 Transportation Plan and a letter from J-U-B Engineers, Inc. justifying the need for the project are provided in Exhibit 4.

**III. Implementation (200 points):** The ability of a community to demonstrate recent tangible efforts from its downtown assessment process and revitalization plan.

**A. Preparedness (100 points):** A developed and separately bound downtown revitalization plan.

The City recently completed a Downtown Revitalization Plan. This plan was developed in partnership with the City, Jeff McCurdy, Senior Community Development Planner with Region IV Development Association and Larry Hall, Coordinator of Southern Idaho Rural Development. These partners, along with City staff, expended great effort towards gathering input from the local merchants and citizens in the community. The Plan was placed on the City's website and newspaper articles were published notifying citizens about the plan. Forty-one (41) local merchants completed a Business Survey about conditions and changes they would like to see in the downtown. After incorporating the public's comments, the plan was finalized and approved by the Kimberly City council on October 25, 2011. A copy of this approved plan is provided in Exhibit 2 of this application. The Downtown Revitalization Plan contains the following information:

- Introduction – Contains the Plan's Purpose, Vision, and Goals & Objectives.
- Background Information – History of the Community
- Community Information – Current conditions in the City
- Defining Downtown – Includes a map and description of the defined Downtown Redevelopment Area
- Downtown Evaluation including
  - Infrastructure
  - Property & Building Inventory
  - Small Business Resources
- Public/Business Participation Strategy
  - Downtown Stakeholders Meetings
  - Operation Facelift
  - Merchant/Property Owner Survey
- Goals and Objectives
  - Timeline
  - Financial Resources
- Conclusion

**B. Design professional activities (50 points):**

The City initiated the downtown redevelopment process by analyzing its public infrastructure. Engaging its consulting engineering firm, J-U-B Engineers, Inc., the City embarked on a review of their pavement, transportation corridors, pedestrian pathways, parking, signage, and lighting. The January 2006 Pavement Management Report and the Kimberly Transportation Plan of 2009 provided the framework for the public improvements identified in this City's Downtown Revitalization Plan and for this project. In preparation of this ICDBG application, the City commissioned their appointed engineering firm, J-U-B Engineers, Inc., to provide project cost estimates, schematics, and other pertinent information related to this application.

The City has nearly finalized the ICDBG approved procurement process for selecting an engineering firm to provide services for this and other projects the City is undertaking in the next few years. A Request for Qualifications (RFQ) was advertised in the Times-News on October 30 and October 7, 2011. In response to the published notice, the City received proposals from four engineering firms. A selection committee evaluated and scored the proposals as outlined in the RFQ. Interviews were conducted with the top two firms. The City plans to award the engineering services at the next Council meeting which is scheduled for November 22, 2011. Documentation evidencing this process completed to date is provided in Exhibit 12.

1. Has an RFP been prepared and advertised?  Yes  No
2. Has the proposal been evaluated?  Yes  No
3. Has a design professional been hired?  Yes  No  Pending  
\*The selection committee has completed their evaluation of the written proposals and conducted interviews with the top two firms. It is anticipated that the City Council will award engineering services at their next City Council meeting which is scheduled for November 22, 2011.
4. Are concepts, sketches, schematic or design plans complete?  Yes  No
  - A rendering of the improvements and project maps are attached in Exhibit 9. Design plans and specifications will begin upon award of ICDBG funding.
5. Has the design professional prepared cost estimates?  Yes  No
  - Cost estimates were prepared by J-U-B Engineers, Inc. and are provided in Exhibit 7.
6. Has a construction schedule been established for the CDBG project?  Yes  No
  - A detailed construction schedule has not been developed; however, key construction benchmarks are included in the project schedule found on page 14 of this application.

C. **Previous amount accomplished (50 points):** This measures activities and action items that have been completed or have recently commenced.

1. What specific action items under the Downtown Revitalization Plan have been accomplished in the last two years? Please be specific.

**2010**

- The City completed preliminary engineering work and enlisted the support of the business community in the plan.
- Rights of way and easements have been identified
- Force account estimates for improvements along Main Street North were developed.
- City cash was set aside for the proposed improvements on Main Street North
- The City has consulted with a lighting expert, who is assisting the City with making the correct lighting choices for the need, as well as becoming environmentally friendly.
- The City is working with Idaho Power to determine qualifying lighting for their rebate program
- The City is working with Southern Idaho Tourism to implement reader boards from the Thousand Springs Scenic Byway passage, which will direct tourists towards downtown attractions and businesses.
- Park benches were built and installed. Eight (8) benches were built by a local Boy Scout. This young man obtained the materials from local hardware stores and constructed the benches and then installed them throughout the downtown area.

**2011**

- Completed Downtown Revitalization Plan
- Gather input from merchants and citizens
- Developed infrastructure improvement plan
- Obtained funding from the Local Highway Technical Assistance Council in connection with the improvements on Main Street North between the Railroad Tracks and the intersection of Main and Center (the proposed improvements outlined in this ICDBG application.
- Participated in Operation Facelift – a façade rehabilitation program
  - \* Of the eleven Cities’ in South-central Idaho that participated in the 2011 Operation Facelift program, the City of Kimberly was awarded the “Most Improved City”. Team Kimberly took on fourteen different projects that included façade improvements, painting sides of buildings, or fixing brickwork. Citizens contributed time, cash, and donated materials valued at \$25,725 toward the improvements in Kimberly. This movement encouraged other businesses throughout the community to make façade improvements.
- Established an Urban Renewal District
- Plan for RV Dump Station – Idaho Department of Parks and Recreation Grant
  - \* The City was recently awarded a grant from the Idaho Department of Parks and Recreation to develop a Recreation Vehicle (RV) dump station in Kimberly. There is a high level of RV users that visit the Sawtooth National Forest, Murtaugh Lake, Magic Mountain Ski area, and other distinguishing landmarks in eastern Twin Falls County. The new RV

Disposal site will be available to travelers, who will be encouraged to explore the Downtown. The development of this project is part of a multi-phase plan to develop a “Walking Path” through the downtown corridor. The City will allow local businesses to utilize Kiosk panels at the RV dump site to promote their businesses and products. Upon completion of the dump site, the City will register its location on many RV user websites to attract potential visitors. Construction of the dump station is started to begin in the spring of 2012.

- Work with Tree City USA to establish foliage in our bulb out areas.
- Applied for and received a Smart Growth American Cool Planning Grant to the City with community development, and land use, and transportation planning techniques.

2. Has an RFP been prepared for grant administration services?  X  Yes   No  
In October 2010, the City completed the competitive negotiation/proposals process to secure grant administration services for the City. The Kimberly City Council selected Region IV Development Association to provide administrative and project development services for the community. Documentation regarding the selection process is attached as Exhibit 6.

**IV. Slum and Blight (200 points):** All downtown revitalization applications must meet the slum and blight national objective and receive at least 125 points in this category. The points for slum and blight will be awarded as follows:

**A. Need and impact (100 points):**

1. **Need (50 points):** In order to meet the “prevention and elimination of slum and blight national objective” the applicant must provide a downtown infrastructure, facility and/or building report.

➤ **Slum and Blight Conditions**

A Transportation Plan prepared by J-U-B Engineers, Inc. was completed in May 2009. This plan identified substandard infrastructure, particularly in the downtown area, that needed to be upgraded. The City began formulating a strategy to repair its substandard infrastructure; unfortunately, the improvements are beyond the financial capabilities of the City. They have, and will continue to pursue funding from a variety of sources to make the mandated improvements identified in the plan. Excerpts from this Transportation Plan and a letter from J-U-B Engineers, Inc. justifying the need for the project are provided in Exhibit 4.

Substandard infrastructure conditions include:

- Broken sidewalks (or no sidewalks);
- Crumbling pavement/public parking areas;
- Inadequate, curb, gutter, and stormwater drainage system;
- Hazardous overhead electrical/telephone lines strung on battered and worn power poles
- Inefficient (or non-existent) street lighting and signage (replacing smaller, energy efficient lights, power lines will need to be buried);
- Blind intersections for both pedestrian and vehicle traffic

- Critical lack of ADA accessibility (example: Non-ADA curb cuts at intersections and power poles embedded in the sidewalk are path obstructions); and
- Poorly designed public parking in portions of downtown;

➤ **Redevelopment Resolution**

The Kimberly City Council adopted Resolution 256, a Resolution to Establish a Redevelopment Area, on November 9, 2010. This resolution established a redevelopment area and identified the substandard infrastructure conditions that exist within identified boundaries. A copy of Resolution 256 is provided in Exhibit 3.

**B. Impact (50 points):**

1. Will the CDBG project address the identified substandard infrastructure systems or building identified in the resolution and report?

  X   Yes       No

2. How will the CDBG project improve the business climate in the downtown? How do you base this conclusion (surveys, best practices, studies, etc.)?

Upgrading the substandard infrastructure will significantly improve conditions in the downtown. This is based on the 2009 Transportation Study conducted by J-U-B Engineers, Inc. In addition, many business leaders expressed support for these improvements while conducting the Downtown Business Survey.

From repairing crumbling sidewalks, to constructing bulb-outs, to burying overhead power and telephone lines, to removing power poles entrenched into the sidewalks, these improvements, once completed, will allow customers to move freely from store-to-store and block-to-block. Customers are more likely to move from one store to another without these obstructions impeding their pathway. This can entice new businesses which will draw in more customers. Additional amendments such as benches and tables will encourage patrons to rest, relax, and spend more time. The addition of vegetation and permanent trash receptacles will convey a clean environment that will enhance a visitor's experience.

**C. Relationship to overall plan (100 points):**

1. What is the city doing, or done to improve and encourage the downtown vitality?

- a. Zoning – Land uses in the downtown corridor include commercial, light industrial, government, and service oriented buildings. These zoning designations are in harmony with the City's Comprehensive and Downtown plans. The proposed improvements will move power and telephone lines underground allowing business owners to consider street side uses such as outdoor dining or business signage.
- b. Building codes – The City's official building code is the nationally recognized code adopted by the state of Idaho or the Idaho building code board. The City does not currently offer any tax incentives that encourage downtown improvements.
- c. Design standards – Any construction or remodeling must be compliant with adopted building code requirements. There are no required design criteria. While conducting the Downtown Business Survey, several businesses expressed the need for consistency in color, theme or design of business signs but no recommendations were

given. This issue will be a topic of discussion for the Downtown Advisory Committee.

- d. *Business façade program* – In 2011, Kimberly participated in Operation Facelift. The project involved business owners, city leaders, citizens, high school students, football teams, cross country team, the City’s Police & Fire Departments, and other area volunteers to take on this endeavor. Team Kimberly took on fourteen projects that were either façade improvements, painting sides of buildings, fixing brickwork, and so much more. The City received donations from the Southern Idaho Economic Development Organization (SIEDO), the Idaho National Lab, businesses, suppliers, service clubs, banks, attorneys, the City of Kimberly and individuals. In all, Kimberly raised approximately \$2,300, received discounts from local hardware, lumber & paint stores, and even had sixteen gallons of paint donated to facelift businesses downtown.

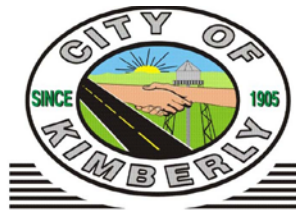
Independent judges from the Idaho Department of Commerce and the Idaho National Lab awarded the City of Kimberly the “Most Improved City” for this regional city-by-city event. The Elcazador Mexican Restaurant was awarded the most improved business in Kimberly for the event. This year’s success of Operation Facelift has prompted the City to make this an annual event.

- e. *Direction signage* – Directional signage is somewhat absent. The need for signage is limited in such a modestly-sized area. Business owners have expressed interest in participating in ‘Welcome to Kimberly’ signage along with associated advertisement space for local business’ offerings. The City has budgeted for and begun their signage replacement and implementation plan throughout the City. This process will replace old signage with the new “reflectivity requirements signage”, which will continue over the next several years.
- f. *Other activities* – An estimated 80% of the respondents from the Business Survey indicated that there should be ordinances for signage and some consistency of design. Several businesses expressed the need for consistency in color, theme or design but no suggestions were provided. One business owner suggested that the City be more lenient or have a uniform standard for temporary (sandwich board) signs. Another business owner said that at a minimum, they want consistency in sign color. The City is reviewing the Codes relating to signage to promote a uniform, yet interesting appearance along the Main Street corridor.

2. What is the downtown’s specialty or established niche? (Examples: pocket parks / river walk / public market / trailhead access / punctual geysers)  
Craft and boutique stores have an established niche in their own industry. For example, The Quilt Barn, Bead Store, Bella Couture and Laughing Daisy reported that their client base ranges from Buhl to Rupert and that less than ten percent comes from Kimberly.

According to the Business Survey respondents, there is no niche or theme that draws outsiders to Kimberly. Many expressed interest in having an established theme or commonality among the various businesses. One of the tasks of the Downtown Advisory Committee is to work with local merchants to establish a unique and consistent theme.

3. How is the city maintaining and building relationships with the downtown businesses and property owners?  
The City will continue communicating with the business owners through established methods such as their downtown stakeholder meetings, webpage postings, Facebook and quarterly newsletters. The Downtown Advisory Committee will be used to gather input from the community as they assist the City in planning, developing, and implementing projects and events. The City will continue providing training opportunities to business owners and will continue to promote the local businesses through every method available to them. The City is limited in what they can do within the financial confines of their budget, as well as what is allowed by Statute; however they will continue to try and promote and communicate with the business community.
4. How will the city handle business disruption during construction of the proposed project?  
While these improvements are being constructed, business operations for the local merchants will likely be affected. During one Downtown Stakeholder Meeting, merchants in attendance expressed concern of this issue. The City will work with the business owners to minimize impacts of project implementation by coordinating construction activities, completing construction in phases, and performing activities during non-business hours when practical and economically feasible. The Downtown Advisory Committee will play a key role in coordinating this effort.
5. Provide your downtown marketing website and downtown theme or logo.  
Due to the limited size and population, the City has not developed a logo or theme specifically for the Downtown. Rather, they utilize the City's adopted logo to avoid confusion. As shown below, the design is reflective of the City's appearance on a warm summer day, fertile green cornfields, a downtown accented with a well-maintained water tower bathed in warm sunlight.



V. **Idaho Community Development Block Grant Project (350 points):** CDBG funds alone will not create or sustain communities' downtown revitalization efforts. Other resources, including financial, need to be dedicated to ensure successful activities and improvements. The CDBG project can include prior planning, design, and property acquisition. The points will be awarded as follows:

- A. **Project local match (100 points):** This criterion measures the percentage of local matching funds committed to the ICDBG project. It is direct matching funds to just the ICDBG project. "Local match" includes cash on hand, in-kind, force account, LID/BID, bonds, revolving loan funds, urban renewal funds, or resort city tax.

The City of Kimberly is utilizing local cash and in-kind service to provide their share of the proposed project costs. Their total local commitment totals \$289,600. Local cash includes \$196,300 from the City's street fund, and \$93,300 in-kind work completed by the City Superintendent, Rob Wright, and the staff of the public works department. A

letter of commitment from the City of Kimberly is provided in Exhibit 1 of this application.

- B. Project other (government and private funds) match (75 points):** This measures the percentage of non-local funds committed to the project which includes private, state, and federal sources used to fund the ICDBG project. It is other match to just the ICDBG project. Some examples of “other match” include: Idaho Transportation Department, local highway district, Preservation Idaho, LHTAC, Idaho Department of Lands, chamber of commerce, downtown associations, EDA, Horizons Group, and private funds.

The City received \$100,000 from the LHTAC through their Local Rural Highway Investment Program. A copy of the award letter to the City of Kimberly is provided in Exhibit 1. As outlined in the conditions of the funding, these funds will be solely used towards construction components of this project.

- C. BID/LID (50 points):** This criterion measures if the community has established a formal business or local improvement district within the redevelopment area and if the special assessment revenue is dedicated to improving the redevelopment area. The district must be established prior to addendum to receive points.

Has a BID/LID been established? \_\_\_ Yes  X  No

A BID would allow businesses to fund their own joint improvements and allow the implementation of joint marketing programs and events. The City has discussed the option of forming a Business Improvement District (BID) with local business leaders. The City will continue to have these discussions while they evaluate if it is in the best interest and if it would be supported by the business owners.

- D. Related implementation expenditures (60 points):** This measures the percentage of funds (Government, Business, and Private Investment) spent on other revitalization plan action items or activities. Applicable action items and activities are those that are a part of the overall downtown revitalization plan, but are not a part of the CDBG funded project.

Amounts spent on these other action items one year before and after the application is submitted may be included. (Some examples of this type of investment might include a private business painting their storefront, remodeling of a store, city installation of directional signage).

Related Implementation Expenditures:

<u>Action Items</u>	<u>Value</u>
Operation Facelift	
Materials	\$ 6,725.00
Equipment	\$ 2,000.00
Volunteer Hours	\$ 17,000.00
Park Benches – Eagle Scout Project	\$ 850.00
Banners	\$ 4,723.00

Total = \$  31,298.00

**E. Long-term program involved (65 points):** This measures the use of other funds to provide additional funds or resources that will assist the community in sustaining its downtown efforts and activities long term. Identify and explain if any of the following activities have been created and/or implemented:

1. Who is responsible to maintain the downtown and how is it funded?

Kimberly has a competent and skilled Public Works staff. The City's Public Works Department will maintain the streets with weekly streets sweeping, crosswalk and lane striping, and provide street maintenance as required. The City will maintain the street lights, curbs, gutters, sidewalks, landscaping, ADA improvements, and hardscape improvements. Store/property owners are responsible for maintaining clean and orderly storefronts as outlined by city ordinances. Funding from the City's street budget will be used to maintain the infrastructure once it is in place.

2. Identify and explain if any of the following activities have been created and/or implemented:

➤ Established or created an urban renewal district that includes and/or overlaps the redevelopment area.

In 2011, the City formed its first Urban Renewal Agency (URA). The newly established URA is in the process of establishing its first revenue allocation area. It is undetermined at this time if it will overlap any of the properties defined in the redevelopment area.

➤ Resort city tax (or auditorium district) with a portion of funding allocated to the downtown redevelopment area.

The City has not established, nor do they anticipate the creation of a City resort tax in the relatively near future. The project does not include any funding that would come from this source.

➤ Small business loan program including façade program established for downtown businesses.

With the excitement and success that was generated in the community from participating in Operation Facelift, the City would like to make it an annual affair. The City plans to continue its partnership with the Southern Idaho Economic Development Organization (SIEDO) and Southern Idaho Rural Development to implement this regional event.

Business Lending Solutions, a division of Region IV Development Association located in Twin Falls, Idaho, can assist business leaders with small business financing. Possible programs to area small businesses include:

- Conventional Bank Loans
- U.S. Small Business Administration 504 Program
- U.S. Small Business Administration 7(a) Programs
- The Revolving Loan Fund
- Rural Microentrepreneur Assistance Program
- USDA Intermediary Re-lending Program
- USDA Business and Industry Loan Program
- RBEG Micro Loan Program
- Idaho-Nevada Community Development Financial Institution

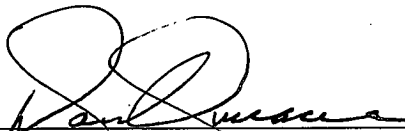
- Established or creation of a downtown business association.  
There is not an established Chamber of Commerce in Kimberly. However, the Kimberly Business Owners Association (KBOA) is an active group of area business owners and representatives committed to making the Kimberly business community strong. They work together to help current businesses grow and make the community appealing to attract other businesses. They spearhead and support several community events throughout the year. They also support and participate in beautification ideas/projects and other business stimulating activities. The KBOA membership is comprised of 34 business owners and representatives.
  
- Identify business retention and/or recruitment programs.  
The City is supported for economic development purposes by the Southern Idaho Rural Development entity (SIRD) and the Southern Idaho Economic Development Organization (SIEDO). Both of these organizations together and individually focus on business retention (keeping businesses in business), business expansion (helping current businesses to grow) and business attraction opportunities (bringing in new business to the area) for the City of Kimberly proper and its surrounding growth areas. SIEDO serves twelve cities in the greater magic valley and SIRD covers the seven rural cities in Twin Falls County.

## CERTIFICATIONS

I certify that the data in this application are true and correct, that this document has been duly authorized by the governing body of the City of Kimberly and that we will comply with the following laws and regulations if this application is approved and selected for funding.

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964, Public Law 88-352
- Civil Rights Act of 1968, Public Lay 90-284
- Age Discrimination Act of 1975
- Rehabilitation Act of 1973, Section 504
- Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended (49 CFR Part 24)
- Housing and Community Development Act of 1974, as amended, Public Law 93-383
- Davis-Bacon Act (40 USC 276a – 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that sub-recipient complies with A-110 and A-122
  
- Section 106 of the Housing and Urban Recovery Act of 1983 certifying to:
  - Minimize displacement as a result of activities assisted with CDBG funds following the Idaho Department of Commerce anti-displacement and relocation assistance plan;
  - Conduct and administer its program in conformance with Title VI and Title VIII, and affirmatively further fair housing;
  - Provide opportunities for citizen participation comparable to the State's requirements (those described in Section 104(a) of the Act, as amended);
  - Not use assessments or fees to recover the capital costs of ICDBG funded public improvements from low and moderate income owner occupants;
  - Abide by all state and federal rules and regulations related to the implementation and management of federal grants;
  - Assess and implement an Accessibility Plan for persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended;
  - Adopt and implement an Excessive Force Policy;
  - Prohibit the Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and Work Responsibility Act of 1988, Public Law 105-276;
  - Anti-Lobbying Certification: No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence and officer or employee of any federal agency, a member of, employee of, officer of or employee of Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, the entering into any cooperative agreement and the extension, renewal, modification, or amendment of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence and officer or employee of any federal agency, a member of, employee of, officer of or employee of Congress in connection with this federal grant, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

  
\_\_\_\_\_  
David Overacre, Mayor

Date: November 18, 2011