



**An Application**

for an

**Idaho Community Development Block Grant**

By

**City of Kimberly  
David Overacre, Mayor**

for

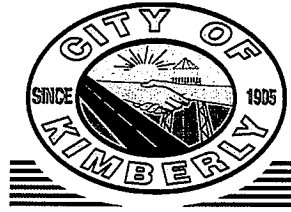
**Family Health Services**

**November 19, 2010**

A Progressive Community

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

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



Don Dietrich, Director  
Idaho Department of Commerce  
P.O. Box 83720  
Boise, Idaho 83720-0093

November 19, 2010

Re: Idaho Community Development Block Grant

Dear Director Dietrich:

The City of Kimberly is excited to submit this application for an Idaho Community Development Block Grant (ICDBG) in partnership with Family Health Services. Since 1982, Family Health Services has provided community health care in south central Idaho. Their patients primarily come from low income households and have limited medical insurance coverage. Fees for service are determined on the patient's family size and household income. If they qualify, patients receive discounts on their medical care costs. Family Health Services is a valuable resource to our region.

As our rural population continues to increase, the need for quality and accessible medical care in our area continues to grow. Seeing a lack of medical care in Kimberly, Hansen, and Murtaugh, Family Health Services decided to establish a medical clinic somewhere in eastern Twin Falls County. After careful consideration, they chose to establish a medical clinic in Kimberly's downtown business district.

The estimated cost to construct a new medical clinic is \$935,796. The City has committed \$100,000 towards the demolition of a structure located on the project site. Family Health Services has committed \$335,796 toward project costs. These funds will pay for architectural services, construction cost, and the purchase of medical and dental equipment. Our local match for this project is \$435,796. However, this is not enough to construct the medical center. For this reason, we are seeking \$500,000 through the ICDBG program.

In the following pages, we hope you will understand our need for this medical clinic in our community and our dedication to make this a successful project. Thank you for your consideration of our grant request and we look forward to working with you.

Sincerely,

David Overacre, Mayor

**TABLE OF CONTENTS**

Cover Letter.....1

Table of Contents .....2

ICDBG Application Form.....3

Economic Advisory Council Page.....4

Threshold Factors

A. Eligible Applicant.....5

B. Eligible Activity .....5

C. National Objective.....5

D. Citizen Participation .....6

E. Statewide Goals and Strategy .....6

F. Administrative Capacity.....6

G. Fair Housing .....7

H. Anti-Displacement Resolution .....7

Program Income .....7

Project Description and Property

A. Project Description .....7

B. Project Lands and Permits.....9

Budget Narrative .....11

Budget Form.....12

Detailed Cost Analysis .....13

Project Schedule and Contact List .....14

Financial Viability Profile .....15

ICDBG Environmental Scoping.....18

Review and Ranking Criteria

I. Program Impact .....22

II. National Objectives .....23

III. Project Categories .....23

Certifications .....27

Exhibits

1. Commitment Letters, Equipment List, and Sub-Grantee Agreement

2. Family Health Services Client Information

3. Citizen Participation

4. Administration Procurement

5. Fair Housing Information

6. Family Health Services Information

7. Property Information

8. Building Floor Plan and Project Cost Estimates

9. Newspaper Article & Support Letters

10. Design Professional Procurement

11. Sign and Submit Resolution

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

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

Chief Elected Official: David Overacre, Mayor  
Phone: (208) 423-4151

Sub-Recipient: Family Health Services, Inc. (FHS)  
Address: 794 Eastland Drive, Twin Falls, ID 83301

Chief Corporate Official: Lynn Hudgens, CEO  
Phone: (208) 734-3312

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

Architect: Roger Laughlin, AIA Phone: (208) 736-8050  
Address: Laughlin & Associates, Architects 935 Shoshone Street, Twin Falls ID 83301

**National Objective**

LMI Area  LMI Clientele  
 LMI Jobs  Slum and Blight  
 Imminent Threat

**Project Type**

Public Facility/Housing  Community Center  
 Economic Development  Senior Center

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

Total # to Benefit: 1,339 Total # LMI to Benefit: 1,339  
% LMI to Benefit: Limited Cliental % % Minority Population: 49.00 %

**Project Description:** The proposed project will construct a new facility from which Family Health Services, Inc. will benefit. Specifically, the project will construct a 4,000 square foot medical clinic that consist of six exam rooms, one procedure room, a dentist office (with three chairs), one behavioral health office, one immunization room, file room, break area, reception/office, waiting area, and four ADA restrooms. Also included in the scope of work is the demolition and removal of a dilapidated building.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED /CONTRACT AWARD DATE	DOCUMENTATION IN EXHIBIT ***
<b>ICDBG</b>	500,000.00				
Local Cash				19-Nov-10	1
Local Loan*					
Local In-Kind**					
USDA-RD Grant					
EDA Grant					
State Grant					
Foundation Grant					
Private Investment	153,500.00			19-Nov-10	1
Other (Identify)					
<b>TOTAL PROJECT FINANCING</b>	653,500.00				

\*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

In these trying economic times, affordable health care is critical for all families. Affordable health care is being debated from Capitol Hill to local coffee shops all across the country. With an unstable economy and unemployment on the rise, the country is seeing an increase in the number of people relying on the government to supplement health care costs. With an uncertain future ahead, having access to quality health care is more important than ever.

Since 1982, community health care in south-central Idaho has been provided by Family Health Services, Inc. (FHS). This private, non-profit corporation has been designated by the U.S. Department of Health and Human Services as a “Community Health Center” and “Migrant Health Center”. Under Section 330 of the Public Health Service Act, the U.S. Department of Health and Human Services grants federal funding to community health centers, such as FHS, to provide health care to medically underserved areas. The Act defines a “health center” as, “an entity that serves a population that is medically underserved, or a special medically underserved population comprised of migratory and seasonal agricultural workers, the homeless, and residents of public housing, by providing, either through the staff and supporting resources of the center or through contracts or cooperative arrangements.” FHS provides medical and dental care, behavior health and social services to anyone needing assistance, regardless of their ability to pay.

In 2010, the FHS developed a strategic plan. An area of emphasis in that plan was ‘Responsible Growth’. To ensure the organization was meeting the needs of their clients and delivering services to the medically underserved people in the region, they identified a need to establish new clinics in under served areas. Their highest priority is to locate somewhere in eastern Twin Falls County. After considering a number of locations, FHS has picked a location in Kimberly.

Specifically, the project will construct a 4,000 square foot community medical center that includes:

- Six Medical Exam Rooms
- One Procedure Room
- One Dental Office (with three dental chairs)
- One Immunization Room
- A Nurse’s Station
- One Behavioral Health Room
- Two Clerical Offices
- One Conference/Break Room
- One Utility Room
- Reception, Workroom, and File areas
- One Waiting Area
- Four ADA Restrooms

The proposed project site is owned by the City and will be leased long-term to FHS. Until recently, the building located on this site served as Kimberly’s City Hall. However, the City’s building inspector evaluated the condition of the building and determined that it was at the end of its economic life and was now a liability to the City. The City vacated the premises earlier this year leaving the building unoccupied and an eyesore to the community. The demolition of this condemned structure is included in the project scope.

The health clinic will be located in the heart of Kimberly’s downtown district. With an estimated 18 FTE positions and an average of 65 patients seen on a daily bases, the presence of this facility will significantly increase foot traffic to the downtown area. Local merchants, and residents alike, are eager to welcome FHS’s to Kimberly.

The project is estimated to cost \$935,796. The City has committed \$100,000 towards the testing of asbestos, removal of asbestos materials, and demolition. FHS has committed \$335,796 towards project expenses. Their funds will be used to pay for architectural services, construction, and medical and dental equipment needed to make the medical clinic operational. However, they need \$500,000 from the Idaho Community Development Block Grant program to construct the clinic.

## Threshold Factors

### A. Eligible Applicant

The Applicant is a City  The Applicant is a County

The City is applying for a public facilities grant that will benefit Family Health Services, Inc. (FHS) a 501(c)(3) non-profit organization providing health care services to clientele that are primarily LMI qualified. The City and FHS acknowledges its responsibility for the project's fiscal and program requirements. A draft of the sub-grantee agreement has been developed to facilitate the implementation of the project and is available in Exhibit 1.

### B. Eligible Activities

The proposed project is an eligible activity in compliance with Rule 016.03 – benefit to Low and Moderate Income Persons – Limited Clientele. The project consists of eligible activities under the following:

- **Public Services** – The project will increase levels of public services by assisting Family Health Services, Inc. construct a federally qualified health center that will serve the residents of Kimberly and the surrounding area. These services have not been provided by the City with funds raised by the City nor has the City received funding from the state for these services within the last 12 months. Matching funds for the project are provided by the City and Family Health Services.
- **Administrative Activities** – Funds will be used to pay for administrative costs to carry out management, coordination, and monitoring activities of the ICDBG program.

### C. National Objective

#### **C.2 Low and Moderate Income Limited Clientele Benefit**

The project supports services provided to a specific group of people that meet the income standards for the ICDBG program. Family Health Services programs:

- a. Benefit a clientele group generally assumed to be comprised of low-and moderate-income persons. (Elderly persons, homeless persons, persons with disabilities, migrant farm workers, etc.).
- b. Benefit members of a group whose information on family size and income proves that they are at least 51% of the group's family income does not exceed the low- and moderate-income limits for the group's county.
- c. Have income eligibility requirements that limit activities exclusively to low and moderate-income persons.
- d. Are of a nature that indicates beneficiaries are primarily low-and moderate-income persons.

Additional information regarding FHS's clientele and their household income levels is provided in Exhibit 2.

**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 November 9, 2010 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 3.

Date of Notice: November 1, 2010 Date of Public Hearing: November 9, 2010

**E. Statewide Goals and Strategies**

- 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 project. Polly Hulsey, City Administrator, will supervise the implementation of this project. She will work closely with FHS, Region IV Development Association, and the Idaho Department of Commerce to implement the proposed project. Ms. Hulsey and her staff have successfully administered other projects that included funding from a variety of federal and state programs. Their success is evidence that the City has the resources to coordinate and implement the proposed project.

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

The City of Kimberly followed the competitive negotiation/proposals process to secure administrations services for the City for the next three years. 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 the selection process including the published advertisements, affidavit of publication, and scope of work, response letter, and city council minutes are attached as Exhibit 4.

**G. Fair Housing**

The City of Kimberly adopted a Fair Housing Resolution on November 9, 2010. In celebration of the 42<sup>nd</sup> anniversary of the passage of Title VIII of the Civil Rights Act of 1968, the City Council proclaimed with Resolution No. 247 the importance of Fair Housing in their community on February 23, 2010. A copy of the City's Fair Housing Resolution and the Fair Housing Proclamation is provided in Exhibit 5.

**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 and FHS agree to minimize adverse impacts by following the Idaho Department of Commerce's *Anti-Displacement and Relocation Assistance Plan*. The city agreed condition as outlined on the certification page found on page 27 of this application.

**Program Income**

The City of Kimberly is anticipating that the lease agreement associated with the ground lease will generate a modest amount of program income. The City will lease the City-owned parcel to FHS for approximately \$10,000 annually (or \$833 per month). On November 8, 2010, this project was discussed with Dennis Porter with the Idaho Department of Commerce. During the conversation, Mr. Porter reported that a reuse plan would not be required if the projected income to result from the lease of the property was less than \$25,000 annually. For this reason, the City did not develop a program income reuse plan. The City does not have any existing program income from previously funded ICDBG projects that can be used in conjunction with the implementation of the project.

**Project Description and Property**

**A. Project Description**

Since 1982, community health care for low-income residents in south central Idaho has been provided by Family Health Services, Inc. This private, non-profit 501(c)(3) corporation has been designated by the U.S. Department of Health and Human Services as a "Community Health Center" (CHC) and "Migrant Health Center"(MHC). Under Section 330 of the Public Health Service Act, the U.S. Department of Health and Human Services grants federal funding to community health centers, such as FHS, to provide health care to medically underserved areas. The Act defines a "health center" as, "an entity that serves a population that is medically underserved, or a special medically underserved population comprised of migratory and seasonal agricultural workers, the homeless, and residents of public housing, by providing, either through the staff and supporting resources of the center or through contracts or cooperative arrangements." FHS provides medical and dental care, behavioral health and social services to anyone needing assistance, regardless of their ability to pay.

The mission of FHS is to "make high quality, culturally sensitive, primary medical and dental care, behavioral health and social services affordable and accessible to the people of South Central Idaho." FHS coverage area encompasses Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka, and Twin Falls Counties. The U.S. Census Bureau estimates the base population of this eight county region is approximately 180,000 people. In 2009, FHS's assisted 26,657 clients (14.8% of the region's population) through 107,242 visits. Forty-nine percent (49%) of this patient base identified themselves as Hispanic, of which 25-30% required translation when accessing services. FHS operates six medical, three dental, two behavioral, and one acute care clinics and one mobile dental unit in the eight county area.

Services are provided to all individuals, regardless of their ability to pay. A sliding fee scale with discount services are based on the patient's family size and annual income in accordance with federal poverty guidelines. In 2009, 40% of the patients FHS served were from households where the income was less than the federal poverty level. Using the income levels determine by the U.S. Department of Housing and Urban Development for LMI, these individuals are considered very-low income. Another 24% of FHS's patients reside in households where the incomes are between 101% and 200% of the federal poverty level; a significant portion of these individuals also qualify as LMI. (Please see Exhibit 2 for additional information.)

In 2010, the FHS Board of Directors and key management personnel developed a strategic plan to lead the organization over the next three years. An area of emphasis developed during the planning process was 'Responsible Growth'. To ensure that the organization was meeting the increasing demand for their services and delivering those health care services closer to their patients, FHS decided to seek partnerships to develop health centers in new communities. With client data indicating a large population base with low household incomes having to travel from the eastern portion of Twin Falls County, FHS researched the availability of health care services in Kimberly, Hansen and Murtaugh. The information demonstrated the need to establish a health center somewhere in eastern Twin Falls County. After carefully consideration, FHS's developed a plan to establish a new community health clinic in the City of Kimberly. Organizational information about FHS - along with excerpts from the Strategic Planning Document - are provided in Exhibit 6.

At the same time FHS was developing this strategy, community leaders in Kimberly were concerned about the lack of health care providers in their community. The City began developing a plan to recruit health care professionals to service their population base. Upon learning that FHS wanted to bring their services to the area, the City was eager to partner with them.

The proposed project will construct a 4,000 square foot community medical center in Kimberly. The construction of the new health clinic will include:

- Six Medical Exam Rooms
- One Procedure Room
- One Dental Office (which will contain space for three dental chairs and working areas)
- One Immunization Room
- A Nurse's Station
- One Behavioral Health Room
- Two Clerical Offices
- One Conference/Break Room
- One Utility Room
- Reception, Workroom, and File areas
- One Waiting Area
- Four ADA Restrooms

The proposed project site is owned by the City and will be leased long-term to FHS. Until recently, the building located on this site served as Kimberly's City Hall. However, in August 2008, following a roof collapse, the City's building inspector evaluated the condition of the building. He reported to the City that the building was at the end of its economic life and that for the safety of the staff and citizens, it should be abandoned. In the spring of 2010, following yet another structural failure, the City vacated the premises and the building was red-tagged. Included in the scope of work is the demolition of the dilapidated City Hall building. Due to the age of the building (circa 1920), it is possible that asbestos may be found in the structure (floor tiles, roof shingles, etc.). As a consequence, the project budget



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?        X   Yes             No

Status of the permits (include plan for securing permits and estimation of issue completion date):  
A building permit will be required for the construction of the proposed facility. The City will issue a permit after a review of the final construction plans and specifications has been completed.

8. Describe the ownership or lease arrangements for the property involved in the project.  
The City will lease the subject property to FHS long-term to construct their community health center. The City has committed to lease the property to FHS for \$10,000 annually. Terms and conditions of the lease are still being negotiated. A map of the community identifying the location is provided in Exhibit 7. No other property is needed to implement this project.

## **Budget Narrative**

**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 53% of the total project costs. No other federal funds are included in the project budget.

**B. Local Match**

The City has committed \$100,000 towards the project. Particularly, the City committed these funds to pay for the asbestos testing, asbestos removal, and the demolition of the existing structure on the project site. A copy of their commitment letter is provided in Exhibit 1. The City's commitment accounts for 11% of the project expenses.

**C. Private Match**

FHS has committed \$335,796 to project expenses. These funds will be used to pay for construction, design professional fees, and the medical and dental equipment needed to make the medical clinic operational. Their commitment accounts for 36% of the project budget. A commitment letter evidencing FHS's commitment is provided in Exhibit 1.

In all, the local matching share totals \$435,796 or 47% of project expense. Roger Laughlin, AIA with Laughlin Associates, PLLC, prepared project cost estimates and a floor plan of the proposed facility which are provided in Exhibit 8.

**Idaho Community Development Block Grant Budget Form**

Applicant or Grantee: City of Kimberly  
 Sub-Grantee: Family Health Services Corporation  
 Project Name: Family Health Services Construction Project

LINE ITEMS	ICDBG Cash	Local Cash	Private Cash	TOTAL	
Asbestos Assessment	\$ -	\$ 7,000	\$ -	\$ 7,000	1%
Design Professional	\$ -	\$ -	\$ 40,000	\$ 40,000	4%
Administration	\$ 40,000	\$ -	\$ -	\$ 40,000	4%
Construction	\$ 460,000	\$ 93,000	\$ 40,000	\$ 593,000	63%
Equipment	\$ -	\$ -	\$ 255,796	\$ 255,796	27%
<b>TOTAL COSTS</b>	\$ 500,000	\$ 100,000	\$ 335,796	\$ 935,796	100%
	53%	11%	36%	100%	



### Project Schedule

Project Activity	Date (to be) Completed	Documentation in Exhibit
Design Professional Contract Executed	May 2011	10
Grant Administration Contract Executed	May 2011	4
Environmental Release	June 2011	
Bid Document Approval	July 2011	
Bid Opening	August 2011	
Construction Contract Executed	August 2011	
Start Construction	August 2011	
Construction 50% Complete	November 2011	
Second Public Hearing	December 2011	
Certificate of Substantial Completion	February 2012	
Construction 100% Complete	March 2012	
Update Fair Housing Plan	April 2012	5
Update 504 Review and Transition Plan	April 2012	5
Final Closeout	May 2012	

### 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>
Lynn Hudgens, Chief Executive Officer	Family Health Services	(208) 734-3312	<a href="mailto:lhudgens@FHSID.COM">lhudgens@FHSID.COM</a>
Aaron Houston, Chief Financial Officer	Family Health Services	(208) 734-3312	<a href="mailto:ahouston@fhsid.com">ahouston@fhsid.com</a>
Patty KleinKopf, Chief Operations Officer	Family Health Services	(208) 734-3312	<a href="mailto:pattyk@fhsid.com">pattyk@fhsid.com</a>
Chris Wingfield, Chief Inforamtion Officer	Family Health Services	(208) 734-3313	<a href="mailto:cwingfield@fhsid.com">cwingfield@fhsid.com</a>
Roger Laughlin, AIA	Laughlin & Assoictes	(208) 736-8050	<a href="mailto:laughlin@onewest.net">laughlin@onewest.net</a>
Jeff McCurdy	Region IV Development	(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:

Water District	Sewer District	Homeowner's Association
For-Profit Company	Hospital District	Water Association
Fire District	<u>Non-Profit Company</u>	
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.

\* Information reported in this section reflects the City's industrial process water system.

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 10,0000 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 \$ \_\_\_\_\_

<b>Annual Water System Expenses</b>	\$ _____
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.

\* Information reported in this section reflects the City’s industrial process water system.

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: FHS’s funding comes from fees for service, Medicare, Medicaid, third party insurance, private pay clients, grant funding under Section 330 of the Public Health Service Act, and other federal, state, and private grant programs.

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

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

If yes:

(1) What is the tax rate? \_\_\_\_\_

(2) What is the annual tax amount generated? \$ \_\_\_\_\_

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

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

FHS is a 501(c)(3) non-profit organization and does not have taxing authority.

**Section IV – All Applicants**  
**Land Use Planning**

When was the comprehensive plan last updated? May 9, 2009

Which of the following tolls do you implement as land use measures and controls?

	<b>Yes</b>	<b>No</b>
Building Codes	<u>X</u>	<u>      </u>
Historical Preservation	<u>X</u>	<u>      </u>
Zoning Ordinances	<u>X</u>	<u>      </u>

Do you currently implant any of the following?

	<b>Yes</b>	<b>No</b>
Economic Development Plan	<u>X</u>	<u>      </u>
Development Impact Fees	<u>      </u>	<u>X</u>
Local Option Tax (resort)	<u>      </u>	<u>X</u>
Tree City USA	<u>X</u>	<u>      </u>

**ICDBG ENVIRONMENTAL SCOPING – FIELD NOTES CHECKLIST**

**Applicant** City of Kimberly                      **Sub-Recipient** Family Health Services

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 ICL 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  X  No

If Yes, is the Applicant aware that land acquired or site work after the submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning that once the application for ICDBG funds is submitted, neither the 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?  X  Yes \_\_\_\_\_ No  
Have the tribes with possible cultural and religious sites been notified of the project?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

**3. Floodplain Management**

Is the project located within a floodway or floodplain designated on a current FEMA map? Check website <http://store.msc.fema.gov/> \_\_\_\_\_ Yes  X  No \_\_\_\_\_ 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  X  No

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 \_\_\_\_\_ N/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

**6. Endangered Species Act**

Has US Fish and Wildlife Service, NOAA Fisheries, and Idaho Department of 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 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, 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 the 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 within 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 explosive or 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 /or radioactive substances on or near the site?  Yes  No  Unknown at this time

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

During 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, landfills, 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  NA

**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 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 accidental zone acquisition program?  Yes  No

**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  NA

**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 construction general contractor will be responsible for obtaining this prior to the start of construction.

**17. Other Environmental Reviews**

Have facilities studies or other environmentally related site reviews been conducted or in the process of being conducted? \_\_\_ Yes \_\_\_X\_\_\_ 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 ICDBG funding.

Place a check mark by the agencies that have been mailed an environmental information letter.

- 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. Department of Fish and Wildlife Service
- NOAA Fisheries (if salmon and/or steelhead are applicable)
- Idaho Department of 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 19, 2010

**Review and Ranking**  
Public Facility and Housing – Rating and Ranking Criteria

**I. Program Impact**

- A. Percentage of ICDBG Dollars in Total Project →  $\$500,000/\$935,796 = 53.43\%$
- B. Percentage of Local Matching Funds compared to ICDBG Funds  
→  $\$435,796/\$935,796 = 46.57\%$
- C. ICDBG Dollars per person →  $\$500,000/1,339 = \$373.41$
- D. Local Matching Funds Per Person →  $\$435,796/1,339 = \$325.46$
- E. Eligible activity priority ranking

Eligible Activity	Points Possible	Percentage of ICDBG Budget Spent on Activity	Staff Points Awarded
Acquisition of Real Property	100		
Acquisition of Real Property for Housing Projects	50		
Public Facilities and Improvements - Health and Safety Related	100	92.0%	
Public Facilities and Improvements - Housing Related	75		
Public Facilities and Improvements - Social Service Related	50		
Engineering/Architectural	100		
Code Enforcement	50		
Clearance and Demolition	10		
Removal of Architectural Barriers	50		
Rental Income Payments	0		
Disposition of Property	10		
Public Service	0		
Completion of Urban Renewal Projects	0		
Relocation Payments	25		
Planning Activities	0		
Administrative Activities	100	8.0%	
Grants to Non-Profit Community Organizations	0		
Grants to Non-Profit Community Organizations for Housing Projects	75		
Energy Planning	0		
Housing Rehabilitation	75		
<b>Total Points Awarded to Project</b>			

## II. National Objectives:

### A. Low and Moderate Income Percentage Points

LMI % = 100.00% Limited Clientele

### B. Need

The proposed project is in direct response to the need for quality, affordable health care for the area's LMI families. Members of LMI families are typically uninsured or underinsured and least likely to have access to mainstream medical care. Primary care for this group of families is often the emergency room – increasing the cost to treat even the most minor illness. With access to Family Health Services, these families have options, and more importantly, affordable care. FHS does not turn away patients if they have no ability to pay.

Despite the recent changes in health care coverage passed by Congress, the trickle-down effects haven't quite resolved the needs for care in rural Idaho. A scant five years ago, Family Health Services provided care for 16,975 men, women and children. Last year, that figure was 26,657 people. For each of the years in between, the number of people seen at FHS clinics has increased by double-digit percentages and it does not appear that the trend will be reversed. The proposed project will take clinic services to the population in eastern Twin Falls County – expanding the number of patients that can be seen, improving their access to care.

### C. Impact

1. Benefits to LMI persons: The proposed project is driven by the low- and moderate-income population's demand for affordable health care services. Family Health Services provides health care that is targeted to the needs of low-income persons. Discounts on services are offered to clients based on the individual's household income. The construction of the proposed 4,000 square foot community health center will directly impact the access to affordable health care for the low income families in eastern Twin Falls County. The new center will give area residents access to quality health care without having to fight for limited appointment slots and suffer the costly travel expense to the Twin Falls clinic.
2. Permanent Impacts: Permanent impacts include improved access to medical care in eastern Twin Falls County. The residents in Kimberly, Hansen, and Murtaugh do not have access to local health care services. The clinic will provide medical, dental, and behavior services and discounts are available based on the patient's income. FHS will staff this clinic with 18 FTE positions. FHS estimates that the Kimberly clinic will serve 60 to 75 patients daily.

The provision of health care through the clinic system provides long-term benefits to the health care system in general. As many of FHS's clients are uninsured or underinsured, access to health care in the community will reduce the number of emergency room visits and potentially reducing the amount of indigent care for which the County's must budget.

## III. Project Categories

### A. Planning, previous actions, and schedule

1. **Design Professional** – Family Health Services procured the services of Roger Laughlin, AIA, using the small purchase procedure. In 2009, FHS received funding through the American Recovery and Reinvestment Act of 2009 (ARRA) to rehabilitate two of their clinics and construct a new health center in Jerome. Three design professionals were contacted to assist FHS with the planning, development, and implementation of these

projects. Two of the three architects responded with proposals outlining their qualifications; the third declined to submit a proposal. A selection committee reviewed and scored the responses based on criteria outlined in the RFP. Roger Laughlin scored the highest and was selected by FHS. The design of the new Jerome facility and the facility in Kimberly are similar in size and nature. It is economically feasible for FHS to use Mr. Laughlin's services for the development of this facility since he has the knowledge of the design criteria needed for this type of building. The services of Mr. Laughlin will be paid for by FHS. Documentation of the process FHS followed to procure a design professional is provided in Exhibit 10.

**2. Grant Administration** – The City of Kimberly followed the competitive negotiation/proposals process to secure grant administrations services. 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 the proposal, the City Council selected Region IV Development Association to provide administration services at their city council meeting on October 12, 2010. Documentation regarding this procurement process, including the published advertisements, and scope of work, response letter, and city council minutes are attached as Exhibit 3.

**3. Plans or Studies** –

a. Surveyed exiting conditions – In June 2010, FHS's Board of Directors and key management personnel developed a strategic plan to guide the organization for the next three years. Responsible growth was one of the objectives prioritized in the plan. To achieve responsible growth, the FHS needs to expand its services to new communities.

In reviewing FHS's patient data, FHS staff was able to identify service gaps and patient needs. Based on zip code data, it appeared that a large number of clients at the Twin Falls clinic were traveling from the communities of Kimberly, Hansen and Murtaugh. That information drove the decision to seek partners to build a clinic in eastern Twin Falls County.

b. Developed and screened alternatives –FHS considered expanding its services to other communities within the region. Other considerations were given to expanding services or implementing new programs at the existing facilities rather than utilize their financial resources to develop a new center. The most cost effective, and patient-oriented alternative was to seek partners in eastern Twin Falls County for the development of a new stand-alone clinic.

c. Selected a recommended alternative – All criteria considered, the recommendations identified in FHS's strategic plan prompted the move to expand services to the City of Kimberly. Based on the demands for service, FHS identified the need to expand to Kimberly within the year. Selected excerpts of FHS's Strategic Plan are provided in Exhibit 6.

d. Evaluated the potential impacts on the environment – While FHS' strategic plan did not include an evaluation of the environmental impacts, the City of Kimberly has begun the process to examine the impacts of the proposed clinic development. If the City is awarded funding from the ICDBG program, an environmental assessment according the National Environmental Policy Act and the ICDBG Administration Handbook will be conducted prior to the start of construction. The environmental scoping – field note

checklist was completed with this application and it begins on page 18 of this application.

The City did recognize the potential for asbestos in the old City Hall and contacted an environmental firm with expertise in asbestos assessment and abatement. The costs for the assessment and any associated abatement have been included in the project budget.

- e. This project does not include the construction or renovation of a hospital. Medical clinics do not fall under the jurisdiction of the Idaho Bureau of Facilities Standards. This issue was discussed with Dennis Porter with the Idaho Department of Commerce. Mr. Porter advised that this criterion does not apply and that a letter did not need to be sent to the Idaho Bureau of Facilities.

**4. Environmental Scoping** – The Environmental Scoping – Field Note Checklist has been completed. This checklist begins on page 18 of this application.

**5. Agency Viability** –

- a. The ICDBG Financial Profile Worksheet has been completed and can be found on page 15 of this application.
- b. FHS is governed by a fifteen (15) member community Board of Directors. The board officers are as follows:

Marta Hernandez – President  
Melody Lefler – Vice President  
Steve Peterson – Secretary/Treasurer

Enclosed in Exhibit 6 is a complete list of the members of FHS’s Board of Directors. It also includes the names and résumés of key personnel within the organization.

- c. Information regarding Family Health Services financial information is proprietary information and was submitted to the Idaho Department of Commerce under a separate cover.
- 6. Property Acquisition** – The project does not require the acquisition of property. The City owns the property and will lease it to FHS’s on a long-term basis. Terms and conditions of the lease are still being negotiated. FHS’s will use its capital resources along with ICDBG funds to construct the new health clinic. Information regarding the project property is provided in Exhibit 7.
- 7. Funding Commitments** – The City of Kimberly has committed \$100,000 as local match towards the project. These funds will be used to clear the project site. Funds will be used for the testing and the removal of asbestos materials and the demolition of the existing structure. FHS has committed \$335,796 towards project costs including design professional fees, construction costs, and medical and dental equipment to make the medical clinic operational. Information regarding the medical and dental equipment is available in Exhibit 1. Letters of commitment from both the City of Kimberly and Family Health Services if provided in Exhibit 1.

**8. Schedule** – A schedule of the proposed project activities has been completed and is available on page 14 of this application.

**9. Administrative Capacity**

a. Has the applicant completed a Section 504 or ADA Self-Evaluation and Transition Plan? \_\_\_\_\_ Yes      X   No  
Coordinator: \_\_\_\_\_

b. What is the most current building code the applicant has adopted?  
  2006 International Building Code  

As part of this project, the City will establish a 504 review committee to review the City's programs, policies, practices, and facilities to determine to identify if any impediments are identified. A transition plan to correct any impediments identified will be developed with this project.

c. Are the Fair Housing Accessibility Standards a component of that building code?  
  X   Yes    \_\_\_\_\_ No

The City uses the 2006 International Building Code (IBC) and has a building inspector on retainer.

According to HUD: (<http://www.hud.gov/offices/fheo/disabilities/modelcodes/>) The International Code Council (ICC) requested that HUD review the accessibility provisions of the 2006 IBC to determine if the provisions are consistent with the accessibility requirements of the Fair Housing Act (the Act), the regulations implementing the Act, and the Fair Housing Accessibility Guidelines so that the 2006 IBC could be recognized by the Department as a safe harbor for compliance with the law. Because the 2006 IBC references the 2003 edition of the American National Standards Institute (ANSI) A117.1 standard, HUD also reviewed this standard.

Following their review, HUD issued a Report of HUD Review of the Fair Housing Accessibility Requirements in the 2006 International Building Code, published by the International Code Council (ICC), and determined that those provisions, when interpreted in accordance with relevant 2006 IBC commentary, are consistent with the Act, HUD's regulations, and the Fair Housing Accessibility Guidelines. The report outlines HUD's policy with respect to all of the safe harbors currently recognized by HUD.

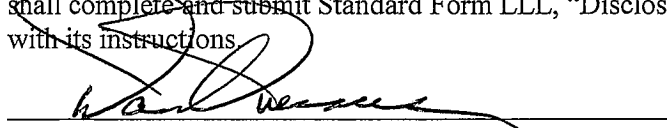
**10. Cost Analysis** – The detailed cost analysis sheet was completed and is found on page 13 of this application. Project cost estimates are provided by the project architect, Roger Laughlin, AIA, are available in Exhibit 8.

## 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 subrecipient 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 and Labor's 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 19, 2010