

An Application

for a

Public Facility

Idaho Community Development Block Grant

For the

City of Fairfield

Water System Improvement Project



November 18, 2011

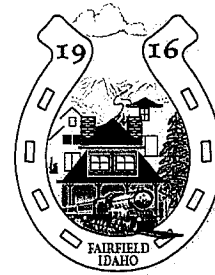
Scott Marolf, Mayor

CITY OF FAIRFIELD, IDAHO

PO Box 336 407 Soldier Road

Fairfield, Idaho 83327

(208) 764-2333



November 18, 2011

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

Re: Water System Improvement Project

Dear Director Sayer:

The City of Fairfield is pleased to submit this application for an Idaho Community Development Block Grant to help finance a portion of our water system improvement project. Since 2008, our community has been working on the development of a new well source, construction of a storage tank, the replacement of some undersized lines, and the installation of a handful of new fire hydrants. With planning completed and funding commitments in place, we are now ready to proceed.

In the following pages, you will find information about our needs, our proposed solutions, and our efforts to help ourselves. We hope that you will join us in improving our community and safeguarding the health of our residents.

If you have any questions regarding our application, please do not hesitate to contact any of the members of our team. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott Marolf', is written over a faint, illegible printed name.

Scott Marolf, Mayor

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Idaho Community Development Block Grant Application Form

Applicant: City of Fairfield Chief Elected Official: Scott Marolf, Mayor
 Address: P.O. Box 336 Fairfield, Idaho 83327
 Phone: (208) 764-2333 DUNS#: 156-22-9754 CAGE Code: 5QJPO

Application prepared by: Carleen Herring Phone: (208) 732-5727 x 3010
 Address: Region IV Development Association, Inc. P.O. Box 5079 Twin Falls, ID 83303-5079

Architect/Engineer: Victor Godfrey, P.E. Phone: (208) 466-7190
 Address: Project Engineering Consultants 3818 East Newby Street, Suite 101 Nampa, Idaho 83687

NATIONAL OBJECTIVE

PROJECT TYPE

<input checked="" type="checkbox"/>	LMI Area	<input type="checkbox"/>	Slum and Blight	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Public Facility	<input type="checkbox"/>	Community Center
<input type="checkbox"/>	LMI Jobs	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Infrastructure for Jobs	<input type="checkbox"/>	Senior Center
<input type="checkbox"/>	LMI Clientele	<input type="checkbox"/>	Imminent Threat	<input type="checkbox"/>	<input type="checkbox"/>	Downtown Revitalization	<input type="checkbox"/>	Imminent Threat

PROJECT POPULATION TO BENEFIT (PERSONS) (Census/Survey/Clients/Jobs)

Total # to Benefit: 410 Total # LMI to Benefit: 256 % LMI to Benefit: 62.41%

PROJECT DESCRIPTION: The proposed project includes the installation of approximately 7,250 linear feet of 12-inch, 4,500 linear feet of 8-inch, 1,200 linear feet of 6-inch potable water pipe through open excavation methods and the installation of approximately 250 linear feet of 12-inch potable water pipe through Horizontal Directional Drilling methods. This project also includes the installation of approximately 39 6 to 12-inch water valves, 9 new fire hydrant assemblies, a new 256,000 gallon ground level water storage tank, a 200 - 4,000 gpm tank side booster station and a new 1,300 gpm well. The installation of 110 new water meters in existing meter sets and 150 new water meters and new water meter sets and water meter pits are also included. Engineering, administrative, and legal services will also be required for implementation of the project.

Source	Amount	Date Application Submitted	Reserved/ Conditional Award	Funds Committed/ Contract Award Date	Documentation in Appendix
ICDBG	500,000				
Local Cash	15,154			9-Nov-11	1
Local Loan	1,200,000			4-Nov-08	1
Local In-Kind	-				
USDA-Grant	825,000			1-Sep-11	1
DEQ Planning Grant	46,000			7-Sep-11	1
Other	-				
Total Project Financing	2,586,154				

Loan Source: USDA-Rural Development Date of Bond Election: November 4, 2008

Economic Advisory Council

Clean running water. Most folks take it for granted that when they open the tap, crystal clear liquid will flow easily into their glass. Not so in Fairfield. Residents there know that if you need a drink of water in the middle of the night, they should let the faucet run for a bit to clear out the slime; otherwise, that first sip will not be very pleasant. If you want to take a shower, make certain that the neighbor isn't doing the same or be prepared for a slow trickle from the shower head. And if you want to fight a fire, hope that everyone in town has turned off all of their household water use when they heard the fire siren go off. Inadequate pressure and flow, no storage or secondary source, iron bacteria and a nasty biofilm are all causing major headaches for water users in Fairfield. DEQ and the City's engineer have identified a range of IDAPA violations and compliance issues – and – a slate of solutions.

The proposed project will have a significant impact in this 62% LMI community and consists of the following components:

- Construction of almost 13,000 linear feet of water line to replace deteriorated pipes and provide increased water pressures;
- Installation of 260 water meters with new remote read units to clear the biofilm contamination from the existing meters, mitigate operation expenses, and promote readability;
- Replacement of 9 fire hydrants to improve fire flow, increase pressure and fire flow water circulation, and facilitate flushing biofilm and iron bacteria build-up;
- Construction of a 246,000 water storage tank to offer system capacity back-up, as well as fire flow capacity, and contact time for disinfection; and
- Development of new well and pump station capable of providing for fire flow demands and regular domestic flows.

The price tag for the system-wide improvements is \$2,586,154. To help the community with financing, USDA-Rural Development has committed to carrying the \$1.2 million revenue bond and providing an \$825,000 grant to help keep water rates affordable. The Idaho Department of Environmental Quality is providing \$46,000 to complete an engineering/environmental assessment of the well and tank site. Leveraging all the resources possible - between the bond, local cash reserves, and the USDA and DEQ grants - Fairfield has raised \$2,086,154. The community requests Idaho Community Development Block Grant help to bridge the \$500,000 gap. Without ICDBG help, water rates will be more than \$52.00 per month. Even with ICDBG assistance, the rates will average \$45+ per household per month.

From an economic development standpoint, the proposed water project is of critical importance to the growth and sustainability of the community. At present, the system cannot support any new water services (residential, commercial, or industrial) due to a lack of adequate source water and fire flow pressure. This situation creates a de facto moratorium on water connections, and as a consequence – precludes the issuance of building permits for the community. Without the water system improvements, the community will continue to miss opportunities to capture new tax base and job creation projects.

The residents of Fairfield need ICDBG help to make this project happen.

Threshold Factors

A. Eligible Applicant
The applicant is a City

The applicant is a County

The applicant is the City of Fairfield, a non-entitlement community. There are no sub-recipients associated with this project.

B. Eligible Activities

The proposed project is comprised of eligible activities identifiable under the Public Facility Grant Category (page II-3 of the ICDBG application handbook). The project consists of improvements to the municipal water system, including: pipe installation, replacement of fire hydrants and meter sets, construction of a ground-level storage tank, and the development of a new well and pump station. Design professional, administrative, and construction inspection services are also included in the project scope of work.

C. National Objective

C.1. Low- and Moderate-Income area benefit

The proposed project will meet the National Objective by providing area-wide benefit for persons in LMI households.

261 Total number of households in the project area
62.41% Percentage of persons of low and moderate income

LMI percentage determined by: X Income Survey – The survey report, sample survey, survey tabulation, methodology, methodology approval, and boundary map are included in Exhibit 2.

During the door-to-door survey, a staggering number of vacant homes were encountered in the community. After months of seeing no properties available for rent or purchase in Camas County, that trend has apparently reversed itself. With the downturn in the economy and the loss of local jobs, many of the community's rental property residents have left Fairfield for the larger communities in the region in search of employment. Over 40 residential properties were unoccupied in Fairfield and several of these were slated for foreclosure or sale.

The survey confirmed the community's perception that the 2000 Census figures were no longer accurate. The LMI survey returned with 62.41% of the community living on incomes that place them within the HUD thresholds for low to moderate income families.

D. Citizen Participation

The proposed project is the result of a comprehensive analysis of the water system. Over the last several years, the City Council has included discussions about the conditions of the water system on their monthly meeting agendas. Spirited dialogue has included a review of proposed components, economic conditions in the community relative to the level of water fee increases needed to sustain the project, and siting decisions for the tank and other improvements.

The proposed water project has also been reviewed, adjusted, and revised with the community input received at public meetings on May 15th, 22nd, and June 19th, 2008, as well as the

information gathered at two town hall workshops on the proposal held October 23rd and October 28th, 2008. Since the bond election in November 2008, the City has completed the rehabilitation of their wastewater improvement project and their professional engineer has fine-tuned the proposed water project. The City is now ready to proceed with the implementation of the water system improvements.

A public hearing specifically addressing the ICDBG application was held November 18, 2010. At a City Council meeting held October 26, 2011, the City re-affirmed its Citizen Participation Plan. A copy of the re-adopted plan, public notice, affidavit of publication, minutes, and sign-in list of attendees are included as Appendix 3.

Date of Notice: November 10, 2010

Date of Public Hearing: November 18, 2010

E. Statewide Goal and Strategy

- Preserves and enhances suitable living environments
- Improve safety and livability of communities
- Increase access to quality facilities and services – new construction
- Improve affordability and sustainability of quality facilities and services

F. Administrative Capacity

1. Applicant Capacity

The City of Fairfield has the fiscal management ability to provide administrative oversight for the proposed project. City Clerk Laura Escobar and the City's financial officer, Treasurer Janet Croner have the fiscal and managerial capabilities to direct the documentation requirements for the City. The City of Fairfield has successfully completed the requirements for previously funded Idaho Community Development Block Grant projects – including the recently completed wastewater system improvement project. There have been no monitoring findings or independent audit concerns that required action to resolve.

There have been no staff turnovers, nor recall elections in this community.

2. Grant Administrator

In 2008, the City recognized the need to acquire the services of a certified grant administrator to facilitate the development and implementation of the proposed project. The City conducted a small purchase procurement to hire a certified grant administrator for their water and wastewater improvement projects. The City solicited proposals from interested consultants and selected Region IV Development Association as their preferred partner at their February 12, 2009 City Council meeting. Documentation of the process is attached in Exhibit 4.

G. Fair Housing

The City of Fairfield has previously adopted a Fair Housing Resolution, but reaffirmed their commitment to furthering Fair Housing at their October 26, 2011 City Council meeting. The

Resolution was last published April 14, 2010 in the Camas Courier. Also during the month of April 2011, the City Council passed a proclamation declaring April as Fair Housing Month. A copy of the resolution, publication, and proclamation are attached as Exhibit 5. Also included in Exhibit 5 is a copy of the City's Fair Housing Impediment Analysis completed in March 2010. The City will publish the recently re-affirmed resolution in accordance with the IDOC requirements prior to execution of the ICDBG Contract.

H. Anti-Displacement

The City has executed the certification and will abide by the Idaho Department of Commerce's Anti-Displacement and Relocation Assistance Plan.

Program Income

There is no program income available for use with the implementation of the proposed project.

Project Description and Property

A. Project Description

The proposed project is the direct result of community input, City Council deliberations, a preliminary engineering study, and conversations with the Idaho Department of Environmental Quality. The proposed project components will resolve several health and safety issues and will help the community achieve long-term operation and maintenance efficiencies.

➤ Detailed scope of work

The proposed project will have a significant impact community-wide and consists of the following components:

- Installation of approximately 7,250 linear feet of 12-inch HDPE water main, 4,500 linear feet of 8-inch HDPE water main, and 1,200 linear feet of 6-inch HDPE water line through open excavation methods, and installation of approximately 250 linear feet of 12-inch potable water main through horizontal drilling methods to replace deteriorated pipes and unsuitable materials, and to provide increased water pressures;
- Replacement of 260 water meters with new remote read units to mitigate operation expenses and promote readability (150 of these new meters will also require service line reconnection due to replacement of the water main providing service);
- Installation of roughly 39 valves ranging in size from 12-inch to 6-inch to facilitate the isolation of sections of the system for emergencies, maintenance, and repairs;
- Replacement of 9 fire hydrants, and the reconnections of 6 existing hydrants to the new larger capacity water mains to improve fire flow, increase pressure and water circulation, and system balance;
- Construction of a new 246,000 ground level water storage tank to offer back-up, as well as fire flow capacity, and contact time for disinfection;
- Development of a new municipal water well capable of producing 1,300 gpm to provide the DEQ required back-up water source; and
- Construction of a pump station capable of producing adequate system pressure for fire flow demands and regular domestic flows.

Additional work and budget line items include interim interest on the interim construction loan, and the associated professional services for engineering, bond counsel, and administration. Cost estimates are attached as Exhibit 6. A site plan and map showing the proposed project locations is also attached in Exhibit 6.

➤ Existing situation

In 2008, the City of Fairfield commissioned a preliminary engineering report on the municipal water system from Project Engineering Consultants, Ltd. (PEC). In their report, PEC identified several areas of concern - among these: substandard water pressure during peak demand periods (less than 20 psi residual pressure) creating backflow and contamination concerns; the growth of biofilm (a microorganism slime which can also harbor bacterial contaminants and which propagates in low pressure water lines) clogging meters and service lines; iron bacteria build-up in the pipelines reducing the pipe diameters and further constricting flows; fire hydrants connected to undersized mains; minimal isolation valves to sequester sections of the system for repair or contamination control; lack of a DEQ mandated back-up water supply; no storage reservoir or water treatment

capabilities; inadequate fire flow; and shallow depth service lines. Excerpts from the PEC engineering report are included in Exhibit 7.

At present, the system cannot support any new water services (residential, commercial, or industrial) due to a lack of adequate source water and fire flow pressure. This situation creates a de facto moratorium on water connections and precludes the issuance of building permits for the community.

➤ Why project is necessary

The Idaho Department of Environmental Quality recognizes several areas of non-compliance associated with Fairfield's domestic water system. In their initial review of the facility study, DEQ identified among the problems with the City of Fairfield water system: conflicts with IDAPA 58.01.08.552.01.b relating to the inability to maintain residual water pressures during periods of peak demands; IDAPA 58.01.08.501.17 requiring a secondary source capable of providing adequate flow and quantity to support any failures in the City's primary system and source; IDAPA 58.01.08.542.09 requiring additional distribution line valves to facilitate flushing of the bacterial mat in the system; and IDAPA 58.01.08.542.06 requiring that fire hydrants be connected to (at a minimum) 6-inch supply lines.

Comments from Brian Reed, P.E. with DEQ are attached as Exhibit 8. The proposed project is necessary to resolve the health and safety issues identified in the engineering study and to comply with Idaho Department of Environmental Quality regulations.

➤ Expected outcome and benefits

The proposed project will resolve several health and safety issues present in Fairfield's current water system. The project will resolve the City's DEQ compliance issues; improve water quantity and quality; alleviate fire flow and residual pressure issues; provide improved conservation and usage data to support a more equitable billing system; and eliminate biofilm and iron bacteria contamination that contributes to unsanitary drinking water and early failures in the operation and maintenance of the system.

The participation of the Idaho Community Development Block Grant program in the implementation of the proposed project will provide significant relief to the ratepayers in the community. Based on the results of a recent income survey, Fairfield has a population that is 62.4% low and moderate-income. Without ICDBG funding, the projected user rate after the implementation of the water system improvements will reach \$52.29 per user per month and project components will need to be cut out of the project scope. With ICDBG assistance, the user rate becomes \$45.39 per equivalent dwelling unit per month. Once all the improvements are completed, the combined sewer, water, trash bill will be just shy of \$80.00 per month. In a community with median household incomes of \$31,167, the municipal utility bills account for more than 3% of total household income – before taxes. Data on the projected debt service and operation and maintenance calculations are included in Exhibit 9.

➤ Specific components using ICDBG funds

The proposed ICDBG project includes the implementation and construction of all of the components identified above. The grant proceeds will be used to fund construction and administrative services as identified in the following budget table.

- Site plan is attached in Exhibit 6.

B. Project Property and Permits

1. Has any property and/or easements been purchased for the project?

Yes _____ No X

- No property has been purchased for the project. The City has owned the mill park property that is proposed for the new well and tank site for a number of years – it was not acquired specifically for use in constructing this project.

If yes, does the applicant have title to the property? Yes X No _____

Provide a copy of the deed in Exhibit 10.

2. Will any property be needed for the project? Yes X No _____

3. Will any easements or rights-of-way be needed for the project? Yes _____ No X

4. Is anyone living on the land or in the structure at the proposed site?

Yes _____ No X

5. Is any business being conducted on the land or in the structures at the proposed site?

Yes _____ No X

6. Are there any businesses, individuals, or farms being displaced as a result of this project? Yes _____ No X

7. Are there any permits that will be needed for the project, i.e. well, water rights, land application, demolition permits, zoning permits, air quality permits, etc.?

Yes X No _____

8. Describe the ownership or lease agreements for the property involved in the project.

- The City of Fairfield is the current owner of the proposed well and tank site. No additional easements will be required as other project components will be installed in existing rights-of-way and city-owned easements.

Budget Narrative

A. Government – 34% of the project cost

USDA Rural Development – USDA-RD has agreed to purchase \$1.2 million of the bond proceeds and provide a grant of \$825,000 for the proposed project. The bond terms are 30-years at 3.375% interest. (32%)

Idaho Department of Environmental Quality – DEQ has provided funding for a cooperative agreement between the City, DEQ and URS to complete an assessment of the proposed well/tank site. According to Aaron Scheff, Brownfield Coordinator for DEQ, the cooperative agreement expense totals \$46,000. (2%)

B. Local – 47% of the project cost

The City of Fairfield residents passed a revenue bond for the project improvements on November 4, 2008. As a result, the City is committing to borrowing \$1.2 million from USDA-RD as their contribution to the project implementation. In addition, the City is prepared to commit \$15,154 from their reserve account. Total local share is \$1,215,154.

C. Private

None – there is no private sector investment associated with this project.

D. Other

None – there are no other sources of funds associated with this project.

Idaho Community Development Block Grant Budget Form

Applicant or Grantee:	City of Fairfield			Project Name:	Water System Improvement Project		
Line Items	ICDBG	Local Cash	Local In-Kind	Federal Loan	Federal Grant	Other*	Total
Administrative	49,750	-	-	-	15,250	-	65,000
Construction	450,250	15,154	-	859,050	589,750	-	1,914,204
Design Professional	-	-	-	297,000	220,000	-	517,000
Equipment	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	-
Legal/Audit	-	-	-	7,950	-	-	7,950
Planning	-	-	-	-	-	46,000	46,000
Interim Interest	-	-	-	36,000	-	-	36,000
Total Costs	500,000	15,154	-	1,200,000	825,000	46,000	2,586,154
	19%	1%	0%	46%	32%	2%	100%

Identify funding source: The residents in the City of Fairfield passed a revenue bond for the water system improvements in November of 2008. USDA-RD has agreed to purchase the \$1.2 million bond and provide \$825,000 in grant proceeds to ensure that the user rates remain affordable for the community's water system users.

*DEQ has provided \$46,000 from their EPA-Brownfield resources to help investigate the suitability of the proposed well/tank site.

Administrative expenses and project planning design costs, when totaled, shall not exceed 10% of ICDBG amount.

Detailed Cost Analysis

1. Have preliminary plans and specifications been submitted to the regulatory agencies for review?
Yes _____ No X _____
If yes, list date submitted: _____
If no, list expected date to be submitted: 12-22-2011

2. Has final design (for bidding) begun?
Yes _____ No X _____
If yes, % completed: _____
If no, list expected start date: 1-19-2012

3. Will the project include bid alternatives to meet project budget if necessary?
Yes X _____ No _____

4. Are Davis-Bacon wage rates applicable to this project?
Yes X _____ No _____
If yes, are they included in the project costs? Yes X _____ No _____

5. Have known environmental measures been included in project costs? (e.g. dust mitigation, archeological survey, storm water drainage, wetland mitigation, etc.)
Yes X _____ No _____

6. List the last date the owner and design professional discussed project design and details.
Date: November 9, 2011

7. Design professional cost estimate may be found in Exhibit 6.

Project Schedule

Project Activity	Date (to be) Completed	Documentation in Appendix
Design Professional Procurement	August-07	11
Design Professional Contract	July-11	11
Facility Study Approval	November-11	12
Administrative Services Procurement	December-08	4
Administrative Services Contract	pending	
Environmental Assessment Started	December-10	13
ICDBG Contract Signed	June-12	
Environmental Release	June-12	
Bid Document Approval	February-12	
Bid Opening	March-12	
Construction Contract Executed	May-12	
Pre-Construction Conference	June-12	
Start Construction	June-12	
Construction 25%	July-12	
Construction 50%	August-12	
Second Public Hearing	August-12	
Construction 75%	September-12	
Substantial Completion	October-12	
Construction Complete	November-12	
Fair Housing/Analysis Update	March-10	5
503 Review and Transition Plan Update	September-10	14
Closeout	January-13	
Audit	October-13	

Professional Contacts

Name	Organization	Role	Phone	E-mail
Scott Marolf	City of Fairfield	Mayor	(208) 764-2333	None
Laura Escobar	City of Fairfield	Clerk	(208) 764-2333	clerkfairfield@frontier.com
Janet Croner	City of Fairfield	Financial Officer	(208) 764-2333	treasurerfairfield@frontier.com
J.L. Staley	City of Fairfield	Public Works	(208) 764-2333	worksfairfield@frontier.com
Victor Godfrey, P.E.	PEC, Ltd.	Project Engineer	(208) 466-7160	vgodfrey@pec.us.com
Brian Reed, P.E.	DEQ	Regulatory Agency	(208) 736-2190	Brian.Reed@deq.idaho.gov
Aaron Scheff, P.E.	DEQ	Brownfields	(208) 373-0420	aaron.scheff@deq.idaho.gov
Rob Lanford	USDA	Finance Partner	(208) 733-5380	robert.lanford@id.usda.gov
Stephanie Bonney	Moore, Smith, Buxton and Turke	Bond Attorney	(208) 331-1800	sjb@msbtlaw.com
Carleen Herring	RIVDA	Project Development	(208) 732-5727	carleen@rivda.org

Grantee Financial Profile

Is the Grantee a: (circle one) City County

If there is a sub-recipient, what type of organization?

Section 1. Water System (only)						
Water Source	2	Wells		River		Lake
		Springs		Purchase		Other
Water Treatment Method		None				
Number of people served by the system				400		
Number of hook-ups on the system				301		
Number of Equivalent Dwelling Units (EDUs)				344		
Number of residential EDUs				269		
Number of Commercial EDUs				74		
Number of Industrial EDUs				1		
Are all system users on meters?		X	Yes		No	
For residential users, what is the average monthly water rate for 10,000 gallons?					\$	20.35
What will be the new monthly rate after the project is complete based on 10,000 gallons?					\$	40.00
When was the last rate increase?						1-Oct-06
How much were the rates increased at that time?					\$	1.35
Annual water system revenue					\$	114,535.00
Total dollar amount owed by customers in arrears					\$	19,768.12
Annual water system expenses					\$	114,535.00
Residential hook-up fee				\$ 1,500.00		plus materials
Commercial hook-up fee				\$ 1,500.00		plus materials
Industrial hook-up fee				\$ 1,500.00		plus materials
Outstanding debt						
Who/Lender		Years remaining		Annual payment		

Explain water conservation methods implemented: The City uses alternative water days to conserve water during the summer months. An irrigation well was also acquired to reduce the amount of potable water being used to irrigate city parks and school ball fields.

Section 4. 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 became 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 challenging 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 this 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? Yes No

If yes, explain the standards _____

ICDBG Environmental Scoping – Field Notes Checklist

Applicant: City of Fairfield Sub-Recipient: None

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. Limitation on Activities

Is the Grantee planning or in the process of acquiring property for this proposed project?

Yes _____ No X

If yes, is the Applicant aware that land acquisition or site work after submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning that once an 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? Yes X No _____

Have the tribes with possible cultural and religious sites been notified of the project?

Yes X No _____

3. Floodplain Management

Is the project located within a floodway or floodplain designated on a current FEMA map?

Check website: www.store.msc.fema.gov Yes X No _____

If yes, what is the floodplain map number? 16003-0001C

- *Sections of the community are located within the floodplain for Soldier Creek.*

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? Yes X No _____

Check website: <http://www.idwr.idaho.gov/WaterManagement/FloodPlainMgmt/PDFs/ID.pdf>

4. Wetland Protection

Are there any ponds, marshes, bogs, swamps, drainage ways, streams, rivers, or other wetlands on or near the project site? Yes X No _____

If yes, has the U.S. Army Corps of Engineers been notified? Yes X No _____

Has the USACE indicated what permit level will be required? Yes _____ No X

- *The proposed project will have no impact on wetlands over which the USACE has jurisdiction.*

5. Sole Source Aquifers (Clean Water Act)

Is the proposed project located over an EPA designated aquifer? Yes X No _____

Check website: <http://yosemite.epa.gov/r10/water.nsf/Sole+Source+Aquifers/SSA>

Is it known at this time if the construction will disturb more than one acre of land?

Yes X No _____

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

➤ *The contractor selected for construction of the project will be responsible for obtaining the SWPPP permit from EPA/DEQ prior to the commencement of work.*

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 X No _____

7. Wild and Scenic Rivers Act

Is the project located within one mile of a designated wild and scenic river? Yes _____ No X
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 website: www.nps.gov/rivers

8. Clean Air Act

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

For building demolition or improvements, has an asbestos analysis been planned for or completed?

Yes _____ No _____ Not Applicable X

For housing rehabilitation, has a lead based paint assessment been planned for or completed?

Yes _____ No _____ Not Applicable X

9. Farmland Protection Policy Act

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

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

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 X

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 X

If yes, is the project located within 5 miles of an airport, 1,000 feet of a major highway or busy road, or 3,000 feet of a railroad? Yes _____ No _____ Not applicable X

12. Explosive and Flammable Operations

Is the physical structure (not necessarily infrastructure) intended for residential, institutional, recreational, commercial or industrial use? Yes _____ No X

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 X

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 materials, questionable containers, foul or noxious odors, etc.?
Yes _____ No X

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 _____ X _____ No _____

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

- *Idaho Department of Environmental Quality is currently conducting a brownfield assessment of the mill property to determine suitability for the tank/well site. The final report will include Phase II level analysis of the project site and should be available for review by March 2012.*

14. Airport Clear Zones and Accident Potential Zones

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

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 X

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 _____

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 _____ Not Applicable X

16. Sediment Control (Clean Water Act)

Will construction project require storm water and surface water discharge from the construction site?
Yes X No _____

If yes, has an application been submitted to EPA for a Construction General Permit (CGP)? Yes _____
No X

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: Idaho Department of Environmental Quality

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.

X		Idaho State Historic Preservation Officer				
X		Tribal Historic Preservation Officer or Tribal Office				
X		Idaho Department of Water Resources - Regional Office				
		U.S. Army Corps of Engineers				
X		U.S. Fish and Wildlife Service				
		NOAA Marine Fisheries				
		Idaho Department of Fish and Game				
		USDA Natural Resource Conservation Service				
X		Idaho Department of Environmental Quality				
X		Local Government - Planning Department				
		Others				

Note: If other funding agencies have sought comment, in writing, from the agencies listed above 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.

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: Carleen Herring

Date: November 18, 2011

Information on the ICDBG Environmental Assessment (EA)/DEQ – Environmental Information Document (EID) process is included in Exhibit 11. An update of the EA will be completed prior to the submission of the addendum materials.

Rating and Ranking Criteria – Public Facilities

1. Program Impact

- A. Percentage of Idaho Community Development Block Grant money in the total project:
The ICDBG program is roughly 19% of the total project cost.
➤ $\$500,000 \div 2,586,154 = 19.3\%$
- B. Percentage of Local Matching Funds compared to grant funds:
The local share of the project is comprised of \$1.2 million in loan proceeds from a revenue bond and \$15,154 in cash from the City's reserve account. Local contribution totals roughly 47% of the total project cost.
➤ $\$1,215,154 \div 2,586,154 = 47.0\%$
- C. Grant dollars per person:
The grant dollars per person calculates to be:
➤ $\$500,000 \div 410 = \$1,219.51$
- D. Local matching funds per person:
The local matching funds per person calculates to be:
➤ $\$1,215,154 \div 410 = \$2,963.79$
- E. Eligible activity priority ranking:

Eligible Activity	Points Possible	% of ICDBG Budget	Staff Points Awarded
Acquisition of Real Property	100		
Public Facilities - Health and Safety Related	100	90	
Public Facilities - Social Service Related	50		
Engineering - Architectural	100		
Code Enforcement	50		
Public Services	0		
Relocation Payments	25		
Administration Activities	100	10	
Planning Activities	0		
Housing Rehabilitation	75		
Removal of Architectural Barriers	50		
Total Points Awarded to Project			

2. National Objective

- A. Low- and Moderate-Income Percentage Points
The LMI population in the project area is 62.41%.

B. Need

The project resolves a moderate need. There is no compliance or consent order associated with the improvements; however, the City is out of compliance with several sections cited in the Idaho Department of Environmental Quality's IDAPA rules and regulations.

Among the issues: The City of Fairfield water system is out of compliance with IDAPA 58.01.08.552.01.b relating to the system's inability to maintain residual water pressures during periods of peak demands.

i. Any public water system shall be capable of providing sufficient water during maximum day demand conditions, including fire flow to maintain a minimum pressure of twenty (20) psi throughout the distribution system, at ground level, as measured at the service connection or along the property line adjacent to the consumer's premises. (3-30-07)

ii. The public water systems or service areas of public water systems shall maintain a minimum pressure of forty (40) psi throughout the distribution system, during peak hour demand conditions, excluding fire flow, measured at the service connection or along the property line adjacent to the consumer's premises. (5-8-09)

IDAPA 58.01.08.501.17 requiring a secondary source capable of providing adequate flow and quantity to support any failures in the City's primary system and source;

17. Ground Water Source Redundancy. Community water systems served by ground water shall have a minimum of two (2) sources if they are intended to serve more than twenty-five (25) connections or equivalent dwelling units (EDUs). Under normal operating conditions, with any source out of service, the remaining source(s) shall be capable of providing either the peak hour demand of the system or a minimum of the maximum day demand plus equalization storage. See Subsection 501.18 for general design and redundancy requirements concerning fire flow capacity. (5-8-09)

18. Redundant Fire Flow Capacity. (3-30-07)

a. Public water systems that provide fire flow shall be designed to provide maximum day demand plus fire flow. Pumping systems supporting fire flow capacity must be designed so that fire flow may be provided with any pump out of service. (5-8-09)

IDAPA 58.01.08.542.09 requiring additional distribution line valves to facilitate flushing of the bacterial mat in the system; and

Dead End Mains. All dead end water mains shall be equipped with a means of flushing and shall be flushed at least semiannually at a water velocity of two and one-half (2.5) feet per second. (3-30-07)

IDAPA 58.01.08.542.06 requiring that fire hydrants on a municipal system to be connected to (at a minimum) 6-inch supply lines.

Size of Water Mains. When fire hydrants are provided, they shall not be connected to water mains smaller than six (6) inches in diameter, and fire hydrants shall not be installed unless fire flow volumes are available. (3-30-07)

The City of Fairfield's water system cannot meet any of these standards at this time.

Information on the system deficiencies is provided in the excerpts from the engineering report included in Exhibit 7, and in the DEQ correspondence included as Exhibit 8. The above IDAPA citations are available at <http://adm.idaho.gov/adminrules/rules/idapa58/0108.pdf>

C. Impact

1) What benefits will low- and moderate-income persons receive from this project (i.e. lower rates, improved property insurance, quicker response times, easier access to facilities, job opportunities, etc.)?

- The proposed project will have community-wide benefits. Based on the results of a recent survey, Fairfield is 62.41% LMI.

Quantifiable benefits:

- With ICDBG participation – project funding will facilitate the construction of a comprehensive scope of work resolving critical DEQ compliance issues
 - Without ICDBG – project components will need to be eliminated from the construction scope to reduce the budget to fit available City/USDA financial resources – specifically, the storage tank and associated equipment will be the major elements immediately removed from the scope of work
- Ability to set water rates to an economically supportable amount
 - With ICDBG participation – a base water rate of roughly \$45.39 [including debt service coverage/operation and maintenance costs] will be required to implement the complete scope of project improvements
 - Combined sewer and water base rate – \$80.00 per month (3.1% MHI)
- Project will install remote-read meters to facilitate conservation and equitable billing practices
 - Water meters can be read year-round regardless of the weather
 - Water customers will be billed for actual usage versus averages
 - Remote-read meters will decrease the staff time required to check meters and record data, cutting the cost of overall system operation

During the booming 1990's and early 2000's, local employment opportunities and affordable housing made Fairfield attractive to a growing number of families. However, with the downturn of the economy, rising unemployment, residential foreclosures, and escalating utility bills, LMI residents are struggling to make ends meet. Without a viable water system, the City of Fairfield cannot support residential growth or the recruitment of new businesses that can ease the financial burden of operating and maintaining the city's municipal services.

2) What will be the project's permanent impacts (i.e. meeting compliance order, energy conservation, service life, etc.)?

- The permanent impacts include resolving DEQ compliance issues and IDAPA violations.

Quantifiable benefits:

The project will provide

- Secondary source of potable water for domestic use and fire flow

- Improved water pressure throughout the community – including adequate residual pressure
- Storage capacity and the ability to provide contact time for disinfection if required
- Functioning water meters to support water conservation efforts and provide accurate billing and usage data
- Replacement of unsuitable pipe materials and un-flushable/undersized lines to eliminate the growth of iron bacteria and biofilm (microbial slime) in the system

3. Project Categories

A. Planning, previous actions, and schedule

1) Design Professional

The City of Fairfield has engaged the services of Project Engineering Consultants, Ltd. to provide engineering services for the community. A formal RFP process was conducted in August 2007 to acquire the services of a civil engineering firm that could assist the community with the analysis, design, and construction management for the City's water and wastewater systems. The procurement process was conducted in accordance with the state/federal requirements as described in the most recent grant administration manual. Only one responsive proposal was received. The City of Fairfield awarded the engineering agreement to Project Engineering Consultants, Ltd. Information on the selection process is included in Exhibit 12.

2) Grant Administration

The City conducted a small purchase procurement process to acquire the services of a certified grant administrator. The procurement process was conducted in accordance with the state/federal requirements as described in the most recent grant administration manual. In November 2008, the City mailed letters to three qualified consultants seeking proposals to assist the City with the development and implementation of both their water and wastewater projects. Only one firm provided a proposal. One firm provided a letter declining to submit a proposal, and the third did not respond. The City selected Region IV Development Association to assist the City with the development and implementation of the proposed projects. Information on the selection process was included in Exhibit 4.

3) Plans or Studies

The City and their consulting engineer recently completed a water system facility planning study (FPS) dated June 2011. To save reproduction expenses, a copy of the table of contents and the executive summary for the 3-inch thick document are attached as Exhibit 7. A copy of the complete document can be made available on request.

The facility study was drafted in accordance with the Idaho Department of Environmental Quality (DEQ) requirements and has been submitted to that agency for their approval. DEQ has provided their preliminary approval pending the provision of documentation on the public comment meeting held November 9, 2011. A copy of Brian Reed, P.E.'s letter regarding the approval of FPS is included in Exhibit 13.

- a. Survey of existing conditions
The FPS included a comprehensive discussion of existing conditions of the system. Section 2.0 of the FPS includes a discussion of the existing conditions including drinking water system components i.e. water source, storage (or the lack thereof), pumping facilities, treatment capacities, use patterns and sanitary survey. Also included in Section 2 is information on existing environmental conditions, water quality and hydraulic modeling of the existing flows.
- b. Size of the proposed new facility (and why)
The facility planning study included a discussion of the computerized hydraulic modeling. The analysis identified a variety of sizes and configurations for the proposed system improvements. Section 3.0 of the FPS addressed issues of hydrology and projections for future growth, as well as provided the mathematical basis for the proposed project components.
- c. Analysis of costs including new versus rehabilitation
Section 5.1.5 of the FPS offers a comparison of the costs for the alternatives considered for implementation. The proposed project is a mix of both new and rehabilitation of existing as identified in the modeling and the physical inspection of the system by the consulting engineer.
- d. Estimated useful life of the proposed facility or system
The system useful life planning horizon required by DEQ is twenty (20) years. The FPS has incorporated this standard into its forecasting, analysis and recommendations.
- e. Energy efficiency components of the design, materials or equipment
Included in Section 5.1.3 of the FPS, the consulting engineer provided information on the operation and maintenance expenses associated with the system improvements. With a small population base and few households hooked-up to the system, the City's leadership is ever mindful of energy efficiencies and the costs to run their municipal systems. The City required the engineer to analyze alternatives that would solve the community's water system deficiencies while keeping the monthly cost to run the system at a minimum.
- f. Sketches or schematics
Preliminary design has begun; however, there are no schematics or sketches available. Specifications and plans will be developed by the consulting engineer for review and approval by the Idaho Department of Environmental Quality.
- g. Screened alternatives
Section 4.0 of the FPS discusses the process used to develop and initially screen alternatives. These alternatives included no action, regionalization, and a series of project scopes – small and large.

7) Funding Commitments

The residents of Fairfield have approved the issuance of a revenue bond for the proposed water project. The election was held in November 2008 and a bond counsel opinion letter is included in Exhibit 1. USDA-Rural Development has provided their loan/grant commitment and obligation of funds for their portion of the project funding. The USDA-RD documentation to purchase the bond and provide a supplemental grant to the City for use in financing the proposed project is also included in Exhibit 1. Idaho Department of Environmental Quality has provided their commitment for \$46,000 for use in the brownfield investigation of the well/tank site and that documentation is available in Exhibit 1.

8) Schedule

The proposed engineering schedule (and specific project milestones) was included on page 13.

9) Administrative Capacity

Applicant's grant project track record and general stability of applicant --The City of Fairfield has been awarded a number of previous Idaho Community Development Block Grants. No findings or monitoring issues have been reported. The City Council and staff are stable and there have been no staff turnovers or recall elections. The City recently completed a \$1.76 million wastewater project using ICDBG funds. The project was completed and successfully closed-out with no monitoring findings or exceptions.

- a. Has the applicant completed a Section 504 or ADA Self-Evaluation and Transition Plan? Yes No

Coordinator: The City Clerk is the designated coordinator, Laura Escobar is currently in that position.

Information on the City's 504 self-evaluation and transition plan are included in Exhibit 15.

- b. What is the most current building code the applicant has adopted?
The City uses the 2009 International Building Code (IBC) and has a building inspector on retainer.
- c. Are the Fair Housing Accessibility Standards a component of that building code? Yes No

10) Cost Analysis

Information is available on page 12, and the engineer's detailed cost estimate is included in Exhibit 6.

Certifications

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

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964, P.L. 88-352
- Civil Rights Act of 1969, P.L. 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 P.L. 93-383
- Davis-Bacon Act (40 USC 276a – 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that the sub-recipient (if any) 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 by following the Idaho Department of Commerce's anti-displacement and relocation assistance plan;
 - Conduct and administer its programs 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 special 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;
 - Prohibition of Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and Work Responsibility Act of 1998, P.L. 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 an officer or employee of any federal agency, a member of, employee of a member 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, 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 an officer or employee of any federal agency, a member of, employee of a member 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.

Signed: _____


Scott Marolf, Mayor

Date: November 18, 2011

Exhibits

1. Matching Funds
2. LMI Survey Information
3. Public Participation
4. Administrative Services Procurement
5. Fair Housing
6. Cost Estimates – Site Plans
7. Preliminary Engineering Report – Facility Planning Study (FPS) excerpts
8. DEQ Letter - outlining system deficiencies
9. Debt Service Calculations
10. Property Deed
11. Environmental Assessment – DEQ Environmental Information Document (EID)
12. Design Professional Procurement
13. DEQ Letter – Facility Planning Study Approval
14. USDA – RD Underwriting Information
15. ADA/504 Information
16. Sign and Submit Resolution