

# City of Idaho Falls



## FY2013 Annual Action Plan Housing and Community Development

308 Constitution Way  
Idaho Falls, ID 83405  
(208) 612-8276

## **FY2013 Annual Action Plan**

### **CPMP Non-State Grant Certifications**

**SF 424**

**Non-State Government Certifications**

**Specific CDBG Certifications**

**Appendix to Certifications**

**Council Approved and Revised Description of Activities to be Undertaken**

**Resolution - Pending**



# SF 424

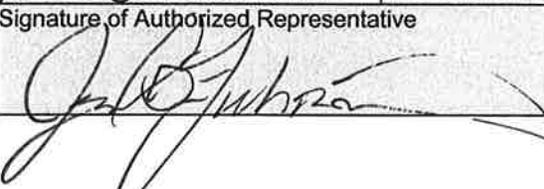
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

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

Date Submitted		Applicant Identifier		Type of Submission	
Date Received by state		State Identifier		Application	Pre-application
Date Received by HUD		Federal Identifier		<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
				<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>					
City of Idaho Falls				UOG Code	
308 Constitution Way				Organizational DUNS 09-202-7010	
				Organizational Unit	
Idaho Falls		Idaho		Department	
83402		Country U.S.A.		Division	
Employer Identification Number (EIN):				County	
##-#####				Program Year Start Date (MM/DD) 04/01/2013	
Applicant Type:				Specify Other Type if necessary:	
City				Specify Other Type	
				<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding					
<b>Community Development Block Grant</b>				14.218 Entitlement Grant	
CDBG Project Titles				Description of Areas Affected by CDBG Project(s)	
CDBG Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$361,453					
Additional Federal Funds Leveraged				\$Additional State Funds Leveraged	
Locally Leveraged Funds				\$Grantee Funds Leveraged	
\$9300					
Anticipated Program Income				Other (Describe)	
\$0					
Total Funds Leveraged for CDBG-based Project(s)					
\$9300					
<b>Home Investment Partnerships Program</b>				14.239 HOME	
HOME Project Titles				Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
Additional Federal Funds Leveraged				\$Additional State Funds Leveraged	
\$Locally Leveraged Funds				\$Grantee Funds Leveraged	

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

Person to be contacted regarding this application		
First Name <b>Jared</b>	Middle Initial <b>D.</b>	Last Name <b>Fuhriman</b>
Title <b>Mayor</b>	Phone <b>208-612-8235</b>	Fax <b>208-612-8560</b>
eMail <b>jfuhriman@ci.idaho-falls.id.us</b>	Grantee Website <b>www.idahofallsidaho.gov</b>	Other Contact
Signature of Authorized Representative 		Date Signed <b>7/8/13</b>



# CPMP Non-State Grantee Certifications

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

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

## NON-STATE GOVERNMENT CERTIFICATIONS

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

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

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

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

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

**Jurisdiction**

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

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

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

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

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



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Signature/Authorized Official

07-09-2013

Date

Jared D. Fuhrman

Name

Mayor

Title

308 Constitution Way

Address

Idaho Falls, ID 83402

City/State/Zip

208-612-8235

Telephone Number

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

### Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2014, 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

**Excessive Force** -- It has adopted and is enforcing:

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

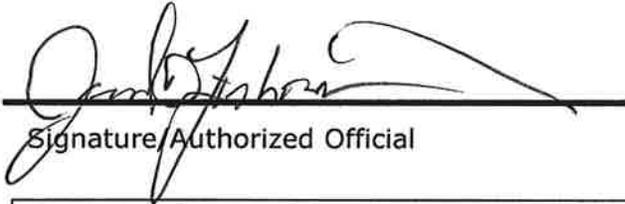
**Jurisdiction**

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

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

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



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Signature/Authorized Official

07-09-2013

Date

Jared D. Fuhriman

Name

Mayor

Title

308 Constitution Way

Address

Idaho Falls, ID 83402

City/State/Zip

208-612-8235

Telephone Number

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

**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

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

**Drug-Free Workplace Certification**

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

Place Name	Street	City	County	State	Zip
City of Idaho Falls	308 Constitution Way	Idaho Falls	Bonneville	ID	83402

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

## Jurisdiction

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criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

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

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

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

  
Signature/Authorized Official

07-09-2013

Date

Jared D. Fuhriman

Name

Mayor

Title

308 Constitution Way

Address

Idaho Falls, ID 83402

City/State/Zip

208-612-8235

Telephone Number

RESOLUTION NO. 2013-13  
**RESOLUTION OF THE CITY OF IDAHO FALLS  
APPROVING THE FISCAL YEAR 2013 ACTION PLAN**

WHEREAS, the City of Idaho Falls has been designated as an entitlement city by the U.S. Department of Housing and Urban Development;

WHEREAS, the City of Idaho Falls has prepared a One-Year Action Plan for Fiscal Year 2013 as part of the requirements of its entitlement status;

WHEREAS, the U.S. Department of Housing and Urban Development has approved the 2011- 2015 Five Year Consolidated Plan and Impediments to Fair Housing prepared by the City of Idaho Falls as part of the requirements of entitlement status;

WHEREAS, the City of Idaho Falls held a public hearing on the Annual Action Plan FY2013 on December 13, 2012;

WHEREAS, the City of Idaho Falls had a thirty day comment period until and through January 14, 2013;

WHEREAS, the City of Idaho Falls has received no comments to be considered during the thirty day comment period;

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls as follows:

1. The Annual Action Plan for Fiscal Year 2013 as prepared by the Planning and Building Division, a copy of which is attached hereto and by this reference made a part of hereof, is hereby approved.
2. The Mayor is hereby authorized to sign the document(s) for Federal assistance.

  
\_\_\_\_\_  
Jared D. Fuhrman, Mayor

ATTEST:

  
\_\_\_\_\_  
Rose Anderson, City Clerk



Date July 12, 2013

<i>Applicant and Activity Description Activities to be Undertaken</i>	<i>Amount</i>	<i>Eligible Activity Matrix Code/CFR</i>	<i>National Objective</i>
<b>TRPTA</b> Bus Purchase match	\$ 24,000	Public Service (O5E) 570.201(e)	Low/Mod Income Clientele LMC
<b>CLUB, Inc. Crisis Intervention House</b> Supportive Case Management for homeless at scattered site locations that cannot be served by the CIT House.	\$ 15,000	Public Service (O3T) 570.201(e)	Low/Mod Income Clientele LMC Presumed homeless
<b>EICAP</b> Legal aid for Grandparents Raising Grandchildren.	\$ 6500	Public Service (O5C) 520.201(e)	Low/Mod Income Clientele LMC
<b>IFDDC</b> Downtown Façade Improvements	\$ 41,000	Public Facility (14E) 570.202	Slum and Blight Area SBA 30% max
<b>Planning Department</b> Code Enforcement Full time Program	\$ 60,700	Code Enforcement (15) 570.202(c)	Low/Mod Income Area Benefit LMA
<b>Planning Department - Serenity Hall</b> Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual.	\$ 52,453	570.208(a)(2)(ii) Public Facility & Improvement (O3E)	Low/Mod Clientele LMC
<b>Gustafson House</b> Rehab driveway to improve drainage. Kitchen rehab. Group home for youth ages 6-17 with severe behavioral issues keeping them from living with families or in foster care (12 children).	\$ 40,000	Youth Center (O3D) 570.201(c)	Low/Mod Limited Clientele LMC
<b>Families in Transitional Housing</b> Cleveland St. Apartments - Garage repair 1 <sup>st</sup> St Apartments - Fencing, security lighting, and concrete repair to front unit.	\$ 19,000	570.201(c) Public Facility (O3C)	LMI Clientele
<b>Habitat for Humanity Idaho Falls</b> Purchase of one property for a single family home for an LMI family	\$ 40,000	Acquisition Disposition (04) 570.201(d)	Low/Mod Housing LMH
<b>Administration of CDBG Program</b> 20% of allocation (estimate)	\$ 62,800	570.206 Admin (21A)	20% max
<b>Total Amount Requested</b>	<b>\$361,453</b>	_____	_____

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# City of Idaho Falls

## 2013 Annual Action Plan

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### ***Executive Summary***

In 2004, the City of Idaho Falls became an entitlement city under the U.S. Department of Housing and Urban Development (HUD). This entitlement allows the City to apply for program funds under the Community Development Block Grant (CDBG) Program by adopting a Five Year Comprehensive Plan and implementing an Annual Action Plan.

The City of Idaho Falls submitted their second five year plan referred to as the *2011-2015 Five Year Consolidated Plan* in May of 2011. The Plan is a comprehensive planning document identifying the City's needs regarding housing, community development, economic development, and public service. The Plan presents a profile of identified community needs and priorities that address housing and neighborhood improvements, improve ADA accessibility, revitalize historic downtown, and support public services for low and moderate income individuals or families.

The *FY2013 Annual Action Plan* represents year three of the *2011-2015 Five Year Consolidated Plan* and describes the projects and programs submitted by application for FY2013 funding. Applications received for FY2013 included match request for a bus purchase, funds to operate a crisis intervention housing program, legal assistance to grandparents raising their grandchildren, improvements to façades, signs, awnings, and code corrections for downtown businesses, code enforcement in low and moderate income (LMI) neighborhoods, public facility improvements, exterior rehab to transitional housing, property acquisition, and administration of the CDBG Program. Provided on pages 2-3 is the *Table of the Activities to be Undertaken* for FY2013. *Table 1C, 2C, 3A Summary of Specific Annual Objectives/Outcomes* are on pages 5-7.

In the nine years of CDBG allocations, projects and activities have helped provide viable urban communities by preventing slum/blight and meeting urgent community needs that benefit 70% or more of LMI cliental. Projects have included neighborhood cleanups, downtown facade improvements, sidewalk replacement, intersection modification for improved ADA access, street paving, and a downtown parking lot. Public service activities have provided case management for crisis housing intervention and a homeless prevention program, training for first responders, and public transportation for LMI clientele. Public facility projects have provided a community training center for a homeless shelter, rehabilitation of a women's emergency shelter, and an energy efficiency project for a men's emergency shelter.

With the *FY2013 Annual Action Plan*, the City plans to allocate more than 70% of FY2013 CDBG funds to directly benefit LMI clientele to address single family housing for LMI families, provide facility improvements to a youth group home, complete exterior improvements to transitional housing, and improve access to a public facility by removing architectural barriers that restrict accessibility for elderly and or disabled individuals.

The *FY2013 Annual Action Plan* was submitted to HUD on January 31, 2013 with project fund estimates totaling \$314,082. The allocation for Idaho Falls jurisdiction was announced in June of 2013 for \$361,453 which was an increase of \$47,371. The Plan was submitted July 9, 2013 reflecting HUD allocation of \$361,453 and is pending approval.

Because the *2013 Annual Action Plan* was not approved by HUD, a City Council Work Session was held June 27, 2013 to discuss allocation of additional funds. The recommendation was made to apply \$47,371 towards previously considered projects and provide a direct benefit to LMI clientele while fulfilling a specific housing priority. A portion was also recommended to prevent conditions of slum and blight. Provided in the table are activities to be undertaken following HUD approval of the *City of Idaho Falls 2013 Annual Action Plan*.

***Activities to be Undertaken***

<b><i>Applicant and Activity Description</i></b>	<b><i>Amount Requested</i></b>	<b><i>Eligible Activity Matrix Code CFR</i></b>	<b><i>National Objective</i></b>
<b>TRPTA</b> Bus Purchase match	\$ 25,000	Public Service (O5E) 570.201(e)	Low/Mod Income Clientele LMC
<b>CLUB, Inc. Crisis Intervention House</b> Supportive Case Management for homeless at scattered site locations that cannot be served by the CIT House.	\$ 15,000	Public Service (O3T) 570.201(e)	Low/Mod Income Clientele LMC Presumed homeless
<b>EICAP</b> Legal aid for Grandparents Raising Grandchildren.	\$ 6500	Public Service (O5C) 520.201(e)	Low/Mod Income Clientele LMC
<b>IFDDC</b> Façade Improvements to Downtown	\$ 45,000	Public Facility (14E) 570.202	Slum and Blight Area SBA 30% max
<b>Planning Department</b> Code Enforcement Full time Program	\$ 60,700	Code Enforcement (15) 570.202(c)	Low/Mod Income Area Benefit LMA
<b>Planning Department - Serenity Hall</b> Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual.	\$ 44,453	570.208(a)(2)(ii) Public Facility & Improvement (O3E)	Low/Mod Clientele LMC

<b>Gustafson House</b> Rehab driveway to improve drainage. Kitchen rehab. Group home for youth ages 6-17 with severe behavioral issues keeping them from living with families or in foster care. Holds up to 12 children.	\$ 42,000	Youth Center (O3D) 570.201(c)	Low/Mod Limited Clientele LMC
<b>Families in Transitional Housing (FAITH)</b> Cleveland St. Apartments - Garage repair 1 <sup>st</sup> St Apartments - Fencing, security lighting, and concrete repair to front unit	\$ 20,000	570.201(c) Public Facility (O3C)	LMI Clientele
<b>Habitat for Humanity Idaho Falls</b> Purchase of one property for a single family home for an LMI family	\$ 40,000	Acquisition Disposition (04) 570.201(d)	Low/Mod Housing LMH
<b>Administration of CDBG Program</b> 20% of allocation (estimate)	\$ 62,800	570.206 Admin (21A)	20% max
<b>Total Amount Requested</b>	<b>\$361,453</b>	_____	_____

### Explanation of Activity Table

The City's selection of projects and activities for FY2013 carry out the objectives regarding Community Development, Economic Development, Housing and Public Service priorities that are described in the *2011-2015 Five Year Consolidated Plan*.

The *FY2013 CDBG Annual Action Plan* \*(use of allocation) was submitted to HUD for final approval on July 12, 2013 and is anticipating final approval after July 12, 2013.

**Allowable percentages/categories for projects and activities are provided below:**

	<b>Federal Allocation</b>	<b>City Allocation</b>	<b>Amount Requested in Project Applications</b>	<b>Amount City Requested from HUD/CDBG</b>
<b>FY11</b>	<b>\$3,343,000,000.00</b>	<b>\$369,546</b>	<b>FY11 \$828,734</b>	<b>FY11 \$440,000</b>
<b>FY12</b>	<b>\$2,948,000,000.00</b>	<b>\$314,082</b>	<b>FY12 \$616,191</b>	<b>FY12 \$314,082</b>
<b>FY2013</b>	<b>\$3,078,195,000.00</b>	<b>\$361,453</b>	<b>FY13 \$499,736</b>	<b>FY13 \$314,082</b>

**FY2013 allocation for Idaho Falls is \$361,453**

**\$361,453 - \$62,800 (Administration) = \$298,653**

\$209,057 (70% Min for LMI Benefit after Admin deducted)

\$89,595 (30% Max for Slum/Blight after Admin deducted)

<b>Category</b>	<b>Amount Requested</b>	<b>Amount Allowed</b>	<b>Allowable Percentages</b>
<b>Admin</b> 20% Max allowed	\$62,800	\$72,290	20% Max of \$361,453
<b>Public Service</b> 15% Max allowed	\$46,500	**\$54,217	15% Max of \$361,453
<b>LMI Direct Benefit</b> 70% Min required	*\$207,153	*\$209,057	70% <i>Min</i> of \$298,653
<b>Slum/Blight</b> 30% Max allowed	\$45,000	\$89,595	30% Max of \$298,653

\*LMI 70% Includes Code Enforcement of \$60,700 is a direct benefit to LMI

\*\*Public Service is a direct benefit to LMI

**FY2013 CDBG Funding allocation expected to be received by mid-July, 2013**

City's General Fiscal Year Budget starts October 1, 2013

Code Enforcement is a 12 month budget: General Funds to cover \$9300, CDBG to cover \$60,700.

**Table 1C, 2C, 3A Summary of Specific Annual Objectives City of Idaho Falls FY2013**

#	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	<b>Rental Housing Objectives</b>					
	<b>DH-3.1</b> <b>CLUB, Inc.</b> Supportive case management for CIT house and scattered site locations including hotels/motels for those who cannot be served by the CIT house.	CDBG	Support activities and programs that assist with housing for individuals in crisis.	(6-8) assists.		
	<b>DH-2.1</b> <b>Neighborhood Stabilization Program (NSP)</b> - Assist Idaho Housing and Finance (IHFA), CLUB, Inc, and EICAP with rental opportunities for LMI families. Utilize (5) properties purchased with NSP and City assisted funds to provide decent, affordable rental LMI family housing.	NSP	Support CLUB, Inc., EICAP, and IHFA with LMI family rental.	Support (5) rental activities.		
	<b>Owner Housing Objectives</b>					
	<b>DH-2.1</b> <b>Habitat for Humanity (HFHIF)</b> Purchase of one property. HFHIF to demolish and rebuild one LMI family home.	CDBG	Acquisition of one property to benefit one LMI family.	(1) home		
	<b>Homeless Objective</b>					
	<b>DH-3.1</b> <b>CLUB, Inc.</b> - Supportive case management for CIT house and scattered site locations including hotels/motels for those who cannot be served by the CIT house.	CDBG	Support activities or programs that assist with housing for individuals in crisis.	(6-8) assists.		
	<b>SL-1.4</b> <b>F.A.I.T.H.</b> Exterior improvements to a 4 unit transitional housing facility for LMI clientele.	CDBG	Improve security and safety with lighting, privacy fencing and front step repairs to concrete.	Improve (1) four unit facility.		
	<b>Special Needs Objective</b>					
	<b>SL-1</b> <b>Gustafson House</b> - Youth Center for group home (ages 6-18) with behavioral disorders keeping them from foster care or staying with their families.	CDBG	Rehab driveway and kitchen.	(1) home		
	<b>SL-1</b> <b>Serenity Hall</b> - Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual.	CDBG	Install outdoor access ramps. Modify restroom.	(1) facility		

	<b>Community Development Objective</b>					
	<b>SL-1.1</b> <b>Code Enforcement</b> - Reduce deterioration of neighborhoods through proactive clean up events.	CDBG	Improve neighborhoods in Census Tracts 9707, 9711, 9712.	(6) Cleanup events.		
	<b>0-1.1</b> <b>Administration/Planning</b> all aspects of CDBG Program. Review projects and activities applicable to federal, state and local regulations.  <b>0-1.2</b> <b>Fair Housing Activities</b> - Support issues and participate in local monthly Affordable Housing Task Force Committee meetings and workshops.	CDBG	Solicit, select, review, 9+ projects/ activities based on <i>2011-2015 Five Year Consolidated Plan</i> priorities. Prepare/submit HUD Plans, reports, Submit IDIS draws for reimbursements to meet timeliness.  Share information, resources, referrals, and training opportunities.  Support/participate in Fair Housing workshop.	FY2012 AAP, Review FY12 AAP, FY2011-2012 CAPER.  Complete (9) reports. Reimburse Quarterly.  Attend (8) meetings.  Attend (1) workshop.		
	<b>Infrastructure Objectives</b> <i>Not a FY2013 Specific Objective</i>	CDBG				
	<b>Public Facilities</b>					
	<b>EO-3.3</b> <b>(IFDDC)</b> Idaho Falls Downtown Development Corporation. Prevent and eliminate conditions of slum and blight in downtown Idaho Falls.	CDBG	Coordinate façade improvements with IFDDC.	Complete (2-3) projects.		
	<b>SL-1</b> <b>Serenity Hall</b> Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual.	CDBG	Install outdoor access ramps. Modify restroom.	(1) facility.		
	<b>SL-1.4</b> <b>F.A.I.T.H.</b> Exterior improvements to a 4 unit transitional housing facility for LMI clientele.	CDBG	Improve security and safety with lighting, privacy fencing and front step repairs to concrete.	Improve (1) four unit facility.		
	<b>Public Services</b>					
	<b>DH-3.1</b> <b>CLUB,Inc.</b> - Supportive case management for CIT house and scattered site locations including hotels/motels for those who cannot be served by the CIT house.	CDBG	Support activities or programs that assist with housing for individuals in crisis.	(6-8) assists.		

<b>SL-1</b> TRPTA - Bus purchase with match funds for fixed route and demand response to accommodate individuals with mobility issues.	CDBG	Match FTA funds for bus purchase.	One bus 25-27 LMC passengers.		
<b>SL-3</b> EICAP - Legal assistance for Grandparents raising grandchildren.	CDBG	Legal aid assistance for GRG's.	3-5 assists.		
<b>Economic Development</b>					
<b>EO-3.1</b> (IFDDC) Idaho Falls Downtown Development Corporation. Prevent and eliminate conditions of slum and blight in downtown Idaho Falls.	CDBG	Coordinate façade improvements with IFDDC.	Complete (2-3) projects.		
<b>Other Objectives</b> <i>Not a FY2012 Specific Objective</i>	CDBG				

### ***Evaluation of Past Performance***

The City is on track to complete the FY2012 CDBG funded projects and activities. Housing rehab projects for ADA modifications were delayed in order to ensure project estimates are procured in accordance with Federal, state, and local procurement standards and guidelines. One Façade Improvement project was delayed due to inclement weather and was completed before the end of the plan year.

### ***Summary of Citizen Participation***

The process for allocating and selecting potential programs and activities for FY 2013 CDBG funding included the following schedule:

**FY2013 CDBG Schedule, Announcements, Council Work Sessions/Meetings and Public Hearings**

- Nov 27, 2012**      **Announcement sent to applicants of public hearing schedule**
- Dec 09, 2012**      **Announcement prints in *Post Register* (Sunday)**
- Dec 13, 2012**      **Council Work Session 8:30 am in Council Chambers**  
Grant Administrator provides brief summary of potential projects/activities and schedule to Mayor and City Council
- Dec 13, 2012**      **Council Meeting for public hearing 7:30 pm in Council Chambers**  
Applicant may provide brief explanation
- Dec 14, 2012**      **30-day public comment period starts**  
FY2013 Annual Action Plan posted on City website  
*30-Day Public Comment Period Started Dec 14, 2012 and ended Jan 14, 2013*
- Jan 14, 2013**      **30-day public comment period ends**
- Jan 24, 2013**      **Council Work Session 8:30 am in Council Chambers**  
Comments added, final table provided for consensus of projects/activities for CDBG FY2013 Annual Action Plan
- Jan 24, 2013**      **Council Meeting for Resolution 7:30 pm in Council Chambers**  
Council adopts CDBG FY2013 Annual Action Plan
- Feb 13, 2013**      FY2013 CDBG Annual Action Plan mailed to HUD
- June of 2013**      Federal allocation for HUD/CDBG was announced  
2013 Idaho Falls jurisdiction was \$361,453  
Increase of \$47,371.
- June 27, 2013**      **Council Work Session**  
Held to discuss HUD/CDBG additional \$47,371
- July 11, 2013**      **Resolution Pending during City Council Meeting**  
2013 Annual Action Plan pending HUD approval

The City of Idaho Falls submitted their FY 2013 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) on July 9, 2013. (SF 424, CPMP Non-State Grant Certifications, Resolution, and Public Involvement documents were included)

### ***Consultation Process***

The Housing and Urban Development (HUD) program for Community Development Block Grants (CDBG) is a federal program. As the Grantee, the City of Idaho Falls administers the program and allocates specific funding to subrecipients through a comprehensive consultation process that begins in September and continues through June/July when the *FY2013 CDBG Annual Action Plan* is approved by HUD.

The City of Idaho Falls solicited project proposals by letter, e-mail, phone calls, and publication announcements in the local newspaper. Invitations were extended to City Council, non-profit agencies, city departments, and shelter and housing agencies that expressed an interest in CDBG funding.

Coordination and collaboration during monthly Regional Housing meetings with participants who serve LMI individuals continues to be a valuable method to inform applicants of the CDBG application cycle and process.

Nonprofit organizations and agencies participating in monthly Regional Housing meetings include: United Way, Idaho Legal Aid (Idaho Falls office), Department of Health and Welfare, TRPTA Public Transportation Authority, CLUB, Inc., Living Independently for Everyone (LIFE, Inc.), Eastern Idaho Community Action Partners (EICAP), Family Care Center, Families in Transitional Housing (F.A.I.T.H.), and Idaho Housing and Financing (IHFA).

Applications for funding were submitted to the Grant Administrator for review of eligibility and determination of a HUD National Objective. The review included consultation with the HUD Field Representative.

Proposals were submitted to the Mayor and Council and a public hearing was held on December 13, 2012. Applicants were personally informed of the public hearing to give them the opportunity to make a statement for the record. Many participated and provided additional information and answered specific questions posed by City Council members.

### ***Summary of Comments or Views***

The *FY2013 Annual Action Plan* fulfilled a 30-day public comment period from December 14, 2012 until January 14, 2013. No comments were received during the 30-day comment period.

On January 24, 2013, the City Council held their 8:30 am Work Session and discussed projects and activities recommended for allocation.

#### ***Comments addressed during the January 24, 2013 8:30 am Council Work Session:***

One Council member commented that they would prefer to see more service projects funded than people. Grant Administrator explained the 15% cap for public service activities and that recommendations were also based on the ability for one Grant Administrator to manage all projects and activities.

***Questions addressed during the January 24, 2013 8:30 am Council Work Session:***

Question was asked how the budget for FY2013 CDBG was considered. Grant Administrator explained the FY2012 allocation of \$314,082 was as an estimate and adjustments would be made as the Federal budget is finalized and we move through the process.

On January 24, 2013 7:30 pm, the Council Meeting was held. The Resolution was reached and announced during the January 24, 2013 7:30 pm Council Meeting.

***June 27, 2013 8:30 am Council Work Session:***

Recommendations were made to City Council to allocate additional funding towards:

**FAITH Exterior Rehab Project** - \$19,000 to complete exterior rehab project from FY2012.

**IFDDC Façade Improvements** - \$16,000 to complete two façade projects. Original request was \$50,000.

**Serenity Hall** - Allocate additional \$12,371 towards total cost of project. Adjustment to include Davis Bacon Wage Rate in final estimate. Project is for the removal of architectural barriers that restrict accessibility for elderly or disabled individuals.

***Basis for Recommendations provided to City Council***

Projects were previously considered and directly benefited LMI clientele;

Projects met allowable percentages and fulfilled a specific housing priority;

Projects would prevent conditions of slum/blight;

Projects could be managed and completed in a timely manner and within the program year.

***Summary of Comments or Views Not Accepted and Reasons Therefore***

One comment was voiced after the January 24, 2013 7:30 p.m. Resolution was reached and announced. Comment was from the Salvation Army applicant whose project for playground equipment was not recommended. Grant Administrator explained to applicant that it was not recommended because it was not a high priority in the *2011-2015 CDBG Consolidated Plan*. Voice audio recording of the meeting is available on the City Website [www.idahofallsidah.gov](http://www.idahofallsidah.gov) and going into City, City Council, Minutes and selecting mp3 version for a specific meeting date.

June 27, 2013 Council Work Session- one Council member commented on the need for legal aid for grandparents raising grandchildren. Grant Administrator explained how a portion was allocated towards that activity to avoid exceeding our allowable percentages for public service. The majority of the Council was in favor of submitting the Plan based on the recommendations. A Resolution is being requested by City Council during the July 11, 2013 7:30 pm City Council Meeting.

The *FY2013 Annual Action Plan* was submitted to HUD for approval July 9, 2013.

### ***Resources and Objectives***

The *FY2013 Annual Action Plan* is the third year of the *2011-2015 Five Year Consolidated Plan*. Planning for the FY2013 was completed by using the FY2012 allocation of \$314,082. This is the standard practice the City uses when planning for CDBG funding.

In previous years, the highest allocation received by the City was \$491,000 in FY2004.

The City of Idaho Falls normally receives only CDBG funds. No additional funds are received from HUD programs directly. The exception was the 2009 HUD Neighborhood Stabilization Program (NSP1) stimulus funding in which the City was awarded \$1,044,041 for the purchase of 5-10 foreclosed homes for single families. Acquisition and rehabilitation was authorized through the IHFA Boise office.

The City sub-granted the funds to non-profit organizations to buy and hold the properties, and provide rental housing for qualifying families. The NSP1 Program completed its final property purchase and rehab in 2012 and has provided five affordable rental homes to qualifying LMI families.

Additional HUD programs available to the community include: HOME funding, Homeless Assistance Section 8, and the Low Income Tax Credits managed by Idaho Housing and Finance Association (IHFA) on a statewide basis.

The City does not fund nor manage housing for its own housing programs however; programs available to assist homeowner with utility efficiency and usage are offered by the City Electrical Department. Specific programs include the Energy Star Program which conducts energy audits for homeowners and collects donations for emergency payments of utility bills.

Several programs that match CDBG funds and available through nonprofit agencies and organizations within the community include Weatherization funding applicable to the Housing Rehab program, Habitat for Humanity, Federal Transit Administration (FTA), and Fair Housing for accessibility. CDBG funds are often paired with nonprofit organizations and agencies that require a match ratio in order to leverage additional funds.

### ***Federal and Other Resources***

There are many financial resources available to communities, on-profit agencies and organizations that assist in the provision of affordable housing and social services.

Two major sources of funding provided by the U.S. Department of Housing and Urban Development are CDBG and IHFA.

### ***Other Matching Resources***

The Downtown Facade Improvement Program provides CDBG funds to improve facades, assist with signage, awnings, and code corrections. The program provides 50% to 75% of the total project cost and requires a 25% to 50% match from property owners.

Emergency Shelter and rehab projects are successful in obtaining matching funds from private, state, and federal sources to round out their project budgets.

In the past, funding has been provided by IHFA, private fund raising, and the Department of Health and Welfare. Matching resources is an on-going challenge for most nonprofit service provider agencies and organizations.

Given the state of the economy and programs being reduced and/or eliminated; many agencies and organizations have struggled to meet the minimum match in order to access additional funds to help sustain their programs and services. This is an area where local CDBG funds could have a direct benefit for projects and activities that assist LMI clientele.

***Annual Objective***

The City of Idaho Falls will continue to support, coordinate, and collaborate with community service providers to match potential projects and activities with CDBG and IHFA resources.

***Outcome Measures***

The City has updated the Monitoring Plan provided in the *2011-2015 CDBG Five Year Consolidated Plan*, Part Six. Projects and activities will be monitored as provided in schedule. In addition, the City utilizes the language provided in the signed Agreement between the City and subrecipient as a monitoring tool to ensure projects are being completed on schedule and within the scope of work defined in the Agreement. Payment to the subrecipient may be delayed to ensure the scope and timeliness of the project is being completed in accordance with the City and Subrecipient Agreement.

***2013 Monitoring Schedule for the FY2013 CDBG Annual Action Plan***

<b>Grantee</b>	<b>Sub-recipient</b>	<b>Programs/Activities to be Monitored</b>	<b>Program Staff</b>	<b>Review Staff</b>	<b>Date/Quarter for Review</b>
City of Idaho Falls	TRPTA	LMC clients being provided with fixed route and on demand bus services.	Lynn Seymour Executive Director Amanda Ely, Assist. Director	Grant Administrator	2 <sup>nd</sup> Quarter Aug 2013
City of Idaho Falls	Gustafson House	Housing rehab to public facility.	David Hoffman, Program Supervisor	Grant Administrator	3 <sup>rd</sup> Quarter Aug 2013
City of Idaho Falls	EICAP	Legal Assistance for Grandparents raising their grandchildren.	Russ Spain, Executive Aging Director, Nick Burrows	Grant Administrator	2 <sup>nd</sup> Quarter Sept 2013
City of Idaho Falls	Habitat for Humanity	Acquisition of one property.	Karen Lansing, Executive Director AmeriCorps VISTA	Grant Administrator	1 <sup>st</sup> Quarter June 2013
City of Idaho Falls	Idaho Falls Downtown Development Corporation (IFDDC)	Façade Improvements signs, awnings, or code corrections of 2-3 businesses.	Bob Everhart, Executive Director Applicable Property Owner	Grant Administrator	3 <sup>rd</sup> Quarter Oct 2013

Timeliness is emphasized with all subrecipients of City sponsored projects. Unless otherwise noted, all projects and activities start with the FY2013 program year of April 1, 2013 thru March 31, 2014 and upon a signed Agreement between the City and Subrecipient. Projects not on schedule may be subject to decreases in award amounts or other actions designed to prevent the City from becoming untimely with its CDBG grant expenditure ratio.

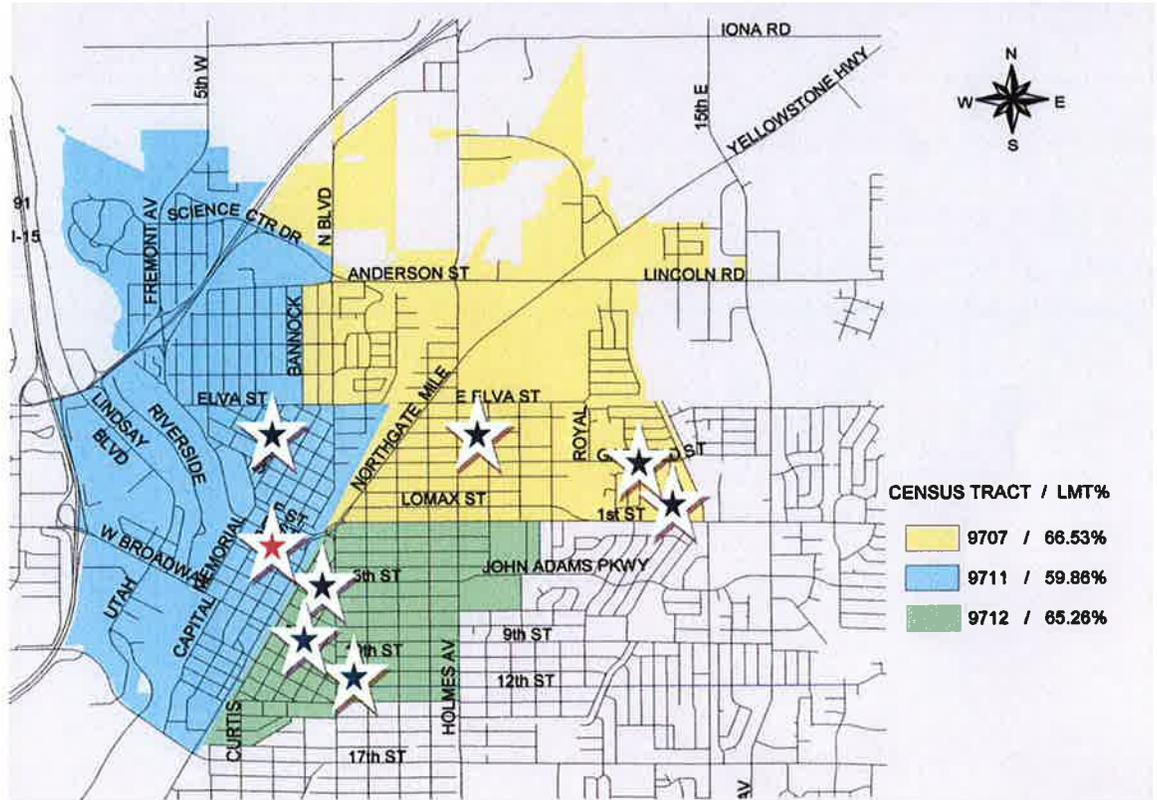
### ***Geographic Distribution***

Code Enforcement activities, Serenity Hall ADA upgrades, partnering with Habit for Humanity Idaho Falls, and the downtown Façade Improvement Program will occur within the three low and moderate income Census tracts: 9707, 9711, and 9712.

The FY2013 projects comprise over 50% of the funds committed within the target areas which is applicable to City Council's commitment to preserve and improve areas identified within the Census tracts.

Improvements to the Gustafson House, legal aid for Grandparents who are raising their grandchildren, TRPTA bus services, and Crisis Intervention Housing (CIT) address specific unmet needs within the community that directly benefit LMI clientele.

# LMI neighborhoods



## FY2013 Project Locations - LMI Direct Benefit Projects



- 1 Façade Improvement Projects in Census Tract 9711
- 1 Serenity Hall 600 S Blvd - Rehab for ADA access in Census Tract 9712
- 3 Code Enforcement projects provided in each Census Tracts
- 1 Habitat for Humanity project in 9712 Census Tract
- 2 Families in Transitional Housing (F.A.I.T.H.) 1<sup>st</sup> St and Lomax St. Census Tract 9707

**Gustafson House** - 484 Gustafson Drive - Rehab to Youth Center serving as a group home Project/activity provides a direct benefit to LMI clientele.

**Public Service Activities not included on map that provide a direct benefit to LMI individuals and families in all 3 census tracts:**

**TRPTA** to provide bus service to all 3 Census Tracts;

**CLUB, Inc.** to provide services for LMI individuals and families;

**EICAP** to provide legal aid assistance for Grandparents Raising Grandchildren

Census data was updated using two sources: The new 2010 census population counts and data from the American Community Survey (ACS).

Regarding populations and housing counts, the Director of the U.S. Census Bureau, for 2010 Census including corrections made through December 16, 2011, provided the following information regarding the City of Idaho Falls: *Population 56,883* and *Housing Units 22,977*.

Both sources were used by HUD in previous plan year.

For the FY2013 Annual Action Plan; HUD provided the FY2013 income limit guidelines for the FY2013 plan year. Annual income guidelines for low 80% income category for a four person household in Bonneville County is \$46,550.

***Affordable Housing***

Each year the City of Idaho Falls is entitled to receive an annual allocation of CDBG funds. The City Council is able to direct these funds to assist with housing and development needs within the community by supporting projects and activities that provide affordable housing, provide rehabilitation to temporary or transitional rental housing units, and emergency shelters that assist LMI individuals and families.

The City is committed to collaborating with nonprofit shelter and housing agencies and organizations to better understand the unmet needs regarding a variety of housing issues. The City participates in the coordination of information, resources, education, and referrals to gain insight into affordable housing solutions available within the community.

***Affordable Housing One-Year Goals***

**The City's' Affordable Housing One-Year Goals include:**

Participate in 8-10 monthly Regional Housing meetings to coordinate and collaborate with shelter/housing agencies to understand affordable housing needs in the community;

Recommend at least 3 projects/activities for CDBG funding that address housing issues for low and moderate income individuals as prioritized in the *Five Year Consolidated Plan*;

Support and allocate funds to the annual Point in Time Count and Homeless Stand.

### ***Barriers to Affordable Housing***

With FY2013 CDBG funds the City will consider projects that assist with affordable housing through interior and exterior housing rehab, homelessness prevention, single family housing for LMI clientele, and increased availability of ADA accessible properties with improved ADA access for persons with a disability.

#### **The City will help remove barriers to affordable housing by:**

1. Participating in monthly Regional Housing meetings to understand the barriers to affordable housing communicated by shelter and housing agencies;
2. Seek potential CDBG projects that provide solutions to barriers of affordable housing while meeting HUD eligibility criteria;
3. Recommend allocation of CDBG projects/activities based on their ability to provide affordable housing to low and moderate income individuals;
4. Increase awareness by providing supportive funds to help advertise the annual Point in Time Count in conjunction with the Homeless Stand Down held each February;
5. Confirming the City's commitment to removing barriers to affordable housing and equal opportunity in accessing decent, affordable housing by recognizing and promoting the month of April as Fair Housing Month with a Resolution and Proclamation delivered by the Mayor;
6. Participating in an annual local Fair Housing Workshop that provides training, information, and resources to landlords, property management organizations, nonprofit transitional housing/shelter agencies, and the public of (City Grant Administrator);
7. Participating in a local Fair Housing event and addressing CDBG questions of event participants (City Grant Administrator);
8. Allocating up to \$500 of CDBG Administrative funds to support the costs associated with sponsoring a local Fair Housing event or workshop.
9. Provide funding allocation information in annual reports to show the effectiveness in utilizing local, state, and federal funds to address barriers to affordable housing.

## *Affordable Housing Programs available to the City*

### **Federal, State, and Local Housing Programs**

The City will continue to work with a variety of programs that assist with local housing needs. The HUD HOME Program, a block grant available through Idaho Housing and Finance (IHFA), encourages partnerships between federal, state and local governments, housing developers, and nonprofit service agencies to expand the supply of decent, safe, sanitary, and affordable housing. This is accomplished through down payment and closing cost assistance, acquisition, construction, and rehabilitation of single-family and multi-family affordable housing for low-income families across Idaho.

**HOME** programs include a competitive application process through IHFA that provides successful applicants with low-interest rate loans and, in some cases, recoverable grants to help finance affordable housing projects. The projects funded by HOME have strict requirements for tenants and home owners regarding rent controls, income eligibility, housing development costs, homeowner education, and long-term affordability requirements.

**CDBG** funds allocated to the City of Idaho Falls have supported projects and activities that are applicable to the programs provided by the IHFA Boise Office. Local nonprofit agencies and organizations have been able to meet housing needs with IHFA funded programs.

### **IHFA Programs include:**

- HPRP** HUD Homeless Prevention and Rapid-Rehousing Program
- CoC** Continuum of Care - Homeless McKinney - Vento NOFA Program
- SHP** Supportive Housing Program
- ESG** Emergency Shelter Grant
- HOPWA** Housing Opportunities for Persons with AIDS
- Housing Tax Credits**
- IHFA Loan**

### **Supportive Housing Program (SHP)**

The Supportive Housing Program provides housing and services to individual who are chronically homeless by leasing housing units. Families or single parents with children cannot be served. Local subrecipients include CLUB, Inc. for Idaho Falls Permanent Housing and Eagle Point projects.

### **Emergency Solutions Grant Program Funds (ESG)**

IHFA manages the ESG funds as authorized by Title IV of the Stewart B. McKinney Homeless Assistance Act. The funds are distributed on a competitive basis to homeless shelters.

#### **Eligible activities under the ESG program include:**

Rehabilitation/renovation/conversion of emergency shelters;  
Essential services provided in conjunction with emergency shelters;  
Operations and/or maintenance of emergency shelters;

#### **Homeless prevention:**

Local subrecipients include the Ruth House Women's Shelter and the Ark Men's Shelter through the Family Care Center.

### **HOPWA - Housing Opportunities for Persons with AIDS**

IHFA currently has 8 contracted HOPWA service providers throughout the State of Idaho. Local recipients of HOPWA funds include Eastern Idaho Public Health District.

### **Section 8 Rental Assistance**

Under contract with HUD; IHFA administers federal rental assistance programs that help low-income families, the elderly, or disabled individuals obtain decent and affordable rental housing. To be eligible for rental assistance, tenants must meet specific criteria under HUD income and eligibility guidelines. Tenants under these programs pay 30 percent of their adjusted gross monthly income for rent and utilities. As a tenant's income changes, the tenant's rent share changes proportionately.

Individuals requiring rental assistance may apply in person at the IHFA Branch Office in Idaho Falls (506 S. Woodruff). Phone assistance is available at (208) 522-6002 or 1-866-684-3756 and email assistance is available at [rentalassistanceif@ihfa.org](mailto:rentalassistanceif@ihfa.org).

### **City of Idaho Falls Section 8 Projects**

There are five properties in Idaho Falls area under the Section 8 program. Properties are located in Sandcreek, Willowtree, Saturn, Riverside Sr., and Teton View.

### **Housing Tax Credits**

The Low-Income Housing Tax Credit, established under the 1986 Tax Reform Act, provides an incentive to developers to build affordable rental housing. As Idaho's designated Housing Tax Credit Administrator, IHFA receives an annual Housing Tax Credit authority on behalf of the State. This annual credit authority is allocated through a competitive application process.

### **City of Idaho Falls Housing Tax Credits**

Developments who have received tax credits for their projects include: Aspen Park Apartments, Chelsea Court Apartments, Elk Creek Apartments, Buttes (The) aka Castlerock, Rosslare Senior Apartments, Summerhill Apartments, Saturn Apartments, and Bandon River Apartments.

### **IHFA Loan**

IHFA has the ability and lending expertise to offer affordable housing developers a full array of financing alternatives. These range from standalone construction and/or permanent loan financing, to a more complex financing structure which combines both the construction and permanent loans into a single “one-stop” financing transaction.

### **Local Non Profit Programs**

The City of Idaho Falls has selected 2013 CDBG projects that address specific housing needs within the community. As identified in the *2011-2015 CDBG Comprehensive Plan*, providing affordable housing to families is a priority that is possible to achieve on an annual basis by partnering with nonprofit organizations such as Habitat for Humanity of Idaho Falls for the acquisition of one property. Habitat for Humanity would be able to rebuild on the property and provide decent affordable housing for one family per year.

### **Use of Resources**

Local housing and social service providers make continual use of these funding sources.

Eastern Idaho Community Action Partnership (EICAP) has developed housing.

CLUB Inc. utilizes several funding sources to purchase housing and manage their affordable housing program. The Family Center utilizes ESG funds for their emergency shelter.

Idaho Falls Habitat for Humanity utilizes HUD funds as match of local funding for property acquisition for their single family housing program.

Several local privately owned affordable housing developments were supported by these program funding sources for the initial development. In past years, a new development on the west side of Idaho Falls was financed with IHFA program funds.

In Idaho Falls there have been five Section 8 housing projects built over the years. There are approximately eight Housing Tax Credit financed projects. There are also five Transitional Housing projects and four Emergency Shelters. The agencies: EICAP, CLUB, Inc., F.A.I.T.H., and the Idaho Falls Rescue Mission own most of these housing projects.

### **Housing Authority in the City of Idaho Falls**

Although there is no housing authority in the City; the local IHFA office provides updates of available programs and services offered by State IHFA authorities during monthly Regional Housing meetings and upon request by contacting their local IHFA office.

As mentioned earlier, there are five Section 8 properties and eight Tax Credit properties.

It is worth noting that one of the properties includes both a Tax Credit and a Section 8 property.

### **Available units and beds in Idaho Falls**

There are over 450 units and 79 beds providing affordable housing and shelter within the three transitional housing projects and five shelters.

To date, three of the shelters have completed facility improvements with City CDBG funds.

### **Neighborhood Stabilization Program One (NSP1) and Community Partners**

In 2009, the City was awarded \$1,044,041 for the acquisition/rehabilitation through the IHFA Boise office for housing of 5-10 single family residences for permanent rental housing. Because the City does not have housing authority; collaboration and partnerships are necessary. For NSP1, the City partnered with CLUB, Inc., Eastern Idaho Community Action Partners (EICAP), and IHFA/Boise to renovate five properties and provide decent and affordable rental housing for LMI clientele. To date, all five properties have been completed and are now occupied with LMI clientele. The City continues to work with NSP1, IFHA, and local service agencies on a support basis to help fill affordable housing gaps.

### ***Public Housing***

There is always a need for additional housing assistance for lower income families and individuals. The waiting list for housing assistance in any of the several local programs often exceeds the availability.

The City does not have a separate Public Housing Authority; however, the local Idaho Housing and Finance (IHFA) have the responsibility for public housing programs in Idaho Falls and Bonneville County.

IHFA administers the Housing Choice Vouchers, Special Needs Vouchers, Shelter Plus Care Vouchers, Mainstream Vouchers, SRO Mod Rehab Units, and manages the Family Self Sufficiency Program.

The City's Planning and Building Department staff continue to work closely with nonprofit organizations and agencies such as: IHFA, CLUB, Inc., F.A.I.T.H., EICAP, Family Care Center, and Habitat for Humanity to identify housing projects in order to maximize and increase the number of affordable housing units available to very low and extremely low-income families and individuals.

### ***Homeless and Other Special Needs Activities***

Housing was identified as a top priority in the *2011-2015 CDBG Consolidated Plan*.

In following the priorities defined by the community, the City selects projects and activities that meet specific housing goals.

### ***One Year Goals and Action Steps***

The City will continue to coordinate and collaborate with nonprofit organizations and agencies who address homelessness by working with shelter and housing agencies to provide solutions;

The City will continue to support outreach efforts of nonprofit organizations and shelter and housing agencies to address homelessness;

The City will continue to select projects that demonstrate the subrecipients' ability to apply funding towards the issues surrounding homelessness and chronic homelessness;

The City will continue to select projects that are identified as a priority in the *2011-2015 CDBG Consolidated Plan* and that address homelessness.

### ***Emergency Shelter and Transitional Housing Needs***

Local programs and projects that support emergency shelter and transitional housing needs were identified under the Homeless section.

For FY2013, the City selected projects that addressed single family housing; rehab to a special needs group home that houses children ages 6-18 with behavioral issues, exterior rehab to transitional housing, and ADA modifications to improve access.

#### **Additional activities that provide temporary or transitional housing included:**

CLUB, Inc. was selected because they provide crisis intervention through supportive case management for individuals and families experiencing a housing crisis due to mental illness, substance abuse, and or drug addiction. Case management assists with resources and referrals including scattered site locations for clients who cannot be served by the crisis intervention house (CIT). CLUB, Inc. also provides a crisis intervention (CIT) house with trained staff to stabilize clients with a housing crisis related to mental illness, substance abuse and or drug addiction.

Families in Transitional Housing (F.A.I.T.H) was selected because they provide transitional housing to individuals and families often referred to them through shelter and housing organizations.

### ***Emergency Shelter, Transitional Housing, Transition to Permanent Housing and Independent Living***

The City will continue to support, coordinate, and collaborate with EICAP, F.A.I.T.H., LIFE, Inc., Family Care Center, Department of Health and Welfare, Idaho Housing and Finance, District 7 Health Department, Idaho Legal Aid Idaho Falls office, IHFA-Local and Boise offices, HUD Boise Office, CLUB, Inc., TRPTA, and faith based organizations.

Many of these participating agencies and organizations have been recipients of CDBG, IHFA, and NSP funds because they have demonstrated their ability to apply funds towards the issues and provide a documented benefit to individuals and families served.

Habitat for Humanity of Idaho Falls was considered because they are a national organization that addresses homelessness by helping qualified LMI families achieve home ownership through a variety of programs and incentives. Recognizing this is a new program, the Grant Administrator toured a similar program that has been successful in the Pocatello, ID area.

### ***Prevention Among Individuals and Families***

Regarding individuals and families being discharged from a publicly funded institution and receiving assistance from public and private agencies; the City provides a support role in the coordination efforts to prevent discharge immediately resulting in homelessness.

Collaboration and coordination exists among shelter and housing service providers.

### ***Activities Addressing Housing and Supportive Service Needs of Persons with Special Needs***

In addressing Non-Homeless Special Needs, the City selected projects and activities that were a high priority in the *2011-2015 CDBG Consolidated Plan* and that also addressed a special need.

#### **FY2013 CDBG Projects and Activities Addressing Non-Homeless Special Needs**

By applying CDBG funds with FTA required match ratio, TRPTA is able to leverage enough funds to purchase one bus for para-transit and fixed route bus service.

EICAP is able to contract with the local Idaho Legal Aid office to assist 4-6 grandparents, who are raising their grandchildren, obtain legal assistance relative to raising their grandchildren.

ADA improvements of a public facility in an LMI neighborhood used for Alcohol Anonymous will provide access into the building and provide an ADA restroom.

Rehab to the driveway and kitchen of the Gustafson House was selected to serve a unique group of LMI clients in a group home setting. The Gustafson House provides housing and services for children ages 6-18 with behavioral issues preventing them from living with their families or in foster care.

Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual accessing Serenity Hall which is a meeting location for Alcohol Anonymous located within a low moderate income neighborhood within census tract 9712.

#### **Specific HOPWA Objectives**

The City provides a supportive role and relies on project sponsors that have been identified within the community to assist individuals accessing HOPWA programs.

The Idaho Falls area refers to District 7 Health Department (Eastern Idaho Public Health District) 254 E Street Idaho Falls, ID 82402 Phone: (208) 522-0310

The IHFA office in Boise is another resource available to help clients access HOPWA programs which may be accessed by calling the Boise office at (208) 331-4754.

## ***Other Actions***

### ***Developing Institutional Structure***

The City recognizes the development of Institutional Structure is an ongoing process that considers many different elements in order to foster and maintain ongoing efforts that benefit the community.

The City's role in developing Institutional Structure includes coordination of local agencies and various units of local government in developing the *City of Idaho Falls CDBG Five Year Consolidated Plan, Annual Action Plans*, and annual (*CAPER*) or *Comprehensive Annual Performance and Evaluation Report*. Local coordination of Plans and Reports are instrumental in presenting and addressing underserved housing needs.

The City will continue to participate in monthly Regional Housing meetings to effectively coordinate the exchange of information and ideas and increase awareness through resources, community events, information, and educational outreach among shelter and housing nonprofit organizations, and state and local government agencies.

### ***Lead Based Paint Compliance (LBPC)***

The City of Idaho Falls, IHFA, Region VII District Health, Regional Housing Meeting members, LIFE, Inc., F.A.I.T.H., CLUB, Inc., and EICAP have provided specific information on lead-based paint hazards, precautions, and symptoms to homeowners, renters, and landlords involved in housing services and rehabilitation.

The City of Idaho Falls recognizes that houses built before 1978 may contain lead-based paint due to paint, paint chips, and dust and recently completed instructional procedures to ensure Lead-Based Paint Compliance of CDBG funded projects.

The LBPC Procedure is available to assist the Grantee (City of Idaho Falls), Grant Administrator and Subrecipients with lead based compliance of projects subject to the Lead-Based Paint Prevention ACT, Residential Lead-Based Paint Hazard Reduction Act of 1992, 24 CFR 35 Subparts A, B, J, K, and, R, and 24 CFR Subpart 35 regarding Disclosure of known LBP hazards and LBP poisoning prevention in federally owned and assisted housing.

To ensure LBP compliance with all City of Idaho Falls CDBG funded rehabilitation projects; subrecipients and contractors will be provided with information, resources, and tools to comply with LBP hazard evaluation and reduction.

***Community Development - Allocation Priorities***

The City Council selected projects and activities for FY2013 funding that met a National Objective, were an Eligible Activity, and were identified as a priority in the *Five Year Consolidated Plan FY2011-2015*. Specific priorities included housing and needs surrounding homelessness, housing rehab, transportation, ADA accessibility, and facility upgrades.

**Recommendation for selection was made to City Council based on the following:**

1. Projects and activities demonstrated the applicant’s previous experience in successfully completing projects by the end of the CDBG program year (April 1 through March 31);
2. Additional considerations were made for projects and activities that assist non-profit organizations and agencies by filling in gaps of service for LMI clientele;
3. Time needed to administer and manage the project or activity;
4. Ability of the project or activity to identify the benefits;
5. Current or most recent A133 Audit and/or an Independent Public Audit (IPA) was provided.

***Anti-Poverty Strategy***

In October 2003 the Eastern Idaho Partners for Prosperity Strategic Plan for Poverty Reduction (P4P) was finalized. In January of 2004 the Strategic Plan was awarded a grant by the Northwest Area Foundation as a Community Ventures Partner with funding of \$10 million over a 10-year period. The 10 year strategic plan reflects a strong commitment to prevent and diminish poverty for the regional community with program strategies that focus on the creation, growth, and preservation of prosperity.

Partners for Prosperity (P4P) are a regional organization based on the principles of inclusiveness and consensus building. The organization serves 16 counties of Eastern Idaho including the Fort Hall Indian Reservation and is dedicated to reducing poverty and increasing prosperity.

The City of Idaho Falls is a substantial partner expending concerted efforts within the City to reduce poverty levels through education, employment, and support system opportunities.

**Local Partners for Prosperity efforts include:**

The Haven (funded and operated by EICAP) partners with P4P to conduct GED program classes for tenants and community members to complete their High School degrees.

C.A.S.H. Campaign (Creating Assets, Savings, and Hope) is a program to help working individuals and families increase their assets and wealth through taking advantage of the Earned Income Tax Credit (EITC). The C.A.S.H. campaign also promotes free tax filing services through outreach efforts including an annual comprehensive media campaign during tax season.

## **FY2013 Annual Action Plan - Specific Tables**

**Tables start after Page 25**

**Table 3B - Annual Affordable Housing Completion Goals (Annual Goals Expected)**

**Table 3C - Consolidated Plan listing of Projects (All Activities)**

<b>TRPTA</b>	Bus match to purchase bus
<b>CLUB,Inc.</b>	Crisis Housing Intervention
<b>EICAP</b>	Legal Aid Assistance
<b>IFDDC</b>	Downtown Façade Improvement
<b>Code Enforcement</b>	City of Idaho Falls
<b>Rehab to Serenity Hall</b>	City of Idaho Falls
<b>Rehab to Gustafson House</b>	Behavioral Group Home (ages 6-18)
<b>Property Acquisition</b>	Habitat for Humanity
<b>F.A.I.T.H.</b>	Exterior rehab of transitional unit
<b>Administration</b>	Administer CDBG Program

**Table 3B**  
**ANNUAL AFFORDABLE HOUSING COMPLETION GOALS**

Grantee Name: <i>City of Idaho Falls</i>	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
<b>Program Year: FY2013</b>						
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>						
Homeless households	6-8		X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	1		X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Beneficiaries*</b>	7-8		X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RENTAL GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	6-8		X <input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>	6-8		X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	1		X <input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	1		X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	1		X <input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	6-8		X <input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Combined Total Sec. 215 Goals*</b>	7-8		X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>						
Annual Rental Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need**  
Public Service Public Transportation

**Project Title**  
TRPTA Bus for LMI Clientele

**Description**  
Match CDBG funds with FTA required match for bus purchase of (1) Para- transit bus to service fixed route and demand service for individuals with mobility issues and LMI clientele.

**Objective category:**  Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**  Availability/Accessibility     Affordability     Sustainability

**Location/Target Area** Downtown Idaho Falls  
**Street Address:** City of Idaho Falls 680 Park Avenue Idaho Falls, ID 83402

Objective Number TBD	Project ID
HUD Matrix Code OSE	CDBG Citation 570.201 (e)
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units 48,900 passengers
Local ID B-13-MC-16-0004	Units Upon Completion

**Funding Sources:**

CDBG	\$24,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$24,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need** Public Service  
**Project Title** CLUB, Inc. CIT Housing

**Description** CLUB, Inc.  
**Crisis Intervention Housing**

Supportive Case Management for homeless at scattered site locations that cannot be served by the CIT House.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:** Idaho Falls

**Street Address:** City of Idaho Falls 680 Park Ave Idaho Falls, ID 83402-3514

Objective Number <i>TBD</i>	Project ID CLUB, Inc.
HUD Matrix Code O3T	CDBG Citation 570.201(e)
Type of Recipient Grant	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units 6-8 assists
Local ID B-13-MC-16-0004	Units Upon Completion 6-8 assists

**Funding Sources:**

CDBG	\$15,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$15,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need**  
Public Service

**Project Title**  
EICAP - Grandparents Raising Grandchildren

**Description**  
Legal aid assistance for grandparents who are raising their grandchildren.

**Objective category:**  Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location/Target Area** Idaho Falls  
**Street Address:** City of Idaho Falls 680 Park Avenue Idaho Falls, ID 83402

Objective Number TBD	Project ID EICAP GRG Legal Assistance
HUD Matrix Code O5C	CDBG Citation 520.201(e)
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units (4) families assisted
Local ID B-13MC-16-0004	Units Upon Completion (1)

<b>Funding Sources:</b>	
CDBG	\$6500.00
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (City)	
Total	\$6500.00

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need**  
Economic Development/Public Facility

**Project Title**  
IFDDC Façade Improvement

**Description**  
Prevent and eliminate conditions of slum/ blight to downtown businesses with façade improvements, signs, awnings, and code corrections to meet City building/fire codes.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area** Downtown Idaho Falls  
**Street Address:** City of Idaho Falls 680 Park Avenue Idaho Falls, ID 83402

Objective Number TBD	Project ID Façade Improvement
HUD Matrix Code 14E	CDBG Citation 570.202
Type of Recipient CDBG Grant Recipient	CDBG National Objective Slum/Blight SBA
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units (2-3) improvements
Local ID B-13-MC-16-0004	Units Upon Completion

**Funding Sources:**

CDBG	\$41,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$41,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need** Community Development  
**Project Title** Code Enforcement

**Description** Reduce deterioration of neighborhoods through proactive Code Enforcement. Hold 6 cleanup events in LMI area neighborhoods within Census Tracts 9707, 9711, and 9712.

**Objective category:**  **Suitable Living Environment**  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area** Idaho Falls, Census Tracts 9707,9711, and 9712.

**Street Address:** City of Idaho Falls 680 Park Avenue Idaho Falls, ID 83402-3514

Objective Number TBD	Project ID Code Enforcement
HUD Matrix Code 15	CDBG Citation 570.202(c)
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMA
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units (6) cleanup events
Local ID B-13-MC-16-0004	Units Upon Completion

**Funding Sources:**

CDBG	\$60,700
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (City)	\$9300.00
Total	\$70,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need** Community Development  
**Project Title** Public Facility & Improvement to Serenity Hall

**Description** Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual. Building is a public meeting space for Alcohol Anonymous and is located within census tract 9712 in an LMI neighborhood.

**Objective category:**  **Suitable Living Environment**     Decent Housing     Economic Opportunity  
**Outcome category:**  Availability/Accessibility     Affordability     Sustainability

**Location/Target Area** Idaho Falls, Census Tracks 9712.  
**Street Address:** Serenity Hall 600 S Blvd Idaho Falls, ID 83402

Objective Number TBD	Project ID Public Facility & Improvement	<b>Funding Sources:</b> CDBG	\$52,453
HUD Matrix Code O3E	CDBG Citation 570.201(c)	ESG	
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMA	HOME	
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014	HOPWA	
Performance Indicator	Annual Units (1) ADA improvement	Total Formula	
Local ID B-13-MC-16-0004	Units Upon Completion (1)	Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding (City)	
		Total	\$52,453

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need** Community Development  
**Project Title** Youth House – Rehab Gustafson House

**Description** Rehab driveway and kitchen to Gustafson House. Youth Center that serves as a group home for children ages 6-18 with behavioral disorders keeping them from going into foster care and or with their families. LMI greater than 51% qualify LMI. Upon project completion LMI will be document supported.

**Objective category:**  **Suitable Living Environment**  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area** Idaho Falls  
**Street Address:** 484 Gustafson Drive Idaho Falls, ID 83403

Objective Number TBD	Project ID Youth Center Rehab
HUD Matrix Code O3D	CDBG Citation 570.201(c)
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units (1)
Local ID B-13-MC-16-0004	Units Upon Completion (1)

**Funding Sources:**

CDBG	\$40,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (City)	
Total	\$40,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need**  
Community Development/Public Facility

**Project Title**  
F.A.I.T.H. Exterior Access Project

**Description**  
Exterior improvements to transitional housing facility for LMI clientele.  
F.A.I.T.H. owned transitional housing: Garage repair, privacy fencing, security lighting, and concrete repair to front exterior entry.

**Objective category:**  **Suitable Living Environment**     Decent Housing     Economic Opportunity  
**Outcome category:**  Availability/Accessibility     Affordability     Sustainability

**Location/Target Area** Idaho Falls  
**Street Address:** Cleveland Street and 1<sup>st</sup> Street Idaho Falls, ID 83402

Objective Number <i>TBD</i>	Project ID FAITH/Exterior Access Project
HUD Matrix Code O3C	CDBG Citation 570.201(c)
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMI Clientele
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units (1) Four Unit Facility
Local ID B-13-MC-16-0004	Units Upon Completion (1)

**Funding Sources:**

CDBG	\$19,000
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
<b>Total</b>	\$19,000

The primary purpose of the project is to help:  the Homeless     Persons with HIV/AIDS     Persons with Disabilities     Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need** Community Development  
**Project Title** Acquisition/Disposition

**Description** Acquisition/Disposition of one single family home for LMI family.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area** Idaho Falls, Census Tracks 9712.

**Street Address:** City of Idaho Falls 680 Park Avenue Idaho Falls, ID 83402-3514

Objective Number TBD	Project ID Acquisition/Disposition
HUD Matrix Code O4	CDBG Citation 570.201(d)
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units (1)
Local ID B-13-MC-16-0004	Units Upon Completion (1)

**Funding Sources:**

CDBG	\$40,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (City)	
Total	\$40,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Idaho Falls

**Priority Need**  
Community Development

**Project Title**  
Administration

**Description** Administer, plan, and report all aspects of CDBG Program. Review projects and activities applicable to federal, state and local regulations. Encourage nonprofit organizations to apply for CDBG funding for projects and activities that benefit LMI clientele, provide a public service, and prevent slum/blight as prioritized in the *Five Year Consolidated Plan*.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area** Idaho Falls  
**Street Address:** City of Idaho Falls 680 Park Avenue Idaho Falls, ID 83402

Objective Number TBD	Project ID Administration
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient CDBG Grant Recipient	CDBG National Objective LMI Clientele/Area
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units
Local ID B-13-MC-16-0004	Units Upon Completion

<b>Funding Sources:</b>	
CDBG	\$62,800
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$62,800

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

# **FY2013 Annual Action Plan - Public Participation**

**Notifications**

**Announcements**

**Agendas**

**Minutes**

**Meeting Notes**

**JULY 11, 2013**

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The Planning and Building Director submitted the following memos:

City of Idaho Falls  
July 8, 2013

MEMORANDUM

TO: Mayor and Council  
FROM: Renee R. Magee, Planning and Building Director  
SUBJECT: RESOLUTION APPROVING FISCAL YEAR 2013 COMMUNITY  
DEVELOPMENT BLOCK GRANT ONE-YEAR ACTION PLAN

Attached is the Resolution approving the Fiscal Year 2013 One-Year Action Plan for Community Development Block Grant Monies. This plan has been the subject of one public hearing and two Council Work Sessions, which were open meetings. The Division respectfully requests adoption of this Resolution.

s/ Renee R. Magee

**RESOLUTION NO. 2013-13  
RESOLUTION OF THE CITY OF IDAHO FALLS  
APPROVING THE FISCAL YEAR 2013 ACTION PLAN**

WHEREAS, the City of Idaho Falls has been designated as an entitlement city by the U. S. Department of Housing and Urban Development;

WHEREAS, the City of Idaho Falls has prepared a One-Year Action Plan for Fiscal Year 2013 as part of the requirements of its entitlement status;

WHEREAS, the U. S. Department of Housing and Urban Development has approved the 2011-2015 Five Year Consolidated Plan and Impediments to Fair Housing prepared by the City of Idaho Falls as part of the requirements of entitlement status;

WHEREAS, the City of Idaho Falls held a public hearing on the Annual Action Plan FY2013 on December 13, 2012;

WHEREAS, the City of Idaho Falls had a thirty-day comment period until and through January 14, 2013;

WHEREAS, the City of Idaho Fall has received no comments to be considered during the thirty-day comment period;

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls as follows:

1. The Annual Action Plan for Fiscal Year 2013 as prepared by the Planning and Building Division, a copy of which is attached hereto and by this reference made a part hereof, is hereby approved.

**JULY 11, 2013**

2. The Mayor is hereby authorized to sign the document(s) for Federal Assistance.

s/ Jared D. Fuhriman  
Jared D. Fuhriman, Mayor

ATTEST:

s/ Rosemarie Anderson  
Rosemarie Anderson, City Clerk

Date: July 12, 2013

(SEAL)

Applicant and Activity Description Activities to be Undertaken	Amount	Eligible Activity Matrix Code/CFR	National Objective
<b>TRPTA</b> , Bus Purchase Match	\$ 25,000	Public Service (05E) 570.201(e)	Low/Mod Income Clientele LMC
<b>CLUB, Inc. Crisis Intervention House</b> Supportive Case Management for homeless at scattered site locations that cannot be served by the CIT House	15,000	Public Service (03T) 570.201(e)	Low/Mod Income Clientele LMC Presumed homeless
<b>EICAP</b> Legal aid for Grandparents Raising Grandchildren	6,500	Public Service (05C) 520.201(e)	Low/Mod Income Clientele LMC
<b>IFDDC</b> Downtown Façade Improvements	45,000	Public Facility (14E) 570.202	Slum and Blight Area SBA 30% Max
<b>Planning Department</b> Code Enforcement Full Time Program	60,700	Code Enforcement (15) 570.202(c)	Low/Mod Income Area Benefit LMA
<b>Planning Department - Serenity Hall</b> Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual	44,453	570.208(a)(2)(ii) Public Facility and Improvement (03E)	Low/Mod Clientele LMC
<b>Gustafson House</b> Rehab driveway to improve drainage. Kitchen rehab. Group home for youth ages 6-17 with severe behavioral issues keeping them from living with families or in foster care (12 children).	42,000	Youth Center (03D) 570.201(c)	Low/Mod Limited Clientele LMC
<b>Families in Transitional Housing</b> Cleveland Street Apartments - Garage repair 1 <sup>st</sup> Street Apartments - Fencing, security lighting, and concrete repair to front unit	20,000	570.201(c) Public Facility (03C)	LMI Clientele
<b>Habitat for Humanity Idaho Falls</b> Purchase of one property for a single family home for an LMI family	40,000	Acquisition Disposition (04) 570.201(d)	Low/Mod Housing LMH
<b>Administration CDBG Program</b> 17% of allocation	62,800	570.206 Admin (21A)	Maximum 20%
<b>Total Amount Requested</b>	<b>\$361,453</b>		

It was moved by Councilmember Hardcastle, seconded by Councilmember Cornwell, to approve the Resolution approving the Fiscal Year 2013 Action Plan for the Community Development Block Grant Funds and, further, give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows:

Aye: Councilmember Parry  
Councilmember Cornwell  
Councilmember Taylor  
Councilmember Hardcastle



**CITY OF IDAHO FALLS**  
City Clerk's Office

**NOTICE OF SPECIAL MEETING**

NOTICE IS HEREBY GIVEN that the City Council of the City of Idaho Falls will hold a Special Meeting (Council Work Session) on the **27<sup>th</sup> day of June, 2013, at 8:30 a.m.**, in the City Council Chambers located in the City Annex Building at 680 Park Avenue, Idaho Falls, Idaho. The purpose of this meeting is to discuss the following items:

- Fire Chief: Request for permission to negotiate contract with Alderson Karst and Mitro, Architects, for Station 1 Floor Evaluation.
- Public Works Director: Draft Capital Improvement Projects; and, Sewer Will-Serve Letter: Wats Development Subdivision (County).
- Human Resources Director: Benefits Discussion.
- Parks and Recreation Director: Ida Racing Agreement for Sandy Downs.
- Planning and Building Director: Allocation of Additional Community Development Block Grant Funds, Fiscal Year ~~2014~~. 2013 Y. 4.
- Police Chief: 2013 Byrne Justice Assistance Grant (JAG).

Such meeting may be cancelled or recessed to a later time or place upon resolution by the City Council at such meeting.

The public is invited to attend.

DATED this 24<sup>th</sup> day of June, 2013.

Rosemarie Anderson  
City Clerk

*If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk Rosemarie Anderson at Telephone Number 612-8414 or the ADA Coordinator Lisa Farris at Telephone Number 612-8323 as soon as possible and they will make every effort to adequately meet your needs.*



# **CITY OF IDAHO FALLS**

## **PLANNING AND BUILDING DIVISION**

P.O. BOX 50220  
IDAHO FALLS, IDAHO 83405-0220  
[www.idahofallsidaho.gov](http://www.idahofallsidaho.gov)

Planning Department • (208) 612-8276      FAX (208) 612-8520      Building Department • (208) 612-8270

RRM-64-13

### **MEMORANDUM**

TO: Mayor and Council  
FROM: Renee R. Magee, Director  
SUBJECT: Resolution Approving Fiscal Year 2013 Community Development Block Grant  
One-Year Action Plan  
DATE: July 8, 2013

---

Attached is the resolution approving the Fiscal Year 2013 One-Year Action Plan for Community Development Block Grant monies. This plan has been the subject of one public hearing and two Council work sessions, which were open meetings. The division respectfully requests adoption of this resolution.

cc: Rose Anderson, City Clerk

Attachments: Copy of resolution

<i>Applicant and Activity Description Activities to be Undertaken</i>	<i>Amount</i>	<i>Eligible Activity Matrix Code/CFR</i>	<i>National Objective</i>
<b>TRPTA</b> Bus Purchase match	\$ 25,000	Public Service (O5E) 570.201(e)	Low/Mod Income Clientele LMC
<b>CLUB, Inc. Crisis Intervention House</b> Supportive Case Management for homeless at scattered site locations that cannot be served by the CIT House.	\$ 15,000	Public Service (O3T) 570.201(e)	Low/Mod Income Clientele LMC Presumed homeless
<b>EICAP</b> Legal aid for Grandparents Raising Grandchildren.	\$ 6500	Public Service (O5C) 520.201(e)	Low/Mod Income Clientele LMC
<b>IFDDC</b> Downtown Façade Improvements	\$ 45,000	Public Facility (14E) 570.202	Slum and Blight Area SBA 30% max
<b>Planning Department</b> Code Enforcement Full time Program	\$ 60,700	Code Enforcement (15) 570.202(c)	Low/Mod Income Area Benefit LMA
<b>Planning Department - Serenity Hall</b> Removal of material or architectural barriers that restrict the mobility or the accessibility for an elderly or disabled individual.	\$ 44,453	570.208(a)(2)(ii) Public Facility & Improvement (O3E)	Low/Mod Clientele LMC
<b>Gustafson House</b> Rehab driveway to improve drainage. Kitchen rehab. Group home for youth ages 6-17 with severe behavioral issues keeping them from living with families or in foster care (12 children).	\$ 42,000	Youth Center (O3D) 570.201(c)	Low/Mod Limited Clientele LMC
<b>Families in Transitional Housing</b> Cleveland St. Apartments - Garage repair 1 <sup>st</sup> St Apartments - Fencing, security lighting, and concrete repair to front unit.	\$ 20,000	570.201(c) Public Facility (O3C)	LMI Clientele
<b>Habitat for Humanity Idaho Falls</b> Purchase of one property for a single family home for an LMI family	\$ 40,000	Acquisition Disposition (04) 570.201(d)	Low/Mod Housing LMH
<b>Administration of CDBG Program</b> 20% of allocation (estimate)	\$ 62,800	570.206 Admin (21A)	20% max
<b>Total Amount Requested</b>	<b>\$361,453</b>	_____	_____

# Proof of Publication The Post Register

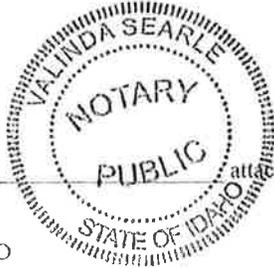
State of Idaho  
County of Bonneville

I, ~~Hilary Witt~~, or Staci Dockery first being duly sworn, depose and say: That I am the ~~Classified-Manager, or~~ Legal Notice Representative of The Post Company, a corporation of Idaho Falls, Bonneville County, Idaho, publishers of The Post Register, a newspaper of general circulation, published 6 days, Tuesday-Sunday, at Idaho Falls, Idaho; said Post Register being a consolidation of the Idaho Falls Times, established in the year 1890, The Idaho Register, established in the year 1880 and the Idaho Falls Post, established in 1903, such consolidation being made on the First day of November, 1931, and each of said newspapers have been published continuously and uninterruptedly, prior to consolidation, for more than twelve consecutive months and said Post Register having been published continuously and uninterruptedly from the date of such consolidation, up to and including the last publication of notice hereinafter referred to.

That the notice, of which a copy is hereto attached and made a part of this affidavit, was published in said Post Register for 1 consecutive (days) weeks, first publication having been made on the 14th day of **OCTOBER 2012** last publication having been made on the 14th day of **OCTOBER 2012**, and that the said notice was published in the regular and entire issue of said paper on the respective dates of publication, and that such notice was published in the newspaper and not in a supplement.

*Staci Dockery*

Subscribed and sworn to before me, this 30th day of **NOVEMBER 2012**



*Valinda Searle*  
Notary Public  
My commission expires: 11-10-2017

\_\_\_\_\_ attached jurat \_\_\_\_\_

STATE OF IDAHO

ss.

COUNTY OF BONNEVILLE

On this 30th day of **NOVEMBER 2012**, before me, the undersigned, a Notary public for said state, personally appeared ~~Hilary Witt~~ or Staci Dockery, known or identified to me to be the person(s) whose name(s) is/are subscribed to the within instrument, and being by me first duly sworn, declared that the statements therein are true, and acknowledged to me that he/she/they executed the same,

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



*Valinda Searle*  
Notary Public for The Post Company  
Residing: Idaho Falls, Idaho  
Commission expires: 11-10-2017

## City of Idaho Falls Community Development Block Grant Applications for Year 2013

The City of Idaho Falls is beginning the development of its Annual Action Plan for FY2013 Community Development Block Grant (CDBG) funds. Although the federal budget has not yet been passed, the City's allocation is estimated to be \$314,000. The City receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD) for the purpose of benefiting low and moderate income (LMI) individuals or for the prevention or elimination of conditions of slum and blight. LMI is defined as 80% of the community median income. In Idaho Falls, a family of four would be considered LMI if the family income was less than \$47,850. For one person, the income would be less than \$33,500.

The City is inviting grant requests for potential projects to be included in City Council deliberations. Please submit your grant request by Wednesday, October 31, 2012. All projects and activities must demonstrate that a majority of the resulting benefit is for Idaho Falls residents of low and moderate income with the benefit and beneficiaries being quantifiable.

Please provide a letter of request, as the application, and include the following:

1. Organization's Name, Complete Address, Phone Number, DUNS number, EIN/TIN number;
2. Complete contact information of grant recipient or responsible party (include email, mailing address, and phone number);
3. Project description, cost estimates, matching funding, engineering completed or required, and a schedule. There is no dollar cap on requests, however; some practical and regulatory limits may apply.

### Tentative Application Schedule - FY 2013 Community Development Block Grant

October	Applications received by Grant Administrator
November	Applications reviewed for HUD compliance and presented to City Council
Nov/Dec	Applications reviewed by City Council
December	Public hearing held with City Council - Applicants may provide a brief presentation
Dec/Jan	30-day public comment period
Jan/Feb 2013	Final selection made - Resolution from Council to adopt FY2013 Annual Action Plan
Feb/Mar 2013	FY2013 CDBG Annual Action Plan submitted to HUD for approval
May 2013	Allocation made available by HUD provided the federal budget is passed and HUD approves Council approved FY2013 Action Plan.
Jun/Jul 2013	Approved projects may commit funding once completed by the City: -Environmental review -Signed Agreement (includes scope of work and regulatory requirements) between City and responsible party

*Note - Projects and activities are not retroactive - Start date begins upon a signed Agreement between the City, and responsible entity.*

Specific projects and activities the City has funded over the years have been included but are not limited to: housing rehabilitation, downtown façade improvements, ADA accessibility, neighborhood cleanup, code enforcement, transportation assistance, homelessness prevention, intervention, homeless shelters, affordable housing development, public infrastructure, job training, business assistance for LMI job creation, day care, and senior center improvements.

Please contact the grant administrator with questions or to discuss potential CDBG projects and activities. Lisa Farris may be reached by phone at 612-8323, by email [lfarris@idahofallsidaho.gov](mailto:lfarris@idahofallsidaho.gov), or in person. Tentative schedule for the FY2013 CDBG Annual Action Plan posted on the City website at [www.idahofallsidaho.gov](http://www.idahofallsidaho.gov) under the Planning and Building Department, under CDBG.



Lisa Farris, Grant Administrator  
City of Idaho Falls  
City Hall Annex, 680 Park Avenue  
Idaho Falls, ID 83402



**CITY OF IDAHO FALLS**  
**PLANNING AND BUILDING DIVISION**

P.O. BOX 50220  
Idaho Falls, ID 83405-0220  
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Planning Department • (208) 612-8276

FAX (208) 612-8520

Building Department • (208) 612-8270

October 14, 2012

MEMORANDUM

From: Lisa Farris, CDBG Grant Administrator

To: Interested Individuals and Organizations

Subject: CDBG Grant Applications for FY20~~12~~<sup>13</sup>

The City of Idaho Falls is beginning the development of its Annual Action Plan for FY2013 Community Development Block Grant (CDBG) funds. Although the federal budget has not yet been passed, the City's allocation is estimated to be \$314,000.

The City receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD) for the purpose of benefiting low and moderate income (LMI) individuals or for the prevention or elimination of conditions of slum and blight. LMI is defined as 80% of the community median income. In Idaho Falls, a family of four would be considered LMI if the family income was less than \$47,850. For one person, the income would be less than \$33,500.

The City is inviting grant requests for potential projects so they may be included in City Council deliberations. Please submit your grant request by Wednesday, October 31, 2012<sup>13</sup>. All projects and activities must demonstrate that a majority of the resulting benefit is for Idaho Falls residents of low and moderate income with the benefit and beneficiaries being quantifiable.

Please provide a letter of request, as the application, and include the following:

1. Organization's Name, Complete Address, Phone Number, DUNS number, EIN/TIN number;
2. Complete contact information of grant recipient or responsible party (include email, mailing address, and phone number);
3. Project description, cost estimates, matching funding, engineering completed or required, and a schedule. There is no dollar cap on requests, however; some practical and regulatory limits may apply.

***Tentative Application Schedule - FY 2013 Community Development Block Grant***

<b>October</b>	Applications received by Grant Administrator
<b>November</b>	Applications reviewed for HUD compliance and presented to City Council
<b>Nov/Dec</b>	Applications reviewed by City Council
<b>December</b>	Public hearing held with City Council - Applicants may provide <u>brief</u> deliberation
<b>Dec/Jan</b>	30-day public comment period
<b>Jan/Feb 2013</b>	Final selection made - Resolution from Council to adopt FY2013 Annual Action Plan
<b>Feb/March 2013</b>	FY2013 CDBG Annual Action Plan submitted to HUD for approval
<b>May 2013</b>	Allocation made available by HUD provided the federal budget is passed and HUD approves Council approved FY2013 Action Plan.
<b>June/July 2013</b>	Approved projects may commit funding once completed by the City: -Environmental review -Signed Agreement (includes scope of work and regulatory requirements) between City and Responsible party

***Note - Projects and activities are not retroactive - Start date begins upon a signed Agreement between the City, and responsible entity.***

Specific projects and activities the City has funded over the years have been included but are not limited to: housing rehab, downtown façade improvements, ADA accessibility, housing first, neighborhood cleanup, code enforcement, transportation assistance, homelessness prevention, intervention, homeless shelters, affordable housing development, street, sewer, water, other infrastructure, job training, business assistance for LMI job creation, day care, and senior center improvements.

Please feel free to contact me with questions or to discuss potential CDBG projects and activities. I look forward to hearing from you and may be reached by phone at 612-8323, by email [lfarris@idahofallsidaho.gov](mailto:lfarris@idahofallsidaho.gov), or in person. Tentative schedule for the FY2013 CDBG Annual Action Plan posted on the City website at [www.idahofallsidaho.gov](http://www.idahofallsidaho.gov) under the Planning and Building Department, under CDBG.

Lisa Farris, City of Idaho Falls  
Grant Administrator  
City Hall Annex  
680 Park Avenue  
Idaho Falls, ID 83402



# CITY OF IDAHO FALLS

## PLANNING AND BUILDING DIVISION

P.O. BOX 50220  
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Planning Department • (208) 612-8276

FAX (208) 612-8520

Building Department • (208) 612-8270

TO: Mayor and Council  
FROM: Lisa Farris, Grant Administrator   
SUBJECT: FY2013 CDBG - Council Work Session Brief Grant Application Review  
DATE: November 23, 2012

---

Attached is the list of projects and activities submitted for FY2013 CDBG funding. A total of \$499,736 has been requested. The Housing and Urban Development (HUD) budget has been submitted to the U.S Congress and awaits approval. I am requesting we submit the CDBG Annual FY2013 Action Plan based on last year's allocation of \$314,082 and adjust as necessary as we go through the process. Discussion of the projects and activities is scheduled for Thursday, December 13, 2012 during the Council Work Session. A public hearing is scheduled for Thursday, December 13, 2012 during the City Council Meeting. The public hearing will provide applicants the opportunity to provide a brief explanation of their projects. Please contact Lisa Farris if you have any questions, 612-8323.

<i>Applicant</i>	<i>Description</i>	<i>Amount Requested</i>
<b>TRPTA</b>	<b>Match for (1) bus with extending ramp, hardware and licensing agreement, security cameras, and bike rack</b>	<b>25,000</b>
<b>CLUB, Inc.</b>	<b>Crisis Intervention (CIT) Support for crisis housing and related services</b>	<b>26,000</b>
<b>EICAP</b>	<b>Grandparents Raising Grandchildren - Assist with legal aid thru local Idaho Legal Aid Office</b>	<b>12,000</b>
<b>IFDDC</b>	<b>Façade Improvements in Downtown Idaho Falls</b>	<b>50,000</b>
<b>Planning Department</b>	<b>Code Enforcement - Full time Program</b>	<b>60,700</b>
<b>Planning Department</b>	<b>Serenity Hall - ADA Access Improvement and bathroom remodel</b>	<b>39,772</b>
<b>Gustafson House</b>	<b>Driveway redesign/rehab and kitchen remodel</b>	<b>38,100</b>
<b>Citizen Police Academy</b>	<b>Graffiti Removal Program</b>	<b>5000</b>
<b>Senior Center</b>	<b>Replacement of pipes, electrical panel, and entry rehab</b>	<b>15,364</b>
<b>LIFE, Inc.</b>	<b>Homeowner rehab - ADA ramps and restrooms</b>	<b>50,000</b>
<b>Family Care Center</b>	<b>ARK - Security camera system and installation</b>	<b>20,000</b>
<b>Habitat 4 Humanity</b>	<b>Demolition of property for Habitat re-build project. Neighborhood Revitalization Initiative (NRI) in the Scotts Addition</b>	<b>50,000</b>
<b>F.A.I.T.H.</b>	<b>Cleveland St. Apartments - Garage repair 1<sup>st</sup> St Apartments -Fencing, security lighting, and concrete repair to front unit</b>	<b>20,000</b>
<b>Salvation Army</b>	<b>Provide playground equipment</b>	<b>25,000</b>
<b>Administration</b>	<b>20% of allocation (estimate from 2012 allocation)</b>	<b>62,800</b>
	<b><i>Total amount of projects</i></b>	<b><i>499,736</i></b>

2013 Estimates Applicable to CDBG Categories and Percentages

Estimate for FY2013 is \$314,082 (based on 2012 allocation of \$314,082)

**\$314,082 - \$62,800 (Administration) = \$251,282**  
 \$175,897 (70% Min for LMI Benefit after Admin deducted)  
 \$73,385 (30% Max for Slum/Blight after Admin deducted)

Category	Amount Requested	Amount Allowed	Allowable Percentages
Admin	\$62,800	\$62,816	20% Max of \$314,082
Public Service	\$63,000	**\$47,112	15% Max of \$314,082
LMI Direct Benefit	*\$323,936	*\$175,897	70% Min of \$251,282
Slum/Blight	\$50,000	\$75,385	30% Max of \$251,282

\*LMI 70% Includes Code Enforcement of \$60,700 is a direct benefit to LMI  
 \*\*Public Service is a direct benefit to LMI

**FY2013 CDBG Funding starts approximately mid-June, 2013**  
 City's General budget starts October 1, 2013  
 Code Enforcement is a 12 month budget: General Funds to cover \$9300, CDBG to cover \$60,700



# CITY OF IDAHO FALLS

## PLANNING AND BUILDING DIVISION

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RRM-099-2012

### MEMORANDUM

TO: Mayor and Council  
FROM: Renee R. Magee, Director  
SUBJECT: Applications for Community Development Block Grant (CDBG) Monies  
DATE: December 10, 2012

---

The following is a comment from the staff of the U. S. Department of Housing and Urban Development after their three day monitoring visit.

**Condition:** 1) The city's single Grant Administrator is split between multiple grant programs. 2) Of the time spent with CDBG, the Grant Administrator again splits her time between successfully accomplishing multiple "activity delivery" tasks and required CDBG administrative tasks.

**HUD's Recommended Corrective Action:** The city can include additional activity delivery costs in more activities to supplement the city's CDBG administrative and activity staffing. In addition, the city can consider selecting fewer and less complicated activities per year. Many CDBG entitlement communities place a minimum funding amount per activity in order to decrease the number of annual activities and thus reduce the administrative burden. Either of these options can help free up the time of the city's Grant Administrator to more efficiently and effectively administer the CDBG grant program.

The above is an excerpt from the letter of the regional director of HUD. In addition to the concern voiced above, it contained five findings which needed correction. As the Council considers the applications received for funding after Thursday's public hearing, I am requesting consideration of these approaches to respond to this concern:

1. Reduce the amounts of grants given and fund those grants which are less complicated, e.g., TRPTA, EICAP, code enforcement, Serenity Hall, Habitat for Humanity if **modified**, Senior Citizen Center, FAITH, Gustafson House, Club if additional funding.



**CITY OF IDAHO FALLS**  
City Clerk's Office

**NOTICE OF SPECIAL MEETING**

NOTICE IS HEREBY GIVEN that the City Council of the City of Idaho Falls will hold a Special Meeting (Council Work Session) on the 13<sup>th</sup> day of December, 2012, at 8:30 a.m., in the City Council Chambers located in the City Annex Building at 680 Park Avenue, Idaho Falls, Idaho. The purpose of this meeting is to discuss the following items:

1. Senior Citizen's Center
2. Request for Proposals for Public Transportation – Kathy Pope
  - a. Quarterly Payments to TRPTA
3. Initial Discussion regarding Anti-Bias Ordinance
4. Payment to Lary Larson for Legal Services Rendered and Council Legal Representation

From the Airport Director: Airport Lease Agreement with Idaho Jet Center; Farm Lease Agreement with Reed's Dairy, Inc.; and, Unimproved Property Lease with Rosewood Development.

From the Library Director: Change Order No. 7 for Phase Two, South Entrance And Renovations at Library.

From the Municipal Services Director: Center Partners, Inc. Parking Lot Lease Extension; Resolution Authorizing Destruction of Records; Resolution to Invest Funds; Type I Ambulance Bid; and, Golf Course Transfer.

From the Planning and Building Director: Fiscal Year ~~2014~~<sup>2013</sup> Community Development Block Grant (CDBG) Monies.

From the Police Chief: Discussion regarding Child Care Ordinance Criminal History (State Code vs. City Code).

Memo from the Public Works Director: Engineering Services Agreement – Transpo Group, Inc., Utah Avenue Roundabout

Such meeting may be cancelled or recessed to a later time or place upon resolution by the City Council at such meeting.

The public is invited to attend.

DATED this 10th day of December, 2012.

---

Rosemarie Anderson  
City Clerk

*If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk Rosemarie Anderson at Telephone Number 612-8414 or the ADA Coordinator Lisa Farris at Telephone Number 612-8323 as soon as possible and they will make every effort to adequately meet your needs.*

**DECEMBER 13, 2012**

\*CDBG FY2013 Public Hearing

Attached are Change Order Nos. 20, 21, and 23 to the Idaho Transportation Department Pancheri Overpass Project in amounts of \$818.40, \$3,687.48, and \$20,697.80 respectively. These additional costs reflect changes related to the traffic signal system, illumination and landscaping. The City is financially responsible for approximately 7.34% of the total amount of these Change Orders.

Public Works recommends approval of these Change Orders; and, authorization for Mayor and City Clerk to sign the documents.

s/ Chad Stanger

It was moved by Councilmember Lehto, seconded by Councilmember Hally, to approve Change Order No. 20 in the amount of \$818.40, Change Order No. 21 in the amount of \$3,687.48, and Change Order No. 23 in the amount of \$20,697.80 for the Idaho Transportation Department Pancheri Drive Overpass Project with the City being responsible for approximately 7.34% of the total amount of the Change Order costs and, further, give authorization for the Mayor and City Clerk to execute the necessary contract documents. Roll call as follows:

Aye: Councilmember Hardcastle  
Councilmember Lehto  
Councilmember Cornwell  
Councilmember Hally  
Councilmember Parry  
Councilmember Taylor

Nay: None

Motion Carried.

\* Mayor Fuhrman requested Councilmember Hardcastle to conduct a public hearing, as legally advertised, for consideration of the Fiscal Year 2013 Community Development Block Grant (CDBG) Monies. At the request of Councilmember Hardcastle, the City Clerk read the following memo from the Planning and Building Director:

City of Idaho Falls  
December 10, 2012

**MEMORANDUM**

TO: Mayor and Council  
FROM: Renee R. Magee, Planning and Building Director  
SUBJECT: PUBLIC HEARING FOR FISCAL YEAR 2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) MONIES

The purpose of the public hearing is to allow the applicants as well as the general public speak to the use and priorities for Community Development Block grant monies for the coming fiscal year. After the hearing is closed, Lisa Farris, Grant Administrator, will receive written comments until January 14, 2013.

s/ Renee R. Magee

**DECEMBER 13, 2012**

---

Lisa Farris, Grants Administrator, appeared to share the following exhibits in connection with this public hearing:

- Slide 1 City of Idaho Falls Community Development Block Grant  
RY2013 CDBG Annual Action Plan
- Slide 2 Community Development Block Grant – CDBG FY 2013  
Development of viable urban communities that primarily benefit  
Low/Moderate Income (LMI) individuals.  
Program Goals:
  - Decent, affordable, safe and sanitary housing
  - Suitable living environment
  - Expand economic development opportunities
- Slide 3 Map showing LMI Neighborhoods – Bonneville County  
FY2013 Income Limits for a 4-person household is \$46,550.00
- Slide 4 City Involvement:  
Opportunity to fund projects and support programs not typically  
funded by general funds.  
9<sup>th</sup> year participating in CDBG Program

FY2010 CDBG Allocation	\$441,000.00
FY2011 CDBG Allocation	\$369,546.00
FY2012 CDBG Allocation	\$314,082.00
FY2013 Estimate Based on 2012 Allocation	\$314,082.00
- Slide 5 CDBG Criteria:  
Must meet 1 of 3 National Objectives (HUD):
  - Benefit Low and Moderate Income Individuals
  - Prevent or Eliminate Conditions of Slum and Blight
  - Meet an Urgent NeedMust be a HUD Eligible Activity:
  - Construction of Public Infrastructure
  - Handicapped Access to Public Facilities
  - Housing Rehab, Social Services, Business Rehab
  - Acquisition, Clearance/Disposition of Property
  - Relocation Costs, Economic Development, Job Creation or  
Training
- Slide 6 Projects/Activities Must Also:
  - Meet the Goals of the 2011-2015 CDBG Five Year Consolidated  
Plan
  - Be selected for the FY2013 CDBG Annual Action Plan
- Slide 7 FY2013 CDBG Process:
  - October 14, 2012 - Invitation to apply mailed to agencies/  
organizations
  - October 14, 2012 - Advertised in Post Register and on City  
website
  - October 31, 2012 - Application deadline
  - November 27, 2012 – Public hearing notices and schedule  
mailed to applicants
  - December 13, 2012 – 8:30 a.m. Council Work Session – Project  
summary provided
  - December 13, 2012, 7:30 p.m. Council Meeting and Public  
Hearing, City Annex Building Council Chambers  
Action Plan presented and applicants provide brief project  
explanation

**DECEMBER 13, 2012**

Slide 8

-December 14, 2012 – 30-day public comment period starts

**List of Applicants:**

<b>FY13 CDBG Applicant</b>	<b>Project Request – FY13 CDBG Estimate \$314,082</b>	<b>Amount Requested</b>
Targhee Regional Public Transportation Authority (TRPTA)	Bus Match/Purchase – Provide 17% match ratio for 1 bus with extending ramp, hardware, and licensing agreement, security camera and bike rack	\$ 25,000
CLUB, Inc.	Crisis Intervention (CIT) Support for crisis housing and related services	\$ 26,000
EICAP	Legal Aid Assistance for Grandparents (under age 60) who are raising their grandchildren	\$ 12,000
Idaho Falls Downtown Development Center (IFDDC)	Façade Improvements, Code Corrections, Awnings, and Signs to Downtown 1. Antique Gallery – North facing façade 2. LeatherWorks – West facing façade 3. Ming's Chinese Restaurant – Roof Replacement	\$ 50,000
Planning Department	Full Time Code Enforcement for LMI Neighborhoods	\$ 60,700
Planning Department	Serenity Hall – AA access improvement of (2) ramps \$25,172 and bathroom rehab \$8,000 (\$6,600 as a 20% contingency due to age of building and estimate)	\$ 39,772
Gustafson House	Driveway design/rehab \$16,000 and kitchen remodel \$22,600	\$ 38,100
Citizen Police Academy	Graffiti Removal Program	\$ 5,000
Senior Center	Replacement of pipes \$5,250, electrical panel \$4,162, and entry rehab \$5,952	\$ 15,364
Living Independently for Everyone (LIFE, Inc.)	Improve (ADA) access for 7 homeowners with ramps and bathroom remodels	\$ 50,000
Idaho Falls Rescue Mission	ARK – Security camera purchase and installation	\$ 20,000
Habitat for Humanity	Demolish and rebuild on property located at 683 East 14 <sup>th</sup> Street	\$ 50,000
Families in Transitional Housing (F.A.I.T.H.)	1 <sup>st</sup> Street Apartments – Replace existing privacy fencing along 1 <sup>st</sup> Street, \$6,800; Install security lighting to parking/garage area, \$1,500; Repair concrete to (1) east/front facing porch, \$1,700; Cleveland Street Apartments – Garage repair, \$10,000	\$ 20,000
Salvation Army	Provide playground equipment on campus	\$ 25,000
Administration	Administer CDBG includes: supplies, office equipment, training, and resources	\$ 62,800
(2013 Estimate based on 2012 Allocation) Total Amount in Applications		\$499,736

Slide 9

**After Tonight's Public Hearing:**

**December 14, 2012 – 30-Day Public Comment Period Begins**

**DECEMBER 13, 2012**

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January 14, 2013 – 30-Day Public Comment Period Ends  
January 22, 2013 – 8:30 a.m. Council Work Session – Final  
table and comments from public comment period provided  
January 22, 2013 – 7:30 p.m. Council Meeting for Resolution  
If no comments, Council adopts Draft 2013 CDBG Annual  
Action Plan  
February 13, 2013 – Draft FY2013 CDBG Annual Action Plan to  
HUD  
Mid-May, 2013 – Approval expected from HUD  
June-July, 2013 – Allocation expected from HUD  
Please contact Lisa Farris, Grant Administrator (208)612-8323  
City Annex Building, 680 Park Avenue, Idaho Falls,  
Idaho 83402  
[lfarris@idahofallsidaho.gov](mailto:lfarris@idahofallsidaho.gov)    [www.idahofallsidaho.gov](http://www.idahofallsidaho.gov)

Councilmember Hardcastle requested those who wished to speak to the CDBG Grant Monies to come forward in the order presented under Slide 8.

Amanda Ely, Assistant Director for Targhee Regional Public Transit Authority, appeared to state that their request is for \$25,000.00 for the purchase of a bus with an extending ramp, so that the bus drivers don't have to get out to assist a person in a wheelchair loading on the bus. This will allow for a shorter stop and is a timesaving measure. This type of a bus will be used in the Red Route, which transports a couple of people who use a wheelchair.

Nick Burrows, Senior Services Director for Eastern Idaho Community Action Partnership, appeared to state that they are requesting \$12,000.00 for legal assistance to grandparents who are raising their grandchildren or individuals who are raising other relative care givers and minor children. In Fiscal Year 2012, they did not request funding, but did requesting funding assistance in the two years previous. The cost of providing this service is approximately \$1,000.00 per month. Councilmember Taylor requested to know about the age limit for this item. Mr. Burrows explained that the Older Americans Act provides for funding for those over 60 years of age.

David Hoffman, Program Supervisor for Gustafson House, appeared to explain that there was a big storm that produced a lot of rain in August of this year. Much of the rainwater came down their street and along the driveway and into the basement of Gustafson House. This caused some extensive damage to the home. Gustafson House is a group foster home for youth ages 6-17. Typically, the youth that are received have some serious behavioral issues that prevent them from being placed in a more traditional family. Gustafson House is licensed to take care of 12 youth. The water flooded two offices, one bedroom and some storage areas. They would like to redesign the driveway and put a drain field underneath the driveway. This will cost approximately \$20,000.00. The second project is a kitchen remodel. Approximately 2/3 of the youth that they receive are 12-17 years of age. Many of them do not have the living skills necessary to move to more independent living. The existing kitchen is outdated and in need of repair. They would like to provide cooking classes and living skills training to the children that come through Gustafson House. Mr. Hoffman stated that he would provide a breakdown of the necessary work and appliances that are required in the kitchen remodel.

Valisa Say and Becky Cook, Senior Citizen's Center, appeared to state that the pipes in the floor leak to the basement conference room and storage room. The electric panel needs to be replaced with a circuit system. The entryway to the Senior Citizen's Center is too small to allow for wheelchairs and walkers to move through. They would like to redesign this area to allow for those that are disabled.

**DECEMBER 13, 2012**

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Karen Lansing and Greer Gorganus, Habitat for Humanity Idaho Falls, 395 East 14<sup>th</sup> Street, appeared to state the following:

Addendum to CDBG Grant Proposal  
December 13, 2012

Habitat for Humanity Idaho Falls Area was invited to participate in Bank of America's partnership with Habitat for Humanity International. This program offers Bank of Idaho REO properties to our affiliate at dramatically reduced costs (Approximately 8% of the last listed sales price). With this in mind and the fact the property identified at 683 East 14<sup>th</sup> Street was no longer a viable property to rehab, Habitat for Humanity Idaho Falls Area is adapting our original CDBG funding request.

Habitat remains committed to our Neighborhood Revitalization Initiative, however, since our primary property is not currently identified, we will not be surveying the nine block area specified in the original grant. Habitat will adapt our survey area to the area surrounding the major rehab property once purchased.

Since the writing of the CDBG 2013 grant proposal, Habitat for Humanity Idaho Falls Area has received \$9,000 in additional funding which is being directed towards our Neighborhood Revitalization Initiative. Additional neighborhood revitalization funding sources are actively being pursued with the goal of this project being completely funded before our construction season begins in the Spring of 2013.

Suzy Hersch, Executive Director for Families in Transitional Housing (F.A.I.T.H.), and Amanda Ely, President of the Board, appeared to state that they have two properties in Idaho Falls that fall within the guidelines for CDBG monies. The Cleveland Street Apartments require garage repair as requested by the insurance company. This will require \$10,000.00 for those repairs. The First Street Apartments need to have the privacy fence along Lomax Avenue finished. Further, they would like to install security lighting on the garages and parking area. There is some concrete repair that needs to be done in front of some of the apartments.

Major James Halverson, Salvation Army, 3727 Spring Creek Drive, appeared to state that there are quite a few children that live in the area. The Salvation Army would like to install some playground equipment for their After School Program. He explained, further, that they have applied for other funding and grants to assist in the completion of this playground equipment.

There being no further business, it was moved by Councilmember Parry, seconded by Councilmember Lehto, that the meeting adjourn at 8:25 p.m.

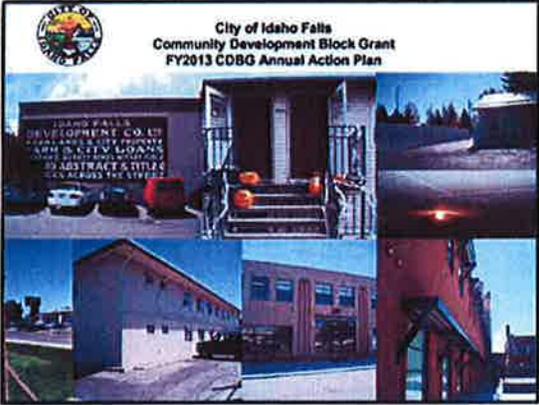
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CITY CLERK

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MAYOR

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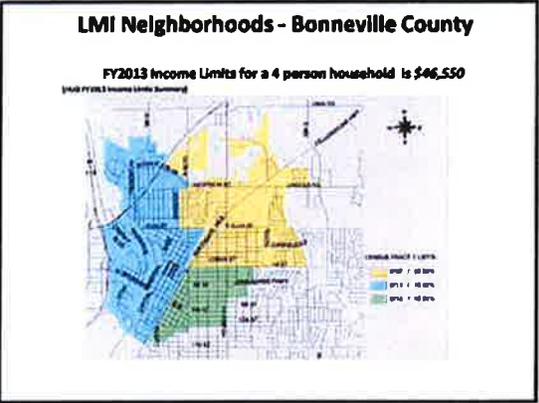


**Community Development Block Grant CDBG FY 2013**

Development of viable urban communities that primarily benefit Low/Moderate Income (LMI) individuals.

**Program Goals:**

- Decent, affordable, safe and sanitary housing
- Suitable living environment
- Expand economic development opportunities



**City Involvement**

Opportunity to fund projects and support programs not typically funded by general funds

9<sup>th</sup> year participating in CDBG program

- FY2010 CDBG allocation \$441,000
- FY2011 CDBG allocation \$369,546
- FY2012 CDBG allocation \$314,082
- FY2013 estimate based on 2012 allocation \$314,082

**CDBG Criteria**

**Must meet 1 of 3 National Objectives (HUD):**

- Benefit Low and Moderate Income Individuals
- Prevent or Eliminate conditions of Slum and Blight
- Meet an Urgent Need

**Must be a HUD eligible Activity**

- Construction of Public Infrastructure
- Handicapped Access to Public Facilities
- Housing Rehab, Social Services, Business Rehab
- Acquisition, Clearance/Disposition of Property
- Relocation Costs, Economic Development, Job Creation or Training

**Projects/Activities must also**

- Meet the Goals of the 2011-2015 CDBG Five Year Consolidated Plan
- Be selected for the FY 2013 CDBG Annual Action Plan





**CITY OF IDAHO FALLS**  
**PLANNING AND BUILDING DIVISION**

P.O. BOX 50220  
IDAHO FALLS, IDAHO 83405-0220  
[www.idahofallsidaho.gov](http://www.idahofallsidaho.gov)

Planning Department • (208) 612-8278      FAX (208) 612-8520      Building Department • (208) 612-8270

RRM-005-013

**MEMORANDUM**

**TO:** Mayor and Council  
**FROM:** Renee R. Magee, Director  
**SUBJECT:** Resolution Approving Fiscal Year 2013 Community Development Block Grant Annual Action Plan  
**DATE:** January 18, 2013

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Attached is the resolution adopting the Fiscal Year 2013 Annual Action Plan for Community Development Block Grant (CDBG) funds. The factors considered when selecting applications were the recommendations made by HUD staff during the monitoring visit, eligibility under the CDBG program, identified priorities under the CDBG five year plan of Idaho Falls, and the allowable parameters of the CDBG program. The department respectfully requests adoption of this resolution.

**cc:** Rose Anderson, City Clerk  
Lisa Farris, Grant Administrator  
file

### Recommendation of FY2013 CDBG Projects and Activities

CDBG FY2013 projects and activities recommended for selection are provided in the table below. The 2013 estimate is based on last year's allocation from HUD for \$314,082. Once the Federal budget is finalized, adjustments may need to be made.

**Project and activities were recommended based on the following factors:**

- Recent HUD recommendations provided in July 2012 on-site monitoring of CDBG Program;
- Project or activity met the basic HUD definition and is a HUD eligible activity;
- Project or activity is a priority identified in the *2011-2015 CDBG Comprehensive Five Year Plan*;
- Project or activity falls within the HUD allowable % : Public Service 15% max, Slum/Blight 30% max, Administration 20% max, and LMI min of 70%;
- Project or activity may be completed and quantified within the CDBG program year of April 1 through March 30;
- Applicant of project or activity has successfully completed CDBG funded projects in the past (Especially for construction and rehab projects);
- Accomplishments are easy to track and may be easily provided to Grant Administrator;
- Applicant provided current or most recent A133 Audit and/or an Independent Public Audit (IPA).

2013 CDBG Applicant	Project/Activity Description	Total Amount allocated to projects/activities <i>2012 Allocation was \$314,082</i>
TRPTA	Mach funds for 1 bus to support Para-transit system.	25,000
CLUB. Inc.	Crisis intervention housing	15,000
EICAP -GRG	Grandparents Raising Grandchildren - legal aid for GRG under age 55	6500
IFDDC	Façade Improvements, signs, awnings, and code corrections - Downtown	25,000
Planning Dept.	Code Enforcement - Full Time in LMI Census Tract neighborhoods	60,700
Planning Dept.	Serenity Hall Rehab to improve ADA accessibility	37,082
Gustafson House	Driveway rehab	42,000
Habitat for Humanity	Opportunity to partner with HFH and assist with demolition/ rebuild of (1) home for LMI family.	40,000
Administration	20% of allocation	62,800
		<b>\$314,082</b> FY2013 Allocation Estimate

RESOLUTION NO. \_\_\_\_\_  
RESOLUTION OF THE CITY OF IDAHO FALLS  
APPROVING THE FISCAL YEAR 2013 ACTION PLAN

WHEREAS, the City of Idaho Falls has been designated as an entitlement city by the U.S. Department of Housing and Urban Development;

WHEREAS, the City of Idaho Falls has prepared a One-Year Action Plan for Fiscal Year 2013 as part of the requirements of entitlement status;

WHEREAS, the U.S. Department of Housing and Urban Development has approved the 2011- 2015 Five Year Consolidated Plan and Impediments to Fair Housing prepared by the City of Idaho Falls as part of the requirements of entitlement status;

WHEREAS, the City of Idaho Falls held a public hearing on the Annual Action Plan FY2013 on December 13, 2012;

WHEREAS, the City of Idaho Falls had a thirty day comment period until and through January 14, 2013;

WHEREAS, the City of Idaho Falls has received no comments to be considered during the thirty day comment period;

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls as follows:

1. The Annual Action Plan for Fiscal Year 2013 as prepared by the Planning and Building Division, a copy of which is attached hereto and by this reference made a part of hereof, is hereby approved.
2. The Mayor is hereby authorized to sign the document(s) for Federal assistance.

\_\_\_\_\_  
Jared D. Fuhriman, Mayor

ATTEST:

\_\_\_\_\_  
Rose Anderson, City Clerk

Date \_\_\_\_\_

**CITY OF IDAHO FALLS, IDAHO**  
**COUNCIL MEETING AGENDA**  
**REGULAR MEETING**  
**COUNCIL CHAMBERS, 680 PARK AVENUE**  
**JANUARY 24, 2013**  
**7:30 P.M.**

**MAYOR**

Call to order.

Roll call.

Recognition of citizens from the floor.

**CONSENT AGENDA**

Items from the City Clerk:

Minutes from the January 10, 2013 Council Work Session and the January 10, 2013 Regular Council Meeting;

Monthly Reports from various Division and Department Heads;

Approval of License Applications, all carrying the required approvals; and,

Request for Council ratification for the publication of legal notices calling for public hearings on January 24, 2013.

Memo from the Public Works Director:

Request for authorization to request Statements of Qualifications – Water System 2013 SCADA Design and Implementation.

**REGULAR AGENDA**

**DIVISION DIRECTORS**

Memo from Idaho Falls Power Director:

Approve a Master Agreement for EPRI Member Participation and the 2013 Research Portfolio Agreement with EPRI.

Memo from the Municipal Services Director:

Purchase of Various Types of Rifle and Pistol Ammunition.

Memos from the Parks and Recreation Director:

Sand Creek Golf Course Lease and Concession Agreement;

Sage Lakes Golf Course Lease and Concession Agreement; and,

Pinecrest Golf Course Lease and Concession Agreement.

**COUNCIL MEETING AGENDA  
REGULAR MEETING  
JANUARY 24, 2013  
Page 2**

Memo from the Planning and Building Director:

Resolution Approving Fiscal Year 2013 Community Development Block Grant  
Annual Action Plan.

Memo from the Public Works Director:

Tabulation and award of bid for Waste Water Treatment Plant Upgrades Project.

**MAYOR**

Conducting of a public hearing for consideration of a rezoning request for approximately 3 Acres from C-1 (Limited Retail and Service Business) with a Planned Unit Development Overlay to HC-1 (Highway Commercial) on property located generally north and adjacent to Sunnyside Road, east and adjacent to Pioneer Road, west of Interstate 15, and legally described as Lots 1 through 3 and Lot 5, Block 1, Sunnyside Retail, Division No. 1.

Adjournment.

*If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk Rosemarie Anderson at Telephone Number 612-8414 or the ADA Coordinator Lisa Farris at Telephone Number 612-8323 as soon as possible and they will make every effort to adequately meet your needs.*

**RESOLUTION NO. 2013-01**

**RESOLUTION OF THE CITY OF IDAHO FALLS  
APPROVING THE FISCAL YEAR 2013 ACTION PLAN**

WHEREAS, the City of Idaho Falls has been designated as an entitlement city by the U. S. Department of Housing and Urban Development;

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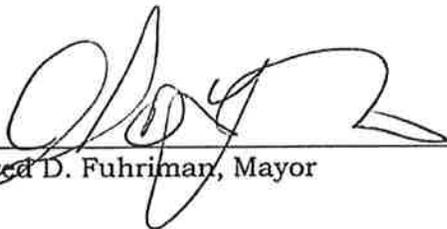
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WHEREAS, the City of Idaho Falls has received no comments to be considered during the thirty-day comment period;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF IDAHO FALLS as follows:

1. The Annual Action Plan for Fiscal Year 2013 as prepared by the Planning and Building Division, a copy of which is attached hereto and by this reference made a part hereof, is hereby approved.
2. The Mayor is hereby authorized to sign the document(s) for Federal assistance.

  
\_\_\_\_\_  
Jared D. Fuhrman, Mayor

ATTEST:

  
Rosemarie Anderson, City Clerk

Date: January 24, 2013



**RECOMMENDATION OF FY2013 CDBG PROJECTS AND ACTIVITIES**

CDBG FY2013 Projects and Activities recommended for selection are provided in the table below.

The 2013 estimate is based on last year's allocation from HUD for \$314,082.00. Once the Federal budget is finalized, adjustments may need to be made.

Project and Activities were recommended based on the following factors:

Recent HUD recommendations provided in July 2012 on-site monitoring of CDBG Program;

Project or activity met the basic HUD definition and is a HUD eligible activity;

Project or activity is a priority identified in the *2011-2015 CDBG Comprehensive Five Year Plan*;

Project or activity falls within the HUD allowable %: Public Service 15% max, Slum/Blight 30% Max, Administration 20% Max, and LMI Minimum of 70%;

Project or activity may be completed and quantified within the CDBG Program Year of April 1 through March 30;

Applicant of project or activity has successfully completed CDBG funded projects in the past (Especially for construction and rehab projects);

Accomplishments are easy to track and may be easily provided to Grant Administrator;

Applicant provided current or most recent A133 Audit and/or an Independent Public Audit (IPA).

<b>2013 CDBG Applicant</b>	<b>Project/Activity Description</b>	<b>Total Amount allocated to Projects/Activities 2012 Allocation was \$314,082</b>
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Administration	20% of allocation	62,800.00
		\$314,082 FY2013 Allocation Estimate