

State of Idaho
Department of Environmental Quality

AUTHORIZING RESOLUTION
Attachment SRF-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLEVUE, IDAHO (CITY) AUTHORIZING THE MAYOR TO SIGN ALL APPLICATIONS, FUNDING AGREEMENTS, AND OTHER DOCUMENTS RELATING TO THE LEAD SERVICE LINE INVENTORY PROJECT (PROJECT).

WHEREAS, the City intends to conduct the Project in its drinking water facilities, such Project being necessary to determine the needs of the area for health, safety, and wellbeing of the people; and

WHEREAS, the Project is to be developed in accordance with the requirements in Idaho "Rules for Administration of Planning Grants for Drinking Water and Wastewater Facilities" (IDAPA 58.01.22), "Rules for Administration of Wastewater and Drinking Water Loan Funds" (IDAPA 58.01.12) and will serve the needs of the area; and

WHEREAS, the costs of the Project are eligible for state funding;

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Bellevue, Idaho, that the Mayor is duly authorized to sign applications, grant agreements and amendments, and other documents relating to the Lead Service Line Inventory Project.

Passed and adopted by the City Council of the City of Bellevue on the 22nd day of January, 2024.

By the following votes:

AYES: 6

NAYS: 0

ATTESTED BY:

Michelle K Vest Snarr

Michelle K Vest Snarr, City Clerk

Chris Johnson

Chris Johnson, Mayor

City of Bellevue - Resolution No. 5362



CITY OF BELLEVUE, IDAHO
Regular Common Council Meeting, January 22, 2024

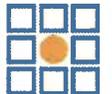
REVIEW AND EXECUTION OF THE STATE OF IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY FUNDING APPLICATION DOCUMENT LEAD SERVICE LINE (LSL) LOAN, COINCIDING WITH THE ADOPTION OF RESOLUTION NO. 5362

MOTION: Council Member Shay moved to approve and authorize the Mayor to execute the Idaho Department of Environmental Quality (DEQ) Funding Application Document Lead Service Line (LSL), which *Coincides with the Adoption of Resolution No. 5362*. Council President Giordani seconded the motion. Council Members voting aye: Members Obenauf, Shay, Leahy, Mahoney, Carreiro, and Giordani. Members voting nay: None. The motion passed unanimously.

<u>ROLL CALL</u>	AYE	NAY
Council Member Obenauf	<u> X </u>	<u> </u>
Council Member Shay	<u> X </u>	<u> </u>
Council Member Leahy	<u> X </u>	<u> </u>
Council Member Mahoney	<u> X </u>	<u> </u>
Council Member Carreiro	<u> X </u>	<u> </u>
Council President Giordani	<u> X </u>	<u> </u>

Construction Funding Application

Lead Service Line (LSL) Inventory Application





Construction Funding Application Attachment SRF-02

Section I. Applicant Background Information

Application Type	<input type="checkbox"/> State Revolving Fund (SRF) Loan <input checked="" type="checkbox"/> Lead Service Line (LSL) Loan <input type="checkbox"/> Emerging Contaminant (EC) Grant <input type="checkbox"/> Leading Idaho Funding (LIF) <i>Note: Submit two separate applications if applying for SRF and LSL funding.</i>		
System Type	<input checked="" type="checkbox"/> Public Drinking Water System <input type="checkbox"/> Wastewater System <input type="checkbox"/> Other, please specify:		
Public Water System No: ID5070004		IPDES/NPDES/Reuse Permit No: N/A	
System Name (Applicant): City of Bellevue			
Mailing Address: PO Box 825			
City: Bellevue		State: Idaho	Zip Code: 83313
County: Blaine County		Phone: 208-788-2128	Tax ID: 82-0292408
Fiscal Year End: September 30th		E-mail: mvestsnarr@bellevueidaho.us	
Presiding Official Name: Chris Johnson		Title: Mayor	
Mailing Address: PO Box 825			
City: Bellevue		State: Idaho	Zip Code: 83313
Phone: 208-788-2128		E-mail: cjohnson@bellevueidaho.us	
<input type="checkbox"/> Check if this is the system's primary contact			
Clerk/Treasurer Name: Michelle Vest Snarr		Title: Administrative Services Manager/City Clerk	
Phone: 208-913-0189		E-mail: mvestsnarr@bellevueidaho.us	
<input checked="" type="checkbox"/> Check if this is the system's primary contact			
Consulting Engineer Name: Stuart Hurley, P.E.		Title: Idaho Water Practice Lead	
Company Name: Merrick & Company			
Mailing Address: PO Box 9906			
City: Boise		State: Idaho	Zip Code: 83707
Phone: 208-780-3990		E-mail: stuart.hurley@merrick.com	
Financial Consultant Name: Dennis Brown		Title: Auditor	
Company Name: Workman Company			
Mailing Address: 2190 Village Park Avenue			
City: Twin Falls		State: Idaho	Zip Code: 83707
Phone: 208-733-1161		E-mail: dennis@workman.id	
Legal Advisor Name: Rick Allington		Title: Legal Counsel	
Company Name: Allington Fredrick			
Mailing Address: 101 East Bullion Street Unit 2H			
City: Hailey		State: Idaho	Zip Code: 83333
Phone: 208-788-7802		E-mail: allingtonlaw@gmail.com	
Bond Attorney Name/Title: S.C. Danielle Quade		Company Name: Hawley Troxell Ennis & Hawley, LLP	
Mailing Address: 608 Northwest Blvd, Suite 300			
City: Coeur d' Alene		State: Idaho	Zip Code: 83814
Phone: 208-444-4170		E-mail: dquade@hawleytroxell.com	

Section II. Project Overview and Financial Information

1. Physical Project Location (Address or Latitude/Longitude): Latitude 43.468517 Longitude -114.196519

2. Project Description **SRF, EC, OR LIF APPLICANTS:**
Please see the attached narrative, labeled Section II.2.

3. Lead Service Line Applicants

a. Project Description:

The proposed project will include a lead service line inventory including a review of existing, historical records, visual observation of meter boxes, select vacuum excavation, and compilation of data.

b. **Inventory** Projects Only: In addition to the information below, please complete and attach the [Lead Service Line Inventory Methodology Form](#) to this application.

c. **Replacement** Projects Only: describe means and methods to be employed to replace private side of service line (meter box to premise plumbing):

N/A

d. Estimated LSL **Inventory** Project Cost: \$ 55,000

e. Estimated LSL **Replacement** Project Cost: \$ 0

Note: No partial lead service replacement can be funded unless a portion of the line has previously been replaced. Please see our [Customer Handbook, Section 1.2.4 Lead Service Line Replacement](#) for additional information.

4. Project Financing **ALL APPLICANTS**

a. In accordance with IDAPA 58.01.041.05, DEQ funds may not be applied to costs incurred before a funding agreement is executed between DEQ and the applicant, unless preauthorized in writing by DEQ. The applicant should contact DEQ to discuss preauthorization and determine required supporting documentation before the costs are incurred.

Y N The applicant understands that previously incurred costs are not an allowable cost under DEQ funding and will contact DEQ if preauthorization is needed.

b. Total Estimated Project Cost: \$ 55,000

c. Specify other sources of funding for this project and funding status:

USDA-RD: \$ 0 Awarded Pending

ACOE: \$ 0 Awarded Pending

CDBG: \$ 0 Awarded Pending

DEQ SRF: \$ 0 Awarded Pending

DEQ ARPA: \$ 0 Awarded Pending

Applicant's contribution and funding source: N/A

Other Funding (please specify): N/A

d. Total funds available for this project: \$ 0

e. Amount of DEQ financing sought: \$ 55,000

(Amount sought from DEQ = Total cost – funds available for the project – other expected funding)

5. **Do you intend to phase the project(s)?** Yes No **LIF APPLICANTS ONLY**

- a. If yes, please attach a project phasing plan that includes but is not limited to: *
- i. A detailed description of each phase of the project and how it fits into the overall project.
 - ii. A description of the technical and operational benefits associated with phasing the project.
 - iii. The anticipated timing of design and construction for each phase of the project.
 - iv. A description of the anticipated costs and funding sources for each phase of the project.
 - v. A description of how each phase of the project will be able to meet the project objectives and operate independently.

**Applicants may find it beneficial to discuss phasing plan with the DEQ regional office engineering staff prior to submitting the application. Phasing the project must be assessed for technical and operational feasibility to remain eligible.*

6. **Ability to Incur Debt DOES NOT APPLY TO LIF OR EC APPLICANTS**

- a. Bond type: See SRF Application Bond Amount: _____
Bond election date: _____ Passed: Yes No
- b. Local Improvement District (LID): _____ Date Formed: _____
- c. Date of judicial decision to proceed with "Ordinary and Necessary" determination: _____

7. **Please indicate whether the system applying for this funding has the policies and/or plans outlined below.** Other water and sewer systems of comparable size may be good sources of sample policies. Please keep in mind that your written policies and procedures need only be as complex as the size and nature of your system.

- Y N NA **Personnel Policy:** The personnel policy typically includes guidance regarding hiring, probation, dismissal, and disciplinary procedures; provides detail on employee compensation and fringe benefits; establishes requirements for conduct and performance; describes job descriptions and expectations; and explains procedures for employee evaluation. Check "NA" if the applicant's system does not have personnel or has volunteers.
- Y N **Operating Emergency Plan:** Every sewer system should plan for natural disasters and other emergencies. Specifically, the sewer system management team should indicate what steps are to be taken and what actions are to be accomplished, given a variety of threats to service delivery.
- Y N **Safety and/or risk Management Plan:** Accidents can cause significant disruptions of water or sewer service and create unexpected financial liabilities. A safety and risk management policy attempts to confine the scope of authority of employees and managers in order to reduce the risk of such negative financial exposure. A system's insurance provider can offer assistance in establishing risk management guidelines to limit liability.
- Y N **Customer Service Policy:** A water and sewer system is in the business of providing safe drinking water and treating wastewater to its customers. By clarifying how the system will relate to its customers, a customer service policy strengthens the relationship between the two parties. The customer service policy should include public information guidance, complaint resolution procedures, problem response requirements, billing and other notification rules, and other actions the system can take to assure customers that the water and/or sewer system is being run in the most professional manner possible.

NOTE: systems with limited staff capacity to create these policies can borrow and adapt sample policies, which may be available from the following organizations:

- Rural Community Assistance Corporation
- Idaho Rural Water Association
- U.S. Environmental Protection Agency
- American Water Works Association

- a. Type of planning document prepared (i.e.: facility plan, engineering report) **NOT REQUIRED FOR LSL APPLICANTS:** Facility Plan
- b. Planning document date: December 2023

8. Type of environmental clearance/determination. NOT REQUIRED FOR LIF APPLICANTS:

- a. Categorical Exclusion Finding of No Significant Impact Environmental Impact Statement
- b. Date of determination: _____
- c. Agency rendering the environmental clearance/determination: _____

9. Build America Buy America (BABA): DEQ will use this information to help screen applicants and SRF projects that will be required to comply with BABA. **NOT REQUIRED FOR LIF ONLY APPLICANTS**

- a. Yes No Planning and design for the project began prior to May 14, 2022, and is evidenced by one or more of the following:
- Facility plan, preliminary engineering report, or equivalent engineering report for the project submitted to DEQ for approval,
 - Public referendum or public meeting held regarding the selection of project alternatives,
 - Evidence of new bonds passed or other new funding backing secured for the project,
 - Issued request for proposal or execution of professional services contract for design of engineering services,
 - Construction plans and specs submitted to DEQ for approval,
 - Solicitation of construction contract bids,
 - Case-by-case not listed above and approved by EPA and DEQ in writing (**Attach Documentation**)
- b. Y N BABA is documented or anticipated to increase the total project costs by more than 25%. (**Attach Documentation**)

Section III-A. Benefits Reporting for Drinking Water SRF, LSL, and/or EC Applicants

1. Funding by Project Category: Provide estimated dollar amount of funding for each applicable project categories that will be funded DEQ:

Amount (\$)	Project Category	Amount (\$)	Project Category
_____	Treatment	_____	Restructuring
\$ 55,000	Transmission & Distribution	_____	Purchase of Systems
_____	Storage	_____	Planning & Design
_____	Source	_____	Land Acquisition

2. **System type:** Community Non-community

3. **Ownership type:** Cooperative County Federal Municipal Private State

4. **Project purpose (select the statement below that best describes the project):**
 Comply with upcoming requirements Address State listed contaminant
 Return to compliance Maintain compliance Other (assistance not compliance related)

5. **Does this project have a disaster resilience component?** Yes No

6. **Does this project consolidate systems?** Yes No
a. **If yes, how many systems will be eliminated?**

7. **Does this project create a new system?** Yes No **If yes, how many systems will be created?**

8. **Estimate the number of lead service lines to be replaced:** N/A

9. **County(ies) served:** Blaine County

Section III-B: Benefits Reporting for Clean Water SRF, LSL, and/or EC Applicants

1. **Funding by Project Category:** Provide estimated dollar amount of funding for each applicable project category below.

Amount (\$)	Project Category
_____	Centralized Wastewater Treatment – Secondary Treatment
_____	Centralized Wastewater Treatment – Advanced Treatment
_____	Centralized Wastewater Treatment – Infiltration/Inflow Correction
_____	Centralized Wastewater Treatment – Sewer System Rehabilitation
_____	Centralized Wastewater Treatment – New Collectors
_____	Centralized Wastewater Treatment – New Interceptors
_____	Centralized Wastewater Treatment – CSO Correction
_____	Stormwater – Gray Infrastructure
_____	Stormwater – Green Infrastructure
_____	Energy Conservation – Energy Efficiency
_____	Energy Conservation – Renewable Energy
_____	Water Conservation – Water Efficiency
_____	Water Conservation – Water Reuse
_____	Nonpoint Source
\$ 55,000	Other – Planning and Assessments
\$ 55,000	TOTAL

Water Use	Protect		Restore	
	Primary	Secondary	Primary	Secondary
Domestic Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Primary Contact Recreation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secondary Contact Restoration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildlife Habitats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aesthetics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Cold Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Salmonoid Spawning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life Seasoned Cold Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Warm Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Modified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Other Uses and Outcomes. Does the project:

- a. Contribute to regionalization/consolidation? Yes No
- b. Address nutrient loadings of nitrogen and phosphorus? Yes No
- c. Have a disaster resilience component? Yes No
- d. Contribute to public health (e.g. pathogen reduction)? Yes No

Section IV. Required Attachments

1. Audited financial statements for the three previous years. NOT REQUIRED FOR LIF or EC APPLICANTS

An independent audit provides expert testimony regarding an entity’s internal controls, integrity of financial statements, and adherence to generally accepted accounting standards. Periodic financial audits produce verifiable information that can be easily examined by the Applicant’s management team, as well as financial assistance providers and regulatory agencies. In terms of the annual business cycle, periodic financial audits contribute valuable information for analysis purposes. If your system has not been required to have audited financial statements (or to prepare financial statements in accordance with generally accepted accounting principles), then provide summarized statements of annual expenses and revenues, along with annual statements of assets (what you own) and liabilities (what you owe).

2. Operating budget and capital budget.

Effective operation of a water and sewer system requires use of an annual budget. A system’s budget should forecast planned revenues and expenditures for the coming year based on anticipated activities. The budget is then used to control activities and evaluate performance of the system. An example of a good budgeting technique would be a sewer system that keeps a cash reserve of one and one-half the monthly operational expenses. Such a system would be conscious of the need to be prepared for

Construction Funding Application

State Revolving Fund (SRF) Application





Construction Funding Application

Attachment SRF-02

Section I. Applicant Background Information			
Application Type	<input checked="" type="checkbox"/> State Revolving Fund (SRF) Loan <input type="checkbox"/> Lead Service Line (LSL) Loan <input type="checkbox"/> Emerging Contaminant (EC) Grant <input type="checkbox"/> Leading Idaho Funding (LIF)	<i>Note: Submit two separate applications if applying for SRF and LSL funding.</i>	
System Type	<input checked="" type="checkbox"/> Public Drinking Water System <input type="checkbox"/> Wastewater System <input type="checkbox"/> Other, please specify:		
Public Water System No: ID5070004		IPDES/NPDES/Reuse Permit No: N/A	
System Name (Applicant): City of Bellevue			
Mailing Address: PO Box 825			
City: Bellevue		State: Idaho	Zip Code: 83313
County: Blaine County		Phone: 208-788-2128	Tax ID: 82-0292408
Fiscal Year End: September 30th		E-mail: mvestsnarr@bellevueidaho.us	
Presiding Official Name: Chris Johnson		Title: Mayor	
Mailing Address: PO Box 825			
City: Bellevue		State: Idaho	Zip Code: 83313
Phone: 208-788-2128		E-mail: cjohnson@bellevueidaho.us	
<input type="checkbox"/> Check if this is the system's primary contact			
Clerk/Treasurer Name: Michelle Vest Snarr		Title: Administrative Services Manager/City Clerk	
Phone: 208-913-0189		E-mail: mvestsnarr@bellevueidaho.us	
<input checked="" type="checkbox"/> Check if this is the system's primary contact			
Consulting Engineer Name: Stuart Hurley, P.E.		Title: Idaho Water Practice Lead	
Company Name: Merrick & Company		Mailing Address: PO Box 9906	
City: Boise		State: Idaho	Zip Code: 83707
Phone: 208-780-3990		E-mail: stuart.hurley@merrick.com	
Financial Consultant Name: Dennis Brown		Title: Auditor	
Company Name: Workman Company		Mailing Address: 2190 Village Park Avenue	
City: Twin Falls		State: Idaho	Zip Code: 83707
Phone: 2087331161		E-mail: dennis@workman.id	
Legal Advisor Name: Rick Allington		Title: Legal Counsel	
Company Name: Allington Fredrick		Mailing Address: 101 East Bullion Street Unit 2H	
City: Hailey		State: Idaho	Zip Code: 83333
Phone: 208-788-7802		E-mail: allingtonlaw@gmail.com	
Bond Attorney Name/Title: S.C. Danielle Quade		Company Name: Hawley Troxell Ennis & Hawley, LLP	
Mailing Address: 608 Northwest Blvd, Suite 300			
City: Coeur d' Alene		State: Idaho	Zip Code: 83814
Phone: 208-444-4170		E-mail: dquade@hawleytroxell.com	

Section II. Project Overview and Financial Information

1. Physical Project Location (Address or Latitude/Longitude): Latitude 43.468517 Longitude-114.196519

2. Project Description **SRF, EC, OR LIF APPLICANTS:**
Please see the attached narrative, labeled Section II.2.

3. Lead Service Line Applicants

a. Project Description:

See LSL Application (attached)

b. **Inventory** Projects Only: In addition to the information below, please complete and attach the [Lead Service Line Inventory Methodology Form](#) to this application.

c. **Replacement** Projects Only: describe means and methods to be employed to replace private side of service line (meter box to premise plumbing):

N/A

d. Estimated LSL **Inventory** Project Cost: _____

e. Estimated LSL **Replacement** Project Cost: _____

Note: No partial lead service replacement can be funded unless a portion of the line has previously been replaced. Please see our [Customer Handbook, Section 1.2.4 Lead Service Line Replacement](#) for additional information.

4. Project Financing **ALL APPLICANTS**

a. In accordance with IDAPA 58.01.041.05, DEQ funds may not be applied to costs incurred before a funding agreement is executed between DEQ and the applicant, unless preauthorized in writing by DEQ. The applicant should contact DEQ to discuss preauthorization and determine required supporting documentation before the costs are incurred.

Y N The applicant understands that previously incurred costs are not an allowable cost under DEQ funding and will contact DEQ if preauthorization is needed.

b. Total Estimated Project Cost: \$ 9,600,000

c. Specify other sources of funding for this project and funding status:

USDA-RD: \$ 0 Awarded Pending

ACOE: \$ 0 Awarded Pending

CDBG: \$ 0 Awarded Pending

DEQ SRF: \$ 6,295,163 Awarded Pending

DEQ ARPA: \$ 0 Awarded Pending

Applicant's contribution and funding source: N/A

Other Funding (please specify): Leading Idaho Funding \$3,304,837 (Application Attached)

d. Total funds available for this project: \$ 0

e. Amount of DEQ financing sought: \$ 9,600,000

(Amount sought from DEQ = Total cost – funds available for the project – other expected funding)

5. Do you intend to phase the project(s)? Yes No **LIF APPLICANTS ONLY**

- a. If yes, please attach a project phasing plan that includes but is not limited to: *
- i. A detailed description of each phase of the project and how it fits into the overall project.
 - ii. A description of the technical and operational benefits associated with phasing the project.
 - iii. The anticipated timing of design and construction for each phase of the project.
 - iv. A description of the anticipated costs and funding sources for each phase of the project.
 - v. A description of how each phase of the project will be able to meet the project objectives and operate independently.

**Applicants may find it beneficial to discuss phasing plan with the DEQ regional office engineering staff prior to submitting the application. Phasing the project must be assessed for technical and operational feasibility to remain eligible.*

6. **Ability to Incur Debt DOES NOT APPLY TO LIF OR EC APPLICANTS**

- a. Bond type: Revenue Bond Bond Amount: \$ 7,000,000
Bond election date: May 21, 2024 Passed: Yes No
- b. Local Improvement District (LID): _____ Date Formed: _____
- c. Date of judicial decision to proceed with "Ordinary and Necessary" determination: _____

7. **Please indicate whether the system applying for this funding has the policies and/or plans outlined below.** Other water and sewer systems of comparable size may be good sources of sample policies. Please keep in mind that your written policies and procedures need only be as complex as the size and nature of your system.

- Y N NA **Personnel Policy:** The personnel policy typically includes guidance regarding hiring, probation, dismissal, and disciplinary procedures; provides detail on employee compensation and fringe benefits; establishes requirements for conduct and performance; describes job descriptions and expectations; and explains procedures for employee evaluation. Check "NA" if the applicant's system does not have personnel or has volunteers.
- Y N **Operating Emergency Plan:** Every sewer system should plan for natural disasters and other emergencies. Specifically, the sewer system management team should indicate what steps are to be taken and what actions are to be accomplished, given a variety of threats to service delivery.
- Y N **Safety and/or risk Management Plan:** Accidents can cause significant disruptions of water or sewer service and create unexpected financial liabilities. A safety and risk management policy attempts to confine the scope of authority of employees and managers in order to reduce the risk of such negative financial exposure. A system's insurance provider can offer assistance in establishing risk management guidelines to limit liability.
- Y N **Customer Service Policy:** A water and sewer system is in the business of providing safe drinking water and treating wastewater to its customers. By clarifying how the system will relate to its customers, a customer service policy strengthens the relationship between the two parties. The customer service policy should include public information guidance, complaint resolution procedures, problem response requirements, billing and other notification rules, and other actions the system can take to assure customers that the water and/or sewer system is being run in the most professional manner possible.

NOTE: systems with limited staff capacity to create these policies can borrow and adapt sample policies, which may be available from the following organizations:

- Rural Community Assistance Corporation
- Idaho Rural Water Association
- U.S. Environmental Protection Agency
- American Water Works Association

- a. Type of planning document prepared (i.e.: facility plan, engineering report) **NOT REQUIRED FOR LSL APPLICANTS:** Facility Plan
- b. Planning document date: December 2023

8. Type of environmental clearance/determination. NOT REQUIRED FOR LIF APPLICANTS:

- a. Categorical Exclusion Finding of No Significant Impact Environmental Impact Statement
- b. Date of determination: _____
- c. Agency rendering the environmental clearance/determination: _____

9. Build America Buy America (BABA): DEQ will use this information to help screen applicants and SRF projects that will be required to comply with BABA. **NOT REQUIRED FOR LIF ONLY APPLICANTS**

- a. Yes No Planning and design for the project began prior to May 14, 2022, and is evidenced by one or more of the following:
- Facility plan, preliminary engineering report, or equivalent engineering report for the project submitted to DEQ for approval,
 - Public referendum or public meeting held regarding the selection of project alternatives,
 - Evidence of new bonds passed or other new funding backing secured for the project,
 - Issued request for proposal or execution of professional services contract for design of engineering services,
 - Construction plans and specs submitted to DEQ for approval,
 - Solicitation of construction contract bids,
 - Case-by-case not listed above and approved by EPA and DEQ in writing (**Attach Documentation**)
- b. Y N BABA is documented or anticipated to increase the total project costs by more than 25%. (**Attach Documentation**)

Section III-A. Benefits Reporting for Drinking Water SRF, LSL, and/or EC Applicants

1. Funding by Project Category: Provide estimated dollar amount of funding for each applicable project categories that will be funded DEQ:

Amount (\$)	Project Category	Amount (\$)	Project Category
_____	Treatment	_____	Restructuring
\$ 7,440,000	Transmission & Distribution	_____	Purchase of Systems
_____	Storage	_____	Planning & Design
\$ 1,160,000	Source	\$ 1,000,000	Land Acquisition

2. **System type:** Community Non-community

3. **Ownership type:** Cooperative County Federal Municipal Private State

4. **Project purpose (select the statement below that best describes the project):**
 Comply with upcoming requirements Address State listed contaminant
 Return to compliance Maintain compliance Other (assistance not compliance related)

5. **Does this project have a disaster resilience component?** Yes No

6. **Does this project consolidate systems?** Yes No
a. **If yes, how many systems will be eliminated?**

7. **Does this project create a new system?** Yes No **If yes, how many systems will be created?**

8. **Estimate the number of lead service lines to be replaced:**

9. **County(ies) served:** Blaine County

Section III-B: Benefits Reporting for Clean Water SRF, LSL, and/or EC Applicants Not Applicable

~~1. **Funding by Project Category:** Provide estimated dollar amount of funding for each applicable project category below.~~

Amount (\$)	Project Category
_____	Centralized Wastewater Treatment – Secondary Treatment
_____	Centralized Wastewater Treatment – Advanced Treatment
_____	Centralized Wastewater Treatment – Infiltration/Inflow Correction
_____	Centralized Wastewater Treatment – Sewer System Rehabilitation
_____	Centralized Wastewater Treatment – New Collectors
_____	Centralized Wastewater Treatment – New Interceptors
_____	Centralized Wastewater Treatment – CSO Correction
_____	Stormwater – Gray Infrastructure
_____	Stormwater – Green Infrastructure
_____	Energy Conservation – Energy Efficiency
_____	Energy Conservation – Renewable Energy
_____	Water Conservation – Water Efficiency
_____	Water Conservation – Water Reuse
_____	Nonpoint Source
_____	Other – Planning and Assessments
\$ 0	TOTAL

~~2. Acres of land being conserved (only applies to non-point source projects):~~

~~3. Population Served: By the project:~~

By the system:

~~4. Project Improvement/Maintenance of Water Quality:~~ Select the statements below that best describe the project.

- a. How does this project contribute to the improvement or maintenance of the receiving waterbody?
 Improvement Maintenance N/A
- b. Allows the system to: Achieve compliance Maintain compliance N/A
- c. Affected water body is: Meeting standards Impaired Threatened Not assessed N/A
- d. Allows the system to address an: Existing TMDL Projected TMDL Watershed Management Plan N/A

~~5. Discharge Information (check all that apply):~~ Select the type(s) of waterbody(ies) that the project affects the discharge to. At least one box must be checked. If this section is not applicable to the project, please choose no change/no discharge.

- Choose the "Eliminates Discharge" option when the project removes a discharge from the receiving waterbody, e.g., rerouting flow to another treatment facility. This allows us to focus on the environmental benefit to the waterbody even when the facility no longer actually discharges to it.
- If a regionalization/consolidation project decommissions a smaller, older plant on a river and sends its discharge to a newer, cleaner plant on the same river, the result is really just improved treatment. In this case, select "Surface Water".
- If the older plant had been discharging to a different waterbody segment and eliminating that discharge has a specific environmental impact on that segment, this could be the primary result of the project. In this case, also select "Eliminates Discharge"
- Check "Seasonal Discharge" if wastewater discharge is seasonal. **Important Note:** Seasonal discharge can be checked along with the other, above choices.
 Wetland Surface Water (stream, river, or lake) Groundwater Land Application
 Other/Reuse Eliminates Discharge No Changes/No Discharge Seasonal Discharge

~~6. Contribution to Protection or Restoration of the Waterbody Uses:~~ Identify both the designated surface water uses and other uses and outcomes that this project helps to protect or restore, if applicable. If the project maintains or improves water quality, or if it increases effluent loadings, but meets its permit, it contributes to protection of the uses you find when matching pollutants. If the project reduces loadings of a pollutant that is impairing a designated use (as specified in Section 303(d) of the Clean Water Act), the project contributes to restoration of that use. Visit <https://adminrules.idaho.gov/rules/current/58/580102.pdf> (see sections 100-160) to locate a designated surface water use.

- **Important Note:** If the Designated Surface Water Uses do not apply to the project or the appropriate Designated Use is not listed, select the applicable: **Water Use Not Applicable** **Water Use Not Found**
- **Primary and secondary uses:** Specify as primary those affected uses that drive a large portion of project financing. Often, a primary use will correspond to the largest pollutant reduction. In most cases, one and possibly two uses will qualify as primary. Specify secondary for other uses. If no use qualifies as primary, specify secondary for all applicable uses. A project can have multiple primary uses.

Water Use	Protect		Restore	
	Primary	Secondary	Primary	Secondary
Domestic Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Primary Contact Recreation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secondary Contact Restoration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildlife Habitats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aesthetics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Cold Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Salmonoid Spawning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life Seasoned Cold Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Warm Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Modified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

~~7. Other Uses and Outcomes. Does the project:~~

- a. Contribute to regionalization/consolidation? Yes No
- b. Address nutrient loadings of nitrogen and phosphorus? Yes No
- c. Have a disaster resilience component? Yes No
- d. Contribute to public health (e.g. pathogen reduction)? Yes No

Section IV. Required Attachments

1. Audited financial statements for the three previous years. NOT REQUIRED FOR LIF or EC APPLICANTS

An independent audit provides expert testimony regarding an entity’s internal controls, integrity of financial statements, and adherence to generally accepted accounting standards. Periodic financial audits produce verifiable information that can be easily examined by the Applicant’s management team, as well as financial assistance providers and regulatory agencies. In terms of the annual business cycle, periodic financial audits contribute valuable information for analysis purposes. If your system has not been required to have audited financial statements (or to prepare financial statements in accordance with generally accepted accounting principles), then provide summarized statements of annual expenses and revenues, along with annual statements of assets (what you own) and liabilities (what you owe).

2. Operating budget and capital budget.

Effective operation of a water and sewer system requires use of an annual budget. A system’s budget should forecast planned revenues and expenditures for the coming year based on anticipated activities. The budget is then used to control activities and evaluate performance of the system. An example of a good budgeting technique would be a sewer system that keeps a cash reserve of one and one-half the monthly operational expenses. Such a system would be conscious of the need to be prepared for

Construction Funding Application

Leading Idaho Funding (LIF) Application





Construction Funding Application Attachment SRF-02

Section I. Applicant Background Information

Application Type	<input type="checkbox"/> State Revolving Fund (SRF) Loan <input type="checkbox"/> Lead Service Line (LSL) Loan <input type="checkbox"/> Emerging Contaminant (EC) Grant <input checked="" type="checkbox"/> Leading Idaho Funding (LIF) <i>Note: Submit two separate applications if applying for SRF and LSL funding.</i>		
System Type	<input checked="" type="checkbox"/> Public Drinking Water System <input type="checkbox"/> Wastewater System <input type="checkbox"/> Other, please specify:		
Public Water System No: ID5070004		IPDES/NPDES/Reuse Permit No:	
System Name (Applicant): City of Bellevue			
Mailing Address: PO Box 825			
City: Bellevue		State: ID	Zip Code: 83313
County: Blaine		Phone: 208-788-2128	Tax ID: 82-0292408
Fiscal Year End: September 30th		E-mail: mvestsnarr@bellevueidaho.us	
Presiding Official Name: Chris Johnson		Title: Mayor	
Mailing Address: PO Box 825			
City: Bellevue		State: ID	Zip Code: 83313
Phone: 208-788-2128		E-mail: cjohnson@bellevueidaho.us	
<input type="checkbox"/> Check if this is the system's primary contact			
Clerk/Treasurer Name: Michelle Vest Snarr		Title: Administrative Services Manager/City Clerk	
Phone: 208-913-0189		E-mail: mvestsnarr@bellevueidaho.us	
<input checked="" type="checkbox"/> Check if this is the system's primary contact			
Consulting Engineer Name: Stuart Hurley, P.E.		Title: Idaho Water Practice Lead	
Company Name: Merrick & Company			
City: Boise		State: Idaho	Zip Code: 83707
Phone: 208-780-3990		E-mail: stuart.hurley@merrick.com	
Financial Consultant Name: Dennis Brown		Title: Auditor	
Company Name: Workman Company			
City: Twin Falls		State: Idaho	Zip Code: 83360-1
Phone: 208-733-1161		E-mail: dennis@workman.id	
Legal Advisor Name: Rick Allington		Title: Legal Counsel	
Company Name: Allington Fredrick			
City: Hailey		State: Idaho	Zip Code: 83333
Phone: 208-788-7802		E-mail: allingtonlaw@gmail.com	
Bond Attorney Name/Title: S.C. Danielle Quade		Company Name: Hawley Troxell Ennis & Hawley, LLP	
Mailing Address: 608 Northwest Blvd, Suite 300			
City: Coeur d' Alene		State: Idaho	Zip Code: 83814
Phone: 208-444-4170		E-mail: dquade@hawleytroxell.com	

Section II. Project Overview and Financial Information

1. Physical Project Location (Address or Latitude/Longitude): Latitude 43.465019, Longitude -114.256755

2. Project Description **SRF, EC, OR LIF APPLICANTS:**
Please see the attached narrative, labeled Section II.2.

3. Lead Service Line Applicants

a. Project Description:

See LSL Application (attached)

b. **Inventory** Projects Only: In addition to the information below, please complete and attach the [Lead Service Line Inventory Methodology Form](#) to this application.

c. **Replacement** Projects Only: describe means and methods to be employed to replace private side of service line (meter box to premise plumbing):

N/A

d. Estimated LSL **Inventory** Project Cost: _____

e. Estimated LSL **Replacement** Project Cost: _____

Note: No partial lead service replacement can be funded unless a portion of the line has previously been replaced. Please see our [Customer Handbook, Section 1.2.4 Lead Service Line Replacement](#) for additional information.

4. Project Financing **ALL APPLICANTS**

a. In accordance with IDAPA 58.01.041.05, DEQ funds may not be applied to costs incurred before a funding agreement is executed between DEQ and the applicant, unless preauthorized in writing by DEQ. The applicant should contact DEQ to discuss preauthorization and determine required supporting documentation before the costs are incurred.

Y N The applicant understands that previously incurred costs are not an allowable cost under DEQ funding and will contact DEQ if preauthorization is needed.

b. Total Estimated Project Cost: _____ \$ 9,600,000

c. Specify other sources of funding for this project and funding status:

USDA-RD: _____ \$ 0 Awarded Pending

ACOE: _____ \$ 0 Awarded Pending

CDBG: _____ \$ 0 Awarded Pending

DEQ SRF: _____ \$ 6,295,163 Awarded Pending

DEQ ARPA: _____ \$ 0 Awarded Pending

Applicant's contribution and funding source: N/A

Other Funding (please specify): Leading Idaho Funding \$3,304,837 (This Application)

d. Total funds available for this project: _____ \$ 0

e. Amount of DEQ financing sought: _____ \$ 9,600,000

(Amount sought from DEQ = Total cost – funds available for the project – other expected funding)

5. Do you intend to phase the project(s)? Yes No **LIF APPLICANTS ONLY**

- a. If yes, please attach a project phasing plan that includes but is not limited to: *
- i. A detailed description of each phase of the project and how it fits into the overall project.
 - ii. A description of the technical and operational benefits associated with phasing the project.
 - iii. The anticipated timing of design and construction for each phase of the project.
 - iv. A description of the anticipated costs and funding sources for each phase of the project.
 - v. A description of how each phase of the project will be able to meet the project objectives and operate independently.

**Applicants may find it beneficial to discuss phasing plan with the DEQ regional office engineering staff prior to submitting the application. Phasing the project must be assessed for technical and operational feasibility to remain eligible.*

6. Ability to Incur Debt **DOES NOT APPLY TO LIF OR EC APPLICANTS**

- a. Bond type: See SRF Application Bond Amount: _____
Bond election date: _____ Passed: Yes No
- b. Local Improvement District (LID): _____ Date Formed: _____
- c. Date of judicial decision to proceed with "Ordinary and Necessary" determination: _____

7. Please indicate whether the system applying for this funding has the policies and/or plans outlined below. Other water and sewer systems of comparable size may be good sources of sample policies. Please keep in mind that your written policies and procedures need only be as complex as the size and nature of your system.

- Y N NA **Personnel Policy:** The personnel policy typically includes guidance regarding hiring, probation, dismissal, and disciplinary procedures; provides detail on employee compensation and fringe benefits; establishes requirements for conduct and performance; describes job descriptions and expectations; and explains procedures for employee evaluation. Check "NA" if the applicant's system does not have personnel or has volunteers.
- Y N **Operating Emergency Plan:** Every sewer system should plan for natural disasters and other emergencies. Specifically, the sewer system management team should indicate what steps are to be taken and what actions are to be accomplished, given a variety of threats to service delivery.
- Y N **Safety and/or risk Management Plan:** Accidents can cause significant disruptions of water or sewer service and create unexpected financial liabilities. A safety and risk management policy attempts to confine the scope of authority of employees and managers in order to reduce the risk of such negative financial exposure. A system's insurance provider can offer assistance in establishing risk management guidelines to limit liability.
- Y N **Customer Service Policy:** A water and sewer system is in the business of providing safe drinking water and treating wastewater to its customers. By clarifying how the system will relate to its customers, a customer service policy strengthens the relationship between the two parties. The customer service policy should include public information guidance, complaint resolution procedures, problem response requirements, billing and other notification rules, and other actions the system can take to assure customers that the water and/or sewer system is being run in the most professional manner possible.

NOTE: systems with limited staff capacity to create these policies can borrow and adapt sample policies, which may be available from the following organizations:

- Rural Community Assistance Corporation
- Idaho Rural Water Association
- U.S. Environmental Protection Agency
- American Water Works Association

- a. Type of planning document prepared (i.e.: facility plan, engineering report) **NOT REQUIRED FOR LSL APPLICANTS:** Facility Plan
- b. Planning document date: December 2023

8. Type of environmental clearance/determination. NOT REQUIRED FOR LIF APPLICANTS:

- a. Categorical Exclusion Finding of No Significant Impact Environmental Impact Statement
- b. Date of determination: _____
- c. Agency rendering the environmental clearance/determination: _____

9. Build America Buy America (BABA): DEQ will use this information to help screen applicants and SRF projects that will be required to comply with BABA. **NOT REQUIRED FOR LIF ONLY APPLICANTS**

- a. **Yes** **No** Planning and design for the project began prior to May 14, 2022, and is evidenced by one or more of the following:
- Facility plan, preliminary engineering report, or equivalent engineering report for the project submitted to DEQ for approval,
 - Public referendum or public meeting held regarding the selection of project alternatives,
 - Evidence of new bonds passed or other new funding backing secured for the project,
 - Issued request for proposal or execution of professional services contract for design of engineering services,
 - Construction plans and specs submitted to DEQ for approval,
 - Solicitation of construction contract bids,
 - Case-by-case not listed above and approved by EPA and DEQ in writing (**Attach Documentation**)
- b. **Y** **N** BABA is documented or anticipated to increase the total project costs by more than 25%. (**Attach Documentation**)

Section III-A. Benefits Reporting for Drinking Water SRF, LSL, and/or EC Applicants

1. Funding by Project Category: Provide estimated dollar amount of funding for each applicable project categories that will be funded DEQ:

Amount (\$)	Project Category	Amount (\$)	Project Category
_____	Treatment	_____	Restructuring
\$ 7,440,000	Transmission & Distribution	_____	Purchase of Systems
_____	Storage	_____	Planning & Design
\$ 1,160,000	Source	\$ 1,000,000	Land Acquisition

2. **System type:** Community Non-community

3. **Ownership type:** Cooperative County Federal Municipal Private State

4. **Project purpose (select the statement below that best describes the project):**
 Comply with upcoming requirements Address State listed contaminant
 Return to compliance Maintain compliance Other (assistance not compliance related)

5. **Does this project have a disaster resilience component?** Yes No

6. **Does this project consolidate systems?** Yes No
a. **If yes, how many systems will be eliminated?** N/A

7. **Does this project create a new system?** Yes No **If yes, how many systems will be created?**

8. **Estimate the number of lead service lines to be replaced:** N/A

9. **County(ies) served:** Blaine County

Section III-B: Benefits Reporting for Clean Water SRF, LSL, and/or EC Applicants Not Applicable

1. Funding by Project Category: Provide estimated dollar amount of funding for each applicable project category below.

Amount (\$)	Project Category
_____	Centralized Wastewater Treatment – Secondary Treatment
_____	Centralized Wastewater Treatment – Advanced Treatment
_____	Centralized Wastewater Treatment – Infiltration/Inflow Correction
_____	Centralized Wastewater Treatment – Sewer System Rehabilitation
_____	Centralized Wastewater Treatment – New Collectors
_____	Centralized Wastewater Treatment – New Interceptors
_____	Centralized Wastewater Treatment – CSO Correction
_____	Stormwater – Gray Infrastructure
_____	Stormwater – Green Infrastructure
_____	Energy Conservation – Energy Efficiency
_____	Energy Conservation – Renewable Energy
_____	Water Conservation – Water Efficiency
_____	Water Conservation – Water Reuse
_____	Nonpoint Source
_____	Other – Planning and Assessments
\$ 0	TOTAL

~~2. Acres of land being conserved (only applies to non-point source projects):~~

~~3. Population Served: By the project: _____ By the system: _____~~

~~4. Project Improvement/Maintenance of Water Quality: Select the statements below that best describe the project.~~

- a. How does this project contribute to the improvement or maintenance of the receiving waterbody?
 Improvement Maintenance N/A
- b. Allows the system to: Achieve compliance Maintain compliance N/A
- c. Affected water body is: Meeting standards Impaired Threatened Not assessed N/A
- d. Allows the system to address an: Existing TMDL Projected TMDL Watershed Management Plan N/A

~~5. Discharge Information (check all that apply): Select the type(s) of waterbody(ies) that the project affects the discharge to. At least one box must be checked. If this section is not applicable to the project, please choose no change/no discharge.~~

- Choose the "Eliminates Discharge" option when the project removes a discharge from the receiving waterbody, e.g., rerouting flow to another treatment facility. This allows us to focus on the environmental benefit to the waterbody even when the facility no longer actually discharges to it.
- If a regionalization/consolidation project decommissions a smaller, older plant on a river and sends its discharge to a newer, cleaner plant on the same river, the result is really just improved treatment. In this case, select "Surface Water".
- If the older plant had been discharging to a different waterbody segment and eliminating that discharge has a specific environmental impact on that segment, this could be the primary result of the project. In this case, also select "Eliminates Discharge"
- Check "Seasonal Discharge" if wastewater discharge is seasonal. **Important Note:** Seasonal discharge can be checked along with the other, above choices.
 Wetland Surface Water (stream, river, or lake) Groundwater Land Application
 Other/Reuse Eliminates Discharge No Changes/No Discharge Seasonal Discharge

~~6. Contribution to Protection or Restoration of the Waterbody Uses: Identify both the designated surface water uses and other uses and outcomes that this project helps to protect or restore, if applicable. If the project maintains or improves water quality, or if it increases effluent loadings, but meets its permit, it contributes to protection of the uses you find when matching pollutants. If the project reduces loadings of a pollutant that is impairing a designated use (as specified in Section 303(d) of the Clean Water Act), the project contributes to restoration of that use. Visit <https://adminrules.idaho.gov/rules/current/58/580102.pdf> (see sections 100-160) to locate a designated surface water use.~~

- **Important Note:** If the Designated Surface Water Uses do not apply to the project or the appropriate Designated Use is not listed, select the applicable: **Water Use Not Applicable** **Water Use Not Found**
- **Primary and secondary uses:** Specify as primary those affected uses that drive a large portion of project financing. Often, a primary use will correspond to the largest pollutant reduction. In most cases, one and possibly two uses will qualify as primary. Specify secondary for other uses. If no use qualifies as primary, specify secondary for all applicable uses. A project can have multiple primary uses.

Water Use	Protect		Restore	
	Primary	Secondary	Primary	Secondary
Domestic Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Primary Contact Recreation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secondary Contact Restoration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildlife Habitats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aesthetics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Cold Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Salmonoid Spawning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life Seasoned Cold Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Warm Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Life – Modified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

~~7. Other Uses and Outcomes. Does the project:~~

- a. Contribute to regionalization/consolidation? Yes No
- b. Address nutrient loadings of nitrogen and phosphorus? Yes No
- c. Have a disaster resilience component? Yes No
- d. Contribute to public health (e.g. pathogen reduction)? Yes No

Section IV. Required Attachments

1. Audited financial statements for the three previous years. NOT REQUIRED FOR LIF or EC APPLICANTS

An independent audit provides expert testimony regarding an entity’s internal controls, integrity of financial statements, and adherence to generally accepted accounting standards. Periodic financial audits produce verifiable information that can be easily examined by the Applicant’s management team, as well as financial assistance providers and regulatory agencies. In terms of the annual business cycle, periodic financial audits contribute valuable information for analysis purposes. If your system has not been required to have audited financial statements (or to prepare financial statements in accordance with generally accepted accounting principles), then provide summarized statements of annual expenses and revenues, along with annual statements of assets (what you own) and liabilities (what you owe).

2. Operating budget and capital budget.

Effective operation of a water and sewer system requires use of an annual budget. A system’s budget should forecast planned revenues and expenditures for the coming year based on anticipated activities. The budget is then used to control activities and evaluate performance of the system. An example of a good budgeting technique would be a sewer system that keeps a cash reserve of one and one-half the monthly operational expenses. Such a system would be conscious of the need to be prepared for

**Funding Application FY24
SUPPORTING DOCUMENTATION**

Submitted by the City of Bellevue

Drinking Water Improvements Project

and

Lead Service Line Inventory Project

Prepared by:



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Section II. Project Overview and Financial Information

II.2. Project Description

The City of Bellevue (City) owns and operates a public drinking water system (PWS) for residents, several commercial entities, and a school. In 2021, the City received a Sanitary Survey from the Idaho Department of Environmental Quality (IDEQ) and several significant deficiencies were identified requiring corrective action including an additional source of supply and protection of source water from contamination and other vulnerabilities.

Subsequently, the City responded with a state-approved corrective action plan (CAP) that anticipated an improvements project modifying the PWS to achieve Idaho Rules for Public Drinking Systems (IDAPA), 58.01.08. In addition, on February 4th, 2022, the IDEQ and the City entered into a Compliance Agreement Schedule (CAS) that required improvements within a certain timeframe.

In response the City submitted a letter of interest (LOI) to IDEQ which resulted in a priority ranking and available funding for the improvements. As part of the funding requirements, the City is submitting this funding application package to secure the funding offer from IDEQ.

The proposed improvements project includes the following priority components, and based on available funding:

- **Seamans Creek New Springs Collection System**
 - Construction of a new collection system, a new diversion structure, and reconstruction of the Lower Springs system will be performed. The activities will be constructed within the same drainage, upstream from the existing system. The project also includes demolition of all observation ports and weir boxes on the Upper Springs System.
 - The new transmission main would generally be constructed within the Muldoon Canyon Road right of way with exception of a section along a private road that would require a permanent utility easement.
- **Leak Detection Survey**
 - This portion of the project includes testing fire flow and pressure at representative locations throughout the distribution system and conducting a leak detection survey across system areas most likely to leak. The goal is to increase information resolution that can be used to target subsequent investigative potholing and prioritize leak repair in the PWS.
- **Seamans Creek Springs Collection Transmission Main Replacement**
 - Installation of approximately 17,000 linear feet new water transmission main, combination air valves and chlorination housing will be performed. In addition, the existing failing transmission main will be abandoned.
- **Highway 75 Water Main Improvements**
 - Improvements will include the replacement of approximately 2,000 linear feet of water main along Highway 75.

II.3. Lead Service Line Inventory

The Revised Lead and Copper Rule requires that the City prepare and maintain an inventory of service line materials by October 16, 2024. As part of the proposed project, a system wide service line inventory will be performed by the City. Key information, including the age, material composition, and condition of the service lines, will provide the City the ability to prioritize those service lines that require replacement. Resultantly, this effort will bring the City into compliance with this regulatory requirement. Inventory will be based on as-builts and existing records and is estimated to cost \$55,000.

Included on the following pages is a copy of lead service line inventory methodology document.

[insert lead service line inventory methodology document-Chris/Shane]

II.4. Project Funding

As stated in Section I.C.2 of this narrative document, in January 2023, the City of Bellevue submitted a letter of interest that provided background, known deficiencies, a selected alternative, and proposed project budget for required PWS improvements. In Summer 2023, the City was informed that the City's LOI was prioritized and a proposed funding package in the amount of \$9.6M (\$6.3M loan, \$3.3M grant¹) for the improvements project was proposed. In addition, the City was offered \$55,000 in lead service line inventory financing, which includes \$37,146 in principal forgiveness for a total loan obligation of \$6,313,017.

The table below summarizes the funding package that was offered to the City and the City is now pursuing through this application package:

Funding Source	Loan	Grant	Total
State Revolving Fund (SRF)	\$6,295,163*	N/A	\$6,295,163
Leading Idaho Funds (LIF)	N/A	\$3,304,837	\$3,304,837
Lead Service Line (LSL) Inventory	\$55,000**	N/A	\$55,000
Total Funding Package Offered			\$9,655,000
<i>Proposed Loan Terms:</i> <i>*SRF Loan Terms: 20 years, 2.5% interest</i> <i>**LSL Loan Terms: \$37,146 Principal Forgiveness; \$17,854 loan obligation at 30 years, 1% interest</i>			

¹ Rounded Number

II.6. Ability to Incur Debt

The City of Bellevue is actively pursuing the proposed funding package offered from IDEQ, which includes a \$6.3M loan component. However, to secure the loan, the City is first required to obtain approval of the qualified electors of the City through a May 2024 revenue bond election.

The City hired bond counsel and is working alongside its consultants to provide revenue bond education to the community. In March 2024, the City will submit a revenue bond ordinance to the County to be placed on the May ballot. If a successful bond election can be passed by a majority of registered voters, the City will move forward with subsequent rate increases over the course of the project period commensurate with the loan amount. The debt will be paid through a portion of the user rates that include a debt service component.

II.7. Policy Documents

Personnel Policy

Given the size of the policy, a shared link has been provided to IDEQ grants and loans staff for review.

Reference share link here.

Operating Emergency Plan

Given the size of the policy, a shared link has been provided to IDEQ grants and loans staff for review.

Reference share link here.

Safety and/or Risk Management Plan

Given the size of the policy, a shared link has been provided to IDEQ grants and loans staff for review.

Reference share link here.

Customer Service Policy

As part of the improvements project, the City will develop a customer service policy that achieves the recommendations of IDEQ.

II.8. Environmental Determination

The City received facility plan technical approval from IDEQ in December 2023 and the state environmental review process (SERP) has begun. A final determination is anticipated by Spring 2024 and will be made after the consultation process is completed and final alternative is selected.

II.9.b. Build America Buy America (BABA)

Given the high-level of definition for the project in the technically approved drinking water facility plan, there is no good way to ascertain the potential cost impacts of the Build America Buy America provisions (BABA) at this time. Therefore, our response currently is no, there is no documentation to support project cost increases of more than 25%. However, during the bidding process, if documentation gathered can reflect an increase of at or above 25% of the planning level estimates, the City will provide IDEQ with that information.

Section III.A Benefits Reporting

III.A.5. Disaster Resiliency

Water Improvements Project

Addressing the severely leaking distribution pipes and construction of a new spring collection system are critical disaster resilience measures. Each have direct impacts on the reliability and sustainability of the City's drinking water supply.

Replacement of priority distribution pipes will drastically reduce system wide leakage events that pose risk to downstream customers and facilities. In addition, the new spring collection system is a vital entry point for source water, and ensuring its functionality enhances the capacity of the PWS to withstand and recover from disasters such as fires, floods, storms, and/or contaminant incidents. In providing a new spring collection system, the City can significantly reduce potential contamination to source water caused by natural or man-made incidents.

This project will certainly enhance the resiliency of water supplied to the PWS, thus safeguarding public health and minimizing potential prolonged water shortages during future climate events and/or other emergency incidents.

Lead Service Line Inventory Project

In addition, understanding the age, material composition, and location of the PWS service lines during the investigation will allow the City to prioritize needed replacements, reducing risks associated with galvanized and/or lead service components in the PWS, preventing a future disaster associated with potential leaching.

Section III.B Benefits Reporting

III.B.1-7 LSL Benefits Reporting

The proposed lead service line inventory (LSL) project is for investigative purposes only. A potential replacement project will be in a future phase. Resultantly, the benefits reporting section for the LSL Form is mostly *not applicable*.

Section IV. Required Attachments

IV.1. Audited Financial Statements

Due to the size of the audited financial statements, a shared link has instead been provided for the IDEQ funding staff to review.

[\[insert link\]](#)

IV.2. Operating Budget and Capital Budget

Due to the size of the budget information, a shared link has instead been provided for the IDEQ funding staff to review.

[\[insert link\]](#)

IV.3. Repayment of Loan

If a successful bond election can be passed by a majority of registered voters, the City will move forward with subsequent rate increases over the course of the project period commensurate with the loan amount. The debt will be paid through a portion of the user rates that include a debt service component.

IV.4. Engineering Agreement

Due to the size of the engineering agreement, a shared link has instead been provided for the IDEQ funding staff to review.

[\[insert link\]](#)

IV.6. City of Idaho City Leadership

Mayor	Chris Johnson
Council Member	Christina Giordani
Council Member	Robin Leahy
Council Member	Shaun Mahoney
Council Member	Jessica Obenauf
Council Member	Diane Shay

IV.8. Financial Controls Policy

As part of the improvements project, the City will develop a financial controls policy that achieves the recommendations of IDEQ.

IV.11. SAM Registration

The City has an active System for Award Management (SAM) registration to conduct business with State and federal agencies. A copy of the City's SAM information is included below.

[insert SAM screenshot]

Attachment SRF-03 Authorizing Resolutions

Attached are the water improvement project and lead service line inventory authorizing resolutions.

[insert DWI Resolution]

[insert LSL inventory resolution]