

**Idaho Community Development Block Grant Program
Request for Funds**

Contract No.	Grantee Name	Billing Period	Request Number	#7
ICDBG-24-III-17-PK	City of Parma	10/1/2025 - 11/08/2025	Date of Request	11/10/2025
Line Items	CDBG Budget	Total CDBG Funds Disbursed to Date	Program Income Earned	Current Request for CDBG Funds minus program income
Administration	\$25,000	\$ 20,500.00	\$ -	
Construction	\$ 205,450.00	\$ 109,207.00		\$ 84,241.00
Invoice #4704				
TOTALS	\$ 230,450.00	\$ 129,707.00	\$ -	\$ 84,241.00

Certification of Chief Elected Officer: I certify that the above data is correct and that expenditures shown have been made for the purposes of and in accordance with applicable contract terms and conditions. The funds requested are for reimbursement of actual expenditures during the billing period.

Signature: _____

Name: Angie Lee _____

Title: Mayor of the City of Parma _____

ICDBG PROGRESS REPORT

Grantee: City of Parma		Sub-Recipient:	Report No.: #7
Grant No.: ICDBG-24-III-17-PK	Report Period:	Design Professional: Identify current phase	
	From:	1-Oct-25	<input type="checkbox"/> Design Phase
	To:	8-Nov-25	<input checked="" type="checkbox"/> Bidding Phase
			<input checked="" type="checkbox"/> Construction Phase
			<input type="checkbox"/> N/A
<p>Construction Status: Narrative on construction (max 3 sentences). Attach photos if available.</p> <p>Both the plumbing and flooring portion are complete for the project. Gem Gunite Pool completed working on resurfacing the pool as of 11/08/2025.</p>			
Percent of construction complete:		100%	

Instructions: Identify the date that the activity was completed and the date the documentation was sent to Commerce. If activity has not yet been completed leave blank. Checklist is to identify that specific steps are met, but it does not replace the directions in the ICDBG manual.

GRANT ADMIN AND DESIGN PROFESSIONAL PROCUREMENT	Completion Date	Date Submitted to Commerce
Idaho PTAC Notice for Grant Admin and Design Professional Services:		
Grant Admin Contract:	February-25	February-25
Design Professional Contract with ICDBG Attachment A:		

ENVIRONMENTAL	Completion Date	Date Submitted to Commerce
Environmental Review Record:	January-25	January 1, 2025
Commerce Approval: Date:	February-25	February-25

CIVIL RIGHTS PROGRESS	Completion Date	Date Submitted to Commerce
EEO Policy Statement:		
Grantee EEO Poster:		
Contractor / Subcontractor Activity Report:		

CONSTRUCTION PROGRESS: C.R Higer	Completion Date	Date Submitted to Commerce
For each construction contract provide this Construction Progress Report and if applicable Attachment B-Labor Standards Update (*) These items must be sent even if ICDBG funds are not expended on construction.		
Construction Bid Document Review Certification:	February-25	February-25
Bid (Published) Notices: emails	February-25	February-25
Ten-Day Wage Rate Update:	March-25	March-25
*Bid Tabulations:		
Debarred Check List:	March-25	March-25
Preconstruction Conference: Minutes and Checklist	April-25	April-25
*Notice to Proceed: ____Project Completion Date:	April-25	April-25
Construction Contractor's Contract:	April-25	April-25
*Performance Bond, Payment Bond, Power of Attorney. and Insurance Certification:	N/A	N/A
Steps to Comply with Section 3:		
*Certificate of Substantial Completion		
Section 3 Summary Report		

CONSTRUCTION PROGRESS: Patriot Epoxy	Completion Date	Date Submitted to Commerce
For each construction contract provide this Construction Progress Report and if applicable Attachment B-Labor Standards Update (*) These items must be sent even if ICDBG funds are not expended on construction.		
Construction Bid Document Review Certification:	February-25	February-25
Bid (Published) Notices: emails	February-25	February-25
Ten-Day Wage Rate Update:	March-25	March-25
*Bid Tabulations:		
Debarred Check List:	March-25	March-25
Preconstruction Conference: Minutes and Checklist	April-25	April-25
*Notice to Proceed: ____Project Completion Date:	April-25	April-25
Construction Contractor's Contract:	April-25	April-25
*Performance Bond, Payment Bond, Power of Attorney. and Insurance Certification:	N/A	N/A
Steps to Comply with Section 3:		
*Certificate of Substantial Completion		
Section 3 Summary Report		

CONSTRUCTION PROGRESS: Gem Gunite Pool	Completion Date	Date Submitted to Commerce
For each construction contract provide this Construction Progress Report and if applicable Attachment B-Labor Standards Update (*) These items must be sent even if ICDBG funds are not expended on construction.		
Construction Bid Document Review Certification:	February-25	February-25
Bid (Published) Notices: emails	February-25	February-25
Ten-Day Wage Rate Update:	March-25	March-25
*Bid Tabulations:		
Debarred Check List:	March-25	March-25
Preconstruction Conference: Minutes and Checklist	August-25	September-25
*Notice to Proceed: ____Project Completion Date:	August-25	September-25
Construction Contractor's Contract:	August-25	August-25
*Performance Bond, Payment Bond, Power of Attorney. and Insurance Certification:	N/A	N/A
Steps to Comply with Section 3:		
*Certificate of Substantial Completion		
Section 3 Summary Report		

FAIR HOUSING:	Completion Date	Date Submitted to Commerce
Review CDBG Contract to identify requirements:		
Fair Housing Month Proclamation-April:	April-25	April-25
Fair Housing Resolution and Publication:	January-25	January-25
Fair Housing Assessment:		
Display Fair Housing Information: (Identify Location)		
<input type="checkbox"/> Posters _____ <input type="checkbox"/> Fair Housing Resolution _____ <input type="checkbox"/> IFHA Accessibility Brochure _____		

SECTION 504 PROGRESS:	Completion Date	Date Submitted to Commerce
Review CDBG Contract to identify requirements		
Non-Discrimination Policy Adopted:		
504 Self-Evaluation / Update Completed:		
504 Transition Plan / Update Completed:		

LEP FOUR FACTOR ANALYSIS REVIEW:	Completion Date	Date Submitted to Commerce
Review CDBG Contract to identify requirements		
Four Factor Analysis and (if required) Language Access Plan		

ATTACHMENT A: GRANTEE DISBURSEMENT REPORT

Request for Funds this Period: \$84,241.00

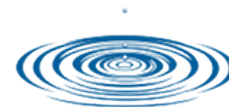
Paid to Date: \$ **129,707.00**

History of Requests for CDBG Funds.

Request For Funds: #7 [illegible]

Gem Gunite Pools, Inc.
PO Box 723
Nampa, ID 83653 US
joe@gemgunitepools.com

Invoice

**BILL TO**

Jacob Qualls and Edgar Romero
Garcia
City of Parma
305 N Third St
Parma, Idaho 83660 USA

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
4704	11/08/2025	\$84,241.50	11/20/2025	Due on receipt	

P.O. NUMBER

Commercial Pool Remodel

PMT METHOD

Check

ACTIVITY	QTY	RATE	AMOUNT
Commercial Pool:Pool Renovation City of Parma Pool Remodel Completion Final Payment Now Due	1	84,241.50	84,241.50

Remodel a 6,118 Sqft (Including Kiddie Pool) Surface Area
Gunite Pool @ \$139,929.00.

BALANCE DUE

\$84,241.50

*Gem Gunite Will Hydromill @ 40,000 PSI and Dispose of
Existing Plaster Finish.

Plaster removal has been discovered and determined that there
are multiple layers and an additional CHANGE ORDER has
been issued (see contract) @ \$28,554.00.

*Gem Gunite Will Remove and Replace Waterline Tile

*Gem Gunite Will Remove and Replace Lap Lane Tile, and
Kiddie Pool Mosaics.

*Gem Gunite Will Install New Quartz Plaster Finish

Total Cost of Pool - \$168,483.00

Invoice due upon receipt.