



City of Bellevue, Idaho

Common Council

Monday, January 22, 2024, 5:30 PM

115 E. Pine Street, Bellevue, Idaho 83313

AGENDA

**** Amended | January 18, 2024**

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/84106585790?pwd=ZWJjemVRbW5vcVhtY3ZqV0k3cDRtdz09>

Meeting ID: # 841 0658 5790

Passcode: # 848344

One tap mobile

+1-253-215-8782 US (Tacoma)

+1-346-248-7799 US (Houston)

Please Mute Your Call

Friendly Reminder: Please turn off all cell phones except for emergency personnel.

Finding That the regular meeting notice and agenda were posted in accordance with Idaho Code §74-204 within forty-eight (48) hours prior to the meeting at: the City of Bellevue City Hall, Post Office, on the City's website and e-mailed to the Idaho Mountain Express on **January 18, 2024**. (*Suggested Motion: I move that the notice for the January 22, 2024, regular meeting was completed in accordance with Idaho Code, Section §74-204.*)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE AGENDA** ACTION ITEM
4. **NOTICE OF AGENDA COMPLIANCE** ACTION ITEM
5. **CALL FOR CONFLICT** as Outlined in Idaho Code §74-404
6. **PUBLIC COMMENT** (for Items of Concern Not on the Agenda)
7. **UNFINISHED BUSINESS**
8. **PRESENTATIONS** – City of Bellevue, Fire Department: Chief Greg Beaver
 - a. Firefighter of the Year Award
 - b. Length of Service Award
9. **CONSENT AGENDA** ACTION ITEM
 - a. Common Council Meeting Minutes:
 - i. January 8, 2024, Regular Meeting Minutes
 - b. Approval of Claims: January 9, 2024, thru January 22, 2024
10. **NEW BUSINESS:**
 - a. Presentation and Acceptance of the City of Bellevue Financial Statements Year Ended September 2023: Dennis Brown, of Workman & Company ACTION ITEM
11. **** DISCUSSION, REVIEW, AND CONSIDERATION OF THE STATE OF IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY FUNDING APPLICATION FOR A DRINKING WATER PROJECT** ACTION ITEM(S)
 - a. **** (Revised Item a.) separated items and created a new 11 b.)** Consideration of Review and Execution of the State of Idaho Department of Environmental Quality Funding Application Documents (Including two (2) separate application documents): 1. State Revolving Fund (SRF) Loan and 2. Leading Idaho Funding

(LIF) Grant, **Coinciding with the Approval and Adoption of Resolution No. 5361**: Chris Johnson, Mayor, and Kristina Gillespie and Greg Dye, P.E., Merrick & Company: **ACTION ITEM**

- b. **** (New Item b.) separated this item from original item 11 a.)** Consideration of 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**: Chris Johnson, Mayor, and Kristina Gillespie and Greg Dye, P.E., Merrick & Company: Chris Johnson, Mayor, and Kristina Gillespie and Greg Dye, P.E., Merrick & Company: **ACTION ITEM**
- c. **** (Previous Item b.)** Consideration of Review and Approval of the State of Idaho Department of Environmental Quality Funding Application Narrative Document: Chris Johnson, Mayor, and Kristina Gillespie and Greg Dye, P.E., Merrick & Company: **ACTION ITEM**
- d. **** (Previous Item c.)** Consideration and Approval of Resolution 5361, A Resolution of the Common Council of the City of Bellevue, Idaho, Authorizing the Mayor to Sign All Applications, Funding Agreements, and Other Documents Relating to Drinking Water Improvements Project (Project): Chris Johnson, Mayor, and Kristina Gillespie and Greg Dye, P.E., Merrick & Company: **ACTION ITEM**
- e. **** (Previous Item d.)** Consideration and Approval of Resolution 5362, A Resolution of the Common Council of the City of Bellevue, Idaho, Authorizing the Mayor to Sign All Applications, Funding Agreements, and Other Documents Relating to the Lead Service Line Inventory Project (Project): Chris Johnson, Mayor, and Kristina Gillespie and Greg Dye, P.E., Merrick & Company: **ACTION ITEM**

12. **ADOURNMENT: ACTION ITEM**

/s/ Michelle K. Snarr
City Clerk, City of Bellevue

I, designated City Clerk for the City of Bellevue, Idaho, hereby certify that the regular meeting notice and agenda were posted in accordance with **Idaho Code §74-204** within forty-eight (48) hours prior to the meeting at: the City of Bellevue City Hall, Post Office, on the City of Bellevue Website (Located under Mayor and City Council /City Council Agendas and Munutes): <https://www.bellevueidaho.us/> and sent to the Idaho Mountain Express on **January 18, 2024**.

In compliance with the American with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Bellevue, 115 East Pine Street, Bellevue, Idaho 83313, or **phone number 208-788-2128 ext. 4, at least twenty-four (24) hours prior to the meeting.**

January 22, 2024, Regular City Council Meeting



Ciudad de Bellevue, Idaho
Consejo Común
Lunes, 22 de enero de 2024, 17:30 horas.
115 E. Pine Street, Bellevue, Idaho 83313

AGENDA

**** Modificado | 18 de enero de 2024**

ÚNASE A LA REUNIÓN DE ZOOM

<https://us02web.zoom.us/j/84106585790?pwd=ZWJjemVRbW5vcVhtY3ZqV0k3cDRtdz09>

ID de reunión: # 641 0658 5790

Código de acceso: # 848344

Móvil con un toque

+1-253-215-8782 EE. UU. (Tacoma)

+1-346-248-7799 EE. UU. (Houston)

Silencie su llamada

Recordatorio amistoso: apague todos los teléfonos celulares excepto los del personal de emergencia.

*Determinando que el aviso de la reunión regular y la agenda se publicaron de acuerdo con el Código de Idaho §74-204 dentro de las cuarenta y ocho (48) horas anteriores a la reunión en: el Ayuntamiento de la Ciudad de Bellevue, Oficina de Correos, en el sitio web de la Ciudad y en el correo electrónico, enviado por correo al Idaho Mountain Express el **18 de Enero de 2024**. (Moción sugerida: propongo que el aviso para la reunión ordinaria del 22 de Enero de 2024 se complete de acuerdo con el Código de Idaho, Sección §74-204).*

1. **LLAME PARA ORDENAR**
2. **PASAR LISTA**
3. **APROBACIÓN DEL ORDEN DEL DÍA** **ARTÍCULO DE ACCIÓN**
4. **AVISO DE CUMPLIMIENTO DE LA AGENDA** **ARTÍCULO DE ACCIÓN**
5. **LLAMADO A CONFLICTO** como se describe en el Código de Idaho §74-404 **ARTÍCULO DE ACCIÓN**
6. **COMENTARIO PÚBLICO** (para temas de preocupación que no están en la agenda)
7. **ASUNTOS INTERMINADOS** 8. **PRESENTACIÓN del** **ARTÍCULO DE ACCIÓN**
8. **PRESENTACIONES** – Ciudad de Bellevue, Departamento de Bomberos: Jefe Greg Beaver
 - a. Premio al bombero del año
 - b. Premio a la duración del servicio
9. **AGENDA DE CONSENTIMIENTO:** **ARTÍCULO DE ACCIÓN**
 - a. Acta de la reunión del Consejo Común:
 - i. 8 de Enero de 2024, Acta de la reunión ordinaria
 - b. Aprobación de Reclamaciones: 9 de Enero de 2024 al 22 de Enero de 2024
10. **NUEVOS NEGOCIOS:**
 - a. Presentación y aceptación de los estados financieros de la ciudad de Bellevue Año finalizado en Septiembre de 2023: Dennis Brown, de Workman & Company **ARTÍCULO DE ACCIÓN**
11. **** DISCUSIÓN, REVISIÓN Y CONSIDERACIÓN DE LA SOLICITUD DE FINANCIAMIENTO DEL DEPARTAMENTO DE CALIDAD AMBIENTAL DEL ESTADO DE IDAHO PARA UN PROYECTO DE AGUA POTABLE** **ARTÍCULO(S) DE ACCIÓN** **ARTÍCULO(S) DE ACCIÓN**
 - a. **** (Artículo Revisado a. – elementos separados y creado uno nuevo 11 b.)** Consideración de la revisión y ejecución de los documentos de solicitud de financiamiento del Departamento de Calidad Ambiental del Estado de Idaho (incluidos dos (2) documentos de solicitud separados): 1. Fondo rotatorio estatal (SRF)

Préstamo y 2. Subvención Leading Idaho Funding (LIF), coincidiendo con la aprobación y adopción de la Resolución No. 5361: Chris Johnson, alcalde, y Kristina Gillespie y Greg Dye, P.E., Merrick & Company:

ARTÍCULO DE ACCIÓN

- b. **** (Nuevo Punto b. – separó este punto del punto original 11 a.)** Consideración de la revisión y ejecución del documento de solicitud de financiamiento del Departamento de Calidad Ambiental del Estado de Idaho Préstamo de la Línea de Servicio Principal (LSL), coincidiendo con la adopción de la Resolución No. 5362: Chris Johnson, alcalde, y Kristina Gillespie y Greg Dye, P.E., Merrick & Company: Chris Johnson, alcalde, y Kristina Gillespie y Greg Dye, P.E., Merrick & Company: **ARTÍCULO DE ACCIÓN**
- c. **** (Artículo anterior b.)** Consideración de la revisión y aprobación del documento narrativo de solicitud de financiamiento del Departamento de Calidad Ambiental del Estado de Idaho: Chris Johnson, alcalde, y Kristina Gillespie y Greg Dye, P.E., Merrick & Company
- d. **** (Artículo Anterior c.)** Consideración y aprobación de la Resolución 5361, Resolución del Consejo Común de la Ciudad de Bellevue, Idaho, que autoriza al Alcalde a firmar todas las solicitudes, acuerdos de financiación y otros documentos relacionados con el Proyecto de Mejoras del Agua Potable (Proyecto): Chris Johnson, Alcalde, y Kristina Gillespie y Greg Dye, P.E., Merrick & Company: **ARTÍCULO DE ACCIÓN**
- e. **** (Artículo Anterior d.)** Consideración y aprobación de la Resolución 5362, Resolución del Consejo Común de la Ciudad de Bellevue, Idaho, que autoriza al alcalde a firmar todas las solicitudes, acuerdos de financiación y otros documentos relacionados con el inventario de la línea de servicios de plomo. Proyecto (Proyecto): Chris Johnson, alcalde, y Kristina Gillespie y Greg Dye, P.E., Merrick & Company: **ARTÍCULO DE ACCIÓN**

11. ADORNO ARTÍCULO DE ACCIÓN

/s/ Michelle K. Snarr
Secretario Municipal, Ciudad de Bellevue

Yo, Secretario Municipal designado para la Ciudad de Bellevue, Idaho, por la presente certifico que el aviso de la reunión regular y la agenda se publicaron de acuerdo con el Código de Idaho §74-204 dentro de las cuarenta y ocho (48) horas anteriores a la reunión en: la Ciudad de Ayuntamiento de Bellevue, oficina de correos y en el sitio web de la ciudad de Bellevue (ubicado bajo Alcalde y Concejo Municipal / Agendas y Munutes del Concejo Municipal): <https://www.bellevueidaho.us/> y enviado al Idaho Mountain Express el **1 de Enero de 2024**.

De conformidad con la Ley de Estadounidenses con Discapacidades, las personas que necesiten adaptaciones especiales durante esta reunión deben notificar a City Bellevue, 115 East Pine Street, Bellevue, Idaho 83313, o al número de teléfono 208-788-2128 ext. 4, al menos veinticuatro (24) horas antes de la reunión.

22 de Enero de 2024, Reunión Ordinaria del Concejo Municipal



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 8: Presentation of Awards
Presented by: Fire Chief Greg Beaver
Firefighter of the Year Award
Length of Service Award

Note:

Attachment(s): None



City of Bellevue

City of Bellevue
Regular Common Council Meeting Minutes
January 22, 2024

Agenda Item 9a: Approval of the Regular Council Meeting Minutes
January 08, 2023

Action Item: City Clerk

Note:

Suggested Motion: Move to Approve the “Consent Agenda” as: *amended, corrected or as presented*

Attachment(s): Draft Minutes from January 8, 2024 – **Will be emailed and added to the website as additional information tomorrow morning.**



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 9b: Approval of Claims
December 28, 2023 thru January 08, 2024

Action Item: Shelly Shoemaker, Treasurer

Note:

Suggested Motion: Move to Approve the “Consent Agenda” as: *amended, corrected, or as presented*

Attachment(s): Claims Payable by Account – January 9, 2024 thru January 22, 2024
Claims Payable by Class – January 9, 2024 thru January 22, 2024

City of Bellevue
CLAIMS PAYABLE
January 22, 2024 - Sorted by Account

Account	Date	Num	Vendor	Memo	Class	Amount	Acct Totals
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Admin	01 - Admin	\$ 35.70	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Library	01 - Admin	\$ 6.62	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Parks	04 - Parks	\$ 33.15	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Fire	05 - Fire	\$ 286.37	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Marshal	08 - Marshal	\$ 1,540.20	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Streets	10 - Streets	\$ 513.57	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Streets - snow	10 - Streets	\$ 18.10	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Council	11 - City Council	\$ 2.81	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Water	20 - Water	\$ 89.25	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Sewer	30 - Wastewater	\$ 24.23	
							\$ 2,550.00
51022 - Automobile Lease	01/22/2024	625869	The Bancorp Bank, N.A.	1/3 Chevy 5500 lease	10 - Streets	\$ 608.66	
51022 - Automobile Lease	01/22/2024	625869	The Bancorp Bank, N.A.	1/3 Chevy 5500 lease	20 - Water	\$ 608.66	
51022 - Automobile Lease	01/22/2024	625869	The Bancorp Bank, N.A.	1/3 Chevy 5500 lease	30 - Wastewater	\$ 608.66	
							\$ 1,825.98
51070 - Conjunctive Management	01/22/2024	1000 3905	McHugh Bromley Attorneys at Law PLLC	Representation in delivery calls & other water rights work - 12/01/23 - 12/19/23	20 - Water	\$ 2,441.90	
51070 - Conjunctive Management	01/22/2024	12/31/23	Wood River Resource Conservation & Dev.	2023 CIEF Contribution re IDWR Order May-4-22 Compliance payment for Bellevue Settlement	20 - Water	\$ 3,740.60	
51070 - Conjunctive Management	01/22/2024	12/31/23	Wood River Resource Conservation & Dev.	2023 SCIPES Infacture Contribution re IDWR Order May-4-22 Compliance payment for Bellevue Settle...	20 - Water	\$ 1,346.62	
							\$ 7,529.12
51073 - Contract Labor	01/22/2024	0124-017	Strahorn Partners	Strahorn Sub 11/27/23 to 12/25/23	03 - P & Z	\$ 1,475.00	
51073 - Contract Labor	01/22/2024	05003	Electric 1 West	Invoice 05003 - Hookup new RAS pump motor at WW Plant	30 - Wastewater	\$ 557.50	
							\$ 2,032.50
51080 - Dues & Memberships	01/22/2024	328224	Minert & Associates, Inc.	Annual Fee	01 - Admin	\$ 175.00	\$ 175.00
51110 - Fuel	01/22/2024	CL44090	United Oil	Card #8859953 #1	05 - Fire	\$ 358.28	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263953/Gaston	08 - Marshal	\$ 233.22	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263954/Shelamer	08 - Marshal	\$ 148.04	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263955/Thayer	08 - Marshal	\$ 139.98	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263956/Rawson	08 - Marshal	\$ 161.16	
51110 - Fuel	01/22/2024	CL44089	United Oil	Fuel - Streets - Card #26139 - MCGehee	10 - Streets	\$ 167.14	
51110 - Fuel	01/15/2024	075686/9	Valley Wide Cooperative	2 propane tanks	10 - Streets	\$ 129.98	
51110 - Fuel	01/22/2024	075294	Valley Wide Cooperative	Diesel	30 - Wastewater	\$ 34.39	
51110 - Fuel	01/22/2024	075177	Valley Wide Cooperative	Diesel	30 - Wastewater	\$ 36.54	
51110 - Fuel	01/22/2024	075072	Valley Wide Cooperative	Diesel	30 - Wastewater	\$ 38.24	
51110 - Fuel	01/22/2024	074830	Valley Wide Cooperative	Diesel	30 - Wastewater	\$ 35.24	
51110 - Fuel	01/22/2024	074980	Valley Wide Cooperative	Diesel	30 - Wastewater	\$ 35.99	
							\$ 1,518.20
51152 - LOT Street Maint Repairs Snow	01/15/2024	40107	Pappas, Stefan	Reso #23-29 - Contract - On Call Snow Plow Services - Approved CC Mtg. Oct. 10-2023 - Contract no...	10 - Streets	\$ 3,750.00	\$ 3,750.00
52010 - Office Supplies	01/22/2024	IVC0111366	Coast to Coast Solutions	5 pt. Star Shaped Sticker	08 - Marshal	\$ 350.00	
52010 - Office Supplies	01/22/2024	IVC0111366	Coast to Coast Solutions	Shipping	08 - Marshal	\$ 36.73	
							\$ 386.73
52020 - Internet Expense	01/22/2024		Cox Business Services	Internet & Telephone Usage	01 - Admin	\$ 346.97	
52020 - Internet Expense	01/22/2024	122223	Century Link	Internet Service - Wastewater Treatment Plant	30 - Wastewater	\$ 155.36	
							\$ 502.33
52050 - Professional Services	01/22/2024	0073150-IN	Digline Inc.	Monthly Fee	20 - Water	\$ 41.80	
52050 - Professional Services	01/22/2024	0073150-IN	Digline Inc.	Monthly Fee	30 - Wastewater	\$ 41.80	
							\$ 83.60
52055 - Prosecuting Attorney	01/22/2024		Allington, Frederick	Monthly Payment - January	01 - Admin	\$ 1,800.00	\$ 1,800.00
52080 - Small Tools & Equipment	01/22/2024	66222	Weidner & Associates	C & S Supply hydrant gate valve 2.5"	05 - Fire	\$ 366.77	\$ 366.77
52085 - Storage	01/22/2024	123123	South Valley Storage	Jan - Unit #F-13 - 1/2 Price	01 - Admin	\$ 63.00	\$ 63.00

City of Bellevue
CLAIMS PAYABLE
January 22, 2024 - Sorted by Account

52090 - Supplies - Non office	01/22/2024	IN1982077	Municipal Emergency Services	Metal badge	05 - Fire	\$	96.35		
52091 - Supplies - Non office	01/22/2024	E272771	Gem State Welders Supply Inc	Oxygen	10 - Streets	\$	97.56		
52092 - Supplies - Non office	01/22/2024	219561	Gem State Welders Supply Inc	Oxygen & Acetylene	10 - Streets	\$	9.61		
52093 - Supplies - Non office	01/22/2024	976060	Idaho Lumber	portable heater 125k BTU	10 - Streets	\$	239.99		
52094 - Supplies - Non office	01/08/2024	A724699	LL Green's Hardware	Fence staples for winter decorations	10 - Streets	\$	16.98		
52095 - Supplies - Non office	01/22/2024	174430	Napa Auto Parts	Hydraulic fluid	10 - Streets	\$	119.47		
52096 - Supplies - Non office	01/22/2024	202400100074	Thatcher Company	Chlorine Tables (1 pallet)	20 - Water	\$	4,406.71		
52097 - Supplies - Non office	01/22/2024	05003	Electric 1 West	Invoice 05003 - Hookup new RAS pump motor at WW Plant	30 - Wastewater	\$	155.04		
52098 - Supplies - Non office	01/22/2024	202400100074	Thatcher Company	Chlorine tablets (1 pallet)	30 - Wastewater	\$	4,406.71		
								\$	9,548.42
52100 - Telephone	01/22/2024		Cox Business Services	Telephone, Usage Chgs., Taxes, fees & Surcharges	01 - Admin	\$	909.90		
52100 - Telephone	01/22/2024	12282023	First Net	Clerk/Treasurer	01 - Admin	\$	50.18		
52100 - Telephone	01/22/2024	12282023	First Net	Marcy & Maria	01 - Admin	\$	100.36		
52100 - Telephone	01/22/2024	12282023	First Net	Alderman & Mayor	01 - Admin	\$	315.98		
52100 - Telephone	01/22/2024	12282023	First Net	Casey	01 - Admin	\$	62.14		
52100 - Telephone	01/22/2024	12282023	First Net	Ashley	03 - P & Z	\$	50.18		
52100 - Telephone	01/22/2024	12282023	First Net	Greg Beaver	05 - Fire	\$	50.18		
52100 - Telephone	01/22/2024	12282023	First Net	Kristin	07 - Library	\$	45.14		
52100 - Telephone	01/22/2024	12282023	First Net	Marshal & Deputy Marshal	08 - Marshal	\$	90.28		
52100 - Telephone	01/22/2024	12282023	First Net	Code Enforcement	08 - Marshal	\$	45.14		
52100 - Telephone	01/22/2024	12282023	First Net	1 Laptop - 208-309-3737	08 - Marshal	\$	40.04		
52100 - Telephone	01/22/2024	12282023	First Net	5 Laptop - 208-309-8876	08 - Marshal	\$	40.04		
52100 - Telephone	01/22/2024	12282023	First Net	City of Bellevue FN - 208-309-8877	08 - Marshal	\$	40.04		
52100 - Telephone	01/22/2024	12282023	First Net	3 Laptop - 208-309-8878	08 - Marshal	\$	40.04		
52100 - Telephone	01/22/2024	12282023	First Net	2 Laptop - 208-309-8879	08 - Marshal	\$	40.04		
52100 - Telephone	01/22/2024	12282023	First Net	Public Works phones	10 - Streets	\$	90.28		
52100 - Telephone	01/22/2024	12282023	First Net	Tater & on call phone	30 - Wastewater	\$	95.32		
								\$	2,105.28
52110 - Test Samples	01/22/2024	30232	Water Dynamics, LLC dba Magic Valley Labs	Drinking Water Samples	20 - Water	\$	473.00		
52110 - Test Samples	01/22/2024	125480	Go-Fer It Express Inc.	Sample deliveries to Magic Valley Labs - Dec	30 - Wastewater	\$	25.20		
								\$	498.20
52140 - Utilities	01/22/2024		Idaho Power	100 Slaughterhouse Gulch Rd. Pump House	20 - Water	\$	163.60		
52140 - Utilities	01/22/2024		Idaho Power	32 Muldoon Rd. - WTNK	20 - Water	\$	21.67		
52140 - Utilities	01/22/2024		Idaho Power	805 Chestnut St. - Pump	20 - Water	\$	84.48		
52140 - Utilities	01/22/2024		Idaho Power	90 1/2 Tendoy St. - Well	20 - Water	\$	28.65		
52140 - Utilities	01/22/2024		Idaho Power	90 Tendoy St Well	20 - Water	\$	277.56		
52140 - Utilities	01/22/2024		Idaho Power	Account Adjustment	20 - Water	\$	20.00		
								\$	595.96
52150 - Vehicle Maint & Repair	01/22/2024	A13009	DMV	Plate A13009 - 2014 Black Trailer	10 - Streets	\$	23.69		
52150 - Vehicle Maint & Repair	01/22/2024	173856	Napa Auto Parts	Wipers for both F250's Trucks 03 and 04	10 - Streets	\$	43.98		
								\$	67.67
56020 - Animal Impound	01/16/2024	6892	Mountain Humane	Animal Impound quarterly contract fee	08 - Marshal	\$	250.00	\$	250.00
58120 - Construction & Improvement	01/22/2024	0234079	Keller Associates, Inc.	Project Management - 12/3/23 to 12/30/23	30 - Wastewater	\$	725.00		
58120 - Construction & Improvement	01/22/2024	0234079	Keller Associates, Inc.	Permit Renewal Application - 12/3/23 to 12/30/23	30 - Wastewater	\$	2,644.35		
								\$	3,369.35
58150 - Equipment Lease	01/22/2024	Lease 3358382	Lease Servicing Center, Inc	2021 Ford F-150 Lease Pay - Approved at Dec-14-2020 CC Mtg	05 - Fire	\$	7,514.33		
58150 - Equipment Lease	01/22/2024	R03463/10	High Desert Bobcat - Twin Falls	Reso #23-30 - Rental - Bobcat Toolcat - 12/27/23 - 1/23/24 - contract not to exceed \$17,250.00 -...	10 - Streets	\$	1,000.00		
58150 - Equipment Lease	01/22/2024	5028109848	Wells Fargo Vendor Financial Services	Toolcat Installment	10 - Streets	\$	552.81		
58150 - Equipment Lease	01/22/2024	R03463/20	High Desert Bobcat - Twin Falls	Reso #23-30 - Rental - Bobcat Toolcat - 12/27/23 - 1/23/24 - contract not to exceed \$17,250.00 -...	20 - Water	\$	1,000.00		
58150 - Equipment Lease	01/22/2024	5028109848	Wells Fargo Vendor Financial Services	Toolcat Installment	20 - Water	\$	138.20		
58150 - Equipment Lease	01/22/2024	R03463/30	High Desert Bobcat - Twin Falls	Reso #23-30 - Rental - Bobcat Toolcat - 12/27/23 - 1/23/24 - contract not to exceed \$17,250.00 -...	30 - Wastewater	\$	1,000.00		
58150 - Equipment Lease	01/22/2024	5028109848	Wells Fargo Vendor Financial Services	Toolcat Installment	30 - Wastewater	\$	138.20		
								\$	11,343.54
58190 - Real Property Lease Exp	01/15/2024		Gardner, Robert	Rent 109 Cedar	09 - B & G	\$	125.00	\$	125.00

City of Bellevue
CLAIMS PAYABLE
January 22, 2024 - Sorted by Account

58230 - Safety Equipment	01/22/2024	12542274	Fire Services of Idaho	Fire Extinguisher Covers- F250 Trucks	10 - Streets	\$	56.00		
58230 - Safety Equipment	01/22/2024	188856TP	Northwest Equipment Sales, Inc.	Invoice 188856TP - Strobe	10 - Streets	\$	220.33		
58230 - Safety Equipment	01/22/2024	4635-388641	O'Reilly Automotive, Inc.	Accessory plug to wire strobe light on F5500 truck	10 - Streets	\$	9.99		
								\$	286.32
58240 - Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR9001, IBR6007, IBR6002, IBR6006, IBR6004, IBR6005, IBR6001, IBR6003	20 - Water	\$	172.16		
58240 - Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR600 8-3A	20 - Water	\$	43.04		
58240 - Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR600 8-3	20 - Water	\$	43.04		
58240 - Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR9001, IBR6007, IBR6002, IBR6006, IBR6004, IBR6005, IBR6001, IBR6003	30 - Wastewater	\$	172.16	\$	430.40
							TOTAL PAYABLES \$	51,203.37	
								\$	51,203.37

City of Bellevue
CLAIMS PAYABLE
January 22, 2024 - Sorted by Class

Account	Date	Num	Vendor	Memo	Class	Amount	
52055 - Prosecuting Attorney	01/22/2024		Allington, Frederick	Monthly Payment - January	01 - Admin	\$ 1,800.00	
52020 - Internet Expense	01/22/2024		Cox Business Services	Internet & Telephone Usage	01 - Admin	\$ 346.97	
52100 - Telephone	01/22/2024		Cox Business Services	Telephone, Usage Chgs., Taxes, fees & Surcharges	01 - Admin	\$ 909.90	
52100 - Telephone	01/22/2024	12282023	First Net	Clerk/Treasurer	01 - Admin	\$ 50.18	
52100 - Telephone	01/22/2024	12282023	First Net	Marcy & Maria	01 - Admin	\$ 100.36	
52100 - Telephone	01/22/2024	12282023	First Net	Alderman & Mayor	01 - Admin	\$ 315.98	
52100 - Telephone	01/22/2024	12282023	First Net	Casey	01 - Admin	\$ 62.14	
51080 - Dues & Memberships	01/22/2024	328224	Minert & Associates, Inc.	Annual Fee	01 - Admin	\$ 175.00	
52085 - Storage	01/22/2024	123123	South Valley Storage	Jan - Unit #F-13 - 1/2 Price	01 - Admin	\$ 63.00	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Admin	01 - Admin	\$ 35.70	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Library	01 - Admin	\$ 6.62	
							\$ 3,865.85
58190 - Real Property Lease Exp	01/15/2024		Gardner, Robert	Rent 109 Cedar	09 - B & G	\$ 125.00	\$ 125.00
52100 - Telephone	01/22/2024	12282023	First Net	Ashley	03 - P & Z	\$ 50.18	
51073 - Contract Labor	01/22/2024	0124-017	Strahorn Partners	Strahorn Sub 11/27/23 to 12/25/23	03 - P & Z	\$ 1,475.00	
							\$ 1,525.18
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Parks	04 - Parks	\$ 33.15	\$ 33.15
52100 - Telephone	01/22/2024	12282023	First Net	Greg Beaver	05 - Fire	\$ 50.18	
58150 - Equipment Lease	01/22/2024	Lease 3358382	Lease Servicing Center, Inc	2021 Ford F-150 Lease Pay - Approved at Dec-14-2020 CC Mtg	05 - Fire	\$ 7,514.33	
52090 - Supplies - Non office	01/22/2024	IN1982077	Municipal Emergency Services	Metal badge	05 - Fire	\$ 96.35	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Fire	05 - Fire	\$ 286.37	
51110 - Fuel	01/22/2024	CL44090	United Oil	Card #8859953 #1	05 - Fire	\$ 358.28	
52080 - Small Tools & Equipment	01/22/2024	66222	Weidner & Associates	C & S Supply hydrant gate valve 2.5"	05 - Fire	\$ 366.77	
							\$ 8,672.28
52100 - Telephone	01/22/2024	12282023	First Net	Kristin	07 - Library	\$ 45.14	\$ 45.14
52010 - Office Supplies	01/22/2024	IVC0111366	Coast to Coast Solutions	5 pt. Star Shaped Sticker	08 - Marshal	\$ 350.00	
52010 - Office Supplies	01/22/2024	IVC0111366	Coast to Coast Solutions	Shipping	08 - Marshal	\$ 36.73	
52100 - Telephone	01/22/2024	12282023	First Net	Marshal & Deputy Marshal	08 - Marshal	\$ 90.28	
52100 - Telephone	01/22/2024	12282023	First Net	Code Enforcement	08 - Marshal	\$ 45.14	
52100 - Telephone	01/22/2024	12282023	First Net	1 Laptop - 208-309-3737	08 - Marshal	\$ 40.04	
52100 - Telephone	01/22/2024	12282023	First Net	5 Laptop - 208-309-8876	08 - Marshal	\$ 40.04	
52100 - Telephone	01/22/2024	12282023	First Net	City of Bellevue FN - 208-309-8877	08 - Marshal	\$ 40.04	
52100 - Telephone	01/22/2024	12282023	First Net	3 Laptop - 208-309-8878	08 - Marshal	\$ 40.04	
52100 - Telephone	01/22/2024	12282023	First Net	2 Laptop - 208-309-8879	08 - Marshal	\$ 40.04	
56020 - Animal Impound	01/16/2024	6892	Mountain Humane	Animal Impound quarterly contract fee	08 - Marshal	\$ 250.00	
50015 - Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Marshal	08 - Marshal	\$ 1,540.20	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263953/Gaston	08 - Marshal	\$ 233.22	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263954/Shelamer	08 - Marshal	\$ 148.04	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263955/Thayer	08 - Marshal	\$ 139.98	
51110 - Fuel	01/22/2024	CL44088	United Oil	Card #263956/Rawson	08 - Marshal	\$ 161.16	
							\$ 3,194.95
52150 - Vehicle Maint & Repair	01/22/2024	A13009	DMV	Plate A13009 - 2014 Black Trailer	10 - Streets	\$ 23.69	
58230 - Safety Equipment	01/22/2024	12542274	Fire Services of Idaho	Fire Extinguisher Covers- F250 Trucks	10 - Streets	\$ 56.00	
52100 - Telephone	01/22/2024	12282023	First Net	Public Works phones	10 - Streets	\$ 90.28	
52091 - Supplies - Non office	01/22/2024	E272771	Gem State Welders Supply Inc	Oxygen	10 - Streets	\$ 97.56	
52092 - Supplies - Non office	01/22/2024	219561	Gem State Welders Supply Inc	Oxygen & Acetylene	10 - Streets	\$ 9.61	
58150 - Equipment Lease	01/22/2024	R03463/10	High Desert Bobcat - Twin Falls	Reso #23-30 - Rental - Bobcat Toolcat - 12/27/23 - 1/23/24 - contract not to exceed \$17,250.00 -...	10 - Streets	\$ 1,000.00	
52093 - Supplies - Non office	01/22/2024	976060	Idaho Lumber	portable heater 125k BTU	10 - Streets	\$ 239.99	
52094 - Supplies - Non office	01/08/2024	A724699	LL Green's Hardware	Fence staples for winter decorations	10 - Streets	\$ 16.98	
52095 - Supplies - Non office	01/22/2024	174430	Napa Auto Parts	Hydraulic fluid	10 - Streets	\$ 119.47	
52150 - Vehicle Maint & Repair	01/22/2024	173856	Napa Auto Parts	Wipers for both F250's Trucks 03 and 04	10 - Streets	\$ 43.98	
58230 - Safety Equipment	01/22/2024	188856TP	Northwest Equipment Sales, Inc.	Invoice 188856TP - Strobe	10 - Streets	\$ 220.33	
58230 - Safety Equipment	01/22/2024	4635-388641	O'Reilly Automotive, Inc.	Accessory plug to wire strobe light on F5500 truck	10 - Streets	\$ 9.99	
51152 - LOT Street Maint Repairs Snow	01/15/2024	40107	Pappas, Stefan	Reso #23-29 - Contract - On Call Snow Plow Services - Approved CC Mtg. Oct.10-2023 - Contract no...	10 - Streets	\$ 3,750.00	

City of Bellevue
CLAIMS PAYABLE
January 22, 2024 - Sorted by Class

50015 · Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Streets	10 - Streets	\$	513.57	
50015 · Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Streets - snow	10 - Streets	\$	18.10	
51022 · Automobile Lease	01/22/2024	625869	The Bancorp Bank, N.A.	1/3 Chevy 5500 lease	10 - Streets	\$	608.66	
51110 · Fuel	01/22/2024	CL44089	United Oil	Fuel - Streets - Card #26139 - MCGehee	10 - Streets	\$	167.14	
51110 · Fuel	01/15/2024	075686/9	Valley Wide Cooperative	2 propane tanks	10 - Streets	\$	129.98	
58150 · Equipment Lease	01/22/2024	5028109848	Wells Fargo Vendor Financial Services	Toolcat Installment	10 - Streets	\$	552.81	
							\$	7,668.14
50015 · Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Council	11 - City Council	\$	2.81	\$ 2.81
52050 · Professional Services	01/22/2024	0073150-IN	Digline Inc.	Monthly Fee	20 - Water	\$	41.80	
58240 · Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR9001, IBR6007, IBR6002, IBR6006, IBR6004, IBR6005, IBR6001, IBR6003	20 - Water	\$	172.16	
58240 · Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR600 8-3A	20 - Water	\$	43.04	
58240 · Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR600 8-3	20 - Water	\$	43.04	
58150 · Equipment Lease	01/22/2024	R03463/20	High Desert Bobcat - Twin Falls	Reso #23-30 - Rental - Bobcat Toolcat - 12/27/23 - 1/23/24 - contract not to exceed \$17,250.00 -...	20 - Water	\$	1,000.00	
52140 · Utilities	01/22/2024		Idaho Power	100 Slaughterhouse Gulch Rd. Pump House	20 - Water	\$	163.60	
52140 · Utilities	01/22/2024		Idaho Power	32 Muldoon Rd. - WTNK	20 - Water	\$	21.67	
52140 · Utilities	01/22/2024		Idaho Power	805 Chestnut St. - Pump	20 - Water	\$	84.48	
52140 · Utilities	01/22/2024		Idaho Power	90 1/2 Tendoy St. - Well	20 - Water	\$	28.65	
52140 · Utilities	01/22/2024		Idaho Power	90 Tendoy St Well	20 - Water	\$	277.56	
52140 · Utilities	01/22/2024		Idaho Power	Account Adjustment	20 - Water	\$	20.00	
51070 · Conjunctive Management	01/22/2024	1000 3905	McHugh Bromley Attorneys at Law PLLC	Representation in delivery calls & other water rights work - 12/01/23 - 12/19/23	20 - Water	\$	2,441.90	
50015 · Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Water	20 - Water	\$	89.25	
52096 · Supplies - Non office	01/22/2024	202400100074	Thatcher Company	Chlorine Tables (1 pallet)	20 - Water	\$	4,406.71	
51022 · Automobile Lease	01/22/2024	625869	The Bancorp Bank, N.A.	1/3 Chevy 5500 lease	20 - Water	\$	608.66	
52110 · Test Samples	01/22/2024	30232	Water Dynamics, LLC dba Magic Valley Labs	Drinking Water Samples	20 - Water	\$	473.00	
58150 · Equipment Lease	01/22/2024	5028109848	Wells Fargo Vendor Financial Services	Toolcat Installment	20 - Water	\$	138.20	
51070 · Conjunctive Management	01/22/2024	12/31/23	Wood River Resource Conservation & Dev.	2023 CIEF Contribution re IDWR Order May-4-22 Compliance payment for Bellevue Settlement	20 - Water	\$	3,740.60	
51070 · Conjunctive Management	01/22/2024	12/31/23	Wood River Resource Conservation & Dev.	2023 SCIPES Infacture Contribution re IDWR Order May-4-22 Compliance payment for Bellevue Settle...	20 - Water	\$	1,346.62	\$ 15,140.94
52020 · Internet Expense	01/22/2024	122223	Century Link	Internet Service - Wastewater Treatment Plant	30 - Wastewater	\$	155.36	
52050 · Professional Services	01/22/2024	0073150-IN	Digline Inc.	Monthly Fee	30 - Wastewater	\$	41.80	
51073 · Contract Labor	01/22/2024	05003	Electric 1 West	Invoice 05003 - Hookup new RAS pump motor at WW Plant	30 - Wastewater	\$	557.50	
52097 · Supplies - Non office	01/22/2024	05003	Electric 1 West	Invoice 05003 - Hookup new RAS pump motor at WW Plant	30 - Wastewater	\$	155.04	
52100 · Telephone	01/22/2024	12282023	First Net	Tater & on call phone	30 - Wastewater	\$	95.32	
58240 · Scada Maintenance & Repairs	01/22/2024	12282023	First Net	IBR9001, IBR6007, IBR6002, IBR6006, IBR6004, IBR6005, IBR6001, IBR6003	30 - Wastewater	\$	172.16	
52110 · Test Samples	01/22/2024	125480	Go-Fer It Express Inc.	Sample deliveries to Magic Valley Labs - Dec	30 - Wastewater	\$	25.20	
58150 · Equipment Lease	01/22/2024	R03463/30	High Desert Bobcat - Twin Falls	Reso #23-30 - Rental - Bobcat Toolcat - 12/27/23 - 1/23/24 - contract not to exceed \$17,250.00 -...	30 - Wastewater	\$	1,000.00	
58120 · Construction & Improvement	01/22/2024	0234079	Keller Associates, Inc.	Project Management - 12/3/23 to 12/30/23	30 - Wastewater	\$	725.00	
58120 · Construction & Improvement	01/22/2024	0234079	Keller Associates, Inc.	Permit Renewal Application - 12/3/23 to 12/30/23	30 - Wastewater	\$	2,644.35	
50015 · Workers Comp Insurance	01/22/2024	28222473	State Insurance Fund	Sewer	30 - Wastewater	\$	24.23	
52098 · Supplies - Non office	01/22/2024	202400100074	Thatcher Company	Chlorine tablets (1 pallet)	30 - Wastewater	\$	4,406.71	
51022 · Automobile Lease	01/22/2024	625869	The Bancorp Bank, N.A.	1/3 Chevy 5500 lease	30 - Wastewater	\$	608.66	
51110 · Fuel	01/22/2024	075294	Valley Wide Cooperative	Diesel	30 - Wastewater	\$	34.39	
51110 · Fuel	01/22/2024	075177	Valley Wide Cooperative	Diesel	30 - Wastewater	\$	36.54	
51110 · Fuel	01/22/2024	075072	Valley Wide Cooperative	Diesel	30 - Wastewater	\$	38.24	
51110 · Fuel	01/22/2024	074830	Valley Wide Cooperative	Diesel	30 - Wastewater	\$	35.24	
51110 · Fuel	01/22/2024	074980	Valley Wide Cooperative	Diesel	30 - Wastewater	\$	35.99	
58150 · Equipment Lease	01/22/2024	5028109848	Wells Fargo Vendor Financial Services	Toolcat Installment	30 - Wastewater	\$	138.20	
							\$	10,929.93
TOTAL PAYABLES						\$	51,203.37	\$ 51,203.37



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 10a: NEW BUSINESS:

Presentation and Acceptance of the City of Bellevue Financial
Statements Year Ended September 2023

Action Item: City Treasurer, Shelly Shoemaker

Note:

Suggested Motion: Move to Accept the City of Bellevue Financial Statements for the
Year Ending September 2023, as presented by Workman &
Company

Attachment(s): Fiscal Year Ending September 2023, Financial Statements

CITY OF BELLEVUE, IDAHO

Financial Statements

Year Ended September 30, 2023

CITY OF BELLEVUE, IDAHO
Financial Statements
For the year ended September 30, 2023

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WORKMAN & COMPANY

Office of
Accounting

2190 Village Park Avenue, Suite 300 • Twin Falls, ID 83301 • 208.733.1161 • Fax: 208.733.6100

INDEPENDENT AUDITOR'S REPORT

November 14, 2023

To the City Council
City of Bellevue, Idaho
Bellevue, Idaho

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and the aggregate discretely presented component unit of the City of Bellevue, Idaho, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City of Bellevue, Idaho's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and the aggregate discretely presented component unit of the City of Bellevue, Idaho, as of September 30, 2023, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Bellevue, Idaho, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Bellevue, Idaho's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

Report Continued—

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Bellevue, Idaho's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Bellevue, Idaho's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planning scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and post-employment information on pages 3–11 and 34 and 35 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Bellevue, Idaho's basic financial statements. The long-term debt payment schedule on pages 36 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The long-term debt payment schedule is the responsibility of management and is derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 14, 2023, on our consideration of the City of Bellevue, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Workman & Company

Certified Public Accountants
Twin Falls, Idaho

website:bellevueidaho.us



CITY OF BELLEVUE

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CITY OF BELLEVUE, IDAHO MANAGEMENT DISCUSSION AND ANALYSIS FOR THE YEAR ENDED SEPTEMBER 30, 2023

The City of Bellevue, Idaho's general purpose external financial statements are presented in this report. The components of the general purpose external financial statements include:

- Management's Discussion and Analysis (MD&A)
- Basic Financial Statements
- Other Required Supplementary Information (RSI).

FINANCIAL HIGHLIGHTS

- The total of all fund assets of the City of Bellevue exceeded liabilities at the close of the most recent fiscal year by \$ 11,891,297. Of that amount, \$ 1,947,218 (unrestricted net position) may be used to meet future obligations and programs.
- General Fund Revenues were \$1,960,573 and expenditures were \$2,243,270.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City of Bellevue's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

Government-wide financial statements provide both long-term and short-term information about the City's overall financial condition. Changes in the City's financial position may be measured over time by increases and decreases in the Statement of Net Position. Information on how the City's net position changed during the fiscal year is presented in the Statement of Activities.

Fund Financial Statements

Fund financial statements focus on individual parts of the City, reporting the City's operations in more detail than the government-wide financial statements. Fund financial statements include the statements for governmental and proprietary funds. Financial statements for the City's component unit are also presented.

Component Unit

The City has one discretely reported component unit. The Bellevue Urban Renewal Agency is reported separately from the City's Government-wide Financial Statements. This Agency is created to improve property within the City through property tax revenues. (See Footnote 1 of the Financials)

CITY OF BELLEVUE, IDAHO MANAGEMENT DISCUSSION AND ANALYSIS

Continued...

Table 1: Major Features of the Basic Financial Statements

	Government-wide Financial Statements	Fund Financial Statements	
		<u>Governmental Funds</u>	<u>Proprietary Funds</u>
Scope	Entire City government and the City's component unit.	Activities of the City that are not proprietary.	Activities of the City that are operated similar to private businesses
Required financial statements	* Statement of net position * Statement of activities	* Balance sheet * Statement of revenues, expenditures, and changes in fund balances	* Statement of net assets * Statement of revenues, expenses, and changes in net position * Statement of cash flows
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of asset/liability Information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets	All assets and liabilities, both financial and capital, and short-term and long-term
Type of inflow/outflow information	All revenues and expenses during the year, regardless of when cash is received or paid	* Revenues for which cash is received during or soon after the end of the year * Expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid.

Notes to the Financial Statements

Notes to the financial statements provide additional information that is essential to the full understanding of the data provided in the government-wide and fund financial statements.

Refer to Note 1 of the financial statements for more detailed information on the elements of the financial statements. Table 1 above summarizes the major features of the basic financial statements.

CONDENSED FINANCIAL INFORMATION

Condensed Statement of Net Position

The largest component (\$ 9,562,818) of the City's net position reflects its investment in capital assets (e.g. land, infrastructure, buildings, equipment, and others), less any related debt outstanding that was needed to acquire or construct the assets. The City uses these capital assets to provide services to the citizens and businesses in the City; consequently, these net assets are not eligible for future spending. Restricted net position total \$ 381,261. Restricted net position represents resources that are subject to external restrictions, constitutional provisions, debt service requirements, or enabling legislation on how they can be used.

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

The remaining portion of net assets is unrestricted, which can be used to finance government operation.

Table 2 below presents the City's condensed statement of net position as of September 30, 2023, derived from the government-wide Statement of Net Position.

**Table 2: Condensed Statement of Net Position
As of September 30, 2023**

	Governmental Activities	Business- type Activities	Total Primary Government	Component Unit - Urban Renewal Agency
Current and other assets	\$ 765,265	\$ 2,320,082	\$ 3,085,347	\$ 478,320
Capital assets	1,515,796	10,902,427	12,418,223	
Total Assets	2,281,061	13,222,509	15,503,570	478,320
Deferred Outflows	312,596	0	312,596	0
Current Liabilities	209,080	356,746	565,826	718
Long-term liabilities	972,037	2,387,006	3,359,043	
Total Liabilities	1,181,117	2,743,752	3,924,869	718
Deferred Inflows	0	0	0	0
Net position:				
Invested in capital assets				
net of related debt	1,403,728	8,159,090	9,562,818	
Restricted		381,261	381,261	477,602
Unrestricted	8,812	1,938,406	1,947,218	
Total Net Position	\$ 1,412,540	\$ 10,478,757	\$ 11,891,297	\$ 477,602

Condensed Statement of Activities

Table 3 below presents the City's condensed statement of activities for the fiscal year ended September 30, 2023, as derived from the government-wide Statement of Activities. Over time, increases and decreases in net assets measure whether the City's financial position is improving or deteriorating. During the fiscal year, the net position of the governmental activities decreased by \$ 471,911 or -2.504% percent, and the net position of the business-type activities increased by \$613,045 or 3.25%.

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

**Table 3: Condensed Statement of Activities
As of September 30, 2023**

	Governmental Activities	Business- type Activities	Total Primary Government	Urban Renewal Agency
Revenue:				
Program revenues				
Charges for services	\$ 136,931	\$ 1,648,786	\$ 1,785,717	\$
Capital grants /contributions	2,935	97,676	100,611	
Total program revenues	<u>139,866</u>	<u>1,746,462</u>	<u>1,886,328</u>	<u>0</u>
General revenues				
Taxes	870,191		870,191	104,301
Franchise, licenses, permits	121,239		121,239	
State shared revenues	534,104		534,104	
Interest	22,892	68,950	91,842	16,369
Other revenues and Transfers	142,816	93,726	236,542	
Total general revenues	<u>1,691,242</u>	<u>162,676</u>	<u>1,853,918</u>	<u>120,670</u>
Total revenues	<u>1,831,108</u>	<u>1,909,138</u>	<u>3,740,246</u>	<u>120,670</u>
Program expenses:				
Administrative	427,061		427,061	7,687
Planning and Zoning	221,677		221,677	
Parks and recreation	59,907		59,907	
Fire	203,993		203,993	
Library	74,039		74,039	
Marshall	836,862		836,862	
Building and grounds	44,288		44,288	
Streets	427,075		427,075	
Shop	1,397		1,397	
Wastewater		750,007	750,007	
Water		453,969	453,969	
Interest, long-term debt	6,720	92,117	98,837	
Total program expenses	<u>2,303,019</u>	<u>1,296,093</u>	<u>3,599,112</u>	<u>7,687</u>
Change in net assets	<u>(471,911)</u>	<u>613,045</u>	<u>141,134</u>	<u>112,983</u>
Beginning net assets	1,884,451	9,865,712	11,750,163	364,619
Ending net assets	<u>\$ 1,412,540</u>	<u>\$ 10,478,757</u>	<u>\$ 11,891,297</u>	<u>\$ 477,602</u>

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

Program Expenses and Revenues for Governmental Activities

Table 4 below presents program expenses and revenues for governmental activities. Overall, program revenues were not sufficient to cover program expenses for governmental activities. The net program expenses of these governmental activities were therefore supported by general revenues, mainly taxes.

**Table 4: Program Expenses and Revenues
for Government Activities
For the Fiscal Year Ended September 30, 2023**

	Program Expenses	Program Revenues	Net Expense (Revenues) (a)
Administrative	\$ 427,061	\$ 300	\$ (426,761)
Planning and Zoning	221,677	118,560	(103,117)
Parks and Recreation	59,907		(59,907)
Fire	203,993		(203,993)
Library	74,039	6,345	(67,694)
Marshall	836,862		(836,862)
Building and Grounds	44,288		(44,288)
Streets	427,075	14,661	(412,414)
Shop	1,397		(1,397)
Interest	6,720		(6,720)
Totals	\$ <u>2,303,019</u>	\$ <u>139,866</u>	\$ <u>(2,163,153)</u>

(a) Net Program Expenses are mainly supported by taxes and state shared revenues.

Program Expenses and Revenues for Business-type Activities

Table 5 below presents program expenses and revenues for business-type activities. Program revenues generated from business-type activities were sufficient to cover program expenses.

**Table 5: Program Expenses and Revenues
for Business-type Activities
For the Fiscal Year Ended September 30, 2023**

City Programs	Program Expenses	Program Revenues	Net Program (Expenses) Revenues
Water	\$ 453,969	\$ 516,640	\$ 62,671
Wastewater	750,007	1,229,822	479,815
Interest on long-term debt	92,117		(92,117)
Totals	\$ <u>1,296,093</u>	\$ <u>1,746,462</u>	\$ <u>450,369</u>

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

The City of Bellevue, Idaho adopts an annual budget. A budgetary comparison statement of Governmental Funds is provided below. In total, any negative variances are insignificant.

**Table 6: Analysis of Significant Budget Variances
for Government Activities
For the Fiscal Year Ended September 30, 2023**

	Final Budget	Actual	Variances
Revenues:			
Taxes (including penalties/interest)	\$ 844,951	\$ 870,191	\$ 25,240
Franchises, licenses, permits	96,000	121,239	25,239
State of Idaho	523,597	534,104	10,507
Fees, Charges for Services	307,850	330,930	23,080
Other	100,050	104,109	4,059
Totals	<u>1,872,448</u>	<u>1,960,573</u>	<u>88,125</u>
Expenditures:			
Administrative	486,907	426,002	60,905
Planning and Zoning	361,307	220,563	140,744
Parks and Recreation	49,991	47,777	2,214
Fire	242,680	196,636	46,044
Library	77,705	72,832	4,873
Marshall	797,971	826,559	(28,588)
Building and Grounds	44,150	40,788	3,362
Streets	500,217	408,613	91,604
Shop			0
Capital Expenditures	5,000	3,500	1,500
Totals	<u>2,565,928</u>	<u>2,243,270</u>	<u>322,658</u>
Excess (Deficiency)	\$ <u>(693,480)</u>	\$ <u>(282,697)</u>	\$ <u>410,783</u>

BUDGET VARIANCES IN THE GENERAL FUND

The changes made to the budget format have moved the City into compliance with the budget standards developed by the Government Finance Officers of America (GFOA). An analysis of budget variances this year shows that more assets were budgeted for expenditure than were expended during the current operating cycle.

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

**Table 7: Comparison of Statement of Net Position
As of September 30, 2023 and 2022**

	2023	2022	Percentage Change
Current Assets	\$ 3,085,347	\$ 3,137,341	-1.6573%
Capital Assets	12,418,223	12,455,562	-0.2998%
Total Assets	15,503,570	15,592,903	-0.5729%
Deferred Outflows of Resources	312,596	511,482	-38.8843%
Current Liabilities	565,826	465,999	21.4221%
Long Term Liabilities	3,359,043	3,883,685	-13.5089%
Total Liabilities	3,924,869	4,349,684	-9.7666%
Deferred Inflows of Resources	0	4,538	-100.0000%
Net Position:			
Invested in Capital Assets net of related debt	9,562,818	9,249,959	3.3823%
Restricted	381,261	449,990	-15.2735%
Unrestricted	1,947,218	2,050,214	-5.0237%
Total Net Position	\$ 11,891,297	\$ 11,750,163	1.2011%

OVERALL ANALYSIS

Financial highlights for the City as a whole during the fiscal year ended September 30, 2023, show the assets of the City exceeded its liabilities (net position) at the close to the fiscal year by \$ 11,891,297 (for governmental activities \$ 1,412,540 and for the business-type activities \$ 10,478,757). Additionally, the City's total net position increased during the year by \$ 141,134. This amount is due to the water funds net income of \$ 131,487, wastewater funds net income of \$ 481,558 and general fund net income (loss) of \$(471,911).

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

**Table 8: Changes in Fixed Assets
for All Funds
For the Fiscal Year Ended September 30, 2023**

	Beginning Balance	Additions	Deletions	Ending Balance
Land and Infrastructure	\$ 4,568,761			\$ 4,568,761
Buildings and Improvements	18,023,463	1,061,435		19,084,898
Vehicles and Equipment	1,552,163	70,000	(49,252)	1,572,911
Construction in Progress	753,159	97,924	(753,159)	97,924
Totals	<u>24,897,546</u>	<u>1,229,359</u>	<u>(802,411)</u>	<u>25,324,494</u>
Accumulated Depreciation	<u>(12,441,984)</u>	<u>(513,539)</u>	<u>49,252</u>	<u>(12,906,271)</u>
Net Book Value	<u>\$ 12,455,562</u>			<u>\$ 12,418,223</u>

CAPITAL ASSET AND LONG-TERM, ACTIVITY

Capital Asset Activity

At September 30, 2023, the City reported \$1,515,796 in capital assets for governmental activities and \$10,902,427 in capital assets for business-type activities.

Long-term Debt Activity

See Note 4 of the financial statements for information on the City's long-term debt.

FUNDS ANALYSIS

Funds that experienced significant changes during the year are as follows:

Governmental funds

As of the close of the fiscal year, the City's governmental funds reported a combined ending fund balance of \$ 589,742. The fund balance decreased \$282,697 during the fiscal year. The decrease is the result of \$1,960,573 of revenues, reduced by \$2,243,270 of expenditures. The decrease in fund balance follows a fund balance increase of \$ 61,689 in FY 2022. The trends in the City's governmental fund results from a continuation of fiscal policies designed to limit spending and preserve and strengthen the City's financial position during uncertain economic times. This ongoing accomplishment is due to the commitment and determination of the City Council and staff to make prudent financial decisions while also seeking to preserve levels of service to the community by continually pursuing and implementing cost savings and efficiencies in operations.

**CITY OF BELLEVUE, IDAHO
MANAGEMENT DISCUSSION AND ANALYSIS**

Continued...

REQUESTS FOR INFORMATION

Requests for information regarding City finances should be directed to:

Shelly Shoemaker
City Treasurer
City of Bellevue, Idaho
P.O. Box 825
Bellevue, Idaho, 83313
Telephone: (208) 788-2128x2

CITY OF BELLEVUE, IDAHO
Statement of Net Position
at September 30, 2023

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total Primary Government</u>	<u>Component Unit Urban Renewal Agency</u>
<u>ASSETS</u>				
Cash and Deposits	\$ 614,892	\$ 1,811,100	\$ 2,425,992	
Accounts Receivable		127,721	127,721	
Taxes Receivable	9,568		9,568	
Due From Other Governments	140,805		140,805	
Restricted and Assigned Cash		381,261	381,261	\$ 478,320
Due From Other Funds			0	
Totals	<u>765,265</u>	<u>2,320,082</u>	<u>3,085,347</u>	<u>478,320</u>
Capital Assets:				
Land	717,340		717,340	
Infrastructure	3,851,421		3,851,421	
Buildings and Improvements	764,948	18,417,874	19,182,822	
Equipment and Vehicles	1,095,506	477,405	1,572,911	
Accumulated Deprecation	(4,913,419)	(7,992,852)	(12,906,271)	
Total Capital Assets	<u>1,515,796</u>	<u>10,902,427</u>	<u>12,418,223</u>	<u>0</u>
Total Assets	<u>2,281,061</u>	<u>13,222,509</u>	<u>15,503,570</u>	<u>478,320</u>
Other Net Assets & Deferred Outflows of Resources:				
Deferred Outflows from Pension Activity	<u>312,596</u>	<u>0</u>	<u>312,596</u>	<u>0</u>
<u>LIABILITIES</u>				
Accounts and Payroll Liabilities Payable	10,912	415	11,327	718
Interest Payable		31,695	31,695	
Refundable User Deposits	164,611		164,611	
Long-term Liabilities:				
Portion due or payable within one year:				
Capital Leases and Loans Payable	33,557	324,636	358,193	
Portion due or payable after one year:				
Capital Leases and Loans Payable	78,511	2,387,006	2,465,517	
Net Pension Liability	858,090	0	858,090	
Compensated Absences	35,436	0	35,436	
Total Liabilities	<u>1,181,117</u>	<u>2,743,752</u>	<u>3,924,869</u>	<u>718</u>
Deferred Inflows of Resources:				
Deferred Inflows from Pension Activity	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>NET POSITION</u>				
Invested in Capital Assets - net of related debt	1,403,728	8,159,090	9,562,818	
Restricted For:				
Debt Service		381,261	381,261	
Other Purposes	0		0	477,602
Unrestricted	<u>8,812</u>	<u>1,938,406</u>	<u>1,947,218</u>	
Total Net Position	<u>\$ 1,412,540</u>	<u>\$ 10,478,757</u>	<u>\$ 11,891,297</u>	<u>\$ 477,602</u>

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Statement of Activities
For the Year Ended September 30, 2023

Activities:	Expenses	Program Revenues		Net (Expense) Revenues and Changes in Net Position			Component Unit - Urban Renewal Agency
		Fees, Fines, and Charges for Services	Capital Grants and Contributions	Governmental Activities	Business Type Activities	Total	
Governmental:							
Administrative	\$ 427,061	\$ 300	\$	\$ (426,761)		\$ (426,761)	
Planning and Zoning	221,677	118,560		(103,117)		(103,117)	
Parks and Recreation	59,907			(59,907)		(59,907)	
Fire	203,993			(203,993)		(203,993)	
Library	74,039	3,410	2,935	(67,694)		(67,694)	
Marshall	836,862			(836,862)		(836,862)	
Building and Grounds	44,288			(44,288)		(44,288)	
Streets	427,075	14,661		(412,414)		(412,414)	
Shop	1,397			(1,397)		(1,397)	
Interest	6,720			(6,720)		(6,720)	
Total Governmental Activities	2,303,019	136,931	2,935	(2,163,153)		(2,163,153)	
Business Type:							
Water	453,969	510,150	6,490		\$ 62,671	62,671	
Wastewater	750,007	1,138,636	91,186		479,815	479,815	
Interest - on long-term debt	92,117				(92,117)	(92,117)	
Total Business-type Activities	1,296,093	1,648,786	97,676		450,369	450,369	
Total City of Bellevue, Idaho	\$ 3,599,112	\$ 1,785,717	\$ 100,611	(2,163,153)	450,369	(1,712,784)	
Component Units:							
Urban Renewal Agency	\$ 7,687						\$ (7,687)
Total							(7,687)
General Revenues:							
State of Idaho liquor receipts				72,157		72,157	
State highway user collections				176,116		176,116	
State of Idaho shared revenue				285,831		285,831	
Franchises, licenses, permits				121,239		121,239	
City Property Assessments				806,693		806,693	104,301
Local Option Tax Receipts				63,498		63,498	
Administrative Fees Water/Wastewater				193,999		193,999	
Earnings on investments				22,892	68,950	91,842	16,369
County court fines				57,811		57,811	
Miscellaneous				449		449	
Gain (Loss) on Sale of Assets				20,025		20,025	
Gain (Loss) on Pension Activity				(129,468)	93,726	(35,742)	
Total general revenues and transfers				1,691,242	162,676	1,853,918	120,670
Changes in net position				(471,911)	613,045	141,134	112,983
Net Position - Beginning				1,884,451	9,865,712	11,750,163	364,619
Net Position - Ending				\$ 1,412,540	\$ 10,478,757	\$ 11,891,297	\$ 477,602

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Balance Sheet
Governmental Funds
for the year ended September 30, 2023

	<u>General Fund</u>	<u>Total</u>
ASSETS:		
Cash and Cash Deposits	\$ 614,892	\$ 614,892
Taxes and Other Receivables	9,568	9,568
Due From Other Governments	<u>140,805</u>	<u>140,805</u>
Total Assets	<u>\$ 765,265</u>	<u>765,265</u>
LIABILITIES:		
Accounts and Accrued Payables	10,912	10,912
Refundable User Deposits	<u>164,611</u>	<u>164,611</u>
Total Liabilities	<u>175,523</u>	<u>175,523</u>
FUND BALANCE:		
Non-spendable	0	0
Restricted	0	0
Committed	13,904	13,904
Assigned	87,976	87,976
Unassigned	<u>487,862</u>	<u>487,862</u>
Total Fund Balance	<u>589,742</u>	<u>589,742</u>
Total Liabilities and Fund Balance	<u>\$ 765,265</u>	

Amounts reported for governmental activities in the Statement of Net Position (page 12)
are different because:

Governmental fund capital assets are not financial resources and therefore
are not reported in the funds. The cost of assets is \$ 6,429,215
and the accumulated depreciation is \$ 4,913,419 1,515,796

Long-term liabilities, net pension liabilities, and compensated absences are not payable
in the current period and therefore are not reported in the governmental funds. (892,998)

Net Position of Governmental Funds \$ 1,212,540

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
for the year ended September 30, 2023

	<u>General Fund</u>	<u>Totals</u>
REVENUE:		
State of Idaho liquor receipts	\$ 72,157	\$ 72,157
State highway user collections	176,116	176,116
State of Idaho shared revenue	285,831	285,831
Franchises, licenses, permits	121,239	121,239
City Property Assessments	806,693	806,693
Local Option Tax Receipts	63,498	63,498
Administrative Fees Water/Wastewater	193,999	193,999
Earnings on investments	22,892	22,892
Fees, fines and charges for services	136,931	136,931
Grants and contributions	2,935	2,935
County court fines	57,811	57,811
Proceeds from Sale of Assets	20,025	20,025
Miscellaneous	446	446
Total Revenue	<u>1,960,573</u>	<u>1,960,573</u>
EXPENDITURES:		
Administrative	426,002	426,002
Community Development	220,563	220,563
Parks and Recreation	47,777	47,777
Fire	196,636	196,636
Library	72,832	72,832
Marshall	826,559	826,559
Building and Grounds	40,788	40,788
Streets	408,613	408,613
Capital Expenditures	3,500	3,500
Total Expenditures	<u>2,243,270</u>	<u>2,243,270</u>
EXCESS REVENUE (EXPENDITURES)	(282,697)	(282,697)
OTHER FINANCING SOURCES (USES):		
Operating transfers from other funds		0
Operating transfers (to) other funds		
NET CHANGE IN FUND BALANCES	(282,697)	(282,697)
FUND BALANCE - BEGINNING	<u>872,439</u>	<u>872,439</u>
FUND BALANCE - ENDING	<u>\$ 589,742</u>	<u>\$ 589,742</u>

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Reconciliation of the Statement of Revenues,
Expenditures, and Changes in Fund Balances of Governmental Funds
To the Statement of Activities
for the year ended September 30, 2023

Net Change in Fund Balance - Total Governmental Funds (Page 15)	\$ (282,697)
<p>Governmental funds report capital outlays as current year expenditures. In the Statement of Activities the cost of these assets is allocated over their estimated useful lives as depreciation expense. This is the amount of current capital outlay for new fixed assets.</p>	
This is the amount of current year depreciation.	(94,157)
This is the amount of new Governmental Fund assets.	0
This is the amount of disposed of Governmental Fund assets.	0
<p>Long term liabilities are not recorded in the Governmental funds. Capital lease payments are expensed in the period that the payments are paid. Capital leases are recorded as liabilities in the Statement of Net Position. Current year payments reduce the amount of the debt.</p>	
This is the amount of new capital leases during the current year	
This is the amount of current year payments of capital leases and capital costs.	36,907
<p>Net pension activity in the current period is not recorded in Governmental funds.</p>	
This is the net gain (loss) from current pension activity	(129,468)
<p>Liability for personal leave days are not recorded in Governmental funds.</p>	
This is the decrease in compensated leave during the year.	<u>(2,496)</u>
Change in Net Position of Governmental Activities (Page 13)	<u>\$ (471,911)</u>

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Statement of Net Position
Proprietary Funds
at September 30, 2023

	<u>Water</u>	<u>Wastewater</u>	<u>Totals</u>
Assets:			
Current Assets:			
Cash and Deposits	\$ 997,560	\$ 813,540	\$ 1,811,100
Accts receivable - customers	40,113	87,608	127,721
Accts receivable - other govts.			0
	<u>1,037,673</u>	<u>901,148</u>	<u>1,938,821</u>
Restricted Current Assets:			
Cash and Deposits	<u>0</u>	<u>381,261</u>	<u>381,261</u>
Total Current Assets	<u>1,037,673</u>	<u>1,282,409</u>	<u>2,320,082</u>
Capital Assets:			
Plant and equipment	5,013,646	13,881,633	18,895,279
Accumulated depreciation	<u>(2,651,624)</u>	<u>(5,341,228)</u>	<u>(7,992,852)</u>
Net Plant and equipment	<u>2,362,022</u>	<u>8,540,405</u>	<u>10,902,427</u>
Total Assets	<u>3,399,695</u>	<u>9,822,814</u>	<u>13,222,509</u>
Other Net Assets & Deferred Outflows of Resources:			
Deferred Outflows from Pension Activity	<u>0</u>	<u>0</u>	<u>0</u>
Liabilities:			
Current Liabilities:			
Accounts and Wages Payable		415	415
Interest Payable		31,695	31,695
Current portion long-term debt		<u>324,636</u>	<u>324,636</u>
Total current liabilities	<u>0</u>	<u>356,746</u>	<u>356,746</u>
Noncurrent Liabilities:			
Loans Payable		2,387,006	2,387,006
Net Pension Liability	0	0	0
Compensated Absences Payable	<u>0</u>	<u>0</u>	<u>0</u>
Total noncurrent liabilities	<u>0</u>	<u>2,387,006</u>	<u>2,387,006</u>
Total Liabilities	<u>0</u>	<u>2,743,752</u>	<u>2,743,752</u>
Deferred Inflows of Resources:			
Deferred Inflows from Pension Activity	<u>0</u>	<u>0</u>	<u>0</u>
Net Position:			
Investment in capital assets			
net of related debt	2,362,022	5,797,068	8,159,090
Restricted	0	381,261	381,261
Unrestricted	<u>1,037,673</u>	<u>900,733</u>	<u>1,938,406</u>
Total Net Position	<u>\$ 3,399,695</u>	<u>\$ 7,079,062</u>	<u>\$ 10,478,757</u>

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Statement of Revenues, Expenditures, and Changes in Net Position
Proprietary Funds
for the year ended September 30, 2023

	<u>Water</u>	<u>Wastewater</u>	<u>Totals</u>
Operating Revenues:			
Charges for services	\$ 435,048	\$ 1,107,596	\$ 1,542,644
Hookups and connections	73,177	29,940	103,117
Reimbursements and Misc.	1,925	1,100	3,025
	<u>510,150</u>	<u>1,138,636</u>	<u>1,648,786</u>
Total Operating Revenue			
Operating Expenses:			
Labor Operations Costs	139,459	117,089	256,548
Administrative and supplies	201,408	326,638	528,046
Depreciation	113,102	306,280	419,382
	<u>453,969</u>	<u>750,007</u>	<u>1,203,976</u>
Total Operating Expenses			
Operating Income	<u>56,181</u>	<u>388,629</u>	<u>444,810</u>
Nonoperating Revenues (Expenses):			
Interest Income	31,067	37,883	68,950
Interest Expense		(92,117)	(92,117)
Gain (Loss) on Pension Activity	37,749	55,977	93,726
Grants	6,490	91,186	97,676
	<u>75,306</u>	<u>92,929</u>	<u>168,235</u>
Total Nonoperating			
Income before transfers	<u>131,487</u>	<u>481,558</u>	<u>613,045</u>
Transfers in			0
Transfers out			0
Net Income	131,487	481,558	613,045
Total Net Position - Beginning	<u>3,268,208</u>	<u>6,597,504</u>	<u>9,865,712</u>
Total Net Position - Ending	<u>\$ 3,399,695</u>	<u>\$ 7,079,062</u>	<u>\$ 10,478,757</u>

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Statement of Cash Flows
Proprietary Funds
for the year ended September 30, 2023

	<u>Water Fund</u>	<u>Wastewater Fund</u>	<u>Total</u>
Cash Flows From Operating Activities:			
Receipts from customers	\$ 430,849	\$ 1,112,337	\$ 1,543,186
Payments to suppliers and other funds	(203,231)	(330,314)	(533,545)
Payments labor operations costs	(139,459)	(117,089)	(256,548)
Payments from (to) other funds			0
Other receipts	<u>81,592</u>	<u>122,226</u>	<u>203,818</u>
Net cash provided (used) by operations	<u>169,751</u>	<u>787,160</u>	<u>956,911</u>
Cash Flows From Capital and Related Financing Activities:			
Purchase and construction of capital assets	(132,924)	(343,276)	(476,200)
Amounts provided from capital debt			0
Principal paid on capital debt		(314,557)	(314,557)
Interest paid on capital debt		<u>(95,843)</u>	<u>(95,843)</u>
Net cash provided (used) by capital and related financing activities	<u>(132,924)</u>	<u>(753,676)</u>	<u>(886,600)</u>
Cash Flows From Investing Activities:			
Interest Income	<u>31,067</u>	<u>37,883</u>	<u>68,950</u>
Net Increase (Decrease) in Cash and Deposits	67,894	71,367	139,261
Balances - Beginning of the year	<u>929,666</u>	<u>1,123,434</u>	<u>2,053,100</u>
Balances - Ending of the year	\$ <u>997,560</u>	\$ <u>1,194,801</u>	\$ <u>2,192,361</u>
Displayed as:			
Pooled Cash and Investments	997,560	813,540	1,811,100
Restricted Assets		<u>381,261</u>	<u>381,261</u>
Balances - Ending of the year	\$ <u>997,560</u>	\$ <u>1,194,801</u>	\$ <u>2,192,361</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:			
Operating Income	56,181	388,629	444,810
Adjustments to reconcile operating income to net cash provided (used) by operating activities:			
Grant Receipts and Transfers	6,490	91,186	97,676
Depreciation expense	113,102	306,280	419,382
Changes in assets and liabilities:			
Receivables, net	(4,200)	4,741	541
Accounts and other payables	<u>(1,822)</u>	<u>(3,676)</u>	<u>(5,498)</u>
Net Cash Provided (Used) by Operating Activities	\$ <u>169,751</u>	\$ <u>787,160</u>	\$ <u>956,911</u>

The accompanying notes are a part of these financial statements.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Bellevue, Idaho was incorporated by charter on February 8, 1883. The City operates under a Mayor-Common Council form of government and provides the following services to the residents of Bellevue, Blaine County, Idaho: public safety, public works, recreation, and community development. The City also provides water and wastewater services which are financed by user charges. The accounting policies of the City of Bellevue, Idaho conform to generally accepted accounting principles as applicable to governmental units. The financial statements of the City of Bellevue, Idaho have been prepared in conformity with the generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The City also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its governmental and business-type activities (enterprise funds) provided they do not conflict with or contradict GASB pronouncements. The following is a summary of the more significant policies:

(A) Basis of Presentation – Basis of Accounting

Basis of Presentation:

For this reporting period, the City has conformed its financial statement model to *Governmental Auditing Standards Board (GASB) Statement No. 34*. This model presents the financial statements as follows:

Government-wide Statements: The statement of net position and the statement of activities display information about the primary government (the City). These statements distinguish between the *governmental* and *business-type activities* of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for the different business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the City's funds. Separate statements for each fund category—*governmental* and *proprietary*—are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

The City reports the following governmental funds:

General Fund. This is the City's operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The City reports the following enterprise funds:

Water and Wastewater Funds. These funds accounts for the operation, maintenance, and development of the City's water and waste-water facilities.

Discretely Presented Component Unit

The component unit column in the financial statements includes the financial data of the City's only discretely presented component unit, the Bellevue Urban Renewal Agency. It is reported in a separate column to emphasize that it is separate from the City's operations. The Agency was formed in December of 2007 under provisions of the Idaho Urban Renewal Law of 1965 (Chapter 20, Title 50, Idaho Code). The Agency is designed to raise money (through tax incremental financing) over the next several decades for City improvements based on a projected increase in property values in the downtown area.

Measurement Focus, Basis of Accounting

Government-wide and Proprietary Fund Financial Statements. The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental Fund Financial Statement. Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Property taxes, sales taxes, franchise taxes, licenses, and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Budgets and Budgetary Accounting. The City adheres to City budget requirements in Title 50, Chapter 10 of the Idaho Code. The provisions of this chapter include the following procedures to establish budgetary data which is reflected in these financial statements:

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-continued

- A. Prior to certifying the tax levy to the county commissioners, and prior to passing the annual appropriation ordinance, a public meeting shall be held to adopt a budget by a favorable vote of a majority of the members of the council.
- B. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles. Uncommitted appropriations lapse at year end.
- C. There are no provisions in Title 50, Chapter 10 for budget augmentations.

Entity Classifications.

- A. City-Wide Financial Statements – The City reports net position in three categories – invested in capital assets, restricted and unrestricted.
- B. Fund Financial Statements – The City has adopted GASB Statement No. 54 “Fund Balance Reporting and Governmental Fund Type Definitions” (GASB 54) which defines how fund balances of the governmental funds are presented in the financial statements. There are five classifications of fund balances as presented below:

Non-spendable – These funds are not available for expenditures based on legal or contractual requirements. In this category, one would see inventory, long-term receivables, unless proceeds are restricted, committed, or assigned and legally or contractually required to be maintained intact (corpus or a permanent fund).

Restricted – These funds are governed by externally enforceable restrictions. In this category, one would see restricted purpose grant funds, debt service or capital projects.

Committed – Fund balances in this category are limited by the governments’ highest level of decision making. Any changes of designation must be done in the same manner that it was implemented and should occur prior to end of the fiscal year, though the exact amount may be determined subsequently.

Assigned – These funds are intended to be used for specific purposes, intent is expressed by governing body, or an official delegated by the governing body.

Unassigned – This classification is the default for all funds that do not fit into the other categories. This, however, should not be a negative number for the general fund. If it is, the assigned fund balance must be adjusted.

Order of Use of Fund Balance – The City’s policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance at the end of the fiscal year. For all funds, non-spendable fund balances are determined first and then restricted fund balances for specific purposes are determined.

Allocation of Indirect Expenses. The City allocates indirect expense, primarily comprised of central governmental services, to operating functions and programs benefiting from those services. Central services include overall City management, centralized budgetary formulation and oversight, accounting, financial reporting, payroll, procurement contracting and oversight, investing and cash management, personnel services, and other central administrative services. Allocations are charged

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

to programs based on use of central services determined by various allocation methodologies. As a matter of policy, certain functions that use significant central services are not charged for the use of these services. These functions or programs include police, fire, and certain divisions with public services and parks.

Use of Estimates. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

(B) Assets, Liabilities, and Equity

Deposits and Investments

The cash balances of substantially all funds are pooled and invested by the State of Idaho Treasurer's Office for the purpose of increasing earnings through investment activities. The pool's investments are reported at fair value at September 30 of each year based on market prices. The individual funds' portions of the pool's fair value are presented as "Cash and Deposits". Earnings on the pooled funds are apportioned and paid or credited to the funds monthly based on the average daily balance of each participating fund.

Cash and Deposits

The City considers cash and deposits in proprietary funds to be cash on hand. In addition, because the State Treasury Pool is sufficiently liquid to permit withdrawal of cash at any time without prior notice or penalty, equity in the pool is also deemed to be a deposit.

Receivables and Payable

All trade and property tax receivables are shown net of an allowance for uncollectibles. Amounts due from other governments are shown in total. Accounts and accrued expenses payable are stated at cost and are recognized liabilities for goods and services rendered to the City as of September 30.

Property Tax Calendar

Property taxes are levied each November based on the assessed value of property as listed on the previous September tax rolls. Assessed values are an approximation of market value. The Blaine County Assessor establishes assessed values. Property tax payments are due in one-half installments in December and June. Property taxes become a lien on the property when it is levied.

Capital Assets

Purchased or constructed capital assets used in operations with an initial useful life that extends beyond one year are capitalized. Infrastructure assets such as roads and bridges are also capitalized. They are reported net of accumulated depreciation on the Statement of Net Position. The City capitalizes assets in excess of \$5,000.

Under the requirements of *GASB Statement No. 34*, the City is considered a Phase 3 government, as its total annual revenues are less than \$10 million. Such governments are not required to report major general infrastructure assets retroactively. Accordingly, the City has determined not to retroactively report this type of capital asset.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

Capital assets are recorded at their historical cost and are depreciated using the straight-line method of depreciation over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Infrastructure	30
Building Improvements	50
Vehicles	2-15
Office and Other Equipment	3-15

Compensated Absences

The liability for compensated absences reported in the government-wide and proprietary fund statements consists of unpaid, accumulated annual vacation balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Deferred Outflows/Inflows of Resources

In 2007, the Governmental Accounting Standards Board (GASB) released Concepts Statement No. 4 *Elements of Financial Statements* which provides a framework for determining the nature of financial accounting or reporting issues. Since the release of the framework, GASB has been looking at the assets and liabilities on the balance sheet to determine if they should continue to be reflected as such. GASB has concluded that, in order to improve financial reporting, there are assets and liabilities that no longer should be reflected as assets and liabilities. These changes are included in the recently-issued GASB Statement No. 65, *Items Previously Reported as Asset and Liabilities*.

These changes include two new items that are reflected on the Statement of Net Position.

- Deferred outflow of resources – the current *consumption* of net assets that is applicable to a *future* reporting period.
- Deferred inflows of resources – the current *acquisition* of net assets that is applicable to a *future* reporting period.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

The City's financial statements may report a separate section for deferred inflows of resources which reflects an increase in resources that applies to a future period.

NOTE 2 – CASH AND DEPOSITS

Deposits: Custodial credit risk, in the case of deposits, is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The City has no deposit policy for custodial credit risk. At year end, \$ 198,073 of the City's bank balances were exposed to custodial credit risk because it was uninsured by the FDIC.

Investments: Custodial credit risk, in the case of investments, is the risk that in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At year end, the City held the following investments:

Investment Type

Idaho State Local Government Investment Pool	\$ 2,109,070
Idaho State Local Government Diversified Bond Fund	250,948

These investments are unrated external investment pools sponsored by the Idaho State Treasurer's Office. They are classified as "Investments in an External Investment Pool" and are exempt from custodial credit risk and concentration of credit risk reporting. Interest rate risk is summarized as follows: Asset-backed securities are reported using weighted average life to more accurately reflect the projected term of the security, considering interest rates and repayment factors.

The elected Idaho State Treasurer, following Idaho Code, Section 67-2328, is authorized to sponsor an investment pool in which the City voluntarily participates. The Pool is not registered with the Securities and Exchange Commission or any other regulatory body - oversight is with the State Treasurer, and Idaho Code defines allowable investments. All investments are entirely insured or collateralized with securities held by the Pool or by its agent in the Pool's name. And the fair value of the City's position in the external investment pool is the same as the value of the pool shares.

Credit Risk: The City's policy is to comply with Idaho State statutes which authorize the City to invest in obligations of the United States, obligations of the State or any taxing district in the State, obligations issued by the Farm Credit System, obligations of public corporations of the State of Idaho, repurchase agreements, tax anticipation notes of the State or taxing district in the State, time deposits, savings deposits, revenue bonds of institutions of higher education, and the State Treasurer's Pool.

Interest rate risk and concentration of credit risk: The City has no policy regarding these two investment risk categories.

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is presented on the combined balance sheet as "Cash and Deposits".

Cash and Deposits are comprised of the following at the financial statement date:

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

Demand deposits	\$ 448,073
State of Idaho Diversified Bond Fund	250,948
State of Idaho Investment Pool	<u>2,109,070</u>
Total	<u>\$2,808,091</u>

NOTE 3 – CAPITAL ASSETS

Capital asset activity for the current year ended was as follows:

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
Governmental Activities:				
<i>Capital Assets not being depreciated:</i>				
Land	\$ 717,340	\$	\$	\$ 717,340
Construction in Progress				
Total	<u>717,340</u>	<u>0</u>	<u>0</u>	<u>717,340</u>
<i>Capital Assets being depreciated:</i>				
Buildings & Improvements	764,948			764,948
Infrastructure	3,851,421			3,851,421
Vehicles and Equipment	1,144,054		(48,548)	1,095,506
Total	5,760,423	0	(48,548)	5,711,875
Less: Accumulated Depreciation:	4,867,810	94,157	(48,548)	4,913,419
Total Net Depreciated Assets	<u>892,613</u>	<u>(94,157)</u>	<u>0</u>	<u>798,456</u>
Governmental capital assets, net	\$ <u>1,609,953</u>	\$ <u>(94,157)</u>	\$ <u>0</u>	\$ <u>1,515,796</u>
Business-type activities:				
<i>Capital Assets not being depreciated:</i>				
Land	\$	\$	\$	\$ 0
Construction in Progress	753,159	97,924	(753,159)	97,924
Total	<u>753,159</u>	<u>97,924</u>	<u>(753,159)</u>	<u>97,924</u>
<i>Capital Assets being depreciated:</i>				
Buildings & Improvements	17,258,515	1,061,435		18,319,950
Vehicles and Equipment	408,109	70,000	(704)	477,405
Total	17,666,624	1,131,435	(704)	18,797,355
Less: Accumulated Depreciation	7,574,174	419,382	(704)	7,992,852
Total Net Depreciated Assets	<u>10,092,450</u>	<u>712,053</u>	<u>0</u>	<u>10,804,503</u>
Business-type capital assets, net	\$ <u>10,845,609</u>	\$ <u>809,977</u>	\$ <u>(753,159)</u>	\$ <u>10,902,427</u>

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

NOTE 4 - LOANS PAYABLE

In November of 2010, the City acquired \$ 6,000,000 under a loan agreement with the Idaho Department of Health and Welfare for improvements to the wastewater treatment facility. The loan is secured by revenue bonds and is being repaid in semi-annual payments at 3.25%.

The following is a list of the interest and principal payments through the end of the loans:

Wastewater Loan 2010

<u>Fiscal Year</u>	<u>Interest</u>	<u>Principal</u>
2024	\$ 85,764	\$ 324,636
2025	74,901	335,499
2026	63,909	346,491
2027-2031	<u>141,745</u>	<u>1,705,016</u>
Totals	\$ <u>366,319</u>	\$ <u>2,711,642</u>

NOTE 5 – LITIGATION

The City, at the financial statement date, is not involved in litigation that any unfavorable outcome would have a material effect on the financial position of the City.

NOTE 6 – RESTRICTED NET ASSETS

The Sewer Revenue Bond Ordinance for the 2010 loan provides for the creation of a debt service reserve in connection with the issuance of revenue bonds for the upgraded wastewater treatment facility. A separate account in the Idaho State Treasurer's Investment Pool presently has a balance of \$ 381,261. As provided by the rate ordinances, sewer capitalization fees are to be deposited into a fund for the purpose of replacing the existing system facilities and equipment.

NOTE 7 – RISK MANAGEMENT

A City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the fiscal year, the City is contracted with Idaho County Risk Management Program (ICRMP) for property, crime and fleet insurance and the State Insurance Fund for workman's compensation. Under the terms of the ICRMP policy, the City of Bellevue's liability is limited to the amount of annual financial membership contributions, including a per occurrence deductible. There has been no significant reduction in insurance coverage in the current year. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

NOTE 8 – EMPLOYEE RETIREMENT PLAN

Plan Description

The City of Bellevue contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

Pension Benefits

The Base Plan provides retirement, disability, death and survivor benefits of eligible members or beneficiaries. Benefits are based on members' years of service, age and highest average salary. Members become fully vested in their retirement benefits with five years of credited services (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police/firefighters) of the average monthly salary for the highest consecutive 42 months.

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

Member and Employer Contributions

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of employer rate for general employees and 74% for police and firefighters. As of June 30, 2023, it was 7.16% for general employees and 9.13% for police and firefighters. The employer contribution rate, as a percent of covered payroll, is set by the Retirement Board and was 11.94% for general employees and 12.28% for police and firefighters. The City's contributions were \$ 107,129 for the year ended September 30, 2023.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.

At September 30, 2023, the City reported a liability for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2023, the City's proportion was 0.0215024 percent.

For the year ended September 30, 2023, the City recognized pension (expense) revenue of (\$35,741.) At September 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 80,544	\$ 0
Changes in assumptions or other inputs	\$ 84,969	
Net difference between projected and actual earnings on pension plan investments	\$ 147,083	
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions	\$ (26,782)	
City's contributions subsequent to the measurement date	\$ 26,782	
Total	\$ 312,596	\$ 0

\$ 26,782 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending September 30, 2024.

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2023, the beginning of the measurement period ended June 30, 2022 is 4.6 and 4.4 for the measurement period June 30, 2023.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

Year ended September 30, 2023:

2024	\$111,166
2025	\$ 52,240
2026	\$162,511
2027	\$(13,320)

Actuarial Assumptions

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

The total pension liability in the June 30, 2023, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Salary increases	3.05%
Salary inflation	3.05%
Investment rate of return	6.05%, net of investment expenses
Cost-of-living adjustments	1%

Contributing Members, Service Retirement Members, and Beneficiaries

- General Employees and All Beneficiaries - Males Pub-2010 General Tables, increased 11%
- General Employees and All Beneficiaries - Females Pub-2010 General Tables, increased 21%
- Fire & Police - Males Pub-2010 Safety Tables, increased 21%
- Fire & Police - Females Pub-2010 Safety Tables, increased 26%
- Disabled Members - Males Pub-2010 Disabled Tables, increased 38%
- Disabled Members - Females Pub-2010 Disabled Tables, increased 36%

An experience study was performed for the period July 1, 2015, through June 30, 2020 which reviewed all economic and demographic assumptions including mortality. The Total Pension Liability as of June 30, 2023, is based on the results of an actuarial valuation date of July 1, 2023.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The capital market assumptions are as of 2023.

2023

	DB Plans	Sick Leave
Asset Class		
Fixed Income	30.00%	50.00%
US/Global Equity	55.00%	39.30%
International Equity	15.00%	10.70%
Cash	0.00%	0.00%

Discount Rate

The discount rate used to measure the total pension liability was 7.05%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate.

The following presents the Employer's proportionate share of the net pension liability calculated using the discount rate of 6.35%, as well as what the Employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.35%) or 1-percentage-point higher (7.35%) than the current rate:

	1% Decrease (5.35%)	Current Discount Rate (6.35%)	1% Increase (7.35%)
Employer's proportionate share of the net pension liability (asset)	\$ 848,509	\$ 858,090	\$ 866,671

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov

Payables to the pension plan

At September 30, 2023, the City reported payables to the defined benefit pension plan of \$ 0 for legally required employer contributions and \$0 for legally required employee contributions which had been withheld from employee wages but not yet remitted to PERSI.

NOTE 9 – CAPITAL LEASES PAYABLE

On March 7, 2012, the City entered into a financing capital lease for the purchase of new fire truck. The lease is payable in equal annual installments of \$ 21,169. The lease is capitalized in the statement of net position in the amount of \$143,059 and will be expensed annually in the funds. In January of 2019 the City entered into a financing capital lease for the purchase of a 2018 Model 5610 Bobcat Toolcat. This lease is capitalized in the amount of \$46,203 and will also be expensed annually in the funds. On December 22, 2020, the City entered into a financing capital lease for the purchase of a 2021 Ford F-150 pickup for the fire department. This lease is capitalized in the amount of \$43,125 and will also be expensed annually in the funds. The following is a summary of the City's capital leases payable.

CITY OF BELLEVUE, IDAHO
Notes to the Financial Statements
September 30, 2023

-Continued

	Equip Cost	2024	2025	2026	2027	Total
Governmental Activities						
2012 Pierce 7400						
Pumper						
Fire Truck						
PNC Equipment						
Finance	258,290	21,169	21,169	21,169	21,169	84,676
Less Interest 4.65%		(3,376)	(2,587)	(1,851)	(811)	(8,625)
Due 2/27						
	<u>258,290</u>	<u>17,793</u>	<u>18,582</u>	<u>19,318</u>	<u>20,358</u>	<u>76,051</u>
2018 Bobcat 5610						
Toolcat						
Wells Fargo Financing	51,397	9,951	6,314			16,265
Less Interest 7%		(792)	(156)			(948)
Due 1/24						
	<u>51,397</u>	<u>9,159</u>	<u>6,158</u>	<u>0</u>	<u>0</u>	<u>15,317</u>
2021 Ford F-150 Pickup						
NCL Government						
Capital	43,125	7,514	7,514	7,514		22,542
Less Interest 4.185%		(909)	(619)	(316)		(1,844)
Due 2/15						
	<u>43,125</u>	<u>6,605</u>	<u>6,895</u>	<u>7,198</u>	<u>0</u>	<u>20,698</u>
Total Capital Leases	\$ <u>352,812</u>	\$ <u>33,557</u>	\$ <u>31,635</u>	\$ <u>26,516</u>	\$ <u>20,358</u>	\$ <u>112,066</u>

NOTE 10 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS

For the year ended September 30, 2023, there was one instance where expenditures exceeded appropriations in any of the funds. The Marshall Fund overspent the budget by \$28,588.

NOTE 11 – SUBSEQUENT EVENTS

Subsequent events were evaluated through the date of the auditor's report, which is the date the financial statements were available to be issued.

**Required
Supplementary Information**

CITY OF BELLEVUE, IDAHO
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual -- General Fund
for the year ended September 30, 2023

	<u>Original Budget Amounts</u>	<u>Final Budget Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
REVENUE:				
State of Idaho liquor receipts	\$ 68,000	\$ 68,000	\$ 72,157	\$ 4,157
State highway user collections	144,431	144,431	176,116	31,685
State of Idaho shared revenue	311,166	311,166	285,831	(25,335)
Franchises, licenses, permits	96,000	96,000	121,239	25,239
City Property Assessments	794,951	794,951	806,693	11,742
Local Option Tax Receipts	50,000	50,000	63,498	13,498
Administrative Fees Water/Wastewater	193,900	193,900	193,999	99
Earnings on investments	750	750	22,892	22,142
Fees, fines and charges for services	113,950	113,950	136,931	22,981
Grants and contributions	87,100	87,100	2,935	(84,165)
County court fines	10,000	10,000	57,811	47,811
Proceeds on Sale of Assets			20,025	20,025
Miscellaneous	2,200	2,200	446	(1,754)
Total Revenue	<u>1,872,448</u>	<u>1,872,448</u>	<u>1,960,573</u>	<u>88,125</u>
EXPENDITURES:				
Administrative	486,907	486,907	426,002	60,905
Community Development	361,307	361,307	220,563	140,744
Parks and Recreation	49,991	49,991	47,777	2,214
Fire	242,680	242,680	196,636	46,044
Library	77,705	77,705	72,832	4,873
Marshall	797,971	797,971	826,559	(28,588)
Building and Grounds	44,150	44,150	40,788	3,362
Streets	500,217	500,217	408,613	91,604
Capital Expenditures	5,000	5,000	3,500	1,500
Total Expenditures	<u>2,565,928</u>	<u>2,565,928</u>	<u>2,243,270</u>	<u>322,658</u>
EXCESS REVENUE (EXPENDITURES)	(693,480)	(693,480)	(282,697)	410,783
OTHER FINANCING SOURCES (USES):				
Operating transfers from other funds				0
Operating transfers (to) other funds				0
NET CHANGE IN FUND BALANCES	(693,480)	(693,480)	(282,697)	410,783
FUND BALANCE - BEGINNING	<u>872,439</u>	<u>872,439</u>	<u>872,439</u>	
FUND BALANCE - ENDING	<u>\$ 178,959</u>	<u>\$ 178,959</u>	<u>\$ 589,742</u>	<u>\$ 410,783</u>

CITY OF BELLEVUE, IDAHO
PUBLIC EMPLOYEE PENSION INFORMATION
For the year ended September 30, 2023

Required Supplementary Information

Schedule of Employer's Share of Net Pension Liability
PERSI - Base Plan
Last 10 - Fiscal Years*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Employer's portion of the net pension liability	.0254933%	.0204267%	.0221655%	.0219022%	.0156724%
Employer's proportionate share of the net pension liability	\$ 290,999	\$ 301,297	\$ 348,404	\$ 443,991	\$ 206,380
Employer's covered-employee payroll	\$ 890,981	\$ 719,144	\$ 713,441	\$ 671,267	\$ 435,150
Employer's proportional share of the net pension liability as a percentage of its covered-employee payroll	32.66%	41.90%	48.83%	66.14%	47.43%
Plan fiduciary net position as a percentage of the total pension liability	93.79%	91.69%	90.68%	87.26%	91.38%
		<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Employer's portion of the net pension liability		.02150239%	.0258126%	.02235782%	.0256928%
Employer's proportionate share of the net pension liability (Asset)		\$ 858,090	\$ 1,016,697	\$ (17,658)	\$ 596,621
Employer's covered-employee payroll		\$ 923,610	\$ 996,519	\$ 862,111	\$ 923,442
Employer's proportional share of the net pension liability (Asset) as a percentage of its covered-employee payroll		92.91%	102.02%	-2.05%	64.61%
Plan fiduciary net position as a percentage of the total pension liability		83.83%	83.09%	100.36%	88.22%

* GASB Statement No. 68 required ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City will present information for those years for which information is available.

Data reported is measured as of June 30, 2023.

Schedule of Employer's Contributions
PERSI - Base Plan
Last 10 - Fiscal Years*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Statutorily required contributions	\$ 102,028	\$ 81,476	\$ 77,932	\$ 88,119	\$ 56,998
Contributions in relation to the statutorily required contribution	\$ (102,028)	\$ (81,476)	\$ (77,932)	\$ (88,119)	\$ (56,998)
Contribution (deficiency) excess	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Employer's covered-employee payroll	\$ 890,981	\$ 719,144	\$ 713,441	\$ 671,267	\$ 435,150
Contributions as a percentage of covered-employee payroll	11.45%	11.33%	10.92%	13.13%	12.03%
		<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Statutorily required contributions		\$ 107,129	\$ 120,729	\$ 103,785	\$ 110,664
Contributions in relation to the statutorily required contribution		\$ (107,129)	\$ (120,729)	\$ (103,785)	\$ (110,664)
Contribution (deficiency) excess		\$ 0	\$ 0	\$ 0	\$ 0
Employer's covered-employee payroll		\$ 923,610	\$ 996,519	\$ 862,111	\$ 923,442
Contributions as a percentage of covered-employee payroll		11.60%	12.12%	12.04%	11.98%

**Other
Supplementary Information**

CITY OF BELLEVUE, IDAHO
Bond-Future Principal and Interest Requirements
at September 30, 2023

	Annual Payment			
	<u>Interest Rate</u>	<u>Fiscal Year</u>	<u>Principal Payment</u>	<u>Interest Payment</u>
City of Bellevue Blaine County Sewer Construction Loan				
Waste Water Treatment Plant Revolving Promissory Note Series 2010 \$6,000,000, November 17, 2010 3.25% per annum				
	3.25%	2024	\$ 324,636	\$ 85,764
	3.25%	2025	335,499	74,901
	3.25%	2026	346,491	63,909
	3.25%	2027	357,844	52,556
	3.25%	2028	369,465	40,935
	3.25%	2029	381,673	28,726
	3.25%	2030	394,179	16,221
	3.25%	2031	201,855	3,307
			<u>\$ 2,711,642</u>	<u>\$ 366,319</u>

The accompanying notes are a part of these financial statements.

WORKMAN & COMPANY

Office of
Accounting

2190 Village Park Avenue, Suite 300 • Twin Falls, ID 83301 • 208.733.1161 • Fax: 208.733.6100

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

November 14, 2023

To the Honorable Mayor and City Council
City of Bellevue, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Bellevue, Idaho (City), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City of Bellevue, Idaho's basic financial statements, and have issued our report thereon dated November 14, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Bellevue, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Workman & Company

WORKMAN AND COMPANY
Certified Public Accountants
Twin Falls, Idaho



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 11a: Review and Execution of the State of Idaho Department of Environmental Quality Funding Application Documents (Including two (2) separate application documents): 1. State Revolving Fund (SRF) Loan and 2. Leading Idaho Funding (LIF) Grant, **Coinciding with the Approval and Adoption of Resolution No. 5361**

Action Item: Chris Johnson, Mayor

Note: **All Three (3) Funding Applications are ONE (1) COMBINED PDF**

Suggested Motion: Move to Approve and Authorize the Mayor the Execute the Idaho Department of Environmental Quality (DEQ) Funding Applications for the State Revolving Fund (SRF) Loan and the Leading Idaho Funding (LIF) Grant, which Coincides with the Adoption of Resolution No. 5361

Attachment(s): **Attachment 1**
Idaho DEQ Funding Application for State Revolving Funds (SRF) Loan, the Idaho DEQ Funding Application for Leading Idaho Funding (LIF) Grant **AND** the Idaho DEQ Funding Application for Leading Lead Service Line (LSL) Loan – **File: SRF-02 - FY24 a. SRF b. LIF c. LSL Funding Applications**



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 11b: 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**

Action Item: Chris Johnson, Mayor

Note: **All Three (3) Funding Applications are ONE (1) COMBINED PDF**

Suggested Motion: Move 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

Attachment(s): **Attachment 1**
Idaho DEQ Funding Application for State Revolving Funds (SRF) Loan, the Idaho DEQ Funding Application for Leading Idaho Funding (LIF) Grant **AND** the Idaho DEQ Funding Application for Leading Lead Service Line (LSL) Loan – **File: SRF-02 - FY24 a. SRF b. LIF c. LSL Funding Applications**

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: <input checked="" type="checkbox"/> Community <input type="checkbox"/> Non-community
3. Ownership type: <input type="checkbox"/> Cooperative <input type="checkbox"/> County <input type="checkbox"/> Federal <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Private <input type="checkbox"/> State
4. Project purpose (select the statement below that best describes the project): <input type="checkbox"/> Comply with upcoming requirements <input type="checkbox"/> Address State listed contaminant <input checked="" type="checkbox"/> Return to compliance <input type="checkbox"/> Maintain compliance <input type="checkbox"/> Other (assistance not compliance related)
5. Does this project have a disaster resilience component? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. Does this project consolidate systems? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No a. If yes, how many systems will be eliminated?
7. Does this project create a new system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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. <ul style="list-style-type: none"> a. How does this project contribute to the improvement or maintenance of the receiving waterbody? <input type="checkbox"/> Improvement <input type="checkbox"/> Maintenance <input type="checkbox"/> N/A b. Allows the system to: <input type="checkbox"/> Achieve compliance <input type="checkbox"/> Maintain compliance <input type="checkbox"/> N/A c. Affected water body is: <input type="checkbox"/> Meeting standards <input type="checkbox"/> Impaired <input type="checkbox"/> Threatened <input type="checkbox"/> Not assessed <input type="checkbox"/> N/A d. Allows the system to address an: <input type="checkbox"/> Existing TMDL <input type="checkbox"/> Projected TMDL <input type="checkbox"/> Watershed Management Plan <input type="checkbox"/> 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. <ul style="list-style-type: none"> • 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. <input type="checkbox"/> Wetland <input type="checkbox"/> Surface Water (stream, river, or lake) <input type="checkbox"/> Groundwater <input type="checkbox"/> Land Application <input type="checkbox"/> Other/Reuse <input type="checkbox"/> Eliminates Discharge <input type="checkbox"/> No Changes/No Discharge <input type="checkbox"/> 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 <u>protection</u> 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 <u>restoration</u> of that use. Visit https://adminrules.idaho.gov/rules/current/58/580102.pdf (see sections 100-160) to locate a designated surface water use. <ul style="list-style-type: none"> • 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: <input type="checkbox"/> Water Use Not Applicable <input type="checkbox"/> 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. 	

	Protect		Restore	
Water Use	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

emergencies, payment delinquencies, and other short-term cash flow problems. The cash budget goal of one and one-half the monthly operational expenses is suggested because many small sewer systems may not be able to quickly assemble their board of directors to deal with cash-flow problems. Until the governing board can be convened, the costs of operation would be covered. The use of a multi-year capital budget is a positive indicator of financial management and supports the assessment of financial capacity conditions. A capital budget is an indication that the system is aware of the need for financing infrastructure upgrade and/or replacement.

3. Explanation of ability to repay loan (User Rate Charge System and/or Ordinance) NOT REQUIRED FOR LIF OR EC APPLICANTS

4. Engineering Agreement NOT REQUIRED FOR LSL ONLY APPLICANTS

5. Repayment schedule(s) for any other loan(s)

6. List of current board members

7. Board governance policy and/or By-Laws NOT REQUIRED FOR MUNICIPALITIES

The board governance policy reflects the protocols for the governing board's activities. This policy includes qualifications for election of board members, the number of members who may serve and their terms of office, rules regarding the conduct of meetings, etc. Establishing board protocols can improve the efficiency of board meetings and result in effective use of officers' time.

8. Financial controls policy (supported by official council and board adoption)

- Segregation of duties
- All aspects of cash handling
- Note: Example policies are available and can be requested at: grants.loans@deq.idaho.gov

9. Tax Assessment Roles (Local Improvement Districts only). NOT REQUIRED FOR LIF OR EC APPLICANTS

10. Nonprofit Corporations (e.g., homeowner's association) Only:

- Provide a copy of a current articles of incorporation and certificate of existence from the Idaho Secretary of State
- Provide a current list of all property owners and the lots they own.
- Provide current copies of easements, deeds, and quitclaim deeds for any commonly held lots affected by the loan project.

11. Documentation showing the applicant's [SAM.gov](https://sam.gov) active registration status and Unique Entity Identifier. See [Attachment SRF-06 Guidance for Registering with SAM and Obtaining a UEI Number](#) for additional information.

Section V. Application Authorization

I certify that, to the best of my knowledge, all information provided here is valid and correct:

Signature of Authorized Representative

Date

Chris Johnson, Mayor

Printed Name of Authorized Representative

Section VI. Architectural and Engineering Service Procurement Certification

Project Name: City of Bellevue Drinking Water Improvements Project

P.L. 113-121 Section 602(b)(14) of the Water Resources Reform and Development Act (WRRDA), 2014 states that: *(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).*

To meet this requirement, the undersigned hereby certifies that all architectural and engineering services procured for the City of Bellevue Drinking Water Improvements Project identified as Project # _____ meets the requirements of the Act and more specifically, Idaho Code 67-2320.

Name of Loan Recipient: City of Bellevue Date: _____

Signature of Authorized Official

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		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: 83360-1
	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 43.465019, 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: <input checked="" type="checkbox"/> Community <input type="checkbox"/> Non-community																																		
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<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 15%;">Amount (\$)</th> <th style="text-align: left; width: 85%;">Project Category</th> </tr> </thead> <tbody> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – Secondary Treatment</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – Advanced Treatment</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – Infiltration/Inflow Correction</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – Sewer System Rehabilitation</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – New Collectors</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – New Interceptors</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Centralized Wastewater Treatment – CSO Correction</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Stormwater – Gray Infrastructure</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Stormwater – Green Infrastructure</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Energy Conservation – Energy Efficiency</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Energy Conservation – Renewable Energy</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Water Conservation – Water Efficiency</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Water Conservation – Water Reuse</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Nonpoint Source</td></tr> <tr><td><hr style="border: none; border-top: 1px solid black;"/></td><td>Other – Planning and Assessments</td></tr> <tr> <td style="text-align: right; padding-top: 10px;">\$ 0</td> <td style="padding-top: 10px;">TOTAL</td> </tr> </tbody> </table>	Amount (\$)	Project Category	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – Secondary Treatment	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – Advanced Treatment	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – Infiltration/Inflow Correction	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – Sewer System Rehabilitation	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – New Collectors	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – New Interceptors	<hr style="border: none; border-top: 1px solid black;"/>	Centralized Wastewater Treatment – CSO Correction	<hr style="border: none; border-top: 1px solid black;"/>	Stormwater – Gray Infrastructure	<hr style="border: none; border-top: 1px solid black;"/>	Stormwater – Green Infrastructure	<hr style="border: none; border-top: 1px solid black;"/>	Energy Conservation – Energy Efficiency	<hr style="border: none; border-top: 1px solid black;"/>	Energy Conservation – Renewable Energy	<hr style="border: none; border-top: 1px solid black;"/>	Water Conservation – Water Efficiency	<hr style="border: none; border-top: 1px solid black;"/>	Water Conservation – Water Reuse	<hr style="border: none; border-top: 1px solid black;"/>	Nonpoint Source	<hr style="border: none; border-top: 1px solid black;"/>	Other – Planning and Assessments	\$ 0	TOTAL
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~~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

emergencies, payment delinquencies, and other short-term cash flow problems. The cash budget goal of one and one-half the monthly operational expenses is suggested because many small sewer systems may not be able to quickly assemble their board of directors to deal with cash-flow problems. Until the governing board can be convened, the costs of operation would be covered. The use of a multi-year capital budget is a positive indicator of financial management and supports the assessment of financial capacity conditions. A capital budget is an indication that the system is aware of the need for financing infrastructure upgrade and/or replacement.

3. Explanation of ability to repay loan (User Rate Charge System and/or Ordinance) NOT REQUIRED FOR LIF OR EC APPLICANTS

4. Engineering Agreement NOT REQUIRED FOR LSL ONLY APPLICANTS

5. Repayment schedule(s) for any other loan(s)

6. List of current board members

7. Board governance policy and/or By-Laws NOT REQUIRED FOR MUNICIPALITIES

The board governance policy reflects the protocols for the governing board's activities. This policy includes qualifications for election of board members, the number of members who may serve and their terms of office, rules regarding the conduct of meetings, etc. Establishing board protocols can improve the efficiency of board meetings and result in effective use of officers' time.

8. Financial controls policy (supported by official council and board adoption)

- Segregation of duties
- All aspects of cash handling
- Note: Example policies are available and can be requested at: grants.loans@deq.idaho.gov

9. Tax Assessment Roles (Local Improvement Districts only). NOT REQUIRED FOR LIF OR EC APPLICANTS

10. Nonprofit Corporations (e.g., homeowner's association) Only:

- Provide a copy of a current articles of incorporation and certificate of existence from the Idaho Secretary of State
- Provide a current list of all property owners and the lots they own.
- Provide current copies of easements, deeds, and quitclaim deeds for any commonly held lots affected by the loan project.

11. Documentation showing the applicant's [SAM.gov](https://sam.gov) active registration status and Unique Entity Identifier. See [Attachment SRF-06 Guidance for Registering with SAM and Obtaining a UEI Number](#) for additional information.

Section V. Application Authorization

I certify that, to the best of my knowledge, all information provided here is valid and correct:

Signature of Authorized Representative

Date

Chris Johnson, Mayor

Printed Name of Authorized Representative

Section VI. Architectural and Engineering Service Procurement Certification

Project Name: City of Bellevue Drinking Water Improvements Project

P.L. 113-121 Section 602(b)(14) of the Water Resources Reform and Development Act (WRRDA), 2014 states that: *(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).*

To meet this requirement, the undersigned hereby certifies that all architectural and engineering services procured for the City of Bellevue Drinking Water Improvements Project identified as Project # _____ meets the requirements of the Act and more specifically, Idaho Code 67-2320.

Name of Loan Recipient: City of Bellevue Date: _____

Signature of Authorized Official

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: <input checked="" type="checkbox"/> Community <input type="checkbox"/> Non-community																																		
3. Ownership type: <input type="checkbox"/> Cooperative <input type="checkbox"/> County <input type="checkbox"/> Federal <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Private <input type="checkbox"/> State																																		
4. Project purpose (select the statement below that best describes the project): <input checked="" type="checkbox"/> Comply with upcoming requirements <input type="checkbox"/> Address State listed contaminant <input type="checkbox"/> Return to compliance <input type="checkbox"/> Maintain compliance <input type="checkbox"/> Other (assistance not compliance related)																																		
5. Does this project have a disaster resilience component? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																																		
6. Does this project consolidate systems? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No a. If yes, how many systems will be eliminated?																																		
7. Does this project create a new system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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. <table style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="text-align: left; width: 15%;">Amount (\$)</th> <th style="text-align: left;">Project Category</th> </tr> </thead> <tbody> <tr><td>_____</td><td>Centralized Wastewater Treatment – Secondary Treatment</td></tr> <tr><td>_____</td><td>Centralized Wastewater Treatment – Advanced Treatment</td></tr> <tr><td>_____</td><td>Centralized Wastewater Treatment – Infiltration/Inflow Correction</td></tr> <tr><td>_____</td><td>Centralized Wastewater Treatment – Sewer System Rehabilitation</td></tr> <tr><td>_____</td><td>Centralized Wastewater Treatment – New Collectors</td></tr> <tr><td>_____</td><td>Centralized Wastewater Treatment – New Interceptors</td></tr> <tr><td>_____</td><td>Centralized Wastewater Treatment – CSO Correction</td></tr> <tr><td>_____</td><td>Stormwater – Gray Infrastructure</td></tr> <tr><td>_____</td><td>Stormwater – Green Infrastructure</td></tr> <tr><td>_____</td><td>Energy Conservation – Energy Efficiency</td></tr> <tr><td>_____</td><td>Energy Conservation – Renewable Energy</td></tr> <tr><td>_____</td><td>Water Conservation – Water Efficiency</td></tr> <tr><td>_____</td><td>Water Conservation – Water Reuse</td></tr> <tr><td>_____</td><td>Nonpoint Source</td></tr> <tr> <td style="text-align: right;">\$ 55,000</td> <td>Other – Planning and Assessments</td> </tr> <tr> <td style="text-align: right;">\$ 55,000</td> <td>TOTAL</td> </tr> </tbody> </table>	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
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<p>2. Acres of land being conserved (only applies to non-point source projects): N/A</p>
<p>3. Population Served: By the project: 2,747 By the system: 2,747</p>
<p>4. Project Improvement/Maintenance of Water Quality: Select the statements below that best describe the project.</p> <p>a. How does this project contribute to the improvement or maintenance of the receiving waterbody? <input type="checkbox"/> Improvement <input type="checkbox"/> Maintenance <input checked="" type="checkbox"/> N/A</p> <p>b. Allows the system to: <input type="checkbox"/> Achieve compliance <input type="checkbox"/> Maintain compliance <input checked="" type="checkbox"/> N/A</p> <p>c. Affected water body is: <input type="checkbox"/> Meeting standards <input type="checkbox"/> Impaired <input type="checkbox"/> Threatened <input type="checkbox"/> Not assessed <input checked="" type="checkbox"/> N/A</p> <p>d. Allows the system to address an: <input type="checkbox"/> Existing TMDL <input type="checkbox"/> Projected TMDL <input type="checkbox"/> Watershed Management Plan <input checked="" type="checkbox"/> N/A</p>
<p>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.</p> <ul style="list-style-type: none"> 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. <p><input type="checkbox"/> Wetland <input type="checkbox"/> Surface Water (stream, river, or lake) <input type="checkbox"/> Groundwater <input type="checkbox"/> Land Application <input type="checkbox"/> Other/Reuse <input type="checkbox"/> Eliminates Discharge <input type="checkbox"/> No Changes/No Discharge <input type="checkbox"/> Seasonal Discharge</p>
<p>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 <u>protection</u> 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 <u>restoration</u> of that use. Visit https://adminrules.idaho.gov/rules/current/58/580102.pdf (see sections 100-160) to locate a designated surface water use.</p> <ul style="list-style-type: none"> 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: <input type="checkbox"/> Water Use Not Applicable <input type="checkbox"/> 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.

	Protect		Restore	
Water Use	Primary	Secondary	Primary	Secondary
Domestic Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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

emergencies, payment delinquencies, and other short-term cash flow problems. The cash budget goal of one and one-half the monthly operational expenses is suggested because many small sewer systems may not be able to quickly assemble their board of directors to deal with cash-flow problems. Until the governing board can be convened, the costs of operation would be covered. The use of a multi-year capital budget is a positive indicator of financial management and supports the assessment of financial capacity conditions. A capital budget is an indication that the system is aware of the need for financing infrastructure upgrade and/or replacement.

3. Explanation of ability to repay loan (User Rate Charge System and/or Ordinance) NOT REQUIRED FOR LIF OR EC APPLICANTS

4. Engineering Agreement NOT REQUIRED FOR LSL ONLY APPLICANTS

5. Repayment schedule(s) for any other loan(s)

6. List of current board members

7. Board governance policy and/or By-Laws NOT REQUIRED FOR MUNICIPALITIES

The board governance policy reflects the protocols for the governing board's activities. This policy includes qualifications for election of board members, the number of members who may serve and their terms of office, rules regarding the conduct of meetings, etc. Establishing board protocols can improve the efficiency of board meetings and result in effective use of officers' time.

8. Financial controls policy (supported by official council and board adoption)

- Segregation of duties
- All aspects of cash handling
- Note: Example policies are available and can be requested at: grants.loans@deq.idaho.gov

9. Tax Assessment Roles (Local Improvement Districts only). NOT REQUIRED FOR LIF OR EC APPLICANTS

10. Nonprofit Corporations (e.g., homeowner's association) Only:

- Provide a copy of a current articles of incorporation and certificate of existence from the Idaho Secretary of State
- Provide a current list of all property owners and the lots they own.
- Provide current copies of easements, deeds, and quitclaim deeds for any commonly held lots affected by the loan project.

11. Documentation showing the applicant's [SAM.gov](https://sam.gov) active registration status and Unique Entity Identifier. See [Attachment SRF-06 Guidance for Registering with SAM and Obtaining a UEI Number](#) for additional information.

Section V. Application Authorization

I certify that, to the best of my knowledge, all information provided here is valid and correct:

Signature of Authorized Representative

Date

Chris Johnson, Mayor

Printed Name of Authorized Representative

Section VI. Architectural and Engineering Service Procurement Certification

Project Name: City of Bellevue Lead Service Line Inventory

P.L. 113-121 Section 602(b)(14) of the Water Resources Reform and Development Act (WRRDA), 2014 states that: *(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).*

To meet this requirement, the undersigned hereby certifies that all architectural and engineering services procured for the City of Bellevue Lead Service Line Inventory identified as Project # _____ meets the requirements of the Act and more specifically, Idaho Code 67-2320.

Name of Loan Recipient: City of Bellevue Date: _____

Signature of Authorized Official



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 11c: Review and Approval of the State of Idaho Department of Environmental Quality Funding Application Narrative Document

Idaho DEQ Funding Application Narrative Document

SUBMITTED WITH SRF-02 - FY24 a. SRF b. LIF c. LSL Funding Applications (State of Idaho Department of Environmental Quality Funding Application Documents: 1. State Revolving Fund (SRF) Loan and 2. Leading Idaho Funding (LIF) Grant, and 3. Lead Service Line)

Note: The Idaho DEQ Funding Application Narrative Document for all three (3) applications are ONE (1) COMBINED PDF Prepared by Merrick and Company

Suggested Motion: Move to Approve the State of Idaho Department of Environmental Quality Funding Application Narrative Document

Attachment(s): **Attachment**
DEQ Funding Application Narrative Document

**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 liner 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]



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 11d: Consideration and Approval of **Resolution 5361**, A Resolution of the Common Council of the City of Bellevue, Idaho, Authorizing the Mayor to Sign All Applications, Funding Agreements, and Other Documents Relating to Drinking Water Improvements Project (Project)

Action Item: Chris Johnson, Mayor

Note:

Suggested Motion: Move to Approve Resolution 5361, A Resolution of the Common Council of the City of Bellevue, Idaho, Authorizing the Mayor to Sign All Applications, Funding Agreements, and Other Documents Relating to Drinking Water Improvements Project (Project)

Attachment(s): **Resolution No. 5361**

**State of Idaho
Department of Environmental Quality**

**AUTHORIZING RESOLUTION
Attachment SRF-03**

A RESOLUTION BY 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 DRINKING WATER IMPROVEMENTS PROJECT (PROJECT).

WHEREAS, the City intends to develop a Project for the City's public drinking water system, such Project being necessary to meet 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 set forth drinking water facilities required to be constructed to serve the needs of the area; and

WHEREAS, the costs of the Project for the drinking water improvements 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 Drinking Water Improvements Project.

Passed and adopted by the City Council of the City of Bellevue on the _____ day of _____, 2024.

By the following votes:

AYES: _____

NAYS: _____

ATTESTED BY:

City Clerk

Mayor

City of Bellevue - Resolution No. 5361



City of Bellevue

City of Bellevue
Regular Common Council Meeting
January 22, 2024

Agenda Item 5: Approval of **Resolution 5362**, A Resolution of the Common Council of the City of Bellevue, Idaho, Authorizing the Mayor to Sign All Applications, Funding Agreements, and Other Documents Relating to the Lead Service Line Inventory Project (Project)

Action Item: Chris Johnson, Mayor

Note:

Suggested Motion: Move to Approve Resolution 5362, A Resolution of the Common Council of the City of Bellevue, Idaho, Authorizing the Mayor to Sign All Applications, Funding Agreements, and Other Documents Relating to the Lead Service Line Inventory Project (Project)

Attachment(s): **Resolution No. 5362**

**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 _____ day of _____, 2024.

By the following votes:

AYES: _____

NAYS: _____

ATTESTED BY:

City Clerk

Mayor