



The Common Council of the City of Bellevue, Idaho, met in a Regular Meeting, on, Monday, June 10, 2024, at 5:30 p.m. in the Council Chambers of the City of Bellevue Offices, located at 115 E. Pine Street, Bellevue, ID 83313.

**Call to Order:** Mayor Johnson called the Regular Meeting to order at 5:31 p.m.

**Roll Call:**

**Present**

Chris Johnson, Mayor  
Christina Giordani, Council President  
Robin Leahy, Council Member  
John Carreiro, Council Member  
Diane Shay, Council Member  
Shaun Mahoney, Council Member

**Excused:**

Jessica Obenauf, Council Member

Roll Call was conducted; all Members were present with the exception of Council Member Obenauf.

**Staff Present:** Rick Allington, City Legal Representative; Greg Beaver, Fire Chief; Kirt Gaston, Marshal; Casey McGehee, Streets; Shelly Shoemaker, Treasurer; Kristin Gearhart, Library Director; Bryson Ellsworth, Contractor Wastewater - *via Zoom*; Shane Garrison, Contractor Water - *via Zoom*; and Michelle Snarr, City Clerk

**Others in Attendance:** Jeff Pfaeffle, Courtney Long and Jerry Grebenc, Great West Engineering and Tony Evans

1. **Notice of Agenda Compliance:**

The posting of this regular meeting agenda complies with Idaho Code §74-204. The regular meeting agenda was posted within forty-eight (48) hours prior to the meeting at the Bellevue City Hall, Post Office, and on the city website on *June 6, 2024*.

**Motion:** President Giordani moved the noticed agenda was in compliance with Idaho Code §74-204. Council Member Carreiro seconded the motion. The motion passed unanimously.

2. **Call for Conflict as Outline in Idaho Code §74-404:**

Mayor Johnson called for conflict from any Council Member or staff Member with any agenda item. No conflict was noted.

3. **Public Comment: (for Items of Concern Not on the Agenda):**

Mayor Johnson opened the meeting for public comment at 5:33 p.m. Council Member Leahy asked about the landscaping at the ARCH cabin and pointed out is not completed. Public Comment closed at 5:33 p.m.

4. **Old Business:**

Resolution No. 2379, A Resolution of the City of Bellevue, Idaho, Authorizing the Treasurer to Release \$71,441 from Strahorn Phase 2 Bond Savings (LGIP 4037) to Strahorn Partners, LLC:

Mayor Johnson informed the Council he went back and looked at the Strahorn landscaping. Due to the size of Phase 2, the trail side is open, and he wasn't sure if there would be a way to remove the snow from the ground if there was a fence on both sides of the trail. President Giordani said she didn't think it created a public safety concern on the roadside of the trail.

Mayor Johnson suggested they could install a double rail for the first 20 feet. Council Member Leahy inquired if there was a landscape plan. Mr. Pfaffle discussed landscaping options with the Council and indicated they would like to bring in some larger rocks at the booster station.

**Motion:** Council Member Carreiro moved to approve Resolution No. 2379, A Resolution of the City of Bellevue, Idaho, Authorizing the Treasurer to Release \$71,441 from Strahorn Phase 2 Bond Savings (LGIP 4037) to Strahorn Partners, LLC. Council Member Shay seconded the motion. Council Members voting aye: Members Carreiro, Shay, Leahy and Mahoney. Members voting nay: President Giordani. The motion passed with four votes in favor and one vote opposed. Council Member Obenauf was not present for the vote.

5. **Introduction:** Jerry Grebenc, Senior Planner, CFM and Courtney Long, CFM, Great West Engineering | City of Bellevue On-Call Planning Services

Mayor introduced Mr. Jerry Grebenc and Ms. Courtney Long, Great West Engineering; the city's on-call planners. Ms. Long and Mr. Grebenc said they enjoyed working with the Planning and Zoning Commission, and they met with Chair John Kurtz for two hours.

6. **Fee Waiver for Extra Garbage Cans and Two Porta-Potties:** Bellevue Memorial Park, Sunday June 23, 2024, for a Community Potluck Celebrating Bellevue's Unique and Diverse History That Helped Shape the Wood River Valley

Mayor Johnson said the application with the request for the fee waiver was brought to him from the Bell Events Community. He thought they were working with the library, but they are not. However, Council Member Obenauf is affiliated with them.

This is a community event, and if they paid their fees, they would see additional fees for trash and porta-potties. It was noted they are not a 501(3)(c). President Giordani said it is important for community members to get together, but when they have an organization like the Hunger Coalition, she believes the Hunger Coalition's event is for the best of community as a whole. Mayor Johnson said they need to have a separation of what the city is organizing and what others are organizing. For example, Bellevue work site is not the city. It is a clear division of what and where the city is actively engaged.

Discussion followed regarding concerns with the application. It was thought the event was misleading by using the city's name, there were liability concerns with the event, and it isn't a city event. It was commented that the city knows it is not a city event, but do other people know?

**Motion:** President Giordani moved to deny the fee waiver of \$242.98 for Jessica Mayne to waive the extra garbage cans and porta-potties fees in association with her park application for Memorial Park. Council Member Leahy seconded the motion. Council Members voting aye: Members Giordani, Carreiro, Leahy, Shay, Mahoney, and Obenauf. Members voting nay: None. The motion passed unanimously. Council Member Obenauf was not present for the vote.

7. **Consent Agenda:**

- a. Approval of Common Council Meeting Minutes | March 11, 2024, Regular Council Meeting Minutes
- b. Approval of Claims: May 29, 2024, through June 10, 2024
- c. Approval of Finds of Fact, and Conclusion of Law for the Lot-Line Readjustment Application Submitted by Jeff Swanson on behalf of South Tacoma Way, LLC
- d. Approval of Finds of Fact, and Conclusion of Law for the Lot-Line Readjustment Application Submitted by Erin Bliss, Bliss Architecture on behalf of KMAM Real Estate IDB EL, LLC

**Motion:** President Giordani moved to approve the consent agenda. Council Member Shay seconded the motion. Council Members voting aye: Members Giordani, Carreiro, Shay, Mahoney and Leahy. Members

voting nay: None. The motion passed unanimously. Council Member Obenauf was not present for the vote.

8. **New Business:**

- a. Resolution No. 2380, A Resolution of the Mayor and Common Council of the City of Bellevue, Idaho, Approving and Authorizing the Mayor to Execute the State of Idaho DEQ Loan Offer, Acceptance and Agreement for Drinking Water Facilities Design and Construction; State of Idaho DEQ Loan Offer, Acceptance and Agreement for Lead Service Line Inventory and/or Replacement; DEQ Leading Idaho Funding Offer, Acceptance, and Agreement for Drinking Water Facilities Design and Construction, and the Substantial Form Bond/Lead Line Bond

Mayor Johnson explained the have two (2) different items. The city received a lot of funding from the Department of Environmental Quality (DEQ) and that is why it seems so messy. It includes the facility design bond, and \$50,000 for the Lead Service Line Inventory and/or Replacement with \$34,000 of principle forgiveness.

**Motion:** President Giordani moved to approve Resolution No. 2380, A Resolution of the Mayor and Common Council of the City of Bellevue, Idaho, Approving and Authorizing the Mayor to Execute the State of Idaho DEQ Loan Offer, Acceptance and Agreement for Drinking Water Facilities Design and Construction; State of Idaho DEQ Loan Offer, Acceptance and Agreement for Lead Service Line Inventory and/or Replacement; DEQ Leading Idaho Funding Offer, Acceptance, and Agreement for Drinking Water Facilities Design and Construction, and the Substantial Form Bond/Lead Line Bond. Council Member Carrerio seconded the motion. Council Members voting aye: Members Shay, Carreiro Mahoney, Giordani and Leahy. Members voting nay: None. The motion passed unanimously. Council Member Obenauf was not present for the vote.

- b. Resolution No. 2381, A Resolution of the City Council and Mayor of the City of Bellevue, Idaho, Authorizing the City Clerk to Issue a Letter Verifying their Approval of Issuance of not More than Three (3) Resort City Restaurant Liquor Licenses Pursuant to Idaho Code Section 23-903c, in Accordance with the Qualifications, Proof and Approval as Stated Therein

Discussion followed regarding the opportunity for the city to issue not more than three (3) Resort City Restaurant Liquor Licenses pursuant to Idaho Code § 23-903c, and the Council's authorization for the City Clerk to issue a letter verifying the Council's approval of participating in the issuance of not more than three (3) Resort City Restaurant Liquor Licenses.

Mayor Johnson explained the Resort City liquor licenses were from the legislation over the summer, and the Resort Cities Coalition. The primary requirement is that the licenses have to be issued to a restaurant, which has more food sales than alcohol. In addition, the city has the opportunity to restrict the hours; alcohol cannot be served until 2:00 a.m.

Council Member Mahoney inquired about his license. He paid \$150,000 for his legacy license. President Giordani said there would safeguards that would be regulated by Alcohol Beverage Control, and the city can put regulations in sideboards and add those to the city's resolution. Council Member Mahoney expressed if they could serve liquor, he doesn't agree with it. He wasn't aware there was a possibility of doing different liquor license; he didn't hear about it, and he owns a bar.

President Giordani explained that sideboards were put into the legislation; there has to be food and there must be more sales of food than alcohol. Council Member Mahoney said his liquor license has value, and others selling liquor would dilute his value.

President Giordani said she thought the resolution before the Council only authorized the city to obtain three Resort City liquor licenses. She added, within the statute there are line items that identify how this license is

different from a legacy license. It has to do with where it is, the marking, not a bar or lounge, the food percentage, and cocktails need to be served on a tray and not across the bar.

The letter verifying the city's approval needs to be issued to Alcohol Beverage Control by June 15, 2024, with a copy of the resolution authorizing not more than three (3) Resort City Restaurant Liquor Licenses. Council Member Mahoney ask how many licenses they intended to allow. Mayor Johnson noted that just because the city could authorizes an additional three (3) liquor licenses does not mean they city has to issue them.

President Giordani said she thought the item is a complicated issue. She pointed out the community is growing and has a need for services in the community. In addition, it is a way to determined how the city can get more sustainable business operations. Council Member Shay indicated it was also an opportunity to make the city more operational.

President Giordani asked how the other council members felt about the three (3) additional Resort City Liquor License. She pointed out that right now the city has two (2) bar licenses that are attached to restaurants. However, the city doesn't really have "bar license" users. Council Member Shay inquired what the resolution require. Mr. Allington indicated the state of Idaho just wants to know if the city is going to take advantage of the Resort City additional three (3) liquor licenses.

Council Member Mahony expressed that if the Cutthroat received a liquor license, at the end of the (designated) serving time, people in the restaurant will still continue to drink. President Giordani explained that was the purpose of the sideboards. If the city sets a sideboard that says Resort City liquor licenses cannot sell liquor after 10:00 p.m., they can't sell liquor after that time.

Mayor Johnson agreed the laws do make it unfair to Council Member Mahoney, but it is unfair to others that can't get a license. Council Member Mahoney said they should pay for their license. He asked about the City of Hailey, Ketchum and Sun Valley; will they gets three additional liquor licenses as well?

Council Member Mahoney said he didn't think the city was capable of having more than one (1) additional license right now. President Giordani stated the city didn't have to issue all three (3) additional licenses. The city just needed to let the state know they want to accept them, and the city can choose how many they want to issue. The city will have to approve all the sideboards, businesses have to be a brick a mortar business, which is a restaurant as the primary business, and it is up to the Council on what they want to approve and what type of business it has to be.

**Motion:** Council Member Shay moved to approve Resolution No. 2381, A Resolution of the City Council and Mayor of the City of Bellevue, Idaho, Authorizing the City Clerk to Issue a Letter Verifying their Approval of Issuance of not More than Three (3) Resort City Restaurant Liquor Licenses Pursuant to Idaho Code Section 23-903c, in Accordance with the Qualifications, Proof and Approval as Stated Therein. Council Member Leahy seconded the motion. Council Members voting aye: Members Shay, Giordani, Leahy and Carreiro. Members voting nay: Council Member Mahoney. The motion passed with four votes in favor and one vote opposed. Council Member Obenauf was not present for the vote.

c. Resolution No. 2382, A Resolution of the Common Council of the City of Bellevue, Idaho, Adopting the City of Bellevue, Financial Controls Policy

Mayor Johnson explained as part of the grant acceptance, the city had to draft a Financial Controls policy. He inquired if anyone had any comments. It was suggested the city add it to the personnel manual in the section, "Governing the Treasure." Mayor Johnson indicated the proposed Financial Controls Policy went to bond counsel and DEQ for review. It was noted the policy would stay in effect until the city changed it unless the Council put an effective date on. Mayor Johnson requested the policy be sent to the city's accountants to be reviewed and revised if necessary.

**Motion:** President Giordani moved to approve Resolution No. 2382, A Resolution of the Common Council of the City of Bellevue, Idaho, Adopting the City of Bellevue, Financial Controls Policy Council Member Shay seconded the motion. Members voting aye: Member Leahy, Giordani, Carrerio, Mahoney and Shay. Members voting nay: none. The motion passed unanimously. Council Member Obenauf was not present for the vote.

9. **Budget Workshop:** Consideration of Discussion and Direction Regarding the Preliminary Budget for Fiscal Year 2025

Ms. Shelly Shoemaker, City Treasurer, provided the Council with updated budget documents. She informed the Council she worked on the funds, which shows where they are starting from, what needs to change, and where the city needs to be. – [Audio](#) and [Video](#) for full discussion and [Draft Budget Documents](#) for review.

Discussion began at the Fiscal Year (FY) 2025 Budget at a Glance, which is broken down by department and additions to payroll. The report identifies all operating costs, capital expenses, total expense and the difference between revenue and expenses, and what percent each line item represents in the budget.

She pointed out the city's current, to date, FY 2024 budget and expenses and where the city is over and/or under. The budget difference is \$453,000 and shows the increases or decreases compared to the city's current fiscal year.

She prepared a breakdown of general revenues in the 2024 budget and all the revenues for the entire general fund, and calculated an estimate of where she think the city will end. She noted there were some state funds that would be going down and state sales tax is going down. President Giordani inquired if the estimates were conservative. Ms. Shoemaker indicated they were.

Ms. Shoemaker said the city budgeted more for payroll than the actual payroll for FY 2024, and that is why the draft FY 2025 payroll is less than 2024. In addition, the city budgeted more than it committed to and hired a few more employees than what the city budgeted. She went on to explain that she started with the FY 2023 payroll and moved forward to FY 2024. Based on that, she calculated FY 2025 and added a 3-percent (3%) COLA for all departments. In addition, she added a five percent (5%) increase for health insurance premium increases.

Ms. Shoemaker referred to Buildings and Ground, and there is a nominal amount in payroll. Approximately 16 percent (16%) of the Streets payroll is spent on Buildings and Grounds. This payroll reflects that Buildings, Grounds and Parks went up considerably. Mayor Johnson inquired what Buildings and Grounds consisted of. Ms. Shoemaker indicated it is City Hall, Library and Fire Department. It was noted that all city owned property should be reflected in Buildings and Ground and the Treatment Plant would fall under Sewer.

It was decided it was time do away with the recycling and cardboard. President Giordani indicated if there was a big demand to bring it back, they could bring it back. Council Member Shay said she didn't think the city anticipated that people wouldn't use it appropriately. Council Member Shay stated now is the time to cut back on frivolous expenses. The city needs to talk with Clear Creek about options for residents. The people that want to recycle will do it, and they will take the initiative.

Ms. Shoemaker went back to the last year and reviewed all of the city's professional fees, e.g., engineering and legal, that should have been billed back to applicants, and she has collect approximately \$30,000. She is trying to collect all of the fees that go back into last fiscal year.

Ms. Shoemaker cover expenses and revenues for the Fire Department. She noted she budgeted for two (2) options. Option 1 is to stay at the status quo. Option 2 would move Chief Beaver into a full-time fire chief. She thought there were a lot of reasons the city could utilize a full-time fire chief, e.g., inspections each year for business renewal and new business licenses.

Ms. Shoemaker indicated that Chief Beaver gave her his budget numbers. Operating costs were up nominally from the previous year, and there are items included from the past for capital expenses. It was inquired if the city charges for the inspections the fire chief does for business licenses. Chief Beaver indicated that they are trying to look into that, which would be 35 percent (35%) for alarms and fire suppression. He thought the city changed it across the board. Fire fees were discussed and Ms. Shoemaker indicated that she entered \$450 for those fees. President Giordani said she was going to look into that; it is important to charge appropriately for services.

Discussion followed regarding IT. It was proposed to budget the IT contract to all city departments. Mayor Johnson noted that Marshal Gaston has his own server and IT. Marshal Gaston added that he has the county and state to work with, and he has the city's IT.

Marshal Gaston addressed personnel. He indicated that the Marshal's Office was down one officer this year, and he is anticipating some large cost for overtime. He thought the city could hire someone for less than paying the overtime. Mayor Johnson asked why the Marshal's Office was down one officer. Marshal Gaston stated he was only funded four positions, and if he doesn't get the funding for next year, he would have to lay off the new officer. Marshal Gaston's budget was not funded with overtime, and the regular hours weren't budgeted correctly; law enforcement and fire fall under a different Fair Labor Standards Act (FLSA). Mayor Johnson asked if the city funded a fifth officer, would it need another vehicle. The city would not need an additional vehicle at this time.

It was inquired if the Friends of the Preserve were interested in some budgeted items. Mayor Johnson explained they were for fencing and other items; he thought there should a separate "line item for the preserve and provide the maintenance. It was determined to allocate approximately \$5,000.

Mayor Johnson indicated the city needed to think about a parking area in the Strayhorn Subdivision. Mr. McGehee said they were going to try and mow in the area. Mayor Johnson requested general maintenance and repairs to be completed as well.

Ms. Shoemaker discussed Street revenue, one of which is highway revenues. It is currently \$52,000; however, she believes it will go away. The city has \$115,000 budgeted for Street grants in FY24, and she does not know where it came from. The city's transportation plan won't be ready for a year and it isn't likely there will be a lot in grants.

Mr. McGehee indicated he spoke with a company that wants to asphalt behind two buildings, and he mentioned the need for encroachment permits. The gentleman said they were told they didn't need one and has never applied for one. Mr. McGehee asked the gentleman how much work they have done in the city, and he said quite a bit.

Discussion followed regarding the LOT tax. President Giordani said the city isn't able to get general maintenance completed or have enough money to do asphalt or repair half the potholes. She has been looking into where the city is with the its LOT tax, and possibly place it on a special elections. It was noted that a bed tax would not burden the community, and it would help bring funds into the Street's revenue. It was pointed out that 3 percent (3%) is a low LOT tax. President Giordani added the city needed to address compliance and have the ability to verify those properties that are on the LOT tax and address short-term rentals.

10. **Adjournment:**

With no further business coming before the Common Council at this time, Council Member Carrerio moved to adjourn the meeting at 8:14 p.m. President Giordani seconded the motion. The motion passed unanimously.

  
Michelle K. Vest Snarr, City Clerk

  
Chris Johnson, Mayor