

**BELLEVUE URBAN RENEWAL AGENCY (BURA)**  
**AGENDA and NOTICE**  
**Wednesday, October 27, 2021, at 4:30 P.M.**  
**PUBLIC ZOOM ONLINE MEETING**  
**BELLEVUE CITY HALL**  
**115 East Pine, Bellevue, Idaho**

Topic: BURA Meeting  
Time: Oct 27, 2021, 4:30 PM Mountain Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/87665817507?pwd=NXZZSUIQUytKR3FqK3BLdGkzbHl1UT09>

Meeting ID: **876 6581 7507**  
Passcode: **236866**  
One tap mobile  
+1-253-215-8782 (Tacoma)  
+1-346-248-7799 (Houston)

**4:30 PM CALL TO ORDER**

• **NOTICE AND HEARING COMPLIANCE:**

The notice and agenda were posted in accordance with Idaho Code §67-2343, prior to the meeting, at the Bellevue Post Office, on the bulletin board of City Hall, on the City website and on the city's social media account on October 22, 2021.

**Suggested Motion**- I move that the agenda and notice for the October 27, 2021, BURA meeting was done in accordance with Idaho Code §67-2343.

**CONSENT ITEMS:**

- **ACTION ITEM**- Approval of Minutes from September 29, 2021  
**Suggested Motion**- I move to approve minutes from 9-29-21
- **ACTION ITEM** – Approve Monthly claims from treasurer  
- Invoice #192784- Elam and Burke for \$100.00  
**Suggested Motion**- I move to approve monthly claims submitted by the Treasurer

**HEARING:**

- **SITE VISIT:** Memorial and O'Donnell Park site visit  
- Discuss proposed park projects for each park with park chair  
- Memorandum- Fill in quantities etc.  
- 2020 Bellevue Parks survey and Recommendations to Council

**DISCUSSION:**

- Set a potential date For November 16<sup>th</sup> to approve proposed project bids

**ADJOURN** Please Note: The agenda is subject to revisions. Anyone needing assistance to attend or participate should contact Bellevue City Hall prior to the meeting at 208- 788-2128. Committee packets will be available online at [www.bellevueidaho.gov](http://www.bellevueidaho.gov)

**City of Bellevue**  
**Bellevue Urban Renewal Agency Minutes**  
**ZOOM MEETING**  
**September 29, 2021**

4:00 PM

Chairman Duncan called the meeting to order. Commissioner's present were Becky Duncan, and Jami Sluder and Doug Brown. Staff present was Ashley Dyer BURA secretary and City Planner, Diane Shay Community Development Director, and John Kurtz Park Committee Chair.

**Notice and Hearing Compliance:**

Notice for this meeting was posted in accordance with Idaho Code 67-2343 by the following:

1. The agenda was posted at the Bellevue Post Office, the bulletin board, outside Bellevue City Hall and on the city website on September 24, 2021.

Brown made a motion that the agenda was noticed in compliance with 67-2343, Sluder seconded, and the vote was unanimous.

**Meeting Items:**

The first item on the agenda is a discussion item regarding proposed projects for the Fiscal Year of 2022 to be funded by the URA. The Commission submitted proposed projects which were inputted into a spread sheet to decide what projects to move forward with first.

Sluder asked about adding a community clean up event to the list- the commission agreed. Dyer stated that the city partakes in an event put on in the spring by ERC for a valley wide clean up, but I think a city event couldn't hurt.

Shay said that before COVID hit the valley, the city was working on putting on a full day clean up event that would end with a big BBQ at city hall, and obviously that didn't happen, but I know that is something we would love to happen.

Sluder said she thinks if we help facilitate a way for people to get rid of their stuff, I think that would really help clean town up a bit.

Dyer suggested adding all proposed projects to the list, even if we can't get to them now, we will have it on the list and get to it when we can. The goal is to have an ongoing project list that we can check projects off from etc.

Brown asked when Duncan was going to join the meeting, I think it's important that she is here while we are making these decisions.

Dyer stated that she should be joining any time, that her other meeting was running little over but she should be here soon. The Commission is not making any funding or final decisions at this time, only proposals to the list.

Brown said one of his suggestions didn't make it to the list correctly. Scroll down to Pickle Ball Court and it was not looking into funding but looking into a study for a pickle ball court and a skate park. In other words, not the funding but to do a study to find out what the costs and options is the first step.

Shay said that as someone who used to live in the house right across the street from what used to be the Tennis Court, when the city changed it to a Basketball Court it changed the impact on the change of use. I understand the tennis courts maybe weren't being used enough but there was no public outreach. It changed overnight. Lots of people out there until late at night shooting hoops and I would like if this is a consideration that we make sure to reach out to the existing neighbors.

Shay said she has a few items she would like the board to consider; One being a band shell where the stage is over at Memorial Park. I found one from Victor Idaho that is really well done and it's big enough to house all the equipment and everything. Another one that has been at the forefront for me for awhile now is a new paint job on the City Hall. The paint is peeling, the chinking is messed up and if were stuck in this building for longer than the building really needs a paint job. It really needs some work, and I would like to see BURA consider funding that. The other thing is we have a local who is kind and purchased the beautiful snowflake lights and the big holiday banner- you might remember that BURA funded the project to replace the Utility Pole in order to hang it. She would like to purchase more snowflakes to complete Main Street which would really light it up. There are 7 poles that need to be replaced and then there are 22 poles that are wired and there are 19 more that need to be wired. I put a call into C&R Electric for a quote. The building needs some kind of structural assistance, when the wind blows the whole building shakes, but it might be more of a professional job. Our building official put together a very thorough inspection report on the building. He mentioned that once we start scraping old paint off the exterior the logs might need more treatment/repair than expected.

Sluder said she thinks we should try to encourage the Main Street business to decorate Main Street for the holidays more.

Shay asked if this is the time to start prioritizing items?

Brown said he would like to go over a few of the items on his list that he proposed. Brown discussed that the bus stop on Spruce should be a priority, even if it's temporary. We need to be flexible and keep looking past obstacles. This has been a stubborn problem, and I think BURA could help. He discussed the Cedar Street problem and talked about BURA supporting an engineer study to finish that top part of Cedar so that we can have another artery to take pressure off other streets. Looking into a bond for the project is important.

Dyer asked the Commission if they had projects that they would like to add to the top of the list to prioritize them.

Duncan said all these ideas are excellent and I would like to support them as much as possible.

Kurtz Park Chair said most of the items on the park list have been submitted to the Council so any or all of those should be considered. It's easy to get overly ambitious and get too much going on, but that's not to say that you don't have a list and prioritize it and get to what you can get to, and then just keep moving down the line & then you can look back and see what has been accomplished. They are all good suggestions. We can refer to the Park Committee's recommendations.

Dyer asked if anything stands out for the Park Committee.

Kurtz said we have never discussed the new proposed park so I can't speak to that. But Memorial Park the benches need to be repaired or replaced. New or additional Trash cans with associated dog stations. The swings at O'Donnell were not a recommendation but to have additional picnic tables at O'Donnell is

good. Need to level the portable toilet at O'Donnell and maybe adding additional restroom. An additional restroom for Memorial but it needs to be done well- it needs to be housed or leveled. Everything associated with the picnic area at Memorial was on the recommendations. The Park Committee recommends to re-design the picnic area because it is so big. The idea is to remove half the structure so some tables can be in the sun. That will take some more structural planning and it's a larger project, but the work associated with having pavers added, additional tables, maybe sun sails, are really some great projects that are a worth while expense.

Brown suggested having a park site visit to go over the projects we are discussing.

The Commission went over the items and discussed the fist projects to move forward with getting bids/ quotes for. – City Hall- New paint job/ Exterior- possible structural, Park site visit to discuss projects at the park (New items, Bark, Picnic area, dog stations, Construct Band shell cover over stage, Quote/Bid from C&R Electric for replacing 7 lights for holiday decorations. Looking into grant for updating street lighting (Application due November each year)

**Consent Items:**

The Agency approved minutes from August 24, 2021, meeting.

Brown made a motion to approve minutes from August 24, 2021, Duncan seconded, and the vote was unanimous.

**Bills and Claims:**

The Agency approved monthly claims submitted by the Treasurer.

Brown made a motion to approve the claims, Duncan seconded, and the vote was unanimous.

**Committee and Staff Discussion:**

Next meeting is set for October 27, 2021, at 4pm to approve bids/quotes

Brown moved to adjourn the meeting, Duncan seconded, and the vote was unanimous.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Jami Sluder, Chairman

ATTEST:

\_\_\_\_\_  
Ashley Dyer, Secretary

**ELAM & BURKE**  
ATTORNEYS AT LAW

251 East Front Street, Suite 300  
Post Office Box 1539  
Boise, Idaho 83701  
Telephone 208 343-5454  
Fax 208 384-5844

Tax Id No. 82-0451327

RE: General Representation

CLIENT/MATTER: 09097-00001  
September 30, 2021  
Invoice # 192784

INVOICE TOTAL

100.00

**ELAM & BURKE**

ATTORNEYS AT LAW

251 East Front Street, Suite 300  
Post Office Box 1539  
Boise, Idaho 83701  
Telephone 208 343-5454  
Fax 208 384-5844

Tax Id No. 82-0451327

Bellevue Urban Renewal Agency  
City of Bellevue  
PO Box 825  
Bellevue, ID 83313

September 30, 2021

Invoice # 192784  
Billing Atty - MSC

## FOR PROFESSIONAL SERVICES RENDERED

From September 23, 2021 Through September 30, 2021

RE: General Representation

CLIENT/MATTER: 09097-00001

## HOURS

9/23/21	MSC	.20	Review email communication from Ashley Dyer concerning a plan amendment to annex in property to the existing project area. Draft response re same including additional communications.
9/29/21	MSC	.20	Review and respond to email communication from Ashley Dyer concerning limitations set forth in 50-2033 and meeting to address potential RAA annexation.
9/30/21	MSC	.10	Review and respond to email communication concerning upcoming meeting and scope of annexation.

PROFESSIONAL FEES

100.00

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
Conrad, Meghan S.	Shareholder	200.00	.50	100.00	.00	.00
			.50	100.00	.00	.00

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UNLESS OTHERWISE AGREED, ALL ACCOUNTS ARE DUE WITHIN 30 DAYS OF THIS STATEMENT.  
*We also accept Visa, MasterCard, Discover and American Express.*



## Memorandum

**To: Bellevue Urban Renewal Agency**

**From: Ashley Dyer, Land Use Senior Planner/BURA Secretary**

**Re: Memorial & O'Donnell Park Site Visit**

**Date: October 27, 2021**

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The Bellevue Urban Renewal Agency is meeting on October 27, 2021, for a site visit with the Park Committee Chair John Kurtz, to discuss proposed projects to improve the Bellevue parks.

- 1.) Total number of picnic tables= Memorial \_\_\_\_\_ O'Donnell \_\_\_\_\_
- 2.) Total number of benches= Memorial \_\_\_\_\_ O'Donnell \_\_\_\_\_
- 3.) Total number of dog stations w/trash= Memorial \_\_\_\_\_ O'Donnell \_\_\_\_\_
- 4.) Replace drinking fountain- O'Donnell- New fountain + plumbing services to install  
YES \_\_\_\_\_ NO \_\_\_\_\_
- 5.) Portable Restroom- one extra at Memorial- extra services fee \$92.33/M- current restroom is in an enclosure, and an additional one wouldn't fit in that same enclosure. Do we make new enclosure to fit both restrooms? YES \_\_\_\_\_ NO \_\_\_\_\_  
  
\* Extra restroom Memorial \_\_\_\_\_ Extra restroom O'Donnell \_\_\_\_\_
- 6.) Retaining platforms for restrooms at both locations- Fix/Update so they last longer?  
YES \_\_\_\_\_ NO \_\_\_\_\_
- 7.) Need Square footage of the covered bark areas as well as depth for both playgrounds=  
Memorial: Square Footage \_\_\_\_\_ Depth: \_\_\_\_\_  
O'Donnell: Square Footage \_\_\_\_\_ Depth: \_\_\_\_\_

## Help Improve Bellevue's Memorial Park!

The Bellevue Parks Committee would like to learn more about how our community uses Memorial Park. We want to improve management of the park and enhance recreation opportunities. Please help us by taking a moment to fill out this survey. Your answers will be anonymous, and your participation is voluntary. If you have any questions about the survey, please feel free to contact Ashley Dyer, City of Bellevue planning associate, at 208-788-2128, ext. 8.

- First figure in each questions is from Survey Monkey's 50 respondents and is shown as a percentage of total responses.
- Second figure in each question is from hard copy's 15 respondents and is shown as a percentage of total responses EXCEPT for Q5, Q6 and Q7 which are pure numbers.

1. Do you live in:

Bellevue 83 / 80

Hailey 13 / 15

Other 3 / >1 (Triumph)

2. How old are you?

<19 - 0 / 33

20-30 - 7.5 / 0

31-40 - 10 / 27

41-50 - 35 / 2

51-60 - 18 / 0

61-70 - 20 - 13

71+ - 10 / >1

3. Overall, how satisfied were you with visiting the park? This Q only appeared on hard copy

Not at all Satisfied - 1

Slightly Satisfied - 0

Moderately Satisfied - 4

Very Satisfied - 8

Extremely Satisfied - 2

4. Approximately how many times have you visited Memorial park over the past 12 months?

4, 3, 3, 1, 4-5, 2, 0, 50, 5, 2, 5, 7, 8.

5. What activity(s) do you like to do at the park? (check all that apply) % then #

Picnic/shelter - 26 / 6

Children's playground 51 / 6

Basketball - 13 / 2

Visiting with friends - 41 / 9

Little free library - 8 / 2

Frisbee/volleyball - 3 / 1

Dog Walking - 36 / 5

Reading/relaxing - 13 / 4

Bloom Truck - 18 / 2

Other - pickleball, events, don't use but glad its there for others, festivities, Labor Day, lunch





6. How do you think the City of Bellevue should manage the following areas? (circle one response in each category). % then #

Playground >

Less equipment - 5 / 1  
Leave it as is - 59 / 7  
More equipment - 36 / 4

Basketball Courts>

Fewer courts - 8 / 1  
Leave it as is - 82 / 12  
More courts - 10 / 0

Picnic Pavilion>

Smaller - 5 / 1  
Leave it as is - 46 / 9  
Larger or additional - 49 / 1

Stage>

Remove - 3 / 1  
Leave it as is - 38 / 6  
More developed/roof - 60 / 5

Open trees/ lawn>

Fewer trees & lawn - 3 / 0  
Leave it as is - 72 / 11  
More trees & lawn - 26 / 3

7. What other things would you like to see in the park? % then #

Sculpture/art work - 26 / 5  
BBQ facilities - 43 / 3  
Pathways - 11 / 4  
Skate park - 23 / 6  
Other ideas - pickleball X 3; open space and shade for Bloom truck; huge slides; natural play spaces

8. Comments & suggestions:

- a. Too many kids/noise on basketball court; courts not at park
- b. Broken glass on sidewalk surrounding
- c. Love it

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# Bellevue Memorial Park

Survey and Park Committee  
Recommendations

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**What kind of improvements  
should be made to Memorial  
Park?**

# Since it's their park, we asked the residents. In English and Spanish.

## Help Improve Bellevue's Memorial Park!

The Bellevue Parks Committee would like to learn more about how our community uses Memorial Park. We want to improve management of the park and enhance recreation opportunities. Please help us by taking a moment to fill out this survey. Your answers will be anonymous, and your participation is voluntary. If you have any questions about the survey, please feel free to contact Ashley Over, City of Bellevue planning associate, at 206-788-2128, ext. 8.

1. Do you live in:  
Bellevue \_\_\_\_\_  
Halevy \_\_\_\_\_  
Other \_\_\_\_\_
2. How old are you? <19 \_\_\_\_\_ 20-30 \_\_\_\_\_ 31-40 \_\_\_\_\_ 41-50 \_\_\_\_\_ 51-60 \_\_\_\_\_ 61-70 \_\_\_\_\_ 71+ \_\_\_\_\_
3. Overall, how satisfied were you with visiting the park? (circle one)  

Not at all Satisfied	Slightly Satisfied	Moderately Satisfied	Very Satisfied	Extremely Satisfied
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4. Approximately how many times have you visited Memorial park over the past 12 months? \_\_\_\_\_
5. What activity(ies) do you like to do at the park? (check all that apply)  

Picnic shelter _____	Visiting with friends _____	Dog Walking _____
Children's playground _____	Little free library _____	Reading/reclining _____
Basketball _____	Frisbee/volleyball _____	Bloomer Truck _____
Other _____		
6. How do you think the City of Bellevue should manage the following areas? (circle one response in each category)  

Playgrounds >	Less equipment	Leave it as is	More equipment
Basketball Courts >	Fewer courts	Leave it as is	More courts
Picnic Pavilions >	Smaller	Leave it as is	Larger or additional
Stages >	Remove	Leave it as is	More development
Open trees/lawn >	Fewer trees & lawn	Leave it as is	More trees & lawn
7. What other things would you like to see in the park?  

Sculpture/art work _____	Skate park _____
BBO facilities _____	Other ideas _____
Pathways _____	
8. THANK YOU! Do you have any other comments or suggestions about Memorial Park? \_\_\_\_\_

[We're planning a park clean up October 24th from 10 AM-Noon!](#)

Watch for fliers and social media, please join us.



# Bellevue launches Memorial Park survey

Comprehensive plan identifies park for a town square site

Tony Evans Oct 7, 2020  0

Surveys were available on the City website. Public notifications were made using the Idaho Mountain Express (October 7, 2020) and City Water Bill.

The Parks Committee also made them available at City Hall, Chapalita's Market (Hispanic Heritage Month celebration) and the Memorial Park clean up.

67 people filled out the survey!


# Survey Results

Survey results can be found on the City website/Parks Committee.

Surveys done using Survey Monkey were compiled into a report.

Original hard copy surveys were scanned into one pdf document.

### Bellevue Parks Committee's Memorial Park Recommendations

Priority 1-5 (1=low, 5=high)	Time/Money Investment: \$\$\$ (>\$5k), \$\$ (\$1k-\$5k), \$ (<\$1k)	Recommendation	Estimated Cost	Potential Partners	Funding Source	Maintenance Responsibility and long term funding
<b>General Maintenance</b>						
5	\$\$	Develop multi-year budget and commit to maintenance		NA	City	City
5	\$	Winter: Plow sidewalks and parking on each side of the park. Notify residents who are plowing snow into the park and parking areas (City ROW) that it is not allowed and snow must be stored on their property.		NA	City	City
<b>Access</b>						
5	\$	Hwy 75 directional signs to park 		City	City or BURA	City
3	\$	Cross walks and bike lane from the bike path to park (Elm Street) This could be done with a sidewalk or just stripe the street with paint.	Paint and staff time	City	NA	City



# Orientation



### Bellevue Parks Committee's Memorial Park Recommendations

Priority 1-5 (1=low, 5=high)	Time/Money Investment: \$\$\$ (>\$5k), \$\$ (\$1k-\$5k), \$ (<\$1k)	Recommendation	Estimated Cost	Potential Partners	Funding Source	Maintenance Responsibility and long term funding
<b>Picnic Shelter Area</b>						
5	\$	Re-envision picnic shelter area (Suggestions below)		High School, Bellevue Arts Council		
4	\$	Paint/mural storage building, restroom shelter and picnic shelter		High school and/or Bellevue Arts Council	BURA or donation(s)	City
4	\$\$	Hardscape the North and East area between the picnic shelter sidewalk and restroom shelter/storage building (pavers, stamped/colored concrete). This area could then be used to place a BBQ that can be brought in.		Landscaping companies and contracting businesses	BURA or donation(s)	City
3	\$\$	3 panel Kiosk (information, reservation info and orientation)		High school and/or Bellevue Arts Council		
2	\$ or \$\$	Raised bed with shrubs garden between picnic shelter and BB courts. Will also need drip irrigation. Shrubs will be drought tolerant and pollinator friendly.		Landscaping companies	BURA or donation(s)	City

### Bellevue Parks Committee's Memorial Park Recommendations

Priority 1-5 (1=low, 5=high)	Time/Money Investment: \$\$\$ (>\$5k), \$\$ (\$1k-\$5k), \$ (<\$1k)	Recommendation	Estimated Cost	Potential Partners	Funding Source	Maintenance Responsibility and long term funding
<b>Courts</b>						
5	\$	Stripe/transition one of the BB courts into 4 pickleball courts. When the court is not being used for pickleball it could still be used for BB.	\$1k	Pickleball club. Would need to stripe/tape the courts.	BURA and/or pickleball club	City or club
5	\$	Replace BB nets	\$10/each		City	City
3	\$ or \$\$	Refurbish or replace BB court fences with plastic coating fences and use dark colors instead of galvanized.			BURA or donation(s)	
3	\$ or \$\$	Install artwork on fences. Need to refurbish/replace fence before this is done.		High school and/or Bellevue Arts Council	BURA, grants or donation(s)	
1	\$\$	Backboard for single tennis practice, artwork could be placed or painted on the backside. Need to refurbish/replace fence before this is done.	\$1.5 - \$2k		Grants or Donation(s)	City



### Bellevue Parks Committee's Memorial Park Recommendations

Priority 1-5 (1=low, 5=high)	Time/Money Investment: \$\$\$ (>\$5k), \$\$ (\$1k-\$5k), \$ (<\$1k)	Recommendation	Estimated Cost	Potential Partners	Funding Source	Maintenance Responsibility and long term funding
Playground Area						
5	\$ or \$\$	Refresh wood chips (till and supplement)			grants, BURA, donations	City
4	\$\$\$	Reorganize playground equipment and construct a skate park	Skate Park: \$225k (5,000 sq. ft @ \$45/sq ft) Reorganize playground equipment.		grants, BURA, donations	City
3	\$\$\$	Purchase playground equipment as needed add rock climbing boulder or other natural features.			BURA, High School	

### Bellevue Parks Committee's Memorial Park Recommendations

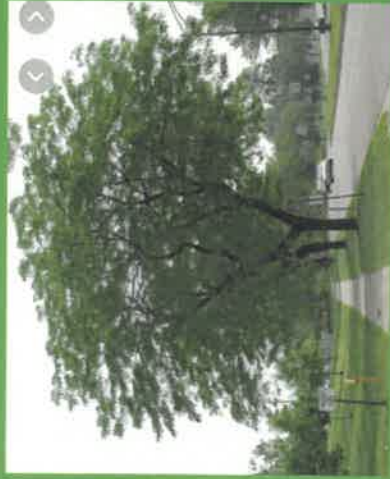
Priority 1-5 (1=low, 5=high)	Time/Money Investment: \$\$\$ (>\$5k), \$\$ (\$1k-\$5k), \$ (<\$1k)	Recommendation	Estimated Cost	Potential Partners	Funding Source	Maintenance Responsibility and long term funding
<b>Stage</b>						
4/5	\$\$\$	Replace existing stage with a multi-purpose stage/pavillion		High School	BURA, grants, donations	City
<b>Grass Area</b>						
5	\$ or \$\$\$	Remove and/or relocate weeping crabapple trees			City	
5	\$\$	Plant new shade trees		Landscaping Companies	BURA, donation(s), City	City
5	\$	Remove BBQ grills and fill holes with dirt and seed with grass		City	City	City
5	\$	Provide dog poop bag dispensers and trash cans			BURA	City
4	\$\$	Benches, need to strategically locate	\$300/bench		BURA, donation(s), City	City
4	\$	Plant shrubs for pollinators and drought tolerance			BURA, Idaho Native Plant Society grant, other grants, donation(s)	City

# Stage/Multi-Purpose Pavilion Ideas





## Shade Trees



## Skate Park



## Next Steps

1. City Council discussion and approval
2. Implementation Priorities
3. Identify and pursue funding