

**REGULAR MEETING AGENDA
Bellevue Common Council
Monday, September 25, 2023
5:30 PM MST**

Bellevue City Hall, 115 E Pine St, Bellevue

Join Zoom Meeting

<https://us02web.zoom.us/j/86741694544?pwd=b2grTzhFSXVldnJCNkNvWFQ4ZFd2UT09>

Meeting ID: 867 4169 4544

Passcode: 869124

(253) 215 8782

Please Mute Your Call

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

Finding That Notice and Agenda Items are in Compliance with Idaho Code §74-204.

The regular meeting notice and agenda were posted in accordance with Idaho Code §74-204 five (5) days prior to the meeting, at the Bellevue Post Office, on the bulletin board of City Hall and on the City's website on September 20, 2023.

Suggested Motion: I move that the notice for the September 25, 2023, regular meeting was done in accordance with Idaho Code, Section §74-204.

- 1. Call for Conflict as Outlined in Idaho Code §74-404 with Any Agenda Item**
- 2. Presentations**
 - a. Certificate of Promotion to M. Shelamer:** Chief Marshal Kurtus Gaston
- 3. Public Comment for Items of Concern Not on the Agenda**
- 4. CONSENT AGENDA: ACTION ITEM**
 - a. City Council Meeting Minutes**
 - i. September 11, 2023, Regular City Council Meeting**
 - b. Claims from September 12, 2023, to September 25, 2023.**
 - c. Consideration and Approval of Resolution #23-22 Reserving Foregone Amount for FY23 for Potential Use in Subsequent Years:** Shelly Shoemaker, City Treasurer.
 - d. Consideration and Approval of Resolution #23-23 Authorizing Mayor to Enter into a Contract with Workman and Company for FY 23 Audit Services:** Shelly Shoemaker, City Treasurer.
 - e. Consideration and Approval of Resolution #23-24 Authorizing Treasurer to Transfer Funds for Fire Department:** Greg Beaver, Fire Chief.
 - f. Release of Funds: JC Constructors in the Amount of \$91,360.52 for Lagoon Liner Replacement Project:** Shelly Shoemaker, City Treasurer and Bryson Ellsworth, Wastewater Operator.
 - g. Financial Report:** Shelly Shoemaker, City Treasurer.

5. NEW BUSINESS:

- a. **Consideration and Approval of Resolution #23-25 Authorizing the Mayor to Enter into a Purchase Contract with United Rental for the Acquisition of Two (2) Used Ford F250 Trucks:** Chris Johnson, Mayor. **ACTION ITEM**
- b. **Request from Judy & Keith Meyers for a Lot Line Adjustment to Readjust the Current Interior Lot Lines Between the Lots for the Properties Located at Lots 1, 2, 3, 4, 5 & 6, BLK 96, Bellevue Idaho:** Ashley Dyer, Senior Planner. **ACTION ITEM**

6. Adjournment: ACTION ITEM

***Any person needing special accommodations to participate in the above noticed meeting should contact Bellevue City Hall, 115 Pine St., Bellevue, 83313 or telephone 788-2128 at least twenty-four (24) hours prior to the meeting.

Bellevue Common Council
Bellevue City Hall, 115 E Pine St, Bellevue
Monday, September 11, 2023
Regular Meeting Minutes

Call to Order:

Mayor Johnson called the Regular Meeting to order at 5:34 p.m. A roll call attendance was conducted, and Council members present were Christina Giordani, Doug Brown, Robin Leahy, Shaun Mahoney, and John Carreiro. For the record, Council President Brown, Alderman Johnson, Alderman Carreiro, Alderwoman Leahy, and Alderman Mahoney were physically present in the official meeting location of the Council Chambers of City Hall. A quorum was present for the entire meeting. Staff present were Casey McGehee, PW Operator II, Greg Beaver Fire Chief, Bryson Ellsworth and Tater Vaughn, Water & Wastewater Operator, Rick Allington, City Attorney, Chief Marshal Kurtus Gaston, and Shelley Shoemaker, City Treasurer.

Notice and Hearing Compliance:

The posting of this regular meeting agenda complied with Idaho Code §74-204. The regular meeting agenda was posted five (5) days prior to the meeting at the Bellevue Post Office, the bulletin board outside of City Hall and on the City website on September 6, 2023. Brown motioned that the notice agenda was in compliance with Idaho Code §74-204. Carreiro seconded. All in favor. The motion passed 5-0.

1. Call for Conflict as outlined in Idaho Code §59-703(f)-704 With Any Agenda Item.

Goldman called for conflict from any Council member or staff member with any agenda items. No conflicts were noted.

2. **Public Comment for Items of Concern Not on the Agenda that Match the Idaho State Transparent and Ethical Government Standards.** Tony Tekaroniake Evans with Idaho Mountain Express asked for the final candidates for the November 2023 election. Mayor Johnson stated he will email it after the meeting. Mahoney updated the Council on the Labor Day event which was successful.

3. **CONSENT AGENDA:**

- a. City Council Meeting Minutes
 - i. August 28, 2023 Regular City Council Meeting
- b. Claims from August 29, 2023 to September 11, 2023.

- c. Consideration and Approval of Resolution #23-19 Authorizing the Mayor to Sign Amendment No. 2 to the City's agreement with BDE Water Professionals for Water System Operations.
- d. Consideration and Approval of Resolution #23-20 Appointing Shelly Shoemaker to Serve as City Treasurer; and Providing for an Effective Date.
- e. Consideration and Approval of Resolution #23-21 Appointing Sarah Burke, Kelsey Frint, and Claire Johnson to the Library Board of Trustees.
- f. Consideration and Approval of the Findings of Fact for the 12-Month Extension for the Approved Preliminary Plat Application Submitted by Errin Bliss of Bliss Architecture on Behalf of M&M Powersports LLC.
- g. Request to Waive Sewer Connection Fees: City/ARCH Workforce Housing Unit, 380 Melrose Street.
- h. Request for Funds: Alpine Service in the Amount of \$4,365 for the Removal of Various Trees Along a Public Alley.
- i. Department Head Reports.

Leahy asked if for item G can the City prorate the sewer connection fee. Rick Allington stated its at Council's discretion; however, the City owns the property so the City would be paying itself. Bryson Ellsworth confirmed there are no utility connections at the property.

Brown motioned to APPROVE the consent calendar. Carreiro seconded. Roll call vote results: Leahy–yes, Mahoney–yes, Carreiro–yes, Brown–yes, Giordani–yes. Motion passed 5-0.

4. **NEW BUSINESS:**

- a. **Discussion and Appointment of a Member of the Common Council to the Ad Hoc Personnel Committee:** Chris Johnson, Mayor.

Brown motioned to APPOINT Christina Giordani and Chief Marshal Kurtus Gaston to the Ad Hoc Personnel Committee. Mahoney seconded. Roll call vote results: Carreiro–yes, Giordani–yes, Mahoney–yes, Leahy–yes, Brown–yes. Motion passed 5-0.

- b. **Request form Judy & Keith Meyers for a Lot Adjustment to Readjust the Current Interior Lot Lines Between the Lots for the Properties Located at Lots 1, 2, 3, 4, 5, & 6, Blk 96, Bellevue Idaho:** Ashley Dyer, Senior Planner. **Continued to September 25, 2023 Council meeting.**

Johnson stated staff needs more time to process the application. Carreiro motioned to CONTINUE the item to the September 25, 2023 Council meeting. Brown seconded. All in favor. The motion passed 5-0.

5. **Adjournment.** Carreiro motioned to adjourn. Brown seconded. All in favor and the meeting ended at 5:49 p.m.

Chris Johnson, Mayor

Maria Palomera, Interim City Clerk

City of Bellevue
CLAIMS PAYABLE
September 12 - 25, 2023

Item #4b

Name	Memo	Account	Amount
Dept. 01 - Admin			
Ketchum Computers	Setup Maria's new pc, setup spare pc for Jasmine remote access	51060 · Computers/Software	495.00
Ketchum Computers	Configure outlook profile for Shelly - became corrupted	51060 · Computers/Software	206.25
Great America Financial	Standard Payment	51180 · Office Equip Rental/Repair	393.63
Quill Corporation	File storage	52010 · Office Supplies	105.98
Quill Corporation	Wall file storage	52010 · Office Supplies	69.99
Quill Corporation	Blue laser statement	52010 · Office Supplies	155.96
Quill Corporation	32 gb usb	52010 · Office Supplies	45.99
Quill Corporation	Letter size trays	52010 · Office Supplies	51.98
Quill Corporation	Trash bags	52010 · Office Supplies	21.79
Quill Corporation	Pens, post-it notes, index tabs, 64gb usb	52010 · Office Supplies	202.70
Idaho Mountain Express	Legal 8/9 - Proposed Budget	52060 · Publishing	280.32
Idaho Mountain Express	Legal - 8/9 - Council	52060 · Publishing	60.38
Idaho Mountain Express	Legal - 8/23 - Ordinance 2023-06	52060 · Publishing	90.16
Idaho Mountain Express	Legal - 8/25 - Notice of Candidate Filing Deadline	52060 · Publishing	310.80
Idaho Mountain Express	Legal - 8/30/23 - Notice of Candidate Filing Deadline	52060 · Publishing	248.64
		Total Admin	2,739.57
 Dept. 03 - Comm. Dev.			
Ketchum Computers	Setup Ashley's new pc	51060 · Computers/Software	495.00
Ketchum Computers	Swap out Ashley's old/new pc	51060 · Computers/Software	330.00
Galena-Benchmark Engineering	Karl Malone Ford - discuss const. drawings & specs review w/ Patrie	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Karl Malone Ford - Engineering plans review & memo - 7/26 & 7/27/23	51073 · Contract Labor	217.50
Galena-Benchmark Engineering	Karl Malone Ford - emails re: applicant submittals	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Karl Malone Ford - review building permit submittal	51073 · Contract Labor	200.00
Galena-Benchmark Engineering	Karl Malone Ford - discuss City's review & memo to Ashley w/ Patrie	51073 · Contract Labor	160.00
Galena-Benchmark Engineering	Karl Malone Ford - coordination w/staff	51073 · Contract Labor	72.50
Galena-Benchmark Engineering	Karl Malone Ford - review sewer & water design requirements & DEQ coordination, lot line adj.	51073 · Contract Labor	160.00
Galena-Benchmark Engineering	Karl Malone Ford - review title report, research vacations & abandonments	51073 · Contract Labor	108.75

City of Bellevue
CLAIMS PAYABLE

September 12 - 25, 2023

Name	Memo	Account	Amount
Dept. 03 - Comm. Dev.			
Galena-Benchmark Engineering	Karl Malone Ford - DEQ-Bellevue review status, IDWR water rights on Kohler ditch review w/ Patrie	51073 · Contract Labor	120.00
Galena-Benchmark Engineering	Karl Malone Ford - water system design info/Bellevue 'will-serve" letter discussion w/ Patrie	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Karl Malone Ford - DEQ coordination - 8/9, 8/11/23	51073 · Contract Labor	200.00
Galena-Benchmark Engineering	Karl Malone Ford - const. specifications discussion w/ Patrie & Johannessen	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Karl Malone Ford - Admin Support	51073 · Contract Labor	65.00
Galena-Benchmark Engineering	Strahorn - review Atlas compaction test & add to plans to review comprehensive coverage, const. ...	51073 · Contract Labor	480.00
Galena-Benchmark Engineering	Strahorn - emails re: paving schedule	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Strahorn - Inspection for thrust blocks	51073 · Contract Labor	240.00
Galena-Benchmark Engineering	Strahorn - Site visit - thrust block inspection	51073 · Contract Labor	120.00
Galena-Benchmark Engineering	Strahorn - Site photos	51073 · Contract Labor	80.00
Galena-Benchmark Engineering	Strahorn - review project inspection reports; emails	51073 · Contract Labor	120.00
Galena-Benchmark Engineering	Strahorn - emails re: water services	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Strahorn - site visit to check thrust blocks & water main const., const. mtg on site	51073 · Contract Labor	600.00
Galena-Benchmark Engineering	Strahorn- coordination w/ City on landscaping Phase 1	51073 · Contract Labor	40.00
Galena-Benchmark Engineering	Strahorn - Admin Support	51073 · Contract Labor	65.00
Sunrise Engineering, Inc.	Planner IV Services - thru June 2023 - 11 hrs. @ \$140.00 per hr.	51073 · Contract Labor	1,540.00
Division of Building Safety	FY 2023 - Contract Payment for July 45% of total Building Permit fees	51073.1 · DBS Contract Labor	1,546.37
Division of Building Safety	FY 2023 - Contract Payment for July 45% of total Plan Rvw fees	51073.1 · DBS Contract Labor	183.25
Division of Building Safety	FY 2023 - Contract Payment for August 45% of total Building Permit fees	51073.1 · DBS Contract Labor	2,063.85
Division of Building Safety	FY 2023 - Contract Payment for August 45% of total Plan Rvw fees	51073.1 · DBS Contract Labor	962.87
Quill Corporation	Cardstock	52010 · Office Supplies	13.79
Idaho Mountain Express	Legal - 8/23 - Plat extension - M & M Powersports	52060 · Publishing	62.10
Total Comm. Dev.			10,485.98

City of Bellevue
CLAIMS PAYABLE
 September 12 - 25, 2023

Name	Memo	Account	Amount
Dept. 05 - Fire			
AFBA	Llfe Insurance - Fire Dept.	50014 · Insurance - Life	80.00
United Oil	Card #1840084 #4	51110 · Fuel	86.66
Idaho Lumber	Paint & Door Sweeps	52080 · Small Tools & Equipment	47.96
Napa Auto Parts	Hose Clamps	52080 · Small Tools & Equipment	21.98
Dave's Bestway Automotive	Battery - Engine 2	52150 · Vehicle Maint & Repair	149.95
Napa Auto Parts	Giant Funnel for Engine 1	52150 · Vehicle Maint & Repair	156.86
Napa Auto Parts	Antifreeze - Engine 1	52150 · Vehicle Maint & Repair	114.91
Napa Auto Parts	Clamps for Engine 1	52150 · Vehicle Maint & Repair	1.00
Napa Auto Parts	Credit - Hose Clamp	52150- Vehicle Maint & Repair	-0.50
Idaho Lumber	Buckets to drain Engine 1	52150 · Vehicle Maint & Repair	32.95
		Total Fire	691.77
Dept. 08 - Marshal			
Ketchum Computers	Troubleshoot disk space issues preventing upload of time sensitive evidence on Kirtus' pc	51060 · Computers/Software	165.00
Law Enforcement Policy	Idaho Policing Policy Manual	51080 · Dues & Memberships	750.00
United Oil	Card #263953/Gaston	51110 · Fuel	158.35
United Oil	Card #263954/Shelamer	51110 · Fuel	22.55
United Oil	Card #263955/Thayer	51110 · Fuel	185.84
United Oil	Card #263956/Rawson	51110 · Fuel	194.37
United Oil	Card #263957/Aguayo	51110 · Fuel	108.96
Napa Auto Parts	Cleaner for vehicles & shop towels	52150 · Vehicle Maint & Repair	109.41
Napa Auto Parts	Credit - charged for more items than received	52150 - Vehicle Maint & Repair	-87.43
Dynamic Systems, Inc.	E-Citation Printer Paper	58230 · Safety Equipment	120.00
Dynamic Systems, Inc.	shipping	58230 · Safety Equipment	26.00
		Total Marshal	1,753.05

City of Bellevue
CLAIMS PAYABLE

September 12 - 25, 2023

Name	Memo	Account	Amount
Dept. 09 - Buildings & Grounds			
Gardner, Robert	October - Rent 109 Cedar	58190 · Real Property Lease Exp	125.00
		Total B & G	125.00
Dept 10 - Streets			
Valley Wide Cooperative	Pins for Toolcat, & wrenches,per Casey	51090 · Equipment Maint & Repairs	57.50
United Oil	Fuel - Streets - Card #26139 - Casey	51110 · Fuel	289.44
United Oil	Fuel - Streets - Card #263960	51110 · Fuel	40.34
McGehee, Casey	Reimbursement mileage - used personal truck to haul Toolcat Snowblower to Bobcat/Twin Falls	51120 · Hauling	68.40
Wood River Sand & Gravel	Backhaul & shop cleanup - 5/24/23 - requested invoices rec. 8/30/23	51160 · Maintenance & Repairs	642.00
Wood River Sand & Gravel	Backhaul - tree limbs - 6/7 & 6/8/23 - requested invoices rec. 8/30/23	51160 · Maintenance & Repairs	40.00
Wood River Sand & Gravel	Rented Water Truck - Fog Seal - 6/12,6/13 - requested invoices rec. 8/30/23	51160 · Maintenance & Repairs	500.00
Wood River Sand & Gravel	Backhaul - tree trimmings - 6/28/23 - request invoices, received 8/30/23	51160 · Maintenance & Repairs	20.00
Wood River Sand & Gravel	Backhaul - stop sign tree trimmings- 7/11/23 - requested invoices, rec. 8/30/23	51160 · Maintenance & Repairs	20.00
Wood River Sand & Gravel	Backhaul - streets - 8/2 & 8/3/23 - requested invoices, rec. 8/30/23	51160 · Maintenance & Repairs	233.88
Wood River Sand & Gravel	Backhaul - streets - 8/7,8/8, 8/9/23 - requested invoices, rec. 8/30/23	51160 · Maintenance & Repairs	60.00
Wood River Sand & Gravel	Backhaul - streets - 8/14, 8/15, 8/16/23	51160 · Maintenance & Repairs	160.00
Wood River Sand & Gravel	Backhaul - streets - 8/21, 8/22, 8/23/23	51160 · Maintenance & Repairs	100.00
Wood River Sand & Gravel	Backhaul - City Shop - 7/24/23 - invoices requested - rec. 8/30/23	51160 · Maintenance & Repairs	20.00
Walker Sand & Gravel	Pine Street repair	51160 · Maintenance & Repairs	155.69
Bellevue Labor Day Celebration	Donation from Power Engineers - check was payable to City of Bellevue	51177 · Misc Expense	400.00
Napa Auto Parts	Allen wrench set	52080 · Small Tools & Equipment	22.49
Gem State Paper Supply	Case of Marker & stain remover - vandalism, per Casey	52090 · Supplies	164.94
Idaho Lumber	Supplies - Paint brushes & roller covers	52090 · Supplies	39.56
McGehee, Casey	Reimbursement - Uniforms - Hoodies for Alexis & Ethan	52130 · Uniforms	159.00
Wells Fargo Vendor Financial	Toolcat Installment	58150 · Equipment Lease	552.81
		Total Streets	3,746.05

2:17 PM
09/20/23
Accrual Basis

City of Bellevue
CLAIMS PAYABLE

September 12 - 25, 2023

Name	Memo	Account	Amount
Dept. 20 - Water			
McHugh Bromley Attorneys	Representation in delivery calls & other water rights work - 8/9/23 - 8/31/23	51070 · Conjunctive Management	2,365.00
Lunceford Excavation, Inc.	Oak & Main water leak repair, ok per Bryson, mh	51160 · Maintenance & Repairs	3,286.66
Thatcher Company	Calcium Hypo Tabs	52090 · Supplies	2,163.37
Wells Fargo Vendor	Toolcat Installment	58150 · Equipment Lease	138.20
SmartSights	Subscription - WIN-911 Licenses - split between water & sewer	58240 · Scada Maint & Repairs	1,200.00
Core & Main	Flow Meters & Accessories	58260 · Water Meter	23,751.03
		Total Water	32,904.26
Dept. 30 - Wastewater			
Vaughn, Tyrel	Reimbursement - Fuel for Forklift purchased @ Valleywide Co-op	51110 · Fuel	36.29
United Oil	Fuel Wastewater - Card #261554	51110 · Fuel	183.01
United Oil	Fuel - Wastewater - Card #263140	51110 · Fuel	283.30
LL Green's Hardware	Extension Pole for Sewer Plant	51160 · Maintenance & Repairs	149.98
Riverside Inc.	New Goulds Complete combo w/ impeller pumps	51160 · Maintenance & Repairs	17,602.00
Riverside Inc.	Factory Goulds spare parts, impeller mechanical seal	51160 · Maintenance & Repairs	2,635.00
Riverside Inc.	Freight	51160 · Maintenance & Repairs	695.95
Century Link	Internet Service - Wastewater Treatment Plant	52020 · Online Expense	153.40
Keller Associates, Inc.	Annual Reuse Reports - 2022 - 100% Complete - 7/30/23 - 8/26/23	52050 · Professional Services	950.00
Valley Wide Cooperative	Ball Mount - Sewer Plant	52090 · Supplies	73.99
Valley Wide Cooperative	Keys & Rings - Sewer Plant	52090 · Supplies	19.94
Valley Wide Cooperative	Supplies - Sewer Plant	52090 · Supplies	5.99
Valley Wide Cooperative	Bolts & supplies for Sewer Plant	52090 · Supplies	33.29
Valley Wide Cooperative	Batteries for Sewer Plant	52090 · Supplies	20.97
Thatcher Company	Calcium Hypo Tabs	52090 · Supplies	2,163.36
Copy & Print LLC	Door hangers, sewer line cleaning	52090 · Supplies	41.52
Floyd Lilly Co.	Clamps for Sewer Plant	52090 · Supplies	54.08
Floyd Lilly Co.	Clamps, Hoses, Fittings - Sewer Plant	52090 · Supplies	487.89
Floyd Lilly Co.	Couplers, Fittings, Adapters - Sewer Plant	52090 · Supplies	529.31
Wells Fargo Vendor Financial	Toolcat Installment	58150 · Equipment Lease	138.20
SmartSights	Subscription - WIN-911 Licenses - split between water & sewer	58240 · Scada Maint & Repairs	1,200.00
		Total Wastewater	27,457.47
		Grand Total Claims Payable	79,903.15

CITY OF BELLEVUE, IDAHO

RESOLUTION NO. 23-22

RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, RESERVING THE FORGONE AMOUNT FOR PROPERTY TAX YEAR 2023 FOR POTENTIAL USE IN SUBSEQUENT YEARS AS DESCRIBED IN IDAHO CODE §63-802, et al.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, AS FOLLOWS:

Idaho Code §50-235 empowers the city council to levy taxes for general revenue purposes.

Idaho Code §50-1002 requires the city council of each city in the State of Idaho to pass a budget, referred to as an annual appropriation ordinance.

Idaho Code §63-802 sets limitations on all taxing district budget requests on the amount of property tax revenues that can be used to fund programs and services.

Idaho Code §63-802(1)(a) allows each taxing entity to increase property tax budget amounts by a maximum of 3%, plus an amount calculated based on the value of both new construction and annexation added during the previous calendar year, plus an amount for forgone taxes.

Idaho Code §63-802(1)(f) requires that the City adopt an annual resolution to reserve forgone amount to utilize that amount in subsequent years.

The City has met the notice and hearing requirements in Idaho Code §63-802(1)(f) to reserve the current year's forgone amount; and

The City intends to reserve \$12,891 of its current year's forgone amount.

BE IT RESOLVED by the Mayor and Council of the City of Bellevue, Idaho, that \$12,891 of the current year's forgone amount is reserved for potential use in subsequent years.

PASSED by the Bellevue Common Council and signed by the Mayor this __ day of _____, 2023.

Chris Johnson, Mayor

ATTEST:

Maria Palomera, Interim City Clerk/Treasurer

CITY OF BELLEVUE, IDAHO

RESOLUTION NO. 23-23

RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR SERVICES

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, AS FOLLOWS:

The City of Bellevue, Idaho, shall enter into an agreement with Workman and Company to provide Fiscal Year 2023 Audit Services as detailed in their August 8, 2023, proposed contract.

The Mayor is hereby authorized to execute the same on behalf of said City.

PASSED by the Bellevue Common Council and signed by the Mayor this _____ day of _____, 2023

Chris Johnson, Mayor

ATTEST:

Maria Palomera, Interim City Clerk/Treasurer

WORKMAN & COMPANY

Office of
Accounting

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

August 8, 2023

City of Bellevue, Idaho
115 East Pine
Bellevue, ID 83313

Attached are documents containing our proposed contract for audit services. The essence of this contract is as follows:

1. We will audit the City's financial statements for the year ended September 30, 2023.
2. Our fee for this work will not exceed \$ 8,470 (unless additional work is necessary which would be negotiated.) This fee includes an audit of the BURA that comprises a component unit of the City.
3. We will begin our audit services approximately October 30 and issue our report by December 31, 2023.

We are pleased to propose our services to the City. If you accept our proposed contract, please sign and return a copy to our offices.

Sincerely yours,

Workman & Company

Certified Public Accountants

WORKMAN & COMPANY

Office of
Accounting

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

August 8, 2023

City of Bellevue, Idaho
115 East Pine
Bellevue, ID 83316

We are pleased to confirm our understanding of the services we are to provide the City of Bellevue, Idaho (City) for the year ended September 30, 2023. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of City of Bellevue, Idaho as of and for the year ended September 30, 2023. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's 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. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding 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 will 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. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Information.

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of my audit of the City's financial statements. Our report will be addressed to the City Council of the City of Bellevue, Idaho. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise

in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during my audit we become aware that the City is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because We will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditor is limited to the period covered by our audit and does not extend to any later periods for which We are not engaged as auditor.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that

are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing certain portions of the following: the financial statements, schedule of expenditures of federal awards, and related notes of the City in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. The fee for these other services will be determined in a separate contract.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud

could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of any of the following: the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Bellevue, Idaho; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Workman and Company, CPAs and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to

others, any federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Workman and Company, CPAs personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately October 30, 2023, and to issue our reports no later than December 31, 2023. Brady Workman is the engagement manager and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will not exceed \$ 8,470 for a yellow book audit, \$ 9,970 if a single audit is required. These fees are based on anticipated cooperation of City personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before incurring the additional costs. We appreciate the opportunity to be of service to the City of Bellevue, Idaho and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Workman & Company

RESPONSE:

This letter correctly sets forth the understanding of the City of Bellevue, Idaho.

Signature: _____

Title: _____

Date: _____

CITY OF BELLEVUE, IDAHO

RESOLUTION NO. 23-24

RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, AUTHORIZING THE TREASURER TO ASSIGN \$14,660.55 WITH AN EFFECTIVE DATE OF SEPTEMBER 30, 2023, IN THE CITY'S GENERAL FUND 8993 TO THE FIRE DEPARTMENT'S LGIP CAPITAL SAVINGS ACCOUNT 3593 WITH THE IDAHO STATE TREASURER'S OFFICE.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, AS FOLLOWS:

The City of Bellevue, Idaho, shall authorize the Treasurer to transfer and assign \$14,660.55 from the General Fund account to the Fire Department's LGIP Capital Account with the Idaho State Treasurer's Office with the express purpose of saving for and funding future Fire Department Capital Expenditures. The Fire Department received a gross total of \$14,660.55 for the Ross Fork fire in October 2022.

The Treasurer is hereby authorized to execute the transfer and record the assignment on behalf of said City.

PASSED by the Bellevue Common Council and signed by the Mayor this _____ day of _____, 2023

Chris Johnson, Mayor

ATTEST:

Maria Palomera, Interim City Clerk/Treasurer

APPLICATION AND CERTIFICATE FOR PAYMENT DOCUMENT G702

TO OWNER:

City of Bellevue
115 E Pine Street
Bellevue, ID 83313

PROJECT:

Bellevue Lagoon Liner Replacement

APPLICATION NO: 8

PERIOD TO: 11/30/2022

PROJECT NO:

Distribution to:

- OWNER
- ENGINEER
- CONTRACTOR
- FIELD OFFICE
- File, WBP 001 5.3

FROM CONTRACTOR:

JC Constructors, Inc.
1305 E. Columbia Rd.
Meridian, ID 83642

ENGINEER:

Keller Associates
100 E. Bower Street Ste 110
Meridian, Idaho 83642

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract, Continuation Sheet, and JCC Document G703, as attached.

1. ORIGINAL CONTRA ## \$776,717.00
2. Net change by change orders \$34,803.44
3. CONTRACT SUM TO DATE (Line 1 + 2) \$811,520.44
4. TOTAL COMPLETED & STORED TO DATE \$811,520.44
(Column G on G703) **DEDUCT/HOLD FOR LIQUIDATED DAMAGES/RETAINAGE (\$20,000)**

5. RETAINAGE:

- a. 0.05 of completed Work 0.00
(Columns D + E on G703)
 - b. 0.05 of Stored Material 0.00
(Columns F on G703)
- Total Retainage (Line 5a + 5b or Total in Column I of G703) \$0.00

6. TOTAL EARNED LESS RETAINAGE **\$791,520.44**
(Line 4 less Line 5 Total) ~~\$811,520.44~~

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$700,159.92

8. CURRENT PAYMENT DUE **\$91,360.52**

9. BALANCE TO FINISH, INCLUDING RETAINAGE **\$111,360.52**
(Line 3 less Line 6) \$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	34,803.44	
Total approved this Month		
TOTALS	34,803.44	
NET CHANGES by Change Order		34,803.44

CONTRACTOR'S CERTIFICATE FOR PAYMENT

The undersigned Contractor certifies that to the best of his knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: JC Constructors, Inc.

By: Sabino Pappasodaro  Date: _____

PROJECT MANAGER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the PM certifies to the Owner that to the best of the PM's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the amount indicated.

Holly C Johnson  Digitally signed by Holly C. Johnson
Date: 2023.08.25 11:38:50-06'00'

Keller Associates Date: _____

City of Bellevue Date: _____

CONTINUATION SHEET

DOCUMENT G703

PAGE 2 OF 2 PAGES

APPLICATION AND CERTIFICATE FOR PAYMENT,

containing Contractor's signed Certificate, is attached

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on contracts where variable retainage for line items may apply.

8

PERIOD TO: 11/30/2022

PROJECT NO.:

A	B	C	D		E	F	G		H	I
			WORK COMPLETED	FROM PREVIOUS APPLICATION (D+E)			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G - C)		
	DESCRIPTION OF WORK	SCHEDULED VALUE		THIS PERIOD	MATERIALS STORED (NOT IN D OR E)					
	MOBILIZATION/DEMobilIZATION	77,670.00	66,402.00	11,268.00			77,670.00	100%	0.00	3,883.50
	SWPPP	2,500.00	2,500.00	0.00			2,500.00	100%	0.00	125.00
	DEMO CELL A - ELECTRICAL, LINER	12,600.00	12,600.00	0.00			12,600.00	100%	0.00	630.00
	REMOVE AND DISPOSE SLUDGE CELL A&C	124,846.00	79,100.00	45,746.00			124,846.00	100%	0.00	6,242.30
	REMOVE EXISTING AERATION EQUIPMENT	31,500.00	31,500.00	0.00			31,500.00	100%	0.00	1,575.00
	CELL A - SUBGRADE/LINER PREPARATION	15,100.00	15,100.00	0.00			15,100.00	100%	0.00	755.00
	CELL C - SUBGRADE/LINER PREPARATION	10,500.00	10,500.00	0.00			10,500.00	100%	0.00	525.00
	DEMO CELL A - ELECTRICAL, LINER	22,000.00	22,000.00	0.00			22,000.00	100%	0.00	1,100.00
	DEMO CELL C - ELECTRICAL, LINER	12,600.00	12,600.00	0.00			12,600.00	100%	0.00	630.00
	INSTALL LINERS IN CELLS A	235,000.00	225,000.00	10,000.00	0.00		235,000.00	100%	0.00	11,750.00
	INSTALL LINERS IN CELLS C	135,000.00	135,000.00	0.00	0.00		135,000.00	100%	0.00	6,750.00
	INSTALL PIPING AND DIFFUSERS IN CELL A	71,000.00	67,305.00	3,695.00	0.00		71,000.00	100%	0.00	3,550.00
	INSTALL/GRADE LAGOON ACCESS ROAD	26,401.00	23,600.00	2,801.00	0.00		26,401.00	100%	0.00	1,320.05
	CHANGE ORDER NO. 1	34,803.44	33,803.44	1,000.00	0.00		34,803.44		0.00	1,740.17
	GRAND TOTALS	811,520.44	737,010.44	74,510.00	0.00		811,520.44	34%	0.00	40,576.02

DEDUCT/HOLD \$20,000 FROM CONTRACT FOR LIQUIDATED DAMAGES/RETAINAGE - ADDITIONAL ENGINEERING FEES; NO FINAL PAPERWORK; SUBMITTAL NOT PROVIDED FOR CHANGE ORDER MATERIALS

City of Bellevue
Financial Reports
As of August 31, 2023



City of Bellevue Cash Position vs Previous Year As of August 31, 2023

	Aug 31, 23	Aug 31, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
10001 · DLE General Fund 8993	299,916.16	417,931.08	-118,014.92	-28.2%
10002 · DLE Water Fund 3398 (CC)	59,013.32	131,945.17	-72,931.85	-55.3%
10003 · DLE Sewer Fund 3428 (checking)	266,557.60	-3,145.37	269,702.97	8,574.6%
10010 · LGIP General 802	228,313.00	428,041.84	-199,728.84	-46.7%
10011 · LGIP Water 1506	47,746.29	89,450.75	-41,704.46	-46.6%
10012 · LGIP Water Cap 2442	577,951.16	490,143.39	87,807.77	17.9%
10013 · LGIP Sewer 1694	412,802.64	725,324.80	-312,522.16	-43.1%
10014 · LGIP Sewer Cap 1927	211,082.72	254,729.47	-43,646.75	-17.1%
10015 · LGIP Sewer Savings 3194	0.00	91,725.09	-91,725.09	-100.0%
10016 · LGIP Sewer Bond 3195	379,594.81	274,431.56	105,163.25	38.3%
10017 · DBF Bond Fund 366	249,619.92	243,681.91	5,938.01	2.4%
10018 · LGIP Fire Capital Savings 3593	4,796.69	4,625.58	171.11	3.7%
10022 · LGIP DIF 3703	95,339.58	83,503.55	11,836.03	14.2%
10023 · LGIP Muni Prop Tax Relief 3790	8,270.60	0.00	8,270.60	100.0%
10024 · Gannett Ranch Annex Fee 3797	51,158.98	0.00	51,158.98	100.0%
10026 · LGIP Streets Capital 3814	68,198.99	0.00	68,198.99	100.0%
Total Checking/Savings	<u>2,960,362.46</u>	<u>3,232,388.82</u>	<u>-272,026.36</u>	<u>-8.4%</u>
Total Current Assets	<u>2,960,362.46</u>	<u>3,232,388.82</u>	<u>-272,026.36</u>	<u>-8.4%</u>
TOTAL ASSETS	<u>2,960,362.46</u>	<u>3,232,388.82</u>	<u>-272,026.36</u>	<u>-8.4%</u>
LIABILITIES & EQUITY	0.00	0.00	0.00	0.0%

City of Bellevue
Profit & Loss
 October 2022 through August 2023

	Oct '22 - Aug 23
Income	
41000 · Highway Apportionment Streets	47,036.64
41100 · Highway Apportionment New Rev	182,977.21
41110 · Highway Apportionment HB 362	17,292.79
41115 · LOT Revenue Ord-2022-04 exp 27	55,892.02
41200 · State Revenue Sharing	210,088.19
41210 · Liquor Apportionment	57,256.00
41400 · Liquor, Beer & Wine Permits	4,400.00
41500 · Business Licenses	18,936.21
41600 · Utility Franchise Fees	97,552.68
41700 · City Property Assessments	796,185.09
41710 · Personal Property Replacement	4,016.48
41800 · Administrative Fees	199,807.95
41805 · Building Permits	48,204.00
41815 · Application Fees	10,416.70
41820 · Sign Permits	550.00
41825 · Plan Review Fees	24,929.98
41900 · Grants	97,676.00
41901 · Fees & Fines	2,885.00
41920 · Donations	1,935.00
41930 · Equipment Rental	14,660.55
41950 · Permits	5,601.40
41980 · Court Fees	50,000.89
42001 · Water User Fees	398,254.50
42002 · Sewer User Fees	1,015,988.25
42003 · Billing Interest	0.17
42004 · Misc User Fees	620.00
42005 · Cap Fees	87,722.00
42006 · Water Meter Vault Fees	4,585.00
42011 · Water Meter Unit Fees	4,770.00
45000 · Misc Income	-75.00
45100 · Interest Income	81,359.92
46100 · DIF Administration	1,781.99
46200 · DIF Buildings & Grounds	3,862.37
46300 · DIF Community Development	4,350.13
46400 · DIF Fire Services	5,350.37
46500 · DIF Library	238.70
46600 · DIF Marshal	77.75
46700 · DIF Parks	712.77
46800 · DIF Streets	9,410.11
Total Income	3,567,309.81
Gross Profit	3,567,309.81
Expense	
49999 · PAYROLL	
50001 · Salaries & Wages	1,007,821.05
50002 · Paid Time Off	-3,017.00
50009 · Premium Salary & Wages	750.46
50010 · P/R Tax Expense	67,286.44
50011 · Insurance - Health	144,228.15
50014 · Insurance - Life	880.00
50015 · Workers Comp Insurance	30,550.00
50017 · Retirement	98,242.49
50020 · P & Z Commission	2,730.00
Total 49999 · PAYROLL	1,349,471.59
51000 · OPERATING EXPENSES	
51010 · Admin Fees	193,900.00
51022 · Automobile Lease	18,345.98
51030 · Bank Charges	-175.00
51040 · City Attorney	18,850.00
51050 · Community Service	10,000.00
51060 · Computers/Software	25,063.33

City of Bellevue
Profit & Loss
 October 2022 through August 2023

	Oct '22 - Aug 23
51070 · Conjunctive Management	30,104.51
51073 · Contract Labor	260,451.81
51073.1 · DBS Contract Labor	26,719.76
51075 · Contingency Fund	7,709.75
51080 · Dues & Memberships	5,954.92
51090 · Equipment Maintenance & Repairs	26,635.57
51100 · Fees	660.00
51110 · Fuel	39,717.05
51125 · Interest Expense	106,676.15
51130 · Lease Expense	16,681.12
51140 · Legal & Accounting	8,966.67
51150 · Liability Insurance	44,965.00
51152 · LOT Street Maint Repairs Snow	125,431.64
51155 · Merchant Fees	10,745.58
51160 · Maintenance & Repairs	106,002.23
51177 · Misc Expense	244.60
51180 · Office Equipment Rental/Repair	5,224.05
52010 · Office Supplies	11,065.32
52020 · Online Expense	5,747.85
52040 · Postage & Delivery	5,831.41
52050 · Professional Services	15,385.57
52055 · Prosecuting Attorney	18,936.00
52060 · Publishing	2,193.93
52080 · Small Tools & Equipment	5,463.30
52085 · Storage	638.00
52090 · Supplies	31,037.55
52100 · Telephone	21,809.64
52110 · Test Samples	13,118.63
52120 · Training & Meetings	18,208.50
52130 · Uniforms	6,531.85
52135 · Upper Wood Riv Wtr Meas Dist	850.61
52140 · Utilities	87,102.50
52145 · Utilities - Street Lights	16,094.00
52147 · Street Light Repairs	105.90
52150 · Vehicle Maint & Repair	17,208.23
55000 · Library New Books	2,139.20
55010 · Library Programs	2,671.17
56010 · 911 Dispatch	27,228.00
56020 · Animal Impound	1,000.00
56045 · Radio Fees	2,475.00
56050 · Specialized Equipment	20,640.32
58220 · RMS/CAD	15,015.10
58230 · Safety Equipment	31,201.67
58240 · Scada Maintenance & Repairs	12,892.00
51000 · OPERATING EXPENSES - Other	15.81
Total 51000 · OPERATING EXPENSES	1,481,481.78
58000 · CAPITAL EXPENDITURES	
58120 · Construction & Improvement	229,812.91
58150 · Equipment Lease	9,121.31
58160 · Equipment Purchase	9,377.19
58170 · IDEQ Loan	312,324.08
58190 · Real Property Lease Exp	1,375.00
58200 · Pierce 7400 Responder	12,569.13
58210 · Plant Upgrades	101,878.84
58251 · LOT Street Repairs	27,787.86
58260 · Water Meter	1,941.76
58270 · Water Meter Vault	700.00
Total 58000 · CAPITAL EXPENDITURES	706,888.08
66000 · Payroll Expenses	0.90
66010 · Bank Service Charges	48.00
Total Expense	3,537,890.35

City of Bellevue
Profit & Loss
October 2022 through August 2023

	Oct '22 - Aug 23
Net Income	<u>29,419.46</u>

City of Bellevue
Admin Actual to Budget
 October 2022 through August 2023

	Oct '22 - Aug ...	Budget	\$ Over Budget	% of Budget
Income				
40000 · Carryover	0.00	558,502.00	-558,502.00	0.0%
41200 · State Revenue Sharing	148,245.78	311,166.00	-162,920.22	47.6%
41210 · Liquor Apportionment	42,942.00	68,000.00	-25,058.00	63.2%
41400 · Liquor, Beer & Wine Permits	4,400.00	5,300.00	-900.00	83.0%
41500 · Business Licenses	18,936.21	18,200.00	736.21	104.0%
41600 · Utility Franchise Fees	97,552.68	70,000.00	27,552.68	139.4%
41700 · City Property Assessments	796,185.09	787,878.00	8,307.09	101.1%
41710 · Personal Property Replacement	4,016.48	7,073.00	-3,056.52	56.8%
41800 · Administrative Fees	193,999.20	193,900.00	99.20	100.1%
41900 · Grants	0.00	100.00	-100.00	0.0%
41950 · Permits	200.00			
45100 · Interest Income	11,730.87	750.00	10,980.87	1,564.1%
Total Income	1,318,208.31	2,020,869.00	-702,660.69	65.2%
Gross Profit	1,318,208.31	2,020,869.00	-702,660.69	65.2%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	158,417.84	222,212.80	-63,794.96	71.3%
50009 · Premium Salary & Wages	0.00	4,160.00	-4,160.00	0.0%
50010 · P/R Tax Expense	12,040.42	17,317.52	-5,277.10	69.5%
50011 · Insurance - Health	32,427.15	39,762.00	-7,334.85	81.6%
50015 · Workers Comp Insurance	3,787.47	3,814.74	-27.27	99.3%
50017 · Retirement	15,912.94	27,028.91	-11,115.97	58.9%
Total 49999 · PAYROLL	222,585.82	314,295.97	-91,710.15	70.8%
51000 · OPERATING EXPENSES				
51030 · Bank Charges	-6.00	500.00	-506.00	-1.2%
51040 · City Attorney	6,912.50	6,500.00	412.50	106.3%
51050 · Community Service	10,000.00	10,000.00	0.00	100.0%
51060 · Computers/Software	12,396.47	15,000.00	-2,603.53	82.6%
51073 · Contract Labor	11,497.88	42,500.00	-31,002.12	27.1%
51075 · Contingency Fund	7,709.75	10,000.00	-2,290.25	77.1%
51080 · Dues & Memberships	1,265.72	1,250.00	15.72	101.3%
51085 · Election Costs	0.00	50.00	-50.00	0.0%
51090 · Equipment Maintenance & Repairs	4,868.43			
51110 · Fuel	0.00	100.00	-100.00	0.0%
51140 · Legal & Accounting	4,100.01	7,500.00	-3,399.99	54.7%
51150 · Liability Insurance	6,474.94	6,474.96	-0.02	100.0%
51160 · Maintenance & Repairs	0.00	500.00	-500.00	0.0%
51180 · Office Equipment Rental/Repair	5,224.05	8,386.00	-3,161.95	62.3%
52010 · Office Supplies	7,541.71	8,000.00	-458.29	94.3%
52020 · Online Expense	3,921.97	3,600.00	321.97	108.9%
52040 · Postage & Delivery	5,831.41	5,000.00	831.41	116.6%
52050 · Professional Services	3,060.00	7,000.00	-3,940.00	43.7%
52055 · Prosecuting Attorney	18,936.00	20,500.00	-1,564.00	92.4%
52060 · Publishing	644.99	2,000.00	-1,355.01	32.2%
52085 · Storage	638.00	750.00	-112.00	85.1%
52100 · Telephone	14,455.56	13,000.00	1,455.56	111.2%
52120 · Training & Meetings	1,619.74	4,000.00	-2,380.26	40.5%
58230 · Safety Equipment	13.74			
Total 51000 · OPERATING EXPENSES	127,106.87	172,610.96	-45,504.09	73.6%
66000 · Payroll Expenses	0.00			
Total Expense	349,692.69	486,906.93	-137,214.24	71.8%
Net Income	968,515.62	1,533,962.07	-565,446.45	63.1%

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 Accrual Basis

City of Bellevue
Bldgs & Grounds Actual to Budget
 October 2022 through August 2023

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	1,552.96	5,080.92	-3,527.96	30.6%
50010 · P/R Tax Expense	49.97	388.69	-338.72	12.9%
50011 · Insurance - Health	0.00	1,314.90	-1,314.90	0.0%
50015 · Workers Comp Insurance	1,069.04	1,076.74	-7.70	99.3%
50017 · Retirement	0.00	490.25	-490.25	0.0%
Total 49999 · PAYROLL	2,671.97	8,351.50	-5,679.53	32.0%
51000 · OPERATING EXPENSES				
51073 · Contract Labor	2,061.79	1,800.00	261.79	114.5%
51150 · Liability Insurance	1,573.78	1,573.78	0.00	100.0%
51160 · Maintenance & Repairs	9,072.93	12,000.00	-2,927.07	75.6%
52090 · Supplies	375.06	800.00	-424.94	46.9%
52140 · Utilities	19,225.43	18,000.00	1,225.43	106.8%
Total 51000 · OPERATING EXPENSES	32,308.99	34,173.78	-1,864.79	94.5%
58000 · CAPITAL EXPENDITURES				
58190 · Real Property Lease Exp	1,375.00	1,625.00	-250.00	84.6%
Total 58000 · CAPITAL EXPENDITURES	1,375.00	1,625.00	-250.00	84.6%
66000 · Payroll Expenses	0.00			
Total Expense	36,355.96	44,150.28	-7,794.32	82.3%
Net Income	-36,355.96	-44,150.28	7,794.32	82.3%

City of Bellevue
Fire Actual to Budget
 October 2022 through August 2023

	Oct '22 - Aug...	Budget	\$ Over Budget	% of Budget
Income				
40010 · Carryover Dedicated Funds	0.00	1,027.00	-1,027.00	0.0%
41900 · Grants	0.00	10,000.00	-10,000.00	0.0%
41901 · Fees & Fines	0.00	450.00	-450.00	0.0%
41930 · Equipment Rental	14,660.55	6,000.00	8,660.55	244.3%
41950 · Permits	4,701.40	1,500.00	3,201.40	313.4%
45000 · Misc Income	0.00	2,200.00	-2,200.00	0.0%
Total Income	19,361.95	21,177.00	-1,815.05	91.4%
Gross Profit	19,361.95	21,177.00	-1,815.05	91.4%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	59,979.03	74,796.80	-14,817.77	80.2%
50010 · P/R Tax Expense	4,539.94	5,721.96	-1,182.02	79.3%
50011 · Insurance - Health	45.00	45.00	0.00	100.0%
50014 · Insurance - Life	880.00	1,500.00	-620.00	58.7%
50015 · Workers Comp Insurance	2,321.33	2,338.06	-16.73	99.3%
50017 · Retirement	2,877.04	5,376.68	-2,499.64	53.5%
Total 49999 · PAYROLL	70,642.34	89,778.50	-19,136.16	78.7%
51000 · OPERATING EXPENSES				
51040 · City Attorney	0.00	200.00	-200.00	0.0%
51060 · Computers/Software	1,691.25	2,000.00	-308.75	84.6%
51073 · Contract Labor	605.00	1,600.00	-995.00	37.8%
51080 · Dues & Memberships	3,552.50	3,750.00	-197.50	94.7%
51090 · Equipment Maintenance & Repairs	12,114.69	10,000.00	2,114.69	121.1%
51110 · Fuel	3,189.40	3,800.00	-610.60	83.9%
51125 · Interest Expense	8,600.23	8,600.23	0.00	100.0%
51150 · Liability Insurance	3,417.34	3,417.34	0.00	100.0%
51160 · Maintenance & Repairs	1,646.74	2,000.00	-353.26	82.3%
51177 · Misc Expense	244.60	600.00	-355.40	40.8%
51180 · Office Equipment Rental/Repair	0.00	600.00	-600.00	0.0%
52010 · Office Supplies	68.99	100.00	-31.01	69.0%
52030 · Pending Grants	0.00	200.00	-200.00	0.0%
52050 · Professional Services	0.00	100.00	-100.00	0.0%
52060 · Publishing	0.00	100.00	-100.00	0.0%
52070 · Signs	0.00	100.00	-100.00	0.0%
52080 · Small Tools & Equipment	2,982.60	3,000.00	-17.40	99.4%
52090 · Supplies	2,176.22	2,500.00	-323.78	87.0%
52100 · Telephone	500.91	500.00	0.91	100.2%
52120 · Training & Meetings	3,130.74	3,200.00	-69.26	97.8%
52130 · Uniforms	426.19	1,200.00	-773.81	35.5%
52150 · Vehicle Maint & Repair	4,488.99	5,000.00	-511.01	89.8%
56030 · Investigations	0.00	150.00	-150.00	0.0%
58220 · RMS/CAD	3,595.31	3,600.00	-4.69	99.9%
58230 · Safety Equipment	29,598.75	35,000.00	-5,401.25	84.6%
Total 51000 · OPERATING EXPENSES	82,030.45	91,317.57	-9,287.12	89.8%
58000 · CAPITAL EXPENDITURES				
58120 · Construction & Improvement	7,514.33	10,000.00	-2,485.67	75.1%
58150 · Equipment Lease	0.00	39,015.00	-39,015.00	0.0%
58160 · Equipment Purchase	9,377.19			
58200 · Pierce 7400 Responder	12,569.13	12,569.13	0.00	100.0%
Total 58000 · CAPITAL EXPENDITURES	29,460.65	61,584.13	-32,123.48	47.8%
66000 · Payroll Expenses	0.00			
Total Expense	182,133.44	242,680.20	-60,546.76	75.1%
Net Income	-162,771.49	-221,503.20	58,731.71	73.5%

City of Bellevue
Library Actual to Budget
 October 2022 through August 2023

	Oct '22 - A...	Budget	\$ Over Bu...	% of Budget
Income				
41900 · Grants	0.00	5,000.00	-5,000.00	0.0%
41920 · Donations	1,935.00	2,000.00	-65.00	96.8%
Total Income	1,935.00	7,000.00	-5,065.00	27.6%
Gross Profit	1,935.00	7,000.00	-5,065.00	27.6%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	37,041.35	40,102.40	-3,061.05	92.4%
50010 · P/R Tax Expense	2,740.63	3,067.83	-327.20	89.3%
50011 · Insurance - Health	11,948.88	13,149.00	-1,200.12	90.9%
50015 · Workers Comp Insurance	1,252.29	1,261.32	-9.03	99.3%
50017 · Retirement	3,671.48	4,788.23	-1,116.75	76.7%
Total 49999 · PAYROLL	56,654.63	62,368.78	-5,714.15	90.8%
51000 · OPERATING EXPENSES				
51020 · Advertising	0.00	150.00	-150.00	0.0%
51022 · Automobile Lease	0.00	0.00	0.00	0.0%
51060 · Computers/Software	1,775.42	5,200.00	-3,424.58	34.1%
51080 · Dues & Memberships	948.36	700.00	248.36	135.5%
51150 · Liability Insurance	1,843.56	1,843.57	-0.01	100.0%
51177 · Misc Expense	0.00	75.00	-75.00	0.0%
51180 · Office Equipment Rental/Repair	0.00	1,500.00	-1,500.00	0.0%
52090 · Supplies	413.25	500.00	-86.75	82.7%
52100 · Telephone	450.64	400.00	50.64	112.7%
52120 · Training & Meetings	45.69	300.00	-254.31	15.2%
55000 · Library New Books	2,139.20	1,968.00	171.20	108.7%
55010 · Library Programs	2,671.17	2,700.00	-28.83	98.9%
51000 · OPERATING EXPENSES - Other	15.81			
Total 51000 · OPERATING EXPENSES	10,303.10	15,336.57	-5,033.47	67.2%
66000 · Payroll Expenses	0.00			
Total Expense	66,957.73	77,705.35	-10,747.62	86.2%
Net Income	-65,022.73	-70,705.35	5,682.62	92.0%

City of Bellevue
Marshal Actual to Budget
 October 2022 through August 2023

	Oct '22 - Aug...	Budget	\$ Over Budget	% of Budget
Income				
41800 · Administrative Fees	3,858.75			
41815 · Application Fees	180.00			
41980 · Court Fees	50,000.89	10,000.00	40,000.89	500.0%
45000 · Misc Income	5.00			
Total Income	54,044.64	10,000.00	44,044.64	540.4%
Gross Profit	54,044.64	10,000.00	44,044.64	540.4%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	445,825.90	429,363.70	16,462.20	103.8%
50002 · Paid Time Off	-2,798.50			
50009 · Premium Salary & Wages	0.00	7,000.00	-7,000.00	0.0%
50010 · P/R Tax Expense	33,722.56	33,381.82	340.74	101.0%
50011 · Insurance - Health	65,716.01	78,894.00	-13,177.99	83.3%
50015 · Workers Comp Insurance	9,102.15	9,167.67	-65.52	99.3%
50017 · Retirement	43,312.95	51,213.89	-7,900.94	84.6%
Total 49999 · PAYROLL	594,881.07	609,021.08	-14,140.01	97.7%
51000 · OPERATING EXPENSES				
51022 · Automobile Lease	18,345.98	33,500.00	-15,154.02	54.8%
51060 · Computers/Software	930.00	1,500.00	-570.00	62.0%
51080 · Dues & Memberships	-5.00	850.00	-855.00	-0.6%
51110 · Fuel	15,372.37	15,000.00	372.37	102.5%
51130 · Lease Expense	16,681.12	14,000.00	2,681.12	119.2%
51150 · Liability Insurance	12,500.28	12,500.27	0.01	100.0%
52010 · Office Supplies	3,064.96	1,000.00	2,064.96	306.5%
52100 · Telephone	3,218.70	2,200.00	1,018.70	146.3%
52120 · Training & Meetings	12,005.80	8,000.00	4,005.80	150.1%
52130 · Uniforms	5,505.82	8,600.00	-3,094.18	64.0%
52150 · Vehicle Maint & Repair	7,285.27	10,800.00	-3,514.73	67.5%
56010 · 911 Dispatch	27,228.00	28,000.00	-772.00	97.2%
56020 · Animal Impound	1,000.00	1,000.00	0.00	100.0%
56040 · Medical/Lab Kits	0.00	100.00	-100.00	0.0%
56045 · Radio Fees	2,475.00	2,400.00	75.00	103.1%
56050 · Specialized Equipment	20,640.32	23,000.00	-2,359.68	89.7%
58220 · RMS/CAD	11,419.79	25,500.00	-14,080.21	44.8%
58230 · Safety Equipment	1,114.21	1,000.00	114.21	111.4%
Total 51000 · OPERATING EXPENSES	158,782.62	188,950.27	-30,167.65	84.0%
66000 · Payroll Expenses	0.00			
Total Expense	753,663.69	797,971.35	-44,307.66	94.4%
Net Income	-699,619.05	-787,971.35	88,352.30	88.8%

City of Bellevue
Parks Actual to Budget
 October 2022 through August 2023

	Oct '22 - ...	Budget	\$ Over B...	% of Bu...
Income				
40010 · Carryover Dedicated Funds	0.00	5,120.00	-5,120.00	0.0%
41815 · Application Fees	450.00			
41901 · Fees & Fines	2,885.00	3,000.00	-115.00	96.2%
Total Income	3,335.00	8,120.00	-4,785.00	41.1%
Gross Profit	3,335.00	8,120.00	-4,785.00	41.1%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	6,173.90	11,221.91	-5,048.01	55.0%
50010 · P/R Tax Expense	472.33	858.48	-386.15	55.0%
50011 · Insurance - Health	0.00	2,629.80	-2,629.80	0.0%
50015 · Workers Comp Insurance	305.44	307.64	-2.20	99.3%
50017 · Retirement	0.00	1,223.55	-1,223.55	0.0%
Total 49999 · PAYROLL	6,951.67	16,241.38	-9,289.71	42.8%
51000 · OPERATING EXPENSES				
51073 · Contract Labor	19,556.71	16,000.00	3,556.71	122.2%
51077 · DEQ Maintenance	0.00	1,500.00	-1,500.00	0.0%
51090 · Equipment Maintenance & Repairs	53.98			
51150 · Liability Insurance	449.66	449.65	0.01	100.0%
51160 · Maintenance & Repairs	3,646.89	4,000.00	-353.11	91.2%
52070 · Signs	0.00	500.00	-500.00	0.0%
52080 · Small Tools & Equipment	527.84	200.00	327.84	263.9%
52090 · Supplies	882.49	600.00	282.49	147.1%
52115 · River Bank Restoration	0.00	4,000.00	-4,000.00	0.0%
52140 · Utilities	2,359.70	2,500.00	-140.30	94.4%
Total 51000 · OPERATING EXPENSES	27,477.27	29,749.65	-2,272.38	92.4%
58000 · CAPITAL EXPENDITURES				
58120 · Construction & Improvement	0.00	4,000.00	-4,000.00	0.0%
Total 58000 · CAPITAL EXPENDITURES	0.00	4,000.00	-4,000.00	0.0%
Total Expense	34,428.94	49,991.03	-15,562.09	68.9%
Net Income	-31,093.94	-41,871.03	10,777.09	74.3%

City of Bellevue
Streets Actual to Budget
 October 2022 through August 2023

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
Income				
40010 · Carryover Dedicated Funds	0.00	62,564.00	-62,564.00	0.0%
41000 · Highway Apportionment Streets	47,036.64	96,393.00	-49,356.36	48.8%
41100 · Highway Apportionment New Rev	149,018.02	30,317.00	118,701.02	491.5%
41110 · Highway Apportionment HB 362	17,292.79	17,721.00	-428.21	97.6%
41115 · LOT Revenue Ord-2022-04 exp 27	55,892.02	50,000.00	5,892.02	111.8%
41805 · Building Permits	-40.00			
41815 · Application Fees	500.00			
41900 · Grants	0.00	70,000.00	-70,000.00	0.0%
41950 · Permits	500.00	1,000.00	-500.00	50.0%
42001 · Water User Fees	168.50			
45100 · Interest Income	374.81			
Total Income	270,742.78	327,995.00	-57,252.22	82.5%
Gross Profit	270,742.78	327,995.00	-57,252.22	82.5%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	90,054.38	106,146.96	-16,092.58	84.8%
50002 · Paid Time Off	-218.50			
50009 · Premium Salary & Wages	335.09	2,959.00	-2,623.91	11.3%
50010 · P/R Tax Expense	6,897.49	7,355.24	-457.75	93.8%
50011 · Insurance - Health	18,631.66	24,325.65	-5,693.99	76.6%
50015 · Workers Comp Insurance	1,590.25	1,599.73	-9.48	99.4%
50017 · Retirement	8,551.22	10,952.23	-2,401.01	78.1%
Total 49999 · PAYROLL	125,841.59	153,338.81	-27,497.22	82.1%
51000 · OPERATING EXPENSES				
51040 · City Attorney	0.00	500.00	-500.00	0.0%
51073 · Contract Labor	15,635.75	5,000.00	10,635.75	312.7%
51090 · Equipment Maintenance & Repairs	6,799.70	15,000.00	-8,200.30	45.3%
51100 · Fees	220.00	240.00	-20.00	91.7%
51110 · Fuel	13,571.69	12,000.00	1,571.69	113.1%
51150 · Liability Insurance	2,338.18	2,338.18	0.00	100.0%
51152 · LOT Street Maint Repairs Snow	125,431.64	30,000.00	95,431.64	418.1%
51160 · Maintenance & Repairs	13,769.26	16,000.00	-2,230.74	86.1%
52010 · Office Supplies	104.51			
52050 · Professional Services	1,238.16	7,500.00	-6,261.84	16.5%
52060 · Publishing	79.92	100.00	-20.08	79.9%
52070 · Signs	0.00	1,500.00	-1,500.00	0.0%
52080 · Small Tools & Equipment	1,340.92	3,000.00	-1,659.08	44.7%
52090 · Supplies	5,936.43	5,000.00	936.43	118.7%
52100 · Telephone	1,731.58	1,200.00	531.58	144.3%
52120 · Training & Meetings	1,103.09	7,000.00	-5,896.91	15.8%
52130 · Uniforms	599.84	800.00	-200.16	75.0%
52145 · Utilities - Street Lights	15,473.43	17,000.00	-1,526.57	91.0%
52147 · Street Light Repairs	105.90	1,500.00	-1,394.10	7.1%
52150 · Vehicle Maint & Repair	4,507.23	1,500.00	3,007.23	300.5%
58230 · Safety Equipment	455.97	2,500.00	-2,044.03	18.2%
Total 51000 · OPERATING EXPENSES	210,443.20	129,678.18	80,765.02	162.3%
58000 · CAPITAL EXPENDITURES				
58120 · Construction & Improvement	9,338.38	62,000.00	-52,661.62	15.1%
58150 · Equipment Lease	6,080.91	5,200.00	880.91	116.9%
58160 · Equipment Purchase	0.00	10,000.00	-10,000.00	0.0%
58250 · Street Repairs	0.00	120,000.00	-120,000.00	0.0%
58251 · LOT Street Repairs	27,787.86	20,000.00	7,787.86	138.9%
Total 58000 · CAPITAL EXPENDITURES	43,207.15	217,200.00	-173,992.85	19.9%
Total Expense	379,491.94	500,216.99	-120,725.05	75.9%
Net Income	-108,749.16	-172,221.99	63,472.83	63.1%

City of Bellevue
Wastewater Actual to Budget
October 2022 through August 2023

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
Income				
40000 · Carryover	0.00	607,999.26	-607,999.26	0.0%
40010 · Carryover Dedicated Funds	0.00	69,125.00	-69,125.00	0.0%
41800 · Administrative Fees	450.00	250.00	200.00	180.0%
41815 · Application Fees	225.00	250.00	-25.00	90.0%
41900 · Grants	91,186.00			
42001 · Water User Fees	0.00			
42002 · Sewer User Fees	1,015,988.25	1,100,684.00	-84,695.75	92.3%
42005 · Cap Fees	26,610.00	33,300.00	-6,690.00	79.9%
42011 · Water Meter Unit Fees	325.00			
45100 · Interest Income	22,225.89	2,500.00	19,725.89	889.0%
Total Income	1,157,010.14	1,814,108.26	-657,098.12	63.8%
Gross Profit	1,157,010.14	1,814,108.26	-657,098.12	63.8%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	10,030.59	191,823.94	-181,793.35	5.2%
50009 · Premium Salary & Wages	38.58	11,731.01	-11,692.43	0.3%
50010 · P/R Tax Expense	770.33	14,674.53	-13,904.20	5.2%
50011 · Insurance - Health	0.00	36,761.75	-36,761.75	0.0%
50015 · Workers Comp Insurance	4,125.44	4,153.14	-27.70	99.3%
50017 · Retirement	141.64	22,898.61	-22,756.97	0.6%
Total 49999 · PAYROLL	15,106.58	282,042.98	-266,936.40	5.4%
51000 · OPERATING EXPENSES				
51010 · Admin Fees	106,645.00	106,645.00	0.00	100.0%
51030 · Bank Charges	25.00	50.00	-25.00	50.0%
51040 · City Attorney	2,040.00	1,500.00	540.00	136.0%
51060 · Computers/Software	3,658.51	30,000.00	-26,341.49	12.2%
51073 · Contract Labor	148,576.27	17,000.00	131,576.27	874.0%
51080 · Dues & Memberships	96.67	500.00	-403.33	19.3%
51090 · Equipment Maintenance & Repairs	1,816.26	24,000.00	-22,183.74	7.6%
51100 · Fees	220.00	300.00	-80.00	73.3%
51110 · Fuel	4,754.02	16,000.00	-11,245.98	29.7%
51125 · Interest Expense	98,075.92	105,822.60	-7,746.68	92.7%
51140 · Legal & Accounting	2,433.33	2,500.00	-66.67	97.3%
51150 · Liability Insurance	6,070.28	6,070.28	0.00	100.0%
51155 · Merchant Fees	4,047.66	4,000.00	47.66	101.2%
51160 · Maintenance & Repairs	59,465.83	250,000.00	-190,534.17	23.8%
52020 · Online Expense	1,825.88	1,100.00	725.88	166.0%
52050 · Professional Services	9,698.17	10,000.00	-301.83	97.0%
52070 · Signs	0.00	300.00	-300.00	0.0%
52080 · Small Tools & Equipment	523.96	2,000.00	-1,476.04	26.2%
52090 · Supplies	12,684.34	25,000.00	-12,315.66	50.7%
52100 · Telephone	788.04	2,800.00	-2,011.96	28.1%
52110 · Test Samples	8,286.28	6,000.00	2,286.28	138.1%
52120 · Training & Meetings	0.00	8,500.00	-8,500.00	0.0%
52130 · Uniforms	0.00	1,200.00	-1,200.00	0.0%
52140 · Utilities	54,666.16	65,000.00	-10,333.84	84.1%
52150 · Vehicle Maint & Repair	94.81	8,000.00	-7,905.19	1.2%
58230 · Safety Equipment	0.00	2,500.00	-2,500.00	0.0%
58240 · Scada Maintenance & Repairs	10,309.60	18,000.00	-7,690.40	57.3%
Total 51000 · OPERATING EXPENSES	536,801.99	714,787.88	-177,985.89	75.1%
58000 · CAPITAL EXPENDITURES				
58120 · Construction & Improvement	115,036.28	75,000.00	40,036.28	153.4%
58150 · Equipment Lease	1,520.20	1,700.00	-179.80	89.4%
58160 · Equipment Purchase	0.00	36,000.00	-36,000.00	0.0%
58170 · IDEQ Loan	312,324.08	304,577.40	7,746.68	102.5%
58210 · Plant Upgrades	101,878.84	400,000.00	-298,121.16	25.5%
Total 58000 · CAPITAL EXPENDITURES	530,759.40	817,277.40	-286,518.00	64.9%

9:19 AM
09/18/23
Accrual Basis

City of Bellevue
Wastewater Actual to Budget
October 2022 through August 2023

	<u>Oct '22 - Aug 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
66000 - Payroll Expenses	0.00			
Total Expense	<u>1,082,667.97</u>	<u>1,814,108.26</u>	<u>-731,440.29</u>	<u>59.7%</u>
Net Income	<u>74,342.17</u>	<u>0.00</u>	<u>74,342.17</u>	<u>100.0%</u>

City of Bellevue
Water Actual to Budget
 October 2022 through August 2023

	Oct '22 - Aug...	Budget	\$ Over Budget	% of Budget
Income				
40000 · Carryover	0.00	149,015.87	-149,015.87	0.0%
40010 · Carryover Dedicated Funds	0.00	377,610.86	-377,610.86	0.0%
41800 · Administrative Fees	1,500.00	250.00	1,250.00	600.0%
41815 · Application Fees	325.00	250.00	75.00	130.0%
41900 · Grants	6,490.00	50,000.00	-43,510.00	13.0%
41950 · Permits	0.00	300.00	-300.00	0.0%
42001 · Water User Fees	398,086.00	424,370.00	-26,284.00	93.8%
42004 · Misc User Fees	620.00	500.00	120.00	124.0%
42005 · Cap Fees	61,112.00	27,500.00	33,612.00	222.2%
42006 · Water Meter Vault Fees	4,585.00	1,554.00	3,031.00	295.0%
42008 · Connection Fees	0.00	6,728.00	-6,728.00	0.0%
42011 · Water Meter Unit Fees	4,445.00	2,700.00	1,745.00	164.6%
45100 · Interest Income	16,709.22	1,000.00	15,709.22	1,670.9%
Total Income	493,872.22	1,041,778.73	-547,906.51	47.4%
Gross Profit	493,872.22	1,041,778.73	-547,906.51	47.4%
Expense				
49999 · PAYROLL				
50001 · Salaries & Wages	146,307.68	155,583.06	-9,275.38	94.0%
50009 · Premium Salary & Wages	376.79	11,731.01	-11,354.22	3.2%
50010 · P/R Tax Expense	2,041.31	11,902.10	-9,860.79	17.2%
50011 · Insurance - Health	3,967.96	40,761.90	-36,793.94	9.7%
50015 · Workers Comp Insurance	3,820.00	3,845.50	-25.50	99.3%
50017 · Retirement	2,082.78	18,569.53	-16,486.75	11.2%
Total 49999 · PAYROLL	158,596.52	242,393.10	-83,796.58	65.4%
51000 · OPERATING EXPENSES				
51010 · Admin Fees	87,255.00	87,255.00	0.00	100.0%
51030 · Bank Charges	-194.00			
51040 · City Attorney	440.00	1,500.00	-1,060.00	29.3%
51060 · Computers/Software	2,955.53	27,000.00	-24,044.47	10.9%
51070 · Conjunctive Management	30,104.51	36,000.00	-5,895.49	83.6%
51073 · Contract Labor	-6,280.39	15,000.00	-21,280.39	-41.9%
51080 · Dues & Memberships	96.67	500.00	-403.33	19.3%
51090 · Equipment Maintenance & Repairs	982.51	10,000.00	-9,017.49	9.8%
51100 · Fees	220.00	250.00	-30.00	88.0%
51110 · Fuel	2,829.57	12,000.00	-9,170.43	23.6%
51122 · IDWR/DEQ Drinking Water	0.00	3,800.00	-3,800.00	0.0%
51140 · Legal & Accounting	2,433.33	2,500.00	-66.67	97.3%
51150 · Liability Insurance	5,620.62	5,320.63	299.99	105.6%
51155 · Merchant Fees	6,697.92	2,360.00	4,337.92	283.8%
51160 · Maintenance & Repairs	18,400.58	20,000.00	-1,599.42	92.0%
52010 · Office Supplies	180.64			
52050 · Professional Services	1,389.24	12,000.00	-10,610.76	11.6%
52070 · Signs	0.00	300.00	-300.00	0.0%
52080 · Small Tools & Equipment	87.98	2,500.00	-2,412.02	3.5%
52090 · Supplies	8,529.76	5,000.00	3,529.76	170.6%
52100 · Telephone	163.30	2,000.00	-1,836.70	8.2%
52110 · Test Samples	4,832.35	5,000.00	-167.65	96.6%
52120 · Training & Meetings	283.44	8,500.00	-8,216.56	3.3%
52130 · Uniforms	0.00	1,200.00	-1,200.00	0.0%
52135 · Upper Wood Riv Wtr Meas Dist	850.61	600.00	250.61	141.8%
52140 · Utilities	10,851.21	9,000.00	1,851.21	120.6%
52145 · Utilities - Street Lights	620.57	800.00	-179.43	77.6%
52150 · Vehicle Maint & Repair	831.93	4,000.00	-3,168.07	20.8%
58230 · Safety Equipment	19.00	2,500.00	-2,481.00	0.8%
58240 · Scada Maintenance & Repairs	2,582.40	7,500.00	-4,917.60	34.4%
Total 51000 · OPERATING EXPENSES	182,784.28	284,385.63	-101,601.35	64.3%
58000 · CAPITAL EXPENDITURES				
58120 · Construction & Improvement	97,923.92	150,000.00	-52,076.08	65.3%
58150 · Equipment Lease	1,520.20	2,000.00	-479.80	76.0%

9:20 AM
 09/18/23
 Accrual Basis

City of Bellevue
Water Actual to Budget
 October 2022 through August 2023

	<u>Oct '22 - Aug...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
58250 · Street Repairs	0.00	3,000.00	-3,000.00	0.0%
58260 · Water Meter	1,941.76	60,000.00	-58,058.24	3.2%
58270 · Water Meter Vault	700.00	300,000.00	-299,300.00	0.2%
Total 58000 · CAPITAL EXPENDITURES	102,085.88	515,000.00	-412,914.12	19.8%
66000 · Payroll Expenses	0.00			
66010 · Bank Service Charges	48.00			
Total Expense	443,514.68	1,041,778.73	-598,264.05	42.6%
Net Income	50,357.54	0.00	50,357.54	100.0%

ITEM #5a

Agenda Materials
to be Provided Under
Separate Cover

**CITY OF BELLEVUE
BELLEVUE COMMON COUNCIL**

Public Meeting on September 11, 2023, at 5:30 p.m.

REGARDING AN APPLICATION OF: Judy & Keith Meyers for a Lot Line Adjustment for the properties located at LOTS 1, 2,3,4,5 & 6, BLK 96, Bellevue Idaho	STAFF REPORT: By: Ashley Dyer, Senior Planner and David Patrie, Galena-Benchmark Date: August 28, 2023
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REQUESTED ACTION: Lot Line Adjustment approval to readjust the current interior lot lines between the lots, creating new proposed city lots.

APPLICABLE ZONING REGULATIONS:

Bellevue City Code, Title 11, Chapter 6, Lot Line Readjustment

Summary

The applicant applied for a Lot Line Adjustment for the properties located at LOTS 1, 2,3,4,5 & 6 within the Business District in Bellevue. The proposed lot line adjustment will reconfigure the current interior lot lines between the lots, creating the 4 new proposed lots 1A, 2A, 4A and 5A. The proposed adjustment will not create additional city lots.

The Meeting was continued on record from September 11, 2023, to September 25, 2023. The continued meeting notice was posted on September 20th, 2023, on the City Website, Bellevue Post Office and Bellevue City Hall as required by ID Code.

I.GENERAL BACKGROUND

1. Notice of this hearing was:
 - i. Posted on the door of Bellevue City Hall and the Bellevue Post Office on September 6, 2023.
 - ii. Made available on the city website September 6, 2023
 - iii. Mailed adjacent adjoiner letters on August 25, 2023
2. Any disclosures (i.e. conflicts of interest, site visits or *ex parte* communications)?
3. **Exhibit A – Application Materials** - All application materials were received on August 15, 2023, unless indicated otherwise.
 - A-1 Meyers Lot Line Adjustment Application**
 - A-2 Plat of proposed revised tax lots 1A,2A, 4A and 5A.**
 - A-3 Survey**
 - A-4 Vicinity Map**

Exhibit B – Department Head Comments

Fire Department:

None at the time of report.

Engineering issues:

None at the time of report.

Water and Sewer issues:

The applicant shall comply with Bellevue Public Works requirements. All assessments shall be made per adopted Bellevue City Code.

Building issues:

The applicant shall comply with Bellevue Building Department. All assessments shall be made per adopted Building codes.

Street Department issues:

The applicant shall comply with Bellevue Public Works requirements. All assessments shall be adopted by the Bellevue City Code.

II STANDARDS AND CRITERIA Title 11-4-1

11-4-1: GENERAL REQUIREMENTS:

The improvements set forth in this chapter shall be shown on the preliminary plat and installed prior to approval of the final plat. Construction design plans thereof shall be submitted and approved by the City Engineer. All such improvements shall be in accordance with the Comprehensive Plan and constructed in compliance with construction specifications adopted by the City. Existing natural features which enhance the attractiveness of the subdivision and community such as mature trees, watercourses, rock outcroppings, established shrub masses, and historic areas shall be preserved through design of the subdivision.

11-4-6: LOTS:

A. Lot size, width, depth, shape, orientation, and minimum building setback lines shall be in compliance with the zoning district in which the property is located; and compatible with the location of the subdivision and the type of development; and preserve solar access to adjacent properties and buildings. **The Proposed Lots complies with the city code.**

B. Whenever a proposed subdivision contains lot(s) in whole or in part within the floodplain, or which contain land with a slope in excess of twenty five percent (25%) based upon natural contours or create corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, provide open space and solar access for each lot and structure, and preserve hillside view corridors. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses, and topographical features. **There is a proposed building envelope for LOT 1A which is located primarily in the Floodplain. I do not see a proposed access for LOT 1A. If the lot was to ever be developed within the envelope it will need access.**

C. Corner lots shall contain a building envelope outside of a seventy-five-foot (75') radius from the center point of the intersection of the streets unless otherwise approved as defined in subsection 10-6-5C of this Code. **Proposed Lot 2A and Proposed Lot 5A are corner lots and need to meet this requirement. See Proposed Condition #3.**

D. Side lot lines shall be within twenty degrees (20°) to a right angle or radial line to the street line. **Side lot lines comply with this requirement.**

E. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts. Should a double frontage lot be created out of necessity, then such lot shall be a reversed frontage lot. **No double frontage lots are being proposed with this Lot Line Adjustment.**

F. Minimum lot sizes in all cases shall be reversed frontage lot(s). N/A

G. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public or approved private street. (Ord. 91-01, 12-2016) **This standard is met with each proposed lot. However, while proposed Lot 1A has frontage on Walnut St. and Chestnut St., these public ROW's are undeveloped and will need a bridge over the Bellevue Canal to gain access to the site. Alternatively, an access from Riverside Drive may be developed. Staff recommends a plat note expressly identifying Lot 1A as an unbuildable lot until a time when an approved access is developed. See suggested Condition # 2.**

11-4-7: BLOCKS:

The length, width, and shape of blocks within a proposed subdivision shall conform to the following requirements:

A. No block shall be longer than one thousand feet (1,000') nor less than four hundred feet (400') between the street intersections and shall have sufficient depth to provide for two (2) tiers of lots. **The proposed lot line adjustments will not affect existing Block 96.**

B. Blocks shall be laid out in such a manner as to comply with the lot requirements **N/A- Block exists and won't change.**

C. The layout of blocks shall take into consideration the natural topography of the subdivision and minimize cuts and fills for roads and minimize adverse impact on the environment, watercourses, and topographical features. **N/A- Block exists and won't change.**

D. Corner lots shall contain a building envelope outside of a seventy-five-foot (75') radius from the intersection of the streets. (Ord. 91-01, 12-2016) **N/A- Block exists and won't change.**

11-4-8: STREETS: No streets are being proposed with this Lot Line Application and there is access to proposed LOTS 2A, 4A & 5A through the Alley ROW- but there is currently no access to proposed LOT 1A in the Floodplain. See proposed note # 2.

A. The arrangement, character, extent, width, grade, and location of all streets put in the proposed subdivision shall conform to the Comprehensive Plan and shall be considered in their relation to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land.

B. All streets shall be constructed to meet or exceed the criteria and standards set forth in the City Standard Specifications for Streets and Water, and all other applicable ordinances, resolutions, or regulations of the City, or any other governmental entity having jurisdiction thereover, now existing or hereafter adopted, amended or codified.

C. Where a subdivision abuts or contains an existing or proposed arterial street, railroad, or limited access highway right-of-way, the Council may require a frontage street, planting strip, or similar design features.

D. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods.

E. Street grades shall not be less than three-tenths percent (0.3%) and not more than seven-tenths percent (0.7%) so as to provide for adequate drainage and snow plowing.

F. In general, partial dedications shall not be permitted. However, the Council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the Council finds it practical to require the dedication of the remainder of the right-of-way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right-of-way shall be dedicated.

G. Dead-end streets shall be permitted as deemed appropriate by the Council when providing for future connectivity to adjacent lands and are in compliance with International Fire Codes regarding turnarounds.

H. A cul-de-sac or similar type street shall be permitted as deemed appropriate by the Council which complies with International Fire Codes regarding turnarounds.

I. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy degrees (70°).

J. Where any street deflects any angle of ten degrees (10°) or more, a connecting curve shall be required having a minimum centerline radius of three hundred feet (300') for arterial and collector streets and one hundred twenty five feet (125') for minor streets.

K. Streets with centerline offsets of less than one hundred twenty five feet (125') shall be prohibited.

L. A tangent of at least one hundred feet (100') long shall be introduced between reverse curves on arterial and collector streets.

M. Proposed streets, which are continuations of existing streets, shall be given the same names as the existing streets. All new street names shall not duplicate or be confused with the names of existing streets within Blaine County. The subdivider shall obtain approval of all street names within the proposed subdivision from the commission before submitting same to the Council for preliminary plat approval.

N. Street alignment design shall follow natural terrain contours to result in safe streets, usable lots, and minimum cuts and fills.

O. Street patterns of residential areas shall be designed to create areas free of through traffic but readily accessible to adjacent collector and arterial streets.

P. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat, and all landscaping and irrigation systems shall be installed as required improvements by the subdivider.

Q. In general, the centerline of streets shall coincide with the centerline of the street right-of-way, and all crosswalk markings shall be installed by the subdivider as a required improvement.

R. Street lighting may be required by the commission or Council, where appropriate, and shall be installed by the subdivider as a requirement improvement.

S. Private streets complying with the International Fire Codes shall be allowed as deemed appropriate by the Council.

T. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the Administrator and shall be consistent with the type and design of existing street signs elsewhere in the City.

U. Wherever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, said construction or improvement shall be a required improvement by the subdivider. Said construction or improvement shall be in accordance with adopted standard specifications therefor.

V. Sidewalks, curbs, and gutters may be a required improvement installed by the subdivider.

W. Prior to final plat signature, the first chip sealing applied to new dedicated streets and applicable private streets shall be completed by the developer or bonded for by the developer for any subdivision, planned unit development or condominium plat. (Ord. 91-01, 12-2016)

11-4-9: ALLEYS:

Alleys shall be provided in commercial and light industrial zoning districts and may be required in residential districts. The width of an alley shall be not less than twenty-five feet (25'). Alley

intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular movement. Dead-end alleys shall comply with the International Fire Codes regarding turnaround requirements. Improvement of alleys shall be done by the subdivider as a required improvement and in conformance with design standards specified in subsection 11-4-8B of this chapter. (Ord. 91-01, 12-2016) **There is currently an unimproved City Alley ROW in place. Applicant shall improve this alley prior to approval of the final plat. See suggested condition #4.**

11-4-10: EASEMENTS:

Easements, as set forth hereinafter, shall be required for location of utilities and other public services to provide adequate pedestrian circulation and access to public waterways and lands:

A. A public utility easement at least ten feet (10') in width shall be required within the street right-of-way boundaries of all streets. N/A

1. B. Where a subdivision contains or borders on a watercourse, drainageway, channel or stream, an easement shall be required of sufficient width to contain said watercourse and provide access for private maintenance and/or reconstruction of said watercourse. **The Bellevue Canal and the Bellevue Canal Road run through the proposed lots, there is a plat map note that there shall be no access allowed by lot owners along the existing canal access road, nor through Parcel A to gain access to the Big Wood River.**

Per the Canal District “No building can touch the bottom West side bank (bottom of the slope intersects with the level surface). No building can encroach into the space between the top of the bank (level of the street or alley) and the water, on the east side.”

To meet this standard staff recommends the final plat dedicate and easement beginning at 5' east of the top of the east bank to the back lot line of proposed Lots 2A, 4A and 5A. See proposed condition #5.

C. All subdivisions which border the Big Wood River or any tributary shall dedicate a twenty foot (20') fisherman and unaltered riparian easement along the river bank. Furthermore, the Council shall require in appropriate areas an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards, and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the Council may require an extension of that easement along the portion of the riverbank which runs through the proposed subdivision. **There is currently a 20' Fisherman's Access Easement existing along the landward side of the mean high-water line of the river, which may affect LOT 1A. To meet this standard the OHW should be shown and any section of proposed Lot 1A that is within 20' of the OHW shall dedicate a fisherman's easement as required. See proposed condition #6.**

D. All subdivisions which border on the Big Wood River or any tributary shall dedicate a one hundred foot (100') floodplain management easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion. **There is a proposed 100'**

Riparian setback to be verified prior to approval of final plat, to be based on the OHW delineation.

E. All subdivisions through which appropriate access to public lands are found to exist shall dedicate reasonable public access easements thereto as part of the subdivision traffic circulation. **N/A**

F. No ditch, pipe, or structure for irrigation water or irrigation wastewater shall be constructed, rerouted, or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch company or property owner holding the water rights thereto. A written copy of such approval shall be filed as part of required improvement construction plans. **N/A**

G. Nonvehicular transportation system easements including pedestrian walkways, bike paths, equestrian paths, and similar easements shall be dedicated by the subdivider to provide an adequate nonvehicular transportation system throughout the City. Such improvements may be calculated towards required park land dedication requirements as set forth in the adopted Bellevue Parks Master Plan. (Ord. 91-01, 12-2016) **N/A**

11-4-15: DRAINAGE: N/A

A. The subdivider shall submit with the preliminary plat application such map, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed.

B. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the City on the preliminary and final plats.

C. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity.

D. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider.

E. Culverts shall be required where all watercourses or drainage courses intersect with streets, driveways, or improved public easements and shall extend across and under the entire improved width thereof including shoulders. (Ord. 91-01, 12-2016)

11-4-16: UTILITIES: N/A

In addition to the terms mentioned hereinabove, all utilities including, but not limited to, electricity, natural gas, telephone, and cable services shall be installed underground as a required improvement by the subdivider. Adequate provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe across and underneath streets shall be installed by the subdivider prior to construction of street improvements. (Ord. 91-01, 12-2016)

11-4-17: OFF SITE IMPROVEMENTS: N/A

Where the off site impact of a proposed subdivision is found by the commission or Council to create substantial additional traffic or other impacts, improvements to alleviate such impacts may be required of the subdivider as a condition of preliminary plat approval and prior to final

plat approval including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities. (Ord. 91-01, 12-2016)

11-4-18: SIDEWALK IMPROVEMENTS: N/A

- A. Sidewalks are required in all zoning districts, except as otherwise provided herein.
- B. The requirement for sidewalk may be waived if the proposed construction project is less than five hundred (500) square feet.
- C. The requirement for sidewalk and drainage improvements may be waived for any remodel or addition to single-family dwelling and duplex projects within the General Residential (GR) zone; sidewalk and drainage improvements shall be required for a new principal building.
- D. The City may approve and accept voluntary contributions in lieu of the above-described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. In order to determine the in-lieu amount, the applicant shall provide the City with three (3) cost estimates for the sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. The middle estimate shall be used in calculating the in-lieu fee. Any approved in lieu contribution shall be paid before final plat approval or the City issues a Certificate of Occupancy for a principal building.
- E. Sidewalk and drainage improvements shall be located and constructed according to applicable City standards, except as otherwise provided herein.
- F. In The B, LB, LI/MB And LI Zoning Districts, The Following Are Required:
 - 1. A minimum sidewalk width of eight feet (8').
 - 2. Street trees with tree grates or a landscape buffer between the sidewalk and curb determined to be adequate.
 - 3. The developer or City may propose alternatives to either the standard sidewalk location or configuration required, such as the addition of a bike lane.
 - 4. The Council or Commission shall ensure that the alternative configuration or location shall not reduce the level of service or convenience to either residents of the development or the public at large.
 - 5. If an alternative location is approved, the cost of construction of the required square footage of sidewalk and linear feet of drainage improvements and the associated engineering costs, as approved by the City Engineer, shall be paid by the applicant to the City before the City issues a Certificate of Occupancy, unless otherwise allowed for in an agreement between the City and the applicant. The City shall ensure construction of sidewalk and drainage improvements occurs within two (2) years of the date the funds are received from the applicant.
 - 6. The length of sidewalk and drainage improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
 - 7. New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the side. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
 - 8. Sites located adjacent to public streets and private streets that are not currently through streets, regardless of whether the street may provide vehicular connection to future streets, shall provide sidewalks to facilitate future pedestrian connections.
 - 9. The requirements for sidewalk and drainage improvements are not required for any lot line adjustment.

G. In The GR Zone, The Following Shall Be Required:

1. A minimum sidewalk width of five feet (5').
2. Street trees with tree grates or a landscape buffer between the sidewalk and curb determined to be adequate. The developer shall choose landscaping of a type and species that maintains the quality of the sidewalk.

H. The developer or City may propose alternatives to either the standard sidewalk location or configuration required, such as the addition of a bike lane.

1. The Council or Commission shall ensure that the alternative configuration or location shall not reduce the level of service or convenience to either residents of the development or the public at large.

2. If an alternative location is approved, the cost of construction of the required square footage of sidewalk and linear feet of drainage improvements and the associated engineering costs, as approved by the City Engineer, shall be paid by the applicant to the City before the City issues a Certificate of Occupancy, unless otherwise allowed for in an agreement between the City and applicant. The City shall ensure construction of sidewalk and drainage improvements occurs within two (2) years of the date the funds are received from the applicant.

3. The length of sidewalk and drainage improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.

4. New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.

5. Sites located adjacent to public streets or private streets that are not currently through streets, regardless of whether the street may provide a vehicular connection to future streets, shall provide sidewalks to facilitate future pedestrian connections.

6. The requirements for sidewalk and drainage improvements are not required for any lot line adjustment. (Ord. 2021-07, 4-26-2021)

III. LOT LINE READJUSTMENTS STANDARDS AND CRITERIA Title 11-6-1

1. The proposed Lot Line Readjustment does not create any additional lots; **The proposed lot line adjustment removes the current interior lot lines between the lots, creating the new proposed city Lots 1A, 2A, 4A, & 5A.**

The proposed LOTS 2A, 4A & 5A are all developable city lots located in the Business District. Proposed Lot 1A is located primarily in the Floodplain, and there are currently conversations between the landowner and local nonprofits about the potential for property conservations for that lot.

2. All plat notes, easements and utilities shall be depicted on the front page of the final plat. **The proposed lots are undeveloped and there are no existing utilities. There is currently a 20' Fisherman's Access Easement existing along the landward side of the mean high-water line of the river, which may affect LOT 1A, as well as a 100' Riparian setback to be verified prior to approval of the final plat to be based on the mean high water at the time of development. There is also a building envelope on proposed LOT 1A. The Bellevue Canal and the Bellevue Canal Road run through the proposed lots, there is a plat map note that there**

shall be no access allowed by lot owners along the existing canal access road, nor through Parcel A to gain access to the Big Wood River.

Per the Canal District: “No building or structure shall touch the bottom West side bank (bottom of the slope intersects with the level surface). No building shall encroach into the space between the top of the bank (level of the street or alley) and the water, on the east side.”

VI. SUGGESTED CONDITONS OF APPROVAL
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1. No building or structure shall touch the bottom West side bank (bottom of the slope intersects with the level surface). No building shall encroach into the space between the top of the bank (level of the street or alley) and the water, on the east side.
2. Lot 1A is unbuildable until a time when an approved access to the lot is developed.
3. Corner lots shall show BE's in accordance with 11.4.6.C on the final plat.
4. The alley between Chestnut and Walnut shall be improved in accordance with 11.4.8.B prior to approval of the final plat.
5. The final plat shall include an easement to the Bellevue Canal District beginning 5' east of the east bank of the Bellevue Canal to the rear lot line of proposed Lots 2A, 4A and 5A.
6. Prior to final plat approve, the applicant shall delineate the OHW and, if any portion of the proposed lots is within 20' of the OHW, shall designate a fisherman's easement.

V. MOTION AND DECISION

I move to approve this application submitted by Judy and Keith Meyers for a Lot Line Adjustment for the properties located at LOTS 1,2,3,4,5 &6, BLK 96, Bellevue Idaho, proposed LOTS 1A, 2A, 4A & 5A, finding the application meets the criteria set forth in the Bellevue City Code, Title 11-6.

IT IS SO ORDERED this _____ day of _____, 2023.

Chris Johnson, Mayor

ATTESTING:

City Clerk



City of Bellevue

115 E Pine Street
P. O. Box 825 Bellevue, ID 83313
208-788-2128 Fax 208-788-2092

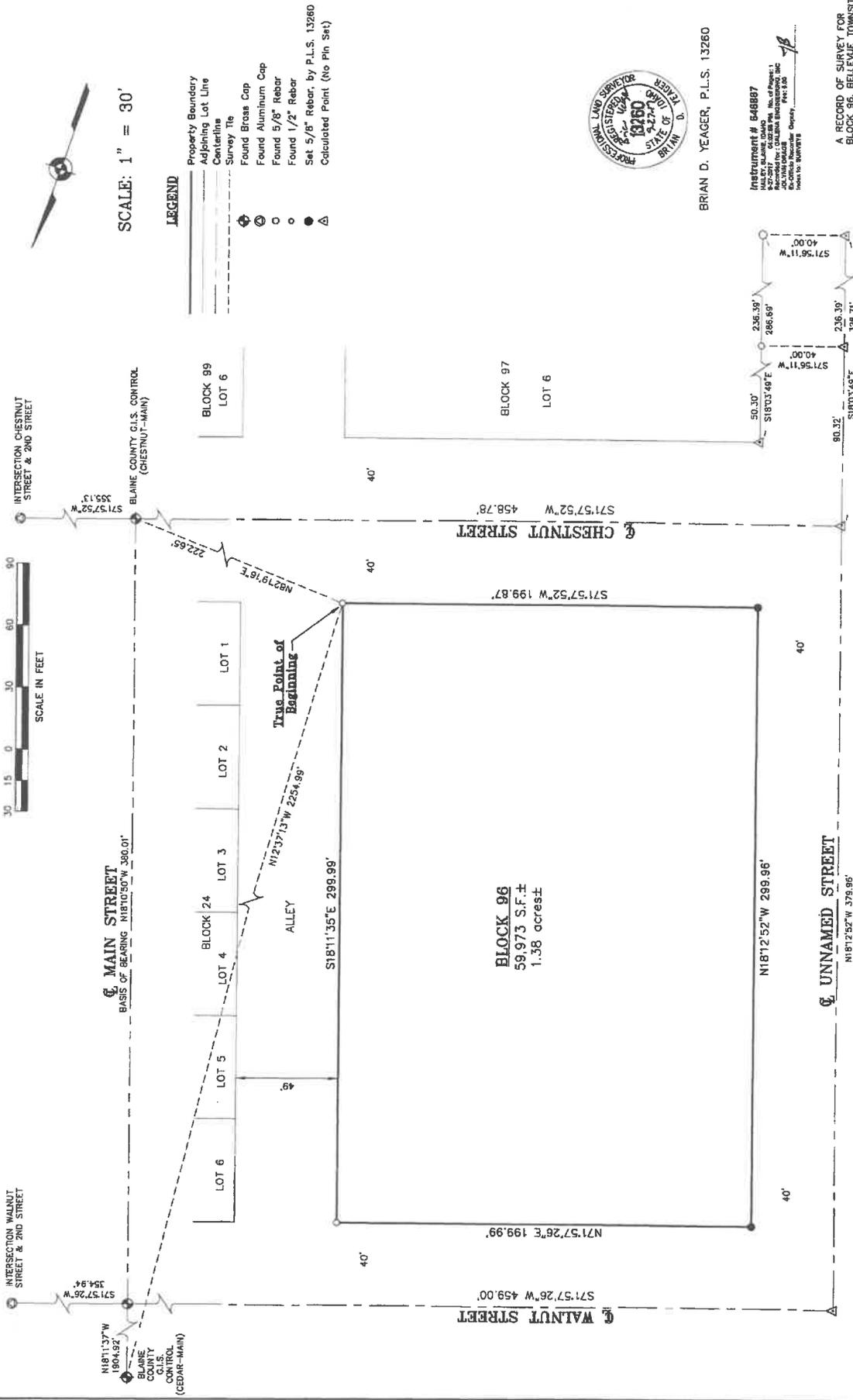
LOT LINE ADJUSTMENT/ INTERIOR LOT LINE VACATION APPLICATION

SUBDIVISION INFORMATION	
Preliminary Plat <input checked="" type="checkbox"/>	Final Plat <input type="checkbox"/>
Proposed Name of Subdivision: <i>Lots 1A, 2A, 4A, & 5A, Block 96, Bellevue TownSite</i>	
Street Address: <i>Not Addressed</i>	
Mailing address: <i>PO Box 242, Bellevue, ID 83313</i>	
Legal Description of property: <i>Lots 1, 2, 3, 4, 5, & 6, Block 96, Bellevue TownSite</i>	
Current Zoning of Property: <i>Business</i>	
Regular Plat- 5 or more residential parcels: <input type="checkbox"/>	Lot Line Adjustment <input checked="" type="checkbox"/>
Engineer Name & Contact: <i>Mark Phillips (208) 720-3760</i>	
PROPERTY OWNER	
Property Owner Name: <i>Judith E & Keith A Myers</i>	
Mailing Address: <i>PO Box 242, Bellevue ID 83313</i>	
Phone #:	Fax #: Cell #: <i>208 481 1818</i>
Email Address: <i>judymyersinc@aol.com</i>	
On behalf of Trust or LLC- Contact:	
Property Owner Consent:	
By Signature hereon, the property owner acknowledges that the City Officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any <i>ex parte</i> discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.	
Property Owners Signature: _____ Date: ____/____/____	
FEE SCHEDULE	
<i>*Fees: Cost of additional noticing, recording fees etc. will also be assessed.</i>	
* ALL LEGAL, ENGINEERING AND OTHER CONSULTANT REVIEW FEES SHALL BE REIMBURSED 100% BY THE APPLICANT.	
<input checked="" type="checkbox"/> Lot Line Adjustment: \$300.00	\$ <u>300.00</u>
<input checked="" type="checkbox"/> Publication: \$80.00	\$ <u>N/A</u>
<input type="checkbox"/> Mailing: Market price	\$ <u>5.00</u>
TOTAL:	\$ <u>305.00</u>

A RECORD OF SURVEY FOR BLOCK 96, BELLEVUE TOWNSITE

LOCATED WITHIN SECTION 36, T.2 N., R.18 E., B.M., CITY OF BELLEVUE, BLAINE COUNTY, IDAHO

SEPTEMBER 2017



SCALE: 1" = 30'

LEGEND

- Property Boundary
- Adjoining Lot Line
- Centerline
- Survey Tie
- Found Brass Cap
- Found Aluminum Cap
- Found 5/8" Rebar
- Found 1/2" Rebar
- Set 5/8" Rebar, by P.L.S. 13260
- Calculated Point (No Pin Set)



BRIAN D. YEAGER, P.L.S. 13260

Instrument # 846887
 8-22-2017 01:22:28 PM No. of Pages: 1
 JOE WARDENBURG, Surveyor
 100 W. MAIN STREET, IDAHO FALLS, IDAHO 83402

A RECORD OF SURVEY FOR
 BLOCK 96, BELLEVUE TOWNSITE
 GALENA ENGINEERING, INC.
 HAILEY, IDAHO
 SHEET 1 OF 1
 Job No. 7445

A LOT LINE SHIFT PLAT SHOWING LOTS 1A, 2A, 4A, & 5A, BLOCK 96, BELLEVUE TOWNSITE

WHEREIN THE SIX LOTS ARE RECONFIGURED INTO FOUR LOTS AS SHOWN HEREON
LOCATED WITHIN SECTION 36, T.2 N., R.18 E., B.M., CITY OF BELLEVUE, BLAINE COUNTY, IDAHO
AUGUST 2023

LEGEND

- Property Line
- Proposed Property Line
- Previous Lot Line
- Proposed Building Envelope
- Adjoiner's Lot Line
- 1' Contour Interval
- 5' Contour Interval
- Approximate Mean High Water
- 100' Riparian Setback
- Floodplain per FEMA 2010 Study
- Floodway per FEMA 2010 Study
- Centerline of Right of Way
- Overhead Power Line
- GIS Tie Line
- Survey Tie Line
- Found Brass Cap in Concrete
- Found Aluminum Cap as Shown
- Found 5/8" Rebar
- Found 1/2" Rebar
- 5/8" Rebar, to be Set, PLS 16670
- Calculated Point (Nothing Set)



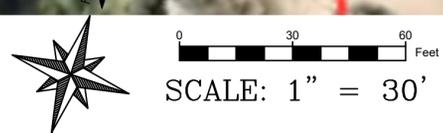
MARK E. PHILLIPS, P.L.S. 16670

SURVEY NARRATIVE & NOTES

1. The purpose of this survey is to show the monuments found and set during the boundary retracement of Lots 1, 2, 3, 4, 5, & 6, Block 96, Bellevue Townsite, and reconfigure the six lots into four lots as shown hereon. The boundary shown is based on found Centerline Monuments, found Lot Corner Monuments, the Record of Survey for Block 96, Bellevue Townsite, Instrument Number 646867, the partial resurvey of the Original Townsite of Bellevue, Instrument Number 207842, and the Original Map of Bellevue Townsite, all records of Blaine County, Idaho. All found monuments have been accepted. The missing monuments were set by block breakdown and proportioning record distances between found monuments.
2. The distances shown are measured. Refer to the above referenced documents for the previous record data.
3. This survey does not claim to reflect any of the following, which may be applicable to the subject real property, including but not limited to; Building Setbacks, Ditches, Easements, Natural Encroachments, Natural Hazards, Covenants, Conditions, and Restrictions, Subdivision Restrictions, Wetlands, Zoning or any other Land Use Regulation.
4. A Lot Book Guarantee for Lots 1, 2, 3, 4, 5, & 6, Block 96, Bellevue Townsite, has been issued by Stewart Title Guaranty Company, File Number 23475114, with a Date of Guarantee of July 5, 2023. Certain information contained in said title policy may not appear on this map or may affect items shown hereon. It is the responsibility of the owner or agent to review said policy. Some of the encumbrances and easements listed in the title report are Not plotted hereon. Review of the specific documents listed in said policy is required, if further information is desired.
5. Snow Storage for each Lot will need to comply with the current City of Bellevue code and shall not be pushed off the top of the slope toward or into the canal.
6. There shall be no access allowed by lot owners along the existing canal access road, nor through Parcel A, to gain access to the Big Wood River.
7. With Limited Area between City Right of Way and the top of the slope, Parking will be a consideration that property owners will need to address and comply with current City of Bellevue ordinances and code regarding parking.
8. A 20' Fisherman's Access Easement existing along the landward side of the mean high water line of the river, which may affect Lot 1A.
9. 100' Riparian Setback to be verified prior to City approval of Building permit, to be based on the mean high water at the time of development.



HEALTH CERTIFICATE: Sanitary restrictions as required by Idaho Code Title 50, Ch. 13, have been satisfied. Sanitary restrictions may be reimposed in accordance with Idaho Code Title 50, Ch. 13, Sec. 50-1326, by issuance of a Certificate of Disapproval.



A LOT LINE SHIFT PLAT SHOWING
LOTS 1A, 2A, 4A, & 5A, BLOCK 96,
BELLEVUE TOWNSITE
1 OF 2
PROJECT: 2023-01
PHILLIPS LAND SURVEYING, PLLC
HAILEY, IDAHO

Date _____ South Central District Health Dept., EHS



SCALE: 1" = 200'

PHILLIPS LAND SURVEYING, PLLC

HAILEY, IDAHO
 Phone: (208) 720 - 3760 Email: pls16670.id@gmail.com

A VICINITY MAP SHOWING
 LOTS 1, 2, 3, 4, 5, & 6, BLOCK 96,
 BELLEVUE TOWNSITE
 SECTION 36, T.2N., R.18E., B.M., CITY OF BELLEVUE,
 BLAINE COUNTY, IDAHO

PREPARED BY:

MEP 07/10/23

JOB NO. 2023-01

REVISED BY:

1 OF 1

Galena-Benchmark Engineering

ENGINEERING, PLANNING, SURVEYING & MAPPING
PO Box 733 : 100 Bell Drive
Ketchum, Idaho 83340
208-726-9512 : info@galena-benchmark.com



City of Bellevue – Contract City Engineer Preliminary Plat Review Checklist

Plat Name:

- 1. The scale, north point and date.
- 2. The name of the proposed subdivision, which shall not be the same or confused with the name of any other subdivision in Blaine County.
- Not shown. 3. The name and address of the owner of record, the subdivider, and the engineer, surveyor, or other person preparing the plat.
- 4. Legal description of the area platted.
- 5. The names of all adjacent subdivisions, and the intersection boundary lines of adjoining subdivisions and parcels or property, together with a complete list of the owners of record of all property within three hundred feet (300') of the exterior boundary lines of the property.
- 6. A contour map of the subdivision with contour lines having a maximum interval of five feet (5') to show the configuration of the land based upon the U.S. Geodetic Survey data, and other data approved by the City Engineer.
- 7. The scaled location of existing buildings, water bodies and watercourses and location of the adjoining or immediately adjacent dedicated streets, roadways, and easements, public and private.
- 8. Boundary description and the area of the tract.
- Not shown. 9. Existing zoning of the tract.
- N/A 10. The proposed location of street rights-of-way, lots and lot lines, and easements, including all approximate dimensions and including all proposed lot and block numbering and proposed street names.
- N/A 11. The location, approximate size, and proposed use of all land intended to be dedicated for public use or for common use of all future property owners within the proposed subdivision.

Prior to approval, City Engineer suggests showing any existing water, sewer and drainage infrastructure. It is not clear whether or not these lots have access to city water and sewer utilities.

- Not shown. 12. The location, size, and type of sanitary and storm sewers, water mains, culverts, and other surface or subsurface structures existing within or immediately adjacent to the proposed sanitary or storm sewers, water mains, and storage facilities, street improvements, street lighting, curbs and gutters, and all proposed utilities.
- to be shown on alley improvement 13. The direction of drainage flow and approximate grade of all streets.
14. The location of all drainage canals and structures, the proposed method of disposing of runoff water, and the location and size of all drainage easements relating thereto, whether they are located within or outside of the proposed plat.
- N/A 15. All percolation tests and/or exploratory pit excavations required by State health authorities.
- N/A 16. A copy of the provisions of the Articles of Incorporation and Bylaws of the Homeowners' Association and/or condominium declarations to be filed with the final plat of the subdivision.
17. Vicinity map drawn to approximate scale showing the location of the proposed subdivision in reference to existing and/or proposed arterial and collector streets.
18. The boundaries of the floodplain, floodway, and Avalanche Zoning District shall be clearly delineated and marked on the preliminary plat.
- Not shown 19. Building envelopes shall be shown on each lot all or part of which is within a floodplain, floodway, or Avalanche Zone, or any lot that is adjacent to the Big Wood River or any tributary; or any lot, a portion of which has a slope of twenty five percent (25%) or greater; or upon any lot which will be created adjacent to the intersection of two (2) or more streets.
- Not shown, but there appears to be a substantial number of cottonwoods. 20. Lot area of each lot.
21. Existing mature trees and established shrub masses.
22. A current title report shall be provided at the time that the preliminary plat is filed with the Administrator, together with a copy of the owner's recorded deed to said property.
23. Three (3) copies of the entire preliminary plat shall be filed with the Administrator.

Brief Narrative: The preliminary plat does not indicate the availability of city utilities in the area. These are existing townsite lots and it is not clear to us who should be responsible to extend city services to serve these lots if it is necessary. We have the same question regarding access along the unimproved alley. Lot 1A does not have access and should be noted as unbuildable. The Bellevue Canal bisects these lots and we believe an easement should be granted for access and maintenance.

These issues should be deliberated by the Commission and Council.