

City of Bellevue
Bellevue Urban Renewal Agency (BURA)
Minutes of Meeting – January 14, 2025

1. **CALL TO ORDER** -- Chair Brown called the meeting to order at 4:00 p.m.
2. **ROLL CALL** - Commissioners present were Chair, Doug Brown, Vice Chair John Carreiro, Commissioner Jamie Sluder, Commissioner John Kurtz. Commissioner Jessie Mayne was absent. Also present was Diane Shay (via Zoom), Brian Parker (via Zoom) and Shelly Shoemaker, Secretary/Treasurer.
3. **NOTICE AND HEARING COMPLIANCE** - The posting of this special meeting agenda was posted at Bellevue City Hall and Bellevue Post Office, with a minimum 24-hour notice, and posted on the city website on or about January 9, 2025, complying with Idaho Code §74-204.

Vice Chair Carreiro moved the notice was posted in compliance with Idaho Code §74-204, Commissioner Sluder seconded the motion, and it passed unanimously.

4. **CALL FOR CONFLICT** – As outlined, Idaho Code §74-404, Chair Brown, called for conflict from any Council member or staff member with any agenda item. No conflict was noted.
5. **PUBLIC COMMENT** (for items of concern NOT on the Agenda) – None
6. **CONSENT AGENDA**
 - Approval of BURA Meeting Minutes for meeting on October 1, 2024
 - Clams Payable for October 1, 2024, through January 8, 2025
 - Treasurer's Financial Report for September 30, 2024

Vice Chair Carreiro moved to approve the Consent Agenda. Commissioner Sluder seconded the motion, and it passed unanimously.

7. NEW BUSINESS

- a. Appointment of Diane Shay to BURA Board of Commissioners. After a brief discussion about Diane Shay's history with Bellevue and her experience with economic development, **Chair Brown moved to appoint Diane Shay to the BURA Board of Commissioners to replace Matt Wildhagen (deceased) with a term ending February 27, 2027. Vice Chair Carreiro seconded the motion, and it passed unanimously.**
- b. Reappointment of John Carreiro to BURA Board of Commissioners. The reappointment of John Carreiro to the BURA Board of Commissioners was discussed for a four-year term expiring February 27, 2029.

(Both appointments will be presented to the City Council for confirmation by resolution on February 24, 2025.)

- c. Expiration of Chair Brown's Term. Chair Brown announced that his term on the Board of Commissioners has expired, and he is retiring from his service to BURA. Everyone expressed their appreciation to Doug Brown for his service and his leadership and wished him well moving forward.

- d. Election of Officers. Chair Brown moved to nominate Shelly Shoemaker as Secretary/Treasurer for 2025. Vice Chair Carreiro seconded the motion, and it passed unanimously. Chair Brown nominated John Carreiro as Vice Chair for 2025. Commissioner Sluder seconded the motion, and it passed unanimously.
- e. Election of Chair for BURA Board of Commissioners. Chair Brown expressed his support for Diane Shay to replace him as Chair. Diane expressed her concern for optics as she was just elected to be City Council President and that she is willing to serve as BURA Chair with the support of Vice Chair Carreiro. All Commissioners expressed their endorsement for Diane as BURA Chair.

Chair Brown moved to elect Diane Shay as Chair for 2025. Vice Chair Carreiro seconded the motion, and it passed unanimously.

Doug Brown then turned the meeting over to either Chair Shay (via Zoom) or Vice Chair Carreiro to continue the meeting. Chair Shay requested Vice Chair Carreiro lead the remainder of the meeting. Doug Brown then left the meeting.

- f. Discussion of Business Zone Improvements. Brian Parker, Community Development Director, noted he is working on a text amendment to the Business Zone ordinance and asked the Board for any input on downtown particularly the topics of multi-family housing, parking, streetscape, and public plaza space improvements. He asked the Board what projects BURA might be interested in investing capital into.

Commissioner Kurtz expressed he is 110% in support of working on the downtown area. All Commissioners agreed. Chair Shay stated support for the dead-end rights-of-way and revitalizing downtown. Commissioner Sluder asked what is considered downtown. Everyone agreed that more information is needed. Brian noted that P&Z is working on defining downtown and he will report back.

8. OLD BUSINESS. Discussion of priorities and setting action steps.

Project #2 – Replace and Relocate Welcome Sign. Chair Shay asked about when the project list was put together. She offered background on the project as she worked with a Bellevue artist entity at one time that wanted to help find a new location for the sign. She also discussed with Matt Engel (property manager) about putting the sign on the property at Southern Bell Business Park. Apparently, it was approved but never done.

Commissioner Sluder reported that he has done research for the project and that we need to know more about the actual design of the sign before we can discuss with property owners about relocating the sign. And, with the help of Casey McGehee, Streets Supervisor, the sign is being evaluated as to its structural integrity. Commissioner Sluder indicated that Wood River Fire is willing to consider the placement of the sign near their sign on the fire station property. It would need to go before their board for approval.

Commissioner Kurtz noted that he would be in favor of the fire station location as it is an open space without other distractions but noted that it should be set back from the highway due to snow. He also asked about how to explore the potential interest of the artist guild to aid with the project now.

Chair Shay noted that Hailey had a competition for their sign with artists submitting potential designs and indicated that an easement with a landowner might be in the best interest of the city, like the easement agreements for the city bus stops.

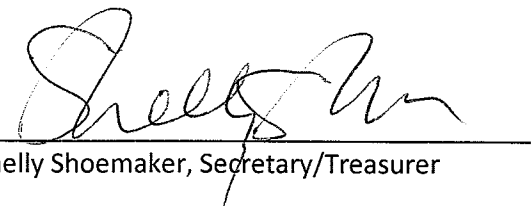
The Board agreed to continue discussion on priority projects at a future meeting.

9. **Next Meeting Date.** The next meeting date was scheduled for Tuesday, February 25, 2025, at 4:00 p.m.
10. **Adjournment.** With no further business before the BURA at this time, Vice Chair Carreiro moved to adjourn the meeting at 4:52 p.m. Commissioner Sluder seconded the motion, and it passed unanimously.

Approved this 11th day of March, 2025.



Diane Shay, Chair



Shelly Shoemaker, Secretary/Treasurer