



BELLEVUE URBAN RENEWAL AGENCY (BURA)
Tuesday, November 4, 2025 at 4:00 p.m.
Bellevue City Hall, 115 E Pine Street, Bellevue, ID

JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/88442959140?pwd=p7Ti6XEHYdVov2gb4vrbsFuEQXXgVs.1>

Meeting ID: 884 4295 9140

Passcode: 810315

One tap mobile +1-346-248-7799 (Houston) +1-253-215-8782 (Tacoma)

Please Mute Your Call -- Friendly Reminder to turn off all cell phones (except emergency personnel)

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **NOTICE OF AGENDA COMPLIANCE** per Idaho Code §74-204– Action Item
 - a. Finding That the regular meeting notice and agenda were posted in accordance with Idaho Code §74-204 within forty-eight (48) hours prior to the meeting at: Bellevue City Hall, Post Office, and the City’s website on October 30, 2025. *Suggested Motion: I move that the agenda and notice for the November 4, 2025 meeting was posted in accordance with Idaho Code Section 74-204.*
4. **CALL FOR CONFLICT** (As outlined in Idaho Code 74-404)
5. **PUBLIC COMMENT** (for items of concern not on the Agenda)
6. **NEW BUSINESS**
 - a. Introduction of New Board Members
7. **OLD BUSINESS**
 - a. Project Update: Dead End Rights-of-Way - – **ACTION ITEM**
 - b. Project Update: Streetlights - – **ACTION ITEM**
 - c. Project Update: City Hall Painting - – **ACTION ITEM**
8. **Next Meeting Date – ACTION ITEM**
9. **ADJOURNMENT - ACTION ITEM**

I, designated Secretary/Treasurer for the City of Bellevue Urban Renewal Agency, certify that the special meeting notice and agenda were posted in accordance with Idaho Code §74-204 within twenty-four (24) hours prior to the meeting at Bellevue City Hall, Bellevue Post Office, and the City’s website. Commission packets are available online at <https://www.bellevueidaho.us>. In compliance with the American with Disabilities Act, individuals needing special accommodations during this meeting should notify the City of Bellevue, 115 E Pine Street, Bellevue, Idaho 83313, or phone 208-788-2128 Ext. 2, at least 24 hours prior to the meeting.



AGENCIA DE RENOVACIÓN URBANA DE BELLEVUE (BURA)
Martes, 4 de noviembre de 2025 a las 16:00 horas
Ayuntamiento de Bellevue, 115 E Pine Street, Bellevue, ID

UNIRSE A LA REUNIÓN DE ZOOM:

<https://us02web.zoom.us/j/88442959140?pwd=p7Ti6XEHYdVov2gb4vrbsFuEQXXgVs.1>

ID de la reunión: 884 4295 9140

Código de acceso: 810315

Llamadas móviles con un solo toque +1-346-248-7799 (Houston) +1-253-215-8782 (Tacoma)

Por favor, silencie su llamada: recordatorio amistoso para apagar todos los teléfonos móviles (excepto el personal de emergencias).

AGENDA

1. **LLAMAR AL ORDEN**
2. **LISTA DE ASISTENCIA**
3. **AVISO DE CUMPLIMIENTO DEL ORDEN DEL DÍA** conforme al artículo 74-204 del Código de Idaho – Punto de acción
 - a. Constatamos que el aviso y el orden del día de la reunión ordinaria se publicaron de conformidad con el artículo 74-204 del Código de Idaho dentro de las cuarenta y ocho (48) horas previas a la reunión en: el Ayuntamiento de Bellevue, la Oficina de Correos y el sitio web de la ciudad el 30 de octubre de 2025.
Moción sugerida: Propongo que la agenda y el aviso para la reunión del 4 de noviembre de 2025 se publiquen de conformidad con la Sección 74-204 del Código de Idaho.
4. **LLAMADA A CONFLICTO** (Según lo estipulado en el Código de Idaho 74-404)
5. **COMENTARIOS DEL PÚBLICO** (para asuntos de interés no incluidos en el orden del día)
6. **NUEVOS NEGOCIOS**
 - a. Presentación de nuevos miembros del Consejo
7. **ASUNTOS PENDIENTES**
 - a. Actualización del proyecto: Derecho de paso en callejón sin salida – **PUNTO DE ACCIÓN**
 - b. Actualización del proyecto: Alumbrado público – **PUNTO DE ACCIÓN**
 - c. Actualización del proyecto: Pintura del Ayuntamiento – **PUNTO DE ACCIÓN**
8. **Fecha de la próxima reunión – PUNTO DE ACCIÓN**
9. **APLAZAMIENTO - PUNTO DE ACCIÓN**

Yo, Secretario/Tesorero designado de la Agencia de Renovación Urbana de la Ciudad de Bellevue, certifico que el aviso y el orden del día de la reunión especial se publicaron de conformidad con el artículo 74-204 del Código de Idaho, con veinticuatro (24) horas de antelación a la reunión, en el Ayuntamiento de Bellevue, la Oficina de Correos de Bellevue y el sitio web de la Ciudad. Los documentos de la Comisión están disponibles en línea en <https://www.bellevueidaho.us>. En cumplimiento de la Ley de Estadounidenses con Discapacidades (ADA), las personas que necesiten adaptaciones especiales durante esta reunión deben notificarlo a la Ciudad de Bellevue, 115 E Pine Street, Bellevue, Idaho 83313, o llamar al 208-788-2128, ext. 2, con al menos 24 horas de antelación a la reunión.



Memorandum

To: Bellevue Urban Renewal Agency Board of Directors

From: Brian Parker, Community Development Director

Re: Dead End Rights-of-Way RFP Update

Date: November 4, 2025

Background

At their August 5, 2025 meeting, the Board of Directors of the Bellevue Urban Renewal Agency authorized the finalization and publication of a request for proposal for planning and landscape architecture services for improving and repurposing underutilized rights-of-way between Main Street and the Howard Preserve. The RFP is live and published. Proposals are due by November 27, 2025.

Recommendation and Next Steps

No action is required at this time.

Enclosures

1. Final RFP



REQUEST FOR PROPOSALS (RFP)

Planning and Design Services for the Underutilized Rights of Way

ISSUE DATE: October 23, 2025

PROPOSALS DUE: November 27, 2025

CONTACT: Brian Parker, Community Development Director

CITY OF BELLEVUE, IDAHO

I. INTRODUCTION

The Bellevue Urban Renewal Agency (BURA), in coordination with the City of Bellevue, Idaho, is soliciting proposals from qualified planning and design professionals to lead a public planning process and produce conceptual plans to repurpose and reimagine city-owned rights-of-way and properties west of Main Street between Chestnut and Spruce Streets. The selected consultant will also develop design strategies to integrate this corridor with the adjacent Howard Preserve.

This project will help shape a long-term vision for placemaking, economic development, and walkable connectivity in Bellevue's historic downtown core and surrounding riverfront, and dovetail into other downtown economic development projects.

II. PROJECT CONTEXT

The planning area includes a series of underutilized public rights-of-way and City-owned property between Main Street and the Big Wood River within the original townsite of Bellevue, specifically from Chestnut Street to Spruce Street. These spaces currently serve a mix of loading/service/emergency access, snow storage, and parking but have strong potential to become

activated public spaces, green corridors, improved parking or sites for incremental infill development.

The western edge of the planning area is bounded by the Howard Preserve, a natural park surrounding the Big Wood River, offering an opportunity to connect downtown Bellevue more meaningfully to its natural assets through trails, habitat features, or public access points.

III. SCOPE OF WORK

The Bellevue Urban Renewal Agency (BURA), in close coordination with the City of Bellevue, is seeking the services of an interdisciplinary team of planners and landscape architects to develop a master plan and specific improvement plan(s) for underutilized rights-of-way and City-owned property within the project area.

1. Project Coordination and Community Engagement

- Develop a project work plan with schedule, milestones, and deliverables.
- Facilitate regular coordination/check-in meetings with City staff, BURA Board and the Bellevue Common Council.
- Conduct inclusive community outreach through at least two public meetings, stakeholder interviews, and/or pop-up events.
- Prepare outreach materials, including maps, graphics, and engagement summaries.

2. Existing Conditions and Site Analysis

- Assess physical characteristics of the rights-of-way and alley segments, including surface conditions, utilities, access, and adjacent land uses.
- Map and evaluate adjacencies including land use, ownership, and access to the Howard Preserve.

3. Conceptual Design and Scenario Planning

- Develop a conceptual plan and preferred site developments for the underutilized rights of way uses such as:
 - o Public gathering spaces or pocket parks
 - o Development of Buildings
 - o Consolidated parking
 - o Temporary vendor areas or food truck nodes
- Propose strategies for safe, attractive pedestrian and visual connections to the Big Wood River.

- Identify improvements needed to ensure the continued use of the alley for service and emergency access.

4. Implementation Strategy

- Prioritize improvements with phasing recommendations.
- Provide cost estimates and potential funding strategies (e.g., urban renewal, grants, public-private partnerships).
- Recommend any zoning, policy, or procedural changes needed to implement the vision and leverage the public investment to return improved property values and encourage private development to fulfill community needs.

5. Deliverables

- Project schedule and public engagement plan
- Existing conditions memo with maps and visuals
- Concept plans and illustrative renderings
- Implementation matrix with cost ranges and priorities
- Final summary report and public presentation

IV. PROPOSAL REQUIREMENTS

All proposals must include:

- 1. Cover Letter**
- 2. Firm and Team Qualifications**
 - o Project team bios and roles
 - o Examples of at least three comparable downtown planning, design, or similar projects
- 3. Understanding and Approach**
 - o Narrative addressing project understanding and design philosophy
 - o Approach to engaging the Bellevue community
- 4. Work Plan and Schedule**
- 5. Fee Proposal** *(to be submitted separately)*
- 6. References**

V. SELECTION CRITERIA

Proposals will be evaluated using the following weighted criteria:

Criteria	Points
Relevant experience and past projects	25
Project understanding and approach	25
Community engagement strategy	15
Team qualifications and availability	10
Quality of deliverables and visuals in past work	10
Fee reasonableness and value	15
Total Possible Points	100

VI. SUBMITTAL INSTRUCTIONS

Submit proposals in digital format (PDF) to:

Brian Parker, Community Development Director, bparker@bellevueidaho.us

Submissions must be received by **5:30 PM, November 27, 2025**

The fee proposal must be submitted as a separate PDF attachment.

VII. ADDITIONAL INFORMATION

- A pre-submittal meeting may be scheduled at Bellevue City Hall on November 12, 2025 at 5:00 P.M. (attendance is optional).
 - The City and BURA reserve the right to reject any or all proposals, to waive minor irregularities, and to negotiate with the most qualified respondent.
 - Relevant documents, including zoning maps, aerial imagery, and the City's Comprehensive Plan and Urban Renewal Plan, will be made available upon request.
-

Attachments (to be provided by the City or BURA):

- Map of planning area from Chestnut to Spruce Streets

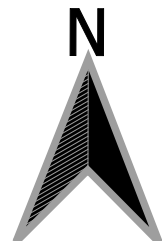
- Existing zoning map
- Site photos

BURA Rights-of-Way Project Area



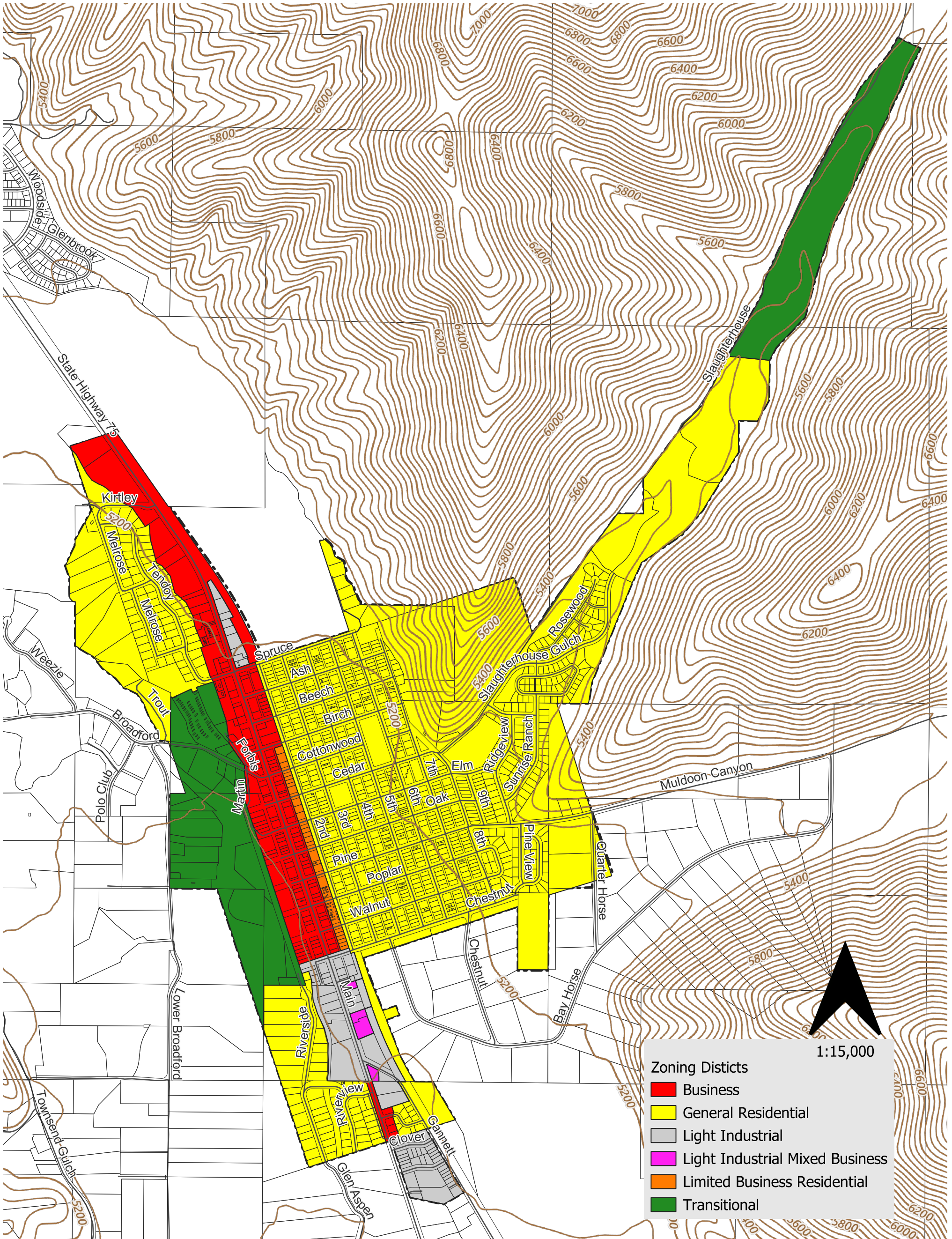
-  Howard Preserve Conservation Easement
-  Parcels
-  Project Area
-  City Owned Properties
-  Bellevue Urban Renewal District

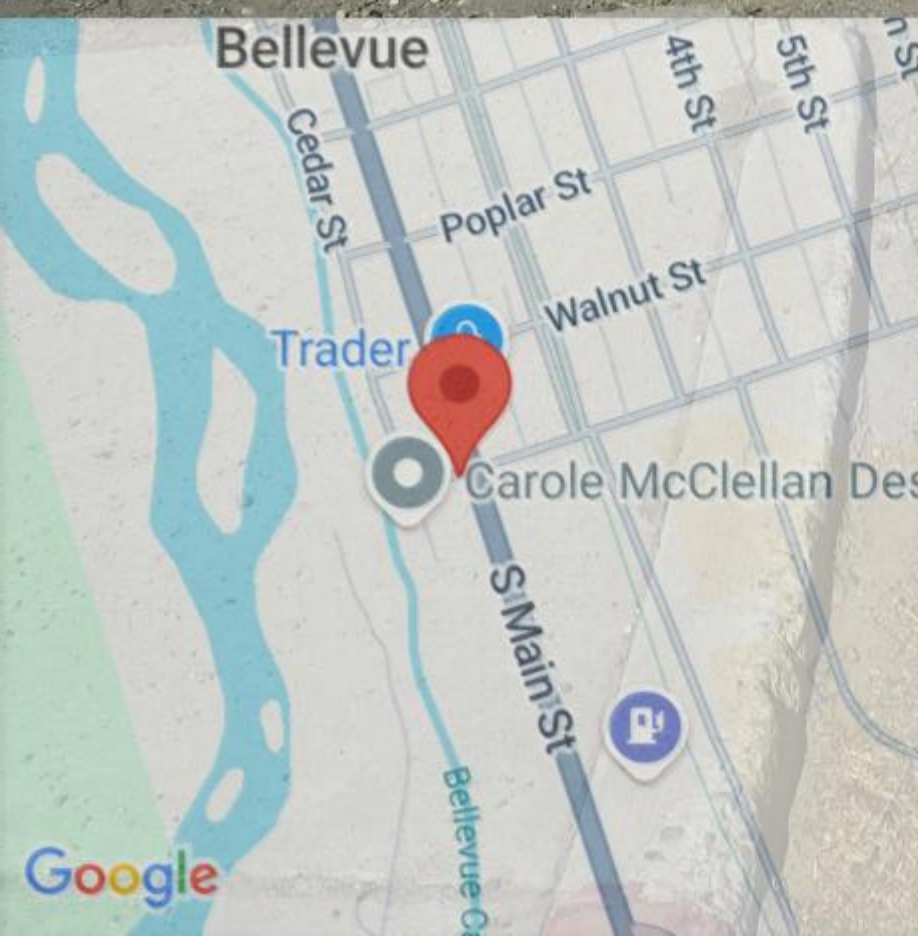
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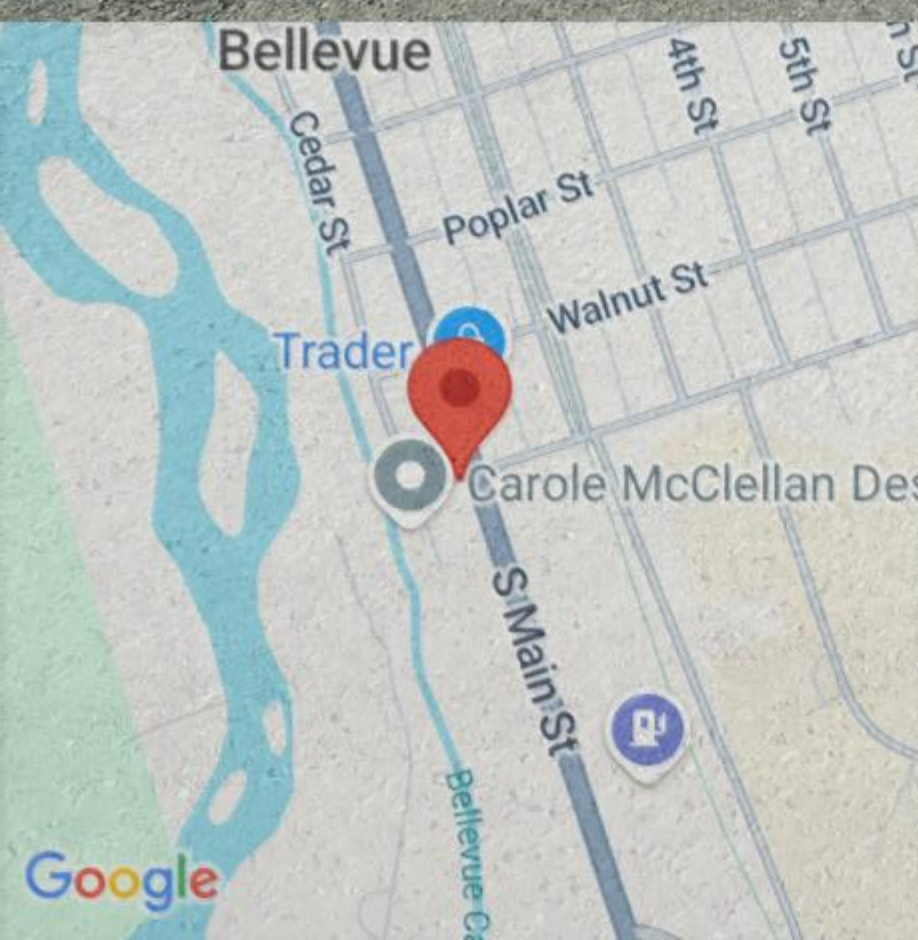


City of Bellevue Zoning Map

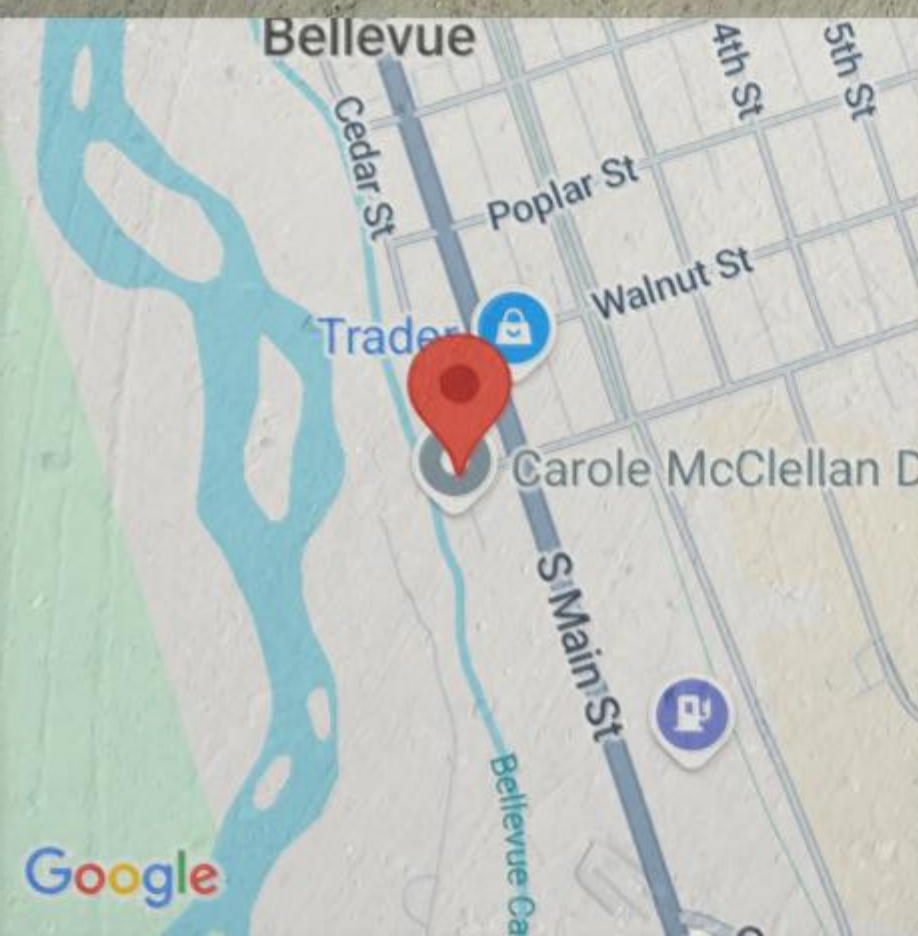




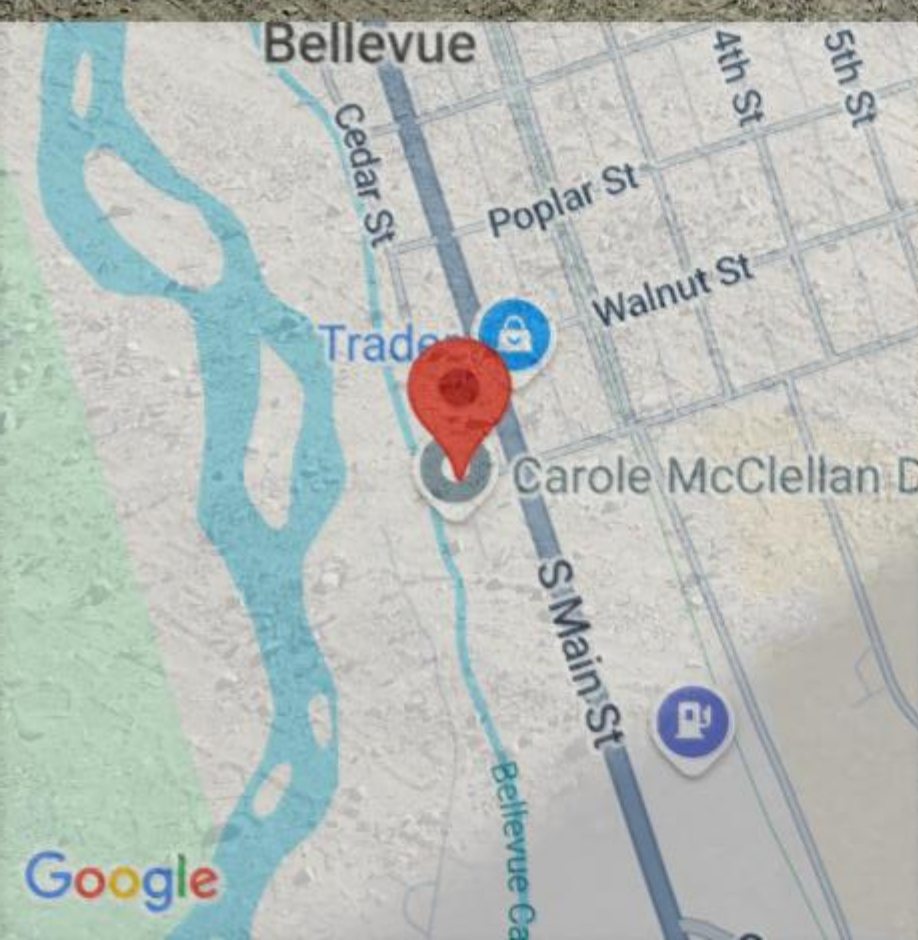
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Bellevue
Blaine County
Idaho



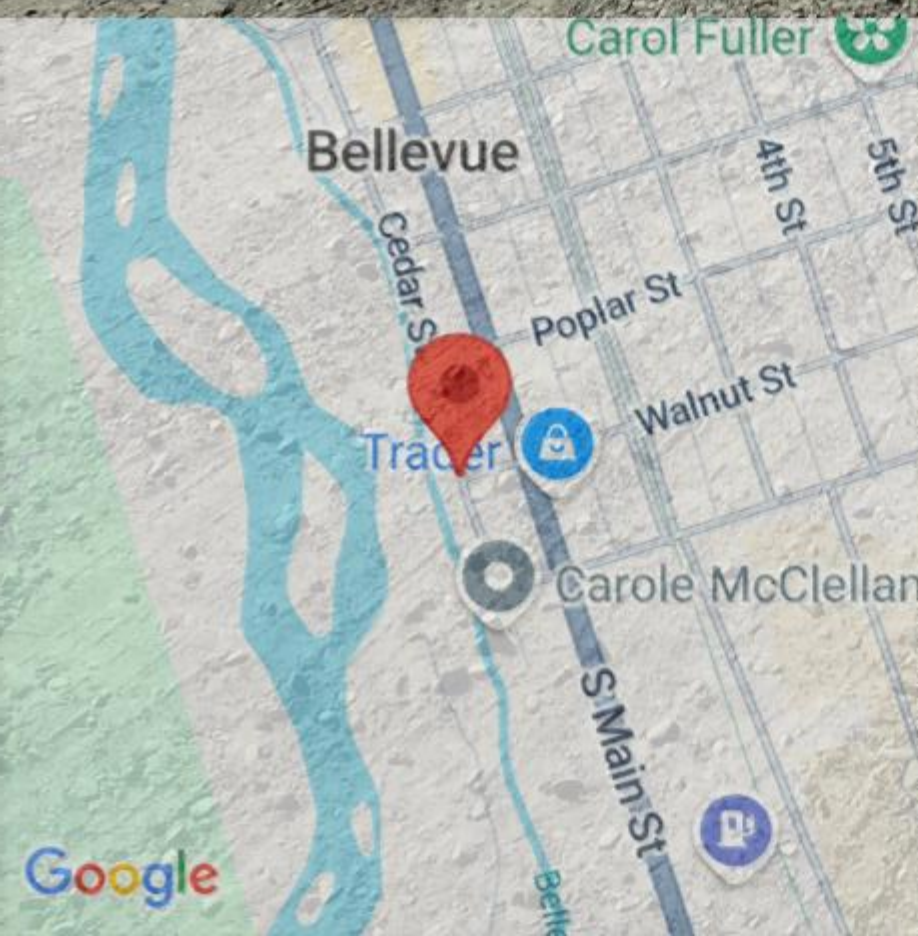
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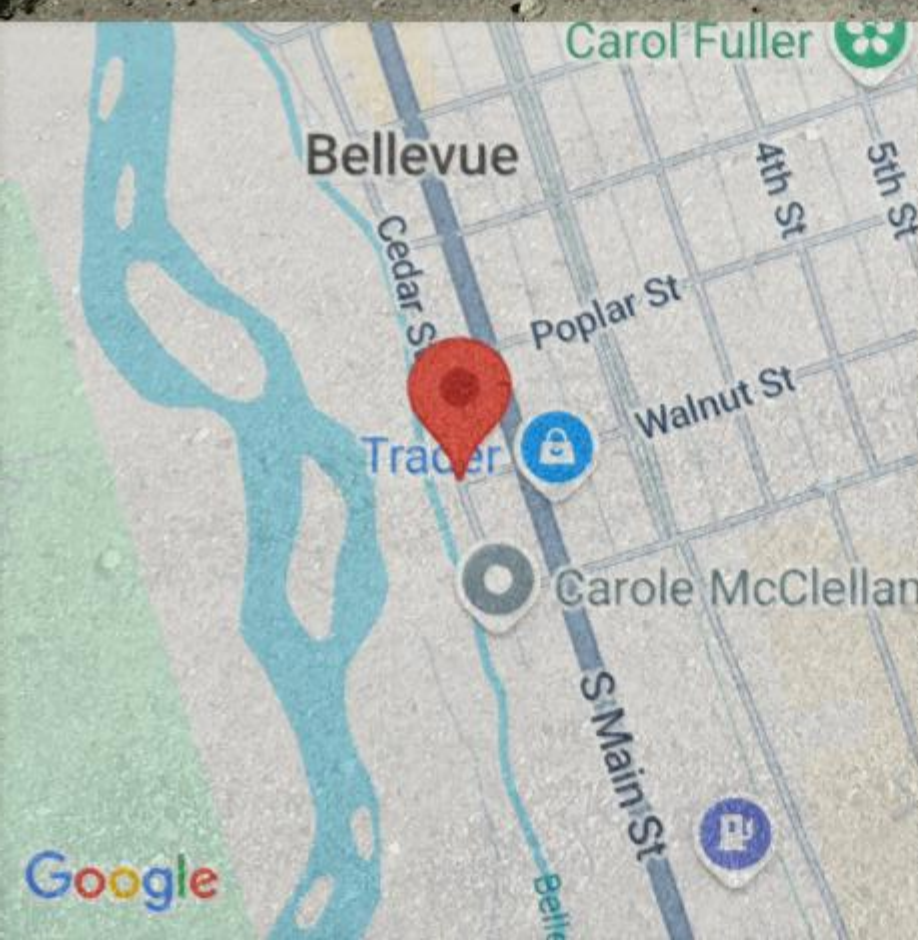
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Idaho



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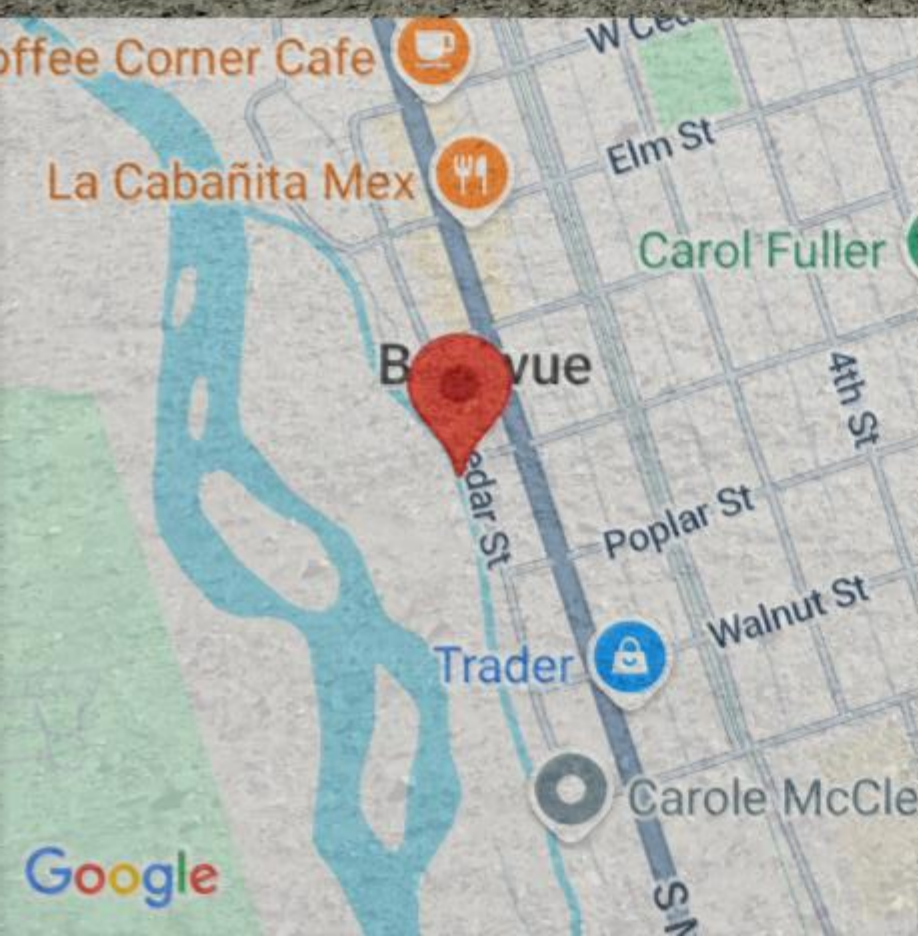
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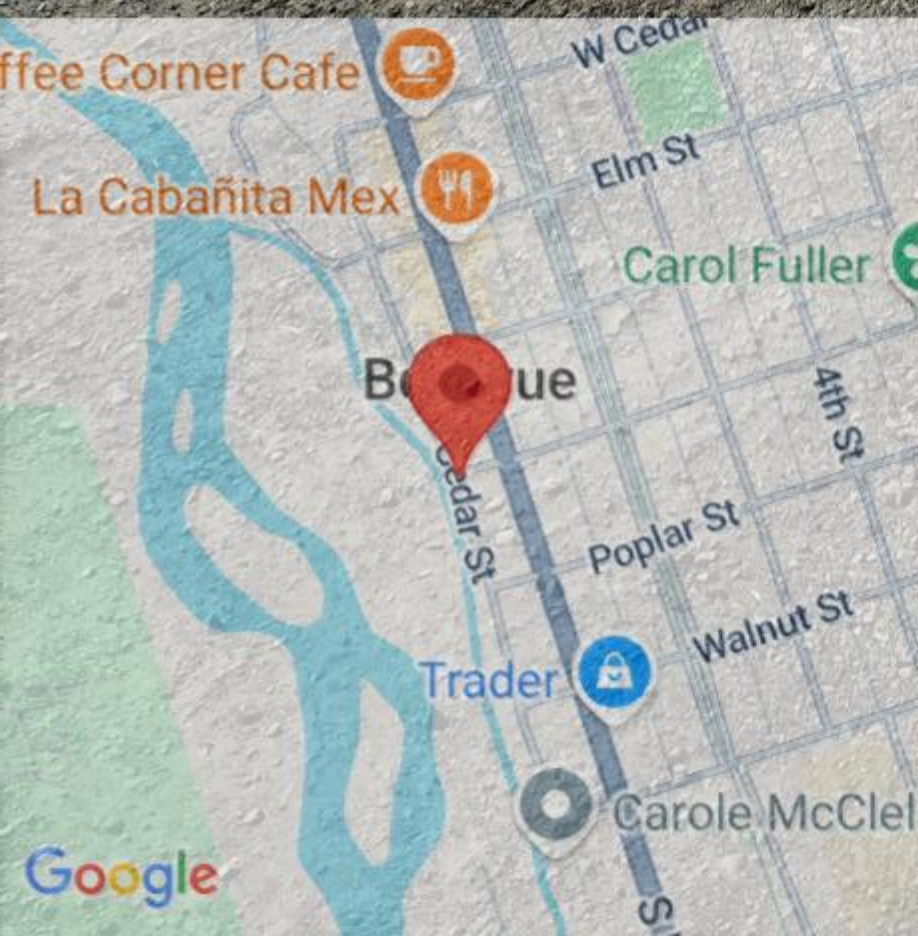
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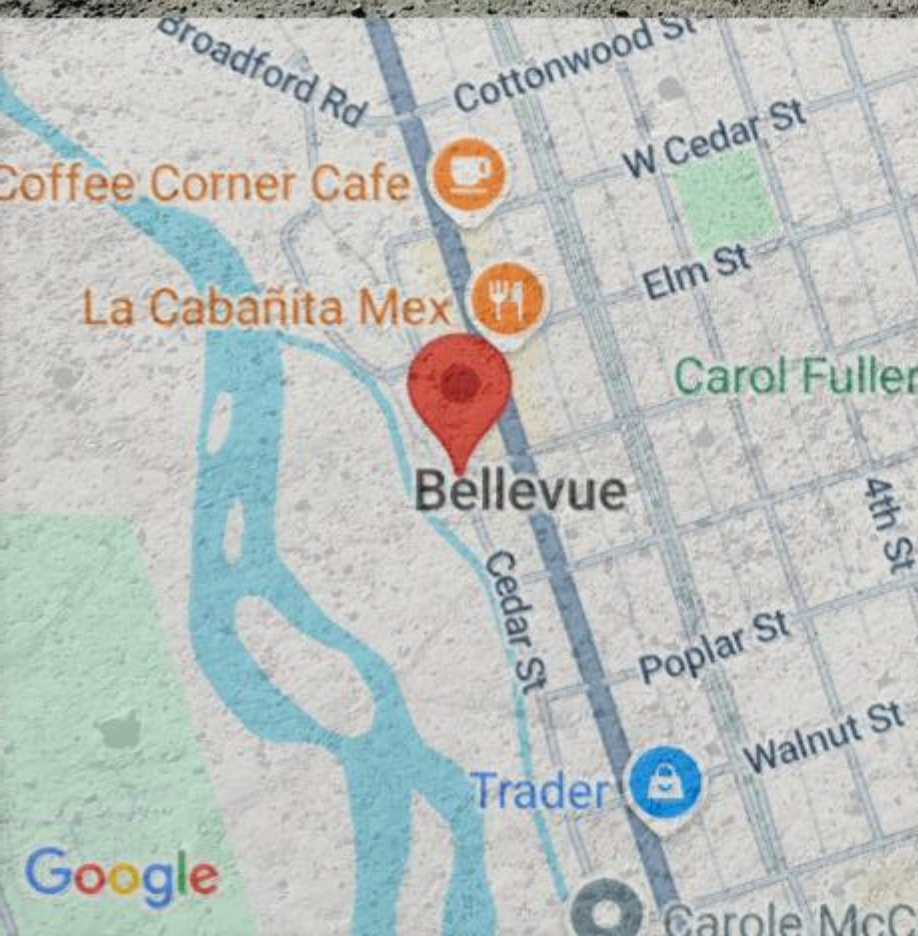
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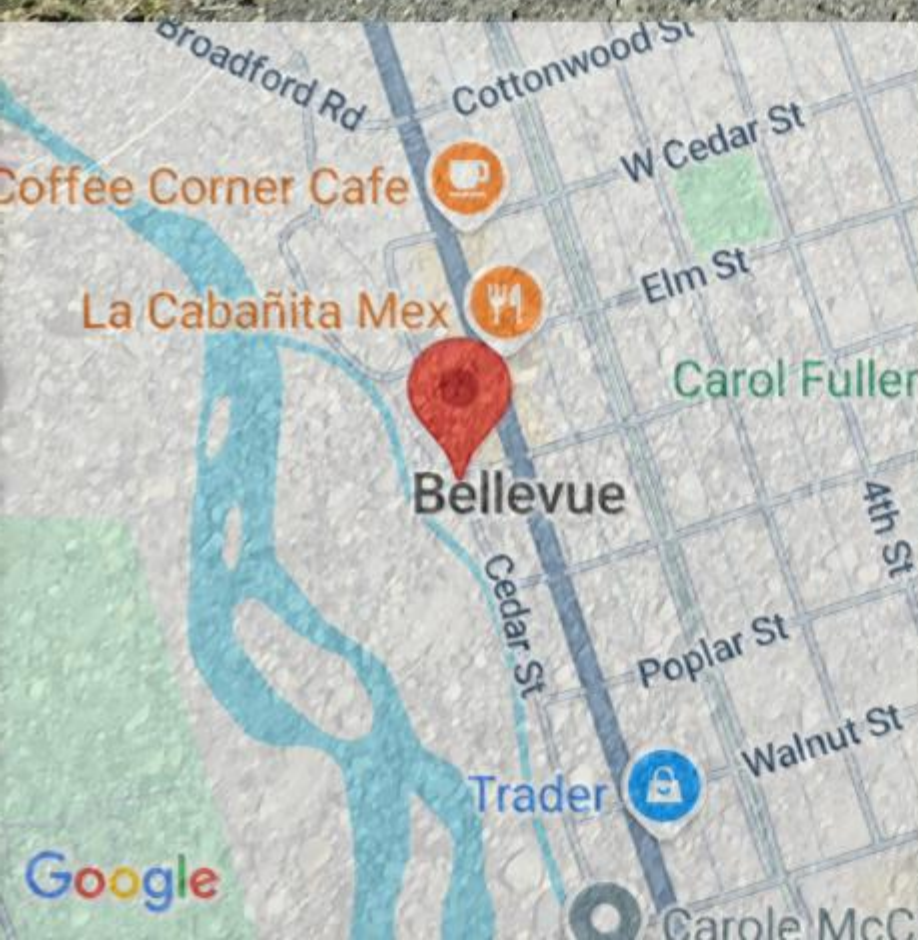
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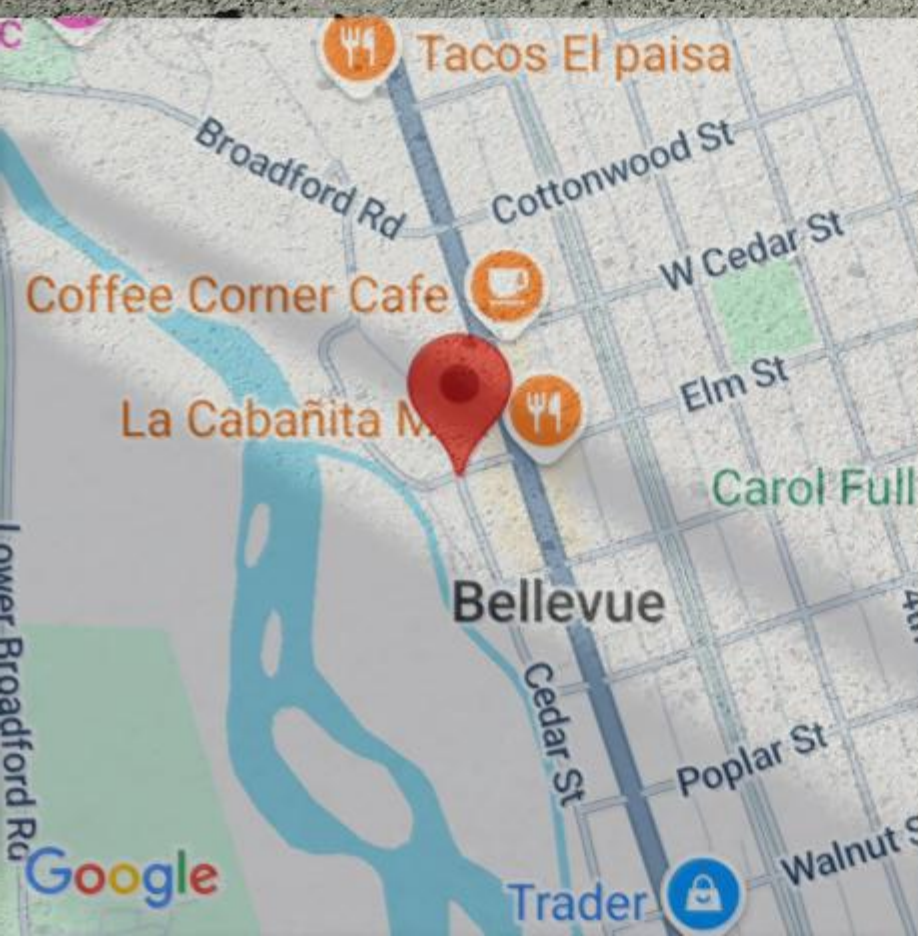
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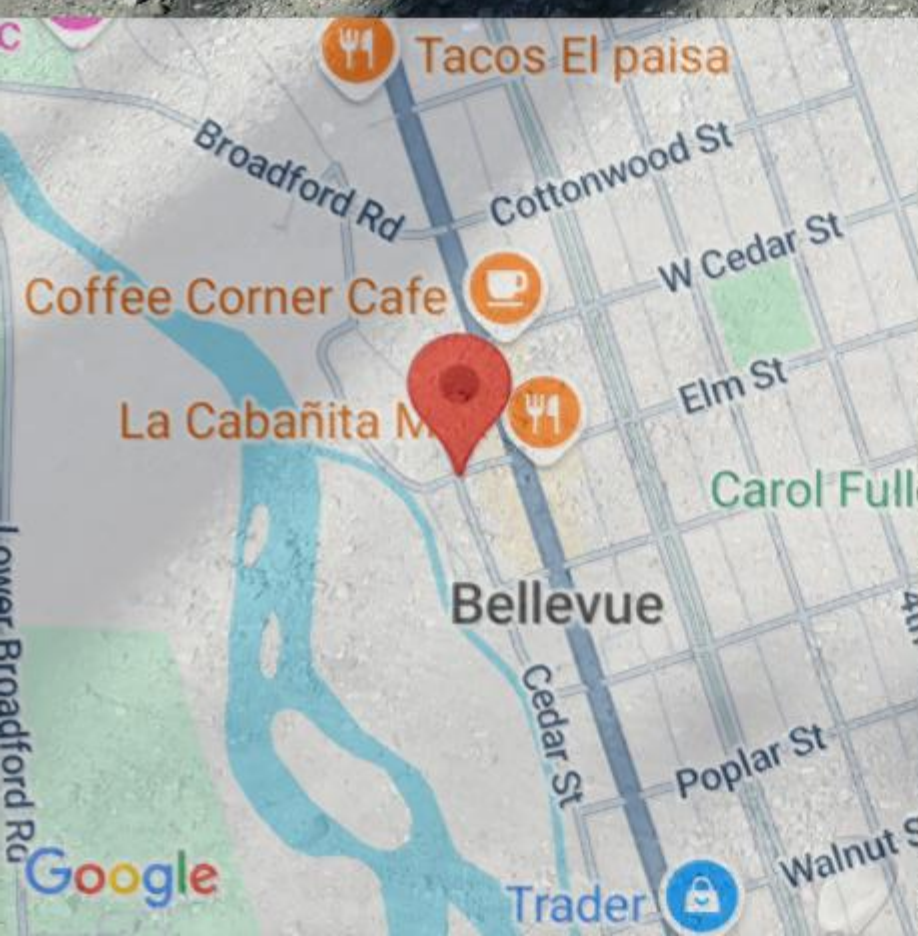
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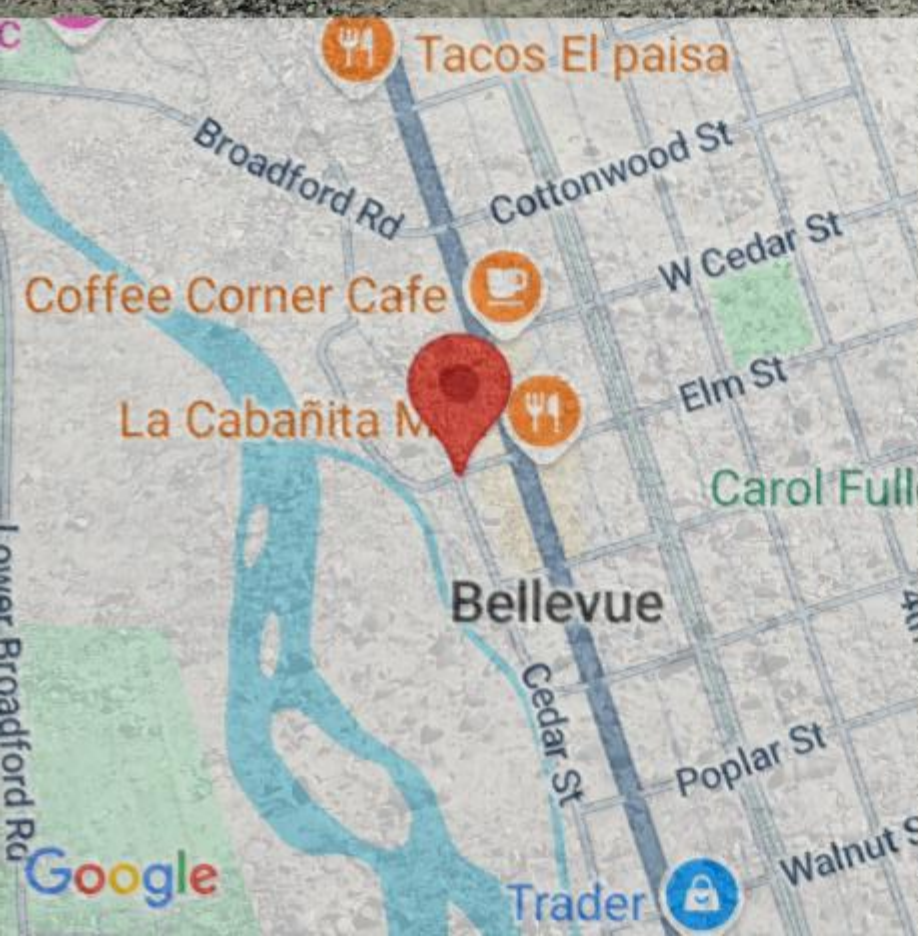
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Bellevue
Blaine County
Idaho



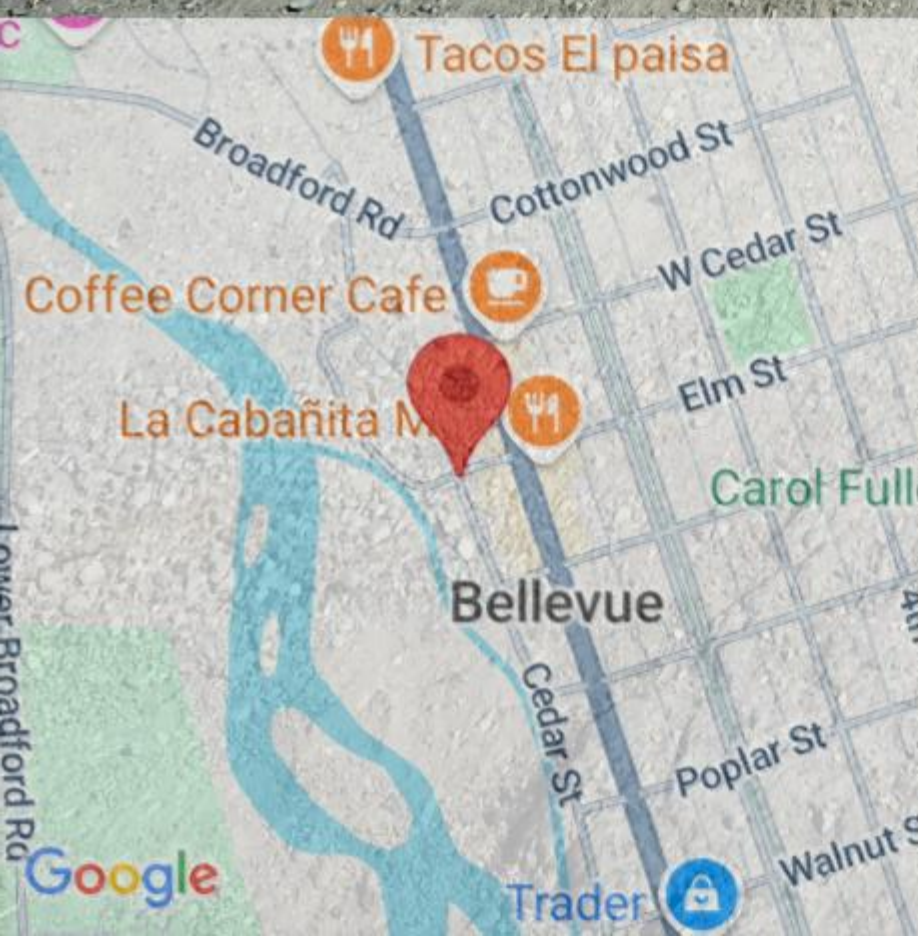
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Blaine County
Idaho



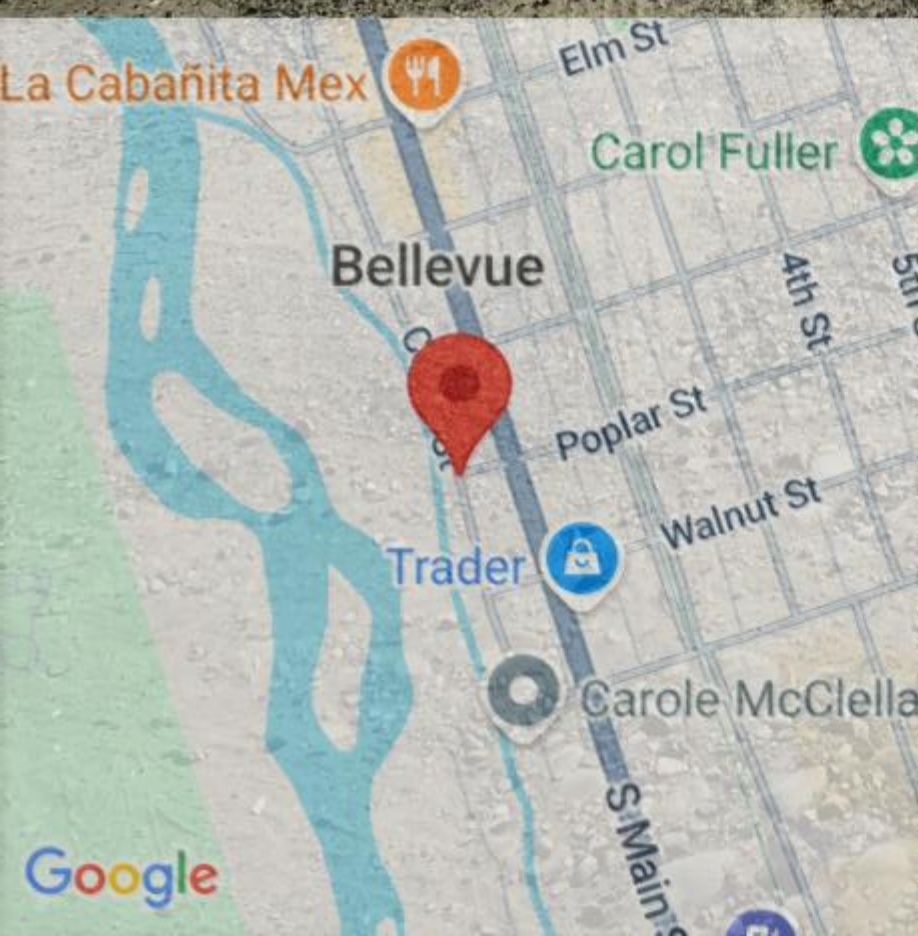
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Bellevue
Blaine County
Idaho



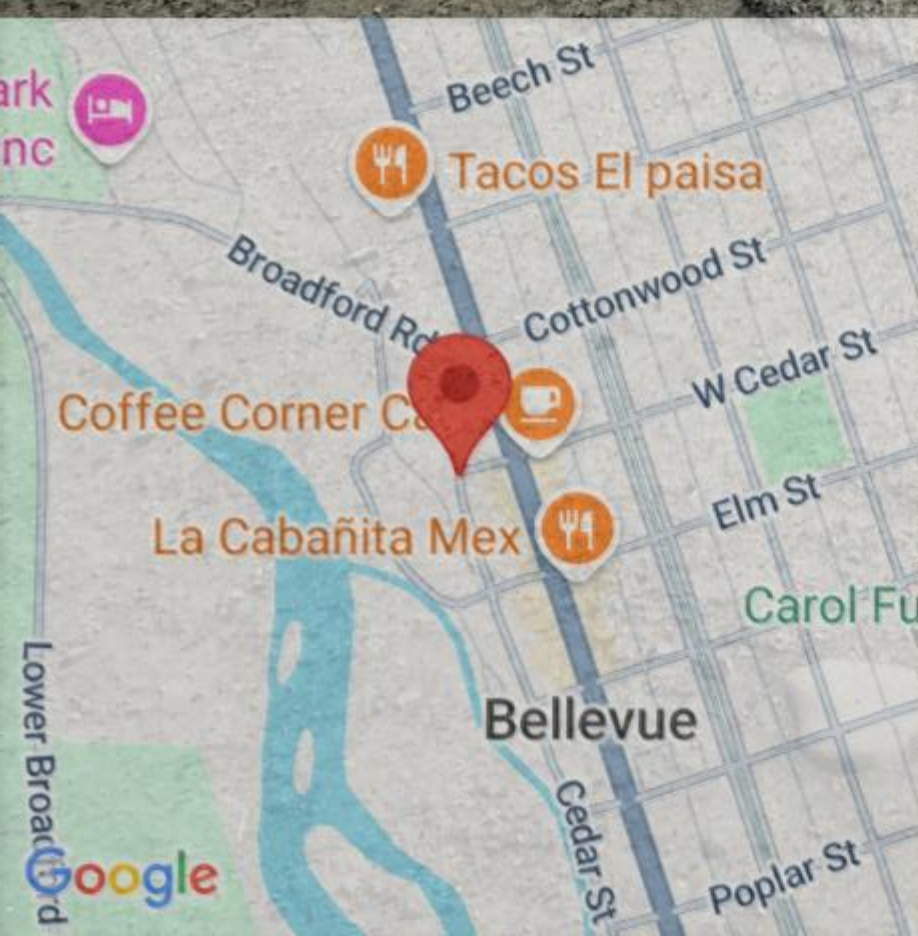
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Blaine County
Idaho



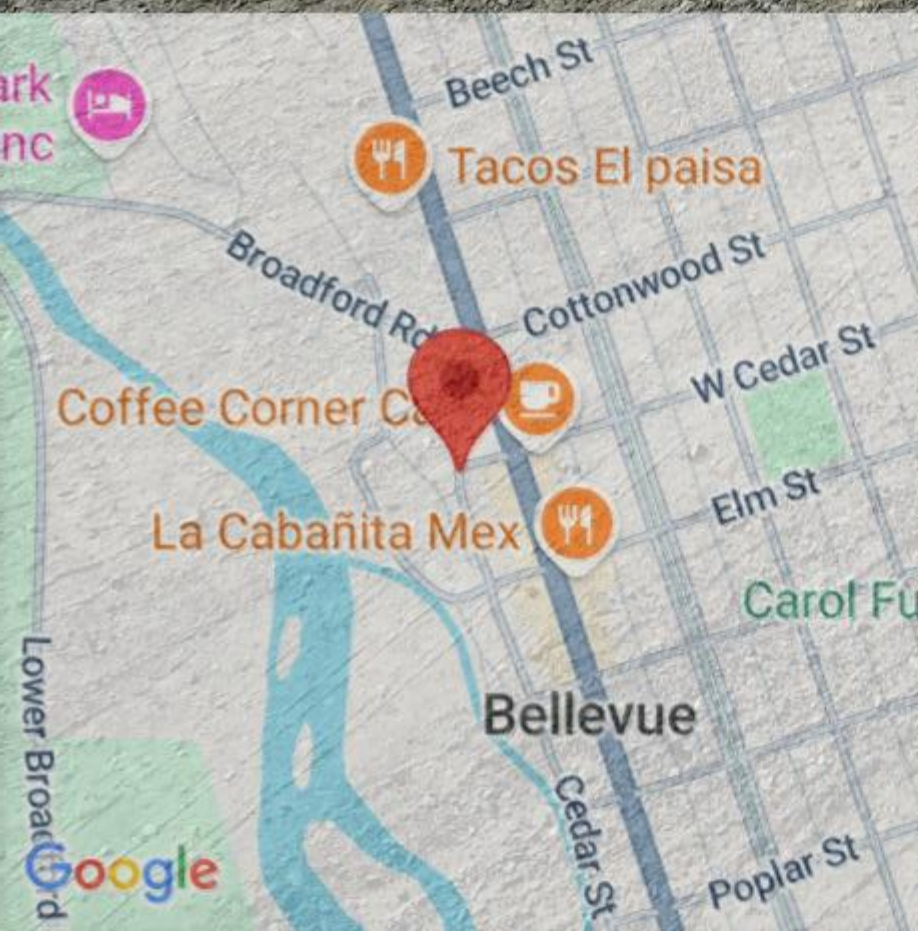
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Blaine County
Idaho



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Bellevue
Blaine County
Idaho



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Bellevue
Blaine County
Idaho



Jul 31, 2025 10:22:03
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Memorandum

To: Bellevue Urban Renewal Agency Board of Directors

From: Brian Parker, Community Development Director

Re: Street Lighting Update

Date: November 4, 2025

Background

One of the priority projects identified for 2025 is to repair and improve the street lighting on Main Street within the District. Staff has been working with our contracted City Engineer to develop a task order to investigate electrical issues, develop specific plans and cost estimates. This will aid in the determination of feasibility, scope of next steps, and grant eligibility.

Recommendation and Next Steps

No action is required at this time. A representative from Great West Engineering will be available to answer questions and receive suggestions during the meeting.



Memorandum

To: Bellevue Urban Renewal Agency Board of Directors

From: Brian Parker, Community Development Director

Re: City Hall Painting Update

Date: November 4, 2025

Background

At their August 5, 2025 meeting, the Board of Directors of the Bellevue Urban Renewal Agency authorized the expenditure of up to \$30,000 for the repainting of City Hall. Initial bids received were in excess of this amount. Staff is seeking additional bids.

Recommendation and Next Steps

No action is required at this time. If no bids are received, Staff will return to the Board with alternatives.