



BELLEVUE URBAN RENEWAL AGENCY (BURA)
Thursday, December 18, 2025 at 4:30 p.m.
Bellevue City Hall, 115 E Pine Street, Bellevue, ID

JOIN TEAMS MEETING:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjRINjJhNWMtN2YzYS00OTJjLThhOGMtNGI2MGQ4ODg4OWU3%40thread.v2/0?context=%7b%22Tid%22%3a%224bf19b22-eade-47a0-a58b-8db6b13f043c%22%2c%22Oid%22%3a%22c5e34ffd-539c-475c-b8b7-172244c9c3d6%22%7d

Meeting ID: 253 392 893 560 44

Passcode: n3A6pk2y

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. NOTICE OF AGENDA COMPLIANCE** per Idaho Code §74-204– Action Item
 - a. Finding That the special 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 December 18, 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. Idaho Heritage Trust Grant - Old City Hall – Request for Matching Funds
 - b. Bylaw Review
- 7. OLD BUSINESS**
 - a. Approval of Resolution 25-06: Selection of Consultant for Dead-End Rights-of-Way Planning- – **ACTION ITEM**
 - b. Project Update: Streetlights - – **ACTION ITEM**
 - c. Project Update: City Hall Painting - – **ACTION ITEM**
- 8. Next Meeting Date – **ACTION ITEM****
- 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.



Memorandum

To: **Bellevue Urban Renewal Agency Board of Directors**

From: **Brian Parker, Community Development Director**

Re: **Idaho Heritage Trust – Old City Hall – Request for Matching Funds**

Date: **December 18, 2025**

Background

The City of Bellevue, in coordination with the Bellevue Historical Society, has been awarded a \$15,000 grant from the Idaho Heritage Trust for structural improvements to the Old City Hall located at 205 North Main Street. The grant requires a 1:1 matching contribution. Rehabilitation of this historic public building is consistent with goals identified in the BURA plan, particularly “the elimination of environmental deficiencies in the Revenue Allocation Area, including ... inadequate and deteriorated public improvements and facilities” and “the strengthening of the economic base of the Revenue Allocation Area and the community by the installation of needed site improvements, ... to stimulate new commercial expansion, employment, and economic growth.”

Staff has been working getting preliminary bids for the foundation work and prioritizing other repairs to the building, as well as assessing construction impacts and scheduling logistics related to the operation of the building as a Museum during the typical construction season.

Recommendation

At this point, this is an information-only item. Once more relevant details have been worked out, Staff and the Bellevue Historical Society will likely return with a request for matching funds.

Enclosures

1. Grant Application
2. Award Letter

Old City Hall, 204 North Main Street, Bellevue, Idaho 83313

2025 Heritage Preservation Grant

City of Bellevue

Ms. Christina Giordani
115 Pine Street
Bellevue, ID 83313

bparker@bellevueidaho.us
O: 208-913-0187

Mr. Brian Parker

115 Pine Street
PO Box 825
Bellevue, ID 83313

bparker@bellevueidaho.us
O: 208-913-0187
M: 208-309-8949

Application Form

General Summary

We love to help applicants and set you up for the best chance at success. Please reach out to us via phone or email.

When uploading files, please use the following file naming convention. Thank you!

YR.MO.DAY_Item Name_Project Name

The Applicant Organization is a:

Political Subdivision of the State of Idaho (county, city, or other)

Applicant Name and Contact Information

Provide the applicant's name, organization, and contact information, including mobile phone # and email.

Applicant Name: Brian Parker

Organization: City of Bellevue

Phone: 208-913-0187

Cell: 208-309-8949

Email: bparker@bellevueidaho.us

Mailing Address: PO Box 825, Bellevue, Idaho 83313

Preferred Contact Method: Email

Cell service is available on site.

Name of Historic Resource*

Provide the original and current name of property.

Old City Hall, 204 North Main Street, Bellevue, Idaho 83313

Original year of construction

Enter the year with 4 digits only. No text. If you only know the decade, enter the first year of that decade.

1885

Is the property listed in the National Register of Historic Places

Not listed

Property Address

- *What is the street address for the project? If no known street address, please provide gps coordinates for the location. Legal description of the property, can be found in the county land record.*
- *Example 1: 10816 State Highway 55, south of Cascade, Idaho 83611*

- *Example 2: Latitude +45° 42' 6.98", Longitude -114° 42' 56.99"*
- *NO PO Boxes*

204 North Main Street, Bellevue, Idaho 83313

Community Population

Is the population of the community less than 5,000 residents?

Yes

County

Please select the county where the property / project is located.

Blaine

Property Owner Name and Contact Information

If the property is NOT currently owned by the applicant, please provide the property owners address, email, and phone number. Please also indicate the type of relationship between the applicant and the property owner. For example: owner/lessee

City of Bellevue

Type of Property Owner

Political Subdivision of the State of Idaho (county, city, or other)

Brief Project Description*

Please provide a brief description of your issue of concern or proposed historic preservation project.

The Museum has had a structural assessment and lead paint assessment completed and have determined that repairs are required to stabilize and maintain the building condition.

Amount Requested*

The requested amount can be no more than 50% of the total project cost. If the requested amount is above \$15,000 please contact IHT for how to proceed.

\$15,000.00

Total Project Cost*

\$30,000.00

Project Description

Brief History

Describe your historic building, site, or collection. What is its history? What is the meaning or value to the local, regional, or statewide history of Idaho? Some of the questions you may want to consider answering in response:

- *Is the resource at least 50 years old?*
- *Does the historic resource have archaeological, historical, architectural, or cultural interest?*

The original building was constructed in 1885 to house the City's hand-pulled fire hose cart. An addition was added to the rear of the building to serve as City Hall. The jail behind the Hall was built in 1881 of heavy, squared timbers, and still stands on the same lot.

Historic Photo (1)

Please upload an historic photo of the resource / building.

Historic Photo of Bellevue Main Street.jpg

TA Photograph Record - .pdf Upload

A photographic record of the TA Field Survey is provided. (optional)

Photo Report.pdf

Photograph Record (1)

Upload additional photos that illustrate the proposed scope of work (optional)

IMG_5212.JPG

Photograph Record (2)

Upload additional photos that illustrate the proposed scope of work (optional)

[Unanswered]

Brief Summary of Technical Assistance

Summary of Field Survey provided by IHT's Technical Assistance consultant.

Technical assistance is offered regarding the observed existing conditions of the Old City Hall building in Bellevue, Idaho. Observations were made on the overall condition of the building, which dealt primarily with the exterior.

Technical Assistance - Field Survey Observations

Observations from the field survey provided by IHT's consultant.

The following observations were made regarding this building:

The existing building appears to have multiple layers of exterior wall construction. The original walls appear to be of plank or box-style construction, typical of that period, with two layers of large, rough-sawn, full-dimension 1x12 lumber laid vertically on the north and east sides, and 1x8 tongue-and-groove laid horizontally on the west and south sides. This vertical material is attached at the top and bottom to horizontal

wood elements. On top of this structure are the roof joists, skip sheathing, and shingles. The next layer of construction, which was installed much later (as shown in photographic records at the current museum), is insulated 2x4 framing—typical of more modern construction techniques. The most recent interior construction consists of glulam columns and beams, with the roof structure reinforced by new wood framing.

The current overall width of the north and south exterior walls is approximately 18 ½ inches, accounting for all three periods of original construction and renovation work.

The building has undergone multiple renovations, primarily for structural support and/or presumed energy conservation. The roof has extensive areas of deflection at the peak, and the bell tower has a considerable lean to the east.

The roof deflection at the peak is set and not correctable due to the recent structural framing in the attic and bent supports below. This construction has permanently set these deflections. Correction of the roof peak deflection and the lean of the bell tower is not addressed in this report.

The community wishes the bell tower's lean to remain as is.

The northern façade wall and roof eave show signs of settlement and bowing. There is severe rot forming at the bottoms of the original plank lumber on the north and east sides of the building.

On the north side, some plank bottom edges are buried or resting directly on the soil, causing severe rot due to proximity to moisture.

There is no positive drainage in the small grass and dirt area between the City Hall building and its northern neighbor.

Snow apparently accumulates against the building walls.

The metal roofing system lacks drip-edge flashing.

There is no deliberately constructed attic ventilation system.

The west façade has multiple boards that are twisted, cupped, or loose.

The top of the front wall is protected only by a single 2x6 without any metal waterproof coping.

It is suspected that due to the lack of proper waterproof coping at the top of the front wall, the wall interior could have areas of rot.

The flashing and construction between the west façade wall and the bell tower appear to have gaps and loose sections.

The bell tower lacks proper flashing, which has caused apparent rot of the structure at both the top and bottom.

Many boards on the bell tower structure are loose or damaged.

The bell tower does not appear to be adequately attached structurally to the main building, and the building itself does not have adequate structural support for the bell tower.

The upper roof deck and drainage system within the bell tower are suspected to be deficient and in need of proper waterproof construction.

The eastern doorway trim shows signs of rot and is missing flashing.

The eastern double-hung windows are missing trim elements.

Depressions in the grade around the building allow water to gather at its base and presumably access the underside.

A tree in the adjacent northeast corner of the building is rubbing against and damaging it.

The exterior of the building requires removal of existing lead-based paint and repainting.

Technical Assistance Recommendations

Recommendations to the proposed scope of work provided by IHT's technical assistance consultant.

The northern façade wall shows various signs of distress. The roof eave has deflected a considerable amount. The wall is bowing outward at the top, and the bottom edge of the original structural plank construction is significantly rotten. These issues are creating secondary problems, such as large open gaps between the wall, roof framing members, and roof sheathing.

There are three different structural systems as described earlier; any one of them, or a combination, could be contributing to the problems. It is recommended that selective exploration of the wall construction be carried out by removing strategic interior wall finishes and insulation to determine which element(s) of the existing construction are the cause. Once this exploration is completed, a better understanding of the conditions will facilitate proper resolution.

There is severe rot forming on the bottoms of the original plank lumber on the north and east sides of the building. One potential repair approach could follow the example of the more recent construction on the south side, where the bottom edge of the siding was removed and a small concrete wall was constructed. The construction of the south wall is unknown; however, on the north wall the plank lumber is known to have been originally structural. Removing the bottom portion of this plank lumber will require structural analysis, with possible reinforcement to provide proper bearing and stability to this original building element.

A major contributing factor to the rot on the north side is the proximity to the soil, where some plank bottom edges are buried or resting directly on the ground. There is no apparent positive drainage in the small grass and dirt area between this building and the northern neighbor. Additionally, snow shedding off both roofs accumulates in this narrow area, piling against the walls of both structures and causing additional moisture damage.

Solutions to this drainage issue should include removing soil and replacing the top 12 inches with crushed rock. Regrading to achieve positive slope away from the building—either to the east or west—is also recommended. This could be combined with a dry well between the buildings to collect and disperse stormwater or snowmelt. Another option would be to create a bioswale in this space to drain away moisture.

Any drainage solutions must account for the foundation or base of the existing buildings to avoid directing water under them, which could freeze, cause heaving, and damage the structures.

Snow buildup against the walls will probably require manual removal or possibly the installation of a heated mat system to melt snow and eliminate accumulation.

There is no deliberately constructed attic ventilation system. The attic is currently ventilated only by gaps between the walls and roof caused by roof deformation. These gaps also allow easy access for birds and insects. It is recommended that the attic be ventilated to reduce condensation buildup. Due to the extreme roof undulation, typical ridge vents cannot be installed. The historic character of the eaves and rear east wall also visually limits traditional systems.

The proposed ventilation solution is not historical in appearance but, given building limitations, modern metal "slant-back" louver vents on the north-facing roof slope near the peak (to reduce snow and ice drag) are suggested. These vents will appear modern and should not be mistaken for historical features. To meet current code, total vent area must be in a ratio of 1/150 of attic plan area, with vents spaced evenly along the roof face.

The west façade is unusually thin for its unsupported height. The wall's multiple horizontal 1x wood siding planks have pulled loose, warped, or twisted, and need to be reattached or replaced in kind.

The top of the wall is finished only with a single 2x6 laid flat, with no other weather protection. This wood is likely rotted and should be replaced. A small, discreet metal coping should be added to protect both the new 2x6 and the wall interior below.

Because this wall has not been protected from weather intrusion, the interior should be inspected by removing the plywood from the east face, repairing as needed, and replacing with historically appropriate shiplap siding or equivalent.

Proper counter-flashing should be installed on the backside of the façade to the metal roof membrane. There should be a consistent small gap between wall siding and roof metal.

The gap between the bell tower and the back side of the west façade should be inspected for damage and structural appropriateness.

A small portion of roof sheathing at the very ends of the west façade wall is exposed without weather protection. This should be covered with metal or other waterproofing material.

Around all roof edges, no drip flashing is present. Without it, runoff will migrate back to the wood roof sheathing. Drip edge flashing should be installed.

On the bell tower, there is no flashing at the peak, allowing moisture to enter and cause rot in main structural members. Exposed structural elements at the base also lack flashing and show signs of rot.

It appears the bell tower rests on the gable roof below, attached only by four small bent metal straps lag-screwed into a flat 2x6 lying on the roof sheathing. There is no visible adequate support in the attic, suggesting the tower is supported solely by the roof sheathing. This connection and its support structure are highly suspect.

Other tower elements are likely in need of repair, and the floor below the bell requires proper waterproofing and drainage.

It is recommended that the complete bell tower be removed (as done in the past), reconstructed with damaged wood replaced, interior deck waterproofed and drained, correct flashing installed, and new trim added that does not impede sliding snow and ice. The rebuilt tower should be reinstalled with engineered, waterproofed attachments to a reinforced supporting structure.

The eastern door appears to have been altered in the past, either with a shorter door installed or a transom removed. The repair is visible and should remain. The upper door header trim should receive new painted metal flashing, as small and inconspicuous as possible.

The trim surrounding the door shows dry rot and should be replaced with new solid wood matching the existing in size and location, then painted.

The two adjacent windows are likely replacements, not original. Although not historic, they should be maintained. It appears a head trim board was omitted during installation, leaving a gap between the window trim and flashing. A new board should be installed to support the flashing.

Small sections of window trim show dry rot; these should be repaired using epoxy-based fillers or replaced with matching new wood, then painted.

On the east side, a tree has overgrown its space and is rubbing the building, causing damage. The tree should be removed.

Lawn and plantings adjacent to the building should be removed. The rock mow strip on the south side should be extended around the building. Site grades should slope away from the structure. Irrigation heads should be adjusted to avoid wetting the building.

The exterior is in urgent need of repainting. Lead-based paint has been confirmed, so removal and disposal must be done by licensed, certified contractors.

Paint removal must be done gently to avoid damaging the aged wood, which can be fragile. Abrasive methods such as cornmeal or soda blasting are unsuitable, as they remove soft wood fibers and raise the grain excessively.

Chemical strippers are recommended. After paint removal, any rotted siding should be replaced, and loose boards reattached. All knots should be sealed, and open gaps caulked with high-quality, paintable urethane sealant.

Primers and paint should be oil-based to inhibit lifting of the wood grain.

Proposed Scope of Work*

- *Describe the problem, need, or opportunity you will address.*
- *Describe the techniques and materials you will use.*
- *Who will be overseeing the work?*
- *Who will be performing the work?*
- *And what is their experience working on historic buildings or artifacts?*

The primary items identified in the structural assessment are to install a foundation along the north wall of the building to arrest settlement, remediate rot and install appropriate waterproofing, site grading and drainage, and stabilization of the steeple. If additional funds are available, more work can be completed as identified in the structural assessment.

Further planning is required to determine the specific techniques and materials needed for the major improvements to the building. Bellevue Public Works staff will do the work that is within their skill set, but appropriate contractors will be selected and be required to utilize historically appropriate techniques and materials. Bellevue Staff will be monitoring and inspecting work done.

Historic Character*

Describe the extent to which the restoration project preserves the original character defining features that make up and distinguish the important historic qualities of the building and / or project.

The structure has been maintained and rehabilitated as a historic structure. The work proposed is intended to prevent degradation of the historic qualities of the building and modifications will be the minimum necessary to stabilize and improve the structure.

Urgency*

- *Is there an imminent threat or need for repair or restoration?*
- *How critical is an IHT grant in terms of completing this project?*
- *Do you have a contingency plan if you receive a reduced grant or no grant this year?*

The structure has been existing in its current state for a long time, and will continue to do so for a while. However, work needs to be done to preserve the building into the future. The City of Bellevue has an extremely limited budget, and a severe backlog of deferred maintenance on infrastructure and City-owned buildings. The current City administration is committed to conducting ongoing maintenance, but "big-ticket" items on the Museum are unlikely to be prioritized over similar needs on other municipal facilities.

Estimated Project Start Date*

05/01/2026

Estimated Project End Date*

09/30/2026

Additional Information

Please add any additional information pertaining to the proposed scope of work and the overall preservation of your building or artifact.

BellevueMuseum_Lead Inspection Report.pdf
Lead Inspection Report

Organization Overview**Organization Mission Statement***

- *When was your organization established?*
- *What is its mission?*
- *Briefly describe your organization's goals and core programs.*

The City of Bellevue was incorporated via charter in 1883, and is the last city in Idaho operating under a charter. The City does not currently have an adopted Mission Statement, but is updating the Comprehensive Plan and will include one in that document. The City is a full-service government and provides streets, water, sewer, police, fire, planning, building, clerk, events, parks, and similar municipal services to our residents, businesses, and visitors.

Specifically regarding this City-property, the City partners with the Bellevue Historical Society (BHS) to operate the Museum. BHS is a 501 c3 organization and currently operates the Museum on weekends between Memorial Day and Labor Day.

Is your Organization a 501c3 as designated by the IRS?*

Yes

501(c)(3) Status Letter

If you clicked "yes" above please upload your IRS 501(c)(3) status letter here.

BHS Tax Exempt.pdf

Organization Structure*

For non-profit organizations:

- Include a list of board members, how often they meet, and what support, financial or otherwise, they provide to the organization.*
- How many staff members are with your organization? If there have been any major staff changes, please describe them.*
- How many volunteers? What are their responsibilities and level of involvement?*

For public organizations:

- Include a brief profile of your department and lead staff*

The Museum is owned by the City of Bellevue and operated by the Bellevue Historical Society. The City has a Mayor (Christina Giordani), and six Council Members (Tom Bergin, Tammy Davis, Shaun Mahoney, Jessica Obenauf, Diane Shay, and Suzanne Wrede). The Mayor and Common Council meet twice monthly. The City has fifteen full time employees.

The Bellevue Historical Society was semi-dormant for a few years due to health issues of key organizers. Recently, new board members and volunteers have come on board and re-energized the organization. Over the operating season, BHS had 18 volunteers, conducted several special events, have established special purpose committees to work on key initiatives, and are working towards stable diverse funding opportunities.

The City of Bellevue Community Development Department manages planning, building, economic development, grants, and other policy work within the City. There are two employees within the department.

Organizational Budget*

What is your annual operating budget? Or other value to indicate your organization is stable and capable of funding the project.

\$7,644,965.00

Financial Documentation

Total Restoration Cost

Estimate the total cost for the long-term complete restoration of your building or collection.

\$52,000.00

Total Project Cost Estimate / Budget*

Estimate the total cost for this specific project.

\$30,000.00

Project Cost Estimate / Budget*

Please itemize the budget for your restoration project. Break your expenses into categories such as labor, materials, or permit fees, and separate tasks such as roof replacement, foundation repair, painting, etc.

As further investigation and planning is still required, all of these cost estimates should be considered highly preliminary:

Foundation construction: \$15,000

Rot mitigation and weatherproofing: \$10,000

Site grading, landscaping, and drainage improvements: \$2,000

Steeple stabilization: \$5,000

Lead paint mitigation: \$15,000

Other: \$5,000

Cost Estimates / Bids from Contractors (1)

Matching Funds*

- *List the sources and amounts of matching funds you have raised from each to date.*
- *If you have applied for or intend to apply for other funding / grants but have not received a decision, also list and note these pending sources and amounts.*

The City of Bellevue, the Bellevue Urban Renewal Agency, Bellevue Historical Society, and private fundraising are all available funding sources. None have formally committed at this point, but have been contacted and expressed interest.

Other Funding

Any other sources of funding for your project that you have not listed above, please list those sources and amounts.

Sustainability*

How will the project help to ensure the long-term preservation and continued use of the property? Describe the plan in place to maintain the property for a period of 10-20 years.

Maintenance of City-owned properties and facilities is an ongoing and highlighted conversation. The City is currently developing maintenance schedules for all of our properties, including the Museum.

Public Benefits

Historic Resource Use

What is the current use of the historic resource? i.e.: a museum, business, theater, artifact, etc. If the resource is not currently being used, what are your plans for using it in the future? What is your timeframe?

The building is currently utilized as a local history museum.

Public Access or Visibility

Describe the public access to the artifact / buildings. For example:

- *Is the siting of the building visible from publicly traveled roadways or vistas?*
- *Is the property regularly or occasionally open to the public?*
- *Has the property been included in public tours, hosted school groups, or provided other educational opportunities?*

These buildings are situated on a lot that faces the major roadway in the community. The museum is open Saturday and Sunday afternoons from Memorial Day to Labor Day. The property has hosted some local school groups and presented information at public gatherings.

Publicity Plan & Events*

Do you have a publicity plan in place for your proposed project? If so, please describe your intended audience, plans for events, news releases, flyers, posters, mailings, social media outreach, etc.

Nothing specific to this project has been developed, but the City is actively working to improve communications generally and will utilize the City's newsletter, social media, events, and other outreach to increase visibility and awareness of the project. The Bellevue Historical Society has recently had a shift in board membership and is working on developing similar tools.

The building is prominently located on Main Street, which lends itself well to publicizing work being done to preserve the structure.

Value of this Project for the Community

Does this project and its potential impact relate to specific goals for your organization and/or a community plan? If so, how? Be sure to share the value of the property to the community. For example:

- *Will this project create more opportunities for local craftsmen?*
- *Will the materials be purchased or produced locally?*
- *Create new programming?*
- *Increase tourist visits?*
- *Create new jobs?*
- *Increase traffic to nearby restaurants and hotels?*
- *Other?*

Bellevue has a strong contingent of very talented craftsmen whom we intend to utilize whenever possible. Some of the materials used for the project (concrete, paint) may be impractical to source locally, but other items will be sourced locally, both to support the local economy and to maintain historic integrity of the structure.

The City is working to improve the downtown core and reconnect development with the historical pattern of the area. Preserving the Old City Hall is vital to providing an anchor to the overall downtown improvement project.

Other Benefits

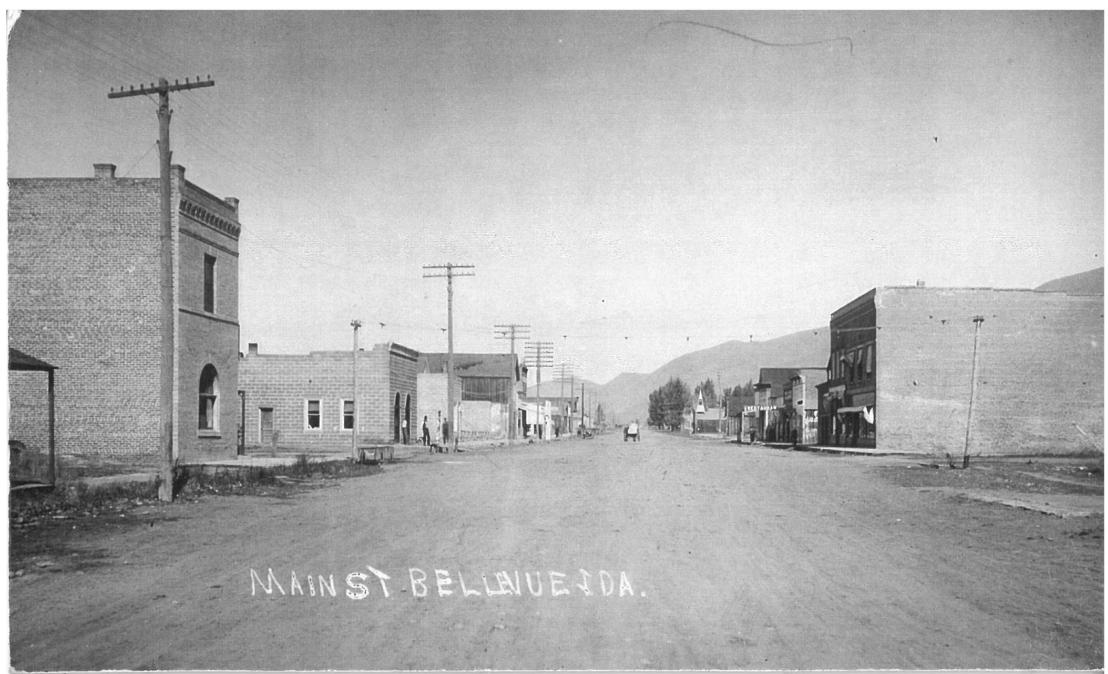
In what other ways, will this project contribute to the community?

The Old City Hall building is the most recognizable and iconic structure in Bellevue. When Bellevue residents describe where they're from to people around the state, "the lopsided steeple on the way to Ketchum" is a frequent descriptor. Maintaining this building is an important piece of community pride and a connection to a deep history.

File Attachment Summary

Applicant File Uploads

- Historic Photo of Bellevue Main Street.jpg
- Photo Report.pdf
- IMG_5212.JPG
- BellevueMuseum_Lead Inspection Report.pdf
- BHS Tax Exempt.pdf



MAIN ST. BELLVUE IDA.

Old Bellevue City Hall Building

(Old City Hall Museum)

Bellevue, Idaho

Photos: June 18 & 20, 2025



View from west - street facade



View from southwest



View from southeast



View from northwest



East wall with rot at bottoms of plank wall construction



North yard between buildings
Issues with snow buildup and
drainage



North wall with deflecting roof
eave and bowing plank wall
construction



North wall eave with gaps
between roof system and
plank wall construction



Southeast building corner at grade with gas service and sewer line cleanout. Rot at base of east wall and new concrete curb on south wall. Note also depression in grade that will collect water runoff.



North wall with rot at bottoms of plank wall which are buried in or resting on soil



East wall where bottoms of plank wall have rotted away. Note also depression in grade that will collect water runoff.



North wall with bottom of plank wall buried in soil



Museum interior with new glulam beam structural beam exposed



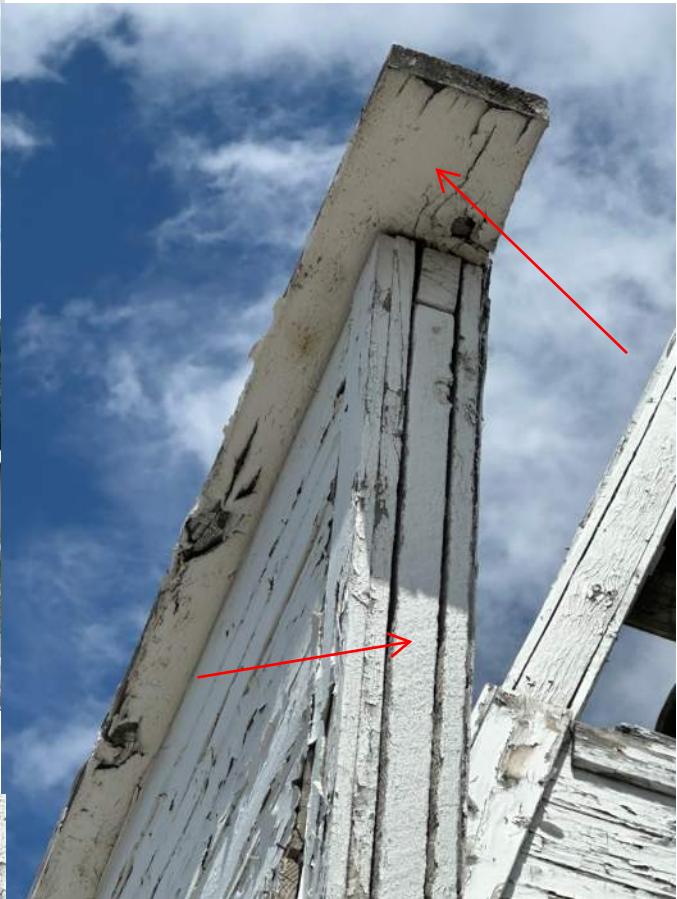
Attic with new structural framing, ductwork, and HVAC unit on right



Attic with new structural framing and showing daylight at the gap between wall framing and roof structure



West facade false front with bell tower



West facade with cantilevered exposed wood without protective covering. Note also wall is framed with 2x wood laid flat



West facade with loose and warped siding



North backside of west facade with plywood, cantilevered exposed board, and missing wall flashing at roof



North side of west facade with flat 2x supporting bell tower and missing roof covering at corner



South backside of west facade with plywood, cantilevered exposed board, and missing wall flashing at roof



South side of west facade with missing roof covering at corner and exposed rot in gap





North roof eave with exposed plywood sheathing which should be covered with metal drip edge



Bell tower from southeast



Top peak of bell tower missing any flashing to protect the wood and interior of the structure. Note rot of structure at the top



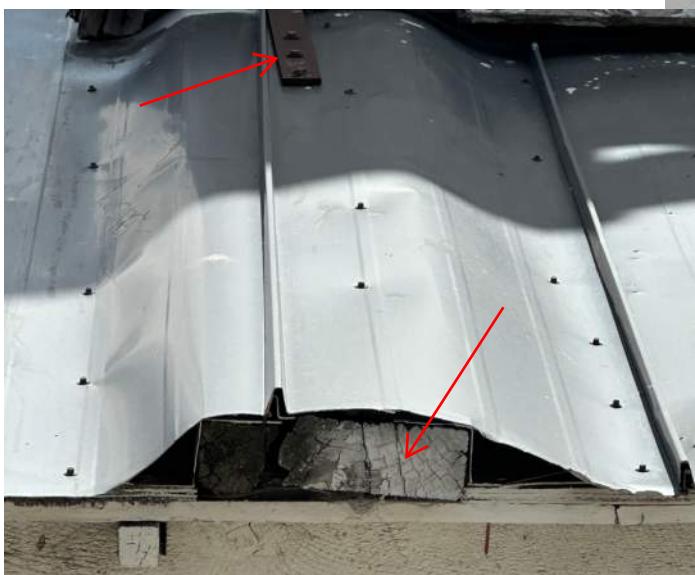
Northeast corner of bell tower at bottom. Note collapsed structure, displaced wood trim (from snow and ice movement), no flashing, and wood rot



Southwest corner of bell tower and backside of west facade. Note suspect construction to west of bell tower, bell tower attachment to the roof, missing flashing, and exposed roof sheathing at corner.



Southeast corner of bell tower. Note suspect connection to the roof, missing flashing, and loose trim boards



Northeast area of bell tower with structurally suspect 2x wood laid flat on original skip sheathing which supports the bell tower and rusted small bent flat bar with lag screws.



Northeast corner of bell tower with suspect attachment to 2x member (noted previously), wood rot, and damaged trim.



Bell tower view from northeast. Note loose and warped siding



Bell tower from west



Bell tower from southeast



Bell tower from south. Note list from west to east

East doorway



East door at head. Note patch above and rot at top of door trim

Southeast window at header with old flashing, missing trim board, and rot in corner of window trim



Southeast window. Note rough board sill which should remain. Window sill needs repair



Northeast window. Note window sill needs repair



Northeast window at header with old flashing, and missing trim board



East side of building. Note existing tree needs to be removed or relocated. Tree in foreground needs to be analyzed for future growth and impact on building.



Deteriorating paint on southwest corner of west facade



Deteriorating paint on south facade



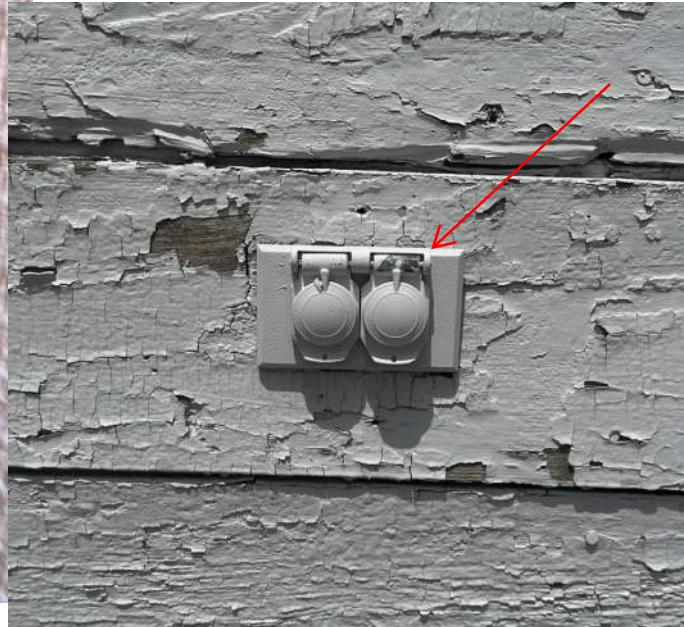
Deteriorating paint, loose plank and knots on east facade



Original cut nail from plank wall construction



North wall with fractured or split edge of plank construction



South wall with deteriorating paint and exposed electrical outlet. Current electrical code would require this to be enclosed in a water resistant box (as is the other outlet on this wall).



Siding splice joint on south wall approxmatly between original fire house and city hall addition. Shown for general interest.



Southeast corner. Historic artifacts should remain on the building





Inspection Report

City of Bellevue

Property Address:
226 N Main Street
Bellevue ID 83313



Sun Valley Home Inspections

**Aaron Heugly
PO Box 1637
Hailey ID 83333
208-481-1969
NACHI # 17051629**

Sun Valley Home Inspections

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Sun Valley Home Inspections

Date: 1/11/2025	Time:	Report ID: Bellevue Historical Museum
Property: 226 N Main Street Bellevue ID 83313	Customer: City of Bellevue	Real Estate Professional:

Introduction: The following numbered and attached pages are your home inspection report. This report includes pictures, videos if needed, information, maintenance tips and recommendations.

Scope: A home inspection is intended to assist in evaluating the overall condition of the subject property. This inspection is based on observation of the visible, readily accessible and apparent condition of the structure and its components on the day of the inspection. The results of this inspection are not intended to make any representation regarding the presence or absence of concealed defects that are not reasonable ascertainable or readily accessible in a competently performed inspection.

No warranty, guarantee or insurance by SVHI LLC dba Sun Valley Home Inspections is expressed or implied. This report does not include inspection for wood-destroying insects, mold, lead or asbestos. A representative sampling of the building components is viewed in areas that are accessible at the time of the inspection. No destructive testing or dismantling of components is performed. Not all defects will be identified during this inspection. Unexpected repairs should be anticipated. The person conducting your inspection is not a Structural Engineer or other professional whose license authorizes the rendering of an opinion as to the structural integrity of a building or its other component parts.

You are advised to seek 2 to 3 professional opinions and acquire estimates of repair as to any defects, comments, improvements or recommendations mentioned in this report. SVHI LLC recommends that the professional making any repairs inspect the property further in order to discover and repair related problems that were not identified in the report.

Limitations: An inspection is not technically exhaustive or invasive; will not identify concealed or latent defects; does not determine the life expectancy of the property or any components or systems therein; does not include items not permanently installed.

Use of Photos and Videos: Your report includes many photographs which help to clarify where the inspector went, what was looked at, and the condition of a system or component at the time of the inspection. Some of the pictures may be of deficiencies or problem areas, these are to help you better understand what is documented in this report and may allow you to see areas or items that you normally would not see. A picture issued does not necessarily mean that the issue was limited to that area only, but may be a representation of a condition that is in multiple places. Not all areas of deficiencies or conditions will be supported with photos.

What really matters in a Home Inspection: The home inspection process can be stressful. A home inspection is supposed to give you reassurance but often has the opposite effect. You will be asked to absorb a lot of information in a short period of time. This often includes a written report, checklist, photographs, environmental reports and what the inspector himself says during the inspection. All this combined with the seller's property disclosure and what you notice yourself makes the experience even more overwhelming. What should you do? RELAX! Most of your inspection items will likely be maintenance recommendations, minor to moderate imperfections and general wear-and-tear on a system or component. Major defects discovered during the inspection will be listed further in the report. Safety concerns should always be corrected.

Use this report to determine what matters to you. Your real estate professional will also receive a copy of the report so be sure to discuss these items and your concerns with them. They are a great resource and will help you navigate with what to do next. They are great at their job, experienced in these negotiations and have your best interest in mind. Lastly, remember that no home is perfect.

Comment Key or Definitions

The following definitions of comment descriptions represent this inspection report. All comments by the inspector should be considered before purchasing this home. Any recommendations by the inspector to

Sun Valley Home Inspections

repair or replace suggests a second opinion or further inspection by a qualified contractor. All costs associated with further inspection fees and repair or replacement of item, component or unit should be considered before you purchase the property.

Inspected (IN) = I visually observed the item, component or unit and if no other comments were made then it appeared to be functioning as intended allowing for normal wear and tear.

Not Inspected (NI) = I did not inspect this item, component or unit and made no representations of whether or not it was functioning as intended and will state a reason for not inspecting.

Marginal Defect (MD) = The item, component or unit may or may not be functioning as intended and may not have significant impact on the home's condition or the component itself. These are typically items that may be defective due to deferred maintenance or other reasons.

Repair or Replace (RR) = The item, component or unit is not functioning as intended, is a potential safety issue or needs further inspection by a qualified contractor. Items, components or units that can be repaired to satisfactory condition may not need replacement.

Not Present (NP) = This item, component or unit is not in this home or building.

Text Color Key

Note: Red text throughout this report indicates items that are damaged, need repair, replacement or may present a health or safety hazard. Violet text indicates maintenance defects or marginal defects that might not have a significant impact on the home's condition. Brown text indicates cosmetic defects that do not impair function. Green text indicates maintenance tips or recommendations. Blue indicates additional information

Additional Building Conditions / Comments

Considerations: Please be aware that the inspector has your best interest in mind. Any repair items mentioned in this report should be considered before purchase. It is recommended that qualified contractors be used in your further inspection or repair issues as it relates to the comments in this inspection report. All costs associated with further inspection fees and repair or replacement of item, component or unit should be considered before you purchase the property.

If the Home was Occupied: Some areas may not have been inspected due to the presence of furniture and stored items.

Standards of Practice:

InterNACHI International Association of
Certified Home Inspectors

Type of building:

Historical

Approximate Year of Original

Construction:

1890

1. Structure



The General Home Inspection includes inspection of the home structural elements that were readily visible at the time of the inspection. This may include the: foundation; walls; floor structure; and/or roof structure. Soils vary in their stability and ability to support the weight of a structure. Minor cracking is normal with some common foundation materials, is typically limited to the material surface, is not a structural concern, and may not be commented on. Cracking related to soil/foundation movement indicates the potential for present or future structural concerns and will be commented on to the best of the inspector's ability.

Much of the home structure is hidden behind exterior and interior roof, floor, wall, and ceiling coverings, or is buried underground. Because the General Home Inspection is limited to visual and non-invasive methods, this report may not identify all structural deficiencies. Identification of portions of the wall structure not directly visible requires logical assumptions on the part of the Inspector that are based on the Inspectors past experience and knowledge of common building practices.

Upon observing indications that structural problems may exist that are not readily visible, or the evaluation of which lies beyond the Inspector's expertise, the inspector may recommend evaluation or testing by a specialist that may include invasive measures, which would require homeowner permission.

		IN	NI	MD	RR	NP
1.0	General Structure				•	

IN= Inspected, NI= Not Inspected, MD= Marginal Defects, RR= Repair/Replace, NP= Not Present

IN NI MD RR NP

Comments:

1.0 (1) Because this building was built before 1978, there is a chance it has lead-based paint. In 1978, the federal government banned consumer uses of lead-containing paint as a potential health hazard, but some states banned it even earlier. Lead from paint, including lead-contaminated dust, is one of the most common causes of lead poisoning.

Inspection:

An inspection is a surface-by-surface investigation to determine whether there is lead-based paint in a building, and where it is located. It is particularly helpful in determining whether lead-based paint is present prior to purchasing or renovating a building and identifying potential sources of lead exposure at any time.

(2) Ten paint samples were taken from various painted exterior surfaces. Testing kit used was the Esca Tech "D-Lead" lead paint test kit certified by the US EPA. Of the ten samples taken, three surfaces tested as having no lead detected, five surfaces tested as having low lead present and two surfaces tested as being positive for lead.

Location A: SE corner of wall siding. No lead detected

Location B: SW corner of wall siding. Low lead detected

Location C: SW corner trim board. Low lead detected

Location D: West barn door street facing. No lead detected

Location E: NW corner trim board. Positive for lead

Location F: NW corner of wall siding. No lead detected

Location G: NE corner of wall siding. Low lead detected

Sun Valley Home Inspections

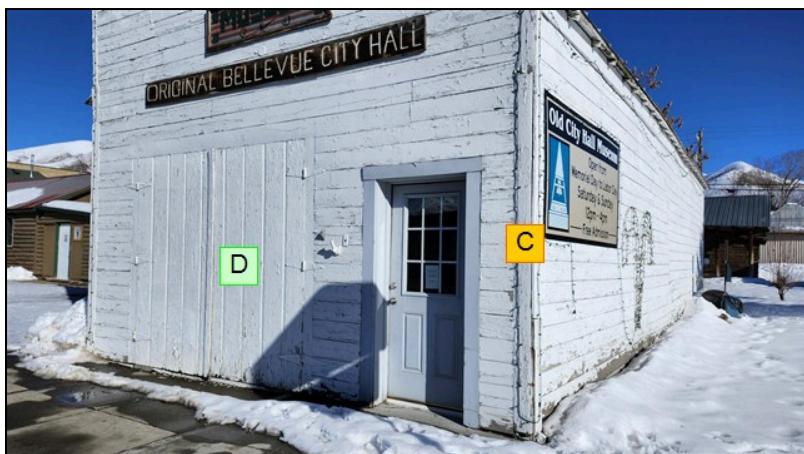
Location H: East exterior door trim. Low lead detected

Location I: East exterior window trim. Low lead detected

Location J: East wall siding. Positive for lead



1.0



1.0



1.0

Sun Valley Home Inspections



1.0

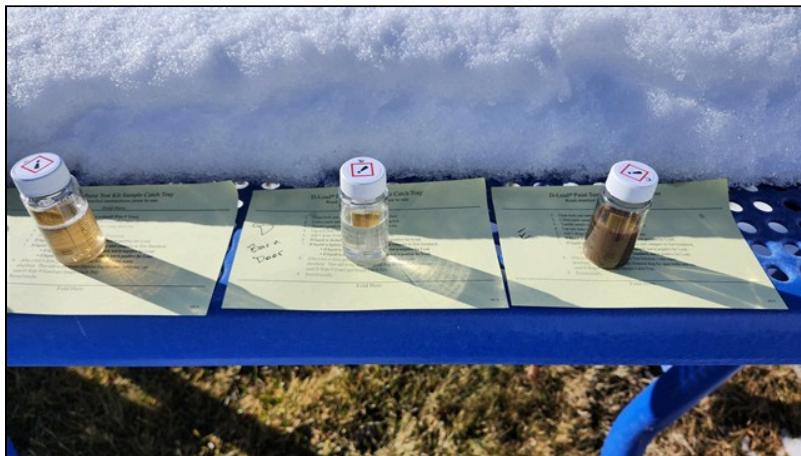


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1.0

Sun Valley Home Inspections



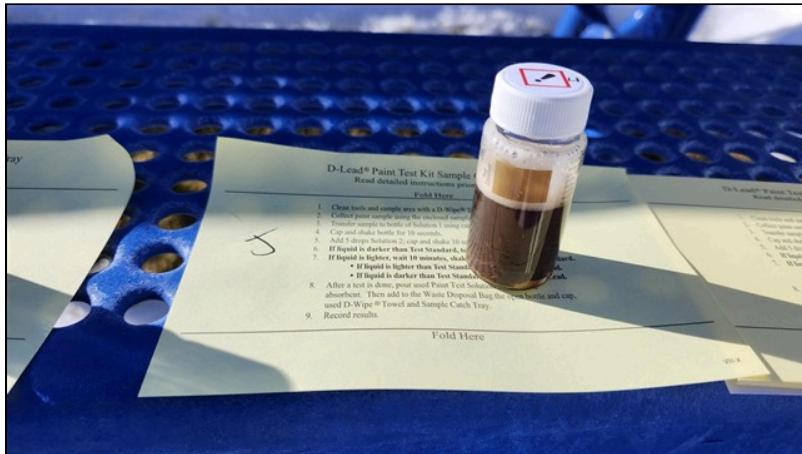
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1.0



1.0



1.0

☞ (3) The steeple structure on the roof is visibly leaning and has been reported as potentially falling over. A cursory evaluation of the roof framing from the attic showed that the original framing had been reinforced throughout which was part of a remodel that occurred sometime in the mid 1990's. The roof structure directly below the steeple did not have any additional reinforcement to carry the additional weight of the steeple. When weather conditions allow, it is advised that the integrity of the wood-framed steeple be evaluated for decay and separation by a qualified contractor. An overall evaluation of the roof structure and steeple by a qualified structural engineer is strongly advised.

Summary



Sun Valley Home Inspections

**PO Box 1637
Hailey ID 83333
208-481-1969
NACHI # 17051629**

Customer
City of Bellevue

Address
226 N Main Street
Bellevue ID 83313

The following items or discoveries indicate that these systems or components **do not function as intended or adversely affects the habitability of the dwelling; or warrants further investigation by a specialist, or requires subsequent observation.** This summary shall not contain recommendations for routine upkeep of a system or component to keep it in proper functioning condition or recommendations to upgrade or enhance the function or efficiency of the home. This Summary is not the entire report. The complete report may include additional information of concern to the customer. It is recommended that the customer read the complete report.

Contractor

1.0 General Structure

Repair/Replace

(3) **The steeple structure on the roof is visibly leaning and has been reported as potentially falling over. A cursory evaluation of the roof framing from the attic showed that the original framing had been reinforced throughout which was part of a remodel that occurred sometime in the mid 1990's. The roof structure directly below the steeple did not have any additional reinforcement to carry the additional weight of the steeple. When weather conditions allow, it is advised that the integrity of the wood-framed steeple be evaluated for decay and separation by a qualified contractor. An overall evaluation of the roof**

Sun Valley Home Inspections

structure and steeple by a qualified structural engineer is strongly advised.

Home inspectors are not required to report on the following: Life expectancy of any component or system; The causes of the need for a repair; The methods, materials, and costs of corrections; The suitability of the property for any specialized use; Compliance or non-compliance with codes, ordinances, statutes, regulatory requirements or restrictions; The market value of the property or its marketability; The advisability or inadvisability of purchase of the property; Any component or system that was not observed; The presence or absence of pests such as wood damaging organisms, rodents, or insects; or Cosmetic items, underground items, or items not permanently installed. Home inspectors are not required to: Offer warranties or guarantees of any kind; Calculate the strength, adequacy, or efficiency of any system or component; Enter any area or perform any procedure that may damage the property or its components or be dangerous to the home inspector or other persons; Operate any system or component that is shut down or otherwise inoperable; Operate any system or component that does not respond to normal operating controls; Disturb insulation, move personal items, panels, furniture, equipment, plant life, soil, snow, ice, or debris that obstructs access or visibility; Determine the presence or absence of any suspected adverse environmental condition or hazardous substance, including but not limited to mold, toxins, carcinogens, noise, contaminants in the building or in soil, water, and air; Determine the effectiveness of any system installed to control or remove suspected hazardous substances; Predict future condition, including but not limited to failure of components; Since this report is provided for the specific benefit of the customer(s), secondary readers of this information should hire a licensed inspector to perform an inspection to meet their specific needs and to obtain current information concerning this property.

Prepared Using HomeGauge <http://www.HomeGauge.com> : Licensed To Aaron Heugly

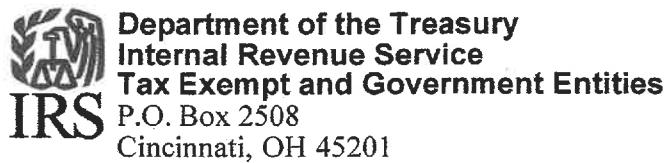


Sun Valley Home Inspections

Aaron Heugly

**PO Box 1637
Hailey ID 83333
208-481-1969
NACHI # 17051629**





BELLEVUE HISTORICAL SOCIETY INC
405 BEECH ST
BELLVUE, ID 83313

Date: 06/12/2025
Employer ID number: 82-0470972
Person to contact:
Name: B. Felton
ID number: 0250706
Telephone: (877) 829-5500
Accounting period ending:
December 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
April 17, 2025
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053511001035

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

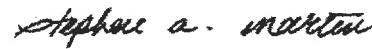
Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is the postmark date of your application.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



IDAHO
HERITAGE
TRUST

Historic Governor Morrison Home
211 W. State St., Boise, ID 83702

Board of Trustees

Dennis O'Brien, Wallace

Donna Woolston, Moscow

John R. Taylor, Lewiston

Amy Linville, Emmett

Suzanne Budge, Boise

Chris Anton, Boise

Joan Davies, Hailey

Jerry Myers, Pocatello

Judy Mortimer, Idaho Falls

Terry Clark, Stanley

November 19, 2025

Brian Parker
City of Bellevue
115 Pine Street
Bellevue, ID 83313

Dear Brian,

Congratulations!! On my behalf of the Idaho Heritage Trust, it is my pleasure to inform you that a 50/50 cash matching grant has been awarded in the amount of \$15,000 for the Old City Hall.

Please [Logon](#) to {{Funder.Name}}'s online system within the next thirty days to review and acknowledge understanding of the Grant Award Instructions and review and sign the Grant Award Agreement under Follow Up Forms prior to January 31st to accept the conditions of the Grant Award.

Follow these steps:

1. [Log in](#) with your username ({{Recipient.Email}}) and password.
2. Once logged in you will be on the Applicant Dashboard.
3. Under your Active Requests Tab, you will see your application. Below your application, you will see Follow Up Forms and Documents.
4. Begin by reviewing the Grant Award Letter under Documents and the Grant Award Instructions under the Follow Up Forms. Once you've submitted the Grant Award Instructions form, move on to the Grant Award Agreement Follow Up Form.
5. Before accepting the terms of the Grant Award Agreement, make sure that you have obtained permission and agreement from the property owner, if separate from the applicant. Read and Sign the Grant Award Agreement under the Follow Up Forms.

You've also been assigned several Follow-Up Reports required to complete the grant obligations prior to the grant expiration date. Please contact us if the Follow-up Reports should be assigned to another person in your organization.

Please reach out if you have any questions whatsoever throughout the process, and we cannot thank you enough for your efforts to preserve the Idaho we love for generations to come.

Kindest Regards,
Katherine Kirk
Executive Director at Idaho Heritage Trust

Scenic IDAHO
C US @
IDAHOHERITAGETRUST.ORG
FAMOUS POTATOES

Scenic Idaho Red, White, and Blue license plate design is a registered trademark of Idaho Heritage Trust. A royalty fee of \$.50 per plate issued is invested in our endowment fund to support future grants.

**AMENDED AND RESTATED BYLAWS
OF THE
BELLEVUE URBAN RENEWAL AGENCY**

ARTICLE I

Name

The Urban Renewal Agency for the City of Bellevue as created pursuant to the provisions of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (the "Law"), and Resolution No. 797 of the City of Bellevue, passed on November 21, 2006, shall be known as the "Bellevue Urban Renewal Agency" (hereinafter "Agency") but shall also be authorized to use the name "Urban Renewal Agency of the City of Bellevue" if and as required. Under the Law, the Agency is deemed an independent, public body, corporate and politic.

ARTICLE II

Offices

The principal office of the Agency in the state of Idaho shall be located in the city of Bellevue, Idaho.

ARTICLE III

Board of Commissioners

Section 1. The property, business, powers, and affairs of the Agency shall be managed and controlled by the Board of Commissioners thereof. The Board of Commissioners is vested with all powers as provided by the Law, as the same now exists or as may be amended hereafter.

Section 2. The Board of Commissioners shall consist of a number of members determined in accordance with the provisions of Section 50-2006, Idaho Code, as the same now exists or as may be amended hereafter and as appointed by the Mayor of the City of Bellevue, Idaho with the advice and consent of the Bellevue City Council. The number of commissioners of the Agency shall be not less than three nor more than nine, which number may be increased or decreased from time to time as provided for in Section 50-2006, Idaho Code.

Section 3. Commissioners shall receive no compensation for their services but shall be entitled to the necessary expenses, including travel expense, incurred in the discharge of their duties.

Section 4. Each Commissioner shall hold office until his or her successor has been appointed and qualified. A certificate of the appointment or reappointment of a Commissioner shall be filed with the City Clerk of the City of Bellevue, Idaho, and such certificate shall be conclusive evidence of the due and proper appointment of such Commissioner.

Section 5. The qualifications and eligibility of persons to serve on the Board of Commissioners shall be as defined and described in Section 50-2006, Idaho Code, as the same now exists or may be amended hereafter.

Section 6. The Board of Commissioners shall hold regular meetings at the Bellevue City Hall, Bellevue, Idaho, the first Tuesday of the months of February, March, April, July, August, and November at the hour of 4 p.m. Regular meetings may be held at other locations with legal notice provided in accordance with Idaho State statutes. All meetings shall be noticed according to, and held in compliance with, the Idaho Open Meeting Law.

Section 7. The Chairman or any two members of the Board of Commissioners has the power to call special meetings of the Board, the object of which shall be submitted to the Board as is appropriate to the circumstances or as otherwise provided by law; the call and object, as well as the disposition thereof, shall be entered upon the minutes of the Secretary. The person or persons authorized to call special meetings of the Board of Commissioners may fix any place as the place for holding any special meeting of the Board of Commissioners called by them. Notice for a special meeting to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage or other recognized emergency shall be as required by state law. Any special meetings shall be noticed according to, and held in compliance with, the Idaho Open Meeting Law.

Section 8. A majority of the members of the Board of Commissioners shall constitute a quorum for the purpose of conducting business and exercising the powers of the Agency and for all other purposes. Official action may be taken by the Board of Commissioners upon a vote of a majority of the members thereof present at a duly convened regular or special meeting at which a quorum is present.

Section 9. The Board of Commissioners, by majority vote, may employ an Administrator, who shall serve as the Chief Executive Officer of the Agency. The Administrator serves at the pleasure of the Board of Commissioners and may be removed by a majority vote of the Board. The Board of Commissioners or as delegated to the Administrator is empowered to employ technical experts, legal counsel, and such other agents and employees, permanent and temporary, as the Agency may require. The compensation for all of said persons so employed shall be determined by the Board as may be delegated to the Administrator.

Section 10. The Board of Commissioners shall file with the City Clerk, City of Bellevue, Idaho, on or before March 31st of each year or such date as may be set by state law, a report of its activities for the preceding calendar year which report shall include a complete financial statement setting forth the Agency's assets, liabilities, income, and operating expenses as of the end of such calendar or fiscal year. At the time of filing said report the Board of Commissioners shall cause to be published in the *Mountain Express*, Ketchum, Idaho, a notice to the effect that such report is available for inspection during the regular business hours in the office of the City Clerk and in the office of the Agency.

Section 11. For inefficiency or neglect of duty or misconduct in office, a Commissioner may be removed by a majority vote of the Bellevue City Council only after a hearing and only after he or she shall be given a copy of the charges at least ten (10) days prior to such hearing and shall have had an opportunity to be heard in person or by counsel.

ARTICLE IV

Officers

Section 1. The officers of the Agency shall be a Chair, a Vice-Chair, Secretary, Treasurer, and such other officers as the Board of Commissioners may deem necessary. Only the Chair and Vice Chair need be members of the Board of Commissioners. The offices of Secretary and Treasurer may be combined upon approval of the Board.

Section 2. The Board of Commissioners shall elect the Chair, Vice-Chair, Secretary, Treasurer, and such other officers as are deemed necessary for a term of one (1) year and until his or her successor is duly elected and qualified. Such elections shall occur at the regular Board meeting held in February. Officers elected at that meeting shall hold office until the February meeting the following year.

Section 3. The Chair shall be the chief presiding officer of the Agency. The Chair shall, subject to the control of the Board of Commissioners, in general supervise and control all of the business and affairs of the Agency. The Chair shall, with the Secretary or any other proper officer of the Agency thereunto authorized by the Board of Commissioners, execute all deeds, bonds, contracts, and other legal documents authorized by the Board, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Commissioners, or by these Amended and Restated Bylaws, to some other officer or agent of the Agency, or shall be required by law to be otherwise signed or executed. The Chair shall have the power to vote on any matter presented to the Board of Commissioners for their consideration. The Chair shall also have such other powers and duties as may be assigned to him or her by the Board of Commissioners.

Section 4. The Vice-Chair shall be possessed of all the powers and shall perform all the duties of the Chair in the absence or disability of the Chair. The Vice-Chair shall have the power to vote on any matter presented to the Board of Commissioners for their consideration. The Vice-Chair shall also have such other powers and duties as may be assigned to him or her by the Board of Commissioners.

Section 5. The Secretary shall cause to be kept the minutes of all proceedings of the Board; shall cause the giving and serving of all notices of meetings of the Board of Commissioners as required by these Amended and Restated Bylaws or the law; shall provide for the execution, along with the Chair, or other corporate officer, in the name of the Agency, all deeds, bonds, contracts, and other legal documents and instruments as authorized by the Board of Commissioners and shall be the custodian of the Agency seal, books, Amended and Restated Bylaws, and such other books, records, and papers of the Agency as the Board of Commissioners shall direct. The Secretary shall also keep a register of the post office address of each

Commissioner which shall be furnished to the Secretary by such Commissioner. In addition, he or she shall perform other duties and have such responsibilities as may be designated by the Board of Commissioners. In case of the absence or disability of the Secretary or his or her refusal or neglect to perform such duties, all duties required of the Secretary may be performed by the Chair or Vice-Chair or such other person as may be designated by the Board of Commissioners.

Section 6. The Treasurer shall have the general custody of all the funds and securities of the Agency and shall have general supervision of the collection and disbursement of funds of the Agency. The Treasurer shall provide for the endorsement, on behalf of the Agency, for collection, checks, notes, and other obligations and shall deposit the same to the credit of the Agency in such bank or banks or depositories as the Board may designate. He or she may sign, with the Chair or such other person or persons as may be designated for said purpose by the Board of Commissioners, all negotiable instruments. He or she shall enter or cause to be entered regularly in the books of the Agency full and accurate account of all monies received and paid by him or her on account of the Agency; shall at all reasonable times exhibit the Agency books and accounts to any Commissioner of the Agency at the office of the Agency during regular business hours; and, whenever required by the Board or the Chair, shall render a statement of his or her accounts. He or she shall perform such other duties as may be prescribed from time to time by the Board of Commissioners or by the Amended and Restated Bylaws. The Treasurer shall give bond for the faithful performance of his or her duties in such sum and with such surety as shall be required by the Board of Commissioners.

Section 7. The officers of the Board of Commissioners that are members of the Board of Commissioners shall not receive any salaries for their services.

Section 8. If any of the foregoing offices shall, for any reason, become vacant, the Board of Commissioners shall elect a successor who shall hold office for the unexpired term and until a successor is elected and qualified.

ARTICLE V

Miscellaneous

Section 1. The Board of Commissioners may appoint one or more committees to investigate and study matters of Agency business and thereafter to report on and make recommendations concerning said matters assigned to the Board of Commissioners. When possible each of said committees shall be chaired by a member of the Board of Commissioners, but said committees may be comprised of persons other than members of the Board of Commissioners. No such committee shall have the power to make final Agency decisions and power being vested solely in the Commissioners. The terms of office, the persons serving, the matters to be studied, and all procedural decisions shall be made and decided by the Board of Commissioners.

The Board of Commissioners may establish an Executive Committee, consisting of the Board Chair and Vice-Chair or Secretary or Treasurer (or the combined office of

Secretary/Treasurer), but no more than two board members, to investigate and study certain matters of the Agency without the necessity of convening a meeting of the full Board of Commissioners. The Executive Committee, upon recommendation of the Administrator (if an administrator has been appointed) will have the authority to approve invoices or expenses in an amount not to exceed up to \$2,000 with required copy of the invoice or bill and payment voucher distributed to all members of the Board electronically, prior to the payment. The invoice and payment voucher shall be presented to the Board at its next Board meeting for review and ratification. The Executive Committee shall report its activities to the full Board at one of the monthly Board meetings. Specific matters to be studied and any procedural protocol of the Executive Committee shall be defined by the Board of Commissioners and may be revised from time to time as appropriate by the full Commission.

Section 2. In addition to such bank accounts as may be authorized in the usual manner by resolution of the Board of Commissioners, the Treasurer of the Agency, with the approval of the Chair, may authorize such bank accounts to be opened or maintained in the name and on behalf of the Agency as he or she may deem necessary or appropriate. Payments from such bank accounts are to be made upon the check of the Agency, each of which checks shall be signed by two of such Commissioners, officers, or bonded employees of the Agency as shall be authorized by the Board of Commissioners. All funds of the Agency not otherwise employed shall be deposited from time to time to the credit of the Agency in such banks, trust companies, or other depositories as the Board of Commissioners may select.

Section 3. No loans shall be contracted on behalf of the Agency and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Commissioners and in compliance with the Law. Such authority may be general or confined to specific instances.

Section 4. All checks, drafts or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Agency, shall be signed by such officer or officers, agent or agents of the Agency and in such manner as shall from time to time be determined by the Board of Commissioners.

Section 5. The Board of Commissioners may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Agency, and such authority may be general or confined to specific instances.

Section 6. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern regular and special meetings of the Board of Commissioners or state law in all cases to which they are applicable and in which they are not inconsistent with these Amended and Restated Bylaws and any special rules of order the Board of Commissioners may adopt.

ARTICLE VI

Fiscal Year

The fiscal year of the Agency shall begin on October 1 and end on September 30 of the succeeding calendar year.

ARTICLE VII

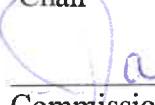
Amendments

These Amended and Restated Bylaws may be further repealed, amended, or new bylaws adopted at any regular or special meeting for such purpose of the Board of Commissioners by a majority vote of all members of said Board of Commissioners.

We, the undersigned, being all of the members of the Board of Commissioners of the Bellevue Urban Renewal Agency, do hereby certify that the foregoing Amended and Restated Bylaws were duly and regularly adopted as the Amended and Restated Bylaws of said Agency by the written approval of a majority of all of the members of the Board of Commissioners of said Agency on the 14th day of January 2020.



Gina
Chair



James
Commissioner



Douglas B. Brown
Commissioner

Commissioner

Commissioner

I, the undersigned, Secretary of Bellevue Urban Renewal Agency, hereby certify that the foregoing Amended and Restated Bylaws were duly adopted as the Amended and Restated Bylaws of said Agency on the 14th day of January 2020

Secretary



Memorandum

To: **Bellevue Urban Renewal Agency Board of Directors**

From: **Brian Parker, Community Development Director**

Re: **Idaho Heritage Trust – Old City Hall – Request for Matching Funds**

Date: **December 18, 2025**

Background

Staff encourages all boards and commissioners to annually review and approve their bylaws, which serve as the internal standards and procedures for the board to operate.

Recommendation

Staff recommends reviewing the bylaws, with particular attention to Article III, Section 6, which establishes meeting dates and times. Meeting dates are somewhat sporadic, and Board members have expressed a preference for meeting at 4:30 PM, rather than 4:00 PM. The Board should provide direction to Staff for amendments to the Bylaws, which use to prepare a new set for adoption at the next Board meeting.

Enclosures

1. Current Adopted Bylaws
2. 2026 Meeting Calendar, based on current adopted bylaws.

**AMENDED AND RESTATED BYLAWS
OF THE
BELLEVUE URBAN RENEWAL AGENCY**

ARTICLE I

Name

The Urban Renewal Agency for the City of Bellevue as created pursuant to the provisions of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (the "Law"), and Resolution No. 797 of the City of Bellevue, passed on November 21, 2006, shall be known as the "Bellevue Urban Renewal Agency" (hereinafter "Agency") but shall also be authorized to use the name "Urban Renewal Agency of the City of Bellevue" if and as required. Under the Law, the Agency is deemed an independent, public body, corporate and politic.

ARTICLE II

Offices

The principal office of the Agency in the state of Idaho shall be located in the city of Bellevue, Idaho.

ARTICLE III

Board of Commissioners

Section 1. The property, business, powers, and affairs of the Agency shall be managed and controlled by the Board of Commissioners thereof. The Board of Commissioners is vested with all powers as provided by the Law, as the same now exists or as may be amended hereafter.

Section 2. The Board of Commissioners shall consist of a number of members determined in accordance with the provisions of Section 50-2006, Idaho Code, as the same now exists or as may be amended hereafter and as appointed by the Mayor of the City of Bellevue, Idaho with the advice and consent of the Bellevue City Council. The number of commissioners of the Agency shall be not less than three nor more than nine, which number may be increased or decreased from time to time as provided for in Section 50-2006, Idaho Code.

Section 3. Commissioners shall receive no compensation for their services but shall be entitled to the necessary expenses, including travel expense, incurred in the discharge of their duties.

Section 4. Each Commissioner shall hold office until his or her successor has been appointed and qualified. A certificate of the appointment or reappointment of a Commissioner shall be filed with the City Clerk of the City of Bellevue, Idaho, and such certificate shall be conclusive evidence of the due and proper appointment of such Commissioner.

Section 5. The qualifications and eligibility of persons to serve on the Board of Commissioners shall be as defined and described in Section 50-2006, Idaho Code, as the same now exists or may be amended hereafter.

Section 6. The Board of Commissioners shall hold regular meetings at the Bellevue City Hall, Bellevue, Idaho, the first Tuesday of the months of February, March, April, July, August, and November at the hour of 4 p.m. Regular meetings may be held at other locations with legal notice provided in accordance with Idaho State statutes. All meetings shall be noticed according to, and held in compliance with, the Idaho Open Meeting Law.

Section 7. The Chairman or any two members of the Board of Commissioners has the power to call special meetings of the Board, the object of which shall be submitted to the Board as is appropriate to the circumstances or as otherwise provided by law; the call and object, as well as the disposition thereof, shall be entered upon the minutes of the Secretary. The person or persons authorized to call special meetings of the Board of Commissioners may fix any place as the place for holding any special meeting of the Board of Commissioners called by them. Notice for a special meeting to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage or other recognized emergency shall be as required by state law. Any special meetings shall be noticed according to, and held in compliance with, the Idaho Open Meeting Law.

Section 8. A majority of the members of the Board of Commissioners shall constitute a quorum for the purpose of conducting business and exercising the powers of the Agency and for all other purposes. Official action may be taken by the Board of Commissioners upon a vote of a majority of the members thereof present at a duly convened regular or special meeting at which a quorum is present.

Section 9. The Board of Commissioners, by majority vote, may employ an Administrator, who shall serve as the Chief Executive Officer of the Agency. The Administrator serves at the pleasure of the Board of Commissioners and may be removed by a majority vote of the Board. The Board of Commissioners or as delegated to the Administrator is empowered to employ technical experts, legal counsel, and such other agents and employees, permanent and temporary, as the Agency may require. The compensation for all of said persons so employed shall be determined by the Board as may be delegated to the Administrator.

Section 10. The Board of Commissioners shall file with the City Clerk, City of Bellevue, Idaho, on or before March 31st of each year or such date as may be set by state law, a report of its activities for the preceding calendar year which report shall include a complete financial statement setting forth the Agency's assets, liabilities, income, and operating expenses as of the end of such calendar or fiscal year. At the time of filing said report the Board of Commissioners shall cause to be published in the *Mountain Express*, Ketchum, Idaho, a notice to the effect that such report is available for inspection during the regular business hours in the office of the City Clerk and in the office of the Agency.

Section 11. For inefficiency or neglect of duty or misconduct in office, a Commissioner may be removed by a majority vote of the Bellevue City Council only after a hearing and only after he or she shall be given a copy of the charges at least ten (10) days prior to such hearing and shall have had an opportunity to be heard in person or by counsel.

ARTICLE IV

Officers

Section 1. The officers of the Agency shall be a Chair, a Vice-Chair, Secretary, Treasurer, and such other officers as the Board of Commissioners may deem necessary. Only the Chair and Vice Chair need be members of the Board of Commissioners. The offices of Secretary and Treasurer may be combined upon approval of the Board.

Section 2. The Board of Commissioners shall elect the Chair, Vice-Chair, Secretary, Treasurer, and such other officers as are deemed necessary for a term of one (1) year and until his or her successor is duly elected and qualified. Such elections shall occur at the regular Board meeting held in February. Officers elected at that meeting shall hold office until the February meeting the following year.

Section 3. The Chair shall be the chief presiding officer of the Agency. The Chair shall, subject to the control of the Board of Commissioners, in general supervise and control all of the business and affairs of the Agency. The Chair shall, with the Secretary or any other proper officer of the Agency thereunto authorized by the Board of Commissioners, execute all deeds, bonds, contracts, and other legal documents authorized by the Board, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Commissioners, or by these Amended and Restated Bylaws, to some other officer or agent of the Agency, or shall be required by law to be otherwise signed or executed. The Chair shall have the power to vote on any matter presented to the Board of Commissioners for their consideration. The Chair shall also have such other powers and duties as may be assigned to him or her by the Board of Commissioners.

Section 4. The Vice-Chair shall be possessed of all the powers and shall perform all the duties of the Chair in the absence or disability of the Chair. The Vice-Chair shall have the power to vote on any matter presented to the Board of Commissioners for their consideration. The Vice-Chair shall also have such other powers and duties as may be assigned to him or her by the Board of Commissioners.

Section 5. The Secretary shall cause to be kept the minutes of all proceedings of the Board; shall cause the giving and serving of all notices of meetings of the Board of Commissioners as required by these Amended and Restated Bylaws or the law; shall provide for the execution, along with the Chair, or other corporate officer, in the name of the Agency, all deeds, bonds, contracts, and other legal documents and instruments as authorized by the Board of Commissioners and shall be the custodian of the Agency seal, books, Amended and Restated Bylaws, and such other books, records, and papers of the Agency as the Board of Commissioners shall direct. The Secretary shall also keep a register of the post office address of each

Commissioner which shall be furnished to the Secretary by such Commissioner. In addition, he or she shall perform other duties and have such responsibilities as may be designated by the Board of Commissioners. In case of the absence or disability of the Secretary or his or her refusal or neglect to perform such duties, all duties required of the Secretary may be performed by the Chair or Vice-Chair or such other person as may be designated by the Board of Commissioners.

Section 6. The Treasurer shall have the general custody of all the funds and securities of the Agency and shall have general supervision of the collection and disbursement of funds of the Agency. The Treasurer shall provide for the endorsement, on behalf of the Agency, for collection, checks, notes, and other obligations and shall deposit the same to the credit of the Agency in such bank or banks or depositories as the Board may designate. He or she may sign, with the Chair or such other person or persons as may be designated for said purpose by the Board of Commissioners, all negotiable instruments. He or she shall enter or cause to be entered regularly in the books of the Agency full and accurate account of all monies received and paid by him or her on account of the Agency; shall at all reasonable times exhibit the Agency books and accounts to any Commissioner of the Agency at the office of the Agency during regular business hours; and, whenever required by the Board or the Chair, shall render a statement of his or her accounts. He or she shall perform such other duties as may be prescribed from time to time by the Board of Commissioners or by the Amended and Restated Bylaws. The Treasurer shall give bond for the faithful performance of his or her duties in such sum and with such surety as shall be required by the Board of Commissioners.

Section 7. The officers of the Board of Commissioners that are members of the Board of Commissioners shall not receive any salaries for their services.

Section 8. If any of the foregoing offices shall, for any reason, become vacant, the Board of Commissioners shall elect a successor who shall hold office for the unexpired term and until a successor is elected and qualified.

ARTICLE V

Miscellaneous

Section 1. The Board of Commissioners may appoint one or more committees to investigate and study matters of Agency business and thereafter to report on and make recommendations concerning said matters assigned to the Board of Commissioners. When possible each of said committees shall be chaired by a member of the Board of Commissioners, but said committees may be comprised of persons other than members of the Board of Commissioners. No such committee shall have the power to make final Agency decisions and power being vested solely in the Commissioners. The terms of office, the persons serving, the matters to be studied, and all procedural decisions shall be made and decided by the Board of Commissioners.

The Board of Commissioners may establish an Executive Committee, consisting of the Board Chair and Vice-Chair or Secretary or Treasurer (or the combined office of

Secretary/Treasurer), but no more than two board members, to investigate and study certain matters of the Agency without the necessity of convening a meeting of the full Board of Commissioners. The Executive Committee, upon recommendation of the Administrator (if an administrator has been appointed) will have the authority to approve invoices or expenses in an amount not to exceed up to \$2,000 with required copy of the invoice or bill and payment voucher distributed to all members of the Board electronically, prior to the payment. The invoice and payment voucher shall be presented to the Board at its next Board meeting for review and ratification. The Executive Committee shall report its activities to the full Board at one of the monthly Board meetings. Specific matters to be studied and any procedural protocol of the Executive Committee shall be defined by the Board of Commissioners and may be revised from time to time as appropriate by the full Commission.

Section 2. In addition to such bank accounts as may be authorized in the usual manner by resolution of the Board of Commissioners, the Treasurer of the Agency, with the approval of the Chair, may authorize such bank accounts to be opened or maintained in the name and on behalf of the Agency as he or she may deem necessary or appropriate. Payments from such bank accounts are to be made upon the check of the Agency, each of which checks shall be signed by two of such Commissioners, officers, or bonded employees of the Agency as shall be authorized by the Board of Commissioners. All funds of the Agency not otherwise employed shall be deposited from time to time to the credit of the Agency in such banks, trust companies, or other depositories as the Board of Commissioners may select.

Section 3. No loans shall be contracted on behalf of the Agency and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Commissioners and in compliance with the Law. Such authority may be general or confined to specific instances.

Section 4. All checks, drafts or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Agency, shall be signed by such officer or officers, agent or agents of the Agency and in such manner as shall from time to time be determined by the Board of Commissioners.

Section 5. The Board of Commissioners may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Agency, and such authority may be general or confined to specific instances.

Section 6. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern regular and special meetings of the Board of Commissioners or state law in all cases to which they are applicable and in which they are not inconsistent with these Amended and Restated Bylaws and any special rules of order the Board of Commissioners may adopt.

ARTICLE VI

Fiscal Year

The fiscal year of the Agency shall begin on October 1 and end on September 30 of the succeeding calendar year.

ARTICLE VII

Amendments

These Amended and Restated Bylaws may be further repealed, amended, or new bylaws adopted at any regular or special meeting for such purpose of the Board of Commissioners by a majority vote of all members of said Board of Commissioners.

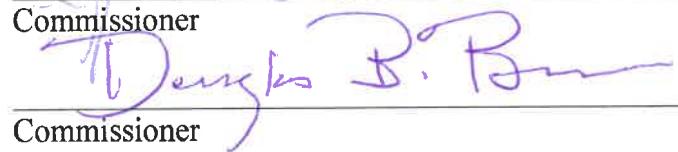
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Chair



Commissioner



Commissioner

Commissioner

Commissioner

I, the undersigned, Secretary of Bellevue Urban Renewal Agency, hereby certify that the foregoing Amended and Restated Bylaws were duly adopted as the Amended and Restated Bylaws of said Agency on the 14th day of January 2020

Secretary

January						
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Bellevue Urban Renewal Agency (BURA)

Important Notes

Changes to the above schedule could occur and will be posted as soon as possible. Special meetings and/or meeting cancellations shall be noticed as outlined in Idaho code 74-204.

Any person needing special accommodations to participate in the above noticed meetings should contact Bellevue City Hall, 115 Pine St., Bellevue, ID 83313 or telephone 208-788-2128 at least twenty-four (24) hours prior to the meeting.



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 (RFP) for planning and landscape architecture services for improving and repurposing underutilized rights-of-way between Main Street and the Howard Preserve.

Prior to the December 4, 2025 deadline, Staff received four (4) responses to the RFP. On December 11, the Selection Committee met and reviewed the proposals. The Committee recommends selecting the proposal from **GGLO, Agnew::Beck, and Great West Engineering**. The Committee felt that their value of the application, the understanding of the project area, and experience with similar placemaking/right-of-way repurposing were superior to other proposals.

Recommendation and Next Steps

Staff and the Selection Committee recommends adopting Resolution 25-06, authorizing the Chair to enter into final negotiations and execute a Professional Services Agreement with GGLO, Agnew::Beck, and Great West Engineering for planning and landscape architecture services associated with improvements to underutilized rights-of-way between Chestnut and Cedar Streets within the Bellevue Urban Renewal District.

Enclosures

1. Final RFP
2. Responses
3. Resolution 25-06



REQUEST FOR PROPOSALS (RFP)

Planning and Design Services for the Underutilized Rights of Way

ISSUE DATE: October 23, 2025

PROPOSALS DUE: December 4, 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:
 - Public gathering spaces or pocket parks
 - Development of Buildings
 - Consolidated parking
 - 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**
 - Project team bios and roles
 - Examples of at least three comparable downtown planning, design, or similar projects
3. **Understanding and Approach**
 - Narrative addressing project understanding and design philosophy
 - 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, December 4, 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

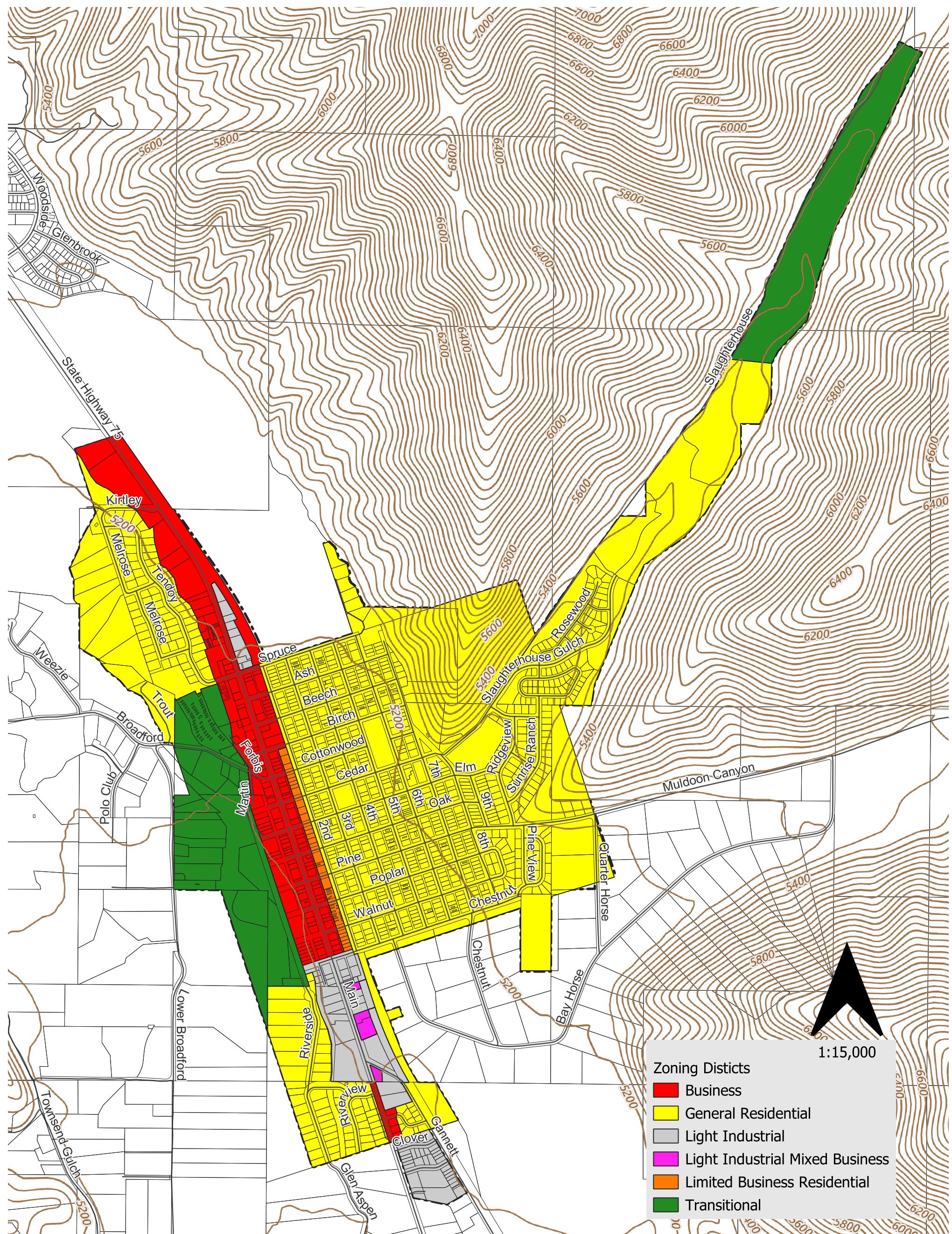
 Bellevue Urban Renewal District

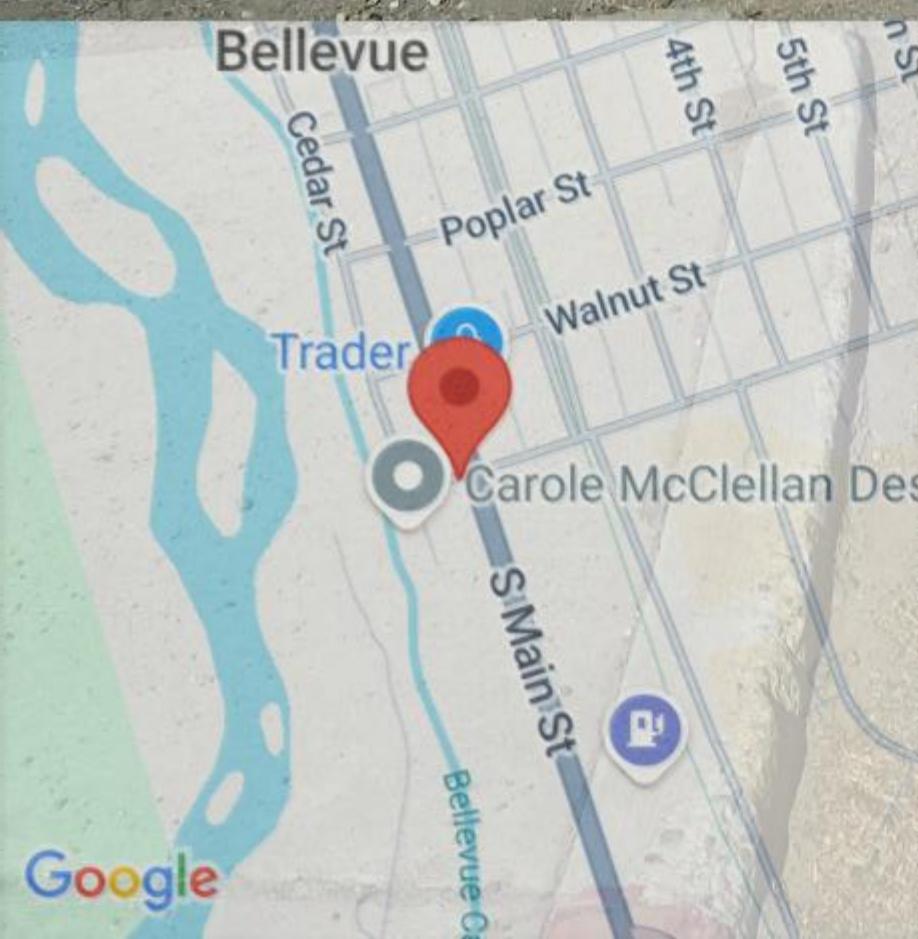
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City of Bellevue Zoning Map





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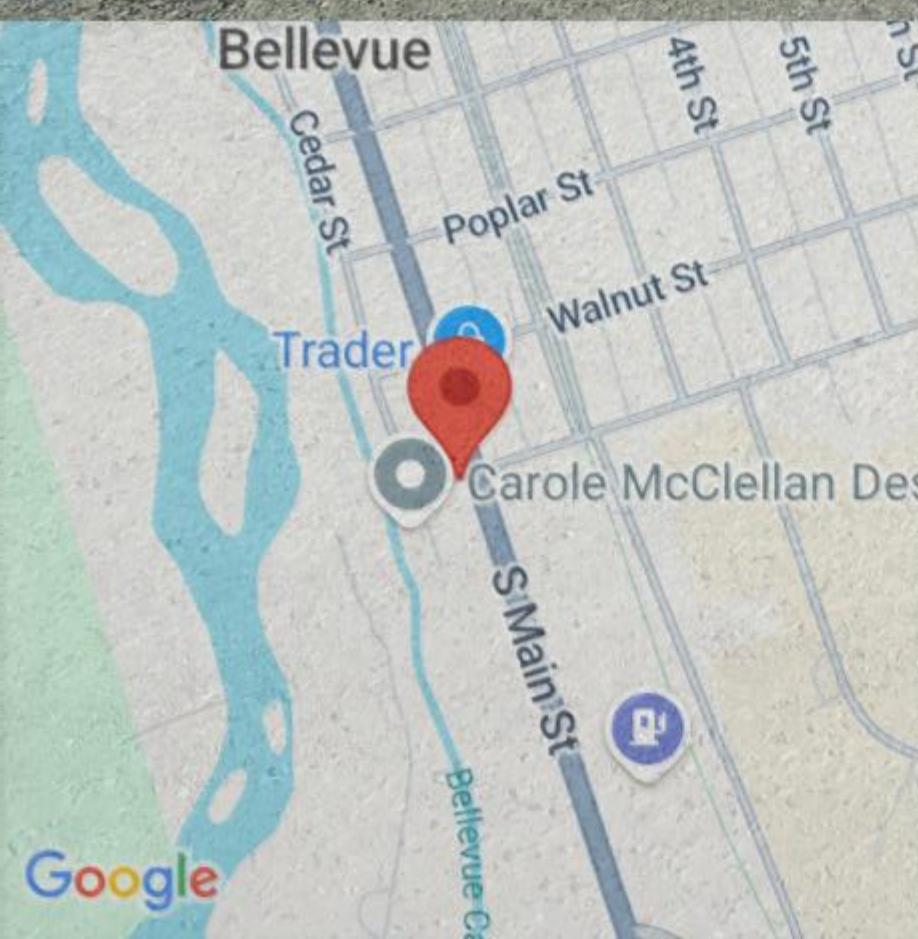
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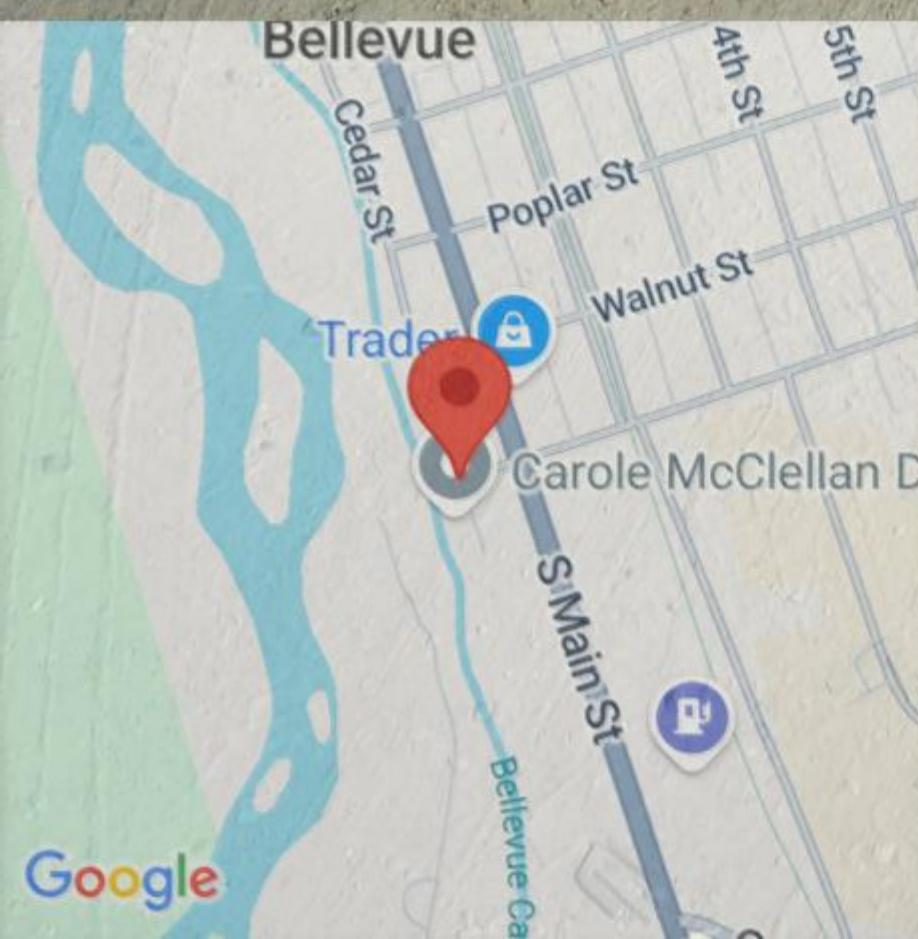
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Bellevue

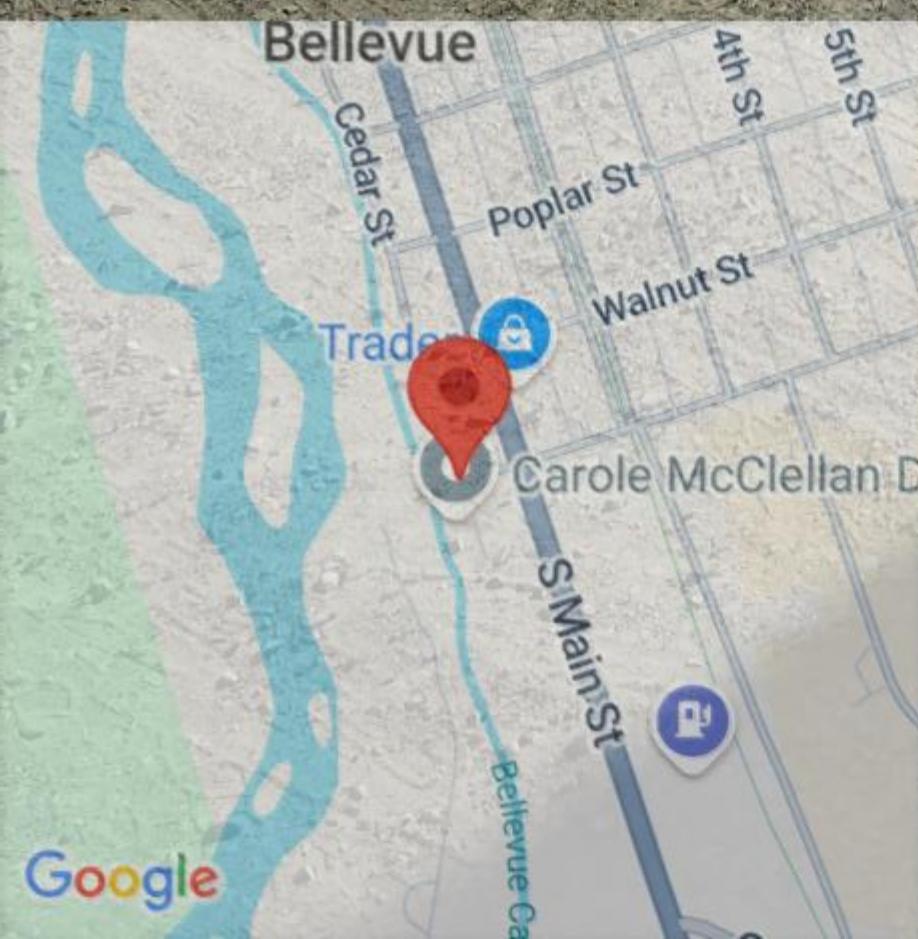
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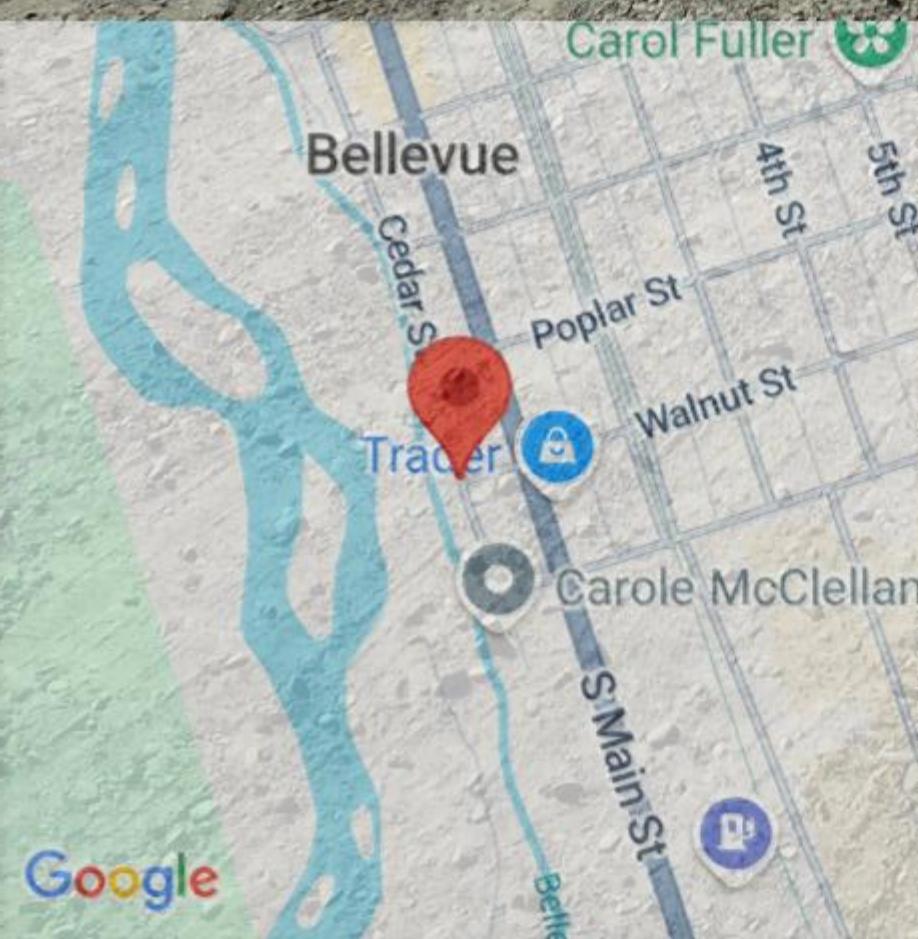
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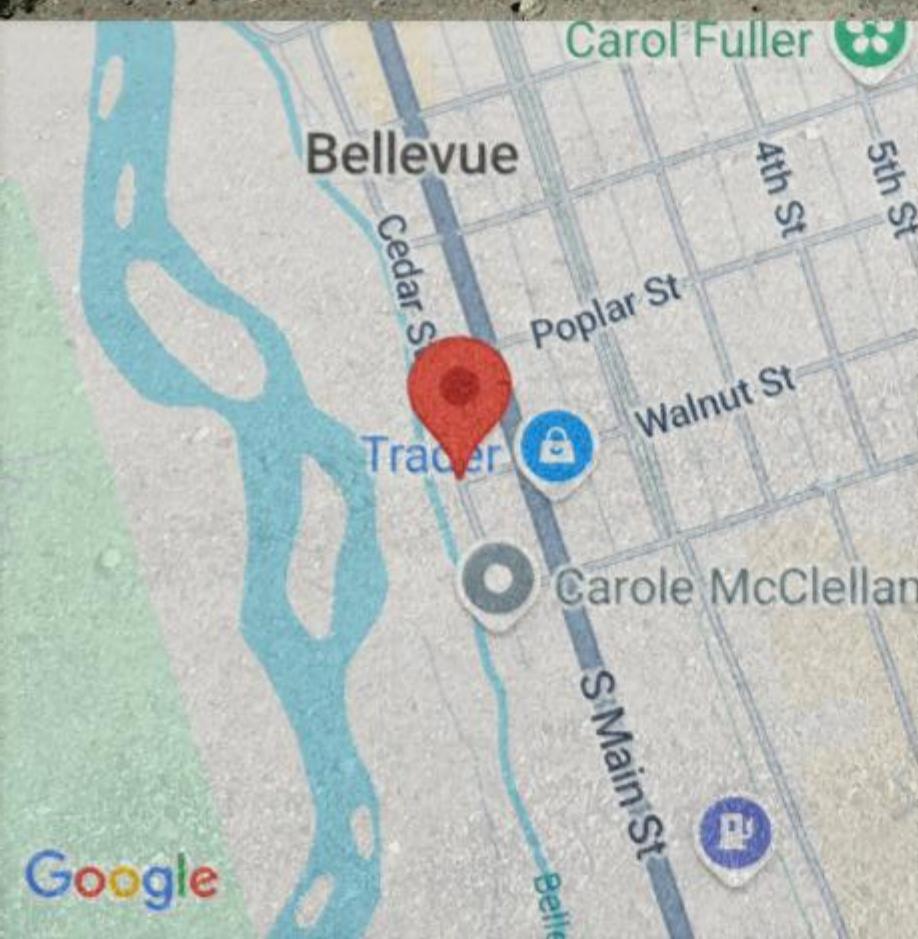
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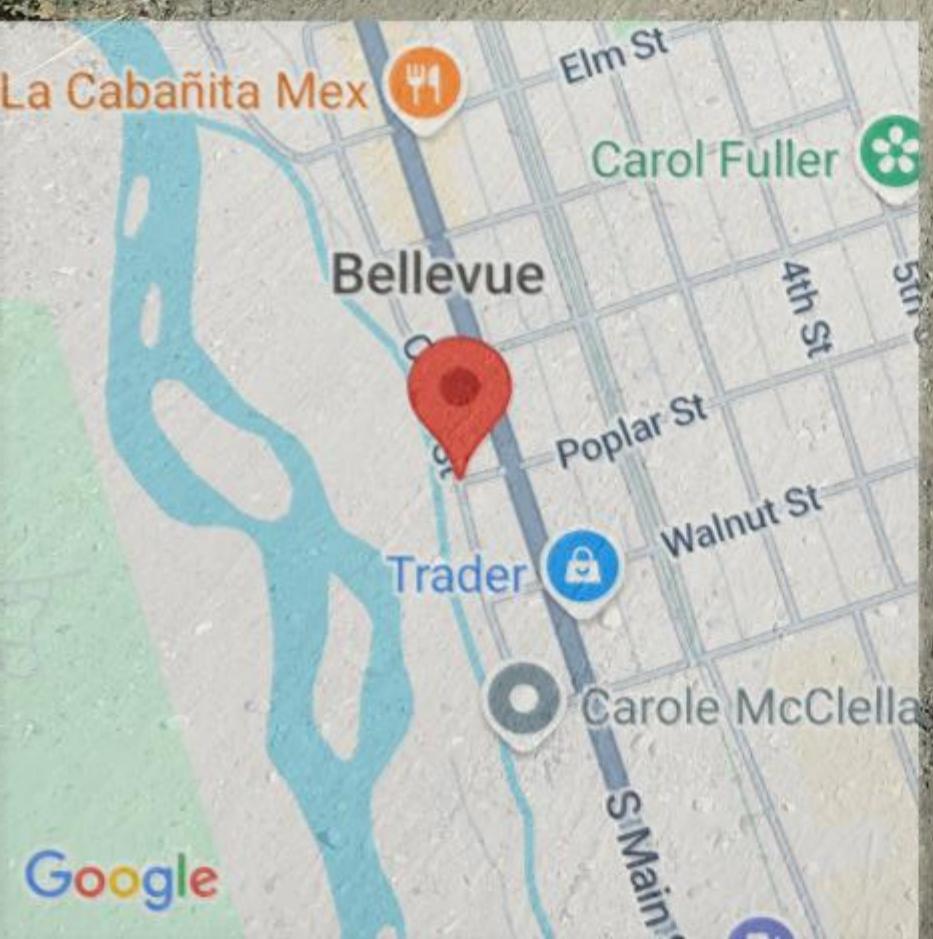
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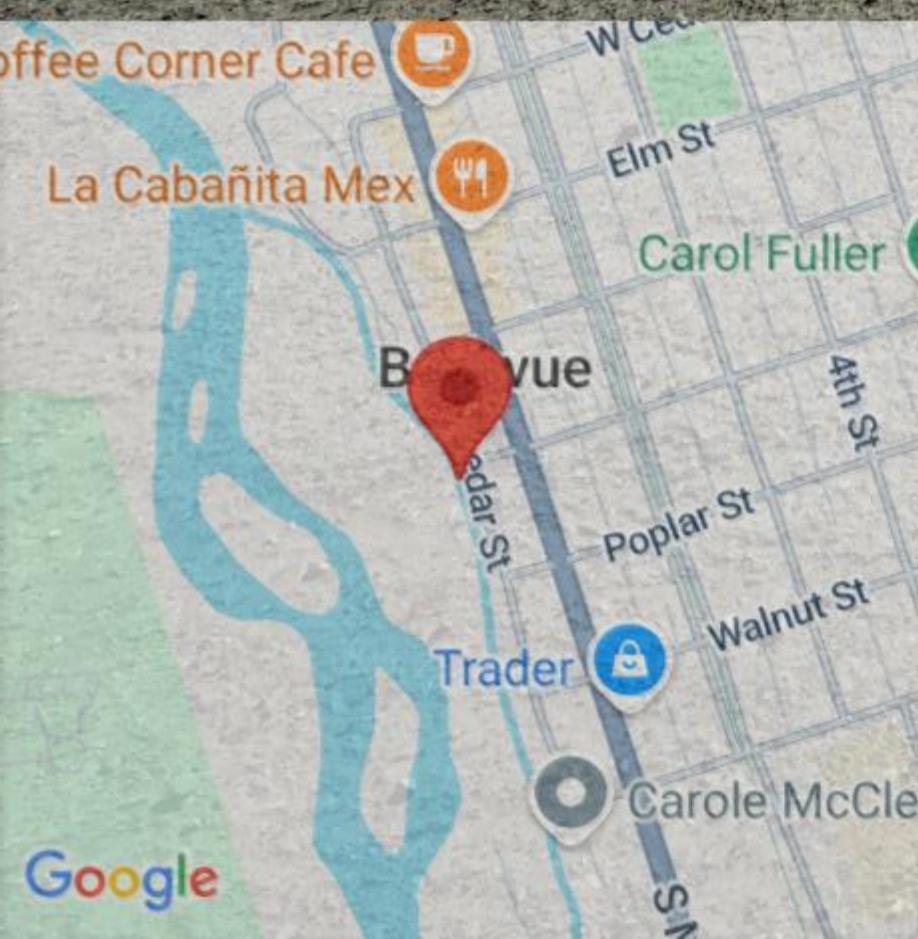
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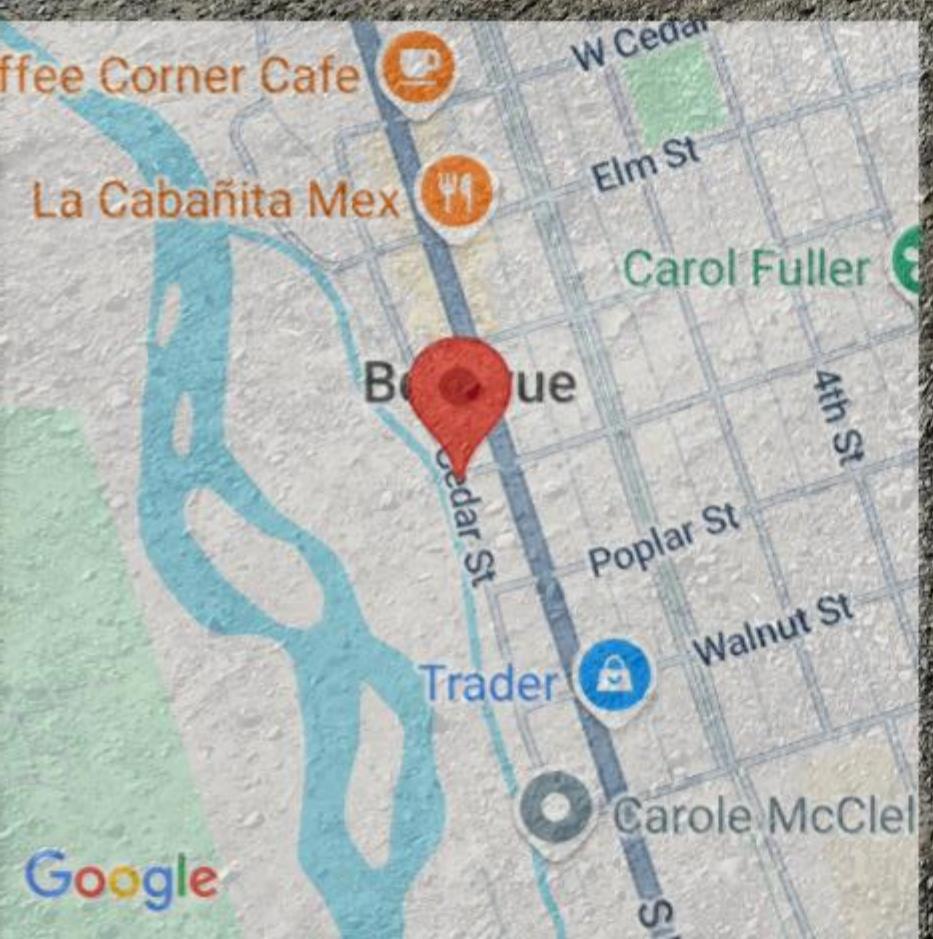
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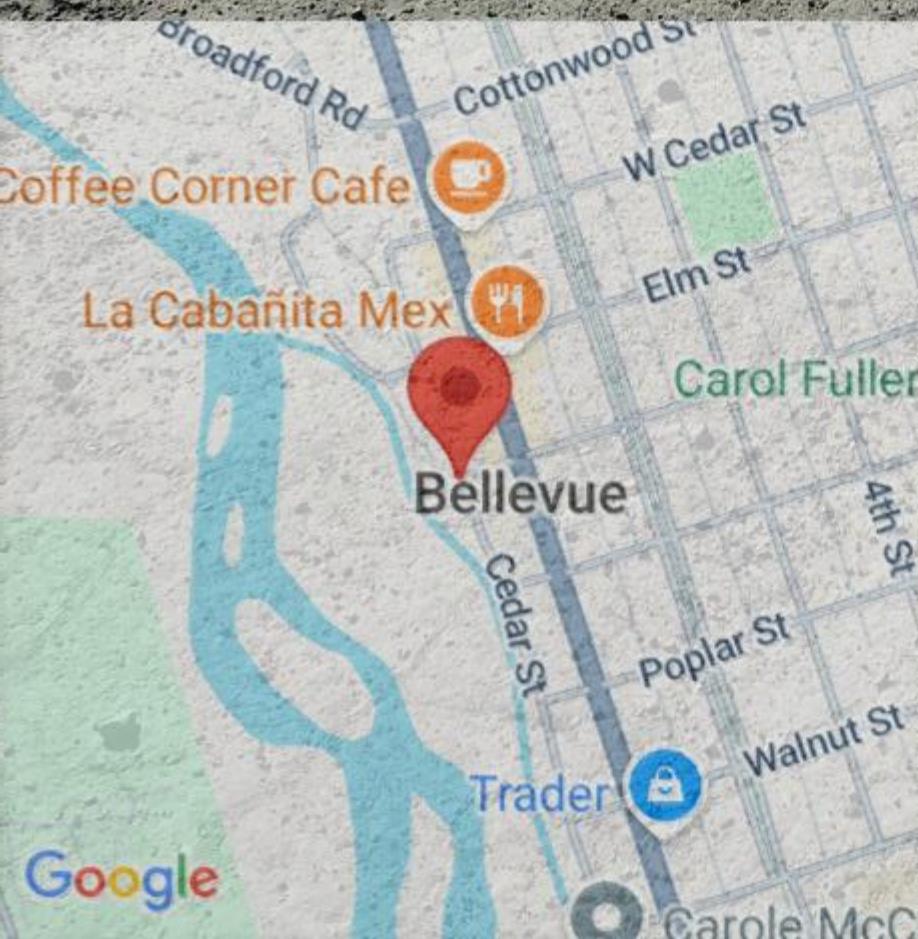
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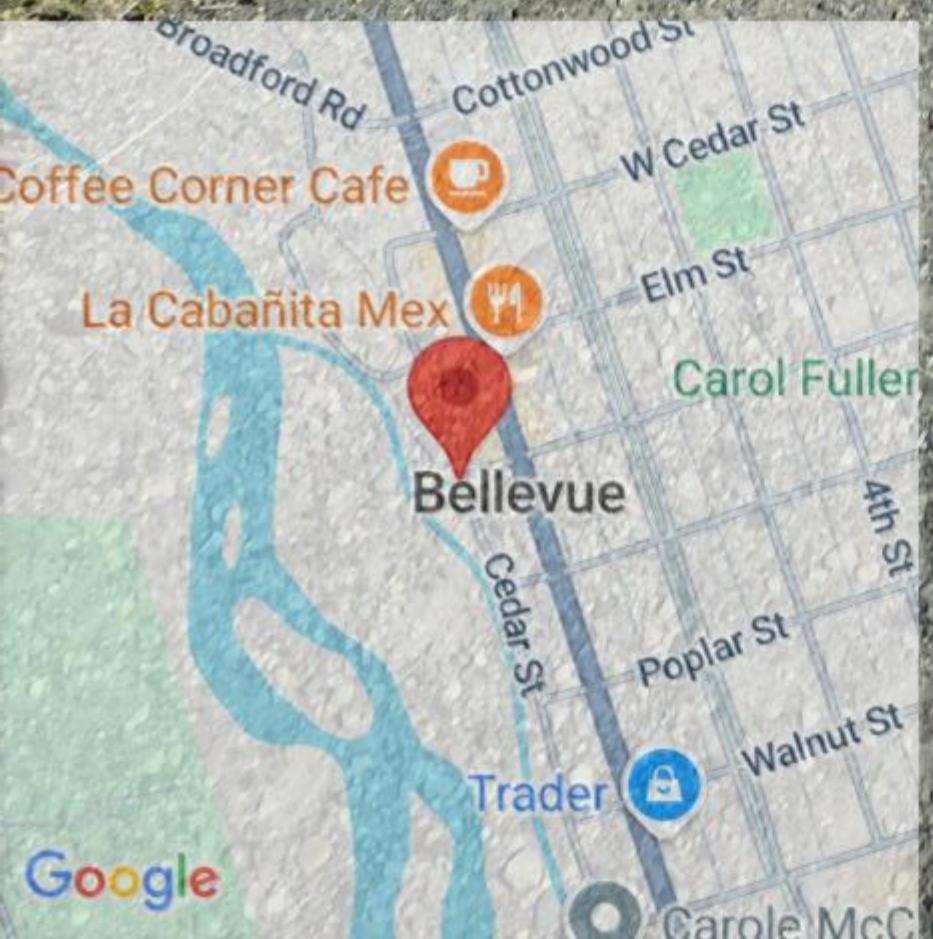
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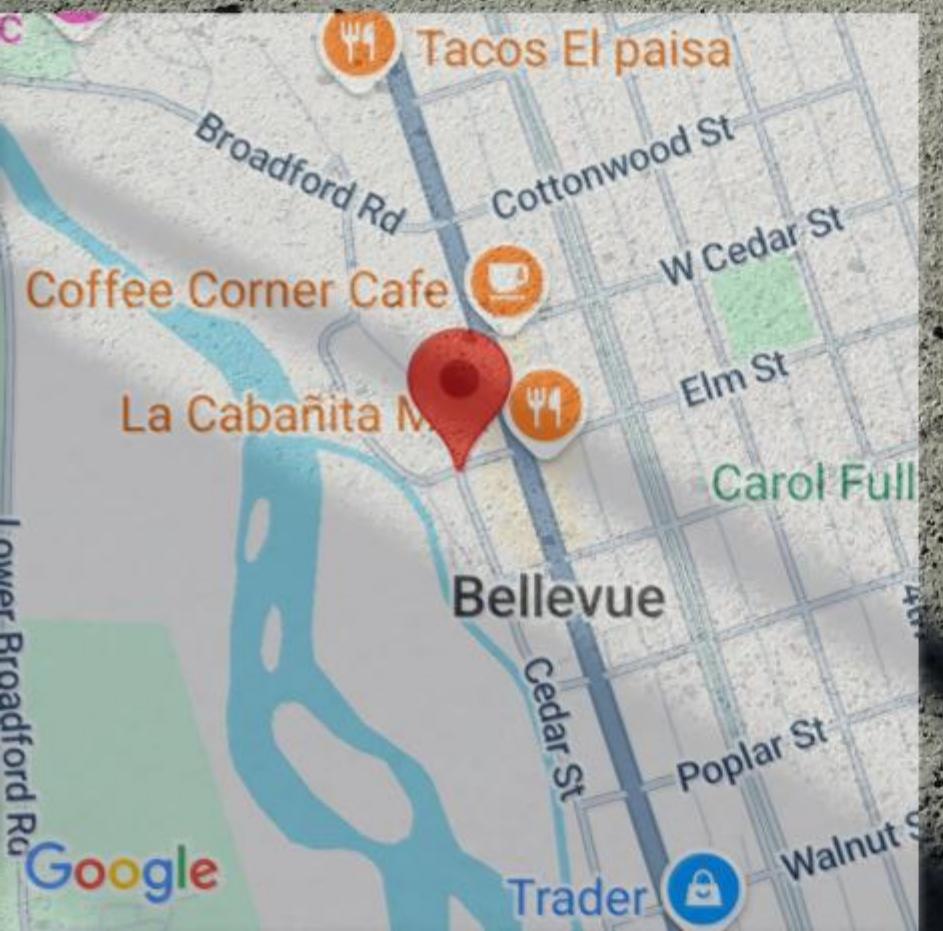
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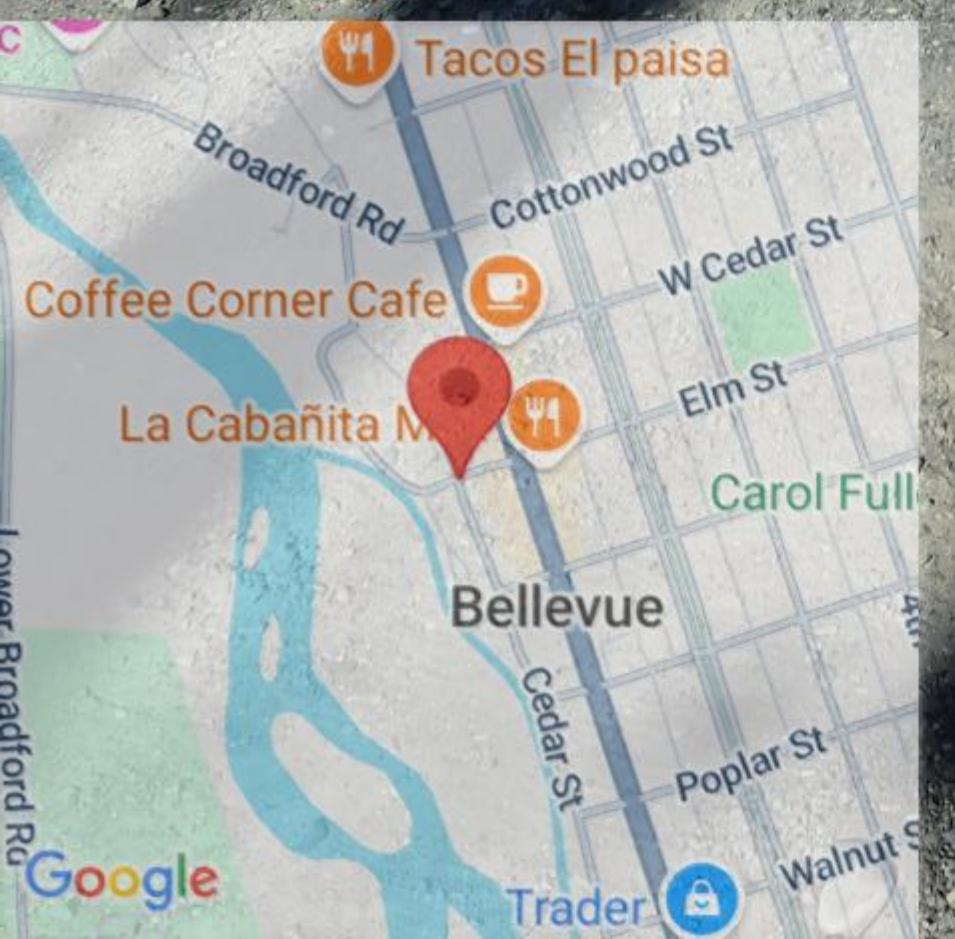
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43.4636N 114.2613W
124° SE



Jul 31, 2025 10:09:07
43.4636N 114.2613W
242° SW
118 South Main Street
Bellevue
Blaine County
Idaho



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140° SE
108 Main Street
Bellevue
Blaine County
Idaho

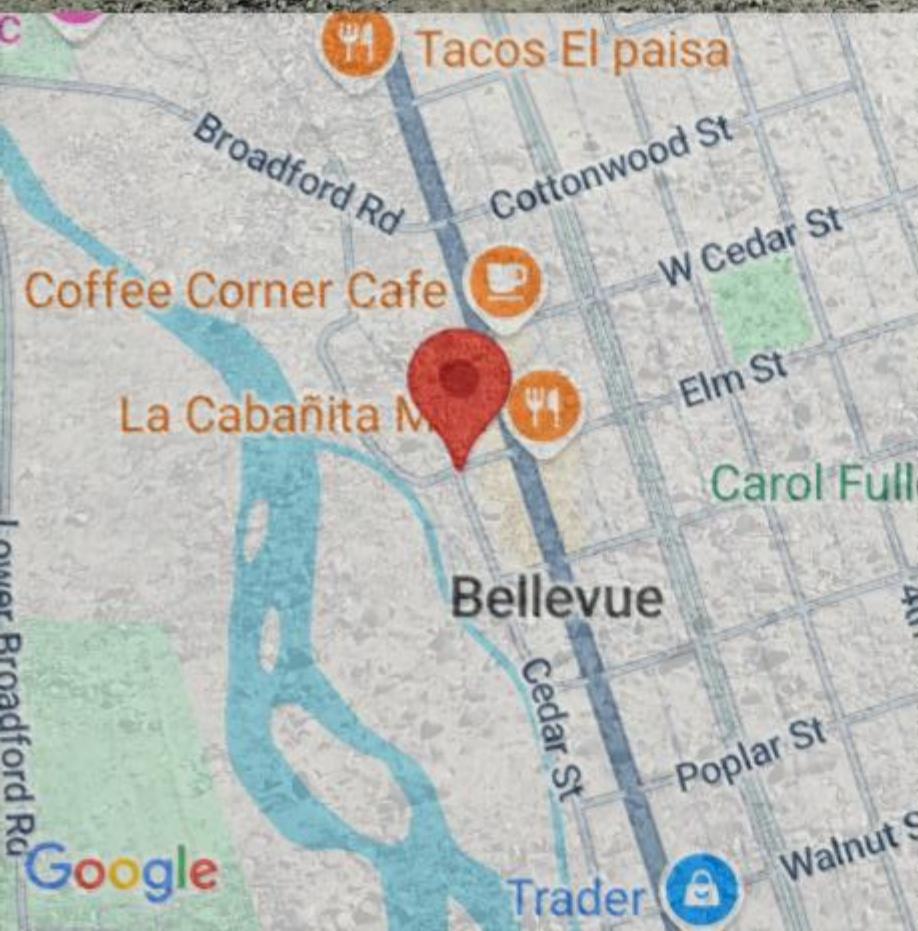


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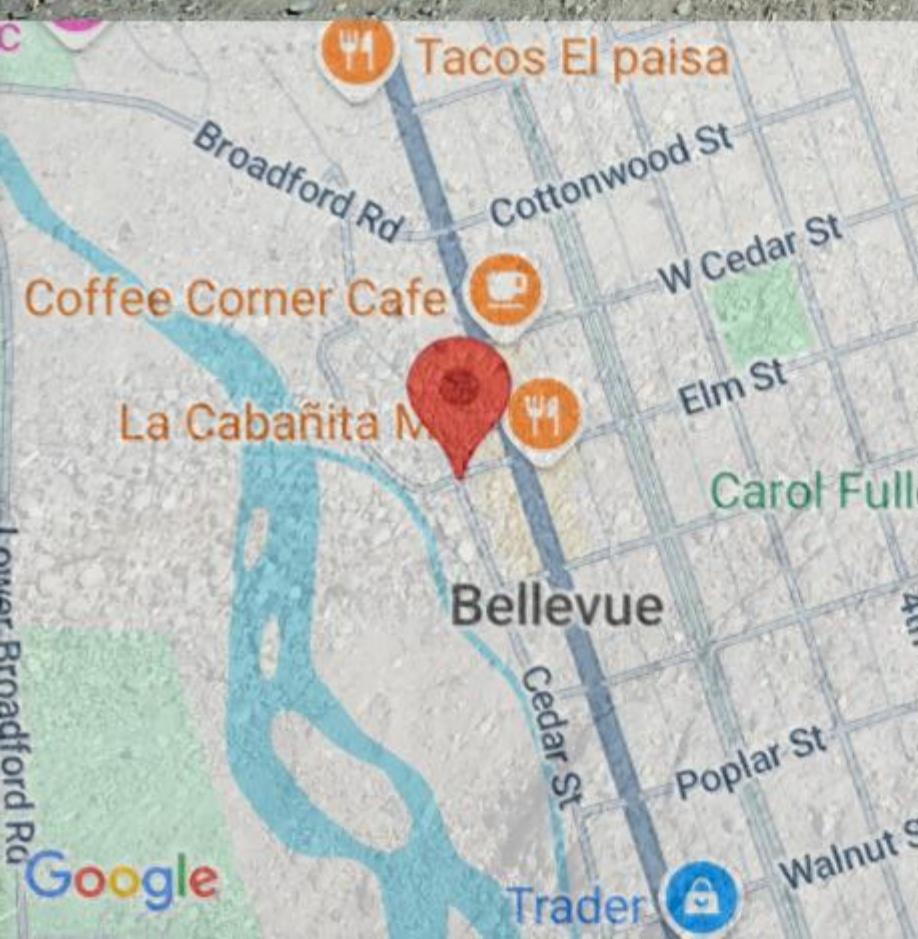
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273° W

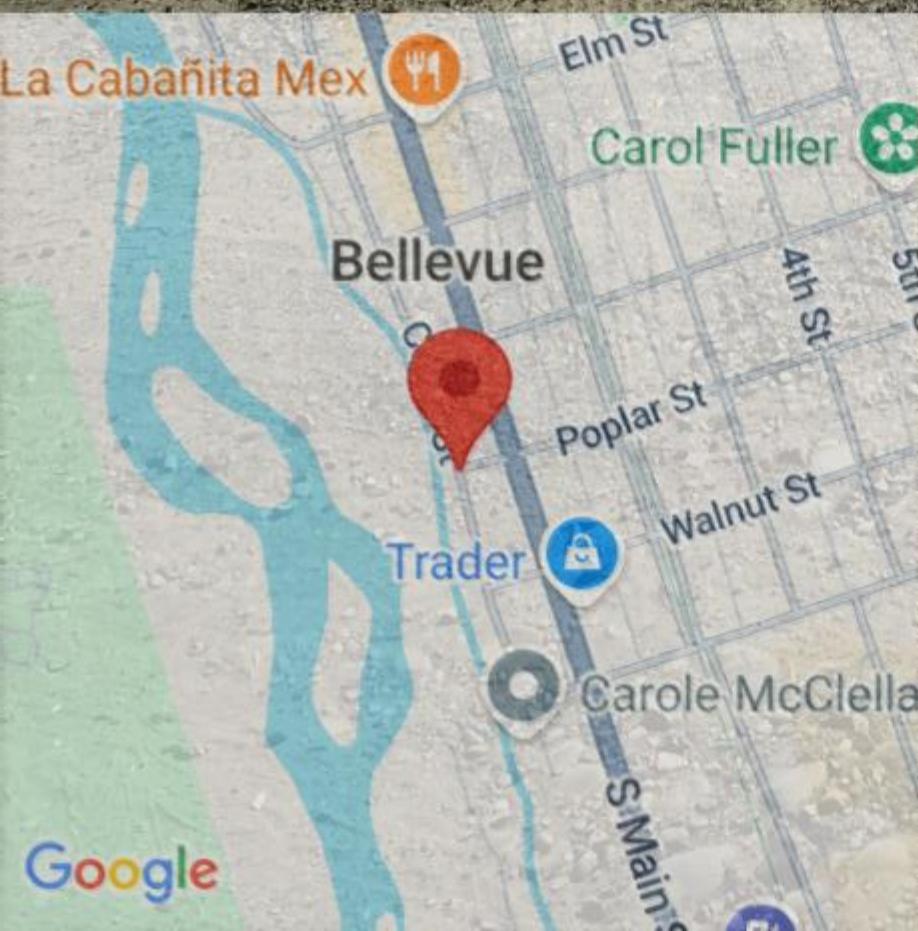
116 Martin Lane
Bellevue
Blaine County
Idaho



Jul 31, 2025 10:10:43
43.4646N 114.2618W
63° NE
116 Martin Lane
Bellevue
Blaine County
Idaho



Jul 31, 2025 10:11:02
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348° N
116 Martin Lane
Bellevue
Blaine County
Idaho



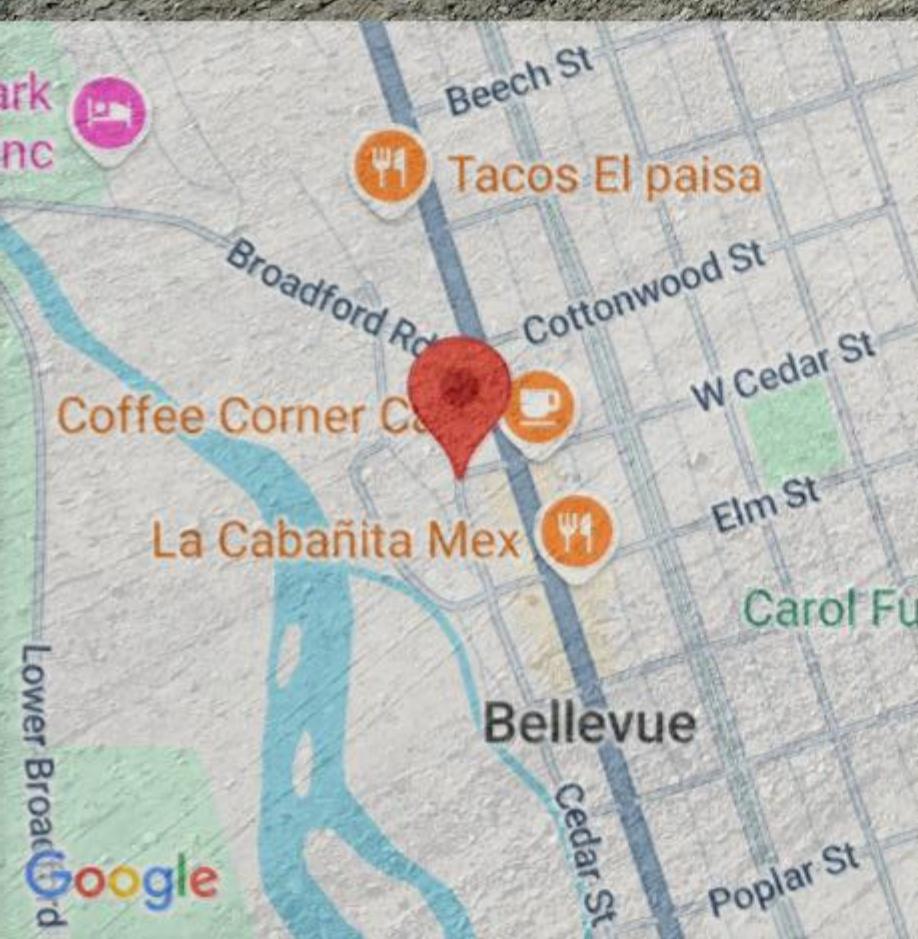
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43.4617N 114.2603W
71° E
320 South Main Street
Bellevue
Blaine County
Idaho



Jul 31, 2025 10:21:54
43.4656N 114.2622W

97° E

85 Martin Lane
Bellevue
Blaine County
Idaho



Jul 31, 2025 10:22:03
43.4656N 114.2622W
146° SE

Fee Proposal

Date: December 4, 2025

Project: BURA: Planning & Design Services for the Underutilized Rights of Way

Project No.: 2025112

This document constitutes an interim working agreement and upon signature, authorizes GGLO to begin design services as described below. Services will be performed and invoiced monthly on an hourly basis at current hourly rates. A standard form of agreement, with details of the working relationship and hourly rate table will be prepared by GGLO and BURA upon agreement of the scope and fee.

Client

Bellevue Urban Renewal Agency (BURA)

Authorized Representative: Brian Parker, Community Development Director

Project Description

Public planning process and conceptual plan development to repurpose and reimagine city-owned rights-of-way and properties west of Main Street between Chestnut and Spruce Streets, including design strategies to integrate the corridor with the adjacent Howard Preserve.

Scope of Services of this Authorization:

Project Coordination and Community Engagement

- Develop a project work plan and community engagement plan with schedule, milestones, and deliverables. Community engagement plan to identify participants and meeting format.
- Facilitate regular coordination/check-in meetings with City staff, BURA Board and the Bellevue Common Council.
 - Bi-weekly City Staff Meetings
 - (3-4) BURA Board Presentations
 - (2-3) Bellevue Common Council Presentations
- Conduct inclusive community outreach through public meetings, stakeholder interviews, and/or pop-up events.
 - (2) Public Meetings
 - Up to (10) 1:1 Stakeholder Interviews with adjacent property owners, project partners, and key stakeholders
 - (1) Pop-Up Event
 - (2) Online Community Surveys (through survey monkey or equivalent)
- Prepare outreach materials, including maps, graphics, and engagement summaries.

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.

- Information will be gathered through site visits, Blaine County GIS, available City of Bellevue Planning Documents, and materials provided by the City of Bellevue/BURA
- Map and evaluate adjacencies, including land use, ownership, and access to the Howard Preserve.
 - Information will be gathered through site visits, Blaine County GIS, available City of Bellevue Planning Documents, and materials provided by the City of Bellevue/BURA

Conceptual Design and Scenario Planning

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

Implementation Strategy

- Prioritize improvements with phasing recommendations.
- Provide cost estimates and potential funding strategies (e.g., urban renewal, grants, public-private partnerships).
 - Cost Estimates will be ROM/planning level, unless otherwise requested.
- Recommend 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.

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

Compensation for this Authorization:

Task	Terms	Fee	Timeline (2026)
Project Coordination & Community Engagement	Hourly, NTE	\$20,000	Jan-July
GGLO		\$5,000	
Agnew Beck		\$15,000	
Great West		\$0	
Existing Conditions Analysis	Hourly, NTE	\$10,000	January
GGLO		\$3,000	
Agnew Beck		\$0	
Great West		\$7,000	
Conceptual Design & Scenario Planning	Hourly, NTE	\$35,000	March-April
GGLO		\$30,000	
Agnew Beck		\$0	
Great West		\$5,000	
Implementation Strategy	Hourly, NTE	\$10,000	May-June
GGLO		\$5,000	
Agnew Beck		\$2,500	
Great West		\$5,000	
Total		\$75,000	

Authorized Client Representative

Date

GGLO Architecture, Interior Design,
Landscape Architecture, Planning and Urban Design, LLC.

Date

BELLEVUE URBAN RENEWAL AGENCY

PLANNING + DESIGN SERVICES FOR THE

UNDERUTILIZED RIGHTS OF WAY

PROPOSAL



December 4, 2025

GGLO

Boise | Seattle

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December 4, 2025

Brian Parker, Community Development Director
115 E Pine Street
Bellevue, ID 83313

Dear Selection Committee,

It has been our privilege to work with communities across the Mountain West to plan, design, and implement impactful public projects that support thriving communities and stewardship of nature. This catalyst project represents an opportunity for Bellevue to embrace its historic downtown and surrounding riverfront, bringing vision, enhancement, and identity to the things we love most about our town. Together with you, we look forward to leveraging our combined skills to maximize the opportunity this project represents for the Bellevue community.

Our proposed team has familiarity with the City of Bellevue and extensive experience in the Wood River Valley. I am a resident of Bellevue and have in-depth knowledge of the study area, gained through years of walking, dining, and recreating Downtown and throughout Howard Preserve. Great West is the on-call City Engineer for Bellevue and has extensive knowledge of the current infrastructure status and future needs. GGLO and Agnew Beck have partnered on planning and downtown projects for the Cities and Urban Renewal Agencies of Hailey and Ketchum. We believe this familiarity to be critical for the nuanced approach required to maximize the value of this effort for the Bellevue community.

We bring a long track record of success with similar projects throughout mountain towns in Idaho, Montana, Oregon, and Washington. Our specialty is community engagement, planning, urban design, engineering, landscape architecture, and mixed-use development at scales from single sites to blocks to entire downtowns. We focus on tangible benefits to the communities we work in and creation of beloved places that are successfully funded and built. We pride ourselves on delivering compelling planning documents, high quality visuals, and beautiful projects.

We have the team and resources ready to dive in starting in January with the ability to deliver the final plan within 6 months, including clear steps on how to move forward to implementation. We look forward to continuing the conversation with you and taking this important step forward for downtown Bellevue.

Sincerely,



Mark Sindell, PLA, ASLA, LEED AP Legacy
Principal-in-Charge, GGLO
208.953.7227 | msindell@gglo.com

GGLO



2 FIRM + TEAM QUALIFICATIONS

TEAM PROFILES

GGLO

ARCHITECTURE, URBAN DESIGN, LANDSCAPE ARCHITECTURE + INTERIORS

Founded in 1986, GGLO is an award-winning design firm creating distinct places where communities thrive. We are a 40+ person firm from various practice backgrounds working together to provide research, planning, urban design, architecture, landscape architecture, and interior design with an established reputation throughout the West.

Since our founding, GGLO has been a leader in the mixed use, affordable, workforce, and market-rate housing sectors. Past and current projects in planning and implementation include developments throughout the Mountain West. GGLO is experienced working with urban renewal agencies to lead public projects with significant community engagement.

Recent successful master planning projects have been completed for the cities of Hailey, Twin Falls, Ketchum, Sandpoint, Lewiston, Coeur d'Alene, and Missoula. We thrive on community-driven projects and the rewards of bringing a shared vision to life.

AGNEW * ::BECK

PUBLIC OUTREACH + ENGAGEMENT

Agnew::Beck is an award-winning, cross-disciplinary consulting firm recognized for their skills in analysis, policy development, planning, public engagement, and project implementation. Their team thrives on working in partnership with clients and their communities to find solutions to complex issues. In 2022, they celebrated 20 years of working to gather insights, approach problems creatively, build consensus, forge ways forward, and help communities respond to change and opportunity. From their offices in Idaho, Alaska, California, and Nevada, they are engaged throughout the Mountain West on projects that advance a vision of "thriving, equitable communities."



PLANNING & ENGINEERING

Great West Engineering, Inc. specializes in planning, engineering, and scientific solutions for public entities in Idaho, Montana, and Washington. For over four decades, Great West has helped our communities and clients succeed. Our diversity of capabilities and depth of professional experience has allowed us to help our clients find solutions to challenges affecting their communities.

Since our establishment in 1984, Great West has been a leader in the State of Montana in engineering and planning services. Over the years, our firm has expanded our team, footprint, and planning practices as we specialize in civil infrastructure design as well as current and long-range land use and transportation planning. Our team embodies the firm's purpose of providing a better quality of life by improving the world in which we work and live. As such, Great West takes great pride in working in our local communities to plan and provide solutions to achieve a desired future.

* Disadvantaged Business Enterprise

TEAM ROLES + PERSONNEL

BURA

Brian Parker

Community Development Director

GGLO

URBAN DESIGN + LANDSCAPE ARCHITECTURE

Mark Sindell

PLA, ASLA, LEED AP Legacy

Principal-in-Charge, Landscape Architect

Josiah Brown AIA

Project Manager, Architect + Urban Designer

AGNEW::BECK PUBLIC ENGAGEMENT

Ellen Campfield Nelson AICP

Public Engagement + Visioning Lead

Aaron Mondada MA

Public Engagement + Survey Specialist

GREAT WEST ENGINEERING

Addison Coffelt

Transportation Planner

Andrew Kimmel PE

Civil Engineer

Kristina Gillespie-Jaques
Funding Specialist

Mark Sindell PLA, ASLA, LEED AP Legacy

PRINCIPAL-IN-CHARGE, LANDSCAPE ARCHITECT

Mark is a Bellevue resident and brings over 30 years of industry experience leading public master planning projects throughout the West. Mark is a gifted communicator experienced in representing projects in public forums. He will lead the project as Principal-in-Charge.

Josiah Brown AIA, NCARB

PROJECT MANAGER, ARCHITECT + URBAN DESIGNER

Josiah is an urban designer with broad experience working in communities in the Wood River Valley. He will manage the project and contribute his experience developing and visualizing compelling community-driven plans.

Ellen Campfield Nelson AICP

PUBLIC ENGAGEMENT + VISIONING LEAD

Ellen is a certified planner and a formally trained public engagement specialist with experience working in the Wood River Valley. She will develop and implement an effective Public and Stakeholder Engagement Plan, lead outreach efforts, and work closely with project partners.

Aaron Mondada MA

PUBLIC ENGAGEMENT + SURVEY SPECIALIST

Aaron is an experienced planner, stakeholder engagement specialist, and data analyst. Aaron will serve the project with survey design and public engagement support.

Addison Coffelt

TRANSPORTATION PLANNER

Addison is a planner with diverse project experience with an emphasis on land use and transportation planning. Addison will serve the project with utility and entitlement coordination.

Andrew Kimmel PE

CIVIL ENGINEER

Andrew is a seasoned engineer that specializes in infrastructure projects for rural communities and has experience working with the City of Bellevue. He will provide insight and civil engineering services to support the project.

Kristina Gillespie-Jaques

FUNDING SPECIALIST

Kristina has secured more than \$524 million in grants and loans for communities across the West, including Bellevue. She will work to find funding sources to help implement this project.

Why the GGLO team?



We know and love Bellevue.

The smell of sagebrush after a storm, rising trout in the Big Wood River at sunset, cottonwoods in brilliant yellow fall color. Mahoney's on a Saturday night, Labor Day parade and celebration at Memorial Park. Our team has seen Bellevue through many seasons — the growth and change, the beauty and bustle, the history and heart. It is a long-standing, well-loved community. To our team, Bellevue is more than a job or a project. It is home - a rare and wonderful place we know, love, and are invested in.



We've worked throughout the Wood River Valley.

For more than a decade, our team has worked throughout the Wood River Valley. We bring existing knowledge of and work on and along Main Street/HWY 75, Downtown and Comprehensive Plans, the region's housing needs, current zoning and land uses, infrastructure needs, effective community outreach approaches and current development applications. We believe our familiarity provides real value to Bellevue, allowing us to jump in and move quickly and efficiently on this effort.



We're public engagement specialists.

The best plan is the one the community believes in. Our team specializes in bringing everyone to the table to create a plan that has full buy-in from the people who matter most — the community. We bring a highly creative mindset to outreach and engagement balanced by a practical and organized methodology, which is thoughtfully designed in response to each plan's objectives and audiences. In Bellevue, we also benefit from existing relationships with the City, local businesses, and community members that we can build on in this plan.



We're technical & design experts.

We've assembled a group a client recently called "the best in the Northwest." Our team's bench is deep in the exact areas needed for this project: experience working with urban renewal agencies and cities, public engagement in small mountain town communities, award-winning placemaking and design of the public realm, native site design and restoration, transportation and development planning, and fundraising.



We're mountain town enthusiasts.

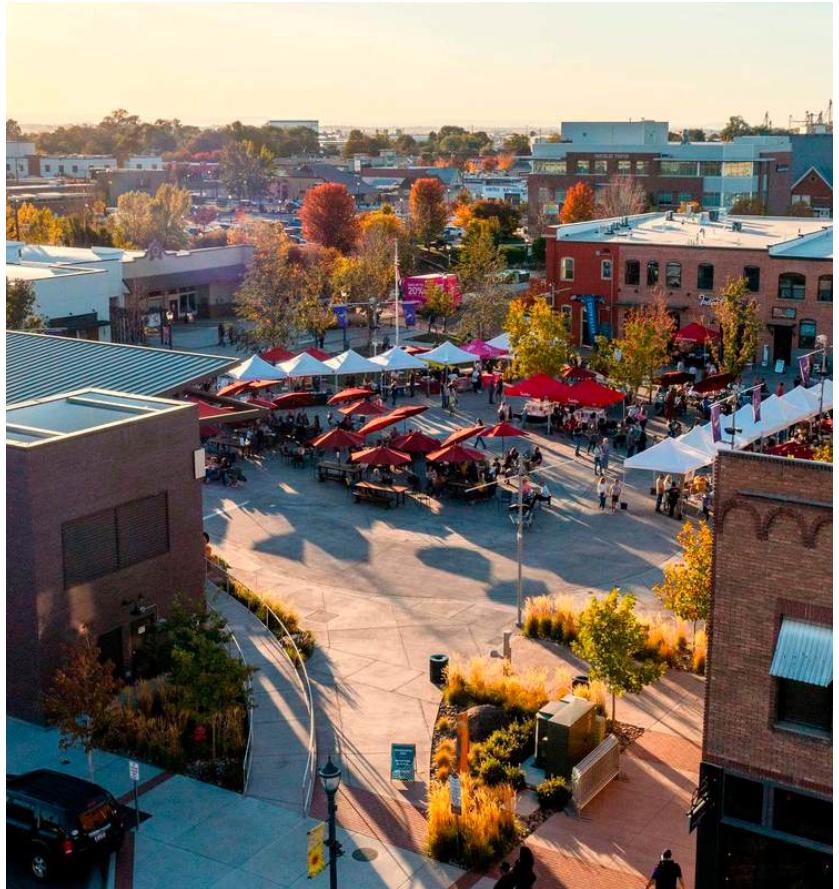
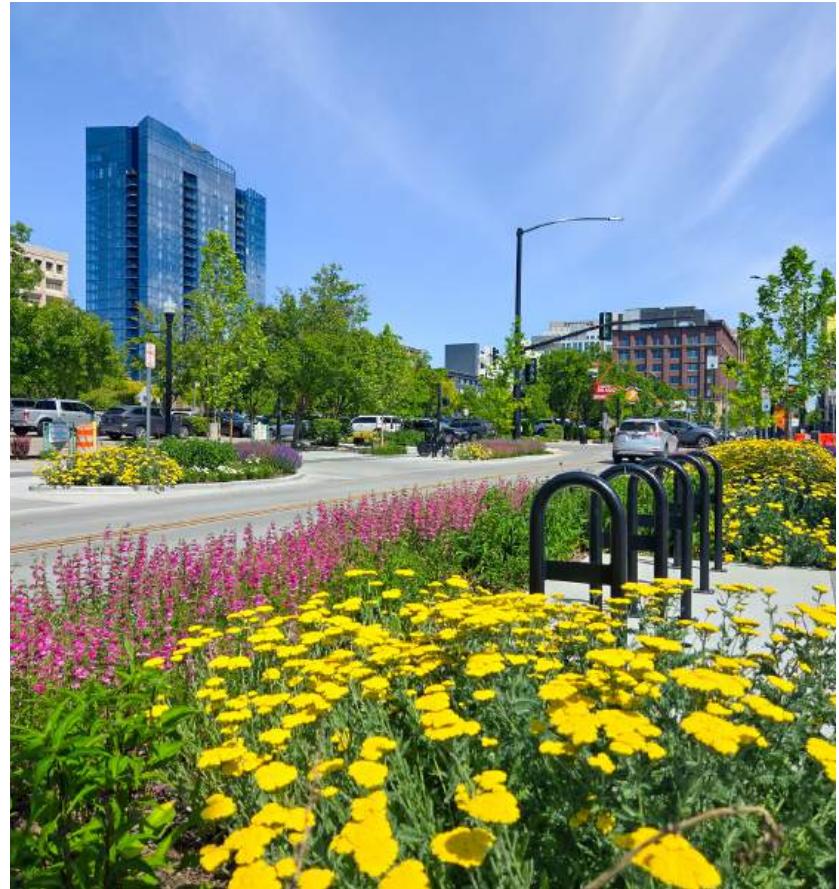
Our experience working with mountain communities is vast, having delivered projects for Ketchum, Hailey, Sandpoint, Coeur d'Alene, Bend, Bozeman, and Missoula, among others. We understand the particular challenges posed to mountain towns by seasonal traffic, retail leakage, infrastructure construction, maintenance, and snow management. We also understand Bellevue's uniqueness in the Wood River Valley as a locally driven, tight-knit, small community with a limited tax base. We look forward to helping you find solutions to these issues and working to make sure everyone gets to experience the full benefits of living in an extraordinary setting.

RELEVANT PROJECT EXPERIENCE

PROJECT RELEVANCE SUMMARY

PROJECT

	City or URA Project	Community Engagement	Placemaking	Public Spaces + Parks	ROW Design	Development Scenarios	Implementation Strategies
Grove Street Redesign Boise, ID	●	●	●	●	●	●	●
Indian Creek Plaza Caldwell, ID	●	●	●	●	●	●	●
Bullion Pathway Hailey, ID	●	●	●	●	●	●	●
Downtown Master Plan Hailey, ID	●	●	●	●	●	●	●
Comprehensive Plan Update Hailey, ID	●	●	●			●	●
Project Main Street Ketchum, ID	●	●	●	●	●	●	●
Ketchum Town Square Ketchum, ID	●	●	●	●	●	●	●
Ketchum Housing Matters Community Housing Action Plan + Regional Coordination Ketchum, ID	●	●				●	●
North MRL Triangle Redevelopment Plan Missoula, MT	●	●	●	●	●	●	●
Wall Street Alleyway Nampa, ID	●	●	●	●	●	●	●
Lowell and South Pools Outreach and Engagement Boise, ID	●	●	●	●	●	●	●
Freak Alley Redevelopment Boise, ID	●	●	●	●	●	●	●
City Engineer, On-Call Planning + Strategic Funding Support Services Bellevue, ID	●	●		●	●	●	●



CAPITAL CITY DEVELOPMENT CORPORATION

Grove Street Redesign

GGLO + Agnew::Beck | Boise, ID | 2020-2025

Downtown Boise's Grove Street has experienced catalytic transformation over the last 5 years, with Capital City Development Corporation (CCDC) investing more than \$10M of public funds in the area's public infrastructure. With the assistance of Agnew::Beck, CCDC conducted an inclusive community-driven visioning process to create a placemaking and redevelopment strategy for both the Linen Blocks and the Old Boise Blocks street sections along Grove, intended to honor, energize and re-activate some of Boise's original neighborhoods.

Agnew::Beck and GGLO went on to assist with implementation projects at both ends of Grove Street. Agnew::Beck assisted with engagement around concept designs and programming for the recently constructed Kaixo Corner, a 0.21 acre park site in the Old Boise Blocks on Grove Street. GGLO designed and implemented the Linen Blocks portion of Grove Street, creating a lush streetscape with dedicated space for vehicles, pedestrians, and cyclists. Renovations were completed in Summer 2025 and feature protected bike lanes, a robust tree canopy, pollinator plantings, and historic neon signs collected from the district. The project's implementation has already led to over \$310 million in investment on adjacent parcels.

PROJECT SIMILARITIES:

- Robust public engagement efforts that led to community-supported project implementation
- Engagement with local businesses and landowners to provide stakeholder support and successful parallel development
- Well designed and easy to interpret communications materials and messaging made sure the public was informed and actively involved
- Roadway design and concepts that helped revitalize an important part of Boise's vibrant downtown

STAFFING: Mark Sindell (PIC, Landscape Architect), Ellen Campfield Nelson (PIC/PM/Partner Engagement), Aaron Mondada (Community and Partner Engagement/ Data Collection and Analysis)

REFERENCE: Doug Woodruff, 121 N 9th St, Suite 501, Boise, ID 83702, dwoodruff@ccdcboise.com, 208.384.4264

CITY OF CALDWELL

Indian Creek Plaza

GGLO | Caldwell, ID | 2015-2018

Caldwell, Idaho was once a town people drove through on the way to wine country. In 2013, city planners set out to create a downtown that is full of life and activity. During a comprehensive process interviewing residents on ways to improve the city, one key theme arose—to transform downtown and create a destination. The resulting Indian Creek Plaza does just this, creating a "living room" where residents and visitors alike feel welcome to gather, relax, and play.

The Plaza is organized around the guiding theme of *Palimpsest*, layering the past with the future. The site is carefully designed to honor the rich history of downtown Caldwell, showcasing the architectural and agricultural significance of the area. Design of the Plaza provides space for year-round activities that draw visitors including concerts and farmers market in warmer months and an ice-skating ribbon surrounded by fire pits and seating in the winter.

Indian Creek Plaza has served as a strong catalyst for revitalization of the Downtown region, directly inspiring the creation of new businesses and establishing a destination at the heart of Caldwell. Expectations for the number of visitors and the business it would bring to the community have been consistently surpassed, such that Indian Creek Plaza is now considered a rousing success and a popular family destination.

PROJECT SIMILARITIES:

- Robust public engagement efforts that led to community-supported project implementation
- Engagement with local businesses and landowners to provide stakeholder support and successful parallel development
- Well designed and easy to interpret communications materials and messaging made sure the public was informed and actively involved
- Festival and street-end design and concepts that helped revitalize the historic core of Caldwell's Downtown
- Reconnected Downtown to Indian Creek

STAFFING: Mark Sindell (PIC, Landscape Architect)

REFERENCE: Steven Jenkins, Economic Development Director, 208.455.4731, sjenkins@cityofcaldwell.org



CITY OF HAILEY

Bullion Pathway

GGLO | Hailey, ID | 2024-Ongoing

GGLO has been working with the City of Hailey and the Hailey Urban Renewal Agency on the development of the Bullion Pathway, an idea that was originally born out of the Downtown master planning process that began in 2023. Following adoption of the Downtown Master Plan in 2024, the Bullion Pathway was selected as one of the first projects for implementation. GGLO advanced the design through an iterative design process with the community. This included a series of workshops and presentations where the community weighed in on project details, indicating preferences for paving materials, furniture selections, parking layouts, and more. Following adoption of the concept plan in 2025, the project is currently undergoing detailed design documentation with construction targeted for 2026.

The Bullion Pathway is envisioned as a way to improve the safety and comfort of accessing destinations along the Bullion Street corridor while also creating a celebrated connection between Downtown and the area's abundant parks and greenspaces. The pathway is conceived as a designated multi-use path separated from the roadway and buffered with plantings along its half-mile length. The project aims to increase the safety and attractiveness of traveling along Bullion Street and make it easier for residents and visitors to enjoy all Hailey has to offer.

PROJECT SIMILARITIES:

- Community-driven design and planning project in the Wood River Valley
- Intentional and detailed design of underutilized rights-of-way
- Project linking Downtown to nearby recreational amenities
- Streetscape improvements designed to enhance safety, mobility, placemaking, and gathering opportunities

STAFFING: Mark Sindell (PIC, Landscape Architect); Josiah Brown (Urban Designer)

REFERENCE: Brian Yeager, Public Works Director, brian.yeager@haileycityhall.org, 208.788.9815

PROJECT LINK: <https://haileycityhall.org/wp-content/uploads/2025/09/HURA-Bullion-Pathway-Concept-Refinement-Plan.pdf>

HAILEY URBAN RENEWAL AGENCY

Downtown Master Plan

GGLO | Hailey, ID | 2023-2024

The Hailey Downtown Master Plan synthesizes planning and development efforts in Downtown Hailey with the goal of creating a safe, connected, sustainable, and vibrant Downtown. As the area experiences ongoing growth, strategic planning is necessary to ensure the best of Hailey is preserved and enhanced for all to enjoy in the decades to come. This Master Plan was developed in partnership with the City of Hailey and the Hailey Urban Renewal Agency, with input and involvement from the community.

The intent of this Master Plan is to provide a vision for Downtown Hailey to guide growth, development, and public improvements for the remaining duration of the Gateway Urban Renewal District. Significant improvements to the Downtown streetscapes are complemented by the creation of a new Town Center which will become a new central gathering place for the community of Hailey. Supporting the Town Center are an expanded civic building, enhanced festival street at Croy, and key development sites for future mixed use projects, bringing additional housing and retail to the Downtown core.



PROJECT SIMILARITIES:

- Creative redevelopment of existing urban infill sites, creating new public space in the Downtown core
- Development of street sections to include public space, cafe seating, ped and bike facilities, street trees, and art

STAFFING: Mark Sindell (PIC, Design Lead); Josiah Brown (Urban Designer)

REFERENCE: Lisa Horowitz, City Administrator, lisa.horowitz@haileycityhall.org, 208.788.4221

PROJECT LINK: <https://haileycityhall.org/wp-content/uploads/2024/02/Hailey-Downtown-Master-Plan-Compressed.pdf>

CITY OF HAILEY

Comprehensive Plan Update

Agnew::Beck + GGLO | Hailey, ID | 2023-2025

Agnew::Beck and GGLO worked together with Jacobs to update the City of Hailey's Comprehensive Plan, which focused on transportation and land use planning, economic development, housing, and sustainability. The project included an updated vision statement and five updated sections. Agnew::Beck crafted the engagement strategy, which emphasized outreach to underrepresented groups such as youth, families, and Spanish-speaking residents. Their team used creative tools like placards in restaurants, school visits, kid-friendly activities at events, and digital StoryMaps to share technical information that reflected Hailey's goals for inclusive engagement and community-driven planning. They also contributed their expertise to develop the housing strategy, online surveys, in-person and virtual open houses, and dual language translations of all materials. GGLO supported the project by developing the community vision, providing graphic design of engagement materials, and advising on the land use and sustainability sections. The updated plan, approved in May 2025, includes actionable goals informed by data, site observations, and input from the public engagement efforts and feedback from the Technical Advisory Group.



PROJECT SIMILARITIES:

- Wood River Valley community planning project
- Stakeholder engagement
- Evaluation of funding tools

STAFFING: Mark Sindell, Josiah Brown, Ellen Campfield Nelson, Aaron Mondada

REFERENCE: Robyn Davis, Community Development Director, robyn.davis@haileycityhall.org, 208.788.9815 x2015

PROJECT LINK: <https://haileycityhall.org/community-development/comp-plan-update/>



CITY OF KETCHUM

Project Main Street

GGLO | Ketchum, ID | 2023-Ongoing

Ketchum, Idaho is undergoing a revitalization of Main Street, rebuilding the roadway and enhancing pedestrian amenities from River Street to 10th Street. The redesigned streetscape offers a unified, accessible, and enhanced experience for pedestrians. Key features include a cohesive street tree canopy, carefully selected site furnishings, pedestrian lighting, and upgraded paver sidewalks. The first two blocks were completed Fall 2024. Old chairlift seats from Sun Valley Ski Resort were repurposed for use as sidewalk benches, and an out-of-commission gondola car was installed as an all-weather bus shelter. These character-lending elements are supported by a suite of durable, timeless street furnishings designed to withstand Ketchum's harsh winters and hot summers. All streetscapes were designed to support efficient snow removal.

Throughout this process, new streetscape standards have been developed to guide future enhancements and developments along Main Street. The design team collaborated closely with the City of Ketchum, the Ketchum Urban Renewal Agency, and the Idaho Transportation Department throughout the project.

PROJECT SIMILARITIES:

- Robust public engagement efforts that led to community-supported project implementation
- Engagement with local businesses and landowners to provide stakeholder support and successful parallel development
- Well designed and easy to interpret communications materials and messaging made sure the public was informed and actively involved
- Roadway design and concepts that helped refresh Ketchum's vibrant downtown

STAFFING: Mark Sindell (Design Lead, Landscape Architect)

REFERENCE: Jade Riley, City Administrator, jriley@ketchumidaho.org, 208.727.5084

PROJECT LINK: <https://www.landscapeforms.com/ideas/city-of-ketchum-main-street>



CITY OF KETCHUM

Ketchum Town Square

GGLO | Ketchum, ID | 2023-Ongoing

GGLO is working with the City of Ketchum to design and implement the next evolution of Ketchum Town Square. 15 years ago, the City embarked on a forward-thinking project to convert an old bank and parking lot into a community gathering space — a “living room” for events and a dedicated social space at the heart of the Village Core. Ketchum Town Square was born out of this idea and has fulfilled the goal of creating a public space that serves as the beating heart of the city.

15 years after its initial construction, there is an exciting opportunity to increase the square's usability for events (particularly during the winter months), improve the efficiency and sustainability of the space, and establish resiliency and intentionality for the future. A renovated Ketchum Town Square will include upgraded surfacing and infrastructure for events, shade throughout the seasons, and ample seating — both fixed and movable — for daily use and events. Building improvements to the Visitor Center will prioritize community space, accessibility, efficiency, and human comfort. Following a successful community-driven design phase, the project is moving forward with construction of Phase 1 set for 2026.



PROJECT SIMILARITIES:

- Project featured significant partner and public engagement
- Close collaboration with both the City and KURA
- Master planning, cost estimating, and phased implementation plans for Downtown public space and ROW

STAFFING: Mark Sindell (PIC, Design Lead); Josiah Brown (Urban Designer)

REFERENCE: Jade Riley, City Administrator, jriley@ketchumidaho.org, 208.727.5084

CITY OF KETCHUM

Ketchum Housing Matters Community Housing Action Plan + Regional Coordination

Agnew::Beck | Ketchum, ID | 2021-2022

Agnew::Beck worked with city staff, council, and a diverse task force to conduct a housing needs study and develop a strategy to address gaps in housing in the City of Ketchum, Idaho. The project included conducting a robust housing needs assessment, interviews with over 35 key informants, a multilingual community housing survey (1,137 responses) and the development of a community housing task force. The process helped identify key issues, and more clearly define a vision, goals, and key strategies for addressing a range of housing needs in Ketchum. Agnew::Beck provided technical assistance and capacity services to Ketchum housing staff for five months as they set up a new housing team, clarified messages and helped develop branding for “Ketchum Housing Matters”. The Ketchum Housing Action Plan set the stage for regional collaboration, partnership development and the implementation of key City actions such as better utilization of the local option tax for housing, service provider mapping and capital housing projects that have added affordable housing units.

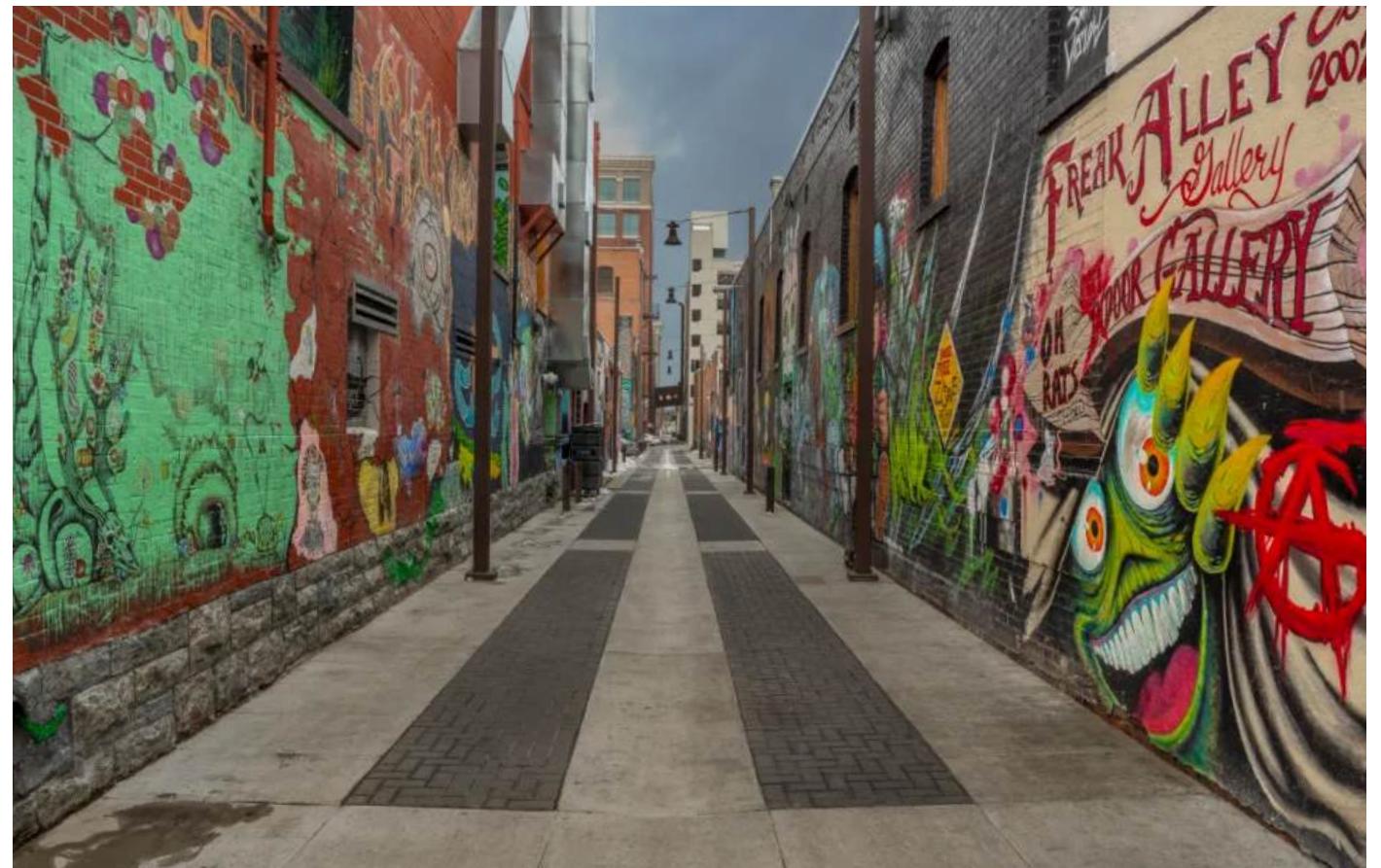


PROJECT SIMILARITIES:

- Project featured significant partner and public engagement, which led to meaningful regional collaboration.
- Project data was turned into policy, which has been used as a platform to implement projects and investments.

STAFFING: Ellen Campfield Nelson (PM, Lead Facilitator); Aaron Mondada (Data Analyst, Engagement Coordination)

REFERENCE: Carissa Connelly, Housing Director, cconnelly@ketchumidaho.org, 208.727.5088



CAPITAL CITY DEVELOPMENT CORPORATION

Freak Alley Redevelopment

GGLO | Boise, ID | 2017-2018

The Capitol City Development Corporation approached GGLO with the desire to create a unique experience in Downtown Boise. In partnership with local artist Colby Akers, the idea for Freak Alley was born. GGLO advised and provided design consulting to transform the alley into a usable and engaging public space along two of the most popular alleys off of 8th Street.

The project added overhead lighting and replaced deteriorating asphalt with concrete, pavers, and a decorative runnel to improve aesthetics and drainage as well as reduce tripping hazards. A simple but effective paving scheme created a durable and signature surface. Utilities were buried and trash collection for all tenants was consolidated into a single, shielded location to provide a clean and welcoming environment that has become a destination for Downtown.

CCDC began construction of the public improvements in 2018, though community members continue to enhance and evolve the space to this day. Owners and managers around the Union Block Alley have made a number of private improvements along it, including installation of a small plaza space with seating, daylighting the basement of the Union Block Building, installation of artwork and signage on certain building facades, and installation of a water feature.

PROJECT SIMILARITIES:

- Creative reuse of underutilized rights-of-way
- Utility, safety, and aesthetic improvements to existing alleys
- Creation of new, signature public space in Downtown

STAFFING: Mark Sindell (PIC, Landscape Architect)

REFERENCE: John Brunelle, Executive Director, jbrunelle@ccdcboise.com, 208.384.4264

CITY OF BELLEVUE

City Engineer, On-Call Planning + Strategic Funding Support Services

Great West | *Bellevue, ID* | 2023-Ongoing

Great West's team provides engineering, on-call planning, and funding support services for Bellevue's City-directed projects. Following a process failure in 2023 that resulted in flooding of the facility's lower gallery, the City initiated an evaluation of current conditions and the prioritization of necessary repairs and rehabilitation at its wastewater treatment facilities. To mitigate immediate public health and safety concerns associated with the failing system, the City has already completed several critical actions, including replacing all chemical feed piping, cleaning all aeration basins to restore full operational capacity, upgrading the existing SCADA system, and beginning membrane cleaning efforts. These ongoing improvements will require substantial financial investment to meet the required timelines. In recognition of this need, Great West's funding team will collaborate closely with City leadership and staff, and federal, state, county, private, and nonprofit partners to identify and pursue funding opportunities capable of supporting the City's critical wastewater system upgrades.

CITY OF BELLEVUE

Drinking Water Improvements Project

Kristina Gillespie-Jaques | *Bellevue, ID* | 2021-2022

The 2021 Sanitary Survey conducted by the Idaho Department of Environmental Quality (IDEQ) revealed significant deficiencies in Bellevue's drinking water system, facing the City with a series of urgent infrastructure and public health challenges. In 2022, the City entered into a Compliance Agreement Schedule (CAS) with IDEQ to address these concerns. The CAS included major milestones for the City to complete. However, the costs to achieve most of the milestones were exorbitant, requiring external funding sources to make the rehabilitation a reality. At the heart of this effort was Kristina, whose leadership and strategic vision helped guide the City through a complex and high-stakes feasibility process. She orchestrated a series of public meetings that brought together residents, stakeholders, and policymakers that provided transparency, fostered trust, and built consensus around the path forward. Kristina also led coordination efforts with federal and state legislative, regulatory, and funding entities, cultivating broad support for the project. Her deep expertise in public infrastructure funding proved invaluable: through her efforts, the City secured \$9.6 million in critical financial resources.



PROJECT SIMILARITIES:

- Collected data and information on Bellevue's utilities
- Established relationships in Bellevue through ongoing stakeholder engagement with City staff and leadership

STAFFING: Addie Coffelt (Planner), Andrew Kimmel (Project Engineer) Kristina Gillespie-Jaques (Funding Specialist)

REFERENCE: Mayor Christina Giordani, 208.788.2128, cgiordani@bellevueidaho.us



PROJECT SIMILARITIES:

- Coordination with local and state regulatory authorities
- Stakeholder engagement in Bellevue context
- Public funding secured for project improvements

STAFFING: Kristina Gillespie-Jaques (Client Manager)

REFERENCE: Mayor Christina Giordani, 208.788.2128, cgiordani@bellevueidaho.us

3 UNDERSTANDING + APPROACH



PROJECT UNDERSTANDING + DESIGN PHILOSOPHY

Bellevue is a small, community-focused mountain town with immediate access to the Big Wood River, ridge trails, and a down-to-earth main street with emerging dining options. A diamond in the rough, Bellevue is at a crossroads – treading water but ripe for public investment, as other towns up valley have been working on upgrades to their infrastructure and amenities.

Embedded in the Bellevue Community, we understand the unique qualities of this south gateway to the Wood River Valley – low key, uncrowded with river and canyon trails to ourselves and mostly our long-time neighbors in our small downtown restaurants. We all come out for events at Memorial Park and cherish our dog walks down our neighborhood streets.

One of our greatest assets is Howard Preserve, which sits at the interface between the western edge of our downtown and the Big Wood River. Like most towns, this interface is underleveraged, and currently is dominated by an unimproved alley, RV and car storage, a degraded slope, and limited access.

This project represents an opportunity for the Bellevue Community to embrace its historic downtown core and surrounding riverfront, and to serve as a catalyst for bringing care and identity to the things we love most about our town.

Bellevue is unique, as each town in the Wood River Valley has its own nuance and distinction. To that end, this process and its outcomes hinge on the following strategies:

DELIVER MAXIMUM IMPACT FOR THE BUDGET

This project represents a significant step forward in Bellevue's attention to and investment in downtown's health and vibrancy. Resources are limited and need to be allocated responsibly. The planning effort should focus on maximizing impact within the available budget, with both short- and long-term results. If approached correctly, physical improvements should be targeted and deliver immediate value to the community for the investment. Each conceptual option should balance community needs with cost-benefit and implementation.



Hansen Street Concept — Twin Falls, ID



BE AUTHENTIC BELLEVUE

Each of our cities in the Wood River Valley is distinctly unique, culturally and environmentally – it's what makes the Valley diverse in experience and interests. Each is also dealing with the consequences of rapid growth, including loss of identity and nostalgia for the 'good old days'. The vision, conceptual and implementation plans should represent a clear and demonstrable deepening of Bellevue's identity and culture for the community through placemaking. We will ask the following as we test and vet each iteration with the community: What of Bellevue's best community attributes does this bring forward? What makes this authentically and uniquely an advancement of Bellevue's culture? How does the community define success?



ENHANCE CONNECTIVITY TO HOWARD PRESERVE

Howard Preserve is a beloved amenity for the Bellevue community, providing nearby access to the Big Wood River, trails, dog walking, fly fishing, and nature viewing. Access points are limited, and in the form of degraded slopes, invasive weeds and unimproved gravel lots. Understated is fine, but the current state of these access points conveys a lack of care and attention. The primary access points at Elm Street and past the Bellevue Maintenance Shop could be studied for modest enhancements, including consistent signage and wayfinding, native plant restoration, and ADA access. Unimproved, eroded access points such as the 'trail' cutting down the slope further down the alley could be studied as additional, improved access or removed and restored.



RECLAIM THE ALLEY AND HOWARD PRESERVE EDGE

The alley and slope transition from downtown to Howard Preserve is currently occupied by recreational vehicle storage, old pallettes, cmu blocks, invasive weeds and downed tree limbs. Accessed year-round and viewed from both downtown and the preserve's trails, this interface has the potential to be a beautiful, natural transition from downtown to the river. Slope stabilization, habitat restoration, and 'taking back' the alley for public use should be considered in concert with functional uses of snow storage and emergency access. Opportunities include repaving, planting, signage, wayfinding, and long-term vehicular storage enforcement.



RECOMMEND SAFETY, UTILITY + STREET CROSSING IMPROVEMENTS

Bellevue's small size and proximity mean our neighborhoods, trails, river, and downtown are all a quick walk, bike ride, or drive away, yet HWY 75 represents a significant barrier east and west of the river. Existing safety enhancements (curb bulbs, pedestrian crossings) are a good start, but further improvements to HWY 75 crossings should be studied, particularly during winter evenings, when visibility is poorest. Enhanced street lighting, while mindful of dark-sky protection, could be an impactful first step. Likely, some street-end resurfacing will come out of the plans – this offers an opportunity to future-proof infrastructure with coordinated upgrades and/or the placement of conduit and sleeving for future expansion.



BE STRATEGIC: PRIORITIZE WITH PHASED IMPLEMENTATION

Recommendations will likely need to span the life of the Urban Renewal District for funding and implementation, responding to current and future uses. The plan will identify early phases for immediate community benefit – potentially 1-3 current highest use street ends, and Howard Preserve interface (Elm and Oak Streets, maybe Birch Street), and later phases for catalytic development – underutilized areas ripe for eventual redevelopment and public-private partnerships (Cedar, Pine, Poplar, Walnut and Chestnut Streets). Ash and Beech Streets pose their own challenges, but the planned HWY 75 expansion and potential filling of 'the hole' may change the way we think of those street ends. Interviews with adjacent landowners to understand future plans will influence the phasing strategy and may lead to recommendations for BURA strategic land acquisition/purchase for targeted sites that may come to market.



the redevelopment potential of adjacent sites, and coordinate opportunities with larger, ongoing planning and zoning studies by the City of Bellevue.

IMPLEMENT A STRATEGIC FUNDING PLAN

Our team comprises funding specialists who will develop a comprehensive, strategic funding plan to advance the identified improvements to the underutilized rights-of-way in the City of Bellevue. This plan will identify and evaluate the most feasible public and private funding sources, outline eligibility and application requirements, and prioritize funding strategies aligned with project scope, scale, and timing. Our team has the expertise to provide a step-by-step roadmap, covering near-term opportunities, long-term funding pathways, and coordination needs, to position the city for successful implementation and sustained investment in these community enhancements.



CREATE A CATALYST FOR DOWNTOWN IMPROVEMENTS AND ECONOMIC DEVELOPMENT

Many of the street ends are bordered by undeveloped property within the Urban Renewal District, ripe for redevelopment. Street end concepts should be strategic, enhancing redevelopment opportunities and creating the type of redevelopment desired by the city, BURA and the community. The plan should be coordinated with and leverage other downtown economic development projects to the greatest extent feasible. Our experienced team of architects and urban designers will study



Indian Creek Plaza — Caldwell, ID

Farmin Park and Surrounding ROW Design — Sandpoint, ID



APPROACH TO ENGAGING THE BELLEVUE COMMUNITY

INVENTIVE, ACCESSIBLE AND MEANINGFUL ENGAGEMENT

Our team's approach to engagement is rooted in creating intentional, easy and fun ways to provide input. We understand people's time is precious, and we are continually working to streamline our processes and remove barriers to participation. We combine our 20+ years of engagement expertise with inventive methods tailored to the local population's unique dynamics. Our engagement activities are designed to educate the community about the project process while collecting input that shapes project design and implementation strategies.

A PROVEN APPROACH TO HEARING FROM THE WHOLE COMMUNITY

Our team has a proven track record of representational outreach – we set public input goals based on demographics to ensure we hear from participants that reflect a community's make-up, and not just "the usual suspects." As a result, our clients feel plans and projects are more well-rounded, and elected officials can confidently adopt supported policies that serve their constituents. Our work has included designing and carrying out engagement with a broad range of groups, including youth, older adults, cultural communities, Tribal organizations, and individuals with diverse political views and socioeconomic circumstances. Part of our approach entails working with local partners who have trusted relationships with specific populations and stakeholders, and following their lead in the best ways to invite involvement. We also recognize Bellevue's significant Hispanic population, and our engagement strategy will prioritize full accommodation for Spanish language speakers.



Public site walks

BUILDING STRONG RELATIONSHIPS WITH KEY STAKEHOLDERS

In addition to connecting with Bellevue's residents and visitors, our approach to engagement focuses on involving key project stakeholders including businesses, landowners, public works and utility providers and state and regional partners. These groups represent voices that will help shape project recommendations and implementation plans. For the purposes of this project, we must build relationships with specific businesses and restaurants along the corridor. By understanding the future plans and interests of places like the Cutthroat Club or Betty's Authentic Peruvian, we can accurately gauge their support for potential streetscape improvements and investments. We see this as an opportunity to strengthen communications channels between these businesses and the City of Bellevue and the Urban Renewal Agency. Our approach to learning from these key stakeholders is through one-on-one interviews and personal invitations to all public engagement opportunities throughout the life of the project.

PROPOSED ENGAGEMENT TOOLS

In order to successfully connect with residents, local businesses along the roadway, and other key partners, our team proposes the following engagement tactics and events.

Project Engagement Plan: Working closely with the City of Bellevue and the Bellevue Urban Renewal Agency, we will create a public and stakeholder engagement plan that details the core voices and partners that need to be involved throughout the design and implementation process. The plan will identify the



Interactive scenario modeling

channels and engagement strategies to best connect with each demographic or stakeholder group and identify the barriers that might prevent these groups from participating. The plan will include detailed overviews of our proposed engagement approaches, regularly updated contact lists, communication and promotion calendars and materials, and a framework to evaluate the success of participation at each stage of the project.

Community Workshop #1: Early in the project schedule, our team will design and implement the first of two in-person community workshops. This first workshop will share important project information with the public and local stakeholders, help shape project recommendations through interactive visioning exercises and map-based input tools, and ask participants to identify the type of improvements they would like to see reflected in upcoming design concepts. Workshop materials will be developed to accommodate both English and Spanish speakers.

Key Informant Interviews: Our team will conduct long-format interviews with the most important project stakeholders (as identified in the project engagement plan). These conversations will help build project relationships and identify the core opportunities and major pain points along the roadway and surrounding right of way. If possible, interviews will be scheduled to overlap with our time on the ground associated with the first community workshop. Otherwise, interviews will be conducted over the phone or through a virtual meeting platform. To ensure we collect the right information from our interviewees, we will create an interview guide that will be vetted by BURA and the City of Bellevue project team.

Technical Advisory Committee: GGLO will lead the creation of a technical advisory committee to support the project. This group will act as a sounding board to review design concepts for feasibility and will be a resource for our team in collecting information related to city operations and infrastructure. Membership in the technical advisory committee will be informed by the project engagement plan and will include representation



Pop-up community engagement events

from City departments (Planning and Zoning, Public Works, Streets Department, Snow Removal, Parks and Recreation) and other regional partners and utility providers. Some local businesses and landowners may also be invited to participate in the Technical Advisory Committee if appropriate. If desired by the City, the Technical Advisory Committee could also be integrated with the Comprehensive Plan Steering Committee.

Concept Design Survey: Our team will design and assist with the implementation of a community survey that aims to confirm core project goals and vision elements. The survey will also collect feedback on initial concept designs, funding strategies and potential policy or procedural elements associated with project design and implementation. The community survey will utilize an online survey platform and can be distributed via paper copies upon request. If appropriate, this survey or additional survey questions could be built into engagement efforts associated with the City's ongoing Comprehensive Plan update efforts.

Community Workshop #2 and Pop-Up Street Activation: The second community workshop will feature fun and interactive stations where participants can voice their opinions about various aspects of the concept designs and share feedback on strategies with the project team. If feasible and desired, our team could also implement a pop-up street activation to showcase the potential for investment at a core area along the roadway. Our team aims to create buy-in and support from local businesses to assist with this activation, highlighting opportunities for street cafes, festival elements and temporary traffic calming initiatives. The final design of this proposed pop-up activation will be dictated by feedback from the community and partners throughout the first phases of the project.



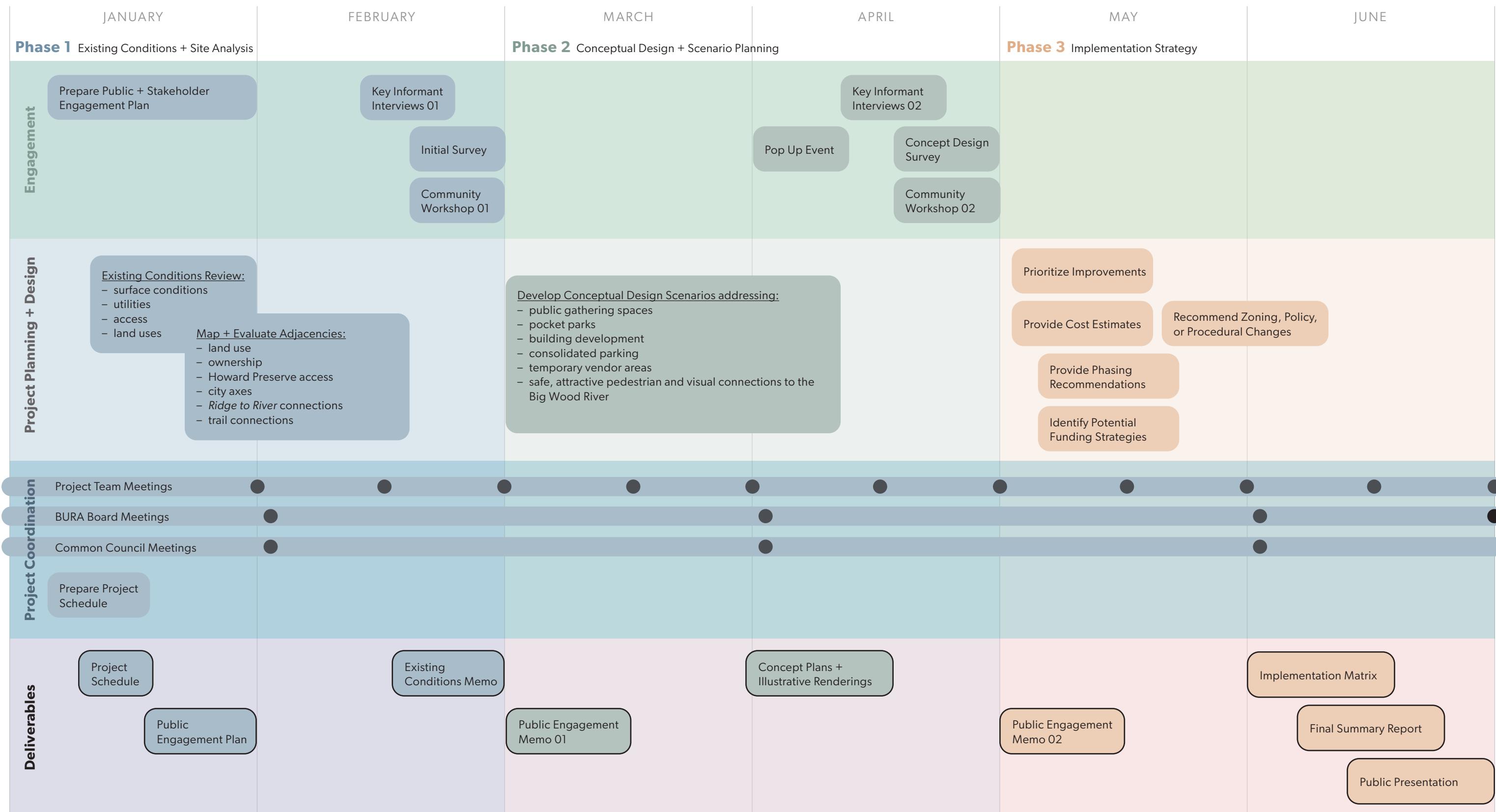
Gamifying the public input gathering process



4 WORK PLAN + SCHEDULE

Work Plan + Proposed Schedule

2026



5 REFERENCES



REFERENCES

Jade Riley

City of Ketchum
City Administrator & KURA Administrator
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Lisa Horowitz

City of Hailey
City Administrator & HURA Administrator
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Public Works Director
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208.788.2128

6 RESUMES



GGLO

Mark Sindell PLA, ASLA, LEED AP Legacy *Principal-in-Charge, Landscape Architect*

Mark has over 30 years of experience creating beloved places across the West. His empathy for nature and past studies in Europe inspire his passion for landscape architecture as well as his focus on sustainable design. The village greens, town squares, and community gardens he and his Landscape Architecture team design contribute to walkable, sustainable, mixed-use neighborhoods that spark connection and express beauty. A landscape architect with his hands in a variety of project types, Mark splits time between GGLO's Boise office and the Wood River Valley.

YEARS OF EXPERIENCE

30+ (25 with GGLO)

EDUCATION

BLA, Landscape Architecture,
Washington State University

Study Abroad Program,
Landscape Architecture,
University of Macerata

CERTIFICATIONS

Registered Landscape Architect
in Idaho; Washington; Oregon;
Montana; Colorado

LEED AP Legacy

VALUE TO BURA

- + Has led the design and construction of rights-of-way for multiple municipalities and developments
- + Has contributed visioning and placemaking expertise to numerous planning and implementation projects
- + Has led Downtown Master Planning efforts in multiple Idaho and mountain town communities
- + 30+ years of experience in landscape architecture with a focus on sustainable design
- + Effective public communicator with experience and expertise presenting to public boards and commissions

RELEVANT EXPERIENCE

Grove Street Redesign - Linen Blocks

Capital City Development Corporation | PIC, Landscape Architect

Mark led the project through planning, design, permitting, and construction for this multi-phase, multi-block downtown implementation project, including presentations and interface with City and CCDC leadership.

Indian Creek Plaza

City of Caldwell | PIC, Landscape Architect

Mark led the overall project including the planning, design direction, documentation, construction, and public outreach process for Indian Creek Plaza.

Bullion Pathway

City of Hailey | PIC, Landscape Architect

Mark led the Bullion Pathway project from conception to documentation, which is currently underway. Mark represented the project at many Council and URA meetings, and successfully facilitated a rigorous community design process.

Hailey Downtown Master Plan

Hailey Urban Renewal Agency | PIC, Landscape Architect

Mark led the Downtown Master Planning effort, working closely with City leadership to envision the next evolution of Hailey's Downtown. Mark provided design leadership, advised on streetscape enhancements and tree selections, and led the project through adoption.

Hailey Comprehensive Plan Update

City of Hailey | Visioning + Placemaking Lead

Mark leveraged his intimate knowledge of mountain and resort towns — and the city of Hailey specifically — to lead the visioning and placemaking efforts for the project, including work sessions with the City and Stakeholders and the crafting of the narrative and goals with the team. He also assisted with content generation for the land use and planning sections of the Comprehensive Plan Update.

Project Main Street

City of Ketchum | Design Lead, Landscape Architect

Mark led the design and implementation of streetscape improvements included in this high-profile project in Ketchum, ID. Mark's design leadership, technical expertise, and practical know-how guided the project to successful completion of Phase 1 in Fall 2024.

North MRL Triangle Redevelopment Plan

Missoula Redevelopment Agency | PIC, Urban Design Lead

Mark led the planning team for this redevelopment project, setting the overall strategy and serving as the lead contact and presenter with the MRA and elected officials. Working closely with the team, Mark set the overall design direction for the land uses, public spaces, and composition of the plan.



Josiah Brown AIA, NCARB

Project Manager, Architect + Urban Designer

Josiah is an interdisciplinary designer with experience and education that spans the architecture, landscape architecture, and urban design disciplines. Beginning his career as an architect in northwest Montana, Josiah grew a deep appreciation for wild places while also recognizing the risk uncoordinated development places on wild lands. Motivated to find sustainable forms of human settlement, Josiah went on to study urban design and landscape architecture. He brings that training back to the Mountain West to create synergistic development that contributes to both human and environmental flourishing.

YEARS OF EXPERIENCE

7 (3 with GGLO)

EDUCATION

MLA with Distinction, Landscape Architecture, Harvard Graduate School of Design

MUD, Urban Design, Washington University in St. Louis

BArch, Architecture, Auburn University

CERTIFICATIONS

Registered Architect in Idaho

VALUE TO BURA

- + Experience working on similar projects in Wood River Valley
- + Skilled graphic communicator with expertise in creating architectural and urban design visualizations
- + Graphic designer capable of creating compelling and attractive graphic materials for public consumption
- + Experienced publication designer
- + Has experience working and living in similar mountain town communities

RELEVANT EXPERIENCE

Bullion Pathway

City of Hailey | Urban Designer

Josiah was instrumental in developing early concepts for the Bullion Pathway during the Downtown Master Planning effort. He continued to develop the design further following the plan's adoption in 2024, leading a robust public engagement process to refine the design. Josiah created conceptual plans and graphics as well as public engagement materials for surveys and workshops.

Hailey Downtown Master Plan

Hailey Urban Renewal Agency | Urban Designer

Josiah was a primary contributor to the Hailey Downtown Master Plan. He worked closely with City staff to develop a comprehensive street hierarchy plan, streetscape enhancements and typical street sections, a cohesive network of urban parks, and redevelopment recommendations. Josiah created online surveys and helped facilitate public engagement. He was the primary author of the plan's graphics and composed the Master Plan document.

Hailey Comprehensive Plan Update

City of Hailey | Urban + Graphic Designer

Josiah contributed his urban design expertise to the development of the plan, influencing the land use, sustainability, and vision chapters. Josiah also contributed his graphic design skills in creating a template for public workshop boards and materials, as well as formatting the overall Comprehensive Plan document.

Ketchum Town Square

City of Ketchum | Urban Designer

Josiah assisted the City of Ketchum by developing online surveys to determine the public's preferences and priorities in seeing enhancements to the beloved Ketchum Town Square. Josiah also helped with the development of the concept plan.

North MRL Triangle Redevelopment Plan

Missoula Redevelopment Agency | Project Manager, Urban + Graphic Designer

Josiah managed the interdisciplinary team of five consultant firms and was the primary author of the plan. Josiah created the site plan and all accompanying visuals including digital and physical 3D models, before/after visualizations, plan diagrams, and aerial views. Josiah also created the branding for the project and designed a comprehensive suite of visually engaging public outreach materials including workshop boards, public surveys, and promotional materials.

Sandpoint Downtown + Waterfront Master Plan

City of Sandpoint | Project Manager, Urban + Graphic Designer

Josiah managed an eight-member interdisciplinary team and coordinated the production of this prize-winning plan. Josiah authored the site plan, diagrams, and many of the project renderings, as well as the overall Master Plan document.



Ellen Campfield Nelson AICP

Public Engagement + Visioning Lead

Ellen is a certified planner and public participation specialist at Agnew::Beck. Ellen founded the firm's Idaho office after moving from Anchorage in 2008. Ellen's skills are called on for a wide variety of projects – her subject areas range from downtowns to small towns, from community facilities to recreation and tourism amenities, from housing and homelessness to neighborhood revitalization and economic development. Ellen is trained in conflict resolution and is adept in navigating complex relationships between project partners and stakeholders to create outcomes that are supported by all parties.

YEARS OF EXPERIENCE

25 (21 with Agnew::Beck)

EDUCATION

BS, History, University of Dayton, Ohio

Classical Studies Graduate Program, State University of New York, Amherst

CERTIFICATIONS

American Institute of Certified Planners

Conflict Resolution Certificate, Udall National Center for Conflict Resolution

Project Management Certification, PSMJ Resources PM Bootcamp

VALUE TO BURA

- + 20 years of facilitation, collaboration, and community engagement experience
- + 13 years as a certified professional Planner
- + 25 years of visual communication and messaging
- + Strong knowledge of the City of Bellevue and the local/ regional planning context

RELEVANT EXPERIENCE

North MRL Triangle Redevelopment Plan – Public Engagement

Missoula Redevelopment Agency | Lead Facilitator

Agnew::Beck was a subcontractor to GGLO, who worked with the Missoula Redevelopment Agency on the North MRL Triangle Project, an 8-acre parcel in Midtown Missoula. One of Missoula's lower-income areas, the project aims to bring needed attention, investment and housing to the area, aligning with the City's Strategic Priorities and the newly adopted Midtown Master Plan. Ellen co-designed and co-lead public engagement efforts on this project and provided strategies to refocus the conversation away from past site uses that harmed the neighborhood towards positive neighborhood goals.

Grove Street Redesign

Capital City Development Corporation | Project Manager and Lead Facilitator

Agnew::Beck worked with the Capital City Development Corporation on the creation of two Grove Street visioning reports, one for the Old Boise Blocks and one for the Linen District of Grove Street. These visioning processes featured extensive stakeholder engagement initiatives as well as the facilitation of a 30+ member advisory committee, door-to-door business surveys and online surveys. These projects provided the foundation for ongoing streetscape improvements and capital investment. Ellen served as the project manager and lead facilitator.

Ketchum Housing Matters Community Housing Action Plan

City of Ketchum | Project Manager and Lead Facilitator

Working alongside city staff, council, and a diverse task force, Agnew::Beck conducted a housing needs study and strategy to address gaps in housing in the City of Ketchum. Ellen served as the project manager and led the development of a comprehensive community needs assessment, facilitated key informant interviews, and designed a robust stakeholder and public engagement plan that helped the city define their housing vision, goals, and key strategies.

Ridge to Rivers Trails and Open Spaces Planning and Public Engagement

Ridge to Rivers Partnership | Project Manager and Lead Facilitator

Working with Ridge to Rivers partner agencies – US Forest Service, US Bureau of Land Management, Ada County, City of Boise and Idaho Department of Fish and Game. Ellen conducted extensive public outreach and developed Boise's first-ever trail and open space management plans. The two projects successfully engaged almost 7,000 stakeholders to help decide the future of nearly 200 miles of trails and 85,000 acres of open space. The plans are being used to help direct investment of a \$10M open space levy.

AGNEW::BECK**Aaron Mondada MA***Public Engagement Specialist + Housing Lead*

Aaron is an experienced project manager, planner, stakeholder engagement specialist and data analyst working to address key issues including housing affordability, homelessness, transportation equity, parks and trail access, and agricultural land preservation. Since joining Agnew::Beck in 2015, Aaron has managed and contributed to many important community initiatives including the Idaho Falls downtown and comprehensive plans, the Ridge to Rivers 10-Year Management Plan, numerous neighborhood plans, comprehensive plans for the cities of Kuna and Weiser, and placemaking initiatives along Boise's Grove Street.

YEARS OF EXPERIENCE

10 (10 with Agnew::Beck)

EDUCATION

MS, Community and Regional Planning, Boise State University
BS, Political Economy, College of Idaho

VALUE TO BURA

- + Experienced planner and stakeholder engagement specialist
- + Expertise in data collection, survey design and distribution, and demographic analysis
- + Experience working with partners in the Wood River Valley on housing, development, and community engagement

RELEVANT EXPERIENCE**Regional Housing Needs Assessment and Community Roundtables, Valley and Adams Counties, ID**

West Central Mountains Economic Development Council | Project Manager + Data Analyst
Agnew::Beck conducted a regional housing needs assessment for the West Central Mountains Economic Development Council, a member organization representing five cities and other organizations in Valley County and North Adams County in central Idaho. Aaron served as the project manager and lead data analyst on the project, which produced a quantitative and qualitative assessment of housing need projected out 10-years to help inform housing policy, partnership and investment with the intention of providing more workforce and affordable housing throughout the region. Aaron also led the development and implementation of a regional housing survey that received over 1,000 responses and provided critical qualitative information about housing preferences and challenges in the region

Hailey Comprehensive Plan Update*City of Hailey* | Housing Lead + Engagement Support

Agnew::Beck worked on a team with Jacobs Engineers and GGLO Architects to update core sections of the City of Hailey's comprehensive plan. The updated Comprehensive Plan content was integrated into a full redesign of the Comprehensive Plan document and was adopted by Hailey City Council in July of 2025. The plan featured extensive public engagement including workshops, advisory committees, community interviews and surveys and created a plan that was broadly supported and understood by the community. Aaron led the development of the housing chapter of the Comprehensive plan, supported the design of public engagement activities and led the data collection and analysis for the plan's updated community demographic profile.

Housing Needs Assessment and Growth Projections*City of Hailey* | Project Manager and Data Analyst

Agnew::Beck assisted the City of Hailey with a comprehensive housing needs assessment as well as an analysis of population projections and historic growth trends including information such as demographic changes, housing inventory, and existing housing conditions. Aaron served as the project manager and led the development of an in-depth build-out analysis and growth assessment using parcel level data to assess the potential for development.

**GREAT WEST****Addison Coffelt***Transportation Planner*

Addison is a planner and project manager with diverse project experience and an emphasis on land use and transportation planning. Addison is known for her exceptional communication, attention to detail, and ability to work collaboratively with clients, agencies and stakeholders. Her experience includes comprehensive and multi-modal transportation planning, corridor studies, project development reports, urban renewal studies, and land use entitlement. She also has significant experience with state and federally funded projects, permitting processes, and is a certified grant administrator through the Idaho Department of Commerce.

YEARS OF EXPERIENCE

9 (1 with Great West)

EDUCATION

BS, Environmental Sciences, Rider University

CERTIFICATIONS

IDOC Certified Grant Administrator

VALUE TO BURA

- + Experienced planner and permitting specialist
- + Currently provides on-call planning services for the City of Bellevue
- + Expertise in developing transportation infrastructure, as well as handling all aspects of right-of-way planning, acquisition, and coordination

RELEVANT EXPERIENCE**Wall Street Alleyway****City of Nampa* | Planner

Addie served as a planner on the Wall Street Alleyway project in Downtown Nampa, Idaho. Addie worked to identify improvements that would increase pedestrian accessibility and transform the area into a more desirable and active community space. Addie helped prepare planning level cost estimates and a strategic funding plan to assist the City with implementation.

Ashton Comprehensive Plan*City of Ashton* | Project Manager

The City of Ashton Planning and Zoning Commission worked collaboratively with Great West Engineering to update the City's 2008 Comprehensive Plan and Future Land Use map. The Plan assessed the existing and future conditions of the 17 required planning elements outlined in State Statute. The planning process included several public outreach opportunities, including a community survey and public open house. It is anticipated that the Plan will be taken before the Planning & Zoning Commission and City Council for adoption in the Winter of 2025.

Jerome Transportation Master Plan**City of Jerome* | Project Manager

The Jerome Transportation Master Plan Update was a joint planning effort between Local Highway Technical Assistance Council (LHTAC), the City of Jerome, and a consultant team. As the previous plan was adopted in 2007, a full update was initiated to update sections regarding existing and future conditions, other modes of transportation, traffic, pavement management, the capital improvement plan, and implementation plan. Additionally, this planning process required an inclusive and innovative public involvement process to accurately reflect the concerns and desires of the community within the constraints of COVID-19. The Jerome Transportation Master Plan Update was completed within budget in September 2021 to be taken for adoption shortly thereafter.

Chinden South Sidewalk Project Development Report**Community Planning Association of Southwest Idaho (COMPASS)* | Project Manager

Produced a project development report for COMPASS, ITD, and the City of Garden City that provided alternatives to extend pedestrian facilities on the south side of Chinden Boulevard in Garden City, Idaho.

Meridian Road Extension Corridor Study**City of Kuna* | Lead Planner

The City of Kuna hired consultants to develop a corridor study identifying alignment alternatives for the extension of Meridian Road from Kuna Road to King Road. Addison led a two-year public outreach process, collaborated with multiple state agencies, conducted a full environmental scan, and developed planning-level cost estimates for the alternatives.

*Project completed prior to employment with Great West

GREAT WEST

Andrew Kimmel PE

Civil Engineer



YEARS OF EXPERIENCE

18 (8 with Great West)

EDUCATION

BS, Civil Engineering, Idaho State University

CERTIFICATIONS

Professional Engineer in Idaho, Washington, and Oregon

HDPE Fusion Welsing

VALUE TO BURA

- Years of experience working with the City of Bellevue on municipal infrastructure improvements
- Serves as the City of Bellevue's on-call engineer
- Understands the intricacies of development/redevelopment and the associated impacts on City utility infrastructure and capacity

RELEVANT EXPERIENCE

On-Call City Engineer

City of Bellevue | Civil Engineer

Andrew has provided general On-Call City Engineering services to the City of Bellevue since 2023. Projects have included assisting the city with evaluating their wastewater treatment facility which has included replacement of pumps, motors, sensors, electrical, SACADA and other miscellaneous items. Andrew attends City Council meetings as requested and provides development review and QLPE services for the city.

Downtown Revitalization LID

City of Homedale | Project Manager

Project Manager responsible for the design, bidding, and construction management. The purpose of the LID was to improve the aesthetics and safety of the city's downtown business corridor. Homedale lacked sufficient funds to completely rebuild the streets and sidewalks; therefore, the project replaced or installed only sidewalks, approaches, pedestrian ramps, curb and gutter, asphalt, and storm drains that met predetermined replacement criteria. To improve inadequate street lighting, the city removed approximately 24 older wood pole streetlights and replaced them with 79 new street lights that met all current Idaho Transportation Department standards. After the initial planning phase was complete, the city applied for and received a \$500,000 Community Development Block Grant.

Third Street Polk to Hayes Reconstruction, Design, and Construction Management

City of Moscow | Project Manager

Project Manager responsible for design and construction management. This project included the reconstruction of Third Street, from Polk Street to Hayes Street (1,400 feet) in the City of Moscow, Idaho. The reconstruction work included full depth street pavement replacement with underdrains, waterline replacement (upsizing from 8" to 24" diameter), replacement of the storm sewer infrastructure, and replacement of sanitary sewer infrastructure within the street. The project also included the construction of retrofit pedestrian curb ramps at intersections.

Downtown Infrastructure Repair and Replacement Project

City of Lewiston | Civil Engineer

This project consisted of replacing the undersized storm drainage system with new 24-inch to 36-inch ADS pipe and new catch basins, Installation of a new 10-inch ductile iron waterline, sanitary sewer repairs, full depth street improvements of D Street and 9th Street in downtown Lewiston including new sidewalk with curb and gutter. The project was funded with FEMA and FTA grants, as well as Lewiston Urban Renewal Agency and City funds. The project was designed and constructed for ISPWC and City of Lewiston standards.



GREAT WEST

Kristina Gillespie-Jaques

Funding Specialist

Kristina is a key member of Great West's funding team, specializing in securing financial resources for public infrastructure and capital improvement projects. Kristina is widely recognized as a national leader in infrastructure funding. Over her career, Kristina has successfully secured more than \$524 million in grants and loans for communities across the Rocky Mountain and Pacific Northwest regions. Kristina's dedication and strategic approach make her an invaluable partner in helping communities navigate the complex funding landscape to bring critical infrastructure projects to life.

YEARS OF EXPERIENCE

18 (1 with Great West)

EDUCATION

BA, Political Science, Boise State University

CERTIFICATIONS

Idaho Dept. of Commerce, Certified Block Grant Administrator

American Waterworks Assn. Utility Management Certification

Environmental Finance Center Network. Water Leadership Certification

Association of Idaho Cities. Water Leadership Certification

American Bar Association, Paralegal Certification

VALUE TO BURA

- Extensive experience collaborating with City staff and leaders to implement actionable project initiatives
- Strong working relationships with the local community and area stakeholders through comprehensive public outreach and engagement activities
- 18 years of broad-based experience leading and supporting strategic funding initiatives

RELEVANT EXPERIENCE

Drinking Water Improvements Project*

City of Bellevue | Client Manager

In response to the 2021 Sanitary Survey conducted by the Idaho Department of Environmental Quality (IDEQ), the City faced a series of urgent infrastructure and public health challenges. Kristina orchestrated a series of public meetings that brought together residents, stakeholders, and policymakers — ensuring transparency, fostering trust, and building consensus around a path forward. Kristina also led coordination efforts with federal and state legislative, regulatory, and funding entities, cultivating broad support for the project. Her deep expertise in public infrastructure funding proved invaluable: through collaboration, the City secured \$9.6 million in critical financial resources.

Emergency Water System and Water System Improvements*

Yellow Pine Water Company | Client Manager

Kristina partnered with a team of engineers and worked closely with the Yellow Pine Water Users Association's Board of Directors to develop and implement a strategic funding and public outreach plan aimed at addressing the community's critical drinking water needs. Kristina's leadership in funding strategy and stakeholder engagement was instrumental in securing over \$10 million in grants through collaboration with Valley County, multiple state and federal agencies, the Rural Community Assistance Corporation, and Idaho Rural Water Association.

Regional Wastewater Improvements Project*

City of Worley | Funding Services Manager

In collaboration with the City of Worley staff and leaders and the Coeur d'Alene Tribal Council members, Kristina labored to secure a \$14.8 million ARPA grant for a regionalization project providing joint collection and treatment services for the City of Worley, the Coeur d'Alene tribal community members, and a large industrial facility. She then worked alongside legal counsel, engineering staff, and regulators to finalize a joint power agreement for the project. Kristina organized public hearings and collaborated with City and State funding agency staff members to advance project funding to advance the construction of the ambitious collection and transmission infrastructure project.

Drinking Water Improvements – Phase 1 Project*

City of Lewiston | Funding Services Manager

Faced with decades of aging infrastructure and a reactive maintenance approach, the City of Lewiston struggled to implement system-wide upgrades due to the lack of a capital improvement plan and funding strategy. Beginning in 1991, efforts to modernize the water system stalled until a renewed planning initiative was launched. Working closely with the City and consulting engineers, Kristina facilitated collaborative workshops to establish consensus on project priorities. She then led the development of a strategic funding plan, authored the funding proposal, and successfully secured a record-setting \$42.0 million Drinking Water State Revolving Fund (DWSRF) loan from IDEQ, the largest in Idaho's history.

*Project completed prior to employment with Great West



GGLO

BOISE

113 S Fifth Street, Suite 200
Boise, ID 83702

208.953.7227

gglo.com



Proposal for:

City of Bellevue
PLANNING AND DESIGN SERVICES
FOR THE UNDERUTILIZED
RIGHTS OF WAY

December 4, 2025

J-U-B FAMILY OF COMPANIES



THE
LANGDON
GROUP



J-U-B ENGINEERS, INC.



GATEWAY
MAPPING
INC.

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*Concept for Jerome Civic Center;
Welcome 2040 - City of Jerome
Comprehensive Plan*



THE
LANGDON
GROUP



J-U-B ENGINEERS, INC.



GATEWAY
MAPPING
INC.

December 4, 2025

Brian Parker, Community Development Director
City of Bellevue
115 Pine Street
Bellevue, Idaho 83313

RE: Planning and Design Services for the Underutilized Rights of Way

Dear Brian,

On behalf of **J-U-B ENGINEERS, Inc. (J-U-B)**, I am delighted to submit the enclosed proposal in response to the City of Bellevue's Request for Proposals (RFP) for Planning and Design Services for the Underutilized Rights of Way. We are eager to work with the City and the Bellevue Urban Renewal Agency (BURA), and to re-imagine the city-owned rights-of-way (ROW) and properties west of Main Street between Chestnut and Spruce Streets. As you read through our proposal, you will note the key benefits that we offer the City and BURA, including:

Exemplary personnel: We propose an internal team of planners, landscape architects, transportation engineers, GIS and public involvement specialists, who are well-respected in the industry for their expertise in community planning and engagement, parks and recreation planning, and design. I will lead the project team from our Meridian headquarters with collaboration from our Twin Falls office and Utah-based landscape architects. The key personnel have worked together on numerous projects and have a rapport based on mutual respect for our expertise, passion for our work, and commitment to serving our clients. We invite you to contact our included references to learn more about us.

Tailored project approach: Our current work with the Blaine County Recreation District has given us insight into the dynamics of Bellevue, particularly as it relates to public engagement and recreation. As a regional firm, we have a deep understanding of like-sized Idaho cities as well as other mountain towns in our neighboring states. We have gained experience through dozens of planning and design projects that have informed our proposed approach. We will serve as trusted advisors to your team, creating a custom community engagement plan, conducting a thorough analysis of existing conditions, and leading an iterative concept and design process that will yield an implementable plan for this exciting new community corridor.

Unparalleled, multi-disciplinary expertise: The City and BURA's vision to transform underutilized spaces along the scenic Big Wood and create another accessible north-south pathway will require expertise from public involvement specialists, planners, and landscape architects. As described above, we are also including a transportation engineer and a GIS specialist to address key concerns. The J-U-B team also provides access to other disciplines within our local offices, including environmental specialists and funding experts. All of these disciplines exist within our company's personnel and may quickly be deployed to support this project. Our purpose is "Helping Each Other Create Better Communities," and we are proud to do just that.

We are grateful for the opportunity to submit the following proposal. Thank you for your time in reviewing and offering J-U-B your careful consideration. We look forward to working with you.

Sincerely,

J-U-B ENGINEERS, Inc.

A handwritten signature in black ink that reads "Sheri F. Freemuth".

Sheri F. Freemuth, AICP

Project Manager
(208) 376-7330
sfreemuth@jub.com

2760 W Excursion Ln, Suite 400, Meridian, ID 83642
(208) 376-7330 | www.jub.com

FIRM OVERVIEW



Established in 1954, **J-U-B ENGINEERS, Inc. (J-U-B)** is an employee-owned professional consulting corporation. We are headquartered in Meridian, Idaho and employ more than 580 personnel located in 23 offices across seven states, including Twin Falls. We have steadily and sustainably grown in staff and areas of expertise over the years by listening to our clients and providing responsible design, innovative ideas, practical solutions, and high-quality products. J-U-B and its subsidiary companies – **The Langdon Group** and **Gateway Mapping, Inc.** – offer diverse and award-winning multi-disciplinary consulting in the areas of expertise shown in the table below.



The Langdon Group (TLG)

THE LANGDON GROUP is a subsidiary company to J-U-B, providing public involvement, facilitation, mediation, conflict management, and strategic visioning for clients. We design and conduct processes to help our clients and their communities solve problems and implement solutions. TLG works with many municipalities by providing public outreach efforts, email updates, door-to-door notifications, stakeholder interaction and much more.



GATEWAY MAPPING, INC. (GMI)

another J-U-B subsidiary is dedicated to the geospatial technology profession, serving clients across the West since 1991. Our mission is to provide customized GIS solutions. Your success is our priority. GMI staff has a wide variety of experience using GIS, including data processing, analysis, and asset management. We have specific experience and expertise in incorporating GIS with utility projects and have performed analysis and asset management for municipalities across the Western United States.

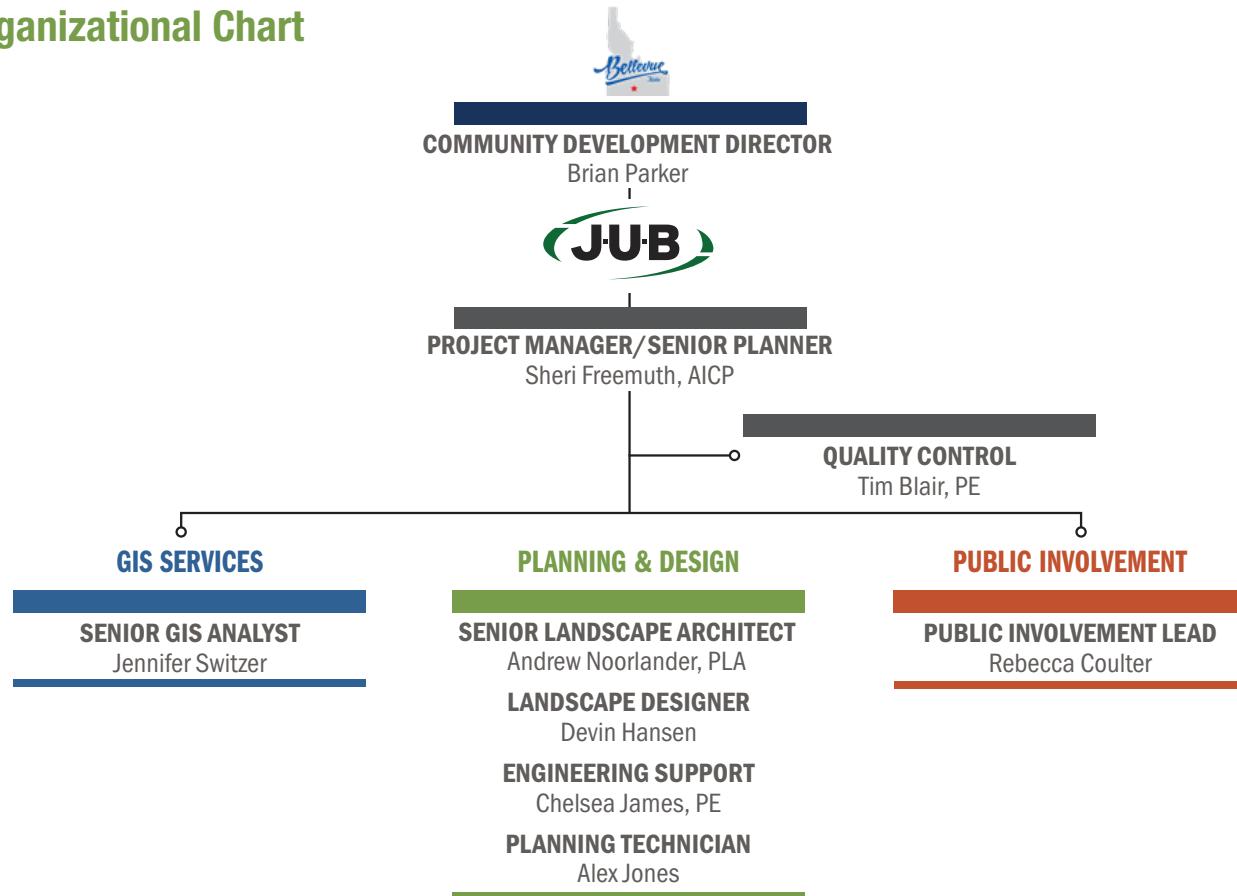
J-U-B CAPABILITIES AND LIST OF SERVICES

Public Involvement & Facilitation	Landscape Architecture	Comprehensive & Specific Area Planning
GIS Mapping	Land Development	Transportation, Traffic, Signals
Funding	Hydraulics & Hydrology	Water Resources
Aviation	Structural Engineering	Survey
Construction Inspection & Management	Environmental	Wastewater Collection & Treatment

FIRM AND TEAM QUALIFICATIONS

To achieve the desired project goals and outcomes, J-U-B has assembled an internal team of talented planners, landscape architects, and public involvement specialists, respected in the industry for their expertise in community planning, parks and recreation planning, and design. The project team will be led by our Meridian office, with collaboration from our Twin Falls office and Utah-based landscape architects, who have recently worked with the Blaine County Recreation District (BCRD). Resumes are included in Appendix A.

Organizational Chart



Key Team Personnel



Sheri Freemuth, AICP | Project Manager/Senior Planner
MCP, City Planning, San Diego State University; American Institute of Certified Planners

Sheri has 40 years of experience in land use planning including the preparation of comprehensive and specific plans, as well as large environmental reports. She is a skilled manager of people and projects, with experience in multiple sectors: public service, private consulting, and non-profit organizations. During her planning career in Idaho, Sheri has served numerous Idaho counties (Ada, Bannock, Canyon, Caribou, Elmore, Jerome, Payette, and Twin Falls) and cities (Boise, Chubbuck, Filer, Fruitland, Jerome, Kuna, McCall, and Nampa). In 2008 she consulted with the City of Ketchum and developed a Forest Service Park Master Plan. Recently she has been supporting the Blaine County Recreation District's Master Planning process.

Project Examples:

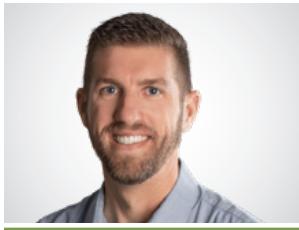
- Historic Preservation Plans; Nampa, ID, Meridian, ID, Weiser, ID, Washington County, ID
- SH 16 Corridor Specific Area Plan; Nampa, ID
- Comprehensive Plans: Chubbuck, ID, Filer, ID, Jerome, ID

**Tim Blair, PE | Quality Control**
BS, Civil Engineering, Washington State University

Tim has over 26 years of experience in project management, engineering, and design. He serves as the area manager for the Meridian office and as a transportation project manager. Tim takes pride in working with Idaho communities, cities, counties, and highway districts to ensure deliverables are compliant with both locally funded and federal-aid standards. Tim's hands-on expertise includes urban revitalization and roadway projects, including multimodal, complete streets, pedestrian and bicycle path facilities, wayfinding, street lighting, intersection, bridge, structural, irrigation, drainage, hydraulic modeling, right-of-way, public involvement, utility and railroad coordination, floodplain evaluations, environmental, traffic control, permitting, and construction staging projects. He is particularly adept at managing complex projects with compressed schedules, limited budgets, and difficult technical issues and is proactive in developing cost-effective and innovative solutions.

Project Examples:

- Downtown Revitalization Phase 1 and 2; Kuna, ID
- Leading Pedestrian Interval Phase 1; Ada County, ID
- 4th Street Improvements; Kuna, ID

**Andrew Noorlander, PLA | Senior Landscape Architect**
BLA, MBA, Utah State University

Andrew is a professional landscape architect and experienced project manager with expertise in site master planning and design, presentation graphics, construction documentation (layout, grading, planting, irrigation, and complex construction detailing) and construction management. While his experience is broad-based, his passion and expertise lies in parks and recreation projects. Andrew is passionate about creating spaces that foster a sense of community, encourage and rejuvenate mental and physical health, and provide for a sustainable future. His artistic talents and practical knowledge of construction and maintenance enable him to develop creative, beautiful, and functional design solutions. His keen attention to detail, excellent interpersonal skills, and ability to manage complex projects result in successful and engaging outdoor spaces. In addition to his landscape architecture education and experience, Andrew holds a master's degree in Business Administration and leads J-U-B's landscape architecture team.

Project Examples:

- BCRD Parks and Recreation Master Plan; Blaine County, ID
- Lewiston Community Park Master Plan; Lewiston, ID
- Cleveland Ave Streetscape; Wellington, CO

**Jennifer Switzer | Senior GIS Analyst, Gateway Mapping**
MS, Geographic Information Systems; Pennsylvania State University

Jennifer is an experienced Geographic Information Systems (GIS) Analyst with a master's degree in GIS and over 17 years of demonstrated history working in the field of GIS and data analysis in local and federal government and private industry. She has extensive experience working on comprehensive plans across southern Idaho with J-U-B's planning team. She performs spatial analyzes to identify areas of concern, determine housing and parcel density, and to calculate land area to support the planning process. For each plan she also creates numerous maps, such as natural resources and public amenities. For the public involvement part of the planning process, Jennifer creates websites, surveys, and interactive comments maps to provide information to the public and solicit feedback.

Project Examples:

- Comprehensive Plan Update; Jerome, ID
- Transportation Master Plan; Jerome, ID
- Comprehensive Plan Update; Elmore County, ID

**Rebecca Coulter | Public Involvement Lead, The Langdon Group***BA, Communications, Boise State University*

Rebecca specializes in public outreach, community engagement and facilitation. She has worked within the strategic communications arena for over 15 years. Rebecca's project experience is wide-ranging, but her focus is strategic communication planning for multi-jurisdictional, multi-agency transportation planning projects that include new alignment, right-of-way, bicycle-pedestrian pathways, corridor and intersection projects. Rebecca's expertise in key message development enables concentrated communication efforts to identify relevant outreach opportunities and ensure pertinent information reaches appropriate parties. Her strengths lie in innovative thinking and providing a neutral plane of engagement while assessing appropriate engagement opportunities to identify ways for transportation-related projects to meet the needs of all users.

Project Examples:

- Garden Street Sidewalks & Bikeway Project; Boise, ID
- Central Bench Community Improvement Plan for Bicyclists and Pedestrians; Boise, ID
- Orville Jackson House Adaptive Reuse Study; Eagle, ID

**Chelsea James, PE | Engineering Support***BS, Civil Engineering, University of Akron**Local support from J-U-B's Twin Falls office.*

Chelsea is an experienced transportation engineer with more than 11 years of expertise supporting municipalities, counties, highway districts, and transportation agencies on diverse roadway and bridge improvement projects. She has successfully managed and delivered numerous multimodal infrastructure projects throughout Idaho. As a daily bike commuter, Chelsea brings a strong personal commitment to active transportation, ensuring that every project prioritizes the needs of pedestrians and cyclists. Based in the Magic Valley, she offers deep insight into regional transportation challenges and maintains strong connections with local cities, highway districts, and counties.

Project Examples:

- Filer Master Transportation Plan Update; Filer, ID
- Jerome Downtown Revitalization; Jerome, ID
- US-30 Business Loop; Burley, ID

**Alex Jones | Planning Technician***BA, Psychology, College of Idaho*

Alex is a planner with four years' experience in local permitting, design review, code rewrites, and comprehensive plan updates. His skill in local planning processes was derived from his work in the City of Caldwell, Idaho as planning technician and planner. At J-U-B, Alex assists in a variety of comprehensive plan projects, primarily research and analysis as well as public involvement support. He also works with the land development team on project applications and a variety of permitting tasks. Alex utilizes his degree in psychology to better understand underlying issues in communities and has combined that with his planning experience to better serve local communities.

Project Examples:

- Historic Preservation Plan; Meridian, ID
- Comprehensive Plan; Filer, ID
- Orville Jackson House Adaptive Reuse Study; Eagle, ID

Similar Project Experience

The following projects were completed by J-U-B. They represent our relevant experience and showcase the work of the proposed key personnel to provide planning and design services for the City of Bellevue. References are included on page 16.

PARKS AND RECREATION MASTER PLAN

BLAINE COUNTY RECREATION DISTRICT (BCRD), ID | (2024-Current)

Blaine County Recreation District (BCRD), located in Hailey, Idaho, provides recreation amenities and programming in the beautiful Wood River Valley, from Galena Summit to Carey, Idaho. With a growing population and seasonal influx of recreational enthusiasts, the district hired J-U-B to develop an actionable and unifying parks and recreation master plan.

Key aspects of the project included:

- Public involvement
- Inventory and GIS analysis of seven different sites
- Master planning for three sites/site design
- Tournament-level soccer fields
- Baseball fields
- Softball fields
- A 75,000 SF recreation center/field house
- Trails, pavilions, and restrooms

Using input received from public outreach and stakeholder interviews, the team created concept designs for the three selected project sites and provided detailed cost estimates for both capital improvements and ongoing operations and maintenance costs. The concept plans, estimated costs, and associated graphics were used to garner public support for the projects prior to a tax increase/levy BCRD proposed on November 2025 ballots.

This project spans all aspects of recreation infrastructure - from multi-use trails and open spaces to natural and synthetic turf sports fields and a field house. Our expertise in putting together detailed cost estimates for both construction and ongoing maintenance/operations costs is helping the district evaluate the impacts these projects will have on both capital improvement and annual operations budgets.



A significant element of the master plan has been to determine the best locations for implementing the community's top-priority amenities and recreation infrastructure.

CLEVELAND AVENUE STREETSCAPE TOWN OF WELLINGTON, CO (2024-CURRENT)

The Town of Wellington contracted J-U-B to complete a redesign for its main downtown street, Cleveland Avenue. In conjunction with roadway design, the town needed a streetscape design that reflected its goals and vision of creating a walkable and vibrant downtown area. Working closely with the town's engineering and planning staff, our landscape architecture team provided conceptual design through construction documents for the project area of four blocks along Cleveland Avenue.

Collaborating with our engineering team, we provided support and design ideas to resolve grading conflicts to

improve pedestrian safety and usability of the flexible amenity areas outside the storefronts.

The plans include thoughtful design of:

- Pedestrian crossings, accessible parking, and future bus/transit stops.
- Flexible pedestrian and plaza spaces outside storefronts.
- Tree locations to offer shade while maximizing views of storefront signage.
- Paving patterns and site furnishings (benches, trash receptacles, pedestrian lighting, bike racks).



A key feature of the future streetscape will be two gateway arches to establish and reinforce the sense of place and identity for not just the downtown area, but the Town of Wellington overall.

CENTER STREET RECONSTRUCTION | LOGAN CITY, UT (2019)

Logan City selected J-U-B to develop various design alternatives to enhance the appearance and functionality of the Center Street roadway and sidewalk in Downtown Logan, with the goal of improving the aesthetics and walkability. Spaces are provided for pedestrians to gather and for businesses to have outdoor seating and tables. Planters and planter boxes equipped with a drip irrigation system are added for more efficient water use. The bike racks, tables, chairs, benches, trash receptacles, trees, and tree gates were selected to enhance the corridor.

J-U-B designed a new mid-block crossing and provided adequate space for the city to incorporate a gateway arch structure that helps create a strong identity for the street and the City.

This multi-disciplinary project included the design of roadway, drainage, sidewalks, landscaping and aesthetics, irrigation, utility relocations, and traffic signals, all on an old downtown roadway.

J-U-B coordinated closely with the Logan City Public Works, Engineering and Community Development departments. Significant public engagement efforts allowed us to work closely with the downtown businesses to seek their input and buy-in of the roadway, parking, sidewalk, and landscaping changes. Thousands of citizens attended a grand opening, and the project has been highly successful in enhancing the both the character and economic viability of downtown Logan.



The project revitalized Downtown Logan's Center Street, improving walkability, aesthetics, and community identity while supporting local businesses.

DOWNTOWN REVITALIZATION PHASES 1 AND 2 CITY OF KUNA, ID (2016-2020)

J-U-B guided the City of Kuna in project planning, visioning, public involvement, and preparation of a Downtown Revitalization Plan, as well as successfully obtaining two Community Development Block Grants (CDBG) for the multi-phase Main Street/Avenue E downtown revitalization effort and planning direction to implement both phases of construction.

J-U-B worked closely with the City and project stakeholders, including members of Kuna's Economic Development Committee and the Ada County Highway District (ACHD). It was a thoroughly collaborative effort, from developing the

project concept to assisting with fundraising, promoting project awareness, and garnering community support.

A combined effort with the City resulted in new infrastructure improvements to Kuna's downtown core, including:

- New curb and gutter.
- Decorative sidewalk and art.
- Landscaping, irrigation, and drainage.
- Decorative street lighting.
- Pedestrian pathway and ADA improvements.



J-U-B's collaboration with the City, ACHD, and key stakeholders throughout the process, positioned the City to access essential funding resources.

Relevant Project Matrix

Project Name	Client	Year	Parks, Trails, Pathways	Downtown Plans	Public Engagement	Idaho-Based Project
Historic Rail Trail	Lehi City, UT	2006-2009	X			
Woodside Boulevard Complete Streets Safety Improvements	Hailey, ID	2010-2014		X	X	X
Parks, Trails, and Open Space Public Engagement Project	Salt Lake City, UT	2015-2016	X		X	
Yellowstone Avenue Corridor Plan	Bannock County, ID	2015-2017	X		X	
Downtown Revitalization	Kuna, ID	2016-2020		X	X	X
Wall Street Alley Pedestrian Connectivity Project	Nampa, ID	2018	X		X	X
Center Street Reconstruction	Logan City, UT	2019		X		
Comprehensive Plan	Bannock County, ID	2021			X	X
Central Bench Neighborhood Transportation Plan	Ada County Highway District (ACHD)	2021-2022	X	X	X	X
Comprehensive Plan	Jerome, ID	2021-2023			X	X
Regional Trails System Visioning	Pocatello, ID	2021-2025	X		X	X
South Fork of the Walla Walla Area of Critical Environmental Concern Management Plan EA	Bureau of Land Management (BLM)	2021-Current	X		X	
Comprehensive Plan Update	Payette County, ID	2022			X	X
SH-16 Specific Area Plan	Nampa, ID	2023			X	X
Comprehensive Plan Update	Chubbuck, ID	2024-2025			X	X
Comprehensive Plan	Filer, ID	2024-2025			X	X
Utah Trail Network (UTN) Vision Plan Engagement	Utah Department of Transportation	2024-2025	X		X	
Parks and Recreation Master Plan	Blaine County Recreation District (BCRD), ID	2024-Current	X		X	X
Cleveland Avenue Streetscape	Town of Wellington, CO	2024-Current	X	X	X	
Yakima River Canyon Recreation Planning	Bureau of Land Management (BLM)	2024-Current	X		X	
Orville Jackson House and Property Reuse Study	Eagle, ID	2025	X		X	X

UNDERSTANDING AND APPROACH

The J-U-B planning team is passionate about authentic places and draws inspiration from local history. Bellevue is a historic gem situated in one of the prettiest corners in Idaho. Like many southern Idaho towns, Bellevue has been formed by a combination of natural resource and economic shifts. Main Street has served as a route for commerce for the earliest inhabitants adjacent to the bountiful Big Wood River. With the arrival of fur traders and miners, Main Street became more traveled; the town was platted in 1880 to serve the mining boom. With the arrival of the Oregon Short Line's branch line between Shoshone and Ketchum, the town was further defined by the location of the grade through the residential neighborhood.

Today, Main Street (State Highway 75) remains a defining feature of your city, providing north and south access through the Wood River Valley, leading to and from two major statewide east-west corridors (U.S. Highway 20/26 and Interstate 84). The railbed has been transformed into a bike and pedestrian amenity, and the historic business district continues to thrive as new residents call the Wood River Valley home.

We understand that to continue to thrive, the downtown core must look for new ways to grow, providing employment opportunities as well as housing and recreation options. Without extending beyond areas that the City can serve, the community can reconnect with existing spaces and leverage City-owned property to create vibrant places that will enhance connections to existing amenities.

A. Project Coordination

A hallmark of J-U-B's success is our commitment to collaboration and communication throughout the life of the project. The work plan is a handy reference tool that keeps the project on task during the natural ebbs and flows of planning and design projects.

We collaborate closely with our clients and routinely schedule and facilitate monthly Project Team meetings (including City personnel, BURA board member, Common Council member, etc.) J-U-B Project Manager, Sheri Freemuth, will prepare and distribute a team meeting agenda prior to each monthly meeting, and prepare and distribute notes following each meeting.

The first Project Team meeting will provide an opportunity to review a draft project work plan, review project goals and objectives, understand specific issues and concerns, and establish parameters surrounding public engagement and the proposed timeline.



With the guidance of the project team, we can support the transformation of City-owned ROW and other properties into a community asset that enhances connectivity, recreation, and placemaking for the City.

Deliverables:

- Project work plan with schedule.
- Monthly meeting agendas and notes.

B. Community Engagement

The Langdon Group (TLG), a fully owned J-U-B subsidiary company, is an industry leader in public engagement, with a proven record of successfully working with small communities to engage citizens, policymakers, and stakeholders in the planning process. While there is no "one size fits all" method to engaging a community, this project has all the elements that will attract community interest and draw the public to participate. The prospect of new spaces and connections to the Big Wood River, extensions of the downtown corridor to create gathering places, within underutilized ROW and City-owned property, will be topics that community members will want to discuss.

The key to our public engagement process is developing trusting relationships with stakeholders and community leaders to better understand their viewpoints and find opportunities to address their concerns during the project development process. When the distribution of project information is coupled with ongoing community engagement, ***we can mitigate schedule delays tied to stakeholder involvement.*** We will take an intentional, targeted approach to ensure we engage underrepresented and Limited English Proficiency (LEP) communities. This is essential in ensuring the project is understood and representative of all community members.



Rebecca Coulter will manage the public outreach for this plan. Rebecca is a native Idahoan, and her extensive resume and recent experience as an integrated member of the planning team will result in effective public outreach for the City. The following describes the focused approach we have developed to ensure that we provide **early, meaningful, and continuous community engagement**.

Early

Public Involvement Plan (PIP)

Our team will initiate the engagement process with a high-level plan to serve as a strategic road map for outreach. The PIP will evolve as needed to ensure alignment with project goals and community needs.

Interested Parties Database

Our team will manage a robust database, capturing contact information and comments received, and respond in a timely manner to keep the project moving forward. We will work closely with City staff, BURA Board, the Bellevue Common Council, residents, and property owners to provide regular project updates and collect and assess feedback.

Stakeholder Interviews

We will conduct a stakeholder assessment, comprising one-on-one interviews with key stakeholders (including potentially impacted property owners), to assess stakeholders' interests and concerns. Input gathered during the interview process will better equip BURA and the City in determining project priorities and making more informed planning choices that meet project needs. **Since the City has existing relationships with some project area property owners, we will continue to collaborate throughout this planning process.**

Meaningful

Public Meetings, Workshops, or Pop-ups

Holding public meetings and/or pop-up events at key milestones during the project will provide another opportunity for the project team and interested stakeholders to meet, inform, and collaborate. We plan to hold a **public meeting or visioning workshop** at the project's initiation. A second **open house** will occur to discuss the preferred design alternative and offer activities surrounding key elements. We envision these meetings to occur in traditional locations such as City Hall. We hope to have **non-traditional pop-ups** and local event opportunities within the project area, and potentially in collaboration with a pre-existing community event such as a Comprehensive Plan related outdoor gathering.

Public Involvement Summary and Report

A high-level public involvement report will be submitted upon project completion, providing a summary of all public involvement and outreach activities, milestones, key findings, comments, and issues documented throughout the process.

Continuous

We will become an extension of your team, providing a buffer between you and the public. We will be available to serve as the primary point of contact for all stakeholders and respond to their needs and comments via email, phone, social media, or direct contact. All our graphics, outreach materials, and engagement opportunities will be promoted and accessible on websites and social media. Graphics and documents will be designed to be "mobile-ready," **supporting easy accessibility and readability for all online users.**

Public-Facing Project Website/Online Comment Mapping

A customized, interactive web tool will allow residents to express their opinions and ideas for specific geographic locations by simply clicking on a map and entering their comments. The key takeaway from this tool is a database of public input tied to specific geographic locations. This cost-effective technology will allow the project team to overlay existing conditions data with public input into a single, visually informative map. This is also **helpful when working with communities with part-time residents who may not be able or available to engage in person.** A project website will be created and hosted by J-U-B to post information about the project, as well as timeline, upcoming events, and public feedback opportunities, to include the interactive comment map.

Optional Methods

We can also provide updates or **formal presentations** to established groups such as the County commissioners and/or other local organizations (e.g., Rotary, Chamber of Commerce) although that is not included in our fee proposal.

Other optional methods include preparation and distribution of project information pieces in the format of **community newsletters, press releases, fact sheets, and/or fliers** to help keep the community apprised throughout the project.

Deliverables:

- Public involvement plan.
- Stakeholder assessment, public meetings, project website.
- Public involvement summary report.

C. Existing Conditions and Site Analysis

All planning projects begin with a detailed inventory and analysis of existing conditions. In collaboration with the City, the J-U-B team will assess physical characteristics of the identified project area through GIS data and on-site evaluation by Sheri Freemuth and Andrew Noorlander. Jennifer Switzer will lead the collection of all data layers and create a web map that will allow for comprehensive analysis of land use, ownership, parcels, ROW, utilities, and access points.

Other information critical to park and trail design includes soils, slopes, aspect, topography, geology, water, wetlands, existing vegetation, utilities, surrounding neighborhoods and uses, and how each of these elements interacts or conflicts with one another.

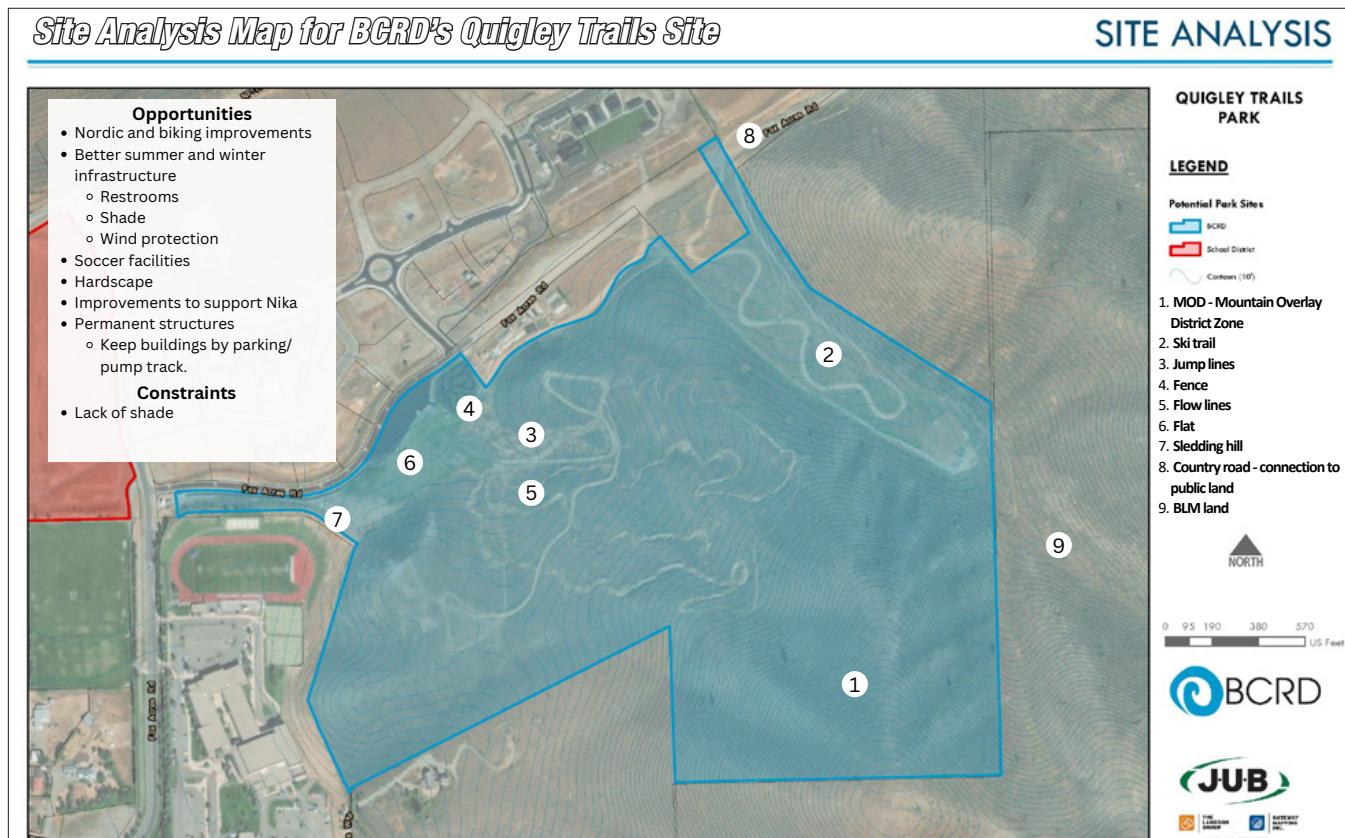
We will use publicly available, and City provided data to prepare the existing conditions report, including any studies that are collected for the current comprehensive plan update process. With these materials in hand our team will conduct a site visit and inventory phase. This information will be used and referred to frequently as we develop concept designs and refine them into a final plan.

Given the long-term use of the site as an alleyway, a key component of the existing conditions and site analysis will be to evaluate transportation and circulation elements, including parking spaces and access points. Chelsea James will also be available for a site visit to further observe existing conditions and future scenarios. We anticipate that the intersection of the ROW and Pine Street, as well as the access to the Howard Preserve, will be focal points for the success of the project.

We recommend that the project team review a draft memo and provide comments. Those inputs will be folded into the final Existing Conditions memo.

Deliverables:

- Existing conditions memo with maps and visuals.



D. Conceptual Design and Scenario Planning

Early in the process, the landscape architecture team will be learning about the interests of the community for the project, as well as the physical characteristics of the site, thereby identifying opportunities and preferred site developments for the underutilized rights of way. Andrew Noorlander will be an integral part of the team and will be present for each task, taking the lead in conceptual design and scenario planning.

After receiving project team feedback, to initiate this task, multiple members of our landscape architecture and planning group participate in an initial “design charrette”. This intensive process begins with team members gathered around a table to discuss the project’s goals, objectives, and main program requirements. We then break out and each develop one or two rough concept sketches showing how amenities can be arranged and work together. After an hour or so of sketching, we come back together and review each idea and evaluate what works and what doesn’t.

The dynamic process results in quick exploration by sharing the results of modifications, combinations, and new design solutions. This process takes extra time but has proven time and again to lead to higher levels of design, more creative solutions, and better project outcomes.

Two preliminary concepts (black and white linework) derived from the design charrette will be presented to the Project Team for their review and suggestions. At that time, we anticipate focused conversations on some of the key design elements, including:

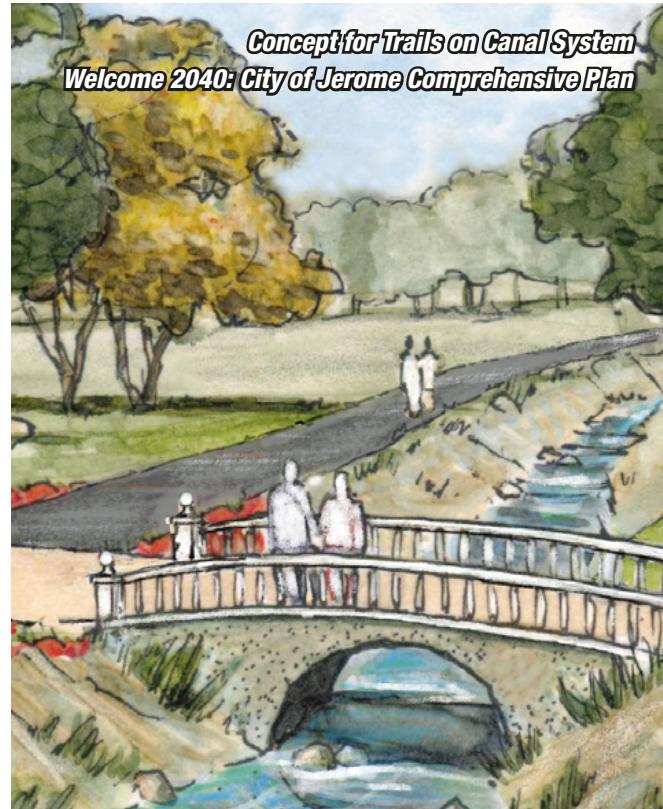
- Improvements that ensure the continued use of the alley for service and emergency access.
- Addressing circulation patterns and consolidated parking.
- Safe, attractive pedestrian and visual connections to the Big Wood River, Howard Preserve, downtown businesses, and residential neighborhoods.
- Public gathering spaces or pocket parks.
- Temporary event or festival spaces, vendor areas, or food truck nodes.

These concepts will be refined and color-rendered for presentation at a public meeting and for discussion on the online platform. We anticipate interactive stations that address some of the key design elements listed above.

Following the public comments, we will revise the concepts into a single preferred alternative that reflects the direction from the Project Team and the public.

Deliverables:

- Concept plans and illustrative renderings (two preliminary concepts, two draft concepts, one preferred concept).



E. Implementation Strategy

Throughout all previous tasks, we will collaborate with the Project Team to develop a plan that is actionable. In this task, we will articulate the steps necessary to implement the project as envisioned in the narrative and with matrices.

Sheri Freemuth will take the lead on this task, working closely with the design team regarding phases and cost estimates for the preferred alternative.

The design team will provide a schematic design level cost estimate for the preferred alternative. An optional task would be to segment the cost into multiple phases, if needed. Our transportation engineering team will stand by for any assistance in this preliminary costing effort. We have extensive experience working with Urban Renewal Agencies throughout Idaho and, given the role of the BURA in this project, will keep that funding prospect at the forefront of our funding strategies. **If needed, our funding specialists may also provide additional insight into options for grants and other public funding scenarios.**

One of the advantages of creating a specific plan like this is the ease of nesting it within the larger comprehensive planning process. As the City is currently preparing a Plan Update, we hope to coordinate the recommendations and findings of this plan with that greater community effort. In that way, relevant land use policy and potential zoning amendments may be considered alongside other land use recommendations. Other policies, guidelines, or procedural changes that might affect private development, including incentive programs, will be discussed in the Implementation Strategy. In addition, specific references to potential impact on property value and the role of the BURA will be made.



We recommend that a final Advisory Committee meeting be held to review and refine the implementation matrix.

Deliverables:

- Implementation matrix with cost ranges and priority.

F. Final Summary Report

Based on the input of the Advisory Committee regarding the implementation strategy, a Draft Summary Report will be provided to the Project Team for review. We will collaborate on any final adjustments to the summary report and prepare for a public presentation to the BURA and Common Council.

Deliverables:

- Final summary report and public presentation.



Over 20 years ago, the City acquired about 12 acres along the Big Wood River, providing public access to river habitat. Known as the Howard Preserve, it has grown to 36 acres of open space (with support from the Wood River Land Trust and Friends of the Preserve), so residents and visitors can enjoy trails and local flora and fauna. The preserve will be an enviable destination for users of the proposed enhanced rights of way.

WORK PLAN AND SCHEDULE

A work plan has been prepared to create the fee proposal based on the understanding and approach. See the attached fee proposal for the tasks and subtasks. Further detail regarding the anticipated process and deliverables may be found in the Understanding and Approach.

J-U-B is eager to begin this planning process in December 2025 and anticipates that it will require approximately 7 months to conclude. Once awarded, the J-U-B team will work closely with the City of Bellevue to develop a detailed schedule and scope of work, along with technical assumptions, to inform a complete operating budget. If cost savings are possible, they will be reflected in that final operating budget. The enclosed Fee Proposal has been prepared based on the current project plan (described in the Understanding and Approach) and the personnel

presented in Firm and Team Qualifications. Each task and subtask reflects labor and incidental costs such as travel and display materials.

J-U-B practices state-of-the-art project tracking to ensure the City will receive the best value within the budgeted amount. Our monthly progress reports and regular team meetings (anticipated monthly throughout the project) result in timely communication of any project issues. Our project personnel, as presented, are committed to supporting the City of Bellevue for the life of the project. Should additional expertise from the J-U-B larger team be required after the project has been initiated, or if additional tasks or services are identified, we will address those requests during the ongoing, collaborative project management process.

TASKS		2026						
		Jan	Feb	Mar	Apr	May	Jun	Jul
A	Project Coordination	★	★	★	★	★	★	★
B	Community Engagement	Do	Do	Do		Do	Do	Do
C	Existing Conditions and Site Analysis			Do				
D	Conceptual Design and Scenario Planning			Do	★	Do		
E	Implementation Strategy					Do	Do	
F	Final Summary Report							Do

LEGEND



Project Team Meeting



Community Engagement



Deliverable

REFERENCES

Client: Blaine County Recreation District (BCRD), Hailey, ID

Contact Person: Mark Davidson

Title: Executive Director

Phone No: (208) 720-2475

Email: mdavidson@bcrd.org

Client: Town of Wellington, Wellington, CO

Contact Person: Cody Bird

Title: Planning Director

Phone No: (970) 568-3381

Email: birdca@wellingtoncolorado.gov

Client: Logan City, Logan, UT

Contact Person: Tom Dickinson

Title: Former Assistant City Engineer (now with the City of Nibley, ID)

Phone No: (435) 757-9848

Email: tomd@nibleycity.gov

Client: City of Kuna, Kuna, ID

Contact Person: Joe Stear

Title: Mayor

Phone No: (208) 922-5546

Email: jstear@kunaid.gov

Appendix A

Resumes

J-U-B FAMILY OF COMPANIES



THE
LANGDON
GROUP



J-U-B ENGINEERS, INC.



GATEWAY
MAPPING
INC.

Sheri Freemuth, AICP, has 40 years of experience in land use planning including the preparation of dozens of comprehensive and specific plans, as well as large environmental reports. She has been engaged in numerous projects that emphasize the importance of community engagement, strong planning principles, and revitalization based in authentic local character. She specializes in historic preservation and has successfully integrated preservation programs into her community planning efforts. She has dedicated most of her career to supporting Idaho communities and is well versed in our state's Local Land Use Planning Act. Sheri leads J-U-B's team of long-range planners across the intermountain West.



RELEVANT EXPERIENCE

COMPREHENSIVE PLANS

- **Blaine County Recreation District (BCRD) Master Plan; Blaine County, ID (2024 – Present)** *Senior Planner/Quality Assurance.* Sheri is supporting the development of the BCRD master plan, contemplating new recreation facilities in Bellevue and Hailey. She supported development of the project scope, preparation of an existing conditions report, and review of preliminary concepts.
- **Elmore County Comprehensive Plan Update; Elmore County, ID (2024 – Present)** *Senior Planner/Project Manager.* Sheri is leading the *Envision Elmore County* planning process to update their 2014 plan. The process has entered the preliminary draft stage, following preparation of a project website, formation of an advisory committee, drafting of an existing conditions report and a socioeconomic report.
- **Chubbuck Comprehensive Plan; Chubbuck, ID (2023-2025)** *Senior Planner/Project Manager.* In collaboration with the city's planning department, J-U-B prepared a Plan update that was unanimously approved by City Council in May 2025. Sheri was responsible for all aspects of an interactive public planning process that resulted in a clear vision, goals, objectives, strategies and policies.
- **Filer Comprehensive Plan; Filer, ID (2023 – 2025)** *Senior Planner/Project Manager.* To complement our services as the City's Engineer, Sheri and a small team of professionals facilitated a successful planning process for this growing Magic Valley City. Adopted in July 2025, *Future Filer* provides a bold Future Land Use Map with a specific implementation program.
- **Fruitland Comprehensive Plan Update; City of Fruitland, ID (2022-2024)** *Senior Planner/Quality Assurance.* Sheri supported the development of a plan update based on the 2013 Fruitland plan. This process included updating existing conditions, refining goals, objectives, and strategies and modifying the Future Land Use Map.

Professional Certifications

- American Institute of Certified Planners (AICP)
1996

Education

- MCP, City Planning
San Diego State University
1985
- BA, Political Science
Scripps College
1982

Experience

- Senior Planner
J-U-B ENGINEERS, Inc.
2020-Present
- Senior Field Officer
National Trust for Historic Preservation
2009-2019
- Senior Environmental Planner
Science Applications International Corporation (SAIC, now Leidos)
1991-2009
- Planner II
Ada County Development Services
1987-1991
- Senior Planner
City of San Diego Planning Department
1984-1987

- **Jerome Comprehensive Plan Update; City of Jerome, ID (2022-2023) Senior Planner/Project Manager.** Sheri led the plan update along with the City planners and the City Manager. J-U-B provided specialized planning, public involvement, and GIS expertise, with a special focus on community health. *Welcome 2024: City of Jerome Comprehensive Plan* was adopted in June 2023.
- **Caribou County Comprehensive Planning Services; Caribou County, ID (2021-2023) Senior Planner/Project Manager.** Sheri led a small team of planners to support the Caribou County Planning and Zoning Administrator with a plan update focusing on public engagement. to their Comprehensive Plan. The County also retained J-U-B to support review of a preliminary draft and assist with the adoption process.
- **Payette County Comprehensive Plan Update; Payette County, ID (2020-2022) Senior Planner/Project Manager.** Sheri led the Payette County Comprehensive Plan process to update the plan adopted in 2006 (which she managed at SAIC). The plan presents existing conditions and specifies goals, objectives, and strategies for a 10 to 20-year period. *Future Focus: Payette County Comprehensive Plan* was adopted in June 2022. Sheri also prepared draft ordinance language to support plan implementation.

DOWNTOWN AND OTHER SPECIFIC AREA PLANS

- **Concept Study - 15th and 16th Street Corridor; Boise, ID (2025 -Current) Senior Planner.** Sheri is supporting the Transportation Services Group as they prepare a concept study for Ada County Highway District (ACHD) to re-envision the present north – south couplet from the Boise River to the North End neighborhood. She has conducted an evaluation of existing plans, studies and ordinances, advised the public engagement process, and provided land use analysis through the early stages of concept development.
- **City of Meridian Historic Preservation Plan (HPP) and Planning Services; Meridian, ID (2024-Current) Senior Planner/Project Manager.** Sheri supported the City's Preservation Commission with a report outlining options for local landmarking. The client then requested J-U-B update the HPP. In collaboration with the City Arts and Culture coordinator, Sheri has led an interactive public process that will result in a new HPP by the end of 2025.
- **City of Nampa State Highway 16 Specific Area Plan; Nampa, ID (2022) Senior Planner/Project Manager.** Sheri led a team of land use and transportation planners, including City of Nampa personnel, through an engaging and award-winning Specific Area Plan process. The planning area will soon be traversed by a new SH-16 extension, providing a much-needed north-south route to I-84.
- **State Street Urban Renewal District (URD) Cultural Resource Summary Report; Boise, ID (2021) Senior Planner.** Sheri provided technical services to the Capital City Development Corporation (CCDC) to complete a Cultural Resource Survey Report for the proposed State Street URD. She analyzed over 250 survey data forms and prepared a report to summarize survey methodology and findings, provide brief historic context and develop recommendations related to future neighborhood historic preservation activities.
- **Downtown Design Standards; Kuna, ID (2020-2021) Senior Planner.** Sheri drafted Kuna's first downtown design guidelines, collaborating closely with the City to develop a guide for future development. She led a team of engineers and an architect to develop narrative and graphic standards for rehabilitation of existing structures and design of new construction within key subareas in and around the central business district.
- **Urban Renewal Districts (URD); Kuna, ID (2020-2021) Senior Planner.** Sheri provided project management support for the development of URDs. She provided quality assurance during development of eligibility studies and prepared a Public Outreach Plan for the Kuna West URD planning process.

Quality Control / Transportation Services Group Regional Lead

Tim has over 26 years of project management, engineering and design experience and serves as J-U-B's Regional Transportation Manager and Project Manager. Tim takes pride in working with our communities, cities, counties, highway districts, in Idaho to ensure deliverables are compliant with both locally funded and Federal-aid standards. Tim's hands-on expertise includes urban revitalization and roadway projects, including multi-modal, complete streets, pedestrian and bicycle path facilities, wayfinding, street lighting, intersection, bridge, structural, irrigation, drainage, hydraulic modeling, right-of-way, public involvement, utility and railroad coordination, floodplain evaluations, environmental, traffic control, permitting and construction staging. He is particularly adept at managing complex projects with compressed schedules, limited budgets, and difficult technical issues and is proactive in developing cost-effective solutions.

RELEVANT EXPERIENCE

TRANSPORTATION

- **Kuna Downtown Revitalization, Phase 2; Kuna, ID (2018-2020)**
Project Manager. The Kuna Downtown Revitalization Project Phase 2 is a full rebuild of approximately 750 linear feet along the final two blocks of Main Street from Avenue A to Avenue C, including sidewalk and landscaping improvements. Much like the previous Phase 1 project this project will improve blighted conditions by installing lighting, curb, gutter, sidewalk, drainage, water, irrigation, streetscape improvements and other related work in downtown Kuna. This project will improve pedestrian access and safety, resolve inadequate infrastructure issues, to finish out the final two blocks of Kuna's Central Business District. The Ada County Highway District (ACHD) owns the right-of-way within the project limits.
- **Kuna Downtown Revitalization, Phase 1; Kuna, ID (2017-2018)**
Project Manager. The Kuna Downtown Revitalization Phase 1 Project was a full rebuild of approximately 500 linear feet along one block of Main Street from Avenue C to Avenue D, including sidewalk and landscaping improvements along Main Street between Avenue D and Avenue E and from 4th Street to Main Street on Avenue E. The purpose of the project was to improve blighted conditions by installing lighting, curb, gutter, sidewalk, drainage, water, irrigation, streetscape improvements and other related work in downtown Kuna. This project will improve pedestrian access and safety, resolve inadequate infrastructure issues, to revitalize Kuna's Central Business District.
- **Leading Pedestrian Interval Phase 1; Ada County Highway District (ACHD), Ada County, ID (2023-2024)**
Project Manager. Responsible for managing client expectations and design team, that included field inventory of existing conditions, traffic modeling, intersection and signal design, plan production for recommended signal and ADA improvements per field inventory. Field inventory included 135 coordinated



Professional Registrations

Professional Engineer:
Idaho, 11349
Oregon, 85387

Education

BS, Civil Engineering
Washington State University
1999

Experience

- **Regional Lead/Project Manager**
J-U-B ENGINEERS, Inc.
2008-Present
- Project Manager
RiveRidge Engineering Company
2004-2008
- Project Engineer
Toothman-Orton Engineering
Company
2001-2004
- Engineer-in-Training
J-U-B ENGINEERS, Inc.
2000-2001
- Drafter/Designer
J-U-B ENGINEERS, Inc.
1994-1996
- Drafter/Designer
Battelle Pacific Northwest
National Laboratory
1993-1994

Quality Control / Transportation Services Group Regional Lead

intersections within Ada County's local system. Design included sidewalk and pedestrian ramp improvements to meet ADA requirements.

- **Linden Street Concept Study; Ada County Highway District (AHD), Boise, ID (2023-2024) Project Manager.** Responsible for a community improvement project that includes public outreach and a concept study for implementation of a multi-use pathway or similar treatment, sidewalk, driveway and ADA ramp improvements, and potential intersection improvements for traffic calming and enhancement of the low-stress bikeway network on Linden Street, from Broadway Ave to Boise Ave. Appropriate placement of a multi-use pathway or similar treatments that meet AHD Level of Traffic Stress standards for bikes and pedestrians on Linden Street are being considered as well as impacts on adjacent properties to improve safety for residents and multimodal transportation to schools and local businesses. Public outreach was being accomplished through a communication outreach process, utilizing both in-person meetings and the most current online techniques for virtual public involvement.
- **Central Bench Improvement Bundle A; Ada County Highway District (AHD), Boise, ID (2021-2024) Project Manager.** Responsible for managing six design teams for six separate roadway, intersection, and bikeway projects included in the bundle. Project design elements include, roadway reconstruction, adding sidewalk, ADA improvements, pedestrian hybrid beacon, and intersection realignment. Other responsibilities included acting as Engineer of Record manager during construction which was completed Fall 2024.
- **4th Street Improvements, Kuna, ID (2021-2022) Project Manager.** Project goal is to develop a preferred alternative that includes a build the existing road to include 5-foot detached sidewalks, a 5-foot landscaped buffer, 2-feet of curb/gutter, 18-feet of angled parking, and 10-foot travel lanes on the east and west side of the road south of the alley. Alleyway approach crossings will also be overlaid with concrete. Conduit was also provided for future street lighting and a complete analysis of green stormwater infrastructure was included in the design. Construction pending obligated funding.
- **Avenue C, Main Street to 4th Street, Ada County Highway District, Kuna, ID (2021-2022) Project Manager.** Project goal was to rebuild the existing road to include 5-foot detached sidewalks, a 5-foot landscaped buffer, 2-feet of curb/gutter, 18-feet of angled parking, and 10-foot travel lanes on the east and west side of the road south of the alley. Alleyway approach crossings will also be overlaid with concrete. Conduit was also provided for future street lighting and a complete analysis of green stormwater infrastructure was included in the design.
- **Shoshone Falls Grade; Twin Falls, ID (2020-2022) Project Manager.** Project is a roadway rehabilitation of approximately 5,280 linear feet of Shoshone Falls Grade, Dierkes Road, and boat ramp road at Shoshone Falls Park. Project goals were to develop a recommended alternatives for roadway improvements to reduce annual maintenance, improve safety, rehabilitate the existing pavement, and provide additional pedestrian access routes, points and facilities. Scope of Services includes project management, surveying & base mapping, wetland delineation & biological survey, draft joint application for permits to the CORPS, design engineering, quality control, Aerial photography (Lidar) & geotechnical investigation. Final design/shelf ready plans were delivered to the City in January of 2022, with Construction pending obligated funding.

ANDREW NOORLANDER, PLA

Program Lead / Senior Landscape Architect

Andrew is a professional landscape architect and experienced project manager with expertise in planning and design projects such as community gathering and event spaces, public plazas, parks, trails, and streetscapes. Andrew is passionate about creating spaces that foster a sense of community, encourage and rejuvenate mental and physical health, and provide for a sustainable future. His natural artistic talents and practical knowledge of landscape construction and maintenance enable him to develop beautiful, sustainable, and functional design solutions.

Andrew is highly detail oriented and excels at developing thorough and accurate construction documents (layout, grading, planting, irrigation, and custom construction detailing) and providing quality control reviews of complex projects. In addition to his landscape architecture education and experience, Andrew holds a master's degree in business administration and leads J-U-B's landscape architecture team.

RELEVANT EXPERIENCE

PARKS AND TRAILS MASTER PLANNING

- **Blaine County Rec District Master Plan; Hailey, ID (2024-Current)** *Senior Landscape Architect.* Oversaw master planning efforts including public involvement, inventory and GIS analysis of seven different sites, and concept design for three sites with amenities including tournament level soccer, baseball, and softball fields, a recreation center/field house, trails, pavilions, restrooms, etc.
- **Wellington Cleveland Ave Downtown Revitalization; Wellington, CO (2024-Current)** *Senior Landscape Architect.* Collaborate with engineers and city staff to create safe and engaging downtown spaces through implementation of unifying paving patterns, street trees, landscaping, pedestrian lighting, bike racks, trash receptacles, benches, and flexible amenity spaces.
- **Canyon View and Star View Park Master Plans; Afton, WY (2022-2024)** *Senior Landscape Architect, Project Manager.* Renovation of Afton's Canyon View and Star View parks, including public engagement, programming, conceptual design, and final master planning. Improved trail systems create key neighborhood and regional connections, with a specific focus on how to link amenities at Star View park through an alley way to the downtown business core. Additional park amenities include a mountain bike skills course, skate park, splash pad, ice rink, destination playground, nature play areas with safe access to water, baseball, and soccer field, pickleball and basketball courts, pavilions and restrooms.
- **Parks, Recreation, Open Space, and Trails Master Plan; College Place, WA (2024-Current)** *Senior Landscape Architect.* Assisted with



Professional Registrations

- Professional Landscape Architect:
Utah, 10486769-5301
Colorado, LA.0001577
Nevada, 1108
Oregon, 1136

Education

- Master of Business Administration
Utah State University
2015
- Bachelor of Landscape Architecture
Utah State University
2013

Experience

- Senior Landscape Architect
J-U-B ENGINEERS, Inc.
2021-Present
- Senior Associate, Landscape Architect
G. Brown Design
2016-2021
- Landscape Designer, Illustrator
In-Site Design Group
2013-2015
- Landscape Designer, Draftsman
R. Michael Kelly Consultants
2012-2013
- Irrigation Specialist
USU Research Farm & Orchards
2009-2012

ANDREW NOORLANDER, PLA

Program Lead / Senior Landscape Architect

development of the system wide master planning study including conceptual design of four site-specific park projects.

- **Ogden Parks Utilization Study & Master Plan; Ogden, UT (2024-Current)** *Principal In Charge*. Overseeing the study aimed at providing an in-depth look at how residents are using Ogden City parks (gathered through public survey, open houses, stakeholder interviews, and cell-phone data) and identify priorities for improvements to both recreation facilities and programming.
- **Parks, Recreation, and Trails Master Plan; Woods Cross, UT (2024)** *Principal In Charge*. Developed a system wide parks, trails, and recreation master plan for the city including public survey, inventory and needs analysis with GIS mapping of existing park facilities and service gaps, phased capital improvement plan with cost estimates, and strategic funding recommendations.
- **Reimagine Sunnyside Park; Salt Lake City, UT (2024-Current)** *Senior Landscape Architect*. Oversaw public engagement and conceptual design phases, and currently guiding detailed design and construction documents for improvements including multi-use sports fields, pickleball courts, destination playground, and improved trails and accessibility. The project is seeking SITES Silver Certification with construction anticipated to start Summer 2026.
- **Syracuse Regional Sports Complex and Park; Syracuse, UT (2023-Current)** *Principal In Charge*. Directed detailed design, bidding, and construction administration for phase one of the 50-acre regional sports complex which includes three multi-purpose sports fields, and a tournament level synthetic turf baseball / softball field including press box and score tower, batting cages, field netting, and additional park amenities (pavilions, restrooms, parking, etc.).
- **Garland City Sports Complex Master Plan; Garland, UT (2025)** *Senior Landscape Architect*. Collaborate with city staff and grant writers to develop a site-specific master plan illustrating future park improvements including an indoor field house, parking, pickleball courts, pavilions, playground, trails, and passive open space. Conceptual designs were developed on a short timeframe for grant applications and are designed to facilitate construction phasing while meeting the communities current needs.
- **West Davis Corridor Trail & Landscape; Farmington, UT (2022)** *Senior Landscape Architect*. Collaborate with Farmington City Engineering and Parks and Recreation department to develop designs for new trail heads, landscaping, and other amenities along Farmington City's section UDOT's West Davis Corridor active transportation trail system. A key amenity is a major trailhead at the intersection of the West Davis Corridor Trail, and the Denver-Rio Grand West Rail Trail.
- **Farmington Leisure Park Master Plan; Farmington, UT (2022)** *Senior Landscape Architect, Project Manager Lead Landscape Architect*. Directed master planning for Farmington City's 11.5-acre leisure park, with amenities including trails, flexible plaza spaces for community events and gatherings, open lawn areas, pavilions, splash pad, playground, pickleball courts, and flag football fields.
- **Hogan Park Renovation Master Plan; Woods Cross City, UT (2022)** *Lead Landscape Architect*. Directed design and managed a multi-disciplinary team to master plan the popular 5-acre park located in the heart of Woods Cross City which provides new community gathering spaces for the City's regular farmer's market and annual Memorial Day celebrations. Additional amenities include a food truck court, amphitheater, multiple pavilions, restroom and concessions building, sports field, and an all-abilities playground.
- **Pedestrian Gateway and Plazas; Davis Technical College, Kaysville, UT (2024)** *Senior Landscape Architect*.

Jennifer is an experienced Geographic Information Systems (GIS) Analyst with a master's degree in GIS and over 17 years of demonstrated history working in the field of GIS and data analysis in local and federal government and private industry. She has extensive experience compiling project websites (ArcGIS Hub sites) with surveys and interactive comment maps for public involvement, designing database schema and implementing geodatabases for asset maintenance and history tracking, creating custom mobile field data collection maps and interactive web-based maps and applications, executing spatial analyses, converting analog data to digital geospatial data, generating information products, and creating custom map exhibits. Jennifer has worked with J-U-B's planners, transportation and municipal engineers and public involvement specialists on numerous projects to gather and analyze data, produce GIS-based interactive public outreach tools, and create compelling map exhibits and applications.

RELEVANT EXPERIENCE

COMPREHENSIVE/LAND USE PLANNING

- Comprehensive Plan Update; Chubbuck, ID (2024-2025) Sr. GIS Analyst.** Jennifer compiled data and analyzed existing conditions to help direct land development limitations or opportunities. She also performed analysis to assess demographics and locations of food deserts that could impact community health. She created a public-facing website (ArcGIS Hub Site) to provide the public information on the plan and gather public feedback.
- Elmore County Comprehensive Plan; Elmore County, ID (2024 – Current) Sr. GIS Analyst.** Jennifer performed spatial analysis on existing condition data to identify areas of concern, parcel density, and to calculate land use areas. She developed a project website (ArcGIS Hub) to provide the public information on the plan, custom map exhibits for public meetings, and an internal team web map of all existing conditions to support the planning process.
- Comprehensive Plan Update; Jerome, ID (2022-2023) Sr. GIS Analyst.** Jennifer compiled data and an online web map application and conducted current and future land use analyses within the city and impact area to help direct land development limitations or opportunities. She also performed analysis to assess demographics and locations of food deserts that could impact community health. She created a public-facing, bi-lingual website to provide the public information on the plan and gather public feedback using interactive comment maps and surveys.
- Yakima River Canyon Recreation Planning, Bureau of Land Management, Kittitas County, WA (2024-2025) Sr. GIS Analyst.** Created a public engagement website (ArcGIS Hub Site) that provided updates about public meetings and



Proficient Software

Esri ArcGIS:
Pro
Server
Online
Portal
Hub Sites
Field Maps
Survey123

Education

MS, Geographic Information Systems
Pennsylvania State University
2016
BS, Mathematics
Chemistry Minor
University of Illinois
2003

Experience

- Sr. GIS Analyst, Gateway Mapping/J-U-B ENGINEERS, Inc. 2020-Present**
- GIS Analyst,
City of Boulder City, NV
2013-2019
- Data Analyst, PRA Location Services, Las Vegas, NV
2011-2013
- Resource Analyst
New Mexico Technology Group
2007-2008
- Cartographic Technician
USDA, East Lansing, MI
2003-2007

feedback, plus it included an interactive comment map to provide information about newly acquired land by the BLM in the Yakima River Canyon, WA and to gather feedback on how the public would like to see it utilized.

- **Comprehensive Plan Update; Filer, ID (2024-2025)** *Sr. GIS Analyst.* Jennifer compiled existing conditions data, conducted current and future land use analyses, and parcel density within the city and impact area to help direct land development limitations or opportunities. She created a public-facing website to provide information on the plan and gather public feedback using interactive surveys.
- **Nampa Highway 16 Specific Area Plan; Nampa, ID (2022-2023)** *Sr. GIS Analyst.* Jennifer analyzed existing conditions to help aid in the creation of future land uses and transportation needs around the upcoming SH-16 expansion. She created a website with an online comment map to provide the public with project information and to receive feedback.

TRANSPORTATION/BIKE/PEDESTRIAN MASTER PLANNING

- **Central Bench Neighborhood Transportation Plan; Ada County Highway District, Boise, ID (2021-2022)** *Sr. GIS Analyst.* Comprehensive plan for bike, pedestrian, and roadway improvements within the ACHD Central Bench planning area. Jennifer performed existing asset and needs analyses and created map exhibits of existing assets, connectivity, and future traffic analyses. She developed a web site (ArcGIS Hub Site) for online public engagement that included background information and interactive maps, a survey, and an interactive comment map to collect public feedback.
- **Garden City Neighborhood Bike & Ped Plan; Ada County Highway District, Garden City, ID (2020-2021)** *Sr. GIS Analyst.* Comprehensive plan for bike and pedestrian improvements within Garden City. Jennifer performed existing asset and needs analyses, created project exhibits for plan report and web maps for online public engagement that replaced in-person public involvement meetings.
- **Transportation Master Plan/Pavement & Sign Management; Filer, ID (2024-Current)** *Sr. GIS Analyst.* Jennifer evaluated existing conditions and analyzed future capital improvement projects. She developed database schema and mobile data collection app to collect and manage pavement conditions which calculated remaining service life and produced recommended pavement treatment. She also designed and created a new database for roadway sign inventory and set up online and mobile mapping capabilities.
- **Transportation Master Plan/GIS Implementation & Asset Management; Golden Gate Highway District, Wilder, ID (2023-2024)** *Sr. GIS Analyst.* Jennifer evaluated existing conditions, analyzed future capital improvement projects, and documented future level of service. Designed new database schema to document maintenance tracking and asset management and converted data to new format. Established online mapping capability and access via mobile applications.
- **5-Year Transportation Plan; Nampa, ID (2022-2023)** *Sr. GIS Analyst.* Jennifer proposed new geodatabase to collect and store data on existing conditions within project areas, as well as a new database schema for Capital Improvement Project management. She created field collection techniques and internal and public-facing applications for staff and public to review proposed transportation projects.
- **Jerome Master Transportation Plan; Jerome, ID (2020-2021)** *Sr. GIS Analyst.* The project provided an update of the 2007 Jerome Transportation Plan and identified current and future transportation needs within the City of Jerome. Jennifer created a bilingual ArcGIS Hub site with interactive comment maps and surveys to inform the public and receive public input and created map exhibits of existing assets, connectivity, and future traffic analyses.



Rebecca specializes in public outreach, community engagement and facilitation. She has worked within the strategic communications arena for over 15 years. Rebecca's project experience is wide-ranging, but her focus is strategic communication planning for multi-jurisdictional, multi-agency projects. Her strengths lie in innovative thinking, value of relationships, and respect for perspectives in the overall planning process. Rebecca's expertise in key message development enables concentrated communication efforts to identify relevant outreach opportunities and ensure pertinent information reaches appropriate parties.

She has managed a wide variety of process design and implementation projects for state and local government agencies and has worked with private-sector companies to provide management services in developing public involvement plans, comprehensive plans, communications plans, and marketing acquisition strategies.

Rebecca specializes in working with diverse, community-based stakeholder groups to resolve conflict and provide consensus in the decision-making process. She is an experienced public facilitator, providing a neutral plane of engagement for each project.

SELECT EXPERIENCE

Water Service Line Inventory | City of Jerome

Public involvement and outreach in support of the City of Jerome's service line inventory and replacement program. All city water connections were catalogued on both sides of connection—from the water system-owned point of diversion to the private-owned point of connection. Surveys were conducted at each customer connection to comply with Environmental Protection Agency (EPA) mandates to mitigate exposure to contaminated drinking water by identifying and replacing lead pipe in the public water system. Public outreach included development of an online survey tool, door hangers, mailers, social media outreach, information notices sent in sewer/water bill, pop-up information booth at local farmer's market, and data collection through ArcGIS systems.

US-30 Main Street, Burley, Idaho | Idaho Transportation Department

Public outreach and process design for the redesign and construction of US-30 Business Loop improvement on Main Street in Burley, Idaho. Project includes removal of all existing asphalt, reconditioning the existing base, repaving the pavement section, and upgrading existing ADA curb ramps to current ADA standards and installing new ADA ramps. Direct coordination with over 100 impacted property owners along the US-30 corridor, including stakeholder interviews, stakeholder assessment, public involvement plan, public open house, interactive project website, and media relations.

Comprehensive Plan Updates | Community Outreach and Engagement

Public involvement and community engagement services for the development of long-range comprehensive plans that guide future activities related to land uses, transportation, economic development and other activities within cities and counties. These plans will serve as a 10 to 20-year road map for their communities. Community input better equips cities and counties to make more informed comprehensive planning choices that meet community needs. Public engagement in the comprehensive planning process is essential to creating a plan that meets the needs of the community, guides future action, and maintains the cultural and historical identity of their communities, while promoting economic growth and sustainable development. These long-range plans are a guide for development activities prepared with the

Registrations and Positions

Sponsorship Committee Member | International Association of Fairs and Expositions, 2019-Present

Member | International Association of Fairs and Expositions, 2019-Present

Vice President and Foundation Member | Idaho Agricultural Foundation, 2013-2018

Board Member | Canyon County Fair, 2016-2017

Education

B.A., Communication, Boise State University | 2007

Certifications and Awards

Professional Skills Program in Conflict Resolution Consulting | Pepperdine University, 2013

Work History

The Langdon Group
Boise, Idaho | 2021-Present

Communicate, LLC
Boise, Idaho | 2013-2021

The Langdon Group
Boise, Idaho | 2011-2013

CTA Architects Engineers
Boise, Idaho | 2008-2011

involvement of residents, businesses, non-profits and public agencies, and include the development of a planning document that reflects current issues and concerns and provides strategies for the future. Public outreach services for these plans have included the development of Steering Committees and Community Advisory Committees, online interactive comment maps, project websites, surveys, public open houses, media outreach, flyers, social media campaigns, project graphics/branding guidelines/logos, and newspaper advertisements. Each plan must include community input on previous and existing conditions, trends, desirable goals and objectives, and desirable future situations. **Rebecca has provided public engagement services and community outreach for the development of the following comprehensive plans in Idaho:**

- *City of Chubbuck Comprehensive Plan Update*
- *City of Jerome Comprehensive Plan Update*
- *City of Filer Comprehensive Plan Update*
- *Elmore County Comprehensive Plan Update*
- *Minidoka County and the cities of Rupert and Paul Comprehensive Plan*
- *City of Fruitland Comprehensive Plan*

Central Bench Community Improvement Plan for Bicyclists and Pedestrians | Ada County Highway District

Public involvement and process design for community improvement project, which included establishing a new bikeway corridor per the adopted Ada County Highway District's Bike Master Plan and Central Bench Neighborhood Plan. The purpose of this project was to improve safety and increase connectivity for pedestrians and bicyclists. Project included a public open house, stakeholder coordination, community feedback survey development, online story map, and comment assessment.

15th Street & 16th Street Corridor Improvement Project | Ada County Highway District

The purpose of this project is to develop a concept design for the 15th Street/16th Street, Shoreline Drive to Fort Street corridor improvement project. This project aims to address speeding, safety concerns, and roadway functionality through a thorough evaluation of potential treatments. The 15th St and 16th St corridors between Shoreline Drive and Fort Street are currently one-way streets, each with a three-lane road configuration, a combination of substandard on-street bike lanes, sharrows, and separated bike lanes on one side of the roadway with attached and detached sidewalks on both sides. The concept design is expected to include a feasibility study of the alternatives identified by the public and stakeholders including, but not limited to two-way conversion, safety enhancements to the bicycle and pedestrian facilities, enhanced crossing opportunities, and bridge replacement. Public outreach includes engaging the neighborhood, unhoused population, and key stakeholders through interactive online engagement tools, a series of public open houses, neighborhood pop-up event, corridor walk-through with community members, surveys and media outreach.

Sewer Masterplan | Toll Brothers and City of Caldwell

Public outreach and engagement in coordination with the City of Caldwell and Toll Brothers to provide engineering design services for construction of a 10-inch gravity sewer line extension located in the existing public right-of-way alignment contiguous to thirteen properties. Project included topographic surveying activities to identify tree trunk locations, fences, irrigation facilities, and right-of-way limits. Landowner coordination included one-on-one landowner meetings, landowner letters and ongoing communication and coordination regarding project timeframe for completion, what to expect, potential property impacts, and answering and addressing landowner questions and concerns.

Chelsea is a transportation engineer and project manager with over nine years of experience delivering complex, multimodal infrastructure projects. A daily bike commuter, she brings a personal passion for active transportation and a collaborative leadership style to every project. Chelsea is known for her attention to detail, strong communication skills, and ability to guide projects from concept through construction with a focus on safety, accessibility, and community impact.

Her project experience includes corridor improvements, roundabouts, shared-use paths, downtown revitalizations, ADA upgrades, drainage design, traffic modeling, and utility coordination. She has managed and designed projects for local municipalities, highway districts, and state DOTs, including federally funded and fast-tracked initiatives. Chelsea's work spans planning, design, and construction support for both urban and rural transportation systems.

RELEVANT EXPERIENCE

TRANSPORTATION MASTER PLANNING

- Filer Master Transportation Plan Update; Filer, ID (2024-Current) Project Manager.** Chelsea is currently the project manager for the Filer Master Transportation Plan Update and is working with the City of Filer and local technical advisory committee to update their 2009 plan. She is managing a small team of GIS professionals and engineers to analyze the existing transportation network within the city limits and make recommendations for the holistic management of their system and future improvements.

TRANSPORTATION

- KN 23205, US-30 Business Loop; Idaho Transportation Department (ITD) District 4, Burley, ID (2024-Current) Project Manager.** Chelsea is currently the project manager for the US-30 Business Loop improvements on Main Street through the city of Burley. The project includes a pavement rehabilitation, ADA ramp upgrades, and eliminating/combining approaches for improved access control along 1.5 miles of roadway. The project has completed the preliminary design phase and is currently ahead of schedule and under budget.
- Jerome Downtown Revitalization; Jerome, ID (2024-Current) Project Manager.** Chelsea is currently the project manager for the Jerome Downtown Revitalization project which is a collaboration between the City of Jerome and ITD District 4. The project will install updated streetscaping, including a decorative brick strip, pedestrian benches, pedestrian lighting, RRFBs, trees, new sidewalk, and ADA compliant curb ramps for four blocks of Main Street/SH-25 and four blocks of Lincoln Ave south of Main Street. The project also includes the reconstruction of the Main Street pavement to remove an abandoned concrete roadway underneath the existing asphalt and a new signal at the intersection of Main Street and Lincoln Avenue.



Professional Registrations

- Professional Engineer:
Idaho, 19484
Ohio, 85097
Utah, 12703019-2202

Education

- BS, Civil Engineering
University of Akron
2016

Experience

- Lead Project Engineer
J-U-B ENGINEERS, Inc.
Twin Falls, Idaho
2020-Present**
- Design Engineer, Professional Engineer/Engineer-in-Training, AECOM. Akron, Ohio
2016-2020
- Engineering Intern, AECOM (formerly URS Corporation), Akron, Ohio
2014-2016

* Project completed at previous employer.

- **KN22687, US-30 Yellowstone to Garrett Way Corridor; Idaho Transportation Department (ITD) District 5, Pocatello, ID (2023-Current) Project Manager.** Chelsea is currently the project manager for the US-30, Yellowstone to Garrett Way project to improve the safety and functioning of this major arterial in Pocatello. The project includes widening, traffic modeling, lane reconfigurations, the design of three signalized intersections, reconstruction of the UPRR railroad crossing, shared-use paths, sidewalks, drainage improvements to mitigate surcharging of the existing storm sewer system, landscape improvements, and new illumination. The project has completed the preliminary design phase and is moving into final design.
- **KN23324, Garden Street Pathway; Local Highway Technical Assistance Council (LHTAC)/City of Boise, Boise, ID (2020-Current) Project Manager.** Chelsea started this project as the lead engineer, working with the City of Boise to develop a conceptual design and confirm the hydraulic feasibility of piping the Electric Light Switch Lateral Canal to install a shared-use pedestrian path connection from the Garden Street pedestrian facilities to the Cassia Park shared-use path. After the City received federal funds for design and construction, Chelsea took over as the project manager and is working closely with LHTAC, the City of Boise, the Ada County Highway District, and the Nampa & Meridian Irrigation District to take the project through the project development process. Construction is anticipated in 2027.
- **Shoshone Falls Grade; Twin Falls, ID (2020-2025) Project Manager.** Chelsea started this project as the lead engineer, working with the City of Twin Falls to design improvements to Shoshone Falls Grade and Dierkes Roads leading to the Shoshone Falls tourist destination. The project made the park more accessible to recreational vehicles by removing rock and widening hairpin turn, rehabilitating the existing pavement with a RABs reconstruction, installed curb, gutter, and guardrail on the canyon side of the road to improve safety, and installed a shared-use path along Dierkes Road connecting Dierkes Park to Shoshone Falls Grade. She took over as the project manager in 2023 and managed the project through PS&E and construction.
- **KN23474, South Street Anthony Interchange; Idaho Transportation Department (ITD) District 6, St. Anthony, ID (2022-2023) Lead Project Engineer.** Chelsea was the lead project engineer for the roadway design of a new interchange on US-20 at E 400 N road south of St. Anthony, Idaho. This was a dangerous at-grade crossing with a history of serious crashes. It was identified as a high priority improvement by ITD's Transportation, Expansion & Congestion Mitigation (TECM) program, and the J-U-B team took it from notice to proceed to plans, specifications and estimate (PS&E) in a record nine months.
- **600 South Roundabout; Utah Department of Transportation (UDOT) Region 1, Smithfield, UT (2022-2023) Project Engineer.** Chelsea was the lead project engineer on the design of a single lane roundabout in front of Sky View High School in Smithfield, Utah. She oversaw the geometric layout and performance checks to balance property and utility impacts with roadway modifications. The project included right of way acquisition, drainage design, landscaping, illumination, and RRFBs for pedestrian crossings. It was constructed in 2024 with no change orders issued.
- **Madrona Sidewalk; Twin Falls, ID (2022) Project Manager.** As the Lead Project Engineer and Project Manager, Chelsea helped the city design sidewalk to fill in a critical sidewalk gap along Madrona Road. This corridor is used heavily by children walking to Sawtooth Elementary School and Twin Falls High School and was identified as a high-risk location due to the volume of pedestrians. Chelsea helped the city apply for and obtain a Children Pedestrian Safety grant to help fund the project.

Devin has contributed to a diverse range of projects gaining valuable experience in the planning and design of parks, trails, streetscapes, commercial developments, and institutional projects. These opportunities have strengthened his ability to approach design challenges with creativity and a strong understanding of how outdoor spaces shape community life.

As a passionate Landscape Designer, Devin is dedicated to creating environments that enhance everyday experiences, support community well-being, and offer families and friends meaningful opportunities to create lasting memories. His drive for a sustainable future, paired with hands-on experience in landscape maintenance, allows him to develop solutions that are innovative, functional, and responsive to long-term site needs.

Devin's skills include site planning and design, irrigation and planting design, color renderings, 3D visualization, and the preparation of detailed construction documents. Devin continually strives to contribute thoughtful, well-executed work to every project.

RELEVANT EXPERIENCE

TYPE OF PROJECTS

- **Blaine County Rec District Master Plan; Hailey, ID (2024-Current)** *Landscape Designer.* Municipal Park planning project. Devin performed site inventory and analysis for each park location along with rendered conceptual designs.
- **Canyon View Park; Afton, WY (2022-2024)** *Landscape Designer/3D Visualizations.* Park renovation of existing Park. Devin contributed site inventory and analysis, conceptual designs, master plan rendering, and 3D modeling of the destination playground.
- **Parks & Recreation Master Plan Update; College Place, WA (2024-Current)** *Landscape Designer.* Master planning of four site-specific park projects. Devin's work included conceptual design iterations for each project site, color renderings for public involvement, and cost estimates for each park.
- **Syracuse Regional Sports Complex and Park; Syracuse, UT (2023-Current)** *Landscape Designer.* Devin provided detailed construction documents and construction administration for phase one of the 50-acre park.
- **Highland High School; Salt Lake City, UT (2025-Current)** *Landscape Designer.* Developed iterations for pedestrian areas and plaza spaces as well as construction documents for planting and irrigation.
- **South Hill Campus Housing University of Idaho; Moscow, ID (2024-Current)** *Landscape Designer.* Devin provided detailed construction documents for planting and irrigation and construction administration.
- **Theophilus Tower University of Idaho; Moscow, ID (2024-Current)** *Landscape Designer.* Devin's work included detailed construction documents for planting and irrigation and construction administration.
- **Davis Technical College Pedestrian Gateway; Kaysville, UT (2024-Current)** *Landscape Designer.* Devin assisted in the design of the main pedestrian walkway to the new Welding building, renderings of the design iterations, and a cost estimate of the pedestrian walkway renovation.
- **SLCo Youth Services Campus Renovation; South Salt Lake City, UT (2023-Current)** *Landscape Designer.* Devin's work included conceptual design iteration renderings and detailed construction documents.



Education

- BS, Landscape Architecture
Environmental Planning
Utah State University, 2024

Experience

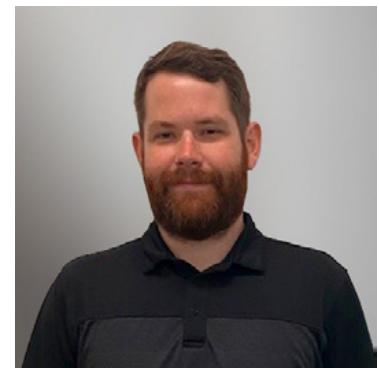
- Landscape Designer
J-U-B ENGINEERS, Inc.
2023 – Present
- Parks Department
Nibley City Parks and Recreation
2019-2022

Alex is a planner with four years' experience in local permitting, design review, code rewrites, and comprehensive plan updates. His skill in local planning processes was derived from his work in the City of Caldwell, Idaho as planning technician and planner. At J-U-B, Alex assists in a variety of comprehensive plan projects, primarily research and analysis as well as public involvement support. He also works with the land development team on project applications and a variety of permitting tasks. Alex utilizes his degree in Psychology to better understand underlying issues in communities and has combined that with his planning experience to better serve local communities. Alex has lived in the Treasure Valley for over 20 years and loves to call Idaho home.

RELEVANT EXPERIENCE

PLANNING

- **Historic Preservation Plan; Meridian, ID (2025-Current) Planning Technician** J-U-B is preparing a historic preservation plan to support the work of the Meridians Historic Preservation Commission (a Certified Local Government). Alex is assisting in the exiting conditions summary, data collection and analysis of exiting conditions.
- **Filer Comprehensive Plan; Filer, ID (2024-2025) Planning Technician.** Alex assisted with the planning process for this growing Magic Valley City, supporting the development of a preliminary draft plan. The planning process was completed in 2025.
- **Comprehensive Plan Update; Elmore County, ID (2024-Current) Planning Technician.** J-U-B is preparing an update to the Elmore County 2014 Comprehensive Plan and Alex is supporting the development of an existing conditions, coordinating with our GIS team on various plan elements including land use and collaboration with local cities.
- **Chubbuck Comprehensive Plan; Chubbuck, ID (2024-2025) Planning Technician.** In collaboration with the city's planning department, J-U-B is prepared a Plan update to reflect the community's current concerns. Alex supported the development of a preliminary draft plan and final plan that was approved in 2025.
- **Historic Preservation Plan; Weiser, ID (2024-2025) Planning Technician** J-U-B prepared a historic preservation plan to support the work of the Weiser Historic Preservation Commission (a Certified Local Government). Alex provided data collection and analysis of existing data, and provided ongoing support of community meetings and outreach.
- **Planning Services; Wilder, ID (2025) Planning Technician.** J-U-B is tasked with planning services for the City of Wilder. Alex was tasked with gathering application documents and submittal to the county for a property boundary adjustment.
- **Planning Services, Notus Parma Highway District, ID (2025) Planning Technician.** J-U-B is tasked with assisting NPHD with planning submittals for comprehensive plan map amendment and rezone applications. Alex was tasked with organizing meetings, writing narratives, completing applications, and presenting to the County's planning and zoning committee and board of county commissioners.



Education

BA, Psychology
College of Idaho
2020

Experience

- **Planning Technician**
J-U-B ENGINEERS, Inc.
2024-Present
- **Planner**
City of Caldwell
2021-2024



Thank You!

J-U-B FAMILY OF COMPANIES



THE
LANGDON
GROUP



J-U-B ENGINEERS, INC.



GATEWAY
MAPPING
INC.



City of Bellevue
FEE PROPOSAL

December 4, 2025

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THE
LANGDON
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J-U-B ENGINEERS, INC.



GATEWAY
MAPPING
INC.

WORK BREAKDOWN STRUCTURE SUMMARY - FEE PROPOSAL

The enclosed Fee Proposal has been prepared based on the current project plan (described in the Understanding and Approach) and the personnel presented in Firm and Team Qualifications. Each task and subtask reflects labor and incidental costs such as travel and display materials. Hourly rates are available upon request.

Task Number	Subtask Number	Task/Subtask Name	Total Compensation
100		Project Coordination	\$13,400
100	010	Develop project work plan	\$1,800
100	020	Monthly progress reports/invoicing/files	\$2,900
100	030	Quality Assurance	\$3,000
100	040	Client Team Meetings	\$5,700
200		Community Engagement	\$14,300
200	010	Public Engagement Plan	\$1,900
200	020	Stakeholder database/interviews	\$6,300
200	030	Website/on-line public comment	\$4,700
200	050	Public Engagement Summary Report	\$1,400
300		Existing Conditions and Site Analysis	\$13,000
300	010	Collect data/maps of project area	\$1,900
300	020	Assess site physical characteristics	\$2,900
300	030	Conduct Site Visit	\$5,600
300	400	Draft Existing Conditions Memo	\$2,600
400		Conceptual Design and Scenario planning	\$28,300
400	010	Issue identification/Open House #1	\$6,700
400	020	Prepare 2 preliminary B/W concepts	\$7,000
400	040	Revisions/Prep 2 COLOR Concepts	\$3,700
400	050	Present at Open House #2	\$6,600
400	060	Create a Preferred Alternative	\$4,300
500		Implementation Strategy (for Preferred Alternative)	\$7,600
500	010	Prioritize improvements w/phasing recommendations	\$1,700
500	020	Provide cost estimates and potential funding strategies	\$3,400
500	030	Recommend Policy Changes	\$1,200
500	040	Draft Strategy Report	\$1,300
600		Final Report	\$5,300
600	010	Draft report	\$2,600
600	020	Incorporate comments/submit Final Report	\$1,000
600	030	Present Final Summary Report	\$1,700
Total:			Total: \$81,900



**PROPOSAL FOR PLANNING AND DESIGN SERVICES
FOR THE UNDER UTILITIZED RIGHT OF WAY**

City of Bellevue, Idaho

To: Mr. Brian Parker and Mr. Carter Bullock
From: Robie Wilson Litchfield, ASLA, RLA and Matt Smithman, PE
Date: 4 December 2025

Dear Mr. Parker and Mr. Bullock

Thank you for the opportunity to provide this proposal for design services on the Cedar Street Right-of-Way along the west edge of the City of Bellevue from Chestnut Street to West Cedar Street. We are very excited to provide this proposal and look forward to discussing how our team can help bring the community's vision of the area to life in a safe, beautiful and meaningful way.

As professionals who live and keep our offices in nearby Hailey, we see the potential in Bellevue's character and function as a city ready to support its history and population with sensitivity and honor. Because we have seen and been involved in numerous Right-of-Way Improvement and Redevelopment Projects in the Wood River Valley and other mountain communities, we believe we will provide excellent and well-rounded services that will benefit the community now and well into the future.

It is our belief that a collaborative process that includes not only City Planning Leaders, Urban Renewal Agency board members and the Planning and Design Team, but also other potentially impacted agencies, organizations and representative(s) such as the Bellevue Public Works and Utilities Department, Parks Committee, Building Department, Historic District, Environmental groups like the Wood River Land Trust, snow removal company, adjacent and active business owners and nearby residents.

Our team recognizes the vital role of the Wood River and Howard Preserve as distinctive assets for placemaking within Bellevue. As the southern gateway to the Wood River Valley, Bellevue holds a unique position, and we are deeply committed to helping the city realize its full potential as a thriving community. Part of our approach is the integration and respect for the Bellevue Historic District, ensuring that the area's heritage is both acknowledged and preserved throughout the project planning and design process. By cultivating a pleasant, inspiring, and safe environment, we aim to create a prosperous and welcoming place for current and future residents and visitors, one that reflects the spirit and character of Bellevue while embracing its evolving culture and demographic.

We look forward to entertaining your questions and comments.

With Best Regards,

Robie Litchfield, ASLA, RLA

Registrations:

Idaho – LA 16881, Nevada – 429, California – 4197

Matt Smithman, PE

Registrations:

Idaho – PE – 21244, Alabama PE - 40213

Proposal to the City of Bellevue

4 December 2025

Planning and Design Services for the Underutilized Rights of Way



STARHOPE ENGINEERING

STARHOPE ENGINEERING, PLLC
CIVIL ENGINEERING AND LAND PLANNING

126 South Main Street, Suite B3
Hailey, Idaho 83333

Matt Smithman, PE
Principal/Owner

208.720.1302
www.StarhopeEngineering.com
matt@StarhopeEngineering.com

Litchfield DESIGN + CONSULTING

LITCHFIELD DESIGN + CONSULTING
LANDSCAPE ARCHITECTURE + LAND

PLANNING

101 Empty Saddle Trail, Suite 117
Hailey, Idaho 83333

Robie Wilson Litchfield, RLA, ASLA
Principal/Owner

208.450.1110
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robie@LitchfieldDesignConsulting.com



Planning and Design Services for the Underutilized Rights of Way

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Litchfield Design + Consulting PROFILE

Robie Litchfield, ASLA, RLA
Principal of Litchfield Design+Consulting



COMPANY HISTORY AND BIO

Idaho Licensed Landscape Architect
LA-16881, Nevada Landscape Architect 429,
California Landscape Architect 4197

Litchfield Design + Consulting (LDC) was established in the fall of 2014. Before founding LDC, Robie Litchfield spent over a decade as Principal Partner and Chief Financial Officer at L+P DesignWorks. Prior to her partnership at L+P DesignWorks, Ms. Litchfield operated as a sole proprietor based in Truckee, beginning in 1991.

LDC is a landscape architecture firm specializing in land planning and landscape architectural design for mountain environments. The firm's approach emphasizes elevating built landscapes by drawing inspiration from the local surroundings, native plants, and regional materials, ensuring that each project complements its architectural style and aligns with community's aesthetic character. Where necessary, LDC integrates stormwater management using Low Impact Development techniques to emulate natural processes. The firm has extensive experience working with regulatory agencies in the Sierra region.

PROFESSIONAL AFFILIATIONS AND COMMUNITY INVOLVEMENT

A member of the American Society of Landscape Architects, (ASLA), Robie Litchfield, principal of LDC, has played an active role in various professional and community-based organizations throughout her career.

Starhope Engineering PROFILE

Matt Smithman, PE
Principal of Starhope Engineering, PLLC



COMPANY HISTORY AND BIO

Idaho Licensed Professional Engineer,
PE-21244
Alabama Licensed Professional Engineer,
PE-40213

Starhope Engineering, PLLC was founded in 2025 with the goal of serving the Wood River Valley with the highest quality Civil Engineering and Land Planning services possible.

Matt Smithman has an extensive background in both the design and construction of public-oriented civil works projects. His career started as a Project Manager overseeing \$200M+ worth of contracts for various federal, state, city, and privately-owned projects. His experience managing the construction of large, complex infrastructure projects has proven invaluable to his current design work as Principal of Starhope Engineering, PLLC. Matt has served as the Engineer of Record on many local Right-of-Way improvement projects in the Wood River Valley, and he thoroughly enjoys seeing the community utilize a new section of pathway or roadway that he had the opportunity to design.

PROFESSIONAL AFFILIATIONS AND COMMUNITY INVOLVEMENT

Mr. Smithman is a member of the American Society of Civil Engineers (ASCE), serves on the City of Ketchum Technical Advisory Committee and the City of Hailey Sustainability Action Planning Committee

Litchfield Design + Consulting

She served on the Town of Truckee, (TOT), Planning Commission where she participated in and observed many community workshops for new development and community improvement projects. Additionally she served on the TOT Historic Preservation Advisory Committee reviewing new commercial and residential project proposals, sign and landscape designs in the Town's US Department of Interior's designated Historic District. She also served on multiple Green Building and Design Review Committees, where she has contributed her expertise to evaluating and guiding development projects. Some specific issues important to the area include DarkSky Compliant Lighting, Defensible Space, Snow Storage and Community Character.

PROJECT ROLE

- Communications with Project Leaders from the City of Bellevue - Planning and BURA
- Outreach and Workshop Co-Facilitator
- Outreach Director
- Site Design Collaboration
- Landscape and Hardscape Design
- Website Update Coordinator

Starhope Engineering

PROJECT ROLE

- Communications with Project Leaders from the City of Bellevue - Planning and BURA
- Scheduling and Phasing Strategist
- Outreach and Workshop Co-Facilitator
- Site Design Collaboration
- Mapping and Site Inventory Director
- Access and Emergency Medical Services Coordinator
- Cost Estimator and Funding Strategist
- Utility Coordinator



Litchfield Design + Consulting Representative Projects

TAHOE VISTA RECREATION AREA

Tahoe Vista, California

Winner of the 2006 Tahoe Regional Planning Agency's 'Best in the Basin' Improved Recreation and Lake Access Project of the year award, this project is located at the junction of State Highway 28 and National Avenue. The second phase of this project encompasses a recently acquired stretch of beach front and an upland parcel that fronts National Avenue by the Tahoe Conservancy which has been deeded over to the North Tahoe Public Utility District.

A collaborative process that includes all interested parties, the NTPUD, TRPA, Tahoe Conservancy, Lahontan Regional Water Quality Control Board, Placer County, Department of Boating and Waterways, local service providers and Caltrans to name a few, is an effort to create a well-planned and integrated beach and boating access facility that incorporates an interpretive element that is different than anything else provided in the North Shore area.

The Interpretive Display Design was provided in coordination with a local graphic arts company.



Interpretive Display

TAHOE FOREST HOSPITAL

Truckee, CA

- Measure C Retrofit and Expansion Projects - IPD
- Gene Upshaw Memorial Cancer Center
- Emergency Department Expansion
- Skilled Nursing Facility Expansion
- Birthing Addition
- Central Energy Plant Expansion



Robie Litchfield has been instrumental in development projects during Tahoe Forest Hospital District's growth, coordinating with hospital leaders, architects, engineers, and managers. These collaborations have produced designs that serve both public and staff needs, with each project managed for effective results.

Project designs include spaces for staff and the public, incorporating Truckee's traditional landscape styles. New buildings are connected to existing ones to maintain Gateway area continuity, preserving Truckee's character while supporting hospital expansion.



Litchfield Design + Consulting Representative Projects

TOWN OF MAMMOTH LAKES, California

In 2018, Ms. Litchfield, in collaboration with Gary Davis of JKAE in Tahoe City, California, embarked on a six-year process to update and enhance the streetscapes in the Town of Mammoth Lakes. The process began with Old Mammoth Road, a vital corridor linking Main Street to the majority of commercial establishments and numerous multi-family complexes throughout the town. As the project progressed, its scope expanded to include Main Street, which serves as the primary connector to Minaret Road and provides access to the Mammoth Mountain Ski Resort.

The central objectives of these projects were to refresh and beautify the landscape, alongside targeted improvements to sidewalks and commercial access points. Working in close coordination with the TOM Engineering Department, the design team concentrated on developing plans that would deliver vibrant summertime color and visual interest. At the same time, they addressed the significant winter snow storage requirements unique to the town's high elevation setting at 8,200 feet.

An extensive study was conducted to formulate conceptual designs, which were subsequently presented to the TOM Town Council. The concepts received positive feedback from the public. A notable feature of the proposed designs was the use of robust, portable Corten steel planters. These planters, filled with colorful summer annuals, could be relocated to the Town Corporation Yard during the winter months, thereby making space for essential streetside snow storage.

The project also incorporated water-conserving plant selections and irrigation systems, installation of new paving, decommissioning of an ineffective sidewalk heating system, and updated paving specifications to improve overall durability and functionality.



CORTEN PLANTER CONCEPT

PERENNIAL & ORNAMENTAL GRASS MIX

BARBERRY

FESCUE

PENNSETUM

FEATHER REED GRASS

XERISCAPING

DEFINITION: Tree, shrub, or ground cover that often take more than one year to establish and may be indigenous to the particular climate and soil.

Many of these plants will be the most appropriate for a xeriscape. They have a wide variety of options for both color and bloom season, and could be planted in groups or with larger spacing using cobble, rock or stone mulch covering the spaces between.

These plants may require more maintenance than the average plant due to the plant's condition and overall survival rate. They should be chosen on the basis of high altitude, cold temperatures, extreme rainfall, and soil type. Many plants of appropriate size would be planted in spring and would be able to grow to fit a larger space over fewer seasons, whereas smaller plants may take longer to fit in.

WATER USAGE AND COST:

Installation costs on the front end would be in the medium to high range depending on the density and container size. On an annual basis maintenance would be in the low range, for some plant replacement. Watering and fertilizer costs would be on the very low range once the plants are established. The irrigation system would require more frequent watering each season to be maintained. Watering each season would be minimum by installing wheel plates below the surface of mulch or rock that would greatly reduce weed growth.

UP-FRONT INSTALLATION COST:

Maintenance:

OPPORTUNITIES / COST:

A combination of shrubs, grasses and perennials would provide continuous blooming of different varieties from late spring until fall. This pattern of colors would be the same every year.

OLD MAMMOTH ROAD BEAUTIFICATION STUDY

JK ARCHITECTURE
ARCHITECTURE
DESIGN
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

PAVERS

MAINTENANCE

OPPORTUNITIES / COST

UP-FRONT INSTALLATION COST

MAINTENANCE

ACCESS TO UNDERGROUND UTILITIES

PAVERS

MAINTENANCE:

Required to fill in existing surface dips. Subsequent costs of up to 75% in annual salt loads for de-icing practices were demonstrated while using interlocking pavers. The reduction in salt load would be significant, and the reduction in salt load would be the same for permeable pavers as for the porous surface because of the increased qualities of the permeable interlocking concrete paver system.

OPPORTUNITIES / COST:

The cost benefit of permeable paver systems is realized through the reduction in storm water works, including drainage pipes, pumps, storm water treatment systems, and associated piping. The cost benefit of permeable pavers is also realized through the reduction in salt load to the porous surface because of the increased qualities of the permeable interlocking concrete paver system.

UP-FRONT INSTALLATION COST:

MAINTENANCE:

These have a one-time installation cost that would be on the high side. Access to underground utility lines in problem areas arise, pavers can be removed and addressed, unlike other pavement options. General low maintenance cost.

OLD MAMMOTH ROAD BEAUTIFICATION STUDY

JK ARCHITECTURE
ARCHITECTURE
DESIGN
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

HANGING BASKETS

WIRE MESH W/ GALVANIZED STEEL

WINE BARREL

TERRACOTTA

WOOD

WOOD / PLASTIC COMPOSITE

GALVANIZED & STEEL

ADDITIONAL OPTIONS

HANGING BASKETS:

There are a wide variety of options for both color and species. The plants would need to be replaced each year. They would need to be sun loving and well draining.

WIRE MESH W/ GALVANIZED STEEL:

These are a wide variety of options for both color and species. The plants would need to be replaced each year. It is recommended to use a self-watering system for irrigation. This would be the most efficient method for watering. Manual watering consists of a golf cart type vehicle with a water tank in the back, the pressure system would be a pump and a tank. The tank would be connected to a hose that would be connected to the wire mesh, and into the basket and would only work given adequate pressure. They need daily watering and very little maintenance. The self-watering system would consist of a pump and a tank. The tank would be connected to the wire mesh application in the water supply to on back on labor costs the application.

WINE BARREL:

There are a wide variety of planter designs that could be used. These are a great way to add a unique element to a landscape. The current soil planter stress could be fixed with planter or concrete to make a wider base.

TERRACOTTA:

These are a wide variety of planter designs that could be used. These are a great way to add a unique element to a landscape. The current soil planter stress could be fixed with planter or concrete to make a wider base.

WOOD:

Many of the attributes of the hanging planter would apply here as well.

WOOD / PLASTIC COMPOSITE:

Plaster

GALVANIZED & STEEL:

There are a wide variety of planter designs that could be used. These are a great way to add a unique element to a landscape. The current soil planter stress could be fixed with planter or concrete to make a wider base.

MAINTENANCE:

Many of the attributes of the hanging planter would apply here as well.

OLD MAMMOTH ROAD BEAUTIFICATION STUDY

JK ARCHITECTURE
ARCHITECTURE
DESIGN
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

PLAN VIEW

IMAGES - PLANTERS, MATERIALS, + STRIP CLUSTER PLANTS

IMAGES - CONCEPT SKETCHES

IMAGES - ANNUALS FOR PLANTERS

OLD MAMMOTH ROAD BEAUTIFICATION STUDY

JK ARCHITECTURE
ARCHITECTURE
DESIGN
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

IMAGES - PLANTERS, MATERIALS, + STRIP CLUSTER PLANTS

IMAGES - CONCEPT SKETCHES

IMAGES - ANNUALS FOR PLANTERS

OLD MAMMOTH ROAD BEAUTIFICATION STUDY

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IMAGES - PLANTERS, MATERIALS, + STRIP CLUSTER PLANTS

IMAGES - CONCEPT SKETCHES

IMAGES - ANNUALS FOR PLANTERS

OLD MAMMOTH ROAD BEAUTIFICATION STUDY

JK ARCHITECTURE
ARCHITECTURE
DESIGN
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

CONCEPTUAL PLANTING SCHEMES

PLANTERS AND STRIP CLUSTERS

Litchfield
LANDSCAPE ARCHITECTURE
DESIGN
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

PARTIAL EXAMPLE - PRELIMINARY WORK PRODUCT

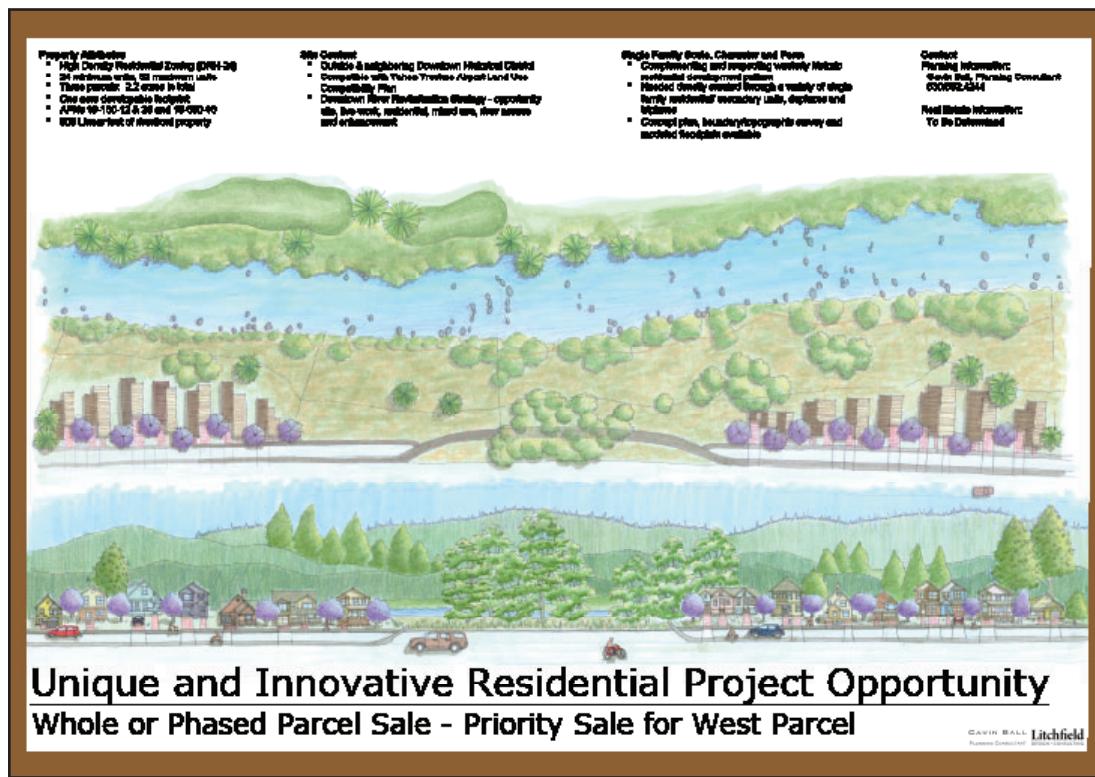
Litchfield Design + Consulting Representative Projects

SUTTON PROPERTY FEASIBILITY STUDY and DEVELOPMENT PLAN

Truckee, California

After deciding to develop their three-parcel property, the Sutton family hired Planner Gavin Ball, who assembled a local team including a civil engineer, a hydrologist, and LDC. Together, they worked with the family to assess the feasibility of building new single-family homes on the site.

Several challenges including steep fill slopes that support East River Street that required addition of bike and pedestrian ways, the bordering Truckee River Scenic Corridor and related floodplain and wetland delineation issues, Town of Truckee Zoning and Development Code Requirements, California Regional Quality Control Board Requirements, adjacency to the Historic District and the Regional Park across the river all factored into the study. The historic flood event of 1997, which inundated the entire site, played heavily into determining limitations posed by the floodplain.



Property Attributes

- High Density Residential Zoning (DPH-30)
- 100% of the property units
- Three parcels: 2.2 acres in total
- One acre developable budget
- APNs 10-150-12 & 26 and 10-080-49
- 80% Unrest of floodplain property

Site Context

- Close to neighboring Downtown Historical District
- Developed area to the west
- Three parcels: 2.2 acres in total
- One acre developable budget
- APNs 10-150-12 & 26 and 10-080-49
- 80% Unrest of floodplain property

Single Family Units, Character and Pace

- Complementing and respecting wetland habitats
- Developed in increments
- Handled development through a variety of single family residential occupancy units, duplexes and triplexes
- Concept plan, boundary/property survey and revised floodplain available

Contact

Planning Information:
Gavin Ball Planning Consultant
030952-2544

Real Estate Information:
To Be Determined

Unique and Innovative Residential Project Opportunity
Whole or Phased Parcel Sale - Priority Sale for West Parcel

GAVIN BALL PLANNER CONSULTANT Litchfield Design + Consulting

Phases included:

Site Survey, Plant Inventory, Historic Use Inventory, Current Uses Inventory

Site study and verification of floodplain delineation

Historic District Character Study

Town of Truckee expectation checklist

Regional Regulation - Airport CLUP & LRWCB

Proposed Development Plan and Preliminary Scenarios in plan and section

Site Presentation Graphics for Marketing

Starhope Engineering Representative Projects

Matt has designed dozens of local Right-of-Way improvement projects as the Engineer of Record in the Cities of Hailey, Bellevue, and Ketchum and unincorporated Blaine County. Typical project scopes include: roadway design, accessible pedestrian and bicycle path facilities, grading and drainage improvements, utility design and relocation, and striping & signage.

MCKERCHER ROAD BIKE PATH IMPROVEMENT (ENGINEER OF RECORD):

Designed new separated shared-use pathway, commercial vehicular entrance, curb & gutter, drainage improvements, utility relocations, and striping & signage for the City of Hailey.



SPRUCE STREET DUPLEXES (ENGINEER OF RECORD):

Designed new City Right-of-Way improvements, including a separated shared-use pathway, drainage improvements, and utility installations, at the corner of Spruce St. and River St. in Downtown Hailey.



Starhope Engineering Representative Projects

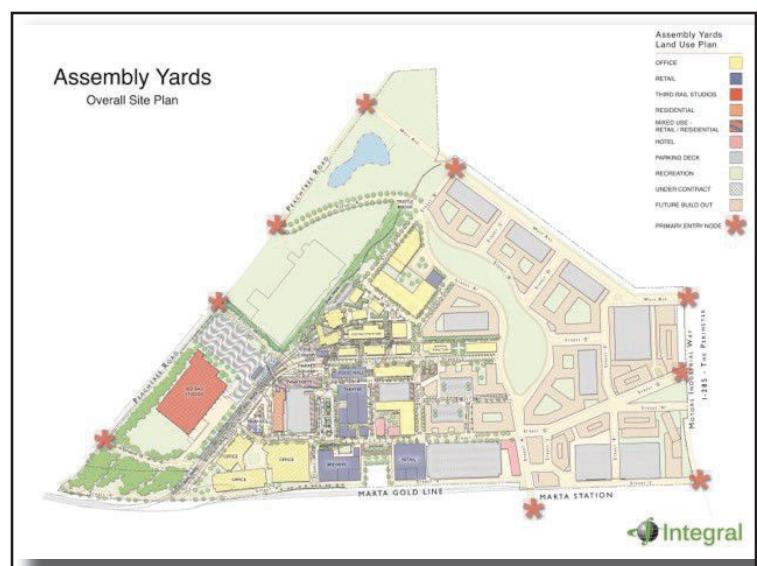
GREENHORN FIRE STATION HOUSING PROJECT (ENGINEER OF RECORD AND CONSTRUCTION MANAGER):

Designed new roadway and utility infrastructure to support 8 new housing units on an underutilized state-leased parcel. Led coordination with stakeholders, local municipalities, and state jurisdictions to entitle and construct the new publicly owned and managed development. Developed bid schedule, solicited bids, performed value-engineering, and managed contractor selection process. Served as owner's representative and construction manager for the approximately \$1M sitework, concrete, and electrical package.



THE ASSEMBLY YARDS INFRASTRUCTURE PHASES I & II (CONSTRUCTION PROJECT MANAGER):

Managed self-performed sitework packages totaling \$28M in the redevelopment of a former industrial plant into a mixed-use urban development for a private developer.



Starhope Engineering Representative Projects

ATLANTA BRAVES MIXED USE PLAZA (Construction Project Manager): Managed the construction of infrastructure, hardscape/landscape installations, and parking decks at the new Atlanta Braves baseball stadium.



QUIGLEY ROAD BIKE PATH (ENGINEER OF RECORD):

Designed approximately $\frac{1}{4}$ mi. of new separated shared-use pathway along Quigley Road, including the relocation and installation of new underground utilities, drainage improvements, and striping & signage for the City of Hailey.

HILLSIDE AUTO (ENGINEER OF RECORD):

Designed site improvement and utility plans for a new auto shop located on Main Street in the City of Bellevue. Involved coordination with City Staff and IDT to coordinate future SH-75 and Gannett Rd. intersection improvements.

PROJECT UNDERSTANDING AND APPROACH

PROJECT UNDERSTANDING: THE VISION FOR A CONNECTED DOWNTOWN

Our team recognizes that this project is a vital opportunity for the City of Bellevue and BURA to define and advance the long-term vision for Bellevue's historic downtown core and surrounding riverfront. We fully grasp the context of, and opportunity within, the planning area. We believe that the series of rights-of-way and City-owned properties west of Main Street, between Chestnut and Spruce Streets, represent a cornerstone moment to increase connectivity, activate commercial activity, and enliven a space between Bellevue's downtown core and one of the Valley's most coveted resources, the Big Wood River, housed within the historic Howard Preserve.

We understand the core challenge is transforming these currently underutilized spaces - which serve critical functional needs (access, snow storage, parking) - into a dynamic corridor that achieves three simultaneous goals:

1. Placemaking and Economic Development: Creating activated public spaces, consolidating parking, and encouraging new downtown commercial development to enhance the community vitality.
2. Walkable Connectivity: Enhancing pedestrian and visual connections between Main Street, the downtown core, and the natural assets of the Big Wood River and Howard Preserve.
3. Functionality Preservation: Ensuring the final plan identifies and preserves the necessary improvements for continued service and emergency access within the alley system.

Our team is focused on delivering a conceptual master plan and site-specific improvement plans that seamlessly balance these demands to leverage public investment and return improved property values for the adjacent commercial community.

DESIGN PHILOSOPHY AND STRATEGIC APPROACH

Our overall approach is defined by a Three-Pillar Strategy built on comprehensive analysis, inclusive participation, and strategic implementation.

Pillar I: Site Analysis and Scenario Planning

Our initial approach focuses on deep-dive analysis to ensure the design solutions are grounded in reality.

- **Dual-Purpose Assessment:** We will conduct an assessment of the existing physical conditions, including surface characteristics, utilities, and dimensional restraints/opportunities, while also evaluating the current functionality for service/emergency access and snow storage.
- **Adjacency Mapping & Connectivity:** We will thoroughly map adjacencies, their land use designations, and access points to the Howard Preserve. This analysis will specifically inform the development of design strategies to integrate the corridor with the Preserve, maximizing safe and attractive pedestrian access to the Big Wood River.
- **Conceptual Design Scenarios:** We will develop a range of conceptual plans that explore the diverse possibilities outlined in the RFP, including public gathering spaces, infill development, consolidated parking, and temporary vendor areas.

Pillar II: Proactive and Inclusive Community Engagement

Our approach to engagement goes beyond simple outreach; it is a collaborative process designed to build consensus and co-create the vision. We will create targeted feedback opportunities for the public to participate in, while offering a mix of dates, times, and locations to ensure that everyone in our community has the chance to weigh in. Our iterative approach to plan development, gathering public reactions, and reporting to City stakeholders creates a consistent feedback loop to ensure the improvements ultimately proposed meet the needs of the whole community.

- **Targeted Stakeholder Interviews:** We will conduct focused interviews with key stakeholders—including adjacent business owners, BURA, City staff, and emergency services—to clearly define their functional needs for access and service, ensuring we avoid compromising critical current uses while also identifying areas of potential improvement.

PROJECT UNDERSTANDING AND APPROACH continued

- **Accessible Public Forums:** We commit to conducting at least two public meetings utilizing a mix of formats (e.g., traditional workshops, town hall-style events) to maximize attendance and gather diverse input from residents and visitors. We will also plan for additional walking tours, pop-up events, and other targeted activities to garner as much public input as possible.
- **Transparent Communication:** We will prepare clear, compelling outreach materials in both English and Spanish, including maps and graphics, and provide summarized engagement reports to the City and BURA. We will achieve this by launching a project-specific website to disseminate the latest information to the public while simultaneously soliciting their feedback.

Pillar III: Implementation and Strategic Funding

We will deliver a plan that is not just aesthetically appealing but is practical and fundable.

- **Comprehensive Financial Strategy:** We will provide realistic cost estimates based on recent, local

WORK PLAN AND SCHEDULE

Our approach to the project is defined by a clear, phased work plan designed for maximum collaboration, community input, and time efficiency. The proposed schedule provides a comprehensive roadmap extending from the initial concept development through the construction phase, demonstrating our readiness to support the City and BURA throughout the complete project lifecycle.

Assuming a **Notice to Proceed on January 1, 2026**, the conceptual planning phase will be executed over approximately four months, with key activities and milestones scheduled as follows:

Phase 1: Initiation and Concept Development (January 2026 – March 2026)

This phase focuses on establishing a foundation of understanding and generating initial design direction.

- **Project Kickoff:** Immediately following the Notice to Proceed, we will conduct site analysis of existing conditions and concurrently initiate concept brainstorming workshops with BURA, City of Bellevue, and the Common Council.
- **First Pass Concept:** Conceptual plans will be developed over 30 days, starting around January 1, 2026. We will hold Proof of Concept reviews and feedback sessions with BURA, City staff, and the Common Council, scheduled from late January through late February 2026.

Phase 2: Community Engagement and Concept Refinement (March 2026 – June 2026)

This is the consensus-building phase, where public input directly shapes the preferred plan.

- **Workshop One:** The First Outreach Event is scheduled for March 22, 2026. A Popup Event will be closely scheduled as an alternative meeting opportunity for additional public engagement. Feedback will be compiled quickly and discussed with BURA/CoB/Council in early April 2026.
- **Concept Update:** Concept Plans will be refined and updated based on this critical feedback in April 2026.
- **Workshop Two:** The Second Outreach Event is scheduled for May 16, 2026, followed by another Popup Event (Walking Tour) on May 26, 2026. The final feedback from this round will be reviewed with BURA/CoB/Council by June 5, 2026.

Phase 3: Schematic Design and Implementation Strategy (June 2026 – October 2026)

Upon conceptual plan approval, the project transitions into detailed design and implementation planning.

WORK PLAN AND SCHEDULE continued

Phase 3: Schematic Design and Implementation Strategy (June 2026 – October 2026)

Upon conceptual plan approval, the project transitions into detailed design and implementation planning.

- **Schematic Design Development and Workshop Three:** We will produce schematic plan layouts from the refined concept plans over an approximately one-month timespan and present to the community in the third and final workshop.
- **Implementation Strategy:** In early July 2026, we will prepare **Cost Estimates and Phasing Strategies** and meet with key stakeholders, including adjacent businesses, to discuss logistics and potential impacts.
- **Review and Finalization:** A comprehensive review meeting with BURA, the City, and the Council will be held in mid-to-late July 2026 to review the Schematic Plans, Cost Estimates, and Phasing recommendations.

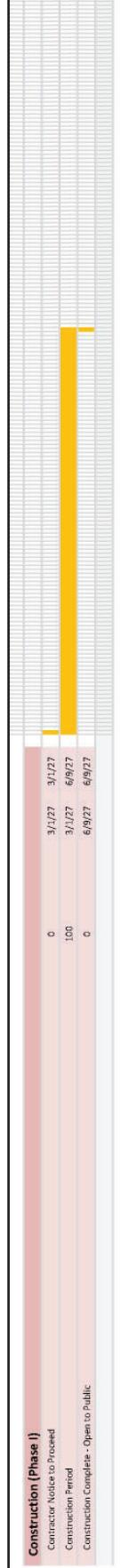
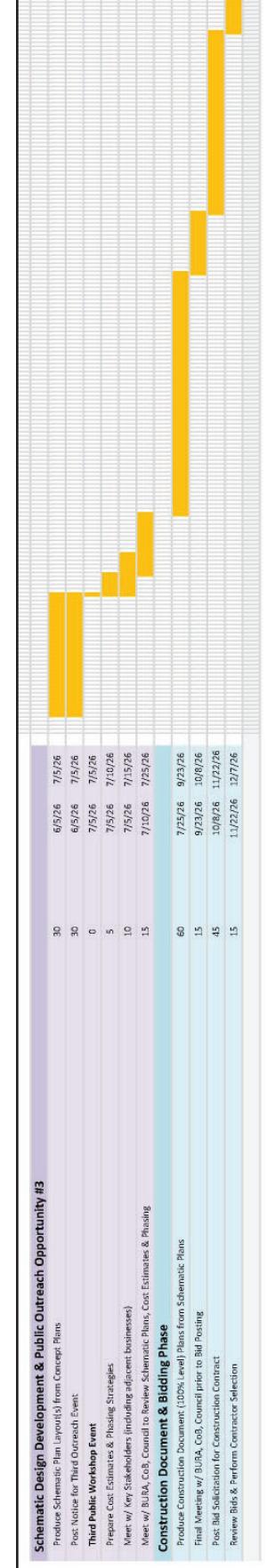
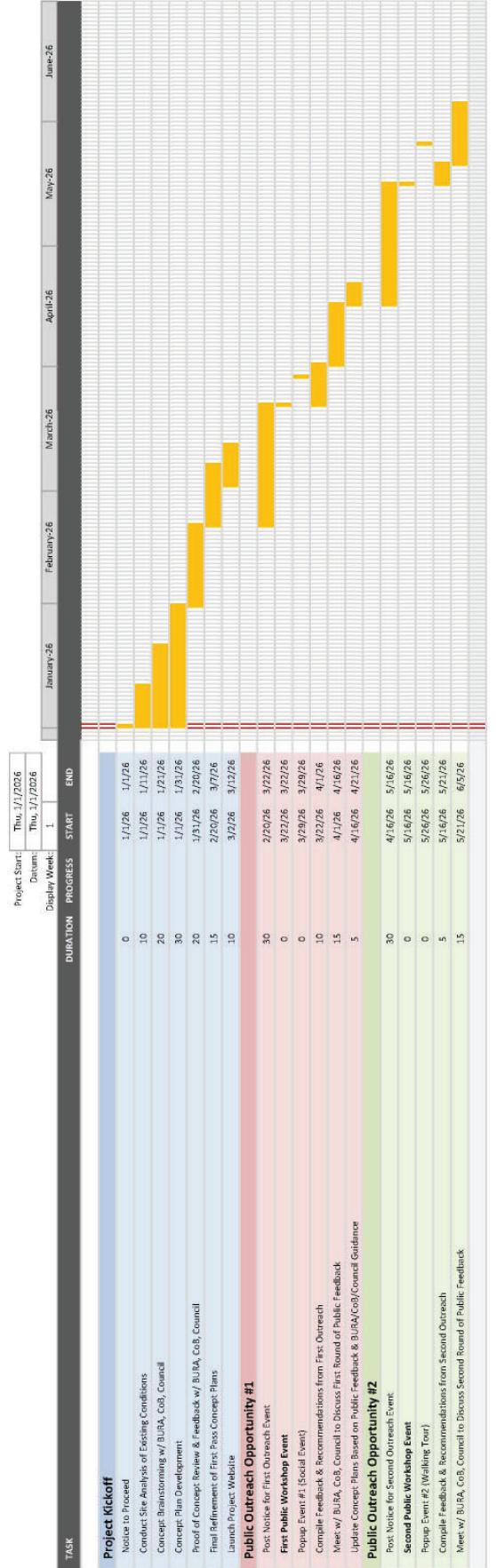
Phase 4: Path to Construction (July 2026 – December 2026)

While the RFP focuses on planning, our schedule includes the critical steps necessary for project realization. Our team is prepared and qualified to provide continuity of support and the highest level of construction docu-



PROJECT SCHEDULE (PRELIMINARY)

City of Bellevue: Underutilized Right-of-Way Improvement Project
Litchfield Design + Consulting & Starhope Engineering, PLLC



PROJECT COORDINATION AND COMMUNITY ENGAGEMENT

The team of Litchfield and Smithman (Team) proposes the following process in approximate order of events.

We would begin with an initial meeting between the Team, Bellevue Urban Renewal Agency (BURA), City of Bellevue Planners. This list can expand as seen fit. During this meeting we would expect:

- The proposed planning and design schedule would be reviewed and updated
- Compile a list of major stakeholders and their contact information.
- Establish the workshop location, process and expected participants
- Establish workshop announcement logistics
- Review website content and structure and get approval to 'go live' once the final website design is reviewed and approved by City representatives.
- Designate an interpreter for public meetings
- Address other logistical items to be worked through

The agenda for this meeting would be set by City officials with the Team.

Following the meeting with Bellevue officials, the Team will conduct interviews with the major stakeholders listed during our initial meeting after which a meeting with all these parties will take place to discuss next steps, thoughts and ideas.

Next, a Project Kickoff Meeting to start the Collaborative Process would ensue. During that meeting, using a Power Point formatted presentation, we would review the proposed timeline, anticipated work product, the proposed design process, proposed Public Workshop format, a website's content and uses, participant responsibilities and conduct requirements including participation in the Workshop process along with information we would gain in the individual interviews. A short workshop process may be included over aerial photo plots to allow stakeholders to locate areas of interest or concern to complement the site analysis phase.

- Participants in the Collaborative Process could include:
- City Planning Leaders and Urban Renewal Agency Board Members
- Planning and Design Team
- Bellevue Public Works and Utilities Department
- Parks Committee
- Building Department
- Historic District
- Environmental groups like the Wood River Land Trust
- Snow removal company
- Adjacent and active business owners
- Nearby residents.

During this meeting we would gain further understanding of potentials and challenges in the eyes of the participants then explain the direction and intent of the public outreach plan and workshop procedures, share the website setup

Once the Workshop schedule and procedures are approved, notifications would be sent to the intended participants via decided announcement portals.

COMMUNITY OUTREACH - PUBLIC WORKSHOPS PROGRAM

Once the Existing Conditions and Site Analysis phase has been conducted and documents, both in writing and in graphic form, and information from the Stakeholder/Collaborative Team has been synthesized, Workshop One materials will be produced and approved by City personnel.

Three Public Workshops are proposed, each with a different focus:

Community Workshop Series Overview

WORKSHOP ONE: PROJECT INTRODUCTION AND COMMUNITY ENGAGEMENT

The first workshop will serve as a platform for the Team to introduce the project and share information collected during the Project Coordination process and Site Inventory and Analysis phase. Attendees will be informed about existing site conditions, city goals, and the overall process schedule.

To facilitate understanding and engagement, graphics such as plan and section drawings depicting the project site and the gathered information will be displayed at multiple locations throughout the room. These graphics may be either unique or duplicated, ensuring ample opportunity for all participants to view and interact with the materials. Versions of these graphics will also be available in Spanish to accommodate a diverse audience.

The workshop will include interactive elements, where participants will be asked questions about certain topics. A preferences exercise will be conducted, allowing attendees to use colored sticky dots—each color coded to represent different preferences—to mark specific locations on the map. For example, blue dots might indicate desired additional access points to the Howard Preserve, beyond the existing location. Other areas of focus may include concerns such as flooding, walking safety, and insufficient lighting at night.

At the end of the exercise, there will be a brief discussion to review the feedback and preferences expressed on the graphics. This will be followed by a short Question & Answer session, after which the Team will express their gratitude to participants and announce the upcoming Workshop Two.

WORKSHOP TWO: BUILDING ON COMMUNITY FEEDBACK

In the second workshop, the Team will build upon the feedback and activities from Workshop One, as well as input collected from the project's website. Preferences identified in the previous workshop will be compiled and ranked from highest to lowest priority. This information will be visually represented in a shared graphic and summarized in a PowerPoint presentation.

Should additional preference mapping be necessary, a process similar to that of Workshop One will be implemented, allowing participants to further refine and express their priorities.

WORKSHOP THREE: PRESENTATION OF CONCEPTUAL DESIGN

The third workshop will focus on presenting a semi-final graphic Conceptual Design of proposed future improvements to the project area, reflecting the input gathered from the previous workshops. The Team will also provide a summary report through a PowerPoint presentation. There will be no preference exercise during this session.

A brief Question & Answer session will follow the presentation. The workshop will conclude with acknowledgments and encouragement for participants to stay engaged by reviewing future project updates on the website.

INTERIM INTERACTIVE POP-UP EVENTS

Interactive Pop-Up Events: Meeting the Community Where They Are

We believe effective engagement requires moving beyond City Hall to meet residents in their element. To achieve broad, inclusive participation, our "Pop-Up" strategy is designed to be **seasonally responsive**—respecting our local seasonal climate while maximizing comfort and participation.

Our approach centers on two distinct formats:

1. The Winter "Social" (Indoor Community Mixers)

- **Format:** Hosted "Cocktail Hour" or "Light Bites" events at local downtown restaurants or venues adjacent to the project area.
- **Objective:** During the colder months (January–March), we will focus on bringing the community together in a warm, casual, and social setting. By partnering with local businesses to host these events, we achieve a dual goal: supporting the downtown economy immediately while gathering input on its future.
- **Activity:** These events will feature "stations" with our conceptual site plans and alternatives displayed on easels. Residents can stop by for a drink or appetizer, chat informally with the design team, and leave sticky-note feedback on the boards in a relaxed, low-pressure environment.

2. The Spring/Summer "Active" (Guided Site Walks)

- **Format:** "Walk-and-Talk" tours through the specific rights-of-way and alley segments.
- **Objective:** As the weather warms (April–June), we will shift our engagement outdoors. There is no substitute for standing in the physical space to understand its challenges and potential. We would potentially partner with the WRLT at this event.
- **Activity:** We will lead guided walking tours starting from Main Street and moving toward the Howard Preserve. These tours will allow stakeholders to physically visualize the proposed connections to the Big Wood River, see the current conditions of the alleyways (service access, utilities) , and imagine the scale of potential pocket parks or infill development in real-time.

By varying the format from social/indoor to active/outdoor, we ensure that our outreach appeals to a diverse cross-section of the Bellevue community and helps keep the project moving through all seasons.

By varying the format from **social/indoor** to **active/outdoor**, we ensure that our outreach appeals to a diverse cross-section of the Bellevue community and helps keep the project moving through all seasons.

UPDATES TO CITY OFFICIALS

The Team will submit outreach materials, graphics, maps, summaries and updates to Planning Staff and add them to the website throughout the planning process. Email blasts may also be included as warranted.

EXISTING CONDITIONS AND SITE ANALYSIS

SITE VISIT, DATA AND DOCUMENT REVIEW

Before initiating the Public Workshops, the project team will undertake a comprehensive Existing Conditions and Site Analysis. This preliminary phase is designed to gather essential information about the site and its surroundings, ensuring that subsequent planning stages are informed and effective.

DATA COLLECTION AND MAPPING

The team will utilize readily available GIS-based data for property ownership and land use mapping across the site. LIDAR will be utilized for existing topography and existing survey data for utility location information. This mapping will help establish an accurate understanding of site boundaries, infrastructure, and existing land use patterns.

PHOTOGRAPHIC DOCUMENTATION

A detailed photo documentation will be produced through a thorough walk-through of the site. Each image will be labeled and accompanied by commentary describing current conditions and relevant observations. When available, drone footage will supplement this documentation, providing aerial and walk through perspectives of the site.

RIGHT OF WAY AND SURFACE CONDITIONS

The analysis will include distinguishing and determining the Right of Way extents and possible encroachments throughout the site. The current surface conditions will be carefully documented to ensure all physical characteristics are recorded and understood.

ACCESS POINTS

The team will examine and document the existing access point from Main Street, as well as additional access points such as alleys and pedestrian walkways. This will provide a complete assessment of site connectivity and circulation.

HISTORIC DISTRICT INTERFACE

The location and interface of the Historic District in relation to adjacent non-Historic District areas will be identified. This analysis will inform future recommendations regarding preservation and development.

HOWARD PRESERVE ACCESS

Current access points to the Howard Preserve will be located and documented. The team will also explore potential additional access points, including alternatives for providing ADA compliant access to river level and opportunities for interpretive features.

PARKING ANALYSIS AND INVENTORY

A thorough parking analysis and inventory will be conducted, evaluating existing parking resources and identifying needs for future planning. Scope of Additional Analyses

DOCUMENT REVIEW

The Team will a detailed review of the CoB Comprehensive Plan, Municipal Code and Historic District Guidelines through ICRIS

EXISTING CONDITIONS AND SITE ANALYSIS continued

THE SITE ANALYSIS will include thorough assessments of additional key elements:

- Existing vegetation throughout the site
- Solar exposure and patterns
- Views toward the river
- Site topography
- General conditions of current structures
- Current uses on both sides of the lane

COMPREHENSIVE SITE ANALYSIS PLAN

The project team will synthesize all collected data to develop a detailed Site Analysis Plan. This plan will clearly outline every site condition and relevant information that may influence the future direction of the project.

COMMUNICATION AND ENGAGEMENT

Both graphic and written summaries of the analysis will be prepared. These materials will be distributed to City officials, posted on the project website, and organized for presentation at Workshop One. The presentation will serve as a foundation for workshop discussions, ensuring that all participants are fully informed.

INCLUSIVITY IN WRITTEN MATERIALS

To foster an inclusive environment, all written materials will be made available in both English and Spanish.



CONCEPTUAL DESIGN AND SCENARIO PLANNING

Drawing upon the work conducted and documented during the Public Outreach, Collaborative Meetings, and Site Inventory and Analysis phases, the Team will proceed to map and conceptually design a potential outcome for the project area. If multiple alternatives emerge during this process, these will also be presented for consideration. To clearly express the design intent, the Team will provide Plan, Elevation, and Section drawings. Additionally, the Team will look to take advantage of site locations that lend themselves to multiple uses.

Right of Way Delineation

Right of Way (ROW) boundaries will be defined based on currently available and supplemental site data, ensuring all property and usage lines are accurately represented for future planning and implementation.

Circulation

Designs for pedestrian, bicycle, and vehicle lanes/ways will be developed to facilitate efficient and safe movement throughout the project area.

Pedestrian Use Strategies

The Team will identify and implement strategies to promote safe and attractive pedestrian experiences within the site, enhancing overall accessibility and comfort.

Infrastructure and Utility Layout

The infrastructure and utility layout will be planned to use the Right of Way efficiently while accommodating other necessary site uses.

Howard Preserve Access Points

- Improvements to existing access points will be recommended.
- Potential additional access sites will be identified to enhance connectivity to the Howard Preserve.

Public Spaces and Use Opportunities

- Opportunities to create pocket parks and other public spaces will be explored.
- The Team will look for ways to accommodate multiple uses and purposes within these spaces.

Alley Improvements for Service and Emergency Access

Necessary improvements will be outlined to ensure the alley remains safe and respectful for continual service and emergency vehicle access.

Potential Structures

Structures that complement and enhance the proposed spaces and uses will be considered as part of the conceptual plan.

Interpretive Elements

Opportunities for interpretive elements, such as those focused on environmental education, local history and significance of The Historic District will be identified to enrich the project area.

CONCEPTUAL DESIGN AND SCENARIO PLANNING continued

Parking and Snow Storage

Methods for accommodating parking and snow storage will be **developed, recognizing** that these choices will influence the overall site design.

Vendor and Food Truck Facilities

Designated locations for vendors and/or food trucks will be proposed.

A Food Truck facility with complementary infrastructure will be considered to support local businesses and enhance site activity.

Possible Site Amenities

- Shade structures restrooms, parking, utility supply, and site furnishings could be incorporated to support public use and comfort.

DarkSky Compliant Lighting

Lighting solutions, especially for pedestrian and public spaces, will be specified to comply with DarkSky guidelines and minimize light pollution.

Visual Connections

Visual connections to the Big Wood River will be maintained or enhanced to strengthen the relationship between the project area and its natural surroundings.

Paving and Landscaping

- Appropriate paving types and locations will be selected to support circulation and site durability.
- Landscaping will be planned to complement the built environment and enhance the aesthetic and ecological value of the site.

Public Art Opportunities

Opportunities for public art will be identified, with an emphasis on highlighting local artists and themes relevant to the community.

Materials and Equipment Storage

Allowances for materials and equipment storage on City properties and on ROW-adjacent properties will be outlined to support ongoing maintenance and operations.

Use Prohibitions and Policy Recommendations

Recommendations will be made regarding prohibited uses, as well as policies needed to ensure the safety and integrity of the site design

Additional Opportunities

The Team will incorporate other opportunities not listed in the original Request for Proposals (RFP) that may arise from workshops and collaborative meetings.

IMPLEMENTATION STRATEGY

Implementation Strategy: From Vision to Reality

Our Team understands that a successful planning process requires a clear, actionable path toward implementation. Our strategy ensures that the conceptual designs are translated into prioritized, cost-effective, and regulation-compliant projects that align with the long-term vision of the City of Bellevue and BURA.

1. Prioritization and Phasing Recommendations

We will deliver a comprehensive Implementation Matrix that prioritizes improvements based on three core criteria:

- **Impact:** Prioritizing elements that yield the greatest benefit to place-making and connectivity with the Howard Preserve.
- **Feasibility/Quick Wins:** Identifying smaller, less complex components that can be implemented rapidly to generate early public enthusiasm and momentum.
- **Funding Alignment:** Phasing projects to align with anticipated grant cycles, urban renewal funding, or the City's capital improvement plan.

The Implementation Matrix will clearly define **short-term (0-2 years), mid-term (2-5 years), and long-term (5+ years) actions** to provide BURA with a modular, flexible blueprint for execution.

2. Cost Estimates and Value Engineering

Our team brings a critical local advantage to cost estimation, ensuring the final design is financially viable and maximizes the public investment.

- **Local Cost Data:** We maintain current, local cost data for construction and materials specific to Blaine County, which allows us to provide the most **realistic and accurate cost ranges** in the Implementation Matrix.
- **Value Engineering Expertise:** Our Team has extensive experience in **Value Engineering** throughout the design process for local government clients. We will continuously evaluate design alternatives and materials to achieve the desired aesthetic and functional goals at the lowest possible cost, maximizing the scope and value delivered.
- **Funding Strategies:** Beyond the traditional urban renewal mechanisms, we will propose specific, viable funding pathways, including federal and state **grant opportunities** relevant to trails, open space, and economic development, as well as strategies for leveraging private funding related to infill development opportunities.

3. Zoning, Policy, and Procedural Recommendations

Successful implementation often requires aligning proposed improvements within the existing regulatory framework. Our team's local experience in planning and zoning within Blaine County and exposure to other mountain town communities ensures that proposed improvements are not obstructed by regulatory hurdles.

IMPLEMENTATION STRATEGY continued

- **Code Compliance Review:** We will conduct a thorough review of the City's existing Zoning Code and the Comprehensive Plan to proactively identify potential conflicts between the conceptual plan and current regulations.

- **Targeted Recommendations:** We will recommend specific policy, zoning, or procedural changes—such as overlay districts, zoning map amendments, or design standard updates—needed to facilitate the vision.

4. Maximizing Public Investment and Property Value

Our overarching implementation goal is to ensure the investment in public rights-of-way acts as a powerful catalyst. The strategic creation of activated public spaces and improved connectivity is designed to:

- **Return Improved Property Values:** The planning process will focus on design choices that enhance the development potential and curb appeal of adjacent private parcels.
- **Encourage Private Development:** We will provide clear design guidelines that encourage private sector partners to develop infill projects that complement and utilize the new public realm improvements.



DELIVERABLES

Our team commits to providing comprehensive and high-quality deliverables that are both technically rigorous and easily accessible to the BURA Board, City staff, Council, and the public. These final products will serve as the essential tools for casting the project vision, capturing public attention, and implementing the long-term plan.

Our deliverables package, aligned with the RFP's requirements, includes:

1. Project Schedule and Public Engagement Plan

- **Project Work Plan and Schedule:** A detailed schedule will be provided that outlines all tasks, durations, dependencies, and responsible parties within the project. The proposed first draft of this schedule is included within this section and the intent is to continually update and distribute the schedule as the project timeline advances.
- **Public Engagement Plan:** A specific strategy detailing the schedule and format for all community outreach will be provided for review and approval to BURA and the City Stakeholders. The plan will include a strategy for posting notices, compiling feedback, and garnering consistent public awareness from our diverse community.

2. Existing Conditions Memo with Maps and Visuals

- **Physical and Functional Assessment:** A summary report detailing the findings from our site analysis, including surface conditions, utilities, access points, and adjacent land uses will be created.
- **Contextual Mapping:** High-quality maps and visuals that detail current zoning, ownership (specifically City-owned properties), and, most critically, the spatial relationship and access points to the adjacent Howard Preserve. This memo will also document the current use of the rights-of-way for loading, service, snow storage, and parking. Readily available County GIS data and LIDAR will be utilized to produce this information.

3. Concept Plans and Illustrative Renderings

Our visual deliverables are engineered to facilitate clear public understanding and drive consensus:

- **Conceptual Site Plans, Sections, and Alternatives:** The core deliverable of this phase will be a comprehensive set of Conceptual Site Plans for the entire project area, including both an overall master plan and focused drawings for distinct segments. To ensure BURA and the City can evaluate the diverse potential of the rights-of-way, these plans will present multiple viable design alternatives where varied opportunities exist (e.g., public space vs. infill development). We will also produce detailed streetscape sections (cross-sections) to clearly illustrate the design, showing materials, scale, pedestrian space, and integration adjacent buildings.
- **Public Communication Tool:** These site plans and sections will serve as the primary communication tools used in public workshops and stakeholder meetings, allowing participants to easily visualize, critique, and guide the refinement of the preferred vision.

- **Illustrative Renderings:** High-quality 3D renderings and plan views that visually communicate the proposed improvements, demonstrating how the underutilized spaces will be transformed into activated public spaces, improved parking, and/or sites for infill development. These will clearly show safe and attractive pedestrian and visual connections to the Big Wood River.
- **Service Access Plan:** A dedicated drawing set showing necessary improvements to ensure the continued use of the alleyways for service and emergency access, a critical functional requirement.

4. Implementation Matrix with Cost Ranges and Priorities

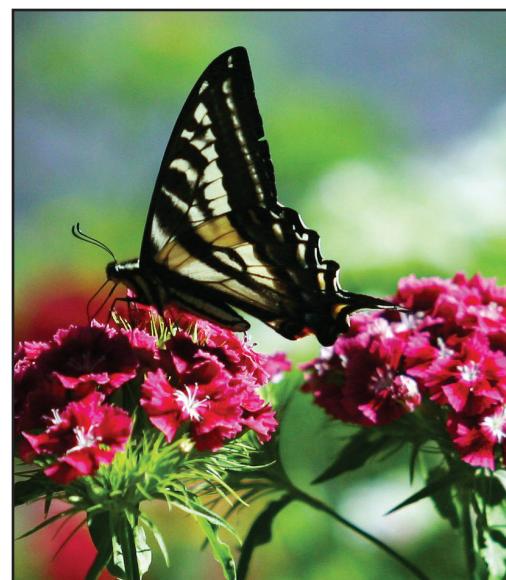
- **Phasing Recommendations:** A detailed matrix that breaks the overall project into manageable phases (short-, mid-, and long-term) and prioritizes specific improvements based on feasibility and public impact.
- **Cost Ranging:** Realistic and locally-sourced cost estimates for each prioritized improvement, presented as a range (low/high) to assist BURA in capital budgeting and identifying potential funding targets.
- **Funding & Policy Recommendations:** Clear notations within the matrix linking each phase to proposed funding strategies (e.g., grants, urban renewal funds, private fundings) and necessary policy/zoning changes required to encourage private investment.

5. Final Summary Report and Public Presentation

- **Comprehensive Project Document:** The Final Summary Report will compile all previous deliverables into a single, cohesive document that serves as the official master planning guide for the City.
- **Public and Council Presentation:** A final, engaging presentation delivered our Team's project leads to the BURA Board and the Common Council, summarizing the community engagement process, the final concept, and the immediate next steps for implementation.

CONCLUSION

In conclusion, we sincerely hope that our response demonstrates our team's capabilities and readiness to perform, but we are also aware of the need to tailor our final approach to the scope and budgetary needs of the project. With that in mind, we are more than happy to discuss what "lighter touch" strategies can be implemented in place of any of the higher effort approaches previously mentioned. As local professionals we are able to make ourselves readily available and, above all we are grateful for the opportunity to provide you with this proposal.



December 2, 2025

City of Bellevue
c/o Mr. Brian Parker and Mr. Carter Bullock
450 110th Avenue NE
Bellevue, WA 98004

RE: Recommendation – Mrs. Robie Litchfield, Litchfield Design + Consulting

Hello Mr. Parker and Mr. Bullock,

Please accept this correspondence as both a professional and personal recommendation for Robie Litchfield in her capacity as a Registered Landscape Architect and any related professional services she may provide to the City of Bellevue.

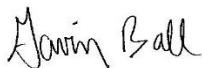
I am a professional consulting land use planner based in Truckee, California where I've known and worked with Mrs. Litchfield for nearly 30 years. My personal and professional experience with Mrs. Litchfield includes that from my public employment as a land use planner with the Town of Truckee as well as that from my private land use consulting business over the last 23 years. Mrs. Litchfield and I have worked together on a wide-range of projects in the Truckee area over this 30-year period, all of which necessarily involved a collaborative team approach to successfully reach the end-goal of each respective project.

Mrs. Litchfield has consistently provided the commitment, knowledge and understanding, communication and diligence required for a successful team approach to any given project pursuit. Her project deliverables are always top-notch, on-time and on-budget, making her a first consideration for any project needing landscape architecture or design services. Beyond her well-established professional capabilities and accomplishments, and arguably just as important, is the fact that Mrs. Litchfield is simply an outstanding person in her trustworthiness, respectfulness and openness in her dealings with all people and all things.

Based upon my long-time experience, again both professionally and personally, I wholly and sincerely recommend Mrs. Litchfield as a professional partner with the City of Bellevue in its project pursuit.

Thank you and please feel free to contact me at any time.

Sincerely,



Gavin Ball, Consulting Land Use Planner

G A V I N B A L L

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December 2, 2025

City of Bellevue Idaho
Brian Parker, Community Development Director
Carter Bullock, City Planner

DON FULDA, Architect, A.I.A.
Principal
TED BROBST, Architect
Principal
MIKE MUSSANO, Architect, A.I.A.
Principal
RON LARKINS, Architect
Principal

RE: Underutilized Rights of Way Project RFP

Dear Brian and Carter,

Robie Litchfield informed me she is submitting a proposal for the Underutilized Rights of Way Project in the City of Bellevue. I have known Robie for many years and have worked with her recently on several residential projects that included landscape and hardscape design as well as progressive storm water management. I have also worked with her on a proposed 8-unit multi-family development on the river in Truckee, CA. This project included landscape, hardscape, environmentally sensitive storm water management, and public access design.

Robie is very knowledgeable, competent, responsive, and easy to work with and I recommend her without reservation for your Underutilized Rights of Way project. I'm confident her wide-ranging skill set, experience, and "team player" approach will help make the project a success.

Please feel free to contact me with any questions you may have. Thank you for your consideration.

Sincerely,

W|Y Architects



Don Fulda
CA Architect #18012 NV #6503
Principal

Kathleen Eagan

December 1, 2025

Brian Parker, CDD, Carter Bullock, CP
City of Bellevue

Re: Robie Litchfield, Litchfield Design + Consulting

Gentlemen,

I wholeheartedly offer my recommendation on the quality of both Robie Litchfield's professional work as well as her character.

I have known Robie for almost forty years. Robie grew up in Truckee and built her Landscape Architecture business from the ground up. Her reputation for quality work and landscape design is well known throughout our region.

While her professional talents are superior, I would like to speak to Robie's contributions to community. Our paths crossed in earnest when I was Truckee's first mayor in the early 90s. At that time the Town was actively engaged in Truckee River Operating Agreement negotiations. The Town's focus was to assure that complex river operations were conducted in a way that did not damage the environmental health of the river/stream of the Truckee River Watershed. This was an economic issue for our resort community as well. We were a small voice amidst two states, the federal government and a tribe negotiating river operations.

With these negotiations underway, Robie helped found the Truckee River Habitat Restoration Group, a nonprofit that focused on annually conducting small river restoration projects...all with volunteers. When a small town brings out 450 volunteers each year to work on river health, decision-makers notice. TRHRG was the precursor to the Truckee River Watershed Council, renowned and respected for its river and forest restoration work in headwaters of the Truckee River watershed below Lake Tahoe. Robie's entrepreneurial spirit coupled with her expertise in native plants informed project design as well as volunteers on the importance of native plants in sustaining watershed health.

Further, Robie brought her deep knowledge of Truckee's culture and community vision to her work on the Town of Truckee Planning Commission. This was invaluable at a time when growth pressure risks sidestepping community vision.

Again, please accept my wholehearted recommendation.

Kathleen Eagan

Fee Proposal

The team of Litchfield Design + Consulting and Starhope Engineering, PLLC recommends performing the project scope on an hourly, not to exceed, fee structure basis. Below is a breakdown of the anticipated cost of each task associated with a scope of work identified in the RFP.

Task 1: Project Coordination & Community Engagement - \$20,000

- Develop and maintain a Project Schedule
- Coordinate and facilitate regular meetings with the City, BURA, and Council
- Conduct public Workshops and Pop-up Events
- Prepare supporting materials, maps, graphics, etc.

Task 2: Existing Conditions & Site Analysis - \$15,000

- Conduct an initial assessment and inventory of the project area
- Produce mapping of existing conditions, access, ownership, and land uses
- Prepare visuals and graphics for City coordination purposes

Task 3: Conceptual Design & Scenario Planning - \$66,000

- Produce an initial conceptual plan for use in City meetings and public Workshops
- Provide alternative conceptual options for consideration
- Prepare three (3) rounds of concept plan updates based on City, Stakeholder, and Public feedback, ultimately arriving at a Schematic Level plan set.

Task 4: Implementation Strategy - \$17,000

- Prepare construction cost estimates and provide funding strategies
- Provide implementation matrix and phasing options
- Perform Code/Zoning review to ensure compliance
- Provide final summary report and public presentation

Clarifications:

1. This RFP response does not serve as a binding contract and is intended to be a starting point for negotiations of a final contract. If awarded, our team looks forward to the opportunity to execute formal contracts for the decided scope of work.

2. An hourly fee structure is proposed, with the stated amounts for each task serving as a “Not to Exceed” amount. The “Not to Exceed” totals may be increased on an as-needed basis with mutual consent from both parties.
3. Litchfield Design + Consulting and Starhope Engineering, PLLC will invoice the Client directly on a monthly basis. Payment terms shall be Net 30.
4. Costs provided above are solely the hourly design and consulting fees associated with work to be directly performed by Litchfield Design + Consulting and Starhope Engineering, PLLC. No third-party costs have been considered or provided.
5. Hourly rate sheets can be provided upon request.

Exclusions:

1. Any costs associated with event venue rentals, food, drink, or other catering items associated with hosting Workshop or Pop-up events
2. Permit fees
3. Construction Drawing sets (100% CDs)
4. Construction bid administration
5. Construction administration/oversight
6. Architectural design services
7. Structural design services
8. Geotechnical design services
9. Translator hourly services
10. Professional Land Surveying services, including topo or boundary mapping
11. Drone photography
12. Website hosting and design fees

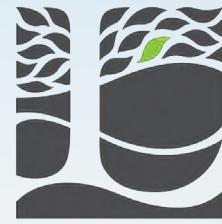
Proposal for Planning and Design Services for

The Underutilized Rights of Way

City of Bellevue, Idaho

Bellevue Urban Renewal Agency

December 4, 2025



In partnership with

BYLA
Landscape Architects



1. COVER LETTER

RE: REQUEST FOR PROPOSAL (RFP)
Planning and Design Services for the Underutilized Rights of Way

Bellevue Urban Renewal Agency (BURA)
115 E Pine Street
Bellevue, ID 83313

Dear Brian Parker and Bellevue Urban Renewal Agency,

The Land Group (TLG) is pleased to submit the following statement of qualifications to Bellevue Urban Renewal Agency (BURA) for the Planning and Design Services for the Underutilized Rights of Way identified in the RFP. We recognize the significance of the City of Bellevue (the City) as the gateway to the Wood River Valley, and understand this transformative project as the City's doorway to the Big Wood River; a true catalyst for integration of Bellevue's Main Street amenities with its impressive natural resources. To allow the BURA and community to formulate and execute their vision for this project, we have assembled an outstanding team of technical professionals familiar with the Wood River Valley that specialize in rural communities across the Intermountain West.

- » The Land Group (Eagle, ID) has extensive experience as civil engineers, landscape architects and planners in designing projects that reimagine underutilized rights-of-way and public spaces. Our specialty in working with rural communities across the Intermountain West positions us uniquely to understand the significance of this gateway project.
- » BYLA (Ketchum, ID) will provide local context and understanding of Bellevue to guide place-based decision-making.
- » RivHab (Eagle, ID) will help identify feasible solutions for interaction with the Howard Preserve and Big Wood River.
- » Guho (Eagle, ID) will evaluate constructibility and cost projections based on their regional experience with right-of-way improvements.

Bellevue is a community where "history meets the rugged trails" and residents are proud to call this small town home. Our approach prioritizes enhancing the sense of place, supporting local businesses, and creating environments that encourage civic engagement, recreation, and long-term investment. We are committed to community building and strategic investment in public infrastructure that strengthens small towns like Bellevue. We see streetscapes, rights-of-way, and public spaces as more than functional, they spark community pride, economic vitality, and social connection. By activating underutilized rights-of-way, we aim to enhance Bellevue's unique character, and support local businesses.

Working together, TLG + BYLA + RivHab + Guho will partner with BURA to advance a new generation of community experiences and economic opportunities for the Underutilized Rights of Way and its adjacent private and public properties. We are committed to providing unparalleled service, creativity, and expertise as we work with BURA, public agencies, local stakeholders, and utilities through a comprehensive process that includes project coordination, community engagement, existing conditions analysis, conceptual design, scenario planning, and implementation strategy development.

Our team looks forward to working with the Bellevue Urban Renewal Agency and the City of Bellevue (the City) to leverage community assets to activate and improve these under utilized rights-of-way to best serve the needs of the community now and into the future.

Thank you for this opportunity!



Bob Schafer, PLA, ASLA
Principal | Landscape Architect
bob@thelandgroupinc.com

2: FIRM AND TEAM QUALIFICATIONS



About Us

Founded in 1988 in Eagle, Idaho The Land Group, Inc. (TLG) is a multi-disciplinary design firm whose comprehensive service offerings are recognized for their accomplishments in design, planning, land development and infrastructure expansions. We have substantial experience working with our peers, clients and public agencies to create enduring and thriving public spaces in high density urban environments. Over the past several decades, we have partnered with public agencies, public-private partnerships, and private development to bring some of the region's most recognizable projects to fruition.

Our mix of Landscape Architects, Civil Engineers, Land Surveyors, and Land Planners brings a breadth of design experience to every project. Working together, we strive to exceed each client's expectations while responding to the opportunities and limitations of our regional climate, environment and cultural landscape.

With a context-sensitive design approach, our team leverages our experience and expertise to craft solutions that respond to the unique vision and needs of every project.

Over the years, we have worked with jurisdictions across the Intermountain West on high profile public projects that employ the standards from NACTO Complete Streets Guidelines and NACTO's Festival and Shared Streets standards from their Urban Street Design Guide.

Design Forward, Together

Our mission is simple - enrich communities through collaborative design. Through partnership, we work with key stakeholders to create resilient spaces where people thrive.

We achieve the best outcomes together. As a design-first firm, our approach fosters synergy around a shared vision. We believe in the power of design to connect people and place through meaningful experiences. With an extensive portfolio and a team of seasoned designers, we are leaders in value-driven placemaking.

Role in Project

TLG will guide the project with strong administration and a collaborative, community-focused process. We'll lead stakeholder outreach to shape a shared vision, then integrate planning, urban design, and infrastructure expertise to deliver a clear, actionable path forward for the underutilized rights of way.

Availability:

Our design team currently manages an active portfolio of projects, but we are structured to maintain flexibility for new work. We have the capacity to dedicate the necessary time and resources to this project to ensure it receives the attention it requires. Our team is committed to meeting deadlines and delivering within the defined scope without compromising quality.

We **connect** people and place.

We **collaborate** to move our community forward.

We **design** dynamic, **authentic** experiences.

We **adapt** for the challenges of tomorrow.



Marianne Williams Park & Barber Valley Specific Area Plan, Boise, ID



BYLA

Landscape Architects

About Us

BYLA is a land planning and landscape architecture firm founded in 2005 by Ben Young that focuses on open space projects in the mountain west. The firm's experience includes expertise in land planning and resort and high-end residential work. In 2012, Chase Gouley joined the firm and is now a partner in the company. Today, BYLA has offices in Ketchum, ID and Bozeman, MT. The backbone of the company lies in their ability to quickly iterate concept level solutions that are anchored in reality, with extensive experience realizing work in Idaho and beyond. BYLA offers a wide range of services and tools, including construction documentation plan sets, 3D terrain mapping and renderings, state and local permitting, and onsite construction observation.

Role in Project

BYLA will be participating on the project as a well-known local resource and design collaborator with The Land Group. BYLA will work hand in hand with TLG to develop strong design solutions by marrying their creativity, experience and insight into Wood River Valley with The Land Group's extensive experience with public work, planning, and streetscape projects. BYLA will provide in-person meetings and site support throughout the project.

Availability

BYLA is a multi-office firm with ongoing work and commitments within the Wood River Valley and beyond. BYLA has reviewed the project schedule and scope, and identified team members that have capacity to provide the requested services in the proposed timeline. BYLA also has additional employees to help support the project should the need arise.



About Us

RIVHAB is an Idaho-based 8(a) and Economically Disadvantaged Woman-Owned Small Business specializing in riverscape restoration, fisheries engineering, and science-based process design. Founded in 2019, our team combines engineering, geomorphology, fisheries biology, ecology, LiDAR mapping, and construction expertise to deliver practical, resilient, and habitat-focused restoration solutions. We work extensively across Idaho and the greater Pacific Northwest, with deep experience in Blaine County with the Silver Creek watershed and Upper Salmon watershed designing projects that address incision, floodplain disconnection, hydraulic simplification, and habitat limitations for native and ESA-listed species. With in-house UAV-LiDAR, bathymetry, hydraulic modeling, and full survey capabilities, we provide an efficient end-to-end workflow—from assessment through final design and construction oversight. RIVHAB's mission is to restore natural processes, support long-term ecological function, and deliver high-quality restoration projects through collaborative partnerships with Tribes, agencies, landowners, and NGOs.

Role in Project

RIVHAB will serve as the project's technical lead for existing-conditions assessment, floodplain analysis, and site feasibility. We will work closely with the planning and design team to ensure all concepts are grounded in hydrology, geomorphology, and the environmental opportunities adjacent to the Howard Preserve. Our team has worked closely with the Wood River Land Trust since 2020 and will assist with the implementation strategy with practical phasing, ensuring floodplain ecosystem goals, cost insights, and permitting considerations informed by extensive Idaho project experience and a Certified Floodplain Manager.

Availability

RIVHAB has the capacity and staffing availability to begin work and meet all project milestones outlined in the RFP. Our project manager and technical team have reserved time in their schedules for this effort and can accommodate regular coordination meetings, field assessments, and rapid turnaround on conceptual materials. We intentionally coordinate our concurrent workload to ensure hands-on attention from senior staff. RIVHAB is fully available to support this project from kickoff through final deliverables.



About Us

Guho Corp is a family-owned general contractor based in Eagle, Idaho, with more than 40 years of experience delivering public, private, and community-focused projects across the region. Our team is known for a collaborative approach, detailed preconstruction planning, and high-quality construction that reflects our commitment to long-term value and local stewardship. We have deep experience working with municipalities, architects, and engineers to build infrastructure, civic spaces, and facilities that strengthen Idaho communities. As a trusted partner, Guho Corp brings practical expertise, cost awareness, and a reputation for integrity that enhances the design and planning process with grounded, real-world construction insight.

Role in Project

Guho Corp will serve as the Construction Consultant to support the development of Bellevue's Streetscape Standards. Our role will focus on constructability review, material and systems evaluation, and the preparation of unit pricing and cost projections for proposed streetscape elements. Drawing on decades of hands-on experience installing similar systems throughout Idaho, we will assess how proposed design concepts translate in the field, identify opportunities to streamline long-term maintenance, and ensure that standards align with achievable construction practices. Our participation will help the Urban Renewal Agency establish streetscape guidelines that are practical, cost-effective, and readily implementable when funding becomes available.

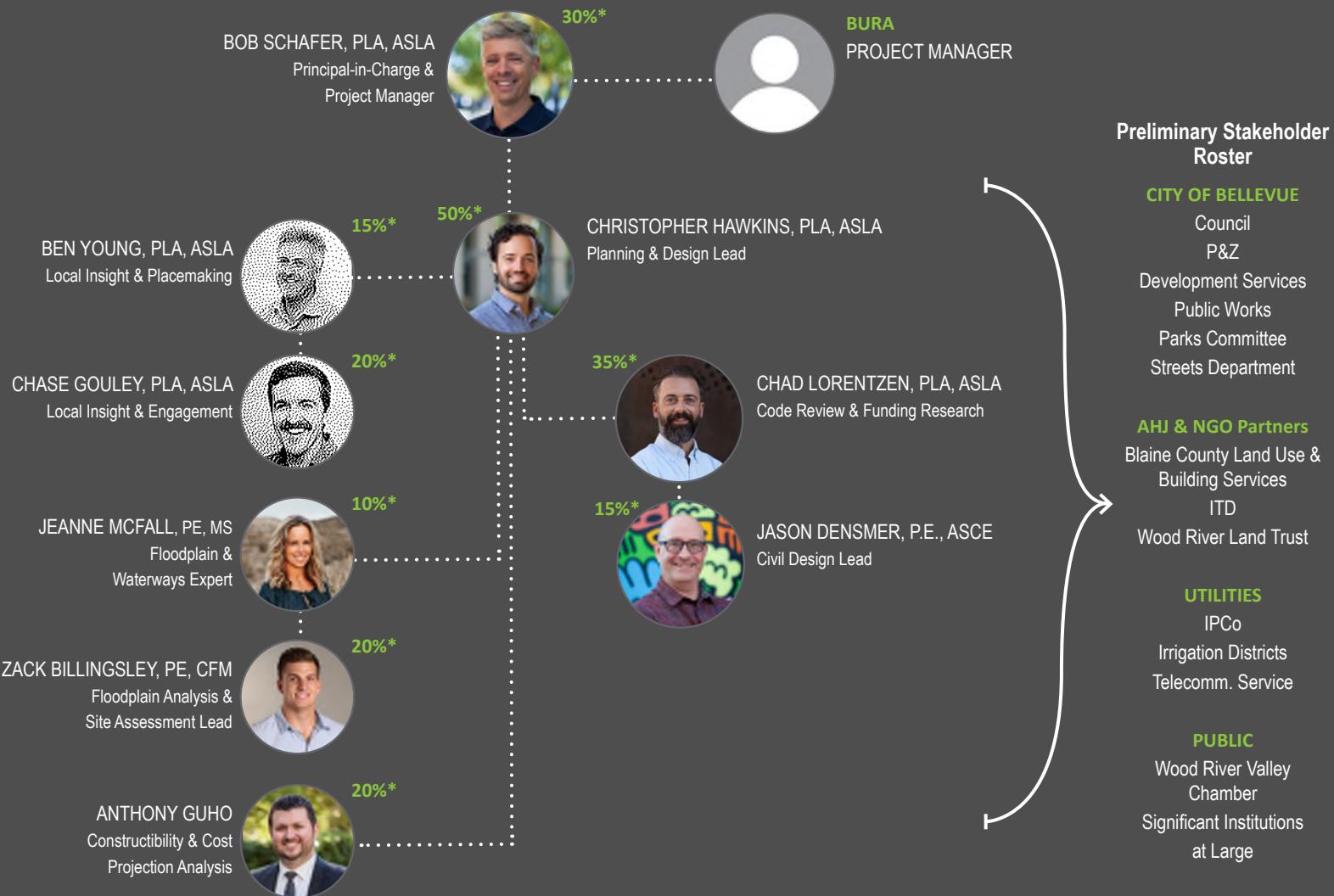
Availability

Guho Corp is fully available to support this planning effort and can commit the necessary time and expertise to meet the project schedule. Anthony Guho will serve as the primary construction advisor, supported by internal estimating and field operations resources as needed. Because this scope involves light engagement, primarily review, consultation, and cost modeling, we can respond promptly to deliverables, participate in check-ins, and provide timely feedback through the duration of the project. Our team is prepared to begin work immediately following selection.

PROJECT TEAM ORGANIZATION

As the team lead, TLG has organized this group of design professionals to complement roles and responsibilities based on our organization's areas of expertise relative to this project. We have assembled a group with the right combination of local understanding, technical excellence, and innovative design thinking to assist the BURA and the local community to realize a vision for the project area that supports the cultural, economic, and environmental needs of the community now and into the future.

PROJECT TEAM ORGANIZATION CHART



PROJECT TEAM ROLES AND RESPONSIBILITIES

TLG's staff will manage the data collection, public agency engagement, community partnership, and project administrative tasks. With vast experience working on public infrastructure and planning projects across the region, TLG will also provide the technical strategies to effectively execute BURA's goals for the project.

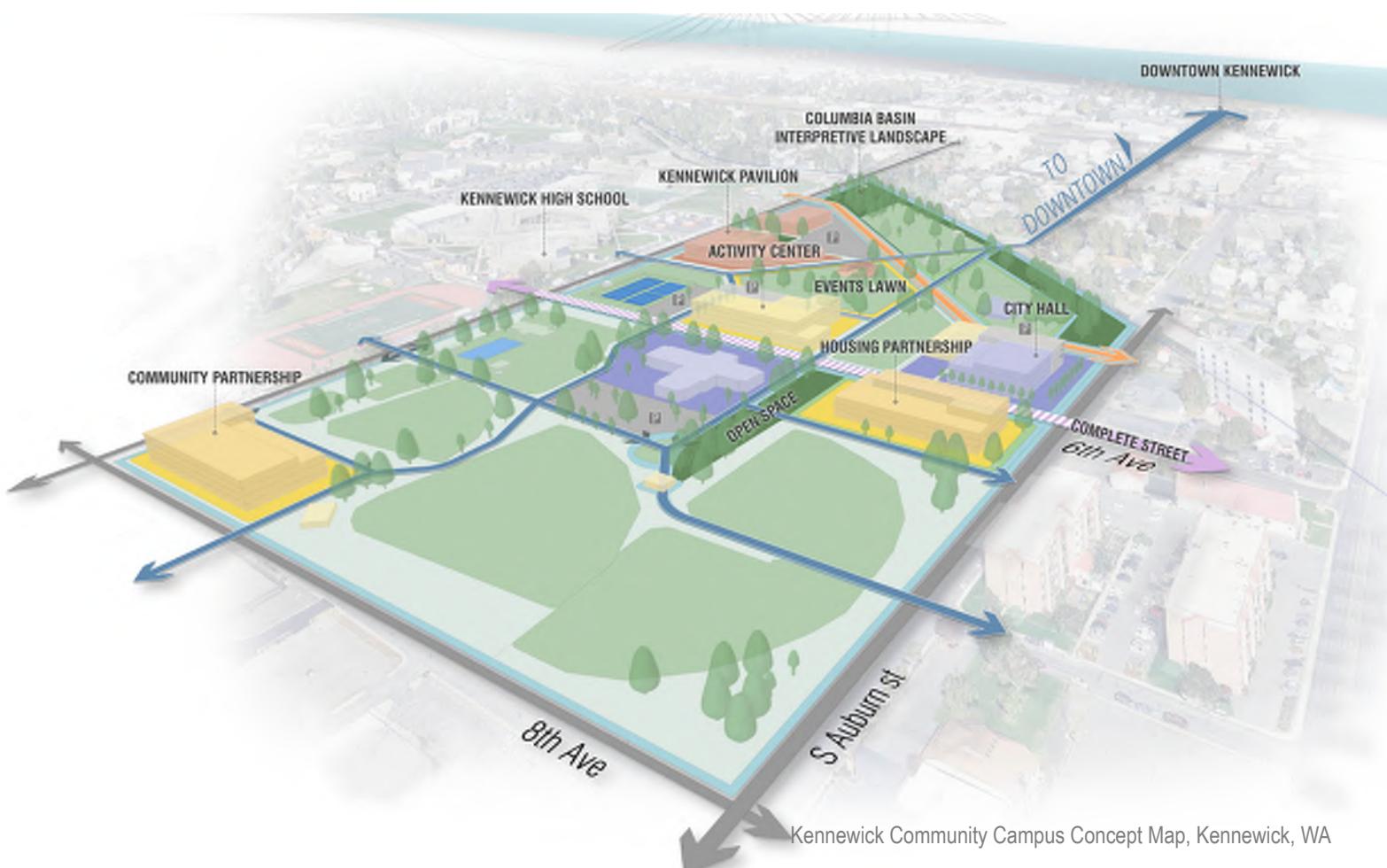
As the primary point of contact, Bob Schafer, as Principal-in-Charge for TLG, will manage contracts and administrative tasks with the City, as TLG will hold the project contract with the City. Additionally, with his familiarity of municipal policies and process, Bob will act as primary liaison with BURA board of commissioners, City Planning Staff, City Council and other agency partners.

As the planning and design lead, Christopher Hawkins will be responsible for design and planning coordination and communication between the Design Team, BURA's Project Manager, support staff and agency partners. Christopher has managed multiple public agency projects and is familiar with the roles and contacts at critical agency partners and

relevant utilities. As a practicing landscape architect with a background in urban design and planning, he will focus on the effective execution of the public engagement process, with a focus on collecting sufficient data for defensible decision-making. Christopher will also support the team in collecting and communicating metrics for economic impacts and benefits for investment in public infrastructure.

Having worked on public policy projects across the region, Chad Lorentzen will lead the effort to review existing policies to identify areas for potential conflict or opportunity that may need to be resolved to effectively implement the proposed plans. With a research-focused approach to design, Chad will also be responsible for identifying additional funding options from private and public sources. Additionally, with a background in education and public communication, Chad will be available to assist in providing written copy for the implementation plans as well as grant applications.

With many years implementing local and state AHJ standards, Jason Densmer of TLG will be the lead for the



Kennewick Community Campus Concept Map, Kennewick, WA

collection and distribution of relevant standards and policies from both the public and private sector. Additionally, he will provide civil engineering design oversight with a focus on the integration of green infrastructure strategies and seasonal maintenance needs.

As a local firm, BYLA will support the team by providing contextual understanding of Bellevue to aid in place-based decision-making.

In this role, Ben Young will be instrumental in developing design outcomes that are authentic to Bellevue, especially during the preliminary establishment of the project vision and early concept development.

Chase Gouley, from BYLA, will support the team with insight grounded within the site specific constraints of the project site as well as providing a local presence that can quickly respond to local needs.

Due to the proximity to the Big Wood River and Howard Preserve, it is critical our team has expertise in the policies and functions of the river system. To achieve this, RivHab

will support the team in finding feasible solutions to leverage the Howard Preserve and Big Wood River within the confines of federal, state, and local agency policies. Having worked extensively with representatives from the Wood River Land Trust (WRLT), Jeanne McFall will aid in effective communication with that entity. Zack Billingsley will focus on hydrology feasibility analysis and recommendations should proposed design solutions encroach on the Big Wood River's hydrological functions.

To round out the technical expertise of the team, Guho Corp, with experience constructing miles of right-of-way improvements across the region, will support the team in evaluating constructability and cost projections. Anthony Guho will be responsible for coordination with maintenance and operations staff, constructability reviews, and cost projections to validate that proposed solutions are fiscally and functionally attainable.

More information about specific team member expertise and roles can be found on the following resumes.



Site Concept Rendering — Confidential Project

PROJECT TEAM - RESUME



Bob Schafer, PLA, ASLA
Principal | Landscape Architect

Master's Landscape Architecture
College of Design,
North Carolina State University

Registered Landscape Architect
Idaho-No. LA-16795

City of Boise Planning and Zoning
Commission, 2019-Present

City of Eagle Design Review Board,
2014-2019

SPECIFIC ROLE

- » Primary point of contact
- » Project manager
- » Project liaison
- » Contracts and administrative tasks



EXPERIENCE

Bob joined The Land Group in 2013 and serves as Principal and Landscape Architect, sharing over twenty years of experience in design and natural resource management. His work spans parks and recreation planning, healthcare, multi-family housing, urban streetscape design, and land use master planning. At The Land Group, he guides projects through the design process, from concept development and securing project entitlements to construction documentation.

Holding degrees from the University of Idaho and North Carolina State University, Bob applies a strong resource conservation ethic to every project. A collaborative designer, he thrives in working closely with clients, consultants, contractors, and agencies to solve complex design challenges. As a native Boisean Bob believes strongly in supporting our community and has served on several Boards, including multiple years as Chair of Boise's Planning & Zoning Commission.

RELEVANT EXPERIENCE

St. Luke's Health System | Multiple Projects

Boise Medical Plaza

DCIP North Tower Phase 2 | Architectural Nexus

Children's Pavilion | Hummel Architects

Bannock Plaza | SLHS

Boise Fire Stations | Multiple Projects

Verve Young Professional Housing Community | Boise, ID

Locale Young Professional Housing Community | Boise | Boise, ID

Downtown Blocks 68 & 69 Redevelopment | deChase Miksis | Boise, ID

Home2 Suites & Parking Garage | deChase Miksis | Boise, ID

Pine Avenue Pedestrian Pathway | City of Meridian | Meridian, ID

Linder Pedestrian Pathway | City of Meridian | Meridian, ID

Discovery Park | City of Meridian | Meridian, ID

PROJECT TEAM - RESUME



Christopher Hawkins, PLA, ASLA
Landscape Architect

Master of Landscape Architecture,
University of Idaho

B.S. Landscape Architecture
University of Idaho

Registered Landscape Architect
Idaho-No. LA-16961
Wyoming-No. LA-0255C

Idaho/Montana ASLA Chapter, President

SPECIFIC ROLE

- » Design and planning coordination
- » Design team and partners communication
- » Execution of the public engagement process
- » Public agency project experience



EXPERIENCE

Christopher has worked in the academic and professional realm of landscape architecture and planning for over 10 years. He employs an evidence-based design philosophy that delivers design innovation grounded in research, precedents, and expertise. Through this process, he aims to exceed client expectations and project potential with every opportunity.

As an advocate for the integrated design process, Christopher values the importance of communication between the client, design professionals and contractors. He applies this philosophy to project management, creating communication networks that ensure information is collected, recorded, and distributed promptly and with accuracy. Christopher excels at combining project graphics development, research, and analysis into digital and hard copy products that are visually compelling, organized, and informative.

RELEVANT EXPERIENCE

Capitol Boulevard | CCDC | Boise, ID

Fulton Streetscape Improvements | CCDC | Boise, ID

6th Street Streetscape Improvements | CCDC | Boise, ID

Block 7 Alley Improvements | CCDC | Boise, ID

River Street Streetscape | CCDC | Boise, ID

Boise City Canal Multi-use Pathway | CCDC | Boise, ID

Esther Simplot Alley | CCDC | Boise, ID

Rupert Square Master Plan and Revitalization | Rupert, ID

Cedar Street – LID Streetscape Improvements | Elko, NV

Murio Farms Specific Plan | Mурготио Family | Boise, ID

Boise Library Master Plan | City of Boise | Boise, ID

BSU Master Plan | Boise State University | Boise, ID

Exteriors Improvement Master Plan | Boise State University | Boise, ID

Mountain Home Railroad Park Master Plan & Implementation | Mountain Home Urban Renewal Agency | Mountain Home, ID

PROJECT TEAM - RESUME



Chad Lorentzen, PLA, ASLA
Landscape Architect

Master of Landscape Architecture,
University of Idaho
Master of Arts in Education, Wake Forest
University

Registered Landscape Architect
Idaho-No. LA- 2761179
Utah-No. LA-14244287-5301

ASLA, Member

EXPERIENCE

Chad joined TLG in 2020 with a master's degree in landscape architecture from the University of Idaho and a master's degree in education from Wake Forest University.

While Chad's professional and research experience includes the successful implementation of ambitious projects across a range of scales, his project-specific role will leverage his experience in grant writing, municipal code drafting, and scenario-based planning. Chad's multi-year experience with a \$2.7 million dollar National Science Foundation stakeholder informed research grant (NSF Award Number 1639524), paired with his demonstrated success in rewriting the municipal code in Pocatello and Boise brings a unique skillset to pursue funding and policy that can enable the project to reach its design potential.

RELEVANT EXPERIENCE

Bonneville Commons | Neighborworks Pocatello | Pocatello, ID
Muro Farms Specific Area Plan | Murgoitio Family | Boise, ID
St. Charles Borromeo Parish Master Plan and Planned Unit Development
| Archdiocese of Boise | Hailey, ID
Greenbelt River Corridor | Riverside Hotel | Garden City, ID
Pedestrian Bridge | Riverside Hotel | Garden City, ID
Friendship Celebration Lutheran Church – ROW Impact Study and
Masterplan | Friendship Celebration Lutheran Church | Meridian, ID
Ten Mile Community Church Master Plan | Ten Mile Community Church |
Meridian, ID
Poison Creek State Park & Marina | Tamarack Resort & Idaho Parks and
Recreation | Donnelly, ID

SPECIFIC ROLE

- » Code review and funding research
- » Written content for the implementation plan and grant applications
- » Public policy project experience



PROJECT TEAM - RESUME



Jason Densmer, PE, ASCE

Principal | Civil Engineer

B.S. Engineering with Civil Specialty,
Colorado School of Mines, Golden, CO

Registered Professional Engineer
Idaho-No. 10961
Utah-No. 7000769
Oregon-No. 83365PE
Washington-No. 45525
Nevada-No. 020372
Montana-No. 20088

ASCE, Member

SPECIFIC ROLE

- » Collect/distribute required standards and policies
- » Oversee civil engineering design
- » Integrate green infrastructure strategies
- » Address seasonal maintenance needs



EXPERIENCE

Jason joined TLG in 1999 and has since specialized in land development for commercial, residential, and public works projects. As the lead civil engineer at TLG, he coordinates a team of supporting engineers and designers to efficiently manage projects. Jason focuses on finding creative, aesthetic, and cost-effective solutions for the challenges of each project, drawing from his expertise across all facets of site civil and land planning, including commercial developments, roadway design, residential subdivisions, and utility expansions. His knowledge, dedication, and strong work ethic make him invaluable in successfully delivering projects on time and within budget constraints. Jason's multifaceted skills contribute significantly to TLG's continued success in project execution and client satisfaction.

RELEVANT EXPERIENCE

St. Luke's Health System | Multiple Projects | Boise, ID

Boise Medical Plaza

DCIP North Tower Phase 2 | Architectural Nexus

Children's Pavilion | Hummel Architects

Bannock Plaza | SLHS

Capitol Boulevard | CCDC | Boise, ID

Boise State University | Multiple Projects | Boise, ID

Thomas Logan & The Lucy Apartments | deChase Miksis | Boise, ID

Jules on 3rd | River Caddis | Boise, ID

Home2 Suites & Parking Garage | deChase Miksis | Boise, ID

The Gibson at 5th & Idaho | deChase Miksis | Boise, ID

Thomas Logan 6th and Grove | deChase Miksis | Boise, ID

Saratoga Apartments | Alliance Residential | Boise, ID

Sawtooth Building 12th and Idaho | White Oak Realty Partners | Boise, ID

Downtown YMCA | deChase Miksis | Boise, ID

Downtown Blocks 68 & 69 Redevelopment | deChase Miksis | Boise, ID



Ben Young, PLA, ASLA

Principal | Landscape Architect
B.S. Landscape Architecture
Cornell University

Registered Landscape Architect
Idaho-No. LA-16506

ASLA, Member

EXPERIENCE

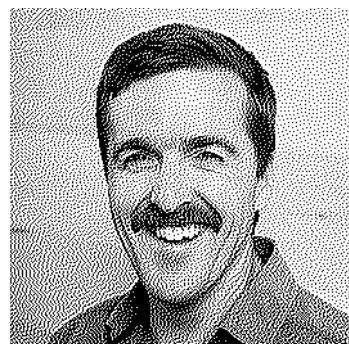
With a passion for gardening, building and sketching, Ben brings a wide assortment of skills and background to each project. He believes that each garden and landscape design is best approached as a synthesis of both built/human influenced forms and those we find in nature: without one, it is often difficult to see the other. It's the combination of both that excites and motivates. While rooted in the Wood River Valley, Ben's project experience reaches nationally, and his work has been showcased in multiple national publications.

RELEVANT EXPERIENCE

Sunbeam Phases I and II | Ed Dumke | Hailey, ID
Wood River Valley YMCA - Multiple Projects | YMCA | Ketchum, ID
The Pasture Hotel | Haymax Capital | Ketchum, ID
Cattail Creek Corridor | City of Bozeman | Bozeman, MT
Mountain Rides Bus Stop Prototype | Mountain Rides | Wood River Valley, ID
Sawtooth Botanical Garden | Sawtooth Botanic Garden | Ketchum, ID
One & Only Hotel - Moonlight | Lone Mountain Company | Big Sky, MT
Brundage Mtn. Ski Resort | Mountain Origins | McCall, ID
Higher Ground Master Plan | Higher Ground | Hailey, ID
Hailey Town Center | City of Hailey | Hailey, ID
Wasatch Peaks Residence | Private Client | Wasatch Peaks, UT

SPECIFIC ROLE

- » Contribute design input
- » Local insight and site-specific knowledge
- » Support meaningful placemaking through context-informed guidance



Chase Gouley, PLA, ASLA

Principal | Landscape Architect
B.S. Environmental Horticulture - Landscape Design
Montana State University

Registered Landscape Architect
Idaho-No. LA-16849

ASLA, Member

EXPERIENCE

With Chase Gouley's hands on approach and big picture vision brings great creativity and excitement to each design. Chase's passion for design, onsite construction management, and collaborative effort allows for seamless installation and successful projects. Born and raised in Sun Valley Idaho, Chase spent most of his time outdoors. It was there he found his love for the land traveling throughout the Rocky Mountain range eventually landing in Bozeman Montana where he earned a Bachelor's in Landscape Design and Horticulture. his motto is "It's not about the design, it's about the relationship created along the way."

RELEVANT EXPERIENCE

Sunbeam Phases I and II | Ed Dumke | Hailey, ID
Wood River Valley YMCA - Multiple Projects | YMCA | Ketchum, ID
The Pasture Hotel Ketchum | Haymax Capital | Ketchum, ID
Mountain Rides Bus Stop Prototype | Mountain Rides | Wood River Valley, ID
Sawtooth Botanical Garden | Sawtooth Botanic Garden | Ketchum, ID
Strawberry Fields Residence | Private Client | Sun Valley, ID
Three Peaks Residence | Private Client | Big Sky, MT
High Country Garden | Private Client | Sun Valley, ID
Waterfront Residence | Private Client | Seattle, WA
Private Residence | Private Client | Sun Valley, ID
Jackrabbit Crossing Development | Venture West | Belgrade, MT
Snake River Family Ranch | Private Client | Jackson, WY

SPECIFIC ROLE

- » Site-specific insight and local project support
- » Offer local knowledge, site access, and in-person coordination
- » Contribute design input



Jeanne McFall, PE, MS

President/Principal Engineer

M.S. Ecohydraulics - University of Idaho, Boise, ID
B.S. Environmental Engineering – California Polytechnic State University, San Luis Obispo, CA

Registered Professional Engineer
Idaho-No. 11620

EXPERIENCE

Jeanne has 23 years of specialized experience addressing fisheries needs and floodplain ecology designs to benefit all species. She provides technical solutions in stream restoration design, aquatic habitat resilience, fish passage, wetland and floodplains, and hydraulics. Jeanne is proficient in natural process design restoration principles, wetland functioning, stream evolution and geomorphology, sediment transport, hyporheic/groundwater/floodplain restoration and connectivity, large wood design, as well as construction bidding, contract management, and in-stream construction management, including waters with ESA-listed species. She is an expert in both engineering and implementation and construction of in-water projects.

RELEVANT EXPERIENCE

Sun Valley Dam Fish Passage Concept Development | Wood River Land Trust & Trout Unlimited | Blaine County, ID
Upper Loving Creek Dam Removal and Realignment | Silver Creek Alliance, The Nature Conservancy, and IDFG | Blaine County, ID
Chaney Creek Ranch Stream Restoration | Chaney Creek Ranch | Blaine County, ID
Susie Q Ranch Wetland Creation and Water Quality Improvement | Susie Q Ranch | Blaine County, ID
Butte Creek Stream Restoration | The Nature Conservancy | Blaine County, ID
Henry Mid-Lemhi River Chinook Habitat and Floodplain Connections | IDFG | Lemhi County, ID
Trestle Creek Bull Trout Instream Habitat and Floodplain Expansion | IDFG/Avista | ID
East Fork Potlatch at Damberman | IDFG | Bovill, ID

SPECIFIC ROLE

- » Lead floodplain and waterways review
- » Coordinate with agencies and WRLT
- » Support communication with river-related partners
- » Ensure plans meet policies and community needs



Zack Billingsley, PE, CFM

Manager of Engineering and Construction Services

M.S. Civil/Environmental Engineering – Colorado State University
B.S. Civil Engineering – Saint Louis University

Registered Professional Engineer
Idaho-No.18886

EXPERIENCE

Zack is a Lead Project Manager and Water Resources Engineer with nearly ten years of experience in civil engineering, stream restoration, floodplain management, and surface water hydrology and hydraulics. Throughout his career, Zack has managed dozens of water resources focused projects, including many multidisciplinary projects. Currently serving as RIVHAB's Manager of Engineering & Construction Services, Zack leads the RIVHAB team of Engineers with project delivery, serves as Senior Project Manager on large projects, and also leads RIVHAB's Construction Division. He's a Certified Floodplain Manager (CFM) and is also Erosion and Sediment Control (ESC) Certified.

RELEVANT EXPERIENCE

Wylie Lane Bank Stabilization | City of Boise | Boise, ID
Veterans Pond Bank Repair| City of Boise | Boise, ID
City of Sun Valley City Engineering Support Services | Sun Valley, ID
Mallard Ave Bridge Replacement CLOMR | ACHD | Boise, ID
Port of Moses Lake Hydraulic Analysis and CLOMR | City of Moses Lake | Moses Lake, WA

SPECIFIC ROLE

- » Lead floodplain and site assessments
- » Review hydrology, geomorphology, and drainage
- » Identify floodplain limits that affect design
- » Ensure design ideas work with river conditions



EXPERIENCE

Anthony Guho brings over two decades of experience in urban streetscape construction, constructability analysis, and cost modeling, with more than 100 block faces completed in Boise, Mountain Home, and Twin Falls. He has led CMGC preconstruction and construction for major urban projects, including CCDC's Linen Blocks and the Twin Falls Main Avenue Redevelopment. Anthony is a regional expert in integrating Silva Cells, permeable pavements, pedestrian-oriented hardscapes, and mobility improvements into downtown corridors. His background as a Construction Manager and expertise in bid evaluation, value engineering, and life-cycle costs make him uniquely qualified to assess streetscape standards, review materials and phasing, and prepare accurate pricing. His insight helps teams translate design decisions into feasible, maintainable, and successful urban implementation.

Anthony Guho

Vice President

B.S. in Construction Management
Boise State University

057919 Construction Manager
License

Idaho AGC President
BSU - Construction Management
Advisory Board Member

RELEVANT EXPERIENCE

Linen Blocks on Grove, 9th to 16th St | CCDC | Boise, ID
Capitol Blvd Streetscapes, Boise River Bridge to Myrtle (N Side) | CCDC | Boise, ID
3rd St Streetscapes, 3rd St - Grove to Jefferson | CCDC | Boise, ID
Old Boise Blocks on Grove, Grove St - 6th to 3rd | CCDC | Boise, ID
2020 8th & Bannock Streetscapes, 8th & Bannock to State, 9th & Bannock to Capitol | CCDC | Boise, ID
Mountain Home Streetscapes Phases I-III | City of Mountain Home | Mountain Home, ID
2019 Streetscapes, 6th Myrtle to Main, Alley Capitol - 6th Main - Grove | CCDC | Boise, ID
Main Ave Redevelopment | Twin Falls Urban Renewal Agency | Twin Falls, ID
LIV District Infrastructure Improvements | CCDC | Boise, ID
Multiple Downtown Boise Streetscapes, Multiple Misc Blocks | CCDC | Boise, ID

SPECIFIC ROLE

- » Review constructability and project costs
- » Coordinate with maintenance and operations staff
- » Evaluate materials and phasing for practicality
- » Ensure designs are feasible and cost-effective



Boise Streetscape, Boise, ID

RELEVANT PROJECT EXPERIENCE

Belmont St - BSU, Boise, ID

Streetscape & Planning Projects

- » CCDC 6th Street Streetscape, Main St to Front St | Boise, ID
- » CCDC Fulton Street, 9th St to Capitol Blvd | Boise, ID
- » CCDC Capitol Boulevard Streetscape, Boise River to Myrtle, St | Boise, ID
- » CCDC River Street, 11th to 12th | Boise, ID
- » CCDC Esther Simplot Alley | Boise, ID
- » CCDC Block 7 Alley | Boise, ID
- » Rupert Square Revitalization Project | Rupert, ID
- » Cedar Street Low Impact Development | Elko, NV
- » Downtown Meridian Streetscape Guidelines | Meridian, ID
- » Muriel Farms Specific Area Plan | Boise, ID
- » Barber Valley Specific Area Plan | Boise, ID
- » St Luke's Boise Campus - Multiple Projects | Boise, ID
- » BSU - Multiple Projects | Boise, ID

Blaine County Projects

- » Sunbeam Phases I and II | Hailey, ID
- » Wood River Valley YMCA – Multiple Projects | Ketchum, ID
- » The Pasture Hotel | Ketchum, ID
- » Mountain Rides Bus Stop Prototype | Wood River Valley, ID
- » Sawtooth Botanical Garden | Ketchum, ID
- » Strawberry Fields Residence | Sun Valley, ID
- » High Country Garden | Sun Valley, ID
- » Private Residence | Sun Valley, ID
- » Higher Ground Master Plan | Hailey, ID
- » Hailey Town Center | Hailey, ID
- » Sun Valley Dam Fish Passage Concept Development | Blaine County, ID
- » Upper Loving Creek Dam Removal and Realignment | Blaine County, ID
- » Chaney Creek Ranch Stream Restoration | Blaine County, ID
- Susie Q Ranch Wetland Creation and Water Quality Improvement | Blaine County, ID
- » Butte Creek Stream Restoration | Blaine County, ID
- » City of Sun Valley City Engineering Support Services | Sun Valley, ID



**by the
numbers**

100+

Right-of-Way Projects

250+

Blaine County Projects

50+

Urban/Public Spaces

CCDC CAPITOL BOULEVARD

Boise, Idaho

Capitol Boulevard holds significant historical and cultural importance as the gateway into downtown Boise, Idaho. For more than a century, this iconic roadway has welcomed visitors and residents alike to the heart of the city. Over time, the vision for a grand promenade was diluted by an emphasis on vehicular mobility at the expense of pedestrian and cyclist movements.

TLG's design team engaged stakeholders in Boise's Cultural District to ensure improvements responded to their needs while redesigning the streetscape to enhance universal mobility and the public experience. Working closely with City staff and ACHD, TLG reduced travel lane dimensions to create more space for safe, buffered bike lanes.

Responding to the City's new zoning code, the Capitol Boulevard improvements are among the first improvements to transition from the standard urban parkway typology in the Downtown Boise Streetscape Manual to a strategy aligned with the City's climate resilience goals. In lieu of lawn, the plan uses standard brick pavers and highway district-approved bioretention planters to improve safety, treat stormwater runoff, and provide greater biodiversity, extending the Boise River ecosystem into the city.



RUPERT SQUARE REVITALIZATION PROJECT

Rupert, Idaho

TLG in partnership with the City of Rupert, led the planning process to transformed the city's historic downtown into a vibrant, welcoming community hub. Prompted by an effort to modernize the central square and the adjacent Historic Wilson Theater Plaza, the project balanced historical preservation with urban placemaking updates.

Through strategic planning, TLG developed a public engagement strategy to reach the entire community, recognizing the project's significance and the need for consensus building and authentic engagement. This approach built strong buy-in, which was critical in guiding design decisions and pursuing funding opportunities. The team collaborated closely with residents, city leaders, and project partners, while a Community Ambassadors Program built support for the revitalization effort at local events. With this support, TLG assisted the City in acquiring significant private and public contributions for grant assistance to implement the project.

The revitalized square has become a cornerstone of civic life in Rupert. It fosters gatherings, strengthens local identity, and stimulates downtown economic activity, all while serving as a model for community-driven urban design in rural Idaho.



Relevance:

- » Urban design & planning
- » Economic development
- » Funding research & support
- » Stakeholder engagement
- » ROW design
- » Utility coordination

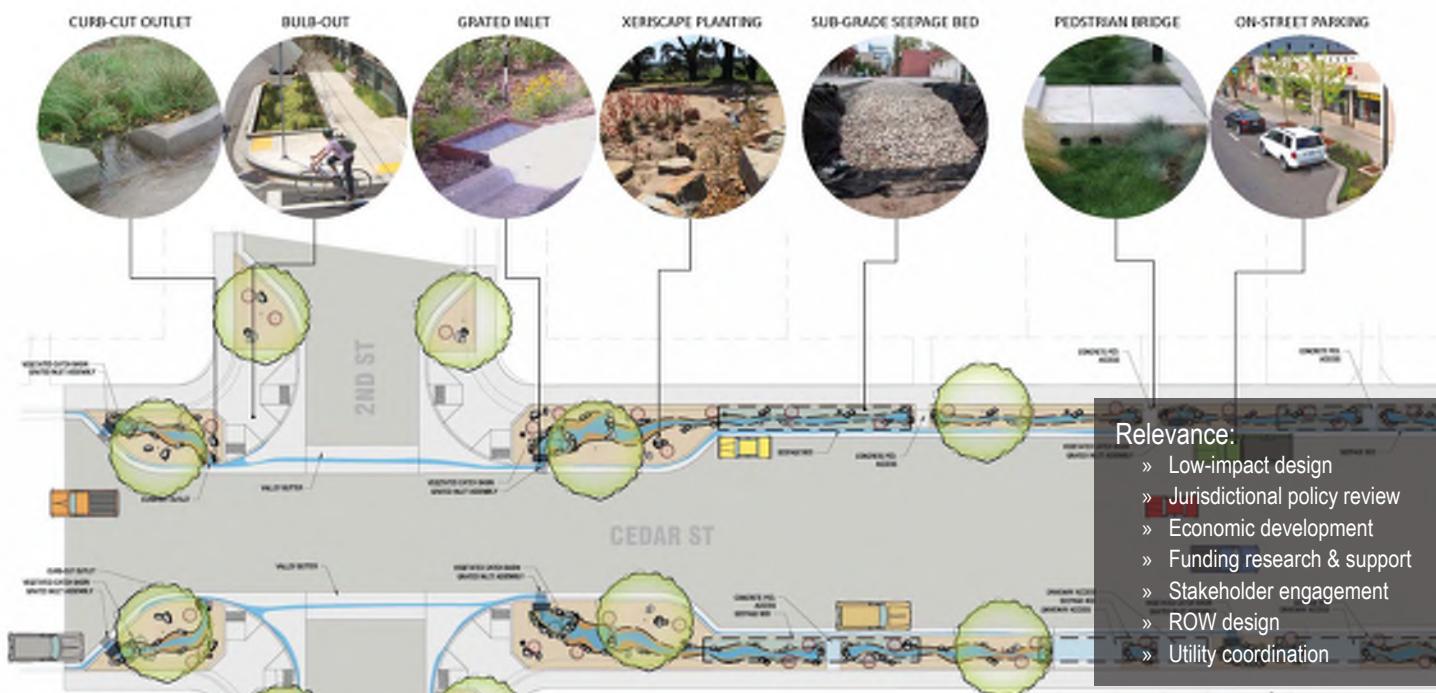
CEDAR STREET LOW-IMPACT DEVELOPMENT STREETSCAPE

Elko, Nevada

The City of Elko partnered with The Land Group to reimagine Cedar Street as a more resilient, attractive, and pedestrian-friendly corridor. Spanning from D Street to 9th Street, the project introduced low-impact development features and green-street design elements that improved water quality, strengthened neighborhood character, and elevated the everyday experience of the corridor.

A major accomplishment of the project was TLG's role in helping the City, a predominantly rural community, to formally adopt green-street standards for the first time. TLG supported the City's Public Works team in engaging the public and policymakers through data-driven, approachable communication to implement innovative low-impact stormwater strategies. The project also serves as a model for updating streetscape standards throughout Elko.

TLG supported the City from early planning through construction, providing clear design direction, public-facing materials, and on-site involvement to ensure the project's vision was carried through to completion. The result was a forward-thinking corridor that blends practical infrastructure upgrades with environmentally responsible design, setting a new precedent for rural green-street innovation in Nevada.



CCDC FULTON STREET

Boise, Idaho

This segment of Fulton Street was one of the last unimproved roadway segments in downtown Boise. Working with CCDC, Boise city staff, and highway district staff, TLG endeavored to use the existing streetscape manual as a kit of parts to create a distinctive, pedestrian-friendly, human-scaled urban space with sustainable strategies implemented for stormwater and street tree canopy. Through engagement with stakeholders and agency partners, the vision for the project evolved to focus on pedestrian safety and enhancing the urban tree canopy. To achieve this, the design team worked with highway district staff to get approval on variances to agency standards that better served the needs on Fulton Street. The outcome of the lane width variance improved the urban tree canopy and provided additional shade to activate future retail uses of this underutilized area of town.

The improvements provide a public space for celebration that supports a combination of current and future mixed-use development through economic activation and improved connectivity.



Relevance:

- » Urban design & planning
- » Economic development
- » Policy review & modifications
- » Funding research & support
- » Stakeholder engagement
- » ROW design

THE PASTURE HOTEL

Ketchum, ID

The Pasture at Hotel Ketchum is a semi-public urban open space that reclaims an underutilized plaza to become a playful new green retreat in downtown Ketchum. Building upon rich ongoing cultural traditions, the design of this 4,000sf pocket park introduces immersive planting, custom designed seating groups, and the integration of vibrant and playful art installations to add a unique link in Ketchum's green spaces. The design softens the urban core, promotes community interactions and deepens a sense of place for Ketchum residents and visitors alike.

Chase and Ben collaborated as lead designers and technical experts on the project. They developed the initial vision and concept design and then collaborated on oversight of the construction of the space.



Relevance:

- » Pocket Park - Urban Network Integration
- » Placemaking
- » Urban Activation
- » Site Context



3: UNDERSTANDING AND APPROACH

TASK 1 - PROJECT COORDINATION & COMMUNITY ENGAGEMENT

Right-sizing engagement tools for strategic community engagement

We take a curated approach to public engagement. Each community and client is unique, this means there is not a one-size-fits-all formula for community engagement. Our process aims to be inclusive and approachable to promote participation, collect meaningful data points, and distribute accurate information. To achieve this, many engagement strategies are employed based on the objectives of the client's vision for the engagement process.

We have provided a recommended community engagement plan within our Tentative Project Schedule (see Appendix) that we think will be effective in the successful development and implementation of the project. This relies on a combination of short-duration, narrowly-focused engagement efforts like community open houses and surveys and long-duration, broadly-focused engagement efforts such as technical stakeholder advisory groups. For intensive engagement, intent on collecting detailed information, we will work directly with critical stakeholders, such as WRLT, the irrigation district, city departments, and other agency partners, to inform feasible solutions. Through extensive engagement strategies, we will engage the broader community at critical touch points so they feel heard and informed. We will work with BURA to define who they want to engage, when they want to engage, and how they want to engage using our toolkit of engagement strategies upon selection for the project. .

» Develop an Engagement Plan: our team will work with the BURA to develop a plan that identifies stakeholders, strategies for effective engagement, methods and activities. Recommendations include:

- Broad engagement for wider community through community surveys and bulletins with multi-lingual content translation for equitable access to information.
- Technical advisory committee lead by the BURA Project manager with representatives from the City, community representatives and agency partners.
- Pop-up events or open houses strategically aligned with existing community gatherings or events for accessible, extensive engagement.
- Online engagement for broadened access via public survey or project website.
- Interactive workshops and interviews for fine-grained data collection.

» Develop a meeting plan: our team will work with the BURA to develop a meeting plan that includes a schedule, engagement goals, materials, and identifies roles and responsibilities for consultant team, BURA, and the city.

» Distribute Information: our team will work with BURA's Project Manager to develop information distribution strategies that align with agency policy. The objective of this information distribution is to keep the community informed with accurate information. An informed stakeholder cohort will support agency leaders in decision-making.

TASK 2 - PROJECT DISCOVERY

PRELIMINARY PROJECT AREA DIAGRAM



Developing a basis of understanding through existing conditions and planning framework review

We take a listen first approach to design. This includes listening to the BURA, the City, community, and critical public agencies to help them to refine their vision for a project, as well as the cultural and physical opportunities and constraints unique to each project site. For this project we will meet early with BURA, the City, the irrigation District, ITD, and WRLT staff to discuss the existing standards, identify conflicts, and determine areas of common ground based on site observed findings from our initial analysis. With our dynamic, integrated design team's guidance during this phase, the following tasks will be executed.

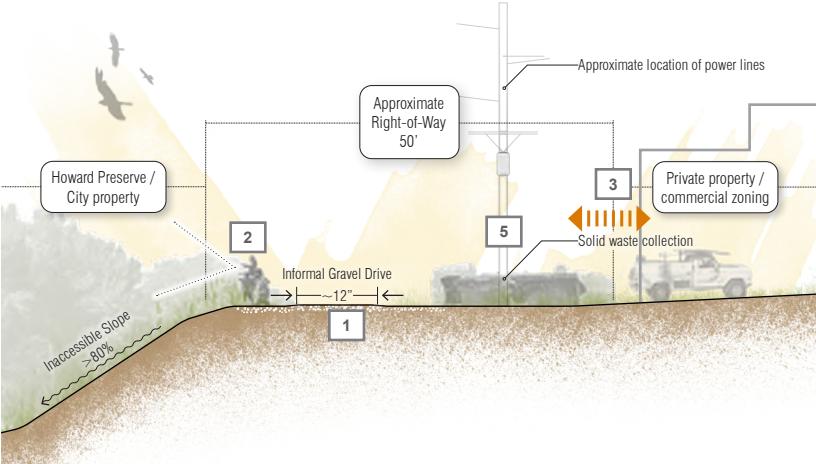
» Our team will lead the preliminary review of existing plans and policies, to understand planning framework and identify existing policies or standards that would impact plan development. Relevant agency staff will be interviewed by departments to confirm priorities. Review would include but would not be limited to:

- Existing Transportation and Land Use Studies including the City's Comprehensive Plan, Big River Atlas, Blaine County Comprehensive Plan, and the City's zoning code.
- Idaho Transportation Department (ITD) standards, specifications and CIP.
- Land Use codes.
- City parking codes and plans.
- Utility policies and standards.
- Idaho Power Company standards, specifications and CIP.
- Wood River Irrigation District 45 and Triangle Irrigation District policy review.

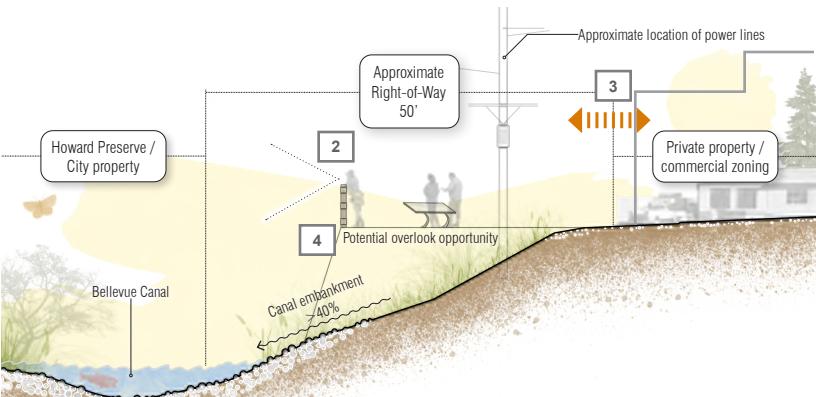
The objective of this exercise is to identify priorities and deficiencies that could be used to find common ground and funding opportunities between agencies and utilities. Additionally, this provides the foundation for future decision-making.

1. Project Area
2. Gateway Street
3. Gateway Node
4. Big River Corridor Encroachment
5. Underutilized Property
6. Anchoring Public Amenity & Howard Preserve Gateway
7. Opportunity for Visual and Physical Connection to Howard Preserve
8. ITD Interface

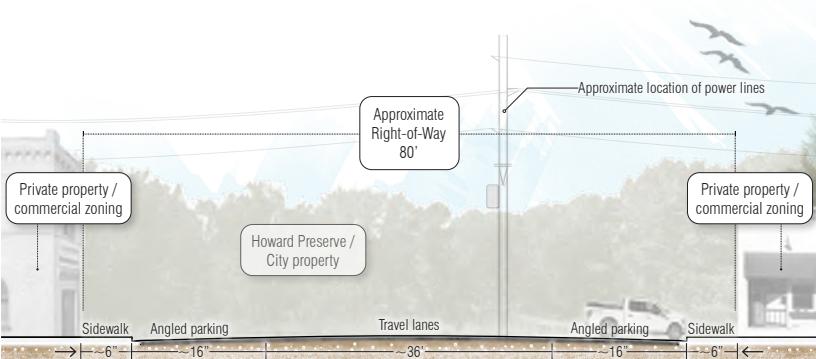
Preliminary diagram based on publicly available, open source data. Assumptions to be verified via Project Discovery phase.



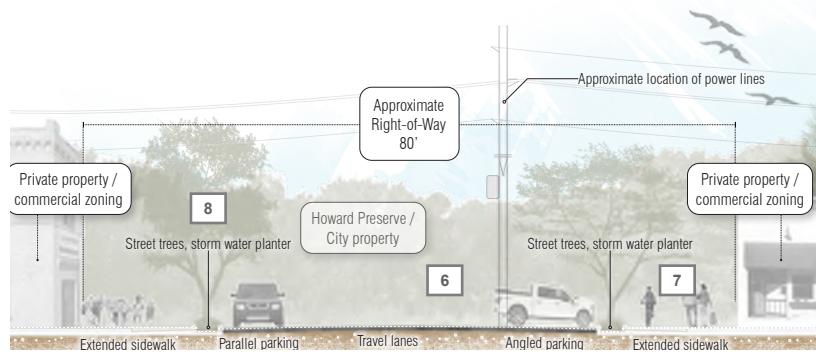
TYPICAL CEDAR ST ALLEY - SECTION DIAGRAM



CEDAR ST ALLEY WITH ENCROACHMENT - SECTION DIAGRAM



EXISTING GATEWAY STREET - SECTION DIAGRAM



ALTERNATE GATEWAY STREET - SECTION DIAGRAM

Preliminary diagram based on publicly available, open source data. Assumptions to be verified via Project Discovery phase.

» Our team led the review of existing conditions for the site, as well as other right-of-way precedent typologies based on experience working within the Intermountain West.

- Existing street classifications and any proposed changes.
- Right of way and allocations for potential street types.
- Modal network analysis (freight, vehicular, active transportation, transit), identifying opportunities for improved external and internal access for all users.
- Existing and planned land uses, projects in development.
- Adjacent property ownership and needs assessments.
- Physical constraints, including utilities and topography.
- Parking counts/utilization analysis including desktop evaluation, field verification and property owner interviews.
- Stormwater/green stormwater opportunities based on analysis of known storm drainage infrastructure and geotechnical information for the area, agency BMPs and case studies for improved systems.
- Snow storage and material seasonal durability performance analysis.
- Accessibility/universal design considerations.
- Streetscape materials - hardscape, site furnishings, lighting, and signage.
- Big Wood River hydrology and floodplain analysis.
- City of Bellevue property analysis and land exchange feasibility study.

The objective of this exercise is to identify opportunities and constraints that would impact changes to existing right-of-way uses and the development of a basis of understanding to make practical and feasible recommendations for improvements.

» Our Team will provide a workshop of best practices for integration within Howard Preserve and adjacent properties, right-of-way design, and alternative funding strategies for up to three peer cities with BURA and City Staff to illustrate successful implementation and outcomes.

1. Improve ROW Surfacing & Optimize for Access/Use for All
2. Opportunity for Visual and Physical Connection to Howard Preserve
3. Maintain Property Access & Encourage Redevelopment to Engage with Cedar St Corridor.
4. Explore Options to Increase Functional Use within ROW
5. Repurpose Underutilized Areas of ROW
6. Right-size Travel Lanes and Parking for Function & Snow Maintenance.
7. Increase Sidewalk Capacity for Future Demand
8. Allow Sidewalk to Provide Multiple Service: Stormwater & Snow Storage, Shade, Visual Interest, and Placemaking.



- » To fully understand the project aspirations, goals, and needs from the perspective of the community, the City, and BURA, our team will conduct a visioning survey and open house based on the foundational knowledge identified during the Project Discovery phase. From this feedback, our team will work with the BURA Project Manager to develop a succinct project vision that will guide decision-making for the duration of the project to ensure the implementation plan reflects the basic tenets of the project.
- » Our team will work together to summarize findings from the tasks above in a memo for distribution to public agencies and lay the groundwork for the development of future right-of-way typologies and a collaborative design process.

TASK 3 - CONCEPTUAL DESIGN & SCENARIO PLANNING

Employing universal best practices and context-based solutions

Building off of the first two phases of the project approach, the Concept Design & Scenario Planning phase will leverage the team's project understanding and expertise to develop proven typologies for the Cedar Street right-of-way and gateway street right-of-ways connecting Cedar Street to Main Street. To ensure successful implementation, the scenarios will be vetted by all stakeholders and the community.

- » Concept Scenarios Design
 - Our team will develop right-of-way scenarios that address the programming needs identified through the Project Discovery phase.
 - Develop a materials selection matrix based on constructability, cost, maintenance, and other design criteria to assist in decision-making.
 - With the BURA Project Manager, develop a Concept Design Scenario Selection Matrix to weight, track, and record public engagement outcomes. The intent of this document is to have a recorded single-source for defensible policy decision-making.
- » Concept Scenario Feasibility Evaluation
 - Depending on the intent and audience, the format of the deliverables will vary from hardcopy to pdf to web-based documents. We will work with the URA Project Manager to determine which format best suits the desired outcomes.



- Review the preliminary scenario materials with public agency staff, critical stakeholders, and the public through multiple engagement strategies to collect comments and record preferences.
- Identify additional graphics needed as well as technical drawings.
- Identify additional specifications and product data for streetscape materials.

» Final Concept Design Production

- Our team will utilize the input from the feasibility evaluations and stakeholder comments to update design layout, sections, technical drawings and graphic materials.
- Our team will present these findings to the BURA and the City in the Concept Scenario Findings Memo with a recommendation for final design solutions.

TASK 4 - IMPLEMENTATION

Effectively communicate proposed standards and strategies for implementation

Upon verification of the preferred design solutions, we will work closely with BURA and City staff to develop an action-based implementation plan that is intuitive and correlates to funding sources or development policies for phased implementation. For efficient execution of plan actions, this plan should integrate seamlessly with existing planning and policy documents.

- » Develop administrative draft implementation plan, along with graphics, maps, streetscape typologies, and technical drawings will be provided to city for initial vetting, make updates.
- » Provide a summary of necessary policy modifications or actions critical to plan implementation.
- » Present public review draft to the wider community for comments, make updates as required.
- » Finalize the Implementation Plan Report and present to relevant authorities in either standing meetings or work sessions based on agency schedule for approval and adoption.
- » As needed, provide design services to aid AHJ in modifying existing planning, policy, and code documents. (Noted as supplemental scope in Work Plan Estimate and Fees).



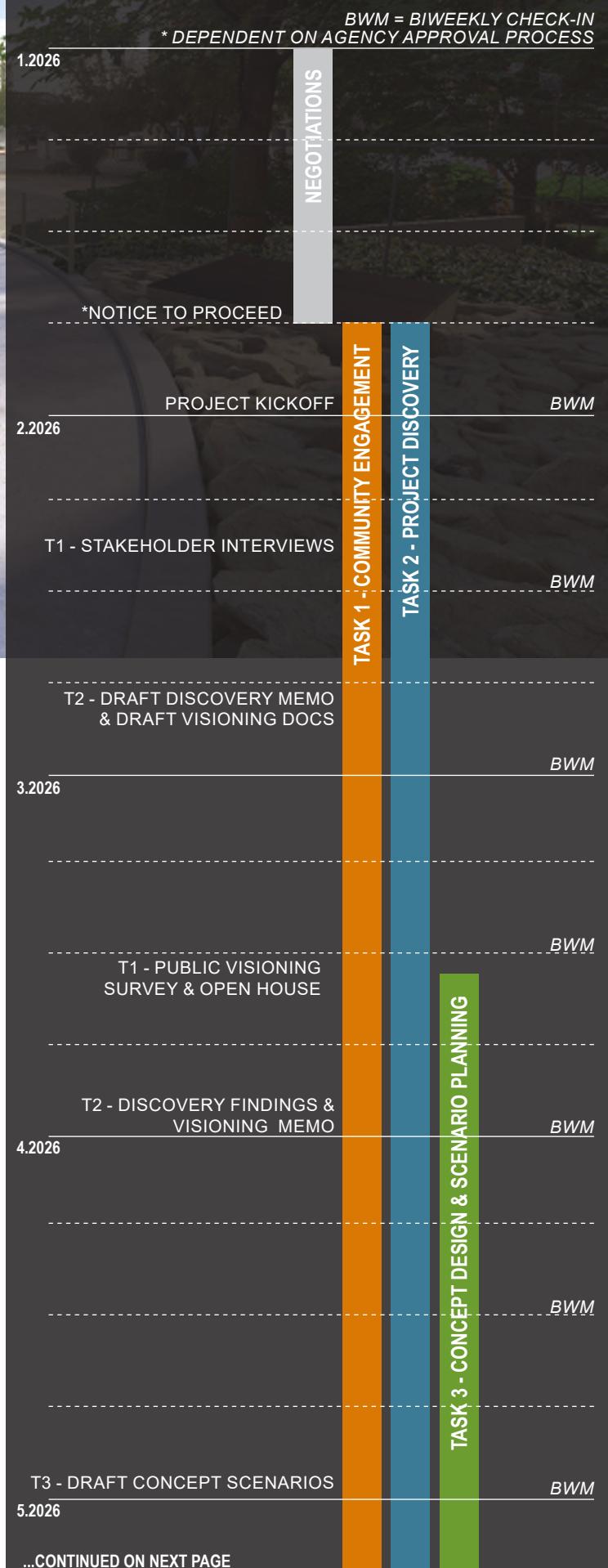
4: WORK PLAN AND SCHEDULE

TENTATIVE PROJECT SCHEDULE

The figure to the right broadly outlines a project schedule that meets the intent of the timeline suggested by the URA representatives in the RFP pre-meeting on November 12, 2026 (see appendix for detailed project schedule). Formalizing a schedule will require a full understanding of the community and stakeholder engagement process the City and URA desire. Further, the ability to execute the scope outlined in the RFP will be dependent on prompt response and review by City and BURA personnel at every step of the process. The ability of the City and BURA to accommodate requested council work sessions and commission presentations will also impact the project schedule. A robust discussion with the URA Project Manager and City staff will be needed at the initiation of the project to identify impacts on project schedules and identify mitigation strategies.

PROJECT INITIATION

Prior to executing any of the scope of work requested in the RFP, we will work with the BURA Project Manager and the agency to finalize project scope, schedule and deliverables through the contract negotiations to ensure that our team is meeting the expectations of the BURA and the BURA is getting the highest return on its investment in community infrastructure. The duration of this process will be dependent on agency schedules and approval procedures.



RECURRING MEETINGS AND COMMUNICATION

To ensure the project stays on track, recurring meetings with critical BURA and representatives from the Technical Advisory Committee are recommended. For greatest productivity, these should be scheduled every-other week and include only critical members of the design team, the BURA's Project Manager, City staff and agency partners.

TOUCH POINTS AND WORKSHOPS

In addition to the recurring meetings, project workshops will be established with the City representatives and relevant agency partners to ensure decision-makers are informed and included. These workshops are intended to be productive discussions during which additional information is collected, findings are presented, staff-level decisions are executed, and actionable goals are identified. These workshops will be scheduled so the design team can respond to comments, integrate changes, and collect additional information so the project is well-informed for subsequent project deliverables at which agency review and approvals are needed.

PROJECT AUTHORIZATION MILESTONES

It is understood that final approval and adoption of the proposed changes will require action by Bellevue's City Council and BURA Board. To keep these organizations well informed of progress, the schedule identifies several work sessions or presentations to these agencies. We will work with agency staff to schedule presentations and deliver presentation packages to these bodies early to meet the desired project delivery milestones and final approvals.

PROJECT WORK PLAN

Our team is dedicated to the successful execution of the project based on our understanding of the project scope outlined in this proposal. For a detailed review of the Work Plan Estimate used for the scope of work proposed in this document, please refer to the Appendix.

SUPPLEMENTAL APPROVAL PHASE

Until the policy review is executed and hurdles to approval are fully understood, the duration for plan adoption process is uncertain. At this time, we have developed a project schedule that assumes a typical approval process of the implementation plan. Should additional amendments or changes be required for existing city plans, codes, or policies, or should the plan meet resistance during initial approval hearings, additional time is identified within the schedule on an as-needed basis.

5.2026

T1 - PUBLIC SCENARIO SURVEY & OPEN HOUSE

6.2026

T3 - CONCEPT SCENARIOS FINDINGS MEMO

7.2026

T4 - DRAFT IMPLEMENTATION PLAN & POLICY RECOMMENDATIONS

T1 - PUBLIC IMPLEMENTATION PLAN COMMENT PERIOD

8.2026

T4 - FINAL IMPLEMENTATION PLAN

T4 - PLAN APPROVAL & ADOPTION

9.2026

5: FEE PROPOSAL

In accordance with the RFP requirements, the fee proposal for the Planning and Design Services for the Underutilized Rights of Way will be submitted as a separate PDF attachment.

Our approach centers on a collaborative partnership with BURA to ensure the final scope of work and associated fees are precisely aligned with project needs, expectations, and funding. Our commitment is to deliver the best value for investment by focusing on developing the right scope that effectively achieves the project's objectives. In developing our fee proposal, we offer a shopping list of scope items for BURA to evaluate and select. To finalize fee negotiations, we assume the following approach will occur after submittal of our proposal:

- » Fee Submission - Provided in a separate, distinct document.
- » Scope Value Determination - Collaborative process with BURA to develop the "right scope" to achieve optimal project outcomes.
- » Fee Value Verification - BURA to finalize fee amount based on available funds and desired scope.
- » Contract Execution

6: REFERENCES

Capital City Development Corporation
Kassi Brown
Project Manager
208.384.4264 - kbrown@ccdcboise.com
Project:
Fulton Street Streetscape Project

Capital City Development Corporation
Megan Pape
Project Manager
208.384.4264 - mpape@ccdcboise.com
Project:
Capitol Boulevard

City of Rupert
Kelly Anthon
City Administrator and Project Manager
208.436.9600 - kelly.anthon@rupert.id.us
Project:
Rupert Square Revitalization Project

Michael H Brown
michael@haymax.com
Project:
The Pasture Hotel

City of Boise
Lindsay Erb
Municipal Facility Senior Program Manager
208.608.7150 - lerb@cityofboise.org
Project:
Boise Library Master Plan

Wood River Land Trust
Ryan Santo
River Project Manager
Phone - email
Project:
Sun Valley Dam Fish Passage Concept Development

St Luke's Health System
Steve Sell
Director of Planning Design Construction
208.381.7861 - sells@slhs.org
Project:
Downtown Boise Campus - Multiple Projects

APPENDIX



6th Street Improvements | Boise, ID

BURA - Underutilized Right-of-Way Project
 The Land Group, Inc.
 Work Plan Estimate | 12.04.25



Task #	Task Description	Staff Position	Staff Name	Labor Hours

1	Project Coordination & Community Engagement		239	
1.1	Bi-Weekly Coordination		80	
	TLG	Senior Landscape Architect	Bob Schafer	15
		Landscape Architect	Christopher Hawkins	27
		Landscape Architect	Chad Lorentzen	15
		Civil Engineer	Jason Densmer	7
	BYLA	Senior Landscape Architect	Ben Young	1
		Landscape Architect	Chase Gouley	7
	RivHab	Senior Engineer	Jeanne McFall	1
		Engineering Manager	Zack Billingsley	3
	Guho	Construction Consultant	Anthony Guho	4
1.2	Stakeholder Interviews		41	
	TLG	Senior Landscape Architect	Bob Schafer	8
		Landscape Architect	Christopher Hawkins	14
		Landscape Architect	Chad Lorentzen	6
		Civil Engineer	Jason Densmer	2
	BYLA	Senior Landscape Architect	Ben Young	1
		Landscape Architect	Chase Gouley	4
	RivHab	Senior Engineer	Jeanne McFall	2
		Engineering Manager	Zack Billingsley	2
	Guho	Construction Consultant	Anthony Guho	2
1.3	Community Surveys		36	
	TLG	Senior Landscape Architect	Bob Schafer	2
		Landscape Architect	Christopher Hawkins	14
		Landscape Architect	Chad Lorentzen	18
		Civil Engineer	Jason Densmer	0
	BYLA	Senior Landscape Architect	Ben Young	0
		Landscape Architect	Chase Gouley	2
	RivHab	Senior Engineer	Jeanne McFall	0
		Engineering Manager	Zack Billingsley	0
	Guho	Construction Consultant	Anthony Guho	0
1.4	Community Open House/ Pop-up Events		48	

BURA - Underutilized Right-of-Way Project
 The Land Group, Inc.
 Work Plan Estimate | 12.04.25



Task #	Task Description	Staff Position	Staff Name	Labor Hours

1.5	AHJ Touchpoint			34
	TLG	Senior Landscape Architect	Bob Schafer	3
		Landscape Architect	Christopher Hawkins	12
		Landscape Architect	Chad Lorentzen	12
		Civil Engineer	Jason Densmer	2
	BYLA	Senior Landscape Architect	Ben Young	2
		Landscape Architect	Chase Gouley	3
	RivHab	Senior Engineer	Jeanne McFall	0
		Engineering Manager	Zack Billingsley	0
	Guho	Construction Consultant	Anthony Guho	0
		Task 1 Subtotal		239

BURA - Underutilized Right-of-Way Project
 The Land Group, Inc.
 Work Plan Estimate | 12.04.25



Task #	Task Description	Staff Position	Staff Name	Labor Hours

2	Project Discovery		191	
2.1	Background Research & Site Analysis		88	
	TLG	Senior Landscape Architect	Bob Schafer	8
		Landscape Architect	Christopher Hawkins	32
		Landscape Architect	Chad Lorentzen	8
		Civil Engineer	Jason Densmer	8
	BYLA	Senior Landscape Architect	Ben Young	3
		Landscape Architect	Chase Gouley	7
	RivHab	Senior Engineer	Jeanne McFall	2
		Engineering Manager	Zack Billingsley	16
	Guho	Construction Consultant	Anthony Guho	4
2.2	Policy Review & Funding Research		60	
	TLG	Senior Landscape Architect	Bob Schafer	4
		Landscape Architect	Christopher Hawkins	8
		Landscape Architect	Chad Lorentzen	32
		Civil Engineer	Jason Densmer	2
	BYLA	Senior Landscape Architect	Ben Young	0
		Landscape Architect	Chase Gouley	2
	RivHab	Senior Engineer	Jeanne McFall	6
		Engineering Manager	Zack Billingsley	4
	Guho	Construction Consultant	Anthony Guho	2
2.3	Visioning		43	
	TLG	Senior Landscape Architect	Bob Schafer	6
		Landscape Architect	Christopher Hawkins	18
		Landscape Architect	Chad Lorentzen	12
		Civil Engineer	Jason Densmer	0
	BYLA	Senior Landscape Architect	Ben Young	2
		Landscape Architect	Chase Gouley	3
	RivHab	Senior Engineer	Jeanne McFall	1
		Engineering Manager	Zack Billingsley	1
	Guho	Construction Consultant	Anthony Guho	0
Task 2 Subtotal			191	

BURA - Underutilized Right-of-Way Project
 The Land Group, Inc.
 Work Plan Estimate | 12.04.25



Task #	Task Description	Staff Position	Staff Name	Labor Hours

3	Conceptual Design & Scenario Planning		205	
3.1	Scenario Development		92	
	TLG	Senior Landscape Architect	Bob Schafer	6
		Landscape Architect	Christopher Hawkins	32
		Landscape Architect	Chad Lorentzen	12
		Civil Engineer	Jason Densmer	12
	BYLA	Senior Landscape Architect	Ben Young	4
		Landscape Architect	Chase Gouley	8
	RivHab	Senior Engineer	Jeanne McFall	4
		Engineering Manager	Zack Billingsley	6
	Guho	Construction Consultant	Anthony Guho	8
3.2	Scenario Feasibility Evaluation		70	
	TLG	Senior Landscape Architect	Bob Schafer	4
		Landscape Architect	Christopher Hawkins	24
		Landscape Architect	Chad Lorentzen	12
		Civil Engineer	Jason Densmer	4
	BYLA	Senior Landscape Architect	Ben Young	2
		Landscape Architect	Chase Gouley	8
	RivHab	Senior Engineer	Jeanne McFall	4
		Engineering Manager	Zack Billingsley	4
	Guho	Construction Consultant	Anthony Guho	8
3.3	Final Design Verification & Production		43	
	TLG	Senior Landscape Architect	Bob Schafer	4
		Landscape Architect	Christopher Hawkins	20
		Landscape Architect	Chad Lorentzen	16
		Civil Engineer	Jason Densmer	0
	BYLA	Senior Landscape Architect	Ben Young	1
		Landscape Architect	Chase Gouley	2
	RivHab	Senior Engineer	Jeanne McFall	0
		Engineering Manager	Zack Billingsley	0
	Guho	Construction Consultant	Anthony Guho	0
Task 3 Subtotal			205	

BURA - Underutilized Right-of-Way Project
The Land Group, Inc.
Work Plan Estimate | 12.04.25



Task #	Task Description	Staff Position	Staff Name	Labor Hours

4	Implementation		58	
4.1	Strategic Action Plan Development		58	
	TLG	Senior Landscape Architect	Bob Schafer	6
		Landscape Architect	Christopher Hawkins	18
		Landscape Architect	Chad Lorentzen	26
		Civil Engineer	Jason Densmer	2
	BYLA	Senior Landscape Architect	Ben Young	0
		Landscape Architect	Chase Gouley	2
	RivHab	Senior Engineer	Jeanne McFall	1
		Engineering Manager	Zack Billingsley	2
	Guho	Construction Consultant	Anthony Guho	1
4.2	Strategic Action Plan Review & Adoption		26	
	TLG	Senior Landscape Architect	Bob Schafer	6
		Landscape Architect	Christopher Hawkins	8
		Landscape Architect	Chad Lorentzen	6
		Civil Engineer	Jason Densmer	0
	BYLA	Senior Landscape Architect	Ben Young	1
		Landscape Architect	Chase Gouley	2
	RivHab	Senior Engineer	Jeanne McFall	1
		Engineering Manager	Zack Billingsley	1
	Guho	Construction Consultant	Anthony Guho	1
	Task 4 Subtotal		84	

Reimbursable Expense Estimate	Lump Sum	
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	Base Project Total	719

BURA - Underutilized Right-of-Way Project
The Land Group, Inc.
Work Plan Estimate | 12.04.25



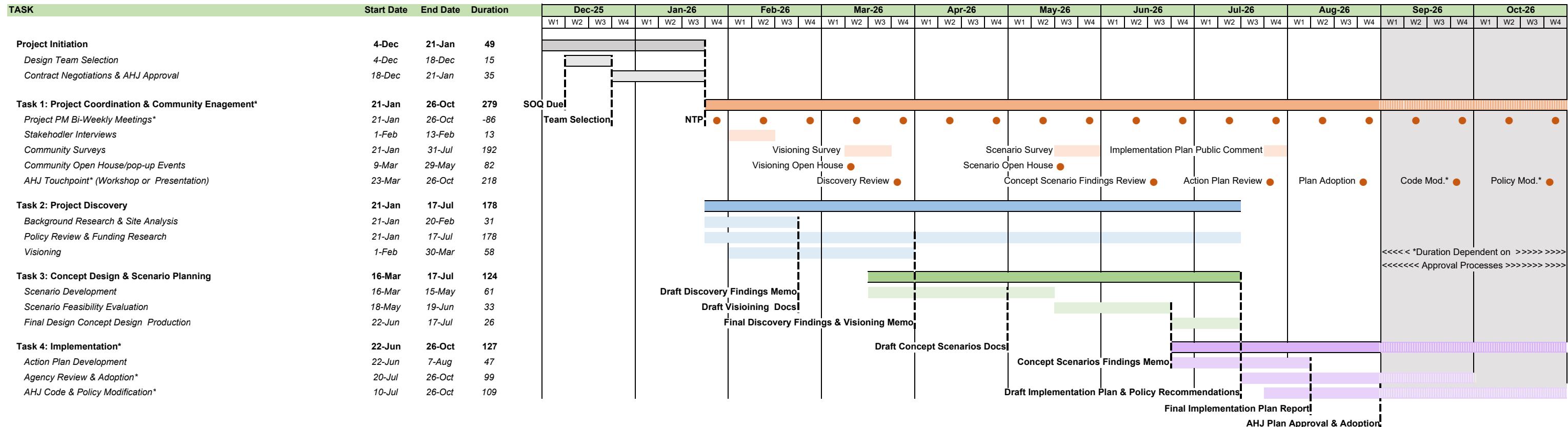
Task #	Task Description	Staff Position	Staff Name	Labor Hours

4	Implementation - Supplemental Fee		28	
4.3	Extended AHJ Code & Policy Modifications		28	
	TLG	Senior Landscape Architect	Bob Schafer	6
		Landscape Architect	Christopher Hawkins	8
		Landscape Architect	Chad Lorentzen	6
		Civil Engineer	Jason Densmer	2
	BYLA	Senior Landscape Architect	Ben Young	0
		Landscape Architect	Chase Gouley	2
	RivHab	Senior Engineer	Jeanne McFall	2
		Engineering Manager	Zack Billingsley	2
	Guho	Construction Consultant	Anthony Guho	0
	Task Subtotal		28	

BURA - Underutilized Right-of-Way Project

THE LAND GROUP, INC. | PN. 125191

TENTATIVE PROJECT SCHEDULE - 12.04.25



PROJECT TEAM - RESUME



Ben Young, PLA, ASLA
Principal | Landscape Architect

B.S. Landscape Architecture
Cornell University

Registered Landscape Architect
Idaho-No. LA-16506
Wyoming-No. LA-0259C
Utah-No. LA-14184907-5301
Oregon-No. LA-1169

ASLA, Member

SPECIFIC ROLE

Ben will provide design input and drive ideation for the project in collaboration with TLG. He will also provide local insight and site specific knowledge.



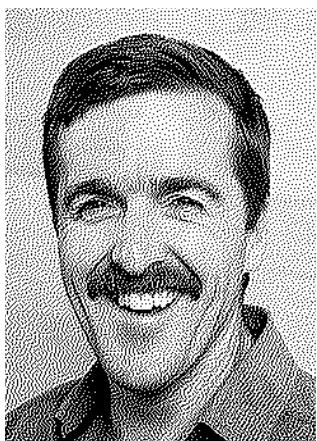
EXPERIENCE

With a passion for gardening, building and sketching, Ben brings a wide assortment of skills and background to each project. He believes that each garden and landscape design is best approached as a synthesis of both built/human influenced forms and those we find in nature: without one, it is often difficult to see the other. It's the combination of both that excites and motivates. While rooted in the Wood River Valley, Ben's project experience reaches nationally, and his work has been showcased in multiple national publications.

RELEVANT EXPERIENCE

Sunbeam Phases I and II | Ed Dumke | Hailey, ID
Wood River Valley YMCA - Multiple Projects | YMCA | Ketchum, ID
The Pasture Hotel | Haymax Capital | Ketchum, ID
Cattail Creek Corridor | City of Bozeman | Bozeman, MT
Mountain Rides Bus Stop Prototype | Mountain Rides | Wood River Valley, ID
Sawtooth Botanical Garden | Sawtooth Botanic Garden | Ketchum, ID
One & Only Hotel - Moonlight | Lone Mountain Company | Big Sky, MT
Brundage Mtn. Ski Resort | Mountain Origins | McCall, ID
Higher Ground Master Plan | Higher Ground | Hailey, ID
Hailey Town Center | City of Hailey | Hailey, ID
Wasatch Peaks Residence | Private Client | Wasatch Peaks, UT
Festival Meadows Master Plan | Ketchum, ID
R&H Ranch | Private Client | Bozeman, MT

PROJECT TEAM - RESUME



Chase Gouley, PLA, ASLA

Principal | Landscape Architect

B.S. Environmental Horticulture -
Landscape Design
Montana State University

Registered Landscape Architect
Idaho-No. LA-16849
Montana-No. LA-14238
Washington -No. LA-23009932
Colorado-No. LA-1556
ASLA, Member

EXPERIENCE

With Chase Gouley's hands on approach and big picture vision brings great creativity and excitement to each design. Chase's passion for design, onsite construction management, and collaborative effort allows for seamless installation and successful projects. Born and raised in Sun Valley Idaho, Chase spent most of his time outdoors. It was there he found his love for the land traveling throughout the Rocky Mountain range eventually landing in Bozeman Montana where he earned a Bachelor's in Landscape Design and Horticulture. his motto is "It's not about the design, it's about the relationship created along the way."

RELEVANT EXPERIENCE

Sunbeam Phases I and II | Ed Dumke | Hailey, ID
Wood River Valley YMCA - Multiple Projects | YMCA | Ketchum, ID
The Pasture Hotel Ketchum | Haymax Capital | Ketchum, ID
Mountain Rides Bus Stop Prototype | Mountain Rides | Wood River Valley, ID
Sawtooth Botanical Garden | Sawtooth Botanic Garden | Ketchum, ID
Strawberry Fields Residence | Private Client | Sun Valley, ID
Three Peaks Residence | Private Client | Big Sky, MT
High Country Garden | Private Client | Sun Valley, ID
Waterfront Residence | Private Client | Seattle, WA
Private Residence | Private Client | Sun Valley, ID
Jackrabbit Crossing Development | Venture West | Belgrade, MT
Snake River Family Ranch | Private Client | Jackson, WY

SPECIFIC ROLE

Chase will provide design input and drive ideation for the project in collaboration with TLG. Chase will also provide local insight and site specific knowledge.



PROJECT TEAM - RESUME



Jeanne McFall, PE, MS

President/Principal Engineer

M.S. Ecohydraulics - University of Idaho, Boise, ID
B.S. Environmental Engineering – California Polytechnic State University, San Luis Obispo, CA

Registered Professional Engineer
Idaho-No. 11620

SPECIFIC ROLE

Jeanne will serve as a technical floodplain and waterways expert. With 23 years of experience in stream processes, hydraulics, floodplain ecology, and stakeholder coordination across Idaho, Jeanne will oversee technical direction, ensure alignment with City and BURA priorities, and lead coordination with agencies, property owners, and community partners. She will direct the existing-conditions assessment, floodplain connectivity evaluation, and feasibility analyses that inform the conceptual alternatives. Jeanne's deep experience in the Wood River Valley combined with her leadership in complex, multi-party design projects—ensures the plan is technically sound, implementable, and aligned with local environmental and community values. She will serve as a technical expert for public engagement and science basis of design.



EXPERIENCE

Jeanne has 23 years of specialized experience addressing fisheries needs and floodplain ecology designs to benefit all species. She provides technical solutions in stream restoration design, aquatic habitat resilience, fish passage, wetland and floodplains, and hydraulics. Jeanne is proficient in natural process design restoration principles, wetland functioning, stream evolution and geomorphology, sediment transport, hyporheic/groundwater/floodplain restoration and connectivity, large wood design, as well as construction bidding, contract management, and in-stream construction management, including waters with ESA-listed species. She is an expert in both engineering and implementation and construction of in-water projects.

RELEVANT EXPERIENCE

Sun Valley Dam Fish Passage Concept Development | Wood River Land Trust & Trout Unlimited | Blaine County, ID

Upper Loving Creek Dam Removal and Realignment | Silver Creek Alliance, The Nature Conservancy, and IDFG | Blaine County, ID

Chaney Creek Ranch Stream Restoration | Chaney Creek Ranch | Blaine County, ID

Susie Q Ranch Wetland Creation and Water Quality Improvement | Susie Q Ranch | Blaine County, ID

Butte Creek Stream Restoration | The Nature Conservancy | Blaine County, ID

Henry Mid-Lemhi River Chinook Habitat and Floodplain Connections | IDFG | Lemhi County, ID

Trestle Creek Bull Trout Instream Habitat and Floodplain Expansion | IDFG/Avista | ID

East Fork Potlatch at Dammerman | IDFG | Bovill, ID

Cartier Slough Side Channel Watershed Assessment and Habitat Design | IDFG | Madison County, ID

PROJECT TEAM - RESUME



Zack Billingsley, PE, CFM

Manager of Engineering and Construction Services

M.S. Civil/Environmental Engineering – Colorado State University
B.S. Civil Engineering – Saint Louis University

Registered Professional Engineer
Idaho-No.18886

SPECIFIC ROLE

Zack will serve as the team's Floodplain Analysis and Site Assessment Lead, contributing technical evaluation of hydrology, geomorphology, and landscape processes within the project area. He will provide guidance and analysis of existing drainage patterns, floodplain function, surface conditions, and hydrologic constraints that inform the placement of green corridors, public spaces, and river-connectivity improvements. Zack's experience in floodplain modeling, topographic interpretation, and geomorphic assessment ensures that design alternatives are resilient, feasible, and responsive to the unique hydrologic conditions adjacent to the Howard Preserve. He will support alternatives development, mapping, and technical review of conceptual designs.



EXPERIENCE

Zack is a Lead Project Manager and Water Resources Engineer with nearly ten years of experience in civil engineering, stream restoration, floodplain management, and surface water hydrology and hydraulics. Throughout his career, Zack has managed dozens of water resources focused projects, including many multidisciplinary projects ranging in fee in excess of \$700k (design) and nearly \$8M in construction. Currently serving as RIVHAB's Manager of Engineering & Construction Services, Zack leads the RIVHAB team of Engineers with project delivery, serves as Senior Project Manager on large projects, and also leads RIVHAB's Construction Division. He's a Certified Floodplain Manager (CFM) and is also Erosion and Sediment Control (ESC) Certified..

RELEVANT EXPERIENCE

Wylie Lane Bank Stabilization | City of Boise | Boise, ID
Veterans Pond Bank Repair| City of Boise | Boise, ID
City of Sun Valley City Engineering Support Services | Sun Valley, ID
Mallard Ave Bridge Replacement CLOMR | ACHD | Boise, ID
Port of Moses Lake Hydraulic Analysis and CLOMR | City of Moses Lake | Moses Lake, WA



PROJECT TEAM - RESUME



Anthony Guho

Vice President

B.S. in Construction Management
Boise State University

057919 Construction Manager License

Idaho Association of General Contractors
President
Boise State University - Construction
Management Advisory Board Member

EXPERIENCE

Anthony Guho brings over two decades of hands-on experience in urban streetscape construction, constructability analysis, and cost modeling, with a portfolio spanning more than 100 block faces throughout Boise, Mountain Home, and Twin Falls. As one of the region's foremost practitioners of streetscape delivery, Anthony has led CMGC preconstruction and construction phases for complex, high-visibility urban environments, including CCDC's Linen Blocks on Grove Street and Twin Falls Main Avenue Redevelopment. He is recognized as a regional expert in integrating Silva Cells, permeable pavements, pedestrian-oriented hardscapes, and mobility improvements into existing downtown corridors. Anthony's background as a Construction Manager and his deep understanding of bid evaluation, value engineering, and life-cycle cost implications make him uniquely qualified to evaluate streetscape standards, vet material and phasing options, and prepare accurate unit pricing and cost projections. His expertise provides project teams with practical, real-world insight into how design decisions translate to constructability, long-term maintenance, and successful urban implementation.

RELEVANT EXPERIENCE

Linen Blocks on Grove, 9th to 16th St | CCDC | Boise ID
Capitol Blvd Streetscapes, Boise River Bridge to Myrtle (N Side) | CCDC | Boise ID
3rd St Streetscapes, 3rd St - Grove to Jefferson | CCDC | Boise ID
Old Boise Blocks on Grove, Grove St - 6th to 3rd | CCDC | Boise ID
2020 8th & Bannock Streetscapes, 8th & Bannock to State, 9th& Bannock to Capitol | CCDC | Boise ID
Mountain Home Streetscapes Phases I-III | City of Mountain Home | Mountain Home, ID
2019 Streetscapes, 6th Myrtle to Main, Alley Capitol - 6th Main - Grove | CCDC | Boise ID
Main Ave Redevelopment | Twin Falls Urban Renewal Agency | Twin Falls, ID
2018 Central District Closeout Streetscapes | CCDC | Boise ID
2017 Streetscapes, Multiple Misc Blocks | CCDC | Boise ID
LIV District Infrastructure Improvements, Broad St Capitol to 2nd | CCDC | Boise ID
2015 Westside Streetscapes, Multiple Misc Blocks | CCDC | Boise ID
2015 Old Boise Streetscapes, Multiple Misc Blocks | CCDC | Boise ID
2012 Streetscapes, Multiple Misc Blocks | CCDC | Boise ID

SPECIFIC ROLE

Anthony will provide constructability analysis and cost evaluation for proposed streetscape design standards, drawing on his extensive experience delivering similar urban corridor projects across Idaho. He will review materials, systems, and phasing approaches to ensure the recommended standards are practical, cost-effective, and readily buildable when the City advances to implementation.



BURA - Underutilized Right-of-Way Project

The Land Group, Inc.

Work Plan Estimate | 12.04.25

Task #	Task Description	Staff Position	Staff Name	Labor Hours	Fees

1	Project Coordination & Community Engagement			239	\$43,575.00
1.1	Bi-Weekly Coordination			80	\$14,465.00
	TLG	Senior Landscape Architect	Bob Schafer	15	
		Landscape Architect	Christopher Hawkins	27	
		Landscape Architect	Chad Lorentzen	15	
		Civil Engineer	Jason Densmer	7	
	BYLA	Senior Landscape Architect	Ben Young	1	
		Landscape Architect	Chase Gouley	7	
	RivHab	Senior Engineer	Jeanne McFall	1	
		Engineering Manager	Zack Billingsley	3	
	Guho	Construction Consultant	Anthony Guho	4	
1.2	Stakeholder Interviews			41	\$7,590.00
	TLG	Senior Landscape Architect	Bob Schafer	8	
		Landscape Architect	Christopher Hawkins	14	
		Landscape Architect	Chad Lorentzen	6	
		Civil Engineer	Jason Densmer	2	
	BYLA	Senior Landscape Architect	Ben Young	1	
		Landscape Architect	Chase Gouley	4	
	RivHab	Senior Engineer	Jeanne McFall	2	
		Engineering Manager	Zack Billingsley	2	
	Guho	Construction Consultant	Anthony Guho	2	
1.3	Community Surveys			36	\$6,360.00
	TLG	Senior Landscape Architect	Bob Schafer	2	
		Landscape Architect	Christopher Hawkins	14	
		Landscape Architect	Chad Lorentzen	18	
		Civil Engineer	Jason Densmer	0	
	BYLA	Senior Landscape Architect	Ben Young	0	
		Landscape Architect	Chase Gouley	2	
	RivHab	Senior Engineer	Jeanne McFall	0	
		Engineering Manager	Zack Billingsley	0	
	Guho	Construction Consultant	Anthony Guho	0	
1.4	Community Open House/ Pop-up Events			48	\$8,850.00

BURA - Underutilized Right-of-Way Project

The Land Group, Inc.

Work Plan Estimate | 12.04.25

Task #	Task Description	Staff Position	Staff Name	Labor Hours	Fees

TLG BYLA RivHab Guho	Senior Landscape Architect	Bob Schafer	6	
	Landscape Architect	Christopher Hawkins	16	
	Landscape Architect	Chad Lorentzen	16	
	Civil Engineer	Jason Densmer	0	
	Senior Landscape Architect	Ben Young	2	
	Landscape Architect	Chase Gouley	4	
	Senior Engineer	Jeanne McFall	2	
	Engineering Manager	Zack Billingsley	2	
	Construction Consultant	Anthony Guho	0	
1.5	AHJ Touchpoint		34	\$6,310.00
TLG BYLA RivHab Guho	Senior Landscape Architect	Bob Schafer	3	
	Landscape Architect	Christopher Hawkins	12	
	Landscape Architect	Chad Lorentzen	12	
	Civil Engineer	Jason Densmer	2	
	Senior Landscape Architect	Ben Young	2	
	Landscape Architect	Chase Gouley	3	
	Senior Engineer	Jeanne McFall	0	
	Engineering Manager	Zack Billingsley	0	
	Construction Consultant	Anthony Guho	0	
Task 1 Subtotal			239	\$43,575

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BURA - Underutilized Right-of-Way Project

The Land Group, Inc.

Work Plan Estimate | 12.04.25

Task #	Task Description	Staff Position	Staff Name	Labor Hours	Fees

2	Project Discovery			191	\$34,825.00
2.1	Background Research & Site Analysis			88	\$16,430.00
	TLG	Senior Landscape Architect	Bob Schafer	8	
		Landscape Architect	Christopher Hawkins	32	
		Landscape Architect	Chad Lorentzen	8	
		Civil Engineer	Jason Densmer	8	
	BYLA	Senior Landscape Architect	Ben Young	3	
		Landscape Architect	Chase Gouley	7	
	RivHab	Senior Engineer	Jeanne McFall	2	
		Engineering Manager	Zack Billingsley	16	
	Guho	Construction Consultant	Anthony Guho	4	
2.2	Policy Review & Funding Research			60	\$10,520.00
	TLG	Senior Landscape Architect	Bob Schafer	4	
		Landscape Architect	Christopher Hawkins	8	
		Landscape Architect	Chad Lorentzen	32	
		Civil Engineer	Jason Densmer	2	
	BYLA	Senior Landscape Architect	Ben Young	0	
		Landscape Architect	Chase Gouley	2	
	RivHab	Senior Engineer	Jeanne McFall	6	
		Engineering Manager	Zack Billingsley	4	
	Guho	Construction Consultant	Anthony Guho	2	
2.3	Visioning			43	\$7,875.00
	TLG	Senior Landscape Architect	Bob Schafer	6	
		Landscape Architect	Christopher Hawkins	18	
		Landscape Architect	Chad Lorentzen	12	
		Civil Engineer	Jason Densmer	0	
	BYLA	Senior Landscape Architect	Ben Young	2	
		Landscape Architect	Chase Gouley	3	
	RivHab	Senior Engineer	Jeanne McFall	1	
		Engineering Manager	Zack Billingsley	1	
	Guho	Construction Consultant	Anthony Guho	0	
Task 2 Subtotal				191	\$34,825

BURA - Underutilized Right-of-Way Project

The Land Group, Inc.

Work Plan Estimate | 12.04.25

Task #	Task Description	Staff Position	Staff Name	Labor Hours	Fees

3	Conceptual Design & Scenario Planning			205	\$37,830.00
3.1	Scenario Development			92	\$17,260.00
	TLG	Senior Landscape Architect	Bob Schafer	6	
		Landscape Architect	Christopher Hawkins	32	
		Landscape Architect	Chad Lorentzen	12	
		Civil Engineer	Jason Densmer	12	
	BYLA	Senior Landscape Architect	Ben Young	4	
		Landscape Architect	Chase Gouley	8	
	RivHab	Senior Engineer	Jeanne McFall	4	
		Engineering Manager	Zack Billingsley	6	
	Guho	Construction Consultant	Anthony Guho	8	
3.2	Scenario Feasibility Evaluation			70	\$13,060.00
	TLG	Senior Landscape Architect	Bob Schafer	4	
		Landscape Architect	Christopher Hawkins	24	
		Landscape Architect	Chad Lorentzen	12	
		Civil Engineer	Jason Densmer	4	
	BYLA	Senior Landscape Architect	Ben Young	2	
		Landscape Architect	Chase Gouley	8	
	RivHab	Senior Engineer	Jeanne McFall	4	
		Engineering Manager	Zack Billingsley	4	
	Guho	Construction Consultant	Anthony Guho	8	
3.3	Final Design Verification & Production			43	\$7,510.00
	TLG	Senior Landscape Architect	Bob Schafer	4	
		Landscape Architect	Christopher Hawkins	20	
		Landscape Architect	Chad Lorentzen	16	
		Civil Engineer	Jason Densmer	0	
	BYLA	Senior Landscape Architect	Ben Young	1	
		Landscape Architect	Chase Gouley	2	
	RivHab	Senior Engineer	Jeanne McFall	0	
		Engineering Manager	Zack Billingsley	0	
	Guho	Construction Consultant	Anthony Guho	0	
Task 3 Subtotal				205	\$37,830

BURA - Underutilized Right-of-Way Project

The Land Group, Inc.

Work Plan Estimate | 12.04.25

Task #	Task Description	Staff Position	Staff Name	Labor Hours	Fees

4	Implementation		58	\$14,770.00
4.1	Strategic Action Plan Development		58	\$9,960.00
	TLG Senior Landscape Architect	Bob Schafer	6	
	Landscape Architect	Christopher Hawkins	18	
	Landscape Architect	Chad Lorentzen	26	
	Civil Engineer	Jason Densmer	2	
	BYLA Senior Landscape Architect	Ben Young	0	
	Landscape Architect	Chase Gouley	2	
	RivHab Senior Engineer	Jeanne McFall	1	
	Engineering Manager	Zack Billingsley	2	
	Guho Construction Consultant	Anthony Guho	1	
4.2	Strategic Action Plan Review & Adoption		26	\$4,810.00
	TLG Senior Landscape Architect	Bob Schafer	6	
	Landscape Architect	Christopher Hawkins	8	
	Landscape Architect	Chad Lorentzen	6	
	Civil Engineer	Jason Densmer	0	
	BYLA Senior Landscape Architect	Ben Young	1	
	Landscape Architect	Chase Gouley	2	
	RivHab Senior Engineer	Jeanne McFall	1	
	Engineering Manager	Zack Billingsley	1	
	Guho Construction Consultant	Anthony Guho	1	
	Task 4 Subtotal		84	\$14,770

Reimbursable Expense Estimate	Lump Sum	\$15,000
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Base Project Total	719 *	\$146,000.00 *
See subsequent page for Supplemental Fee		

*Fee presented is based on the project scope outlined in the proposal response (provided separately) developed based on project assumptions and professional best-practices. Upon selection, final scope and fee will be determined based on funding availability and Bellevue Urban Renewal Agency's desired outcomes.

BURA - Underutilized Right-of-Way Project

The Land Group, Inc.

Work Plan Estimate | 12.04.25

Task #	Task Description	Staff Position	Staff Name	Labor Hours	Fees
4	Implementation - Supplemental Fee			28	\$5,040.00
4.3	Extended AHJ Code & Policy Modifications			28	\$5,040.00
	TLG	Senior Landscape Architect	Bob Schafer	6	
		Landscape Architect	Christopher Hawkins	8	
		Landscape Architect	Chad Lorentzen	6	
		Civil Engineer	Jason Densmer	2	
	BYLA	Senior Landscape Architect	Ben Young	0	
		Landscape Architect	Chase Gouley	2	
	RivHab	Senior Engineer	Jeanne McFall	2	
		Engineering Manager	Zack Billingsley	2	
	Guho	Construction Consultant	Anthony Guho	0	
Task Subtotal				28	\$5,040

BURA RESOLUTION NO. 25-06

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY
("BOARD") OF BELLEVUE, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
BELLEVUE URBAN RENEWAL AGENCY, AUTHORIZING THE CHAIR TO
NEGOTIATE AND ENTER INTO A FINAL PROFESSIONAL SERVICES
CONTRACT WITH GGLO, AGNEW::BECK, AND GREAT WEST
ENGINEERING FOR THE PLAN DEVELOPMENT FOR IMPROVEMENTS
TO DEAD-END RIGHTS-OF-WAY BETWEEN CHESTNUT AND CEDAR
STREETS.

THIS RESOLUTION, made on the date hereinafter set forth by the Bellevue Urban Renewal Agency of Bellevue, Idaho, an independent public body corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended, a duly created and functioning urban renewal agency for Bellevue, Idaho, hereinafter referred to as "BURA".

WHEREAS, the Bellevue Urban Renewal Area Plan, as adopted by the Bellevue Common Council by Resolution 798 on November 21, 2006 establishes goals of eliminating substandard streets and rights-of-way, revitalization of stagnant areas through the creation of a pedestrian friendly commercial Main Street; and,

WHEREAS, the Board issued a request for proposal (RFP) for professional planning and landscape architecture services for repurposing underutilized rights-of-way between Chestnut and Cedar Streets within the BURA District; and,

WHEREAS, the RFP was publicly advertised and distributed; and,

WHEREAS, proposals were received, reviewed, and evaluated according to the Selection Criteria identified in the RFP; and,

WHEREAS, the proposal submitted by GGLO, Agnew::Beck, and Great West Engineering was determined to be the most suitable proposal;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE BELLEVUE URBAN RENEWAL AGENCY, AS FOLLOWS:

- 1) The selection of GGLO, Agnew::Beck, and Great West Engineering for planning and landscape architecture services for the redevelopment of the aforementioned underutilized rights-of-way is approved.
- 2) The Chair of the Board is approved to enter into final negotiations and execute a Professional Services Contract with GGLO, Agnew::Beck, and Great West Engineering.
- 3) The Board authorizes the expenditure of funds in an amount not to exceed \$75,000.
- 4) This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Bellevue Urban Renewal Agency and signed by the Chair of the Board of Commissioners on December 18, 2025.

APPROVED:

By: _____
Diane Shay, Chair

ATTEST:

By: _____
Brian Parker, Secretary