



## AGENDA

Agendas may be amended\*

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### JOIN TEAMS MEETING:

<https://teams.microsoft.com/meet/21518529449995?p=PfF0Hzbzzw89WEGddz>

**MEETING ID:** 215 185 294 499 95

**PASSCODE:** fc7yG9jb

**PLEASE MUTE YOUR CALL: PLEASE TURN OFF ALL CELL PHONES EXCEPT FOR EMERGENCY PERSONNEL.**

### CALL TO ORDER

### ROLL CALL

1. **NOTICE OF AGENDA COMPLIANCE (PER IDAHO CODE §74-204): ACTION ITEM**  
*Finding that the regular meeting notice and agenda were posted in accordance with Idaho Code §74-204 within forty-eight (48) hours prior to the meeting at: the City of Bellevue City Hall, Post Office, and on the City's website on February 19, 2026. Suggested Motion: Move that the notice for the February 23, 2026, meeting was completed in accordance with Idaho Code, Section §74-204.*
2. **CALL FOR CONFLICT (AS OUTLINED IN IDAHO CODE §74-404): ACTION ITEM**
3. **MAYOR AND COUNCIL REPORT**
4. **PUBLIC COMMENT: FOR ITEMS OF CONCERN NOT ON THE AGENDA – (COMMENTS ARE LIMITED TO 3-5 MINUTES)**
5. **FIRE DEPARTMENT AWARDS:** Greg Beaver, Fire Chief
6. **CONSENT AGENDA: ACTION ITEMS**
  - a. Approval of Minutes: January 7, 2026, Special Meeting Minutes: Amy Phelps, City Clerk
  - b. Approval of Claims: February 10 through February 23, 2026: Shelly Shoemaker, Treasurer
7. **NEW BUSINESS**
  - a. Consideration of approval of Resolution No. 26-08 confirming appointment of a Library Liaison member from the Common Council: **ACTION ITEM**
  - b. Consideration of Resolution No. 26-07 Confirming appointment of new library board member, Lauren Levig as advised by the library director, Kristin Gearhart | **ACTION ITEM**
  - c. Consideration of Resolution No. 26-09 a Resolution of the City of Bellevue, Idaho, suspending park reservations for the Howard Preserve until an updated Howard Preserve Management Plan is adopted: **ACTION ITEM**
8. **PUBLIC HEARING - CONTINUED FROM JANUARY 26, 2026**
  - a. Fee schedule update and consideration to adopt Resolution No. 26-02 Amending the fee schedule for The City of Bellevue: Department Heads | **ACTION ITEM**

9. **PRESENTATION**

- a. Library Districting Presentation: Amanda Karst Suwanrit, Library District Steering Committee | **ACTION ITEM**

10. **ADJOURNMENT: ACTION ITEM**

❖ *If you would like to submit written comment on a public hearing agenda item: Submit your comments to [aphelps@bellevueidaho.us](mailto:aphelps@bellevueidaho.us) (by noon the day of the meeting)*



## AGENDA

Las agendas pueden ser modificadas\*

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### ÚNETE A LA REUNIÓN DE EQUIPOS:

<https://teams.microsoft.com/meet/21518529449995?p=PfF0Hzbzzw89WEGddz>

**ID DE LA REUNIÓN:** 215 185 294 499 95

**CÓDIGO DE ACCESO:** fc7yG9jb

**POR FAVOR, SILENCIE SU Llamada: POR FAVOR, APAGUE TODOS LOS TELÉFONOS MÓVILES EXCEPTO EL PERSONAL DE EMERGENCIA.**

**LLAMADA AL ORDEN**

**LISTA DE LISTA**

1. **AVISO DE CUMPLIMIENTO DE LA AGENDA** (SEGÚN EL CÓDIGO DE IDAHO **§74-204**): **PUNTO DE ACCIÓN**  
*Se determinó que el aviso y la agenda de la reunión ordinaria se publicaron conforme al Código de Idaho §74-204 en un plazo de cuarenta y ocho (48) horas previas a la reunión en: el Ayuntamiento de Bellevue, la Oficina de Correos y la página web de la ciudad el 19 de febrero de 2026. Moción sugerida: Propone que el aviso para la reunión del 23 de febrero DE 2026 se completara conforme al Código de Idaho, Sección §74-204.*
2. **LLAMAMIENTO AL CONFLICTO** (SEGÚN LO ESTABLECIDO EN EL CÓDIGO DE IDAHO **§74-404**): **PUNTO DE ACCIÓN**
3. **INFORME DEL ALCALDE Y DEL CONSEJO**
4. **COMENTARIOS PÚBLICOS: PARA ASUNTOS DE INTERÉS QUE NO ESTÁN EN LA AGENDA – (LOS COMENTARIOS ESTÁN LIMITADOS A 3-5 MINUTOS)**
5. **PREMIOS DEL DEPARTAMENTO DE BOMBEROS:** Greg Beaver, Jefe de Bomberos
6. **ORDEN DEL DÍA DE CONSENTIMIENTO: PUNTOS DE ACCIÓN**
  - a. Aprobación de las actas: 7 de enero de 2026, Acta de la reunión extraordinaria: Amy Phelps, secretaria municipal
  - b. Aprobación de reclamaciones: del 10 al 23 de febrero de 2026: Shelly Shoemaker, Tesorera
7. **NUEVOS NEGOCIOS**
  - a. Consideración de la aprobación de la Resolución nº 26-08 que confirma el nombramiento de un miembro de enlace con la biblioteca por parte del Consejo Común: **PUNTO DE ACCIÓN**
  - b. Consideración de la Resolución nº 26-07 Confirmando el nombramiento de la nueva miembro de la junta de la biblioteca, Lauren Leig, según el consejo de la directora de la biblioteca, Kristin Gearhart | **ACCIÓN**
  - c. Consideración de la Resolución Nº 26-09 , una resolución de la ciudad de Bellevue, Idaho, que suspende las reservas de parques en la Howard Preserve hasta que se adopte un Plan de Gestión actualizado de la Howard Preservation: **PUNTO DE ACCIÓN**
8. **AUDIENCIA PÚBLICA - CONTINUACIÓN DESDE EL 26 DE ENERO DE 2026**

- a. Actualización de la tabla de tarifas y consideración para adoptar la Resolución nº 26-02 Enmendando la tabla de tarifas para la ciudad de Bellevue: Jefes de departamento | **ÍTEM DE ACCIÓN**

9. **PRESENTACIÓN**

- a. Presentación de distritos de bibliotecas: Amanda Karst Suwanrit, Comité Directivo del Distrito de Bibliotecas | **ACCIÓN**

10. **APLAZAMIENTO: PUNTO DE ACCIÓN**

❖ *Si desea enviar un comentario escrito sobre un punto del orden del día de una audiencia pública: Envíe sus comentarios a [aphelps@bellevueidaho.us](mailto:aphelps@bellevueidaho.us) (antes del mediodía del día de la reunión)*



## Memorandum

**To:** Mayor Giordani and Bellevue Common Council

**From:** Amy Phelps, City Clerk

**Re:** Consent Agenda

**Date:** February 23, 2026

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The consent agenda allows the Council to approve routine, non-controversial items in one motion to save time and streamline meetings. Typical items include approval of minutes, bills, and standard reports. Any council member may request that an item be removed from the consent agenda for separate discussion before the vote.

### **Suggested Motion**

Move to approve the Consent Agenda as: *amended, corrected, or as presented.*

### **Enclosures**

1. Meeting minutes: January 7, 2026 Special Meeting Minutes
2. Claims Payable Report: February 10, Through February 23, 2026



The Common Council of the City of Bellevue, Idaho met at a Special Meeting on Wednesday, January 7, 2026, at 5:30 p.m. in the Council Chambers of the City of Bellevue Offices, located at 115 E. Pine Street, Bellevue, ID 83313.

**Call to Order:** Mayor Giordani called the Regular Meeting to order at 5:30 p.m. (00:00:15 in video)

**Roll Call:**

Christina Giordani, Mayor – Present  
Diane Shay, Council President – Present  
Tammy E. Davis, Council Member – Present (via zoom)  
Suzanne Wrede, Council Member – Absent  
Shaun Mahoney, Council Member – Present  
Tom Bergin, Council Member – Present  
Jessica Obenauf, Council Member – Present

**Staff Present:**

Amy Phelps, City Clerk  
Brian Parker, Community Development Director  
Carter Bullock, Planner

**1. Notice of Agenda Compliance:** (00:01:16 in video)

The posting of this regular meeting agenda complied with Idaho Code §74-204. The Regular meeting agenda was posted within forty-eight (48) hours prior to the meeting at the Bellevue City Hall, Post Office, and on the City website on *October 9, 2025*.

**Motion:** Council Member Shay moved that the agenda notice was in compliance with Idaho Code §74-204. Council Member Obenauf seconded, and the motion passed unanimously.

**2. CALL FOR CONFLICT (AS OUTLINED IN IDAHO CODE §74-404): ACTION ITEM**

No conflict was noted at this time.

**3. OATH OF OFFICE: ACTION ITEM**

Swearing in of Newly Elected Officials: Amy Phelps, City Clerk

Amy Phelps, City Clerk, conducted the oath of office for Mayor Christina Giordani, Alderman Anders Ard, Alderman, Tom Bergin and, Alder(wo)man Diane Shay

**4. NEW BUSINESS**

- a. Approval of Resolution No. 26-01 supporting the submittal of an application for a Local Federal-aid STBG-Small Urban Program grant for the reconstruction of Pine Street: Brian Parker, Community Development Director | **ACTION ITEM**

Community Development Director Brian Parker explained that staff have been working closely with Forsgren to prepare the application for the federal grant, which is administered through the state. The grant requires a 7.34% local match. While the full match funding has not yet been finalized, staff believe options are available to meet the requirement.

Parker stated that Pine Street has been selected as the proposed project location because it is classified as a collector roadway. The proposed reconstruction would include installation of curb, gutter, sidewalk, and a bike pathway.

Council Member Shay asked if Mr. Parker conducted a rating system in terms of which streets to consider for the project. Mr. Parker responded explaining that the grant is only for collector, arterial roadways currently identified in the transportation master plan as Pine, Cedar, and Second Street. Council Member Shay asked for confirmation that Cottonwood Street did not fall under that category. Mr. Parker confirmed that it did not identify as a collector road. Council Members Obenauf and Shay reiterated that Cottonwood was in rough shape likely because of school buses traveling that way.

Mayor Giordani asked Brian Parker to address the level of support from other jurisdictions for Bellevue's grant application. Mr. Parker explained that the Small Urban funding pool accepts only one applicant from the smaller area that includes Bellevue and Hailey. Hailey agreed to allow Bellevue to move forward as the applicant this cycle.

He also noted that the project was presented at the Blaine County Regional Transportation meeting, where it was ranked at the top of the priority list. Mr. Parker emphasized that the project has strong support from the County and neighboring cities, highlighting the collaborative relationship among the jurisdictions and their shared recognition of Bellevue's needs. He stated that the regional backing and Hailey's willingness to support Bellevue's application were significant and meaningful.

Council Member Obenauf asked where the \$272,000 match would come from. Brian Parker explained that some funds are available within the current Streets budget, and expenditures would occur in FY27, allowing the City to budget for the local match in the next fiscal cycle. He stated that grant award notification is anticipated approximately three months after submission.

Council Member Bergin asked about the eligibility criteria referencing urban areas with populations greater than 5,000. Mr. Parker clarified that Bellevue qualifies as part of the Small Urban statistical area in combination with Hailey. Bergin also inquired about county support and letters of support from other jurisdictions. Mr. Parker responded that the project is listed on the Blaine County Transportation Master Project list; however, the County Commissioners will not be submitting a formal letter of support. He indicated he would inquire whether a supplemental letter could be provided. Council Member Shay noted that letters of support from neighboring jurisdictions would be beneficial.

Discussion followed regarding the project limits and design. Mr. Parker clarified the project would extend from Main Street to Quarter Horse Drive, with current cost estimates ending improvements at Ridge View and transitioning to a two-lane road beyond that point. The proposed design includes two travel lanes, parking lanes, curb, gutter, and sidewalk.

Council Member Bergin expressed concern that the design may be overbuilt and suggested prioritizing improvements on streets closer to Main Street with higher traffic volumes and greater sidewalk and

parking needs. Mayor Giordani responded that the current transportation plan limits eligible collector routes, but the forthcoming plan update will identify additional collector roads and expand future funding opportunities. Mr. Parker added that an earlier concept included portions of Pine Street and a chunk of Cedar Street; however, cost estimates made it more practical to complete one full street. Council Member Davis emphasized that Pine Street serves a large portion of Bellevue residents and runs through the core of the city, whereas Broadford Road primarily serves regional traffic for Hailey and the County and extends only a short distance within city limits. Council Member Bergin also referenced prior Safe Routes to School funding near Cedar Street and the school area. Council discussion concluded with questions regarding when a full street reconstruction was last completed in Bellevue. Council Member Shay noted that aside from Main Street and a portion of the Broadford hill completed in coordination with the County around 2016, no recent full street reconstructions were recalled. Council Members commented on the importance of investing in infrastructure to address deteriorating road conditions, pedestrian safety, and the City's continued growth.

**Motion:** Council Member Shay moved to approve Resolution No. 26-01 supporting the submittal of an application for a Local Federal-aid STBG-Small Urban Program grant for the reconstruction of Pine Street. Council Member Obenauf seconded. Council Members Voting Aye: Council Member Obenauf, Council Member Bergin, Council Member Shay, Council Member Ard, Council Member Davis. Council Members Voting No: None. **The Motion Passed.**

Council Member Davis emphasized that pursuing this project represents a significant step forward for the City and demonstrates progress on a major infrastructure improvement. She stated that completing the project would enhance the downtown core of the City and provide a visible accomplishment that residents could take pride in.

## 5. STRATEGIC PLANNING WORK SESSION

### a. Meeting Preferences & Housekeeping (00:24:47 in video)

Mayor Giordani opened a brief discussion on Council meeting preferences and general housekeeping matters. She invited Council Members to share comments or suggestions regarding agenda formatting, item placement, scheduling preferences, and any other ideas to improve the effectiveness of Council meetings.

Council discussed meeting length, agenda management, and preparation of Council packets. Council Member Obenauf asked to limit meetings to two hours or provide scheduled breaks for longer meetings, noting that extended meetings make it difficult to remain focused and effective. Mayor Giordani acknowledged the concern but noted that the City currently has a significant workload, and shorter meetings could affect the pace of completing projects and City business.

Council Member Davis emphasized the importance of strategic planning, clear goals, and focused agendas to avoid overloading meetings. She suggested that receiving materials further in advance would allow Council to better prepare and ask informed questions, leading to more effective meetings. Council Member Shay agreed and highlighted the need for earlier and more consistent deadlines for agenda packets. She explained that last-minute submissions create challenges and recommended that

materials be finalized by Wednesday at noon to allow sufficient time for packet assembly, public notice, and Council review, ultimately improving meeting efficiency and preparedness.

Council continued discussion on meeting logistics, focusing on packet timing, meeting length, and start times. Tony Evans from the Idaho Mountain Express and several Council Members emphasized the importance of receiving agenda packets by Wednesday to allow adequate time for review, media coverage, and questions to staff. Mayor Giordani agreed to prioritize Wednesday deadlines and noted that late materials may be postponed to future meetings. Council members generally supported aiming for two-hour meetings with flexibility as needed, including check-ins and breaks during longer sessions and the option of occasional additional meetings. Discussion also included possibly providing food during extended meetings. Council shared varying views on meeting start times, balancing public accessibility with staff and Council schedules. Mayor Giordani thanked Council for the feedback and encouraged further suggestions.

**b. 2025 Achievements & Updates to Ongoing Projects (00:44:50 in video)**

Mayor Giordani introduced the agenda item as a review of the City's 2025 achievements and updates on ongoing projects, describing it as an internal annual review prepared with Brian Parker. She explained that Council would have an opportunity to add comments or note any missed items following the presentation. The Mayor stated that the City's recent strategic planning and focus on key priority areas helped guide the Council and staff, resulting in significant accomplishments in 2025, particularly foundational improvements that position the City for future major projects.

Community Development Director, Brian Parker provided an overview of key accomplishments organized around the City's strategic goal categories established the previous year. He highlighted progress in accountability and communications, including launching a city newsletter, updating the website, adopting a communications playbook, and working toward an online permitting portal to make applications easier for the public.

He described significant foundational planning work, such as advancing the comprehensive and transportation plans, collaborating with housing and regional partners, and pursuing community project grants to improve public spaces and support future growth. He also noted operational improvements like moving permitting processes online and adopting a council code of conduct.

Mr. Parker emphasized infrastructure and maintenance efforts, including work at the water and sewer plants, extensive street patching, park maintenance, recruitment of volunteer firefighters, and major progress restoring nonfunctioning streetlights. He then outlined enhancement projects such as park improvements, consultant work on west Main Street planning, formation of an events committee, museum repair grants, and upgrades to the City's financial systems. He concluded by noting increased regional collaboration with the county and other agencies and invited Council to add any additional accomplishments or notes to the record.

Council expressed support for the 2025 achievements report and praised the City's progress over the past year. Council Member Shay commended the document and emphasized that the Council successfully laid long-needed foundational groundwork, crediting the Mayor and Brian Parker for

moving that work forward. Council Member Davis echoed that sentiment, stating that the current governance structure and the Mayor's leadership have elevated the City and created momentum for the future. She also recognized Casey McGehee and the Streets Department for providing exceptional service and leadership despite limited resources, a point the Mayor reinforced by highlighting Casey's effectiveness and collaboration.

Council Member Bergin noted the evolution of the City's website and suggested exploring a public dashboard to showcase accomplishments. He also mentioned that while the local option tax did not pass, staff deserved recognition for their work preparing and presenting it, and he encouraged revisiting the effort. Council Member Ard remarked that it has been encouraging to see visible progress and added that the recent PUD code amendment enabling residential development in commercial areas was a noteworthy achievement related to housing. Council Member Obenauf reflected that the Council's second year showed markedly greater progress under the Mayor's leadership and improved collaboration with other local leaders. She added that while the PUD change was a step forward, market-rate housing alone does not guarantee affordability, prompting brief discussion about the importance of deed-restricted and workforce housing.

**c. 2026 Goals & Priorities (01:07:35 in video)**

The Mayor summarized her strategic priorities and explained that the worksheet, incorporating formatting ideas from Council Member Davis, is designed to better connect strategic planning with future budgeting. She explained the goal is to use this framework to align Council priorities with the fiscal year 2027 budget and improve how resources are allocated.

She outlined four draft priority areas. The first, strengthening infrastructure, focuses on addressing deferred maintenance and ensuring long-term sustainability of water, sewer, and street systems through increased investment, grants, and phased project work. Measures of success include progress on major water and wastewater projects, transportation planning, roadway grants, and potentially revisiting the local option tax.

The second priority, balanced growth, centers on managing development while protecting Bellevue's character, improving public spaces, and advancing zoning updates, including consideration of workforce and affordable housing. Success would include zoning code updates, park and downtown improvements, and continued work on planning initiatives already underway.

The third priority, enhanced public safety, emphasizes pedestrian safety, downtown vitality, and stabilizing funding and staffing for public safety departments. Key goals include lighting and sidewalk improvements, updated street standards, and coordinated planning with state partners.

The fourth priority, collaborative leadership and communication, focuses on building public trust through stronger engagement, improved communications tools, and partnerships with businesses and regional organizations. A major objective is developing a public-facing project tracking or dashboard feature on the City's website to increase transparency. Council discussed the importance of investing in professional website support to protect the City's interests and improve public access to information.

The Mayor clarified that her four priorities were examples and that the Council will ultimately identify six shared priorities.

**d. Next Steps**

Council Member Davis emphasized the importance of keeping the City’s work public-facing and ensuring decisions align with long-term goals for Bellevue. She encouraged the Council to use the strategic planning process to guide actions and budgeting with a 20-year vision for the city. The Mayor added that council Members bring diverse experiences and connections to different parts of the community and encouraged them to incorporate feedback from their networks when developing priorities.

Council discussed how priorities can include both broad goals and specific, achievable projects that serve as measures of success, and how those projects should connect to current and future budgeting. Staff are developing coordinated work plans to align with Council priorities. The group agreed to continue the process at a future work session, with council Members submitting completed worksheets in advance.

There was also discussion about expectations for full Council participation, the importance of representing all community voices—including dissenting perspectives—and inviting public input. The Council confirmed that public comment will be welcomed at the next work session and discussed creating a public survey to gather community feedback on priorities.

**6. ADJOURNMENT: Action Item**

With no further business coming before the Common Council at this time, Council Member Obenauf moved to adjourn the meeting. Council Member Shay seconded the motion. The meeting adjourned at 07:20 p.m. The motion passed unanimously.

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Christina Giordani, Mayor

Attest:

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Amy Phelps, City Clerk

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>100-01</b>								
Caselle, Inc.	INV-16179	1	Invoice	Contract Support & Maint. - 3/1 - 3/31/26	02/03/2026	2,427.00	100-01-51062	Computers - Software & Su
Katchees Business Forms, Etc.	70007	1	Invoice	Door hangars - delinquent notices	02/11/2026	190.40	100-01-52010	Office Supplies
Katchees Business Forms, Etc.	70007	2	Invoice	#10 Self Seal Window Envelopes	02/11/2026	362.89	100-01-52010	Office Supplies
Minert & Associates, Inc.	347480	1	Invoice	NDOT Test & Collection Fee	02/06/2026	78.00	100-01-52050	Professional Services
Express Publishing - Idaho Mtn.	12698338	1	Invoice	Legals - Updated Fee Schedule	01/07/2026	69.00	100-01-52060	Publishing
Express Publishing - Idaho Mtn.	12698512	1	Invoice	Annual Road & Street Financial Report	01/14/2026	95.04	100-01-52060	Publishing
Express Publishing - Idaho Mtn.	12698714	1	Invoice	Legals - Text Amendment - 25-01	01/21/2026	38.64	100-01-52060	Publishing
South Valley Storage Company LL	013126	1	Invoice	February Rent- Unit #F-13	01/31/2026	70.00	100-01-52085	Storage
Cox Business Services	0012401205	1	Invoice	Telephone Chgs. - 2/5/26 - 3/4/26	02/05/2026	1,260.22	100-01-52100	Telephone
Total 100-01:						4,591.19		
<b>100-03</b>								
Express Publishing - Idaho Mtn.	12698945	1	Invoice	Legals - P & Z - Meyers	01/28/2026	43.24	100-03-51041	Client Cost Expense
Total 100-03:						43.24		
<b>100-05</b>								
AFBA	020526	1	Invoice	Life Insurance - February	02/05/2026	80.00	100-05-50014	Insurance - Life
Valley Wide Cooperative	AO0944	1	Invoice	Fuel - Card #3816395	02/03/2026	40.42	100-05-51110	Fuel
Valley Wide Cooperative	AO5742	1	Invoice	Fuel - Card #3816393	02/10/2026	37.85	100-05-51110	Fuel
Valley Wide Cooperative	A10105	1	Invoice	Fuel - Card #3816393	02/16/2026	55.29	100-05-51110	Fuel
Blaine County Emergency Comm	BFDPSS26	1	Invoice	Public Safety System CAD/RMS	02/11/2026	4,101.28	100-05-56047	RMS/CAD
Total 100-05:						4,314.84		
<b>100-07</b>								
OverDrive, Inc.	CD04258253	1	Invoice	Participation in Idaho Digital Consortium	12/15/2025	156.37	100-07-51080	Dues & Memberships
Total 100-07:						156.37		
<b>100-08</b>								
Hillside Auto	51883	1	Invoice	Dodge Durango/transmission oil pan, ga	02/05/2026	829.54	100-08-51167	R & M - Autos
Napa Auto Parts	250916	1	Invoice	Oil change Durango #21334	02/11/2026	63.48	100-08-51167	R & M - Autos
St. Luke's Health System	2651820	1	Invoice	Medical Lab Kits	01/09/2025	94.00	100-08-56040	Medical/Lab Kits
Micro Tech Systems	94506	1	Invoice	Replacement Dell PC/Marshal Gaston	02/09/2026	1,642.57	100-08-58110	Computer/Software Purcha
Total 100-08:						2,629.59		

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>100-15</b>								
Rob Beck, LLC	8114	2	Invoice	Tree Removal	02/17/2026	1,000.00	100-15-51073	Contract Labor
Valley Wide Cooperative	AO0211	1	Invoice	Fuel- Card #3816743	02/03/2026	8.40	100-15-51110	Fuel
Valley Wide Cooperative	AO0212	1	Invoice	Fuel- Card #3816743	02/02/2026	36.88	100-15-51110	Fuel
Valley Wide Cooperative	AO6497	1	Invoice	Fuel- Card #3816743	02/11/2026	52.73	100-15-51110	Fuel
Valley Wide Cooperative	A10664	1	Invoice	Fuel- Card #3816743	02/17/2026	25.34	100-15-51110	Fuel
Lunceford Excavation, Inc.	18987	1	Invoice	Road Mix - Alley between W. Elm & W.	02/11/2026	1,106.39	100-15-51164	R & M - Street Maintenanc
Rob Beck, LLC	8114	1	Invoice	Tree Removal	02/17/2026	2,000.00	100-15-51165	R & M - Tree Expense
Platt	7B18062	1	Invoice	Street lights from D.L. Evans to Kirtley	01/29/2026	322.97	100-15-51168	R & M - Street Lights
L.L. Green's Hardware	C22686	1	Invoice	Paint for bathroom @ City Hall	02/03/2026	62.99	100-15-52090	Supplies
L.L. Green's Hardware	C22721	1	Invoice	Shop supplies	02/05/2026	62.95	100-15-52090	Supplies
Oxarc	0032505333	1	Invoice	Supplies	01/31/2026	2.00	100-15-52090	Supplies
Oxarc	0062238579	1	Invoice	Supplies	01/31/2026	9.61	100-15-52090	Supplies
Valley Wide Cooperative	095335/9	1	Invoice	Shelf Bracket	02/04/2026	13.16	100-15-52090	Supplies
Valley Wide Cooperative	95504/9	1	Invoice	Gloves	02/12/2026	19.58	100-15-52090	Supplies
Dell Marketing, LP	1086147657	1	Invoice	Dell 14" Rugged Laptop	02/11/2026	2,540.65	100-15-58110	Computer Purchase
Total 100-15:						<u>7,263.65</u>		
<b>200-20</b>								
Valley Wide Cooperative	AO0212	2	Invoice	Fuel- Card #3816743	02/02/2026	36.87	200-20-51110	Fuel
Valley Wide Cooperative	AO6497	2	Invoice	Fuel- Card #3816743	02/11/2026	52.73	200-20-51110	Fuel
Valley Wide Cooperative	A10664	2	Invoice	Fuel- Card #3816743	02/17/2026	25.34	200-20-51110	Fuel
Spronk Water Engineers, Inc.	WRV03-29	1	Invoice	Engineering services w/ BWRGMP & wat	02/16/2026	509.38	200-20-52050	Professional Services
Gray, Andrew J	012726	1	Invoice	Reimbursement /PFAS Samples - UPS S	01/27/2026	381.40	200-20-52110	Test Samples - Water & Se
Water District 37	2923	1	Invoice	Water District Fees	02/01/2026	1,390.55	200-20-52135	Water District Fees
Total 200-20:						<u>2,396.27</u>		
<b>300-30</b>								
Valley Wide Cooperative	AO0212	3	Invoice	Fuel- Card #3816743	02/02/2026	36.88	300-30-51110	Fuel
Valley Wide Cooperative	AO6497	3	Invoice	Fuel- Card #3816743	02/11/2026	52.73	300-30-51110	Fuel
Valley Wide Cooperative	A10664	3	Invoice	Fuel- Card #3816743	02/17/2026	25.35	300-30-51110	Fuel
Valley Wide Cooperative	95477/9	1	Invoice	Powerwash Nozzle	02/11/2026	15.99	300-30-52080	Small Tools & Equipment
Safety Supply & Sign Company, In	196680	1	Invoice	Barrels for road closures & maintenance	01/12/2026	1,082.56	300-30-57000	Safety Equipment
Total 300-30:						<u>1,213.51</u>		
Grand Totals:						<u><u>22,608.66</u></u>		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>AFBA (160)</b>							
020526	1	Invoice	Life Insurance - February	02/05/2026	80.00	100-05-50014	Insurance - Life
Total AFBA (160):					<u>80.00</u>		
<b>Blaine County Emergency Communications (490)</b>							
BFDPSS26	1	Invoice	Public Safety System CAD/RMS	02/11/2026	4,101.28	100-05-56047	RMS/CAD
Total Blaine County Emergency Communications (490):					<u>4,101.28</u>		
<b>Caselle, Inc. (580)</b>							
INV-16179	1	Invoice	Contract Support & Maint. - 3/1 - 3/31/26	02/03/2026	2,427.00	100-01-51062	Computers - Software & Subscri
Total Caselle, Inc. (580):					<u>2,427.00</u>		
<b>Cox Business Services (820)</b>							
0012401205	1	Invoice	Telephone Chgs. - 2/5/26 - 3/4/26	02/05/2026	1,260.22	100-01-52100	Telephone
Total Cox Business Services (820):					<u>1,260.22</u>		
<b>Dell Marketing, LP (900)</b>							
1086147657	1	Invoice	Dell 14" Rugged Laptop	02/11/2026	2,540.65	100-15-58110	Computer Purchase
Total Dell Marketing, LP (900):					<u>2,540.65</u>		
<b>Express Publishing - Idaho Mtn. Express (1590)</b>							
12698338	1	Invoice	Legals - Updated Fee Schedule	01/07/2026	69.00	100-01-52060	Publishing
12698512	1	Invoice	Annual Road & Street Financial Report	01/14/2026	95.04	100-01-52060	Publishing
12698714	1	Invoice	Legals - Text Amendment - 25-01	01/21/2026	38.64	100-01-52060	Publishing
12698945	1	Invoice	Legals - P & Z - Meyers	01/28/2026	43.24	100-03-51041	Client Cost Expense
Total Express Publishing - Idaho Mtn. Express (1590):					<u>245.92</u>		
<b>Gray, Andrew J (3930)</b>							
012726	1	Invoice	Reimbursement /PFAS Samples - UPS Store	01/27/2026	381.40	200-20-52110	Test Samples - Water & Sewer
Total Gray, Andrew J (3930):					<u>381.40</u>		
<b>Hillside Auto (1460)</b>							
51883	1	Invoice	Dodge Durango/transmission oil pan, gasket & filter	02/05/2026	829.54	100-08-51167	R & M - Autos

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Total Hillside Auto (1460):					<u>829.54</u>		
<b>Katchees Business Forms, Etc. (1860)</b>							
70007	1	Invoice	Door hangars - delinquent notices	02/11/2026	190.40	100-01-52010	Office Supplies
70007	2	Invoice	#10 Self Seal Window Envelopes	02/11/2026	362.89	100-01-52010	Office Supplies
Total Katchees Business Forms, Etc. (1860):					<u>553.29</u>		
<b>L.L. Green's Hardware (1900)</b>							
C22686	1	Invoice	Paint for bathroom @ City Hall	02/03/2026	62.99	100-15-52090	Supplies
C22721	1	Invoice	Shop supplies	02/05/2026	62.95	100-15-52090	Supplies
Total L.L. Green's Hardware (1900):					<u>125.94</u>		
<b>Lunceford Excavation, Inc. (2030)</b>							
18987	1	Invoice	Road Mix - Alley between W. Elm & W. Pine	02/11/2026	1,106.39	100-15-51164	R & M - Street Maintenance
Total Lunceford Excavation, Inc. (2030):					<u>1,106.39</u>		
<b>Micro Tech Systems (2150)</b>							
94506	1	Invoice	Replacement Dell PC/Marshal Gaston	02/09/2026	1,642.57	100-08-58110	Computer/Software Purchase
Total Micro Tech Systems (2150):					<u>1,642.57</u>		
<b>Minert &amp; Associates, Inc. (2160)</b>							
347480	1	Invoice	NDOT Test & Collection Fee	02/06/2026	78.00	100-01-52050	Professional Services
Total Minert & Associates, Inc. (2160):					<u>78.00</u>		
<b>Napa Auto Parts (2260)</b>							
250916	1	Invoice	Oil change Durango #21334	02/11/2026	63.48	100-08-51167	R & M - Autos
Total Napa Auto Parts (2260):					<u>63.48</u>		
<b>OverDrive, Inc. (2370)</b>							
CD04258253	1	Invoice	Participation in Idaho Digital Consortium	12/15/2025	156.37	100-07-51080	Dues & Memberships
Total OverDrive, Inc. (2370):					<u>156.37</u>		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>Oxarc (2390)</b>							
0032505333	1	Invoice	Supplies	01/31/2026	2.00	100-15-52090	Supplies
0062238579	1	Invoice	Supplies	01/31/2026	9.61	100-15-52090	Supplies
Total Oxarc (2390):					11.61		
<b>Platt (2550)</b>							
7B18062	1	Invoice	Street lights from D.L. Evans to Kirtley	01/29/2026	322.97	100-15-51168	R & M - Street Lights
Total Platt (2550):					322.97		
<b>Rob Beck, LLC (2760)</b>							
8114	1	Invoice	Tree Removal	02/17/2026	2,000.00	100-15-51165	R & M - Tree Expense
8114	2	Invoice	Tree Removal	02/17/2026	1,000.00	100-15-51073	Contract Labor
Total Rob Beck, LLC (2760):					3,000.00		
<b>Safety Supply &amp; Sign Company, Inc. (2850)</b>							
196680	1	Invoice	Barrels for road closures & maintenance activities	01/12/2026	1,082.56	300-30-57000	Safety Equipment
Total Safety Supply & Sign Company, Inc. (2850):					1,082.56		
<b>South Valley Storage Company LLC (3060)</b>							
013126	1	Invoice	February Rent- Unit #F-13	01/31/2026	70.00	100-01-52085	Storage
Total South Valley Storage Company LLC (3060):					70.00		
<b>Spronk Water Engineers, Inc. (3080)</b>							
WRV03-29	1	Invoice	Engineering services w/ BWRGMP & water lawyers	02/16/2026	509.38	200-20-52050	Professional Services
Total Spronk Water Engineers, Inc. (3080):					509.38		
<b>St. Luke's Health System (3090)</b>							
2651820	1	Invoice	Medical Lab Kits	01/09/2025	94.00	100-08-56040	Medical/Lab Kits
Total St. Luke's Health System (3090):					94.00		
<b>Valley Wide Cooperative (3510)</b>							
AO0211	1	Invoice	Fuel- Card #3816743	02/03/2026	8.40	100-15-51110	Fuel
AO0212	1	Invoice	Fuel- Card #3816743	02/02/2026	36.88	100-15-51110	Fuel
AO0212	2	Invoice	Fuel- Card #3816743	02/02/2026	36.87	200-20-51110	Fuel

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
AOO212	3	Invoice	Fuel- Card #3816743	02/02/2026	36.88	300-30-51110	Fuel
AO6497	1	Invoice	Fuel- Card #3816743	02/11/2026	52.73	100-15-51110	Fuel
AO6497	2	Invoice	Fuel- Card #3816743	02/11/2026	52.73	200-20-51110	Fuel
AO6497	3	Invoice	Fuel- Card #3816743	02/11/2026	52.73	300-30-51110	Fuel
AO0944	1	Invoice	Fuel - Card #3816395	02/03/2026	40.42	100-05-51110	Fuel
095335/9	1	Invoice	Shelf Bracket	02/04/2026	13.16	100-15-52090	Supplies
95477/9	1	Invoice	Powerwash Nozzle	02/11/2026	15.99	300-30-52080	Small Tools & Equipment
AO5742	1	Invoice	Fuel - Card #3816393	02/10/2026	37.85	100-05-51110	Fuel
95504/9	1	Invoice	Gloves	02/12/2026	19.58	100-15-52090	Supplies
A10105	1	Invoice	Fuel - Card #3816393	02/16/2026	55.29	100-05-51110	Fuel
A10664	1	Invoice	Fuel- Card #3816743	02/17/2026	25.34	100-15-51110	Fuel
A10664	2	Invoice	Fuel- Card #3816743	02/17/2026	25.34	200-20-51110	Fuel
A10664	3	Invoice	Fuel- Card #3816743	02/17/2026	25.35	300-30-51110	Fuel
Total Valley Wide Cooperative (3510):					<u>535.54</u>		
<b>Water District 37 (3550)</b>							
2923	1	Invoice	Water District Fees	02/01/2026	1,390.55	200-20-52135	Water District Fees
Total Water District 37 (3550):					<u>1,390.55</u>		
Grand Totals:					<u><u>22,608.66</u></u>		

Report GL Period Summary

Vendor number hash: 0  
 Vendor number hash - split: 0  
 Total number of invoices: 0  
 Total number of transactions: 0



## Memorandum

**To: Bellevue Common Council**

**From: Kristin Gearhart, Library Director**

**Re: Resolution Appointing Liaison to Library Board from Bellevue Common Council**

**Date: February 23, 2026**

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The attached resolution is presented for Council consideration to appoint a formal liaison between the Common Council and the Library Board of Trustees. The purpose of this liaison role is to support communication, coordination, and information sharing between the City and the Library Board of Trustees as discussions and planning efforts move forward.

At this time, a liaison has not yet been selected. The resolution provides a framework for the Common Council to appoint one of its members to serve in this capacity. It is anticipated that the liaison will be selected from among the current Council members by adoption of the resolution.

The appointed liaison will attend meetings as appropriate and report relevant updates back to the Common Council.

Enclosures:

1. Resolution No. 26-08

**RESOLUTION NO. 26-08  
CITY OF BELLEVUE**

**A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF BELLEVUE  
APPOINTING A COUNCIL LIAISON TO THE LIBRARY BOARD OF TRUSTEES**

**WHEREAS**, the Common Council recognizes the importance of maintaining effective communication and coordination between the City and the Library Board; and

**WHEREAS**, the appointment of a liaison from the Common Council will facilitate collaboration, information sharing, and representation of City interests in matters related to the Library Board; and

**WHEREAS**, the Common Council finds it to be in the best interest of the City to designate a member of the Council to serve as its official liaison.

**NOW, THEREFORE**, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO:

Section 1. **Appointment.** Council Member \_\_\_\_\_ is hereby appointed to serve as the official liaison from the Common Council to the Library Board.

Section 2. **Duties.** The appointed liaison shall attend meetings of the Library Board as appropriate, provide updates to the Common Council, and serve as a communication link between the City and the Committee.

Section 3. **Term.** The liaison appointment shall remain in effect until rescinded by the Common Council or until a successor is appointed.

Section 4. **Effective Date.** This Resolution shall be in full force and effect upon its passage and approval.

PASSED by the Common Council and APPROVED by the Mayor of the City of Bellevue, Idaho, this \_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Christina Giordani, Mayor

ATTEST:

\_\_\_\_\_  
Amy Phelps, Clerk



## Memorandum

**To:** Bellevue Common Council

**From:** Kristin Gearhart, Library Director

**Re:** Resolution Confirming Appointment to Library Board

**Date:** February 23, 2026

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**Background:**

A vacancy has occurred on the City's Library Board of Trustees following the departure of Sheena Perron. With recommendation from the Library Director, the Mayor has appointed Lauren Levig to fill the vacant position, subject to confirmation by the Common Council.

**Recommendation:**

Staff recommends that the Common Council approve the resolution confirming the appointment of Lauren Levig to the Library Board of Trustees for a term expiring January 7, 2027.

**Action Requested:**

Motion to approve the resolution confirming the appointment of Lauren Levig to the Library Board of Trustees.

**Enclosures:**

1. Resolution No. 26-07

**RESOLUTION NO. 26-07  
CITY OF BELLEVUE**

**A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, CONFIRMING THE  
APPOINTMENT OF LAUREN LEVIG TO THE LIBRARY BOARD OF TRUSTEES**

**WHEREAS**, a vacancy has occurred on the City of Bellevue Library Board of Trustees due to the departure of Sheena Perron; and

**WHEREAS**, it is in the best interest of the City of Bellevue to appoint a qualified individual to fill the vacant position; and

**WHEREAS**, the Mayor, with a recommendation from the Library Director, has appointed Lauren Levig to serve on the Library Board of Trustees, subject to confirmation by the Common Council; and

**WHEREAS**, the term of this appointment shall expire on January 7, 2027.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Bellevue, Idaho, as follows:

**Section 1.** The appointment of Lauren Levig to the City of Bellevue Library Board of Trustees is hereby confirmed.

**Section 2.** Lauren Levig shall serve the remainder of Sheena Perron's term expiring January 7, 2027, or until a successor is duly appointed and confirmed.

**Section 3.** This Resolution shall take effect and be in full force upon its passage and approval.

PASSED by the Common Council of the City of Bellevue, Idaho, and APPROVED by the Mayor this 23rd day of February 2026.

\_\_\_\_\_  
Christina Giordani, Mayor

ATTEST:

\_\_\_\_\_  
Amy Phelps, Clerk



## Memorandum

**To:** Bellevue Common Council

**From:** Amy Phelps, City Clerk

**Re:** Howard Preserve: Resolution No. 26-09

**Date:** February 23, 2026

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Following continued discussions regarding the management of the Howard Preserve, staff has worked with community partners and stakeholders to clarify expectations surrounding reservations and permitted uses of the Preserve. Conversations with representatives of the Friends of the Howard Preserve, the Wood River Land Trust, and the Bellevue Parks Committee indicate a general consensus that reservations at the Howard Preserve should be discontinued entirely.

The current Howard Preserve Management Plan, adopted in 2017, allows for limited large events. However, community priorities and stewardship considerations have evolved since that time. Temporarily suspending reservations will protect the Preserve, provide clarity to staff and the public, and allow space for a thoughtful review of permitted uses and long-term management goals.

The attached resolution formally suspends park reservations at the Howard Preserve until an updated Howard Preserve Management Plan is adopted by the Common Council. This action does not permanently change how the Preserve is managed. Rather, it establishes an interim measure to ensure consistency and environmental stewardship while the City and its partner organizations engage in a broader conversation about the future management of the site.

This item aligns with the recent discussion regarding the fee schedule and represents a complementary policy step. Together, these actions create a clear framework for how the City intends to approach Howard Preserve management moving forward.

**Suggested Motion:**

I move to approve Resolution No. \_\_\_ temporarily suspending park reservations at the Howard Preserve until an updated Howard Preserve Management Plan is adopted.

**RESOLUTION NO. 26-09  
CITY OF BELLEVUE**

**A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, TEMPORARILY SUSPENDING  
PARK RESERVATIONS AT THE HOWARD PRESERVE UNTIL AN UPDATED HOWARD  
PRESERVE MANAGEMENT PLAN IS ADOPTED BY THE BELLEVUE COMMON COUNCIL**

**WHEREAS**, the City of Bellevue owns and manages the Howard Preserve as a protected open space for the benefit of the public; and

**WHEREAS**, the Howard Preserve is currently governed by a management plan adopted in 2017, which contemplates limited event use of the Preserve; and

**WHEREAS**, the City works in partnership with the Friends of the Howard Preserve and the Wood River Land Trust, entities that assist in the stewardship and governance of the Howard Preserve; and

**WHEREAS**, temporarily suspending park reservations at the Howard Preserve during the review and update of the management plan will protect the Preserve and ensure consistency in its management;

**NOW, THEREFORE**, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO:

Section 1. **Temporary Suspension of Reservations.** All reservations and permitted event uses at the Howard Preserve are hereby temporarily suspended.

Section 2. **Duration of Suspension.** This suspension shall remain in effect until an updated Howard Preserve Management Plan is adopted by the Bellevue Common Council.

Section 3. **Administration.** City staff is directed to refrain from accepting or approving reservations or event permits for the Howard Preserve during the suspension period and to proceed with efforts to review and update the Howard Preserve Management Plan.

Section 4. **Effective Date.** This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Mayor and Common Council of the City of Bellevue, Idaho, this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Christina Giordani, Mayor

ATTEST

\_\_\_\_\_  
Amy Phelps, Clerk



## Memorandum

**To: Bellevue Common Council**

**From: Amy Phelps, City Clerk**

**Re: New Fee Schedule: Public Hearing**

**Date: January 12, 2026**

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City Staff has completed a review of the existing fee schedule and is proposing updates that include new fees and increases to certain existing fees, some of which exceed five percent (5%), as authorized by Idaho Code § 63-1311A.

Under Idaho law, City fees must be reasonably related to the cost of providing the service for which the fee is charged. Fees are intended to recover the actual or approximate cost of staff time, administration, operations, and overhead associated with delivering a specific service, and may not be used as a general revenue-raising mechanism. City staff evaluated each proposed fee using this cost-of-service approach to ensure compliance with state law and best practices for municipal fee setting.

The proposed fee schedule applies to a range of City services, including Administrative Fees, Business Application Fees, Park Fees, Planning and Zoning applications, Fire Department Fees, and Bellevue Marshal's Office Fees.

Department heads were responsible for reviewing and establishing the proposed fees within their respective departments. Fees were evaluated and set based on factors such as employee time, administrative and Council time required to process applications or requests, operational costs, and general overhead. The intent of the update is to better align fees with the actual cost of providing services while maintaining transparency and consistency. These fees will help support long-term financial stability for the City.

The required public notice was published on December 31, 2025, and January 7, 2026. A complete copy of the proposed fee schedule has been available for public inspection at City Hall and on the City's website.

This is a public hearing, and all public comments, both verbal and written, are welcome. Council will be asked to consider public comment and take action on the proposed fee schedule following the public hearing.

**Suggested Motion:**

Move to *approve* Resolution No. 26-02 updating and amending the City of Bellevue fee schedule for all City Departments.

**Enclosures:**

1. Resolution No. 26-02
2. New Proposed Fee Schedule - updated
3. Community Development Memo
4. Public Comment

CITY OF BELLEVUE  
RESOLUTION NO. 26-02

A RESOLUTION OF THE MAYOR AND THE COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, UPDATING AND AMENDING THE CITY FEE SCHEDULE FOR ALL CITY DEPARTMENTS AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City of Bellevue incurs administrative and operational costs in processing applications, enforcing municipal codes, administering regulations, maintaining public facilities and infrastructure, monitoring project development, engaging the public, reviewing proposals, providing municipal services, and conducting required inspections; and

**WHEREAS**, Idaho Code and the Bellevue City Code authorize the City to establish, adopt, and amend fees and charges to recover the costs of certain services provided by the City; and

**WHEREAS**, on a periodic basis, each City department reviews and quantifies the costs associated with processing and administering services specific to that department in order to evaluate existing fees and to propose new or amended fees as necessary; and

**WHEREAS**, the City has prepared a comprehensive updated Fee Schedule reflecting new fees and revisions to existing fees, including increases in excess of five percent (5%), as permitted by Idaho Code § 63-1311A; and

**WHEREAS**, in accordance with Idaho Code § 63-1311A, the Bellevue Common Council conducted a duly noticed public hearing on the proposed amended Fee Schedule, providing an opportunity for public comment; and

**WHEREAS**, the Mayor and the Common Council find that adoption of the amended Fee Schedule is reasonable, necessary, and in the best interest of the public health, safety, and welfare, and will help ensure that the costs of City services are equitably allocated.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and the Common Council of the City of Bellevue, Idaho, as follows:

1. **Adoption of Fee Schedule.** The comprehensive City of Bellevue Fee Schedule, attached hereto and incorporated herein by reference, is hereby adopted as the official Fee Schedule for all City departments.
2. **Repeal and Amendment of Prior Fee Schedules.** All fee schedules, resolutions, or portions thereof previously adopted prior to the effective date of this Resolution are hereby repealed, amended, or superseded to the extent necessary to be consistent with the Fee Schedule adopted herein.
3. **Administration.** City staff are authorized and directed to administer and implement the adopted Fee Schedule in accordance with applicable law.

4. **Effective Date.** This Resolution and the adopted Fee Schedule shall be effective on February 1, 2026.

**PASSED AND ADOPTED** by the Mayor and the Common Council of the City of Bellevue, Idaho, this \_\_\_\_ day of February 2026.

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Christina Giordani, Mayor

ATTEST:

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Amy Phelps, City Clerk



**City of Bellevue**  
**FY 2026 Fee Update**  
*Updated February 2026*

Department	Fee Description	Measure	Previous Fee	New Proposed Fee	% Increase
1 Administrative	Copy Fees	Black and White	New	\$ 0.06	N/A
2 Administrative	Copy Fees	Color	New	\$ 0.11	N/A
3 Administrative	Fax	Per Page	New	\$ 1.00	N/A
4 Administrative	Labor Rates (hourly)	Department Head, City Clerk, City Treasurer, Assistant or Associate - Idaho Code 74-102(10)	Current Salary divided by 2,080 hours per year	Current Salary divided by 2,080 hours per year	N/A
5 Administrative	Business License (annually)	New per business	\$ 100.00	\$ 125.00	25%
6 Administrative	Business License (amendment)	Per application	\$ 50.00	\$ 75.00	50%
7 Administrative	Business License Late Fee	Per late application renewal	\$ 75.00	\$ 100.00	33%
8 Administrative	Alcohol Catering Application	Per day	\$ 50.00	\$ 20.00	-60%
9 Administrative	Annual Retail sale of draft beer, or bottled or canned beer to be consumed on premises	Per application/Renewal	\$ 200.00	\$ 200.00	0%
10 Administrative	Annual Retail sale of bottled or canned beer NOT to be consumed on premises	Per application/Renewal	\$ 50.00	\$ 50.00	0%
11 Administrative	Annual retail sale of wine to be consumed on premises	Per application/Renewal	\$ 200.00	\$ 200.00	0%
12 Administrative	Annual retail sale of bottled wine NOT to be consumed on premises	Per application/Renewal	\$ 50.00	\$ 200.00	300%
13 Administrative	Annual Legacy or Resort Restaurant Liquor License	Per application/Renewal	\$ 375.00	\$ 375.00	0%
14 Administrative	Memorials and Donations	Benches, Trees, Tables, Property, etc.	New	All Memorials are cost-Specific and determined by Department Director or Designee	N/A
15 Administrative	Special Event Permit	Per application	\$ 100.00	\$ 250.00	150%
16 Administrative	Street Closure Permit	Per application	New	\$ 250.00	N/A
17 Administrative	NSF Check fee	Per return	\$ 30.00	\$ 30.00	0%
18 Administrative	Local Option Tax - Short Term Rental-Hotel/Motel	Per month	3% room occupancy Hotel-Motel Sales	3% room occupancy Hotel-Motel Sales	0%
19 Community Development & Building	Alternative Energy Permit	Per application	See table I-A Building Permit Fees used to calculate base permit fee	See table I-A Building Permit Fees used to calculate base permit fee	N/A
20 Community Development & Building	Annexation	Per Application	as determined by council	\$ 7,100.00	N/A

21	Community Development & Building	Appeal	Per applicaion	\$ 250.00	\$ 750.00	200%
22	Community Development & Building	Building Permit Base Fee		See table I-A Building Permit Fees used to calculate base permit fee	See table I-A Building Permit Fees used to calculate base permit fee	N/A
23	Community Development & Building	Building Inspection Services - Building, Energy Code, Mechanical	Per hour	New	115 (1 hour minimum)	N/A
24	Community Development & Building	Building Inspection Services - Virtual	Per Inspection and/or type	New	\$ 75.00	N/A
25	Community Development & Building	Building Inspection Services - After Hours/Emergency	Per hour	New	\$135 (1 hour minimum)	N/A
26	Community Development & Building	Building Plan Review - Residential & Commercial - Reviews 1-3		New	60% of Building Permit Base Fee	N/A
27	Community Development & Building	Building Plan Review - Residential & Commercial - Reviews >3	Per hour	New	\$120 (1 hour minimum)	N/A
28	Community Development & Building	Building Plan Review - Projects less than \$20,000	Per hour	New	\$120 (1 hour minimum)	N/A
29	Community Development & Building	Building Plan Review - Structural Engineering Review	Per hour	New	\$165 (1 hour minimum)	N/A
30	Community Development & Building	Building Official Services	Per hour	New	\$155 (1 hour minimum)	N/A
31	Community Development & Building	Building Permit Review - Fire	Per application	35% of Building Permit Base Fee	35% of Building Permit Base Fee	0%
32	Community Development & Building	Building permit extension	Per application	\$ 250.00	\$ 50.00	-80%
33	Community Development & Building	Comprehensive Plan Amendment	Text/use map	\$ 500.00	\$ 1,000.00	100%
34	Community Development & Building	Conditional Use Permit	Per application	\$ 425.00	\$ 800.00	88%
35	Community Development & Building	Design Review	Per application	<b>\$400 + 25/1,000 Square Feet</b>	\$ 700.00	
36	Community Development & Building	Design Review (Administrative)	Per application	\$ 200.00	\$ 200.00	0%
37	Community Development & Building	Demolition Permit	Per application	\$ 125.00	\$ 150.00	20%
38	Community Development & Building	Encroachment Permit	Per application	\$ 100.00	\$ 125.00	25%
39	Community Development & Building	Extension of Time	Per application	\$ 75.00	\$ 100.00	33%
40	Community Development & Building	Event Banner	Per application	\$ 150.00	\$ 300.00	100%
41	Community Development & Building	Fence Permit	Per application	\$ 100.00	\$ 100.00	0%
42	Community Development & Building	Floodplain Development Permit	Per application	\$ 150.00	\$ 500.00	233%
43	Community Development & Building	On Street Improvement	Per application	\$ 100.00	\$ 300.00	200%
44	Community Development & Building	Lot Line Adjustment	Per application	\$ 300.00	\$ 300.00	0%
45	Community Development & Building	Mobile Vendor	Per application	\$ 100.00	\$ 150.00	50%

46	Community Development & Building	Planned Unit Development (PUD)	Per application	\$ 500.00	\$ 1,500.00	200%
47	Community Development & Building	Roof Permit	Per application	See table I-A Building Permit Fees used to calculate base permit fee	See table I-A Building Permit Fees used to calculate base permit fee	N/A
48	Community Development & Building	Rezone Application	Per application	\$ 500.00	\$ 1,000.00	100%
49	Community Development & Building	Right of Way Vacation	Per application	\$ 300.00	\$ 2,400.00	700%
50	Community Development & Building	Setback Permit	Per application	New	\$ 100.00	N/A
51	Community Development & Building	Permanent Sign Permit	Per application	\$ 50.00	\$ 200.00	300%
52	Community Development & Building	Temporary Sign	Per application	New	\$ 50.00	N/A
53	Community Development & Building	Street repair/Excavation Permit	Per application	\$ 150.00	\$ 150.00	0%
54	Community Development & Building	Subdivision Preliminary Plat	Base plus per each lot	Base fee \$1,000 + \$55/lot	Base fee \$1,000 + \$55/lot	0%
55	Community Development & Building	Subdivision Final Plat	Base plus per each lot	Base fee \$300 + \$25/lot	\$ 1,000.00	N/A
56	Community Development & Building	Combined Preliminary Final Plat	Base plus per each lot	Base fee \$1000 +\$55/lot	\$ 2,000.00	#VALUE!
57	Community Development & Building	Vacation- Right of Way	Per application	\$ 300.00	\$ 600.00	100%
58	Community Development & Building	Variance Application	Per application	\$ 350.00	\$ 1,000.00	186%
59	Community Development & Building	Text Amendment	Per application	\$ 600.00	\$ 1,500.00	150%
60	Community Development & Building	Wireless Communication Facility Application	Per application	\$ 500.00	\$ 500.00	0%
61	Community Development & Building	Impact Fees	Residential, Under 1,000 SF	\$ 1,017.00	\$ 1,017.00	0%
62	Community Development & Building	Impact Fees	Residential, 1001 to 1,600 SF	\$ 2,034.00	\$ 2,034.00	0%
63	Community Development & Building	Impact Fees	Residential, 1,601 to 2,200 SF	\$ 2,543.00	\$ 2,543.00	0%
64	Community Development & Building	Impact Fees	Residential, 2,201 to 2,800 SF	\$ 2,797.00	\$ 2,797.00	0%
65	Community Development & Building	Impact Fees	Residential, 2,801 SF or more	\$ 3,052.00	\$ 3,052.00	0%
66	Community Development & Building	Impact Fees	Commercial - Retail	\$ 1,027.00/1000 Sq Ft	\$ 1,027.00/1000 Sq Ft	N/A
67	Community Development & Building	Impact Fees	Commercial - Office	\$ 1,705.00/1000 Sq Ft	\$ 1,705.00/1000 Sq Ft	N/A
68	Community Development & Building	Impact Fees	Commercial - Light Industrial	\$ 855.00/1000 Sq Ft	\$ 855.00/1000 Sq Ft	N/A
69	Fire Department	<a href="#">Aerosol Products per IFC 105.6.1</a>	Per Year	\$ 25.00	\$ 35.00	40%
70	Fire Department	<a href="#">Amusement Buildings per IFC 105.6.2</a>	Per Event	\$ 25.00	\$ 35.00	40%

71	Fire Department	<a href="#">Aviation Facilities per IFC 105.6.3</a>	Per 5 Years	\$	125.00	\$	135.00	8%
72	Fire Department	<a href="#">Carnivals and Fairs per IFC 105.6.4</a>	Per Event	\$	75.00	\$	85.00	13%
73	Fire Department	<a href="#">Cellulose Nitrate Film per IFC 105.6.5</a>	Per 5 Years	\$	35.00	\$	45.00	29%
74	Fire Department	<a href="#">Combustible Dust Producing Operations per IFC 105.6.6</a>	Per 5 Years	\$	35.00	\$	45.00	29%
75	Fire Department	<a href="#">Combustible Fibers per IFC 105.6.7</a>	Per 5 Years	\$	35.00	\$	45.00	29%
76	Fire Department	<a href="#">Compressed Gases per IFC 105.6.8</a>	Per 5 Years	\$	35.00	\$	45.00	29%
77	Fire Department	<a href="#">Covered and Open Mall Buildings per IFC 105.6.9</a>	Per Event	\$	35.00	\$	45.00	29%
78	Fire Department	<a href="#">Cryogenic Fluids per IFC 105.6.10</a>	Per 5 Years	\$	35.00	\$	45.00	29%
79	Fire Department	<a href="#">Cutting and Welding per IFC 105.6.11</a>	Per 5 Years	\$	35.00	\$	45.00	29%
80	Fire Department	<a href="#">Dry Cleaning Plants per IFC 105.6.12</a>	Per 5 Years	\$	35.00	\$	45.00	29%
81	Fire Department	<a href="#">Exhibits and Tradeshow per IFC 105.6.13</a>	Per Event	\$	75.00	\$	85.00	13%
82	Fire Department	<a href="#">Explosives per IFC 105.6.14</a>	Per Event	\$	75.00	\$	85.00	13%
83	Fire Department	<a href="#">Flammable and Combustible Liquids per IFC 105.6.16</a>	Per 5 Years	\$	35.00	\$	45.00	29%
84	Fire Department	<a href="#">Floor Finishing per IFC 105.6.17</a>	Per Event	\$	35.00	\$	45.00	29%
85	Fire Department	<a href="#">Fruit and Crop Ripening per IFC 105.6.18</a>	Per 5 Years	\$	35.00	\$	45.00	29%
86	Fire Department	<a href="#">Fumigation and Insecticidal Fogging per IFC 105.6.19</a>	Per Event	\$	35.00	\$	45.00	29%
87	Fire Department	<a href="#">Hazardous Materials per IFC 105.6.20</a>	Per 1 year	\$	95.00	\$	105.00	11%
88	Fire Department	<a href="#">HPM Facilities per IFC 105.6.21</a>	Per 1 year	\$	95.00	\$	105.00	11%
89	Fire Department	<a href="#">High-Piled Storage per IFC 105.6.22</a>	Per 5 Years	\$	35.00	\$	45.00	29%
90	Fire Department	<a href="#">Hot Work Operations per IFC 105.6.23</a>	Per Event	\$	35.00	\$	45.00	29%
91	Fire Department	<a href="#">Industrial Ovens per IFC 105.6.24</a>	Per 5 Years	\$	35.00	\$	45.00	29%
92	Fire Department	<a href="#">Lumber Yards and Woodworking Plants per IFC 105.6.25</a>	Per 5 Years	\$	95.00	\$	105.00	11%
93	Fire Department	<a href="#">Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings per IFC 105.6.26</a>	Per Event	\$	35.00	\$	45.00	29%
94	Fire Department	<a href="#">LP-Gas per IFC 105.6.27</a>	Per 1 year	\$	25.00	\$	35.00	40%
95	Fire Department	<a href="#">Magnesium per IFC 105.6.28</a>	Per 5 Years	\$	35.00	\$	45.00	29%

96	Fire Department	<a href="#">Miscellaneous Combustible Storage per IFC 105.6.29</a>	Per 5 Years	\$ 35.00	\$ 45.00	29%
97	Fire Department	<a href="#">Mobile Food Preparation Vehicles per IFC 105.6.30</a>	Per 5 Years	\$ 35.00	\$ 45.00	29%
98	Fire Department	<a href="#">Motor Fuel-Dispensing Facilities per IFC 105.6.31</a>	Per 5 Years	\$ 35.00	\$ 45.00	29%
99	Fire Department	<a href="#">Open Burning per IFC 105.6.32</a>	Per Event	\$ 35.00	\$ 45.00	29%
100	Fire Department	<a href="#">Open Flames and Torches per IFC 105.6.33</a>	Per 1 year	\$ 25.00	\$ 35.00	40%
101	Fire Department	<a href="#">Open Flames and Candles per IFC 105.6.34</a>	Per 1 year	\$ 25.00	\$ 35.00	40%
102	Fire Department	<a href="#">Organic Coatings per IFC 105.6.35</a>	Per 5 Years	\$ 35.00	\$ 45.00	29%
103	Fire Department	<a href="#">Outdoor Assembly Event per IFC [A] 105.6.36</a>	Per 5 Years	\$ 35.00	\$ 45.00	29%
104	Fire Department	<a href="#">Places of Assembly per IFC 105.6.37</a>	Per 5 Years	\$ 35.00	\$ 45.00	29%
105	Fire Department	<a href="#">Pyrotechnic Special Effects Material per IFC 105.6.40</a>	Per Event	\$ 35.00	\$ 45.00	29%
106	Fire Department	<a href="#">105.6.41 Pyroxylin Plastics</a>	Per 5 Years	\$ 95.00	\$ 105.00	11%
107	Fire Department	<a href="#">Refrigeration Equipment per IFC 105.6.42</a>	Per 5 Years	\$ 95.00	\$ 105.00	11%
108	Fire Department	<a href="#">Repair Garages and Motor Fuel-Dispensing Facilities per IFC 105.6.43</a>	Per 5 Years	\$ 95.00	\$ 105.00	11%
109	Fire Department	<a href="#">Spraying or Dipping per IFC 105.6.45</a>	Per 5 Years	\$ 95.00	\$ 105.00	11%
110	Fire Department	<a href="#">Storage of Scrap Tires and Tire Byproducts per IFC 105.6.46</a>	Per 5 Years	\$ 95.00	\$ 105.00	11%
111	Fire Department	<a href="#">Temporary Membrane Structures and Tents per IFC 105.6.47</a>	Per Event	\$ 35.00	\$ 45.00	29%
112	Fire Department	<a href="#">Automatic Fire-Extinguishing Systems per IFC [A] 105.7.1</a>	Per Inspection	\$100.00 plus \$0.50 per head (not to exceed 25% of building permit)	35% of base building permit fee	N/A
113	Fire Department	Commercial Kitchen Hood System	Per Inspection	\$ 125.00	\$ 225.00	80%
114	Fire Department	Special Chemical Agent Extinguishing system	Per Inspection	\$ 125.00	\$ 225.00	80%
115	Fire Department	<a href="#">Standpipe Systems Per IFC [A] 105.7.24</a>	Per hour	\$ 45.00	\$ 50.00	11%
116	Fire Department	Fire apparatus stand-by	Per hour	\$ 200.00	\$ 300.00	50%
117	Fire Department	Automatic Fire-Extinguishing systems	Per Application Review	35% of base building permit fee	35% of base building permit fee	N/A
118	Fire Department	Fire Suppression System Permit	Per Application Review	35% of base building permit fee	35% of base building permit fee	N/A
119	Marshal	Municipal Code Violation	1st violation	\$ 100.00	\$ 100.00	0%
120	Marshal	Municipal Code Violation	2nd violation	\$ 200.00	\$ 200.00	0%

121	Marshal	Municipal Code Violation	3rd violation	\$ 300.00	\$ 300.00	0%
122	Marshal	VIN Inspection	Per VIN Inspection	New	\$ 5.00	N/A
123	Marshal	Crash Report Requested by Involved Party	Per Report	New	\$ 5.00	N/A
124	Marshal	Crash Report Requested by Third Party	Per Report	New	\$ 15.00	N/A
125	Parks	Refundable deposit	Per Park Reservation	\$ 80.00	\$ 100.00	25%
126	Parks	Memorial Park Half Day - 4 hours or less	1-25 people	\$ 45.00	\$ 55.00	22%
127	Parks	Memorial Park Half Day - 4 hours or less	26-99 people	\$ 45.00	\$ 65.00	44%
128	Parks	Memorial Park Half Day - 4 hours or less	100-249 people	\$ 130.00	\$ 150.00	15%
129	Parks	Memorial Park Half Day - 4 hours or less	250-499 people	\$ 130.00	\$ 200.00	54%
130	Parks	Memorial Park Half Day - 4 hours or less	500+ people	\$ 130.00	\$ 250.00	92%
131	Parks	Memorial Park Full Day	1-25 people	\$ 90.00	\$ 110.00	22%
132	Parks	Memorial Park Full Day	26-99 people	\$ 90.00	\$ 150.00	67%
133	Parks	Memorial Park Full Day	100-249 people	\$ 260.00	\$ 260.00	0%
134	Parks	Memorial Park Full Day	250-499 people	\$ 260.00	\$ 300.00	15%
135	Parks	Memorial Park Full Day	500+ people	\$ 260.00	\$ 400.00	54%
136	Parks	O'Donnell Park- Sports Field	Monthly (May-October)	\$ 260.00	\$ 260.00	0%
137	Parks	O'Donnell Park- Sports Field	Seasonal (3 months May-Oct)	\$ 780.00	\$ 780.00	0%
138	Parks	O'Donnell Park- Sports Field	Weekly	New	\$ 90.00	N/A
139	Parks	O'Donnell Park- Sports Field	Daily	New	\$ 40.00	N/A
140	Parks	O'Donnell Park- Sports Field	Half Day (less than 4 hours)	New	\$ 25.00	N/A
141	Parks	O'Donnell Park- Snack Shack	Half Day (less than 4 hours)	10/hr	\$ 25.00	N/A
142	Parks	O'Donnell Park -Snack Shack	Full Day	New	\$ 50.00	N/A
151	parks	Fee Waiver application fee	Per Application	New	\$ 30.00	N/A
152	Parks	Extra Porta-Potties and/or Trash Service	Per Service		Direct Bill to Customer	N/A
153	Park	Staff Time	Per Staff Person	See Admin fee schedule	See Admin fee schedule	N/A

154	Public Works	Water Capitalization Fee 3/4-inch line	Per connection	\$ 2,750.00	\$ 2,750.00	0%
155	Public Works	Water Capitalization Fee 1-inch line	Per connection	\$ 4,889.00	\$ 4,889.00	0%
156	Public Works	Water Capitalization Fee 1.5-inch line	Per connection	\$ 11,000.00	\$ 11,000.00	0%
157	Public Works	Water Capitalization Fee 2-inch line	Per connection	\$ 19,556.00	\$ 19,556.00	0%
158	Public Works	Water Capitalizaion Fee 3-inch line	Per connection	\$ 44,000.00	\$ 44,000.00	0%
159	Public Works	Water Capitalizaion Fee 4-inch line	Per connection	\$ 78,222.00	\$ 78,222.00	0%
160	Public Works	Shut off due to non-water payment	Total fee per interruption in service	\$ 40.00	\$ 80.00	100%
161	Public Works	Sewer Capitalization Fee	Per connection	\$3330.00 per equivalent user schedule fee Per §8-2A-3D- See attached	\$3,330.00 per equivalent user schedule fee per §8-2A-3D - See attached	N/A
162	Public Works	wastewater Bond Payment fee for non-users	Per Month	\$ 18.00	\$ 18.00	0%
163	Public Works	Utility Billing Late Fee	Per Month	\$ 20.00	\$ 20.00	0%
164	Public Works	Bulk Water Permit/Fee	Per Month	\$ 150.00	\$ 150.00	0%
165	Public Works	Water Utility Rate	Per Month	\$ 36.80	\$ 36.80	0%
166	Public Works	Wastewater Utility Rate	Per Month	\$ 93.75	\$ 93.75	0%

Table 1-A: Building Permit Fee Schedule

<i>Construction Valuation</i>	<i>Permit Fee</i>
\$1 - \$500	\$25.80
\$501 - \$2,000	\$25.80 for the first \$500 + \$3.00 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001 - \$25,000	\$89.89 for the first \$2,000 + \$16.52 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001 - \$50,000	\$508.50 for the first \$25,000 + \$11.80 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001 - \$100,000	\$835.59 for the first \$50,000 + \$8.26 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001 - \$500,000	\$1,289.89 for the first \$100,000 + \$6.49 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001 - \$1,000,000	\$4,197.41 for the first \$500,000 + \$5.61 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,001+	\$7,279.84 for the first \$1,000,000 + \$4.13 for each additional \$1,000, or fraction thereof.



## Memorandum

**To:** Bellevue Common Council

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

**Re:** Fee Schedule Update – Community Development

**Date:** February 23, 2026

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### Background

The Bellevue Community Development Department is proposing to update the fee schedule. The methodology in determining the appropriate fee was to estimate the total hours spent by staff in reviewing the application type, plus an estimate of the overhead required (office space, supplies, furnishings, computer, software, etc.) to accomplish the work required, plus additional costs for to cover Council and P&Z expenses for items requiring a hearing, plus time and materials for site posting. To be conservative, cost estimates were rounded down. The City's contracted planners at Great West also assembled estimates for the number of hours they would expect an application to take. They arrived at similar amounts, but did not break it down by individual staff members.

This agenda item has been presented to the Common Council at the January 12, 2026, and January 26, 2026 meetings. During the January 26, 2026 meeting, the Council expressed concern that the full cost recovery methodology presented may result in too large of an increase in fees in a single adjustment. At this time, Staff is recommending the following adjustments for Community Development Fees.

	Current			Proposed		
	Fee	Cost of Service	Recovery	Fee	Cost of Service	Recovery
Annexation	As Determined by Council	\$7,166	N/A	<b>\$7,100</b>	\$7,166	99%
Appeal	\$250	\$1,436	17%	<b>\$750</b>	\$1,436	52%
Comprehensive Plan Amendment	\$500	\$3,315	15%	<b>\$1,000</b>	\$3,315	30%
Conditional Use Permit	\$425	\$872	49%	<b>\$800</b>	\$872	92%
Design Review	\$400 + 25/1,000 square feet	\$798	N/A	<b>\$700</b>	\$798	88%
Administrative Design Review	\$200	\$213	94%	<b>\$200</b>	\$213	94%
Extension of Time	\$75	\$107	70%	<b>\$100</b>	\$107	94%
Floodplain Development Permit	\$150	\$501	30%	<b>\$500</b>	\$501	100%
Lot Line Adjustment	\$300	\$998	30%	<b>\$300</b>	\$998	30%
Mobile Vendor	\$50	\$170	29%	<b>\$150</b>	\$170	88%
Combined Preliminary Final Plat	\$1000 +\$55/lot	\$2,087	N/A	<b>\$2,000</b>	\$2,087	96%
Subdivision Preliminary Plat	\$1000 +\$55/lot	\$1,548	N/A	<b>\$1000 +\$55/lot</b>	\$1,548	N/A
Subdivision Final Plat	\$300 +\$25/lot	\$1,013	N/A	<b>\$1,000</b>	\$1,013	99%
Planned Unit Development	\$500	\$2,841	18%	<b>\$1,500</b>	\$2,841	53%
Rezone	\$500	\$2,745	18%	<b>\$1,000</b>	\$2,745	36%
Vacation	\$300	\$2,494	12%	<b>\$600</b>	\$2,494	24%
Sign	\$50	\$213	23%	<b>\$200</b>	\$213	94%
Temporary Sign	NEW	\$85	0%	<b>\$50</b>	\$85	59%
Variance	\$350	\$2,745	13%	<b>\$1,000</b>	\$2,745	36%
Text Amendment	\$600	\$2,582	23%	<b>\$1,500</b>	\$2,582	58%
Setback Permit	NEW	\$107	0%	<b>\$100</b>	\$107	94%
On Street Improvement	\$100	\$987	10%	<b>\$300</b>	\$987	30%

**Archived:** Wednesday, February 18, 2026 4:01:32 PM

**From:** [Florence Blanchard](#)

**Sent:** Wednesday, February 18, 2026 10:57:19 AM

**To:** [Amy Phelps](#)

**Cc:** [Chad Stoesz](#)

**Subject:** Howard Preserve Fee Schedule

**Importance:** Normal

**Sensitivity:** None

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February 18, 2026

Dear City Council and Staff:

Following a recent meeting, The Friends of the Howard Preserve and the Wood River Land Trust voted in alignment to request that the Bellevue City Council remove the Howard Preserve from the list of parks “available to reserve” for the following reasons:

Parks are managed for people. Preserves are managed for nature. The limited size of the Howard Preserve (36 acres) and the increasing demand for use makes it challenging for us to balance our responsibility under the Conservation Easement to preserve and protect those conservation values with public access and “to enhance and restore the Conservation Values of the Property in the event of their degradation or destruction.” Those values include the riparian area, the plants, and wildlife.

The residents of Bellevue and the surrounding areas from senior citizens to teens on cell phones, and babies in backpacks already enjoy free public access to the Howard Preserve for many independent and group activities.

These include:

Fishing, swimming, tubing, EMT water rescue training, dog walking, bird watching, photography, preschool and elementary school field trips, Fish and Game riparian studies, after-school environmental clubs, scientific research, private cell phone use, bike pass-through, cross country skiing, snow shoeing, hill sledding, and reflection and solitude not often found in our busy world. We don't want to start charging people for that. In fact, under our original Federal grant agreement, we must provide such public access “in perpetuity.”

We welcome these visitors. We want them to appreciate, enjoy, and learn about the Preserve. However, they also have an impact: trails turned to dust, increased vandalism, diminished wildlife diversity.

It is standard policy for nature preserves throughout the West to prohibit private and commercial events. We would appreciate the Council removing the Howard Preserve from the list of parks “available to reserve” to help us meet our dual responsibilities to balance public access with a healthy Howard Preserve.

Thank you,

Florence K. Blanchard  
Project Director  
Friends of the Howard Preserve

cc. Chad Stoesz  
Wood River Land Trust

# **Consideration of the Formation of a Library District**

## **Hailey Public Library and Bellevue Public Library**

The Hailey Public Library and Bellevue Public Library are exploring the formation of a library district to serve their communities in a more sustainable, accessible, and equitable manner. Establishing a district library would allow both libraries to consolidate resources and deliver stronger, more consistent services to residents of Hailey, Bellevue, and the surrounding rural areas of Blaine County.

A district structure provides a stable, dedicated funding source through a voter-approved property tax levy, reducing reliance on city general funds and annual budget fluctuations. This model supports long-term financial predictability, strategic planning, and operational stability.

## **Proposed District Boundaries**

The approximate boundaries of the proposed library district begin at Greenhorn and East Fork Road and extend south to the county line, excluding the area served by the Little Wood River Library District in the southeastern portion of the county, including Carey and Picabo.

## **What Is a Library District?**

A library district is an independent taxing district and separate political subdivision that provides library resources and services within a defined geographic area. It is governed by a five-member elected board, with trustees serving staggered six-year terms.

The elected board is responsible for oversight of district operations, including:

- Budget development and approval
- Adoption of bylaws and policies
- Hiring and governance of the library district director

This structure provides direct voter oversight and accountability.

## **Petition and Public Hearing Process**

To qualify for ballot consideration, signatures from 20% of the registered voters in the proposed district were collected and certified by the County Elections Department on January 27.

The required notice of public hearing before the Blaine County Board of Commissioners was published on February 11 and 18. The public hearing is scheduled for February 24.

Following the public hearing, the Board of County Commissioners may approve placement of the measure on the ballot.

On May 19, 2026, registered voters residing within the defined district boundaries will vote on the formation of the proposed library district. A simple majority is needed for passage.

# Rationale for a Library District

A district model would allow for:

- Greater flexibility to expand services for youth, seniors, and working families
- Broader access to physical and digital collections
- Improved staffing and programming capacity
- Consistent, long-term funding dedicated specifically to library services
- Enhanced strategic planning to manage growth and community needs

A district aims to establish a predictable funding source while leveraging economies of scale to improve service delivery and operational efficiency. Funds generated through the district levy would support:

- Staffing and administration
- Collection development, including digital resources and subscriptions
- Programs and outreach services
- Technology infrastructure
- Facilities maintenance and capital improvements

The district structure enables local voters to determine library funding and governance while ensuring equitable access to high-quality library services for residents of Hailey, Bellevue, and the surrounding rural county.

# Beyond

THE BOOKS  
2025



## FULL HOUSE IN A HOUSE OF BOOKS

- ✓ 8,281 TEEN VISITS
- ✓ 6,450 CHILDREN ATTENDED EVENTS ONSITE
- ✓ 35,688 WIFI SESSIONS
- ✓ 15,523 COMPUTER USES
- ✓ 879 MEETING ROOM RESERVATIONS
- ✓ 948 NEW PATRONS ADDED IN 2025
- ✓ 111,532 PATRON VISITS FOR THE YEAR

## Hailey Public Library cardholders comprised of:

**3,692 Hailey residents**

**1,565 Bellevue residents**

**905 rural county residents**

## THE HEART OF TOWN

- ✓ 234 ADULT PROGRAMMING EVENTS WITH OVER 2000+ ATTENDEES
- ✓ 25,000+ PRINT JOBS COMPLETED
- ✓ 1,186 LUNCHESES SERVED AS PART OF THE HUNGER COALITION'S SUMMER PROGRAM
- ✓ 3,300 POUNDS OF SAND FOR THE KIDS' MUD KITCHEN
- ✓ 2000+ HISTORICAL DIGITAL PHOTOS IN THE MARTYN MALLORY COLLECTION

## LEARN HERE

- ✓ ENGLISH LANGUAGE CLASSES
- ✓ IDAHO COURT ASSISTANCE & SELF HELP CENTER
- ✓ BEST SELLING AUTHOR TALKS
- ✓ OPEN TEXTBOOK ONLINE LIBRARY
- ✓ WORLD BOOK FOR STUDENTS AND ADULTS
- ✓ SMALL BUSINESS RESOURCES

## LIBRARY OF THINGS

SEWING MACHINES  
GAMES AND PUZZLES  
UKULELES  
HOT SPOTS  
STEAM KITS  
SEED LIBRARY  
YOTO PLAYERS

## MARK YOUR CALENDARS

YEAR ROUND - 4 WEEKLY STORY TIMES  
YEAR ROUND - MAKERS SPACE AND CRAFTS  
YEAR ROUND - ADULT AND TEEN BOOK CLUB  
FEB-VALLEY WIDE WINTER READ  
FEB-BLIND DATE WITH A BOOK  
JUNE - AUG- SUMMER READING  
AUG-SUMMER READING CELEBRATION  
OCT - ANNUAL BOOK SALE  
DEC-LETTERS TO SANTA & MRS. CLAUS VISIT



## CHECK US OUT

- ✓ 51,161 YOUTH MATERIALS CIRCULATED
- ✓ 34,671 ADULT MATERIALS CIRCULATED
- ✓ 4,272 REFERENCE QUESTIONS ANSWERED
- ✓ 7,614 DVDS CIRCULATED
- ✓ 27,741 DIGITAL MATERIALS CIRCULATED
- ✓ 547 INTER-LIBRARY LOAN REQUESTS

## PUBLIC SERVICE & HEALTH

- ✓ TELEHEATH APPOINTMENTS
- ✓ HEALTH CONSULTATIONS WITH ST. LUKES
- ✓ PROCTOR EXAMS - OVER 100+ ANNUALLY
- ✓ STUDY PODS AND MEETING SPACES
- ✓ READERS' ADVISORY & REFERENCE ASSISTANCE

## SAVE MONEY, WE'VE GOT YOU COVERED

- ✓ WALL STREET JOURNAL - FREE ACCESS
- ✓ THE NEW YORK TIMES - COOKING & GAMES TOO
- ✓ IDAHO DIGITAL SKILLS - RESUMES, S.A.T PREP & MORE
- ✓ FREE AUDIOBOOKS, MAGAZINES AND EBOOKS
- ✓ MANGO LANGUAGE - INCLUDING ASL AND LIL PIM FOR YOUTH



**UNITING PEOPLE, SPARKING IDEAS: TOWARD A BRILLIANT 2026**

## Exhibit A: Legal Description

A parcel of Land located within Blaine County Idaho being more particularly described as follows:

All those portions of the following Townships, Sections, Ranges, and Subdivisions that fall within the boundaries of Blaine County Idaho as follows:

Township 4 North Range 18 East Sections 25, 35,36 and the South East  $\frac{1}{4}$  of Section 34;

Township 4 North Ranges 19 East through Range 22 East within Blaine County;

Township 3 North Range 15 East Sections 9 through 16 and Sections 23 through 25 Within Blaine County;

Township 3 North Ranges 16 and Range 17 East, Sections 7 through 36 Within Blaine County;

Township 3 North Range 18 East:

Sections 1 through 4 and Sections 9 through 36;

South  $\frac{1}{2}$  of Section 7;

Gimlet West Subdivision, recorded under Instrument number 301511 as described in the records of Blaine County, Idaho, or subsequent replats thereof, which is located within the NE  $\frac{1}{4}$  of Section 7;

Section 8 excepting the North West  $\frac{1}{4}$ ;

Township 3 North Ranges 19 East through Range 23 East within Blaine County;

Township 2 North Ranges 16 East through Range 24 East within Blaine County;

Township 1 North Ranges 16 East through Range 21 East, and Ranges 23 East through Range 24 East within Blaine County;

Township 1 North Range 22 East EXCEPT the following portions of Section 32 & 33:

Within Section 32 the South East  $\frac{1}{4}$ , the South East  $\frac{1}{4}$  of the South West  $\frac{1}{4}$ , and the South East  $\frac{1}{4}$  of the North East  $\frac{1}{4}$ ;

Within Section 33 the South  $\frac{1}{2}$ , and the South East  $\frac{1}{4}$  of the North East  $\frac{1}{4}$ ;

Township 1 South Ranges 16 East through Range 19 East within Blaine County;

Township 1 South Range 20 East Sections 5 through 7;

Township 1 South Range 20 East portions of Sections 8, 18, and 19 as follows:

Government Lots 3 and 4 of Section 8;

The West  $\frac{1}{2}$  of Section 18;

The North  $\frac{1}{2}$  of the North West  $\frac{1}{4}$  of Section 19;

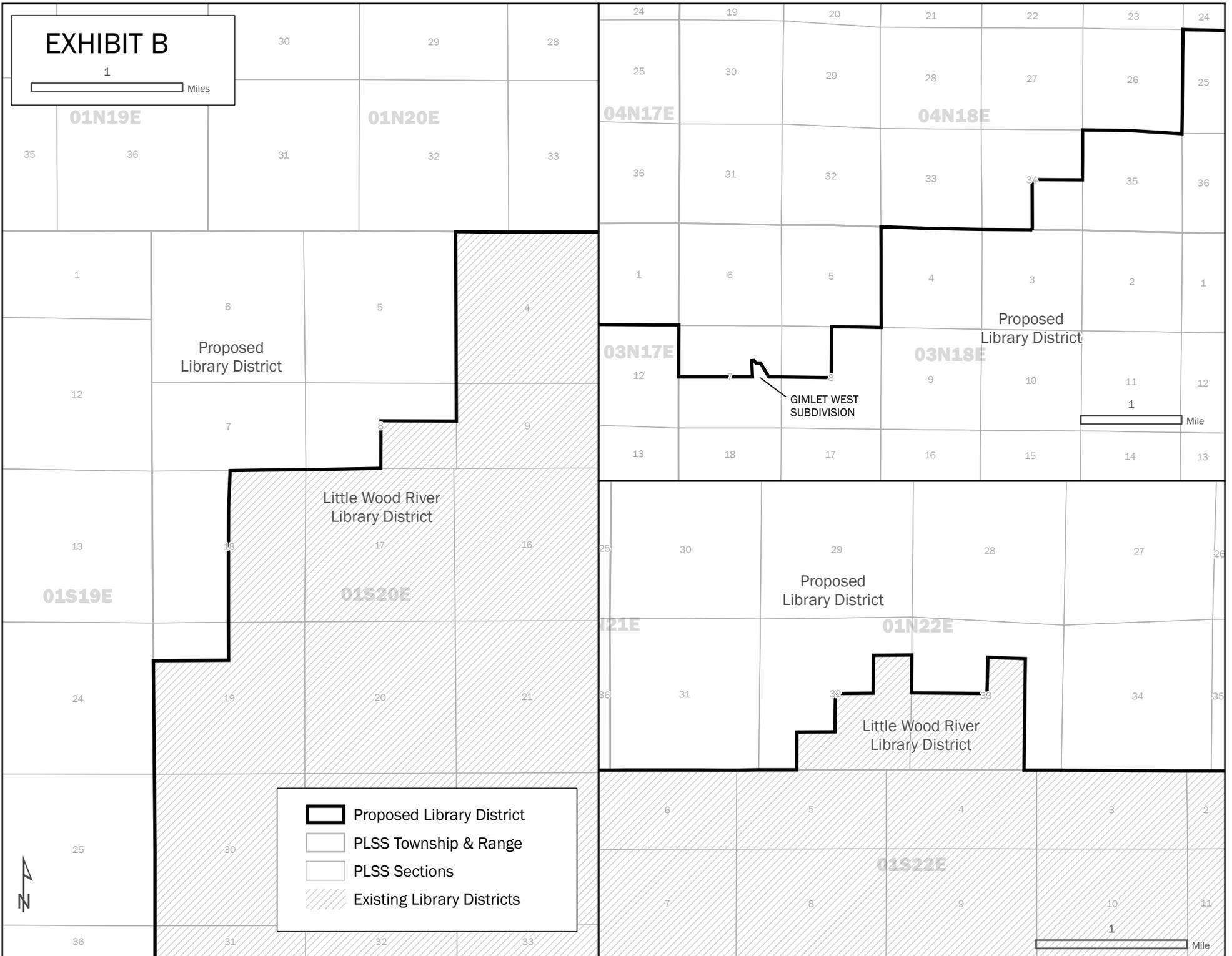
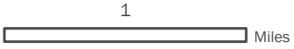
Township 2 South Ranges 17 East through Range 19 East within Blaine County;

Said parcel containing approximately \_\_\_\_\_ Square Miles, more or less.

See Exhibit Map attached hereto and made part of this description.



# EXHIBIT B



- Proposed Library District
- PLSS Township & Range
- PLSS Sections
- Existing Library Districts