

Bellevue Common Council
Wednesday January 8, 2020
Bellevue City Hall, 115 E Pine St, Bellevue
Special Meeting Minutes

6:03p.m. Call to Order:

Mayor Burns called the Special Meeting to order. A roll call attendance was conducted, and Council members present were Doug Brown, Tammy Davis, Mike Choat, Shaun Mahoney and Kathryn Goldman. Alderman-elect Chris Johnson was present. Alderman Greg Cappel was absent. A quorum was present for the entire meeting. Staff present were Greg Beaver, Fire Chief; Frank Suwanrit, Public Works Director; Diane Shay, Community Development Director; Kelly West, Water Superintendent; Jason Calhoun, Street Supervisor; Mike Shelamer, Deputy Marshal; and Marian Edwards, City Clerk/Treasurer.

Notice and Hearing Compliance:

The posting of this special meeting agenda complied with Idaho Code 67-2343. The special meeting agenda was posted more than 24 hours prior to the meeting at the Bellevue Post Office, the bulletin board outside City Hall and on the website on January 3, 2020. Goldman motioned that the notice was in compliance with Idaho Code 67-2343. Davis seconded. All in favor. The motion passed.

1. Call for Conflict as outlined in Idaho Code §59-703 (f) – 704 With Any Agenda Item.
Mayor Burns called for conflict from any Alderman with any agenda items. No conflicts noted.

2. Public Comment for Items of Concern not on the Agenda.
Choat expressed his appreciation for the opportunity to serve on the Common Council and noted that he would be happy to assist the City in the future. Burns presented Choat with a plaque recognizing his service to the City.

OLD BUSINESS

3. CONSENT AGENDA:
 - a. Minutes of December 19, 2019
 - b. Claims from Dec-9-2019 to Dec-30-2019
 - c. Department Head Reports

Goldman noted that in the draft December 19th minutes, last paragraph, should only refer to the actions of the current Council and had discussed same with Edwards. Edwards verbally presented amended wording which was agreed to by the Alderman. Suwanrit gave a verbal update on the status of the Lift Station project. Davis noted the issue with code enforcement on 5th Street and the lack of increase of code enforcement calls on the Marshal's report. Public Works staff noted that the Marshal is not called. Brown requested regular reporting on code enforcement. Burns agreed to discuss more robust code enforcement reporting with

staff. At Council request, West verbally reported on the water violation noted in his staff report. West noted that the Water Department improved training and procedures for testing submissions and that a disclosure report would be included in the next water/sewer bill. Goldman motioned to accept the consent agenda as amended. Brown seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Choat- yes. Motion passed.

NEW BUSINESS

4. Swearing in Ceremony. Burns administered the Oath of Office to Chris Johnson, Kathryn Goldman and Shaun Mahoney. Johnson was seated as Alderman.
5. Election of the President of the Common Council. Mahoney motioned to re-elect Kathryn Goldman as the Common Council President and noted her prior good service. Davis seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Johnson- yes. Motion passed.
6. Discussion on Implementing Impact Fees. Mayor Burns. Burns gave a brief update on his request to begin the process for the City to implement development fees. Goldman noted that a formal process is required by state statute and that no previous Bellevue projects had development fees assessed in the past. Richard Caplan of Richard Caplan & Associates appeared before the Council at their request, via teleconference. Caplan gave a brief overview of impact fees, the types of projects collected fees could be spent on, that an annual report needed to be made and that the capital improvement plan needed to be updated annually. Brown asked Caplan about his experience and methodology for assessment. Goldman noted that fees could be spent on items like recreation trails, streets, parks, buildings and public safety facilities. Caplan noted that fees are typically used on items that have 10 years of life. The Common Council the possibilities of using collected fees for grant matching, existing roads, new roads. Caplan noted that projects will need to be vetted and Burns noted that the City Attorney would be consulted to ensure compliance on use of funds. The Council ended the call the Caplan.

Brown asked if updating this study was included in the current budget. Mahoney asked if enterprise funds could be used for updating the study. Burns responded explaining why the cost of updating the study was not included in the current budget. Burns noted that enterprise funds, water and sewer, participate in the study in order to determine impact costs, future capital improvements, receive benefit and thereby share in the cost. Burns noted that he discussed funding the study with the Treasurer which resulted in the funding proposal listed in Resolution #2165.

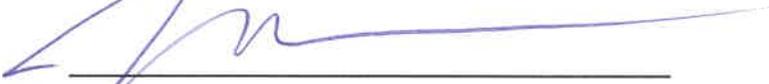
Dorothy Judd from the Division of Building Safety appeared before the Council at Burns' request and presented a brief recap of the amount development fees collected on specific projects in other local communities. Burns explained that a goal setting session was not included on the agenda for this meeting in lieu of beginning discussions on development fees, which includes the requirement that the City under the direction of its Council determine the necessary projects for future expenditures. Davis noted that a Citizens Advisory Committee was

part of Idaho Code regarding the requirements to determine development impact fees. The Common Council discussed the need for an appropriate advisory committee, the importance of following the detailed process, passing the ordinance so that fees could be collected and noted that Caplan will work at the will of the Common Council. Johnson requested further information on Caplan's history with the City and received a brief recap on Caplan's work in the Wood River Valley.

7. Discussion/Consideration of Resolution #2165 Authorizing the Mayor to execute a Contract with Richard Caplan & Associates to Update a Study for Use in Determining Impact Fees for the Amount of \$4,400.00, plus, if requested by the Common Council, out of pocket fees not to exceed \$1,250.00 to appear in person: Unbudgeted and Proposed by the Treasurer to split equality between General/Wastewater/Water Line item 51073- Contract Labor. Goldman motioned to approve the resolution as presented. Mahoney seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Johnson- yes. Motion passed.
8. Review and Discussion of Submitted FY2019 Annual Road and Street Report. Edwards present the methodology for the revenue information prepared for page one of the Fiscal Year 2019 Street Report. Suwanrit presented pages two and three of the report. Brown asked staff questions on the amount of reconstruction done. Brown noted that there was little money spent on rebuilds of the streets, a lot on routine maintenance and that the City needed to improve the condition of the roads. The Common Council noted that they needed to find more money to improve the streets.
9. Executive Session. There was no executive session.
10. Adjournment. Johnson motioned to adjourn. Davis seconded. All in favor. The motion passed and the meeting adjourned at 6:57pm.



Ned Burns, Mayor



Marian Edwards, City Clerk/Treasurer