

Bellevue Common Council  
Monday July 26, 2021  
Bellevue City Hall, 115 E Pine St, Bellevue  
Regular Meeting Minutes

6:06 p.m. Call to Order:

Mayor Burns called the Regular Meeting to order. A roll call attendance was conducted, and Council members present were Greg Cappel, Kathryn Goldman, Doug Brown, Chris Johnson, and Shaun Mahoney, all appearing by teleconference. For the record, Mayor Burns and Clerk/Treasurer Edwards were physically present in the official meeting location of the Council Chambers of City Hall. A quorum was present for the entire meeting. Staff present were Greg Beaver, Fire Chief; Jason Calhoun, Street Supervisor; Diane Shay, Community Development Director; Dusty Lindt, Public Works- Water Operator; Everton Oliveira, Public Works- Wastewater Operator; Mynde Heil, Marshal; Kristin Gearhart, Library Executive Director; and Marian Edwards, City Clerk/Treasurer.

Notice and Hearing Compliance:

The posting of this regular meeting agenda complied with Idaho Code 74-204. The regular meeting agenda was posted five (5) days prior to the meeting at the Bellevue Post Office, the bulletin board outside of City Hall and on the City website on July 21, 2021. Goldman motioned that the notice was in compliance with Idaho Code 74-204. Brown seconded. All in favor. The motion passed.

1. Call for Conflict as outlined in Idaho Code §59-703 (f) – 704 With Any Agenda Item.  
Burns called for conflict from any Alderman with any agenda items. None noted.
2. Public Comment for Items of Concern not on the Agenda.  
Burns gave an update on the Labor Day activities noting that the Main Street parade route was approved, that announcers have been found and that various businesses have made contributions. Brown suggested that a press release be made. Goldman noted that the Marshal Town Hall meeting has been postponed and a rescheduled day and location is forthcoming. John Kurtz thanked the Council and staff for their public service, noted that water and sewer were the top items for the coming budget year, but requested that some of the Park Committee recommendations be assessed and added that there were volunteers who could do some work. Tony Evans of the Idaho Mountain Express thanked the Mayor and Council President for returning his calls.

OLD BUSINESS

3. Common Council Acceptance of Resignation of Alderwoman Tammy Davis. Goldman motioned to accept the resignation of Tammy Davis. Cappel seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed. Burns noted that he would be reaching out to the individual recommended by Davis.

4. Consent Agenda:
  - a. Minutes of July 12, 2021
  - b. Claims from July 13, 2021, to July 26, 2021
  - c. Financial Reports

Johnson asked questions about previously approved invoices and Edwards responded. Goldman motioned to approve the consent agenda as presented. Cappel seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.

#### NEW BUSINESS

5. PUBLIC HEARING to consider passage of Ordinance #2021-09, adopting a revised building permit and plan check fee schedule that will increase the base building permit and plan check fees: Diane Shay, Community Development and Building Services Director; Dorothy Judd, DBS Administrator; and Jim Lynch, DBS Building Official. Shay covered notice. Goldman motioned that the notice was in compliance with Idaho Code. Brown seconded. All in favor. The motion passed. Shay presented the staff report, noted that building permit fees have not been reviewed since 2006, and noted that corrections to the exhibits to include fees for modular home set down fees were included to correct the version sent with the agenda. Lynch and Judd gave background on fees currently charged by other local municipalities. Burns opened public comment. There were no public comments. There were no written comments received. Burns closed public comment. The Common Council discussed the matter. Brown requested information on increased volume and staffing, with Shay noting that there is sufficient staff and Division of Building Safety contracted assistance for increased volume. Cappel questioned the fees charged for modular homes and Judd responded and explained the fees.
6. Passage of Ordinance #2021-09, adopting a revised building permit and plan check fee schedule that will increase the base building permit and plan check fee schedule: Diane Shay, Community Development and Building Services Director. Goldman motioned that the council suspends the reading of Ordinance 2021-09 on three (3) different days and have the title of the proposed ordinance read once under Idaho Code 50-902 prior to adoption. Cappel seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed. Shay read the Title for the record:

**AN ORDINANCE OF THE CITY OF BELLEVUE, IDAHO, ESTABLISHING A REVISED BUILDING PERMIT AND PLAN CHECK FEE SCHEDULE THAT INCREASES THE BASE BUILDING PERMIT AND PLAN CHECK FEES, A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.**

Goldman motioned to approve, subject to exhibit corrections as noted by staff, Ordinance 2021-09. Brown seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.

7. Approval of Summary of Ordinance #2021-09, adopting a revised building permit and plan check fee schedule that will increase the base building permit and plan check fee schedule: Diane Shay, Community Development and Building Services Director. Goldman motioned to approve the summary and publishing of Ordinance 2021-09 by summary. Brown seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.

Burns recommended that building permit fees be reviewed and confirmed every two (2) to three (3) years by the Common Council.

8. PUBLIC HEARING to consider passage of Ordinance #2021-10, adopting a new Chapter 13 to the Bellevue City Code entitled "Annexation Procedures". The ordinance will set forth application and review processes for annexations: Diane Shay, Community Development and Building Services Director. Shay covered notice. Goldman motioned that the notice was in compliance. Johnson seconded. All in favor. The motion passed. Shay presented the staff report noting that Idaho law governs how annexations take place and that the City ordinance needs to follow state requirements. Burns opened public comment. Tom Blanchard and Jeff Pfaeffle made public comments. There were no written comments received. Burns closed public comment.

The Common Council discussed the matter. Brown noted that the pre-planning of annexation development was unnecessary. Gold noted that the annexation process needed to be flexible and that the annexation procedures should require Clerk/Treasurer involvement as the person closest to determining the fiscal impact to the City and giving the Council financial advice. Mahoney noted that the current version is a good first step but required more fine-tuning. Johnson noted that developing the right plan at the right time was important- get the annexation in and then decide the development plan. Allington suggested some changes to the drafted Ordinance to remove development detail requirements and to expressly include involvement of all City department leaders in the annexation assessment.

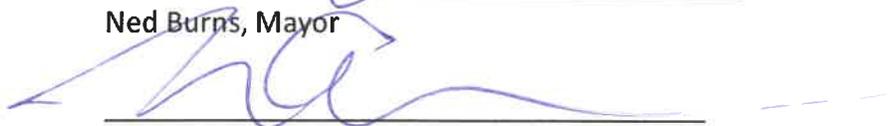
9. Passage of Ordinance #2021-10, adopting a new Chapter 13 to the Bellevue City Code entitled "Annexation Procedures": Diane Shay, Community Development and Building Services Director. Goldman motioned to continue the public hearing and consideration of Ordinance 2021-10 to the date certain of August 23, 2021. Cappel seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.
10. Approval of Summary of Ordinance #2021-10, adopting a new Chapter 13 to the Bellevue City Code entitled "Annexation Procedures": Diane Shay, Community Development and Building Services Director. Goldman motioned to continue the public hearing and consideration of Ordinance 2021-10 to the date certain of August 23, 2021. Cappel seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.

- 11. General Fund, Water Fund and Wastewater Fund FY2022 Budgets: Final Workshop and Tentative Approval of the FY2022 Budget by the Council for the FY2022 Budget Public Hearing on August 9, 2021:** Marian Edwards, Clerk/Treasurer and Ned Burns, Mayor. Edwards presented the drafted budget noting that the items deemed important by the Council during the workshops were included for funding. The Council discussed the tentative budget and asked questions. Goldman motioned to tentatively accept the presented budget for the Public Hearing on August 9, 2021. Brown seconded. Roll call vote results: Mahoney- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.
- 12. Request for Funds: Thirty-Five (35) foot Ladder; \$2,066: Line item 58230 Safety Equipment-Fire:** Greg Beaver, Fire Chief. Johnson motioned to approve the request for funds as presented. Brown seconded. Roll call vote results: Mahoney- yes, Goldman-yes, Brown- yes, Cappel- yes, Johnson- yes. Motion passed.
- 13. Executive Session to Discuss Personnel, Pending Litigation and/or Land Acquisition Pursuant to Idaho Code §74-206.** There was no executive session.
- 14. Adjournment.** Goldman motioned to adjourn. Cappel seconded. All in favor. The motion passed and the meeting adjourned at 8:12 p.m.



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Ned Burns, Mayor



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Marian Edwards, City Clerk/Treasurer