



## AGENDA

### Agendas May Be Amended

#### JOIN TEAMS MEETING:

<https://teams.microsoft.com/meet/255708022153367?p=0vIKIVjgSV14CvzSwm>

**MEETING ID: 255 708 022 153 367**

**PASSCODE: rj7BA2Ro**

**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 May 7, 2026. **Suggested Motion:** Move that the notice for the May 11, 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. **CONSENT AGENDA: ACTION ITEMS**
  - a. Approval of Minutes: March 9, 2026, and March 23, 2026 Regular Meeting Minutes: Amy Phelps, City Clerk
  - b. Approval of Claims: April 28 through May 11, 2026: Shelly Shoemaker, Treasurer
  - c. Department Head Reports
  - d. Approval of Retail Alcoholic Beverage Permit Application for Maverik, Inc: Kirtus Gaston, Bellevue Marshal
  - e. Authorization for the Mayor to sign a letter of support for the Wood River Land Trust to Submit an application to the Blaine County Land, Water, and Wildlife Program to aid in the purchase of an additional 0.55 acres at the southern end of the Preserve: Brian Parker, Community Development Director
6. **PROCLAMATION**
  - a. Proclamation for Mental Health Awareness Month: May 2026 (*This measure recognizes May 2026 as Mental Health Awareness Month in Blaine County to affirm mental health as a normal and essential part of overall health, encourage open and ongoing conversation, and strengthen a unified, community-wide commitment to well-being in Blaine County.*)

**7. NEW BUSINESS**

- a. Consideration of Resolution No. 26-15 Authorizing the Mayor to Execute a Service Agreement with Clearwater Landscaping in an Amount Not to Exceed \$18,812.13 for Landscaping Services: Casey McGehee, City Assets Manager | **ACTION ITEM**

**8. PUBLIC HEARING****a. TA-25-01 – Text Amendment - CONTINUED FROM APRIL 27, 2026**

A text amendment to Bellevue City Code Titles 10 (Zoning Regulations), 11 (Subdivision Regulations), and 12 (Flood Damage Prevention Ordinance) to improve clarity, correct errors, and increase enforceability: Brian Parker, Community Development Director | **ACTION ITEM**

**9. PRESENTATIONS**

- a. Road Improvement Project: Oak Street and East Subdivisions: Chris Johnson, Public Works Director, Casey McGehee, City Assets Manager
- b. Code Enforcement and Ticketing: Carter Bullock, Planner, Kirt Gaston, Bellevue Marshal
- c. Community Project Update - Final Design and Sound Test Summary: Carter Bullock, Planner

**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

### ÚNETE A LA REUNIÓN DE EQUIPOS:

<https://teams.microsoft.com/meet/255708022153367?p=0vIKIVjgSV14CvzSwm>

**ID DE LA REUNIÓN: 255 708 022 153 367**

**CÓDIGO DE ENTRADA: rj7BA2Ro**

**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 constató que el aviso y la agenda de la reunión ordinaria se publicaron conforme al Código de Idaho §74-204 dentro de las 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 7 de mayo de 2026. **Moción sugerida: Propone que el aviso para la reunión del 11 de mayo DE 2026 se completó 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. **ORDEN DEL DÍA DE CONSENTIMIENTO: PUNTOS DE ACCIÓN**
  - a. Aprobación de las actas: 9 y 23 de marzo de 2026 Actas de la reunión ordinaria: Amy Phelps, secretaria municipal
  - b. Aprobación de reclamaciones: 28 de abril a 11 de mayo de 2026: Shelly Shoemaker, Tesorera
  - c. Informes de Jefes de Departamento
  - d. Aprobación de la solicitud de permiso de venta al por menor de bebidas alcohólicas para Maverik, Inc: Kirtus Gaston, Bellevue Marshal
  - e. Autorización para que el alcalde firme una carta de apoyo al Wood River Land Trust para presentar una solicitud al Programa de Tierras, Agua y Vida Silvestre del Condado de Blaine para ayudar en la compra de 0,55 acres adicionales en el extremo sur de la Reserva: Brian Parker, Director de Desarrollo Comunitario
6. **PROCLAMACIÓN**
  - a. Proclamación para el Mes de Concienciación sobre la Salud Mental: mayo de 2026 (*Esta medida reconoce mayo de 2026 como el Mes de Concienciación sobre la Salud Mental en el condado de Blaine para afirmar la salud mental como una parte normal y esencial de la salud general, fomentar la conversación abierta y continua, y fortalecer un compromiso unificado y comunitario con el bienestar en el condado de Blaine.*)

## 7. NUEVOS NEGOCIOS

- a. Consideración de la Resolución N° 26-15 que autoriza al alcalde a firmar un acuerdo de servicios con Clearwater Landscaping por un importe no superior a 18.812,13 dólares para servicios de paisajismo: Casey McGehee, Gestora de Activos de la Ciudad | **ÍTEM DE ACCIÓN**

## 8. AUDIENCIA PÚBLICA

- a. **TA-25-01 – Enmienda al texto - CONTINUARÁ DESDE EL 27 DE ABRIL DE 2026**  
Una enmienda textual a los Títulos 10 (Regulaciones de Zonificación), 11 (Regulaciones de Subdivisión) y 12 (Ordenanza de Prevención de Daños por Inundación) del Código de la Ciudad de Bellevue para mejorar la claridad, corregir errores y aumentar la exigibilidad: Brian Parker, Director de Desarrollo Comunitario | **ÍTEM DE ACCIÓN**

## 9. PRESENTACIONES

- a. Proyecto de Mejora de Carreteras: Oak Street y Subdivisiones Este: Chris Johnson, Director de Obras Públicas, Casey McGehee, Gestor de Activos de la Ciudad
- b. Cumplimiento de Códigos y Venta de Tickets: Carter Bullock, Planificador, Kirt Gaston, Alguacil de Bellevue
- c. Actualización del proyecto comunitario - Diseño final y resumen de pruebas de sonido: Carter Bullock, planificador

## 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: May 11, 2026**

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The consent agenda allows the Council to approve routine 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**

- a. March 9, 2026 Meeting Minutes, March 23, 2026 Meeting Minutes
- b. Claims Payable Report: April 28, Through May 11, 2026
- c. Department Head Reports
- d. Maverik, Inc Alcohol License Application Memorandum
- e. Water Project Update
- f. Memorandum and letter of support for WRLT



The Common Council of the City of Bellevue, Idaho met at a regularly scheduled Meeting on Monday, March 9, 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 5:35 p.m. (00:09:52 in video)

**Roll Call:**

Christina Giordani, Mayor – Present  
Diane Shay, Council President – Present  
Tammy E. Davis, Council Member – Excused  
Suzanne Wrede, Council Member – Present  
Anders Ard, Council Member – Present  
Tom Bergin, Council Member – Excused  
Jessica Obenauf, Council Member – Present

**Staff Present:**

Amy Phelps, City Clerk  
Brian Parker, Community Development Director  
Carter Bullock, Planner  
Shelly Shoemaker, Treasurer  
Greg Beaver, Fire Chief  
Rick Allington, Legal Counsel  
Kristin Gearhart, Library Director  
Mike Shelamer, Marshal's Office

**1. Notice of Agenda Compliance:** (00:10:45 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 *March 5, 2026*.

**Motion: Council President Shay** moved that the agenda notice was in compliance with Idaho Code §74-204. **Council Member Wrede** 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.

**Motion: Council President Shay** moved to amend the agenda by moving the Wastewater update to be presented at this time. **Council Member Wrede** seconded, and **the motion passed unanimously**.

## 8. PROJECT UPDATES

### a. Wastewater Project Update: Great West Engineering

Kristina Gillespie-Jaques and Levi Howell of Great West Engineering presented an update on the City's wastewater treatment plant project. Ms. Gillespie-Jaques informed the Council that Andrew Kimmell is no longer with Great West Engineering and that Mr. Howell will be assuming the role of lead engineer for the City. She noted that Mr. Howell has been working on the project for approximately a year and a half and is familiar with the system and ongoing efforts.

Mr. Howell provided a status update on current and upcoming work. He reported that repairs to the headworks channel have been completed and are functioning as intended. He stated that replacement membranes for the membrane bioreactor system have been ordered and are expected to arrive soon, potentially ahead of schedule, although installation timing will depend on delivery. Mr. Howell explained that several planned improvements, including rapid infiltration bed modifications, testing, dredging, and lagoon lining, are currently on hold until the membrane replacement is completed. He noted that sequencing of this work is necessary to maintain regulatory compliance, as the system must remain operational while components are taken offline for testing and repair. He further indicated that additional projects, including headworks screen and grit removal and sludge dewatering improvements, are also on hold while the City prioritizes actions needed to return the facility to compliance.

Council Member Wrede inquired how the current work and identified improvements align with previously approved contracts, including a prior contract in the amount of approximately \$50,000 and a subsequent contract in the amount of approximately \$15,000. She expressed concern regarding how the scope of work had evolved and how previously discussed items are now being addressed.

Mr. Howell responded that there are multiple contracts with Great West Engineering serving different purposes. She explained that one contract was for general planning services not directly related to the wastewater project, another contract in the amount of approximately \$50,000 was for a comprehensive evaluation of the wastewater treatment system conducted with Tetra Tech as a subconsultant, and a third contract in the amount of approximately \$15,000 was intended to provide assistance to City staff with the Wastewater Project. He stated that the smaller contract was used to help staff manage project coordination and track progress during a period of increased workload and has since been fulfilled.

Kristina Gillespie-Jaques provided an update on potential funding for the wastewater project through the Idaho Department of Environmental Quality (DEQ). She explained that in January, the City submitted a letter of interest seeking funding for necessary system improvements. DEQ staff are currently reviewing and ranking all submissions from across the state, with a ranked list expected to be published in April as part of the agency's Intended Use Plan.

She stated that once the list is released, a 30-day public comment period will follow. During that time, the City and its consultants will review the ranking and submit comments as appropriate, whether in support of a favorable ranking or in response to any deficiencies noted by DEQ. After the comment

period, DEQ may adjust rankings based on feedback received before finalizing a list of projects deemed eligible for funding.

Ms. Gillespie-Jaques further explained that the final recommendations will be presented to the DEQ Board at a public meeting, where the Board typically considers staff recommendations before approving a final fundable list. Communities included on that list will then receive formal invitations to proceed with securing funding.

In response to a question from Council Member Wrede regarding whether issues with the City's drinking water project or prior funding conditions could impact this request, Ms. Gillespie-Jaques clarified that the wastewater and drinking water programs are evaluated separately. She noted that the City's current wastewater system challenges may positively influence its ranking based on demonstrated need.

### **3. MAYOR AND COUNCIL REPORT (00:23: 01 in video)**

Mayor Giordani made note of a City of Bellevue Town Hall scheduled for March 30<sup>th</sup> at 5:30 regarding (Local Option Tax) LOT, public safety and how the city can provide services to the community.

Council Member Wrede stated that, based on ongoing discussions regarding public safety and recent changes in the City's relationship with the Sheriff's Office, she no longer supports the FLOCK camera system. She encouraged the Council to revisit the decision, noting concerns about cost, reported misuse of such systems nationwide, and the increasing availability of similar camera coverage through the County. She suggested that improved coordination with the Sheriff's Office may provide sufficient access to needed information without additional City expenditure.

Mayor Giordani acknowledged the concerns, and also noted that she has heard similar concerns expressed by members of the community.

Council Member Wrede additionally requested that staff prepare and present standard second-quarter year-to-date financial statements at the next meeting, in accordance with Idaho Code requirements and the Idaho uniform accounting and reporting manual. She specified inclusion of the statement of net position, statement of activities, and accompanying notes. Mayor Giordani asked that the request be sent via email for follow-up, to which Council Member Wrede agreed.

Council Member Obenauf mentioned that since she wouldn't be able to help with the ERC Clean Sweep on May 2<sup>nd</sup> this year she hoped someone else on Council would be able to help collaborate and support the ERC-run event. Mayor Giordani mentioned they could connect with Kritin

### **4. PUBLIC COMMENT: FOR ITEMS OF CONCERN NOT ON THE AGENDA – (COMMENTS ARE LIMITED TO 3-5 MINUTES)**

No public comment was made at this time.

### **5. PRESENTATION**

- a. Ambulance District Levy Presentation: Angenie McCleary, Blaine County Commissioner, and Kirk Flannigan, Blaine County Administrator

Blaine County Commissioner Angenie McCleary presented to the Council regarding the Blaine County Ambulance District and the upcoming levy scheduled for May 9. She reported that call volume has increased by approximately 40% over the past five years and that, without additional funding, the

district will need to rely on reserves that are projected to be depleted by 2028, making it difficult to maintain current service levels. She emphasized the importance of response times, noting Blaine County's average of about six minutes and thirty seconds compared to the national standard of eight minutes. McCleary also highlighted Bellevue's share of service calls, with approximately 170 calls annually, or about 19% of the total.

She explained that the proposed two-year temporary levy would increase the current rate by \$6.72 per \$100,000 of assessed value and is intended "to maintain the service that we have" while accommodating modest growth. She noted that without the levy, potential reductions could include decreased staffing, fewer personnel, or reduced training. Council Members asked questions regarding whether ambulance service fees would also increase, the role of population growth in rising call volumes, and requested the exact ballot language for clarity. McCleary responded that fees were adjusted approximately two years ago and are expected to remain the same, acknowledged population growth as a likely factor without specific data, and agreed to provide the ballot language for distribution.

**6. EXECUTIVE SESSION:** Pursuant to Idaho Code § 74-206(1)(f)

- a. To communicate with legal counsel regarding pending or imminently likely litigation

**Motion: Council President Shay** moved to enter into executive session pursuant to Idaho Code § 74-206(1)(f). **Council Member Obenauf** seconded. Council Members Voting Aye: Council Member Obenauf, Council President Shay, Council Member Ard, Council Member Wrede. Council Members Voting No: None. **The Motion Passed.**

With a motion from Council Member Wrede and a second from Council Member Ard, the Council exited executive session at 6:38 pm and regular session was resumed.

**7. CONSENT AGENDA: ACTION ITEMS**

- a. Approval of Minutes: January 12, 2026, Regular Meeting Minutes: Amy Phelps, City Clerk
- b. Approval of Claims: February 24 through March 9, 2026: Shelly Shoemaker, Treasurer
- c. Department Head Reports

**Motion: Council President Shay** moved to approve the consent agenda. **Council Member Obenauf** seconded. Council Members Voting Aye: Council Member Obenauf, Council Member Shay, Council Member Ard. Council Members Voting No: Council Member Wrede. **The Motion Passed.**

**9. NEW BUSINESS**

- a. Consideration of Resolution No. 26-10 Confirming the appointment of Christina Van Der Meulen to the Parks Committee with a term expiring March 9, 2029: Carter Bullock, Planner | **ACTION ITEM**

**Motion: Council President Shay** moved to approve Resolution No. 26-10 Confirming the appointment of Christina Van Der Meulen to the Parks Committee with a term expiring March 9, 2029. **Council Member Obenauf** seconded. Council Members Voting Aye: Council Member Obenauf, Council Member Shay, Council Member Ard, Council Member Wrede. Council Members Voting No: none. **The Motion Passed.**

## 10. WORK SESSION

### a. Strategic Planning Work Session: Brian Parker, Community Development Director

Mayor Giordani introduced the item by explaining that the strategic planning process began on January 7, 2026, with Council Members submitting priorities and measures of success through intake forms. She noted that additional input was gathered from the public through surveys distributed via the City's newsletter and website. The responses were compiled and, in collaboration with staff, resulted in four key priorities for 2026. She stated the purpose of the discussion was to review those priorities and collaboratively develop metrics for success, which would then guide staff work plans and be reflected in future budget and project presentations.

Community Development Director Brian Parker followed by agreeing with the Mayor's overview and presented the four identified priority areas: reliable infrastructure, land use and character, operational excellence, and affordability. Mayor Giordani suggested the next step was to confirm agreement on these themes and then work as a group to identify approximately three measurable metrics for each priority, beginning with reliable infrastructure, which focuses on addressing water, wastewater, and street projects through targeted staffing and budgeting efforts.

Council President Shay stated she did not have a specific metric for the reliable infrastructure priority, noting that the past year has primarily been "a year of discovery" in understanding the extent of infrastructure issues. She commented that as progress is made, additional needs continue to emerge, making it difficult to define clear metrics at this time.

Mayor Giordani suggested establishing tangible, measurable metrics, including whether the membrane bioreactor (MBR) system for wastewater becomes operational. She also identified recurring themes from Council and public input, particularly related to street maintenance, such as paving, resurfacing, and extending the service life of roads.

Council Member Wrede expressed concern that City roads are currently unsafe and have remained so for an extended period, emphasizing that road safety should be treated as a top priority and a key metric for success. She noted a lack of clear standards or policies addressing road safety and stated that temporary fixes do not adequately resolve underlying issues. Wrede advocated for defining and prioritizing "safe roads," describing them as properly maintained, clearly navigable, and free from hazards that could endanger drivers, pedestrians, or visibility.

Mayor Giordani agreed that road safety is an important priority but emphasized the need to clearly define what constitutes "safe roads" in measurable terms. She clarified that terms like paving and resurfacing are not, by themselves, sufficient metrics and proposed developing a more comprehensive approach through a Council workshop. She outlined the intent to create a short-, mid-, and long-term streets plan, including identifying funding strategies and aligning priorities within future budgets, while acknowledging that road improvements have historically been deferred in favor of other infrastructure needs.

Council President Shay inquired about the status of the City's transportation master plan and whether it adequately addresses current street conditions. Community Development Director Brian Parker confirmed that a plan exists and is in the process of being updated, though it may not fully address current needs. Discussion followed on the distinction between long-term planning and immediate

service delivery, with Council Members emphasizing the need to focus on basic infrastructure expectations such as safe, maintained roads, functioning streetlights, and reliable utilities. Mayor Giordani reiterated that the goal of the discussion was to identify tangible, visible outcomes for residents as metrics of success.

The conversation then shifted to water infrastructure as a priority. Mayor Giordani suggested including water-related metrics, such as progress on the water project and implementation of water metering. Council Member Wrede discussed improving water data availability and transparency for residents, including access to usage information. She also emphasized the importance of accountability, real-time data access, and financial clarity regarding the water project, including understanding outstanding liabilities and potential bond obligations. Mayor Giordani acknowledged these concerns and indicated that improved water data availability and clearer financial direction could serve as measurable goals moving forward.

Council President Shay sought clarification on the timeline for the water project, confirming with staff that, under the current agreement with the Idaho Department of Environmental Quality (DEQ), the City is generally targeting completion by 2028, though some components may extend beyond that due to coordination with external projects such as Highway 75 improvements. Chris Johnson, Public Works Director indicated the project is progressing, with plans to go out to bid in the fall and begin construction in the spring, while noting that certain elements are outside the City's direct control.

Discussion then focused on how to define measurable outcomes for the water project, with Council Member Wrede emphasizing the importance of demonstrating to the public that the project is achieving its intended goal of increasing water supply, as originally presented during the bond process. Mayor Giordani noted that these details were to be addressed in the forthcoming engineering report and considered how to frame an appropriate metric. The conversation also addressed wastewater system performance and odor concerns, with Mr. Johnson noting that while improvements can reduce impacts, some level of odor is inherent to wastewater treatment operations. Council Members acknowledged that recent odor issues were tied to system malfunctions and expressed support for continued efforts to improve system performance and mitigate impacts on nearby residents.

Mayor Giordani transitioned the discussion to land use and character, noting general Council consensus that zoning codes should be updated and that efforts should continue to enhance safety and community character. Council President Shay asked about the status of the comprehensive plan, and staff indicated a draft is expected later in the year. Council Member Wrede expressed concern about the time and cost invested in the plan and emphasized the need for more consistent code enforcement as a measurable outcome. Mayor Giordani redirected the discussion toward identifying actionable metrics, highlighting ideas such as business zone land use updates, housing incentives, and reducing land use conflicts.

Further discussion focused on specific, tangible metrics, including prioritizing allowable uses within the business zone, supporting affordable housing, and improving public spaces. Mayor Giordani suggested incorporating parks, trees, and green space investment into community character goals, including development of a tree replacement plan. Council Members also discussed infrastructure elements tied to character, such as street lighting improvements and establishing a citywide asset maintenance schedule. Additional topics included expanding opportunities for multifamily housing and reinforcing code enforcement as an ongoing priority, with general agreement that clearer standards and measurable progress in these areas are needed.

Discussion of operational excellence focused on improving internal systems and public-facing service delivery. Mayor Giordani emphasized establishing clear, resident-facing performance metrics, such as defined response times for permits and communications by departments. Council Members highlighted the need for improved accounting transparency and reporting, including clearer allocation of funds and better documentation to support expenditures. Additional metrics discussed included regular evaluation of City software and contractor performance, ensuring systems are effective and cost-efficient, and maintaining up-to-date job descriptions tied to employee performance and budgeting. Overall, the Council supported creating measurable standards that improve accountability, transparency, and consistency in City operations.

Under affordability, discussion centered on balancing City fees and services with the high cost of living. Key metrics identified included conducting an annual, citywide fee review—particularly for utilities—to ensure fairness and fiscal responsibility, as well as improving transparency around financial impacts to residents. Council Members emphasized increasing housing affordability through expanded housing options, including multifamily and smaller units across various zones, and supporting transportation alternatives to reduce living costs. Additional metrics included exploring ways to mitigate rising insurance costs through planning efforts, and enhancing community resources such as expanding library operations to serve as a community hub. Overall, the Council acknowledged affordability as complex but identified measurable actions to improve cost transparency, housing availability, and access to community services.

b. Community Project Plan Update-Pickleball: Carter Bullock, Planner | **ACTION ITEM**

Brian Parker, Community Development Director, presented an overview of the proposed improvements to Memorial Park, noting that he was standing in for Planner Carter Bullock, who has been leading the project. He explained that the City received an \$85,000 grant from the Blue Cross Foundation following a public engagement process, which identified resurfacing the existing basketball court into a multi-sport court—including pickleball—as a priority. The proposal includes maintaining a basketball court, adding two to three pickleball courts (with the Parks Committee recommending two), resurfacing and striping, and installing fencing. Estimated costs for core improvements range from \$50,000 to \$75,000, leaving some funding available for additional features such as landscaping and sound mitigation. Parker outlined options for sound mitigation, from lower-cost fencing attachments to more expensive glass systems, as well as proposed seasonal hours of operation and general policies for court use.

Discussion following the presentation focused heavily on concerns about noise impacts, enforcement of hours, and potential impacts to nearby residents. Council Members and Parks Committee representatives acknowledged community demand for pickleball but emphasized the need to balance recreation with neighborhood impacts. Key considerations included limiting courts to two, implementing sound mitigation measures, restricting hours of use, and avoiding organized events or tournaments. There was also discussion about testing noise impacts before full implementation and ensuring compliance with grant timelines, which require completion within the year. Staff indicated the proposal would be refined and brought back to Council with additional information, including potential sound testing and updated recommendations.

- c. ROW Work Session: Landscaping and Trees: Carter Bullock, Planner

This item was continued to a future meeting.

**11. ADJOURNMENT: Action Item**

With no further business coming before the Common Council at this time, Council Member Obenauf moved to adjourn the meeting. Council President Shay seconded the motion. The meeting adjourned at 08:13 p.m. The motion passed unanimously.

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Christina Giordani, Mayor

Attest:

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Amy Phelps, City Clerk



The Common Council of the City of Bellevue, Idaho met at a regularly scheduled Meeting on Monday, March 23, 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 5:35 p.m. (00:00:17 in video)

**Roll Call:**

Christina Giordani, Mayor – Present  
Diane Shay, Council President – Present  
Tammy E. Davis, Council Member – Present  
Suzanne Wrede, Council Member – Present  
Anders Ard, Council Member – Present  
Tom Bergin, Council Member – Present  
Jessica Obenauf, Council Member – Excused

**Staff Present:**

Amy Phelps, City Clerk  
Brian Parker, Community Development Director  
Carter Bullock, Planner  
Shelly Shoemaker, Treasurer  
Greg Beaver, Fire Chief  
Rick Allington, Legal Counsel  
Kristin Gearhart, Library Director  
Kirt Gaston, Bellevue Marshal

**1. Notice of Agenda Compliance:** (00:01:04 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 *March 19, 2026*.

**Motion:** Council Member Davis moved that the agenda notice was in compliance with Idaho Code §74-204. Council Member Wrede 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. MAYOR AND COUNCIL REPORT** (00:01:29 in video)

Mayor Giordani reported several updates for the community. She announced an upcoming quarterly Town Hall to be hosted with the Community Development Director on March 30 at 5:30 p.m. at City Hall. The purpose of the meeting is to engage residents in discussion regarding the local option tax

previously on the November ballot, gather feedback, and discuss broader considerations related to funding public safety services.

She also highlighted two community surveys currently available through the Community Development Department, including one related to the comprehensive plan and another exploring interest in potential community events tied to the FIFA World Cup, including preferred teams and general participation interest.

The Mayor expressed appreciation for community members who assisted in cleaning up construction debris in Slaughterhouse Canyon following a significant wind event. She noted that volunteers and contractors contributed to mitigation efforts and that the Community Development Department will continue working with contractors to improve debris control during future wind events.

Council Member Wrede raised concerns regarding recurring issues appearing on prior agendas, specifically ongoing code enforcement matters and construction debris. She noted that these concerns have been reported multiple times by residents but appear to lack sufficient follow-up or resolution. She expressed the need for stronger code enforcement and responsiveness to community concerns. Additionally, Council Member Wrede expressed difficulty in obtaining public documents and indicated a need for improved access or facilitation in that process.

#### **4. PUBLIC COMMENT: FOR ITEMS OF CONCERN NOT ON THE AGENDA – (COMMENTS ARE LIMITED TO 3-5 MINUTES)**

##### **Evan Stelma, 111 Tendoy Street (00:06:42 in video)**

Evan Stelma Provided public comment regarding properties located at 204 and 206 Spruce Street. She expressed concern about ongoing nuisance and code enforcement issues at these properties, including accumulated trash, inoperable vehicles, a deteriorating trailer, and an increasing number of stray cats affecting neighboring properties. She also reported a recent issue involving an open sewer line that has since been identified for repair. Ms. Stelma indicated that he has previously contacted planning and law enforcement but has not seen adequate resolution. She requested that the City take action to address the conditions at the properties and consider additional regulations if necessary.

##### **Jackie Peppard, Beech Street**

Jackie Peppard expressed concerns about the proposed pickleball court project. She questioned the long-term costs, whether sufficient outreach had been conducted with nearby property owners, and the potential noise impacts to surrounding residents. She noted similar concerns raised in neighboring communities and suggested that alternative park improvements—such as upgraded restrooms, picnic areas, and children’s equipment—may better serve the community.

Additionally, Ms. Peppard raised concerns about the maintenance of alleyways and public rights-of-way, particularly during winter months when snow accumulation makes access difficult. She highlighted issues including overgrown vegetation near utility lines, limited accessibility, and potential fire hazards due to debris and drought conditions. She asked whether the City has a long-term plan for maintaining these areas.

#### **5. CONSENT AGENDA: ACTION ITEMS**

- a. Approval of Minutes: February 9, 2026, Regular Meeting Minutes: Amy Phelps, City Clerk

- b. Approval of Claims: March 10 through March 23, 2026: Shelly Shoemaker, Treasurer
- c. Department Head Reports

**Motion:** (00:11:40 in Video) **Council President Shay** moved to approve the consent agenda. **Council Member Bergin** seconded. Council Members Voting Aye: Council Member Bergin, Council President Shay, Council Member Ard, Council Member Davis. Council Members Voting No: Council Member Wrede. **The Motion Passed.**

## 6. PRESENTATION

- a. Treasurer's Report Oct-Dec 2025 – Quarter 1 FY26: Shelly Shoemaker, Treasurer

(00:12:25 in video) Treasurer Shelly Shoemaker presented the City's first quarter financial report ending December 31, 2025. She noted updates to the report format, including a quarterly designation, summary visuals of revenues by department and fund, and new comparative data showing local option tax revenues over the past four years and development impact fees over the past two years. She explained that December is typically a lower revenue period, with higher tax revenues expected in January.

In response to Council questions, Mayor Giordani addressed a decline in local option tax revenues, attributing it potentially to delayed payments from businesses and lower seasonal activity, including reduced hotel occupancy. Ms. Shoemaker indicated that staff may need to follow up with taxpayers to ensure timely reporting and payment. It was noted that staff would contact individual businesses directly to follow up.

Shoemaker reviewed citywide expenses by department and noted that some budget categories appeared higher than expected for the first quarter. She explained that travel expenses exceeded budget due to an unplanned conference and prior coding inconsistencies between travel and training, which have since been separated for better tracking. Questions regarding higher-than-expected bank charges were addressed, with Shoemaker explaining they were largely due to returned payments associated with the City's autopay system; she noted that many of these charges are being reimbursed and the issue has stabilized. She then reported that overall payroll expenditures are on track, with the general fund at approximately 26% for the year, and water and wastewater funds near or below expected levels for the quarter. She also noted a change in insurance carriers reflected in the report.

Shoemaker introduced additional new reporting elements, including a payroll expense summary, and concluded by noting that the full report, including detailed year-to-date budget comparisons, would be made available on the City's website.

- b. Dead-End Right of Way Presentation: Mark Sindell, GGLO

(00:27:00 in video) Mark Sindell of GGLO provided an introductory briefing on the underutilized right-of-way master plan currently underway in coordination with the Urban Renewal Agency. He explained that the project focuses on dead-end rights-of-way located west of Main Street, generally between Chestnut and Cedar Streets, extending toward the Howard Preserve

Mr. Sindell noted that the purpose of the presentation was to provide an initial overview and gather early feedback, with no action requested from Council at this stage. He outlined existing conditions, including lack of definition within the alley corridor, presence of weeds and gravel, and ongoing issues with vehicle and RV storage. He highlighted key opportunity areas such as Oak Street, where adjacent restaurants could benefit from enhancements, and Elm Street at the Howard Preserve entry.

He reviewed the project schedule, stating that stakeholder outreach is currently underway and includes adjacent businesses, the Land Trust, and other community partners. A public workshop is planned to gather input on priorities, vision, and potential uses, followed by additional engagement and concept development through the spring and summer, with anticipated completion by late summer.

Emerging priorities identified through initial discussions include improving and activating the alley as a functional and attractive connection between downtown and the Howard Preserve, addressing maintenance and enforcement challenges, and enhancing key entry points such as Elm Street. Sindell also emphasized the need to maintain operational functions, including snow storage at street ends, while allowing flexibility for improvements in other areas.

He further noted opportunities for partnerships, particularly in addressing the interface between the alley and the preserve, and discussed how the project aligns with broader comprehensive plan goals related to downtown vibrancy, land use, and infrastructure investment. The plan may also serve as a pilot for future downtown improvements and redevelopment coordination.

Council Member Bergin asked for clarification on the redevelopment likelihood chart, specifically confirming that higher-rated properties (4–5) indicated a greater likelihood of redevelopment. Carter Bullock, Planner confirmed this interpretation, noting that higher-rated parcels are typically vacant or have higher redevelopment potential, while lower-rated properties are unlikely to change. It was also acknowledged that the graphic could be improved for clarity.

Discussion followed regarding how the City can align public investments with anticipated private development. Mark Sindell explained the importance of coordinating improvements with likely redevelopment scenarios to ensure long-term compatibility and maximize the benefit of public funds.

Council Member Wrede raised concerns about the use of urban renewal (BURA) funds, questioning whether taxpayer dollars were being prioritized for beautification over addressing unsafe conditions elsewhere in the community. Mr. Bullock clarified that GGLO does not determine funding decisions, as projects are selected by BURA in accordance with its adopted plans. It was further explained that urban renewal funds are generated from property taxes within a defined district, not the entire city, and are intended to support improvements that can stimulate economic development and reinvestment within that area.

Council Member Davis reiterated that only properties within the urban renewal district contribute to and are impacted by these funds. Mayor Giordani concluded the discussion by emphasizing that project selection and funding decisions rest with BURA and encouraged participation in BURA meetings for those wishing to provide input on funding priorities.

Mr. Bullock informed Council that the City was awarded a \$7,000 grant from Frontier Community Resources to support a summer pop-up event. The event is intended to activate and explore potential uses of the right-of-way in an engaging way, involving both the community and local businesses.

## 7. NEW BUSINESS

- a. Water Project Update and Final **Facility Plan** Approval: Chad Hoopes, Merrick and Company, Chris Johnson, Public Works Director | **ACTION ITEM**

[\(00:42:54 in Video\)](#) Chad Hoopes of Merrick & Company provided a project update on the City's water system improvements, including replacement of an aging transmission line in Muldoon Canyon. He reported that an updated facility plan has been submitted to IDEQ, along with ongoing work on the environmental information document component, water rights and easements, and a draft preliminary engineering report. He stated construction planning is also in progress.

Mr. Hoopes explained that as more detailed information has been gathered, updates to the original facility plan were necessary. A recently installed flow meter confirmed the system is currently receiving approximately 3 cubic feet per second (CFS), and a property owner declined permission for proposed new collector springs approach. Based on these factors, the project team recommends shifting to a phased approach. Phase A would focus on constructing the transmission and collection lines and improving flow measurement to better understand system performance before advancing additional improvements.

Council Member Wrede expressed concern that the project as currently described differs significantly from prior understanding. She noted earlier cost estimates and commitments—particularly regarding reconstruction of the springs collection system—were presented before sufficient information was available. She highlighted that expected improvements in water flow now appear unlikely and questioned whether key components, including the springs collection system, remain part of the project.

Chad Hoopes explained that while the springs collection system (SS1) has been removed from the selected alternative, it has not been eliminated entirely but separated as a potential future phase. He stated the intent is to pause and evaluate actual water flow before committing additional funds.

Council Member Wrede questioned whether the plan being presented is final, noting that Council is being asked to accept a facility plan that appears incomplete. She emphasized that voters approved funding based on a specific alternative and raised concerns about removing components while retaining associated funding.

Mayor Giordani clarified that although the scope has been adjusted, the project still includes all required compliance elements under the DEQ agreement (e.g., collection boxes, flow meters, valves). She explained the primary change is shifting from relocation of the springs to rehabilitation, with certain elements deferred to a potential second phase.

Chad Hoopes added that the phased approach allows the City to proceed cautiously, construct initial improvements, evaluate flow results, and then determine whether additional work is necessary.

When asked about costs, Hoopes stated that the overall budget remains unchanged for now, despite scope reductions, with more precise estimates to come during preliminary engineering.

Council Member Wrede raised legal concerns, emphasizing that bond funding is tied to voter-approved scope and that material changes may not be permissible without further voter approval.

Chris Johnson, Public Works Director responded that the facility plan is a high-level document, with detailed costs and scope to be refined during preliminary engineering.

Council Member Wrede disagreed, reiterating that bond requirements limit the Council's ability to alter the approved project. She indicated she would seek further legal guidance.

Chad Hoopes stated he had consulted bond counsel, who indicated the approach was acceptable, and suggested Council members follow up directly with them if needed.

Mayor Giordani stated that the explanation of project changes did not fully align with expectations going into the meeting. She requested clearer clarification of what has changed and how significant those changes are compared to what voters approved.

Mr. Hoopes then clarified that the revised project includes a new transmission pipeline (approximately three miles) and new collector piping, but does not include reconstruction or replacement of the existing spring collection system. Compliance-related improvements and other infrastructure elements remain included.

Mayor Giordani summarized that the majority of project costs remain tied to the transmission line, and that removal of the springs reconstruction component will likely reduce costs. She asked where those reductions would be reflected.

Chad Hoopes confirmed that updated cost details will be provided during the preliminary engineering report.

Council Member Wrede expressed concern that while many of the proposed projects are appropriate, they differ from what voters were originally promised. Emphasized that the bond measure was presented as including reconstruction of the springs collection system and public access improvements, which were described as foundational components. Stated that residents expected long-term solutions to access and water system issues, but the current focus on a \$6 million transmission line represents a material shift. Argued that voters did not approve funding solely to move the transmission line and that key elements of the original proposal appear to have been removed.

Mayor Giordani responded that public access and easement considerations are not eliminated, noting that easement discussions will still be necessary as part of the project design. Disagreed with the assertion that earlier components have been entirely abandoned and indicated that more detailed information is still needed before decisions are made.

Council Member Wrede maintained that the plan remains too incomplete to move forward, stating that the Council lacks sufficient detail to approve a facility plan tied to the bond. Raised concern that adopting the plan in its current form could limit voter input and emphasized that too many uncertainties remain.

Council President Shay noted that the discussion had shifted from asking questions to deliberation and expressed discomfort proceeding in that manner before all questions had been addressed.

Mayor Giordani redirected the discussion by asking whether other council members had additional questions for staff, specifically Chad Hoopes and Chris Johnson.

Council President Shay Requested that Chad restate prior comments made regarding discussions with bond counsel.

Chad Hoopes reported that he discussed the matter with bond counsel today. He explained that bond counsel reviewed the concerns that had been raised by Council and they did not identify any issues.

Mayor Giordani reiterated that the Idaho Department of Environmental Quality (IDEQ) had provided options on how to proceed with the final facility plan process, and that the decision had been made to bring the matter before City Council for open public discussion rather than simply submitting a written letter to proceed with the change. She emphasized that a technical facility plan had already been approved, and that the current step was the required final facility plan approval from DEQ.

She outlined that council was being asked to consider whether to proceed with the original facility plan, which includes constructing a new springs collection system, or to consider a revised approach based on updated information indicating that the existing springs collection system may still be adequately meeting water demand. He explained that an alternative approach could involve maintaining the existing collection system while still moving forward with other bond-funded elements, including the transmission main.

Council discussion followed regarding the scope of the bond and whether proposed adjustments aligned with what voters were originally presented. Council Member Wrede raised concerns about how components such as land acquisition and easements tied into the overall project scope and whether changes affected the intent of the bond. Mayor Giordani responded that while interpretations may differ, the elements remain connected within the existing facility plan structure and regulatory framework.

Council Member Tammy Davis sought clarification on the transmission main, and Mr. Hoopes responded that it is a necessary component regardless of which option is selected for the springs collection system. He further that the project may be phased depending on council direction and updated technical information.

Council Member Wrede sought clarification regarding the relationship between LE1 and SS1, noting that LE1, valued at approximately \$1,000,000, was tied to land acquisition associated with SS1 and suggesting that the total commitment exceeded \$2,000,000. She questioned whether the inclusion of transmission line relocation was directly tied to impacts on the Springs collection system and agreements with the landowner, asserting that the transmission component was not originally a standalone element but derived from SS1. Council Member Wrede also inquired whether public access to the Springs collection system was a primary outcome of the land acquisition.

Mayor Giordani responded that LE1 remains tied to SS1 within the facility plan, particularly for purposes of land acquisition and easements, though not necessarily in the same manner described by Council Member Wrede. She clarified that transmission line relocation had always been part of the broader project discussion, along with easement considerations. Mayor Giordani referenced the bond language and supporting materials as the basis for what was presented to voters, emphasizing that these documents define the project's scope.

The discussion concluded with Mayor Giordani indicating that the matter had reached a point where Council deliberation was needed. She reiterated that the document under consideration was a facility plan—not a final design—and outlined that the plan includes revised alternatives and phasing options. Mayor Giordani then directed the Council to proceed with discussion and provide direction on how to move forward.

Council Member Wrede expressed concern that the Council may not have the legal authority to proceed, stating that potential material changes to the project could require voter reconsideration.

Council President Shay supported seeking additional legal clarity and suggested inviting bond counsel to a future meeting to provide guidance on the issues raised, including whether delaying action would have consequences.

Council Member Bergin and Council Member Davis discussed the possibility of modifying or phasing the project to reduce costs, emphasizing the importance of determining what constitutes a “material” change and acting in the best financial interest of the public. Council Member Davis also noted the need to rely on professional consultants while acknowledging uncertainty about whether all project components remain necessary.

Council Member Ard questioned the role of bond counsel and whether it would be more appropriate to proceed with the existing plan and make adjustments later as more information becomes available. He also noted that some project elements may require further investigation before final decisions can be made.

Mayor Giordani facilitated the discussion and directed questions to staff for clarification. Staff and Contractors explained that certain determinations—such as spring flow capacity—would require phased construction and additional data collection, and that delaying approval would result in project timeline impacts. Legal concerns were also raised regarding potential risks to existing water rights if certain modifications were made.

Council Member Wrede reiterated concerns about prior legal guidance referenced in project materials. Staff and the City Attorney clarified that altering the springs collection system could jeopardize the City’s water rights, reinforcing the need for caution.

Following discussion, the Council generally indicated a desire for additional legal input and clarification before proceeding. Mayor Giordani summarized that there was not consensus to move forward at that time and outlined options for the Council, including adopting the resolution as presented or continuing the item to a future meeting. She suggested continuing the matter to the next meeting to allow for further coordination with staff and bond counsel and to provide a clearer basis for decision-making.

**Motion:** (01:43:13 in Video) **Council Member Wrede** moved continue Water Project Update and Final Facility Plan Approval to the next meeting. **Council Member Ard** seconded. Council Members Voting Aye: Council Member Bergin, Council Member Shay, Council Member Ard, Council Member Wrede. Council Members Voting No: Council Member Davis. **The Motion Passed.**

## 8. WORK SESSION

- a. ROW Work Session: Landscaping and Trees: Carter Bullock, Planner

Carter Bullock, Planner, presented a work session focused on trees, landscaping, and other encroachments within the public right-of-way. He reminded Council that prior discussions addressed general encroachments such as parking, loading, and storage, and noted that staff is working on potential code updates to improve enforcement tools, including ticketing. This session specifically addressed how trees and landscaping fit into the broader right-of-way management framework.

Bullock explained that the City's current code does not allow trees, shrubs, or other plantings as permitted encroachments, meaning staff must deny requests from residents to plant in the right-of-way. He highlighted inconsistencies across City code, including conflicting street tree requirements in subdivision and design review sections, and noted that existing provisions related to parks and the parks committee are outdated, unclear, and in some cases contradictory. He also referenced older guidance documents, including a 2006 tree planting guideline and 1997 street standards, which appear outdated or inconsistently applied.

He emphasized that, under current regulations, the City lacks the ability to effectively manage or require landscaping in the right-of-way—resulting in inconsistent conditions, such as streets with abundant trees on one side and none on the other. Bullock outlined key considerations for future code updates, including safety impacts (such as visibility and ice buildup), utility conflicts, infrastructure planning, irrigation impacts on road integrity, and differences between residential and commercial areas. He noted that trees can provide benefits such as traffic calming, improved neighborhood aesthetics, and reduced illegal use of the right-of-way through passive design.

Mr. Bullock also provided examples from other jurisdictions, including requirements for permits, spacing standards, utility locates, and incentives such as low- or no-cost permits. He indicated that these models could inform updates to Bellevue's code to allow and better regulate trees and landscaping within the right-of-way.

Carter Bullock continued outlining recommendations related to encroachments, landscaping, and right-of-way use. He referenced examples from other jurisdictions, including international models, to support proposed updates.

Recommendations included reestablishing a Parks and Trees Committee to provide oversight of urban forestry efforts, adoption of updated street tree guidelines, and utilization of existing resources such as the Wood River Valley Tree Guide. He noted the City recently received a grant to complete a citywide tree inventory, which would support long-term community forest management.

Additional recommendations included allowing trees and vegetation as permitted encroachments with clear spacing requirements from roads and utilities, and restricting planting under power lines based on mature tree height. He also proposed requiring street trees as part of new development and major additions, with updated definitions for what constitutes a "major addition." Further, he suggested exploring requirements for tree planting or canopy coverage on private property for new developments.

Carter recommended prohibiting in-ground irrigation systems in the right-of-way while encouraging surface irrigation methods, restricting new grass lawns due to water usage concerns, and prohibiting pesticides and chemical fertilizers in these areas. He also emphasized the importance of requiring revegetation following construction disturbances.

Regarding ornamental features, he proposed allowing items such as sculptures, garden boxes, and similar features within the right-of-way, provided clear standards are established to prevent misuse or obstruction of public infrastructure. He emphasized the need for administrative discretion to deny features that impede visibility, utilities, or maintenance operations.

He also addressed pedestrian access, recommending that walkways be allowed to extend through the right-of-way to improve accessibility for residents, including those with mobility challenges, as well as for deliveries and emergency services.

He then discussed swales as a stormwater management tool, noting that while they are included in existing street standards, they are not clearly permitted as encroachments. He recommended explicitly allowing swales, with design standards to address safety, drainage, and accessibility concerns. He highlighted the importance of incorporating vegetation within swales to reduce heat and improve aesthetics, while cautioning against designs that increase water use or create hazards.

He concluded by summarizing that prior discussions focused on limiting undesirable encroachments, while current recommendations aim to encourage beneficial uses within the right-of-way. He directed Council to review the materials provided and offer feedback on proposed changes.

Jackie Peppard, a Beech Street resident questioned the feasibility of replacing grass with alternative landscaping, emphasizing maintenance challenges, costs, and unclear responsibility. She raised concerns about weed control without herbicides, upkeep of trees (including pruning and debris), and the financial burden of installing and maintaining drip irrigation systems. She also noted that grass can be relatively low-maintenance and provides environmental benefits such as cooling and carbon absorption, expressing skepticism about removing it without clear, practical alternatives.

In response, Carter Bullock explained that property owners would be responsible for establishing and watering trees in the right-of-way, particularly during the first few years, after which selected drought-tolerant species should be able to survive with minimal irrigation. He indicated that a future street tree list would guide appropriate species selection.

Further concerns were raised about tree species, particularly large or fast-growing varieties that can be messy, short-lived, or pose safety risks. Discussion also clarified that proposed regulations would primarily apply to new developments, including requirements for tree planting on both private property and within the right-of-way, rather than retroactively affecting existing properties.

Tammy Davis asked about the reintroduction and design of swales, noting their historical presence and questioning how modern standards would address them. Bullock explained that current (1997) street standards limit vegetation options in swales and that part of the effort is to update code to better align design preferences with engineering standards.

Council and staff also discussed broader issues of ownership and maintenance responsibilities for trees in the right-of-way, noting that while such trees are technically city property, adjacent property owners have historically maintained them. There was recognition that tree maintenance has been a longstanding gap and may require renewed oversight, potentially involving the parks committee and a future tree inventory.

The Mayor acknowledged the volume and complexity of the material, emphasizing that this was a work session intended for feedback only. Council members were encouraged to provide additional comments to staff, and it was noted that draft code language would return for future review and consideration.

**9. EXECUTIVE SESSION:** Pursuant to Idaho Code § 74-206(1)(f)

- a. To communicate with legal counsel regarding pending or imminently likely litigation

**Motion:** (02:25:14 in Video) **Council Member Wrede** moved to enter into executive session pursuant to Idaho Code 74-206(1)(f). **Council Member Davis** seconded. Council Members Voting Aye: Council Member Bergin, Council Member Shay, Council Member Ard, Council Member Davis, Council Member Wrede. Council Members Voting No: none. **The Motion Passed.**

With a motion by Council Member Davis and a second by Council President Shay the council returned to regular session.

**Motion:** **Council President Shay** moved to direct the Mayor to send a letter to ICRMP outlining the position as amended. **Council Member Bergin** seconded. **The Motion Passed unanimously.**

**10. ADJOURNMENT: Action Item**

With no further business coming before the Common Council at this time, Council Member Davis moved to adjourn the meeting. Council Member Wrede seconded the motion. The meeting adjourned at 08:15 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>								
State Insurance Fund	30985468	1	Invoice	GF W/C Insu	04/27/2026	2,716.00	100-01-50015	Workers Compensation Ins
Studio 360 Design	11379	1	Invoice	Website Management	05/01/2026	460.00	100-01-51060	Computer IT Support
Caselle, Inc.	INV-18896	1	Invoice	Contract Support & Maint. - 6/1/26 - 6/30/	05/01/2026	2,153.00	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-05	2	Invoice	MSFT	04/22/2026	116.00	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-05	3	Invoice	MSFT	04/22/2026	148.50	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-05	8	Invoice	Microsoft	04/22/2026	75.60	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-05	13	Invoice	Mailchimp	04/22/2026	19.50	100-01-51062	Computers - Software & Su
Micro Tech Systems	96633	1	Invoice	Monthly Service - May	05/01/2026	1,577.25	100-01-51062	Computers - Software & Su
Micro Tech Systems	96384	1	Invoice	Service adjustment fee	04/27/2026	2.50	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-05	1	Invoice	Amazon - Prime Membership	04/22/2026	15.89	100-01-51080	Dues & Memberships
DL Evans - Mayor	2563-05	5	Invoice	Amazon - Office supplies	04/22/2026	28.78	100-01-52010	Office Supplies
DL Evans - Mayor	2563-05	12	Invoice	Amazon- wireless presenter remote	04/22/2026	25.99	100-01-52010	Office Supplies
South Valley Storage Company LL	043026-5	1	Invoice	May Rent- Unit #F-13	04/30/2026	70.00	100-01-52085	Storage
DL Evans - Mayor	2563-05	4	Invoice	Amazon - Supplies	04/22/2026	168.45	100-01-52090	Supplies
DL Evans - Mayor	2563-05	10	Invoice	Albertsons - supplies	04/22/2026	25.98	100-01-52090	Supplies
First Net	2872946568	1	Invoice	Clerk & Treasurer	04/20/2026	91.56	100-01-52100	Telephone
Association of Idaho Cities	200014528	1	Invoice	Registration Fee - Shelly	04/23/2026	325.00	100-01-52120	Training & Meetings
Total 100-01:						8,020.00		
<b>100-03</b>								
Safelbuit LLC	3742939	1	Invoice	Building Inspections 4/1/26 - 4/24/26	04/30/2026	1,380.00	100-03-51041	Client Cost Expense
The Copy Center, LLC	4257	1	Invoice	Public Notice Mailers	04/21/2026	86.64	100-03-51041	Client Cost Expense
Romero, Herbert	3	1	Invoice	Completed 50 surveys	04/28/2026	1,500.00	100-03-51650	Comprehensive Plan
Safelbuit LLC	3742939	2	Invoice	Plan Reviews - 4/6/26 - 4/23/26	04/30/2026	4,244.92	100-03-52050	Professional Services
First Net	2872946568	2	Invoice	Community Dev. Director/Planner	04/20/2026	91.56	100-03-52100	Telephone
DL Evans - Mayor	2563-05	11	Invoice	Lodging - Carter/Flood Plan Mngt. - Lewi	04/22/2026	413.18	100-03-52124	Travel Expense
Total 100-03:						7,716.30		
<b>100-05</b>								
AFBA	AFBELLE-05	1	Invoice	Life Insurance - May	05/05/2026	80.00	100-05-50014	Insurance - Life
Valley Wide Cooperative	A66042	1	Invoice	Fuel - Card #3816393	04/27/2026	89.86	100-05-51110	Fuel
First Net	2872946568	3	Invoice	Fire Chief	04/20/2026	50.83	100-05-52100	Telephone
DL Evans - Fire Dept.	3087-05	2	Invoice	South County Fire Conference	04/21/2026	84.65	100-05-52120	Training & Meetings
DL Evans - Fire Dept.	3087-05	1	Invoice	Hotel booking service fee	04/21/2026	17.99	100-05-52124	Travel Expense
Valley Wide Cooperative	97128/9	1	Invoice	Gloves	04/26/2026	12.49	100-05-57000	Safety Equipment
Total 100-05:						335.82		

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>100-07</b>								
OverDrive, Inc.	H-0121962	1	Invoice	Participation in Idaho Digital Consortium	04/09/2026	900.00	100-07-51080	Dues & Memberships
DL Evans - Mayor	2563-05	9	Invoice	Electric Pencil Sharpener- Library	04/22/2026	15.69	100-07-52010	Office Supplies
First Net	2872946568	4	Invoice	Library	04/20/2026	45.78	100-07-52100	Telephone
DL Evans - Library	4580-05	2	Invoice	Amazon	04/22/2026	95.26	100-07-55000	Library New Books
DL Evans - Library	4580-05	3	Invoice	NY Times	04/22/2026	4.00	100-07-55000	Library New Books
DL Evans - Library	4580-05	1	Invoice	Amazon	04/22/2026	41.59	100-07-55010	Library Programs
Total 100-07:						1,102.32		
<b>100-08</b>								
Christensen Inc. dba United Oil	CL11644	1	Invoice	Fuel - Card #263953/Gaston	04/30/2026	226.17	100-08-51110	Fuel
Christensen Inc. dba United Oil	CL11644	2	Invoice	Fuel - Card #263954/Sheilamer	04/30/2026	277.55	100-08-51110	Fuel
Christensen Inc. dba United Oil	CL11644	3	Invoice	Fuel - Card #263955/Thayer	04/30/2026	283.32	100-08-51110	Fuel
Christensen Inc. dba United Oil	CL11644	4	Invoice	Fuel - Card #6857653/Marln	04/30/2026	233.06	100-08-51110	Fuel
Napa Auto Parts	257128	1	Invoice	Wiper Blades	04/20/2026	30.98	100-08-51167	R & M - Autos
Copy & Print LLC	9835	1	Invoice	Business Cards for Officer Thayer	04/30/2026	110.49	100-08-52010	Office Supplies
First Net	2872946568	5	Invoice	Marshal & Laptops	04/20/2026	248.63	100-08-52100	Telephone
Total 100-08:						1,410.20		
<b>100-11</b>								
First Net	2872946568	10	Invoice	Mayor & Council	04/20/2026	320.46	100-11-52100	Telephone
Total 100-11:						320.46		
<b>100-15</b>								
Christensen Inc. dba United Oil	CL10616	1	Invoice	Fuel - Card #263139	04/15/2026	54.79	100-15-51110	Fuel
Christensen Inc. dba United Oil	CL11645	1	Invoice	Fuel - Card #263139	04/30/2026	106.38	100-15-51110	Fuel
Christensen Inc. dba United Oil	CL11646	1	Invoice	Fuel - Card #8191665/Streets Equipment	04/30/2026	109.45	100-15-51110	Fuel
Valley Wide Cooperative	H15245	1	Invoice	Gas Credit Allowance	04/22/2026	12.80	100-15-51110	Fuel
Overhead Door Company of Twin	AR010000	1	Invoice	Shop Garage Door Motor	04/22/2026	975.00	100-15-51160	Repairs & Maintenance (G
DL Evans - Mayor	2563-05	6	Invoice	Dog Waste Depot - bags	04/22/2026	269.31	100-15-51162	R & M - Parks
DL Evans - Mayor	2563-05	7	Invoice	Replacement Dog Stations	04/22/2026	983.91	100-15-51162	R & M - Parks
Glendale Construction, Inc.	106300	1	Invoice	Topsoil @ Memorial Park/ frost free hydr	04/29/2026	330.00	100-15-51162	R & M - Parks
L.L. Green's Hardware	A797593	1	Invoice	Grass seed/Memorial Park	04/23/2026	99.99	100-15-51162	R & M - Parks
Palomera, Maria	220	1	Invoice	Office Cleaning - May	05/01/2026	375.00	100-15-52050	Professional Services
Cleanwater Power Equipment LLC	93063	1	Invoice	Hedge trimming attachment	04/24/2026	280.50	100-15-52080	Small Tools & Equipment
Napa Auto Parts	258309	1	Invoice	Ratchet	04/30/2026	28.54	100-15-52080	Small Tools & Equipment
Valley Wide Cooperative	097038/9	1	Invoice	Drill bit for Signs	04/22/2026	25.99	100-15-52080	Small Tools & Equipment
Valley Wide Cooperative	097219/9	1	Invoice	Brush for grinder	04/29/2026	31.99	100-15-52080	Small Tools & Equipment

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Clearwater Power Equipment LLC	93274	1	Invoice	Replacement parts for weed trimmers	04/27/2026	79.98	100-15-52090	Supplies
L.L. Green's Hardware	C23823	1	Invoice	Paint for parking stripes	04/20/2026	83.92	100-15-52090	Supplies
L.L. Green's Hardware	C23840	1	Invoice	Supplies for parking stripes	04/20/2026	51.98	100-15-52090	Supplies
L.L. Green's Hardware	B501956	1	Invoice	Wire brushes for Grinder	04/30/2026	75.98	100-15-52090	Supplies
Quill Corporation	48442054	1	Invoice	Liners for Parks	04/07/2026	126.87	100-15-52090	Supplies
Sherwin-Williams	3311-0	1	Invoice	Blue paint for handicap parking	04/29/2026	127.00	100-15-52090	Supplies
Valley Wide Cooperative	097033/9	1	Invoice	F-150 Key	04/22/2026	2.99	100-15-52090	Supplies
Valley Wide Cooperative	097037/9	1	Invoice	Bolts for Signs	04/22/2026	14.57	100-15-52090	Supplies
Valley Wide Cooperative	97147/9	1	Invoice	Chalk for marking lines	04/27/2026	4.99	100-15-52090	Supplies
Valley Wide Cooperative	097198/9	1	Invoice	Chalk for line painting	04/29/2026	9.98	100-15-52090	Supplies
Valley Wide Cooperative	097202/9	1	Invoice	Streets - 208-309-6895	04/29/2026	6.99	100-15-52090	Supplies
First Net	2872946568	6	Invoice	T-2 Training - Tracy & Ethan	04/20/2026	62.78	100-15-52100	Telephone
Lhtact2	T242226TCS	1	Invoice	Fire Station	04/29/2026	440.00	100-15-52120	Training & Meetings
Intermountain Gas	0767343000-	1	Invoice	Museum	04/22/2026	79.54	100-15-52140	Utilities - Gas
Intermountain Gas	0767343000-	2	Invoice	City Hall	04/22/2026	48.82	100-15-52140	Utilities - Gas
Intermountain Gas	0767343000-	3	Invoice	Shop	04/22/2026	92.94	100-15-52140	Utilities - Gas
Intermountain Gas	0767343000-	5	Invoice	Shop	04/22/2026	106.90	100-15-52140	Utilities - Gas
Idaho Power	2203628603-	1	Invoice	100 N 8th St Park	04/23/2026	40.87	100-15-52143	Utilities - Power
Idaho Power	2203628603-	2	Invoice	114 Elm St. Ped	04/23/2026	32.09	100-15-52143	Utilities - Power
Idaho Power	2203628603-	3	Invoice	City Hall	04/23/2026	176.91	100-15-52143	Utilities - Power
Idaho Power	2203628603-	4	Invoice	116 Pine St. Ped	04/23/2026	31.62	100-15-52143	Utilities - Power
Idaho Power	2203628603-	5	Invoice	Library	04/23/2026	79.56	100-15-52143	Utilities - Power
Idaho Power	2203628603-	8	Invoice	Museum	04/23/2026	35.01	100-15-52143	Utilities - Power
Idaho Power	2203628603-	10	Invoice	300 E. Cedar St. Park	04/23/2026	26.34	100-15-52143	Utilities - Power
Idaho Power	2203628603-	11	Invoice	318 E Cedar St. Park	04/23/2026	26.34	100-15-52143	Utilities - Power
Idaho Power	2203628603-	13	Invoice	Fire Station	04/23/2026	94.30	100-15-52143	Utilities - Power
Idaho Power	2203628603-	15	Invoice	Shop	04/23/2026	132.25	100-15-52143	Utilities - Power
Idaho Power	2203628603-	6	Invoice	1461 S. Main St. Lite	04/23/2026	33.15	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	7	Invoice	161 Cowcatcher Loop Lite	04/23/2026	1.76	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	9	Invoice	218 N. Main St. Lite	04/23/2026	2.70	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	12	Invoice	508 Broadford Rd. Light	04/23/2026	27.95	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	14	Invoice	714 N Main St. Light	04/23/2026	30.29	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	16	Invoice	921 Riverside Dr. Lite	04/23/2026	1.40	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	17	Invoice	Street Lights	04/23/2026	1,722.29	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	18	Invoice	Street Lights	04/23/2026	29.83	100-15-52145	Utilities - Street Lights
Clear Creek Disposal	0001908514	1	Invoice	O'Donnell Park - April	04/29/2026	414.00	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001908515	1	Invoice	Memorial Park - April	04/29/2026	359.25	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001908516	1	Invoice	Howard Preserve Park - April	04/29/2026	207.00	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001908517	1	Invoice	City Hall - April	04/29/2026	76.35	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001908519	1	Invoice	Shop - April	04/29/2026	150.08	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001908520	1	Invoice	Fire Station - April	04/29/2026	29.14	100-15-52146	Utilities - Trash/Toilet/Recy

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Clear Creek Disposal	0001908521	1	Invoice	Museum - April	04/29/2026	207.21	100-15-52146	Utilities - Trash/Toilet/Recy
Write Cloud Communications, Inc	110616	1	Invoice	Radio Service - Public Works Dept.	05/01/2026	20.00	100-15-56045	Radio Fees
State Fire Idaho	12672881	1	Invoice	City Hall - Annual fire extinguisher service	04/24/2026	60.00	100-15-57000	Safety Equipment
State Fire Idaho	12672890	1	Invoice	Library - Annual fire extinguisher service	04/24/2026	60.00	100-15-57000	Safety Equipment
State Fire Idaho	12672902	1	Invoice	Marshalls - Annual fire extinguisher service	04/24/2026	160.00	100-15-57000	Safety Equipment
State Fire Idaho	12672922	1	Invoice	Shop - Annual fire extinguisher service	04/24/2026	273.00	100-15-57000	Safety Equipment
The Bancorp Bank, N.A.	732658	1	Invoice	1/3 Chevy 5500 lease/May	04/30/2026	608.66	100-15-58150	Auto/Equipment Lease (12
Total 100-15:						10,223.63		
<b>200-20</b>								
State Insurance Fund	30985468	2	Invoice	WF WC Insur	04/27/2026	300.00	200-20-50015	Workers Compensation Ins
Johnson, Chrtis	1458-6812	1	Invoice	Reimbursement - PDF converter for han	05/04/2026	15.00	200-20-51062	Computers - Software & Su
Spronk Water Engineers, Inc.	WRRV03-31	1	Invoice	Engineering services for BWG/MWP	04/27/2026	1,067.19	200-20-51070	Conjunctive Management
Gray, Andrew J	0000014	1	Invoice	Water License - April	05/04/2026	2,000.00	200-20-51073	Contract Labor
Gray, Andrew J	0000014	2	Invoice	On-Site hrs. 4/1/26 - 4/30/26	05/04/2026	3,150.00	200-20-51073	Contract Labor
Christensen Inc. dba United Oil	CL10616	2	Invoice	Fuel - Card #263139	04/15/2026	54.79	200-20-51110	Fuel
Christensen Inc. dba United Oil	CL11645	2	Invoice	Fuel - Card #263139	04/30/2026	106.38	200-20-51110	Fuel
Christensen Inc. dba United Oil	CL11646	2	Invoice	Fuel - Card #8191665/Streets Equipment	04/30/2026	109.46	200-20-51110	Fuel
Napa Auto Parts	258292	1	Invoice	Battery	04/30/2026	126.57	200-20-51160	Repairs & Maintenance (G
Napa Auto Parts	258308	1	Invoice	Battery, hose & clamp for Generator	04/30/2026	194.50	200-20-51160	Repairs & Maintenance (G
L.L. Green's Hardware	C23868	1	Invoice	Chop Saw & Cutting Blades	04/21/2026	155.99	200-20-52080	Small Tools & Equipment
L.L. Green's Hardware	A797592	1	Invoice	Sealer, brush & mud mixer	04/23/2026	116.96	200-20-52090	Supplies
Luncelford Excavation, Inc.	19364	1	Invoice	Roadmix - meter repair	05/05/2026	418.02	200-20-52090	Supplies
First Net	2872946568	7	Invoice	Public Works - 208-309-1609	04/20/2026	50.83	200-20-52100	Telephone
First Net	2872946568	8	Invoice	Public Works on call - 208-309-6733	04/20/2026	45.78	200-20-52100	Telephone
Water Dynamics, LLC dba Magic	38283	1	Invoice	Water samples	04/27/2026	189.00	200-20-52110	Test Samples - Water
Intermountain Gas - Strahorn Pu	1315963484-	1	Invoice	100 Slaughtehouse - Pump Station	04/22/2026	25.72	200-20-52140	Utilities - Gas
Idaho Power	2227225774-	1	Invoice	100 Slaughtehouse Gulch Rd. Pump	04/23/2026	300.31	200-20-52143	Utilities - Power
Idaho Power	2227225774-	2	Invoice	32 Muldoon Rd. WTNK	04/23/2026	36.62	200-20-52143	Utilities - Power
Idaho Power	2227225774-	3	Invoice	400 Muldoon Rd.	04/23/2026	55.58	200-20-52143	Utilities - Power
Idaho Power	2227225774-	4	Invoice	805 Chestnut St. Pump	04/23/2026	318.98	200-20-52143	Utilities - Power
Idaho Power	2227225774-	5	Invoice	90 1/2 Tendoy St. Well	04/23/2026	42.66	200-20-52143	Utilities - Power
Idaho Power	2227225774-	6	Invoice	90 Tendoy St. Well	04/23/2026	366.23	200-20-52143	Utilities - Power
White Cloud Communications, Inc	110616	2	Invoice	Radio Service - Public Works Dept.	05/01/2026	20.00	200-20-56045	Radio Fees
Advanced Control Systems, LLC	42105	1	Invoice	Setting up chlorine pumps & monitoring	04/21/2026	2,497.50	200-20-57500	Scada Maintenance & Rep
Merrick & Company	10278288	1	Invoice	DW2409LF Drinking Water Improv 2.28.2	04/16/2026	38,681.76	200-20-58125	Water Improvements IDEQ
Merrick & Company	10278311	1	Invoice	DW2409LF Drinking Water Improv 3.27.2	04/16/2026	1,248.75	200-20-58125	Water Improvements IDEQ
The Bancorp Bank, N.A.	732658	2	Invoice	1/3 Chevy 5500 lease/May	04/30/2026	608.66	200-20-58150	Auto/Equipment Lease (12
Ferguson Waterworks	0951483	1	Invoice	Gaskets for 2" Meters	04/21/2026	18.94	200-20-58260	Water Meter or Vault Expe

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>300-30</b>								
State Insurance Fund	30985468	3	Invoice	WWF WC Insur	04/27/2026	316.00	300-30-50015	Workers Compensation Ins
Christensen Inc. dba United Oil	CL110616	3	Invoice	Fuel - Card #263139	04/15/2026	54.79	300-30-51110	Fuel
Christensen Inc. dba United Oil	CL11643	1	Invoice	Fuel - Card #263140	04/30/2026	176.61	300-30-51110	Fuel
Christensen Inc. dba United Oil	CL11645	3	Invoice	Fuel - Card #263139	04/30/2026	106.37	300-30-51110	Fuel
Christensen Inc. dba United Oil	CL11646	3	Invoice	Fuel - Card #8191665/Streets Equipment	04/30/2026	109.46	300-30-51110	Fuel
Coastline Equipment	1344404	1	Invoice	Hinges for backhoe door	04/27/2026	1,046.36	300-30-51163	R & M - Equipment (non-au
Johnson, Chris	INV-DF-US-9	1	Invoice	Reimbursement - Starlink for WWTP	05/01/2026	20.00	300-30-52020	Internet Expense
L.L. Green's Hardware	C23868	2	Invoice	Chop Saw & Cutting Blades	04/21/2026	155.99	300-30-52080	Small Tools & Equipment
First Net	2872946568	9	Invoice	Public Works - 208-309-0656	04/20/2026	45.78	300-30-52100	Telephone
Go-Fer It Express Inc.	143954	1	Invoice	Currier services for wastewater samples	04/30/2026	157.50	300-30-52110	Test Samples - Sewer
Water Dynamics, LLC dba Magic	38284	1	Invoice	Wastewater Samples	04/27/2026	2,884.00	300-30-52110	Test Samples - Sewer
Johnson, Chris	92414541	1	Invoice	Reimbursement - Lodging 2 day event in	05/04/2026	377.42	300-30-52124	Travel Expense
Intermountain Gas	0767343000-	4	Invoice	130 Riverview Dr. Lift	04/22/2026	66.69	300-30-52140	Utilities - Gas
Idaho Power	2227225816-	1	Invoice	1269 Glen Aspen Dr. Lift	04/22/2026	40.59	300-30-52143	Utilities - Power
Idaho Power	2227225816-	2	Invoice	130 Riverview Dr. Lift	04/22/2026	234.15	300-30-52143	Utilities - Power
Idaho Power	2227225816-	3	Invoice	31 Alyson Rd. Lagoon	04/22/2026	951.86	300-30-52143	Utilities - Power
Idaho Power	2227225816-	4	Invoice	31 Alyson Rd. Main	04/22/2026	1,454.11	300-30-52143	Utilities - Power
Idaho Power	2227225816-	5	Invoice	80 Honeysockle Lift	04/22/2026	33.15	300-30-52143	Utilities - Power
Idaho Power	2227225816-	6	Invoice	88 Martin Ln Lift	04/22/2026	111.31	300-30-52143	Utilities - Power
Idaho Power	2227225816-	7	Invoice	90 Tandy St. Lift	04/22/2026	42.86	300-30-52143	Utilities - Power
Clear Creek Disposal	0001908518	1	Invoice	31 Alyson Rd. - April	04/29/2026	154.92	300-30-52146	Utilities - Trash/Toilet/Recy
White Cloud Communications, Inc	110616	3	Invoice	Radio Service - Public Works Dept.	05/01/2026	20.00	300-30-56045	Radio Fees
State Fire Idaho	12672934	1	Invoice	WWTP - Annual fire extinguisher service	04/24/2026	71.00	300-30-57000	Safety Equipment
The Bancorp Bank, N.A.	732658	3	Invoice	1/3 Chevy 5500 lease/May	04/30/2026	608.66	300-30-58150	Auto/Equipment Lease (12
Total 300-30:						9,239.58		
Grand Totals:						90,690.49		

Report GL Period Summary

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

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>Advanced Control Systems, LLC (120)</b>							
	42105	1	Setting up chlorine pumps & monitoring @ wells	04/21/2026	2,497.50	200-20-57500	Scada Maintenance & Repairs
Total Advanced Control Systems, LLC (120):					2,497.50		
<b>AFBA (160)</b>							
	AFBELLE-05	1	Life Insurance - May	05/05/2026	80.00	100-05-50014	Insurance - Life
Total AFBA (160):					80.00		
<b>Association of Idaho Cities (330)</b>							
	200014528	1	Registration Fee - Shelly	04/23/2026	325.00	100-01-52120	Training & Meetings
Total Association of Idaho Cities (330):					325.00		
<b>Caselle, Inc. (580)</b>							
	INV-19896	1	Contract Support & Maint. - 6/1/26 - 6/30/26	05/01/2026	2,153.00	100-01-51062	Computers - Software & Subscri
Total Caselle, Inc. (580):					2,153.00		
<b>Christensen Inc. dba United Oil (640)</b>							
	CL10616	1	Fuel - Card #263139	04/15/2026	54.79	100-15-51110	Fuel
	CL10616	2	Fuel - Card #263139	04/15/2026	54.79	200-20-51110	Fuel
	CL10616	3	Fuel - Card #263139	04/15/2026	54.79	300-30-51110	Fuel
	CL11643	1	Fuel - Card #263140	04/30/2026	176.61	300-30-51110	Fuel
	CL11644	1	Fuel - Card #263953/Gaston	04/30/2026	226.17	100-08-51110	Fuel
	CL11644	2	Fuel - Card #263954/Sheilamer	04/30/2026	277.55	100-08-51110	Fuel
	CL11644	3	Fuel - Card #263956/Thayer	04/30/2026	283.32	100-08-51110	Fuel
	CL11644	4	Fuel - Card #6857653/Marh	04/30/2026	233.06	100-08-51110	Fuel
	CL11645	1	Fuel - Card #263139	04/30/2026	106.38	100-15-51110	Fuel
	CL11645	2	Fuel - Card #263139	04/30/2026	106.38	200-20-51110	Fuel
	CL11645	3	Fuel - Card #263139	04/30/2026	106.37	300-30-51110	Fuel
	CL11646	1	Fuel - Card #8191665/Streets Equipment	04/30/2026	109.46	100-15-51110	Fuel
	CL11646	2	Fuel - Card #8191665/Streets Equipment	04/30/2026	109.46	200-20-51110	Fuel
	CL11646	3	Fuel - Card #8191665/Streets Equipment	04/30/2026	109.46	300-30-51110	Fuel
Total Christensen Inc. dba United Oil (640):					2,008.58		
<b>Clear Creek Disposal (90)</b>							
	0001908514	1	O'Donnell Park - April	04/29/2026	414.00	100-15-52146	Utilities - Trash/Toliet/Recyc
	0001908515	1	Memorial Park - April	04/29/2026	359.25	100-15-52146	Utilities - Trash/Toliet/Recyc

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>Clearwater Power Equipment LLC (720)</b>							
0001908516	1	Invoice	Howard Preserve Park - April	04/29/2026	207.00	100-15-52146	Utilities - Trash/Toilet/Recyc
0001908517	1	Invoice	City Hall - April	04/29/2026	76.35	100-15-52146	Utilities - Trash/Toilet/Recyc
0001908518	1	Invoice	31 Alyson Rd. - April	04/29/2026	154.92	300-30-52146	Utilities - Trash/Toilet/Recyc
0001908519	1	Invoice	Shop - April	04/29/2026	150.08	100-15-52146	Utilities - Trash/Toilet/Recyc
0001908520	1	Invoice	Fire Station - April	04/29/2026	29.14	100-15-52146	Utilities - Trash/Toilet/Recyc
0001908521	1	Invoice	Museum - April	04/29/2026	207.21	100-15-52146	Utilities - Trash/Toilet/Recyc
Total Clear Creek Disposal (690):					1,597.95		
<b>Clearwater Power Equipment LLC (720)</b>							
93063	1	Invoice	Hedge trimming attachment	04/24/2026	280.50	100-15-52080	Small Tools & Equipment
93274	1	Invoice	Replacement parts for weed trimmers	04/27/2026	79.98	100-15-52090	Supplies
Total Clearwater Power Equipment LLC (720):					360.48		
<b>Coastline Equipment (740)</b>							
1344404	1	Invoice	Hinges for backhoe door	04/27/2026	1,046.36	300-30-51163	R & M - Equipment (non-auto)
Total Coastline Equipment (740):					1,046.36		
<b>Copy &amp; Print LLC (780)</b>							
9835	1	Invoice	Business Cards for Officer Thayer	04/30/2026	110.49	100-08-52010	Office Supplies
Total Copy & Print LLC (780):					110.49		
<b>DL Evans - Fire Dept. (970)</b>							
3087-05	1	Invoice	Hotel booking service fee	04/21/2026	17.99	100-05-52124	Travel Expense
3087-05	2	Invoice	South County Fire Conference	04/21/2026	84.65	100-05-52120	Training & Meetings
Total DL Evans - Fire Dept. (970):					102.64		
<b>DL Evans - Library (980)</b>							
4580-05	1	Invoice	Amazon	04/22/2026	41.59	100-07-55010	Library Programs
4580-05	2	Invoice	Amazon	04/22/2026	95.26	100-07-55000	Library New Books
4580-05	3	Invoice	NY Times	04/22/2026	4.00	100-07-55000	Library New Books
Total DL Evans - Library (980):					140.85		
<b>DL Evans - Mayor (1000)</b>							
2563-05	1	Invoice	Amazon - Prime Membership	04/22/2026	15.89	100-01-51080	Dues & Memberships
2563-05	2	Invoice	MSFT	04/22/2026	116.00	100-01-51062	Computers - Software & Subscri

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
2563-05	3	Invoice	MSFT	04/22/2026	148.50	100-01-51062	Computers - Software & Subscri
2563-05	4	Invoice	Amazon - Supplies	04/22/2026	168.45	100-01-52090	Supplies
2563-05	5	Invoice	Amazon - Office supplies	04/22/2026	28.78	100-01-52010	Office Supplies
2563-05	6	Invoice	Dog Waste Depot - bags	04/22/2026	269.31	100-15-51162	R & M - Parks
2563-05	7	Invoice	Replacement Dog Stations	04/22/2026	983.91	100-15-51162	R & M - Parks
2563-05	8	Invoice	Microsoft	04/22/2026	75.60	100-01-51062	Computers - Software & Subscri
2563-05	9	Invoice	Electric Pencil Sharpener- Library	04/22/2026	15.69	100-07-52010	Office Supplies
2563-05	10	Invoice	Albertsons - supplies	04/22/2026	25.98	100-01-52090	Supplies
2563-05	11	Invoice	Lodging - Carter/Flood Plan Mngt. - Lewiston	04/22/2026	413.18	100-03-52124	Travel Expense
2563-05	12	Invoice	Amazon- wireless presenter remote	04/22/2026	25.99	100-01-52010	Office Supplies
2563-05	13	Invoice	Mailchimp	04/22/2026	19.50	100-01-51062	Computers - Software & Subscri
Total DL Evans - Mayor (1000):					2,306.78		
<b>Ferguson Waterworks (1130)</b>							
0951483	1	Invoice	Gaskets for 2" Meters	04/21/2026	18.94	200-20-58260	Water Meter or Vault Expense
Total Ferguson Waterworks (1130):					18.94		
<b>First Net (1150)</b>							
2872946568	1	Invoice	Clerk & Treasurer	04/20/2026	91.56	100-01-52100	Telephone
2872946568	2	Invoice	Community Dev. Director/Planner	04/20/2026	91.56	100-03-52100	Telephone
2872946568	3	Invoice	Fire Chief	04/20/2026	50.83	100-05-52100	Telephone
2872946568	4	Invoice	Library	04/20/2026	45.78	100-07-52100	Telephone
2872946568	5	Invoice	Marshal & Laptops	04/20/2026	248.63	100-08-52100	Telephone
2872946568	6	Invoice	Streets - 208-309-6895	04/20/2026	62.78	100-15-52100	Telephone
2872946568	7	Invoice	Public Works - 208-309-1809	04/20/2026	50.83	200-20-52100	Telephone
2872946568	8	Invoice	Public Works on call - 208-309-6733	04/20/2026	45.78	200-20-52100	Telephone
2872946568	9	Invoice	Public Works - 208-309-0656	04/20/2026	45.78	300-30-52100	Telephone
2872946568	10	Invoice	Mayor & Council	04/20/2026	320.46	100-11-52100	Telephone
Total First Net (1150):					1,053.99		
<b>Glendale Construction, Inc. (4540)</b>							
106300	1	Invoice	Topsoll @ Memorial Park/ frost-free hydrant repair	04/29/2026	330.00	100-15-51162	R & M - Parks
Total Glendale Construction, Inc. (4540):					330.00		
<b>Go-Fer It Express Inc. (1300)</b>							
143954	1	Invoice	Currier services for wastewater samples	04/30/2026	157.50	300-30-52110	Test Samples - Sewer

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Total Go-Fer It Express Inc. (1300):							
					157.50		
Gray, Andrew J (3930)							
0000014	1	Invoice	Water License - April	05/04/2026	2,000.00	200-20-51073	Contract Labor
0000014	2	Invoice	On-Site hrs. 4/1/26 - 4/30/26	05/04/2026	3,150.00	200-20-51073	Contract Labor
					5,150.00		
Idaho Power (1600)							
2227225774-	1	Invoice	100 Staughtlethorpe Gulch Rd. Pump	04/23/2026	300.31	200-20-52143	Utilities - Power
2227225774-	2	Invoice	32 Muldoon Rd. WTNK	04/23/2026	36.62	200-20-52143	Utilities - Power
2227225774-	3	Invoice	400 Muldoon Rd.	04/23/2026	55.58	200-20-52143	Utilities - Power
2227225774-	4	Invoice	805 Chestnut St. Pump	04/23/2026	318.98	200-20-52143	Utilities - Power
2227225774-	5	Invoice	90 1/2 Tendoy St. Well	04/23/2026	42.56	200-20-52143	Utilities - Power
2227225774-	6	Invoice	90 Tendoy St. Well	04/23/2026	366.23	200-20-52143	Utilities - Power
2227225816-	1	Invoice	1269 Glen Aspen Dr.	04/22/2026	40.59	300-30-52143	Utilities - Power
2227225816-	2	Invoice	130 Riverview Dr. Lift	04/22/2026	234.15	300-30-52143	Utilities - Power
2227225816-	3	Invoice	31 Alyson Rd. Lagoon	04/22/2026	951.86	300-30-52143	Utilities - Power
2227225816-	4	Invoice	31 Alyson Rd. Main	04/22/2026	1,454.11	300-30-52143	Utilities - Power
2227225816-	5	Invoice	80 Honeysuckle Lift	04/22/2026	33.15	300-30-52143	Utilities - Power
2227225816-	6	Invoice	88 Martin Ln Lift	04/22/2026	111.31	300-30-52143	Utilities - Power
2227225816-	7	Invoice	90 Tendoy St. Lift	04/22/2026	42.86	300-30-52143	Utilities - Power
2203628603-	1	Invoice	100 N 8th St. Park	04/23/2026	40.87	100-15-52143	Utilities - Power
2203628603-	2	Invoice	114 Elm St. Ped	04/23/2026	32.09	100-15-52143	Utilities - Power
2203628603-	3	Invoice	City Hall	04/23/2026	176.91	100-15-52143	Utilities - Power
2203628603-	4	Invoice	116 Pine St. Ped	04/23/2026	31.62	100-15-52143	Utilities - Power
2203628603-	5	Invoice	Library	04/23/2026	79.56	100-15-52143	Utilities - Power
2203628603-	6	Invoice	1461 S. Main St. Lite	04/23/2026	33.15	100-15-52145	Utilities - Street Lights
2203628603-	7	Invoice	161 Cowcatcher Loop Lite	04/23/2026	1.76	100-15-52145	Utilities - Street Lights
2203628603-	8	Invoice	Museum	04/23/2026	35.01	100-15-52143	Utilities - Power
2203628603-	9	Invoice	218 N. Main St. Lite	04/23/2026	2.70	100-15-52145	Utilities - Street Lights
2203628603-	10	Invoice	300 E. Cedar St. Park	04/23/2026	26.34	100-15-52143	Utilities - Power
2203628603-	11	Invoice	318 E Cedar St Park	04/23/2026	26.34	100-15-52143	Utilities - Power
2203628603-	12	Invoice	508 Broadford Rd. Light	04/23/2026	27.95	100-15-52145	Utilities - Street Lights
2203628603-	13	Invoice	Fire Station	04/23/2026	94.30	100-15-52143	Utilities - Power
2203628603-	14	Invoice	714 N Main St. Light	04/23/2026	30.29	100-15-52145	Utilities - Street Lights
2203628603-	15	Invoice	Shop	04/23/2026	132.25	100-15-52143	Utilities - Power
2203628603-	16	Invoice	921 Riverside Dr. Lite	04/23/2026	1.40	100-15-52145	Utilities - Street Lights
2203628603-	17	Invoice	Street Lights	04/23/2026	1,722.29	100-15-52145	Utilities - Street Lights
2203628603-	18	Invoice	Street Lights	04/23/2026	29.83	100-15-52145	Utilities - Street Lights

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Total Idaho Power (1600):							
<b>Intermountain Gas (1730)</b>							
0767343000-	1	Invoice	Fire Station	04/22/2026	79.54	100-15-52140	Utilities - Gas
0767343000-	2	Invoice	Museum	04/22/2026	48.82	100-15-52140	Utilities - Gas
0767343000-	3	Invoice	City Hall	04/22/2026	92.94	100-15-52140	Utilities - Gas
0767343000-	4	Invoice	130 Riverview Dr.	04/22/2026	66.69	300-30-52140	Utilities - Gas
0767343000-	5	Invoice	Shop	04/22/2026	106.90	100-15-52140	Utilities - Gas
Total Intermountain Gas (1730):							
<b>Intermountain Gas - Strahorn Pump Station (1740)</b>							
1315962484-	1	Invoice	100 Slaughterhouse - Pump Station	04/22/2026	25.72	200-20-52140	Utilities - Gas
Total Intermountain Gas - Strahorn Pump Station (1740):							
<b>Johnson, Chris (3890)</b>							
1458-6812	1	Invoice	Reimbursement - PDF converter for hand writing	05/04/2026	15.00	200-20-51062	Computers - Software & Subs
INV-DF-US-9	1	Invoice	Reimbursement - Startlink for WWTP	05/01/2026	20.00	300-30-52020	Internet Expense
92414541	1	Invoice	Reimbursement - Lodging 2 day event in Meridian	05/04/2026	377.42	300-30-52124	Travel Expense
Total Johnson, Chris (3890):							
<b>L.L. Green's Hardware (1900)</b>							
C23823	1	Invoice	Paint for parking stripes	04/20/2026	83.92	100-15-52090	Supplies
C23840	1	Invoice	Supplies for parking stripes	04/20/2026	51.98	100-15-52090	Supplies
C23868	1	Invoice	Chop Saw & Cutting Blades	04/21/2026	155.99	200-20-52080	Small Tools & Equipment
C23868	2	Invoice	Chop Saw & Cutting Blades	04/21/2026	155.99	300-30-52080	Small Tools & Equipment
A797592	1	Invoice	Sealer, brush & mud mixer	04/23/2026	116.96	200-20-52090	Supplies
A797593	1	Invoice	Grass seed/Memorial Park	04/23/2026	99.99	100-15-51162	R & M - Parks
B501956	1	Invoice	Wire brushes for Grinder	04/30/2026	75.98	100-15-52090	Supplies
Total L.L. Green's Hardware (1900):							
<b>Lhtac2 (1990)</b>							
T242226TCS	1	Invoice	T-2 Training - Tracy & Ethan	04/29/2026	440.00	100-15-52120	Training & Meetings
Total Lhtac2 (1990):							

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>Lunceford Excavation, Inc. (2030)</b>							
	19364	1 Invoice	Roadmix - meter repair	05/05/2026	418.02	200-20-52090	Supplies
Total Lunceford Excavation, Inc. (2030):					418.02		
<b>Merrick &amp; Company (2130)</b>							
	10278288	1 Invoice	DW2409LF Drinking Water Improv 2.28.26 to 3.27.26	04/16/2026	38,681.76	200-20-58125	Water Improvements IDEQ
	10278311	1 Invoice	DW2409LF Drinking Water Improv 3.27.26 Addtl Services	04/16/2026	1,248.75	200-20-58125	Water Improvements IDEQ
Total Merrick & Company (2130):					39,930.51		
<b>Micro Tech Systems (2150)</b>							
	96633	1 Invoice	Monthly Service - May	05/01/2026	1,577.25	100-01-51062	Computers - Software & Subscri
	96384	1 Invoice	Service adjustment fee	04/27/2026	2.50	100-01-51062	Computers - Software & Subscri
Total Micro Tech Systems (2150):					1,579.75		
<b>Napa Auto Parts (2260)</b>							
	257128	1 Invoice	Wiper Blades	04/20/2026	30.98	100-08-51167	R & M - Autos
	258309	1 Invoice	Ratchet	04/30/2026	28.54	100-15-52080	Small Tools & Equipment
	258292	1 Invoice	Battery	04/30/2026	126.57	200-20-51160	Repairs & Maintenance (Gen
	258308	1 Invoice	Battery, hose & clamp for Generator	04/30/2026	194.50	200-20-51160	Repairs & Maintenance (Gen
Total Napa Auto Parts (2260):					380.59		
<b>OverDrive, Inc. (2370)</b>							
	H-0121962	1 Invoice	Participation in Idaho Digital Consortium	04/09/2026	900.00	100-07-51080	Dues & Memberships
Total OverDrive, Inc. (2370):					900.00		
<b>Overhead Door Company of Twin Falls (2380)</b>							
	AR010000	1 Invoice	Shop Garage Door Motor	04/22/2026	975.00	100-15-51160	Repairs & Maintenance (General
Total Overhead Door Company of Twin Falls (2380):					975.00		
<b>Palomera, Maria (2430)</b>							
	220	1 Invoice	Office Cleaning - May	05/01/2026	375.00	100-15-52050	Professional Services
Total Palomera, Maria (2430):					375.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>Quill Corporation (2660)</b>							
	48442054	1	Invoice				
			Liners for Parks	04/07/2026	126.87	100-15-52090	Supplies
Total Quill Corporation (2660):					126.87		
<b>Romero, Herbert (4480)</b>							
	3	1	Invoice				
			Completed 50 surveys	04/28/2026	1,500.00	100-03-51650	Comprehensive Plan
Total Romero, Herbert (4480):					1,500.00		
<b>Safebuilt LLC (4470)</b>							
	3742939	1	Invoice				
			Building Inspections 4/1/26 - 4/24/26	04/30/2026	1,380.00	100-03-51041	Client Cost Expense
	3742939	2	Invoice				
			Plan Reviews - 4/6/26 - 4/23/26	04/30/2026	4,244.92	100-03-52050	Professional Services
Total Safebuilt LLC (4470):					5,624.92		
<b>Sherwin-Williams (4530)</b>							
	3311-0	1	Invoice				
			Blue paint for handicap parking	04/29/2026	127.00	100-15-52090	Supplies
Total Sherwin-Williams (4530):					127.00		
<b>South Valley Storage Company LLC (3060)</b>							
	043026-5	1	Invoice				
			May Rent- Unit #F-13	04/30/2026	70.00	100-01-52085	Storage
Total South Valley Storage Company LLC (3060):					70.00		
<b>Spronk Water Engineers, Inc. (3080)</b>							
	WRV03-31	1	Invoice				
			Engineering services for BWGWWP	04/27/2026	1,067.19	200-20-51070	Conjunctive Management
Total Spronk Water Engineers, Inc. (3080):					1,067.19		
<b>State Fire Idaho (4550)</b>							
	12672881	1	Invoice				
			City Hall - Annual fire extinguisher service	04/24/2026	60.00	100-15-57000	Safety Equipment
	12672890	1	Invoice				
			Library - Annual fire extinguisher service	04/24/2026	60.00	100-15-57000	Safety Equipment
	12672902	1	Invoice				
			Marshal's - Annual fire extinguisher service	04/24/2026	160.00	100-15-57000	Safety Equipment
	12672922	1	Invoice				
			Shop - Annual fire extinguisher service	04/24/2026	273.00	100-15-57000	Safety Equipment
	12672934	1	Invoice				
			WWTP - Annual fire extinguisher service	04/24/2026	71.00	300-30-57000	Safety Equipment
Total State Fire Idaho (4550):					624.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
<b>State Insurance Fund (3110)</b>							
30985468	1	Invoice	GF W/C Insu	04/27/2026	2,716.00	100-01-50015	Workers Compensation Insurance
30985468	2	Invoice	W/F W/C Insur	04/27/2026	300.00	200-20-50015	Workers Compensation Insurance
30985468	3	Invoice	WWF W/C Insur	04/27/2026	316.00	300-30-50015	Workers Compensation Insurance
Total State Insurance Fund (3110):					3,332.00		
<b>Studio 360 Design (4390)</b>							
11379	1	Invoice	Website Management	05/01/2026	460.00	100-01-51060	Computer IT Support
Total Studio 360 Design (4390):					460.00		
<b>The Bancorp Bank, N.A. (3290)</b>							
732658	1	Invoice	1/3 Chevy 5500 leaseMay	04/30/2026	608.66	100-15-58150	Auto/Equipment Lease (12+ mos)
732658	2	Invoice	1/3 Chevy 5500 leaseMay	04/30/2026	608.66	200-20-58150	Auto/Equipment Lease (12+ mos)
732658	3	Invoice	1/3 Chevy 5500 leaseMay	04/30/2026	608.66	300-30-58150	Auto/Equipment Lease (12+ mos)
Total The Bancorp Bank, N.A. (3290):					1,825.98		
<b>The Copy Center, LLC (3820)</b>							
4257	1	Invoice	Public Notice Mailers	04/21/2026	86.64	100-03-51041	Client Cost Expense
Total The Copy Center, LLC (3820):					86.64		
<b>Valley Wide Cooperative (3510)</b>							
097033/9	1	Invoice	F-150 Key	04/22/2026	2.99	100-15-52090	Supplies
097037/9	1	Invoice	Bolts for Signs	04/22/2026	14.57	100-15-52090	Supplies
097038/9	1	Invoice	Drill bit for Signs	04/22/2026	25.99	100-15-52080	Small Tools & Equipment
97128/9	1	Invoice	Gloves	04/26/2026	12.49	100-05-57000	Safety Equipment
97147/9	1	Invoice	Chalk for marking lines	04/27/2026	4.99	100-15-52090	Supplies
A65042	1	Invoice	Fuel - Card #3816393	04/27/2026	89.86	100-05-51110	Fuel
097198/9	1	Invoice	Chalk for line painting	04/29/2026	9.98	100-15-52090	Supplies
097202/9	1	Invoice	Chalk for line painting	04/29/2026	6.99	100-15-52090	Supplies
H15245	1	Invoice	Gas Credit Allowance	04/22/2026	12.80-	100-15-51110	Fuel
097219/9	1	Invoice	Brush for grinder	04/29/2026	31.99	100-15-52080	Small Tools & Equipment
Total Valley Wide Cooperative (3510):					187.05		
<b>Water Dynamics, LLC dba Magle Valley Lab (3560)</b>							
38283	1	Invoice	Water samples	04/27/2026	189.00	200-20-52110	Test Samples - Water
38284	1	Invoice	Wastewater Samples	04/27/2026	2,884.00	300-30-52110	Test Samples - Sewer

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Total Water Dynamics, LLC dba Magic Valley Lab (3560):							
					3,073.00		
<b>White Cloud Communications, Inc. (3650)</b>							
110616	1	Invoice	Radio Service - Public Works Dept.	05/01/2026	20.00	100-15-56045	Radio Fees
110616	2	Invoice	Radio Service - Public Works Dept.	05/01/2026	20.00	200-20-56045	Radio Fees
110616	3	Invoice	Radio Service - Public Works Dept.	05/01/2026	20.00	300-30-56045	Radio Fees
Total White Cloud Communications, Inc. (3650):							
					60.00		
Grand Totals:					90,690.49		

Report GL Period Summary

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

## Bellevue Marshal's Office



115 E Pine Street  
 PO Box 825  
 Bellevue, ID 83313  
 Phone: 208-788-3692  
 Fax: 208-788-8526

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## City Council Report

Date: 05/01/2026

### April Report

In April, the Bellevue Marshal's Office responded to a total of 316 calls for service (CFS), which resulted in:

#### Year to Date

30 case reports

58 citations issued

10 arrests made

Call for service	1,280
Case Reports	104
Citations	301
Arrests	44
ALPR plate reads	1,566,441
ALPR Searches	11

April was a relatively slower month for calls for service. However, several of the cases that did arise are more complex in nature and will require a significant investment of time for investigation and follow-up.

During the month, we responded to multiple mental health-related calls. We are optimistic about the Blaine County Sheriff's Office implementing a dedicated mental health deputy position. This addition is expected to provide valuable support for individuals in crisis while also allowing our personnel to more effectively manage time and focus on other public safety responsibilities.

Looking ahead, Sgt. Shelamer and I will be attending the Idaho Chiefs of Police Conference in May, which will be held in Sun Valley. We would like to extend our appreciation to Chief England for organizing this event and highlighting our community to law enforcement leaders from across the state.

BMO would like to thank the council and mayor for their continued support.

If you ever have questions, please feel free to contact me.

Thank you,  
K. Gaston



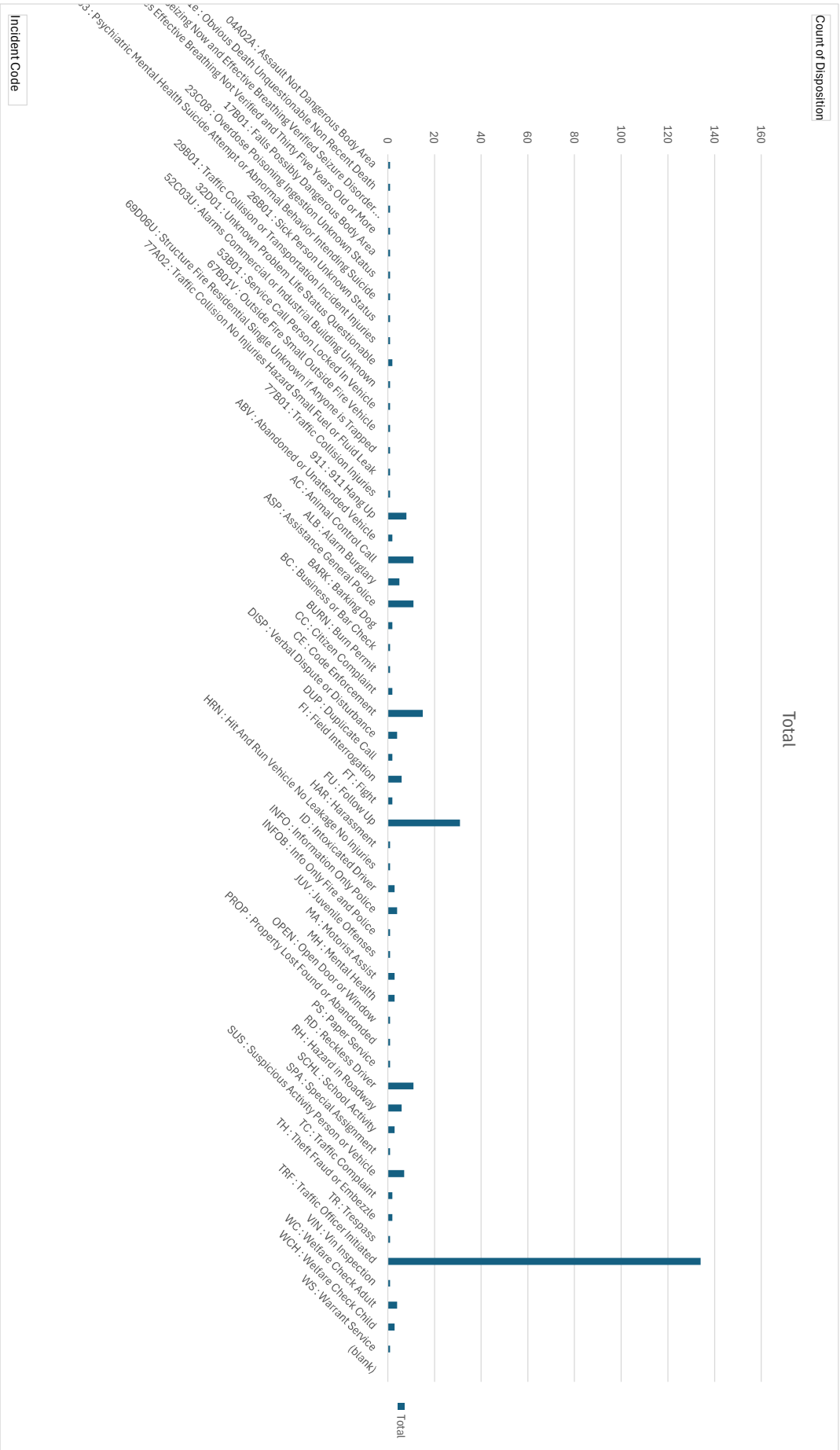
Bellevue Marshal's Office  
 115 E Pine Street  
 PO Box 825  
 Bellevue, ID 83313  
 208-7883692

Cases by Month

Printed on May 1, 2026

	Start Date/Time	Primary Officer	Statutes/Offenses	Disposition
BMO20260099	04/26/26 11:26	Thayer, Joseph	FOUND - FOUND PROPERTY	FOUND - FOUND
BMO20260104	04/28/26 21:24	Marin, Emanuel	18-903 - BATTERY	18-903 - BATTERY
BMO20260103	04/28/26 20:17	Marin, Emanuel	OFF-JUVENILE - OFFICER	OFF-JUVENILE -
BMO20260102	04/28/26 19:18	Marin, Emanuel	18-7906 - STALKING IN THE	18-7906 - STALKING IN
BMO20260101	04/28/26 07:24	Gaston, Kirtus	OFF-THEFT - OFFICER REPORT -	OFF-THEFT - OFFICER
BMO20260100	04/27/26 16:18	Gaston, Kirtus	OFF-THEFT - OFFICER REPORT -	OFF-THEFT - OFFICER
BMO20260098	04/26/26 02:16	Shelamer, Mike	49-1401(1) - MOTOR VEHICLES -	49-1401(1) - MOTOR
BMO20260097	04/24/26 15:27	Thayer, Joseph	UNATT - UNATTENDED DEATH	UNATT -
BMO20260096	04/23/26 07:27	Thayer, Joseph	OFF - OFFICER REPORT	OFF - OFFICER
BMO20260092	04/21/26 11:54	Thayer, Joseph	OFF-WELFARE - OFFICER	OFF-WELFARE -
BMO20260090	04/20/26 15:26	Thayer, Joseph	OFF - OFFICER REPORT	OFF - OFFICER
BMO20260089	04/20/26 01:34	Marin, Emanuel	10.6.3(1) - BMO - Accessory Uses of	10.6.3(1) - BMO -
BMO20260093	04/22/26 11:08	Gaston, Kirtus	18-8004C - DRIVING UNDER THE	18-8004C - DRIVING
BMO20260094	04/22/26 13:30	Gaston, Kirtus	OFF-WELFARE - OFFICER	OFF-WELFARE -
BMO20260095	04/22/26 13:30	Gaston, Kirtus		
BMO20260091	04/21/26 06:19	Thayer, Joseph	49-1232 - MOTOR VEHICLES -	49-1232 - MOTOR
BMO20260087	04/17/26 19:54	Marin, Emanuel	18-1501(1) - CHILDREN - INJURY	18-1501(1) -
BMO20260086	04/17/26 16:29	Gaston, Kirtus	18-2403(5)(c) - THEFT - PETIT:	18-2403(5)(c) - THEFT -
BMO20260088	04/18/26 18:31	Marin, Emanuel	18-8001 - DRIVING WITHOUT	18-8001 - DRIVING
BMO20260082	04/09/26 11:29	Gaston, Kirtus	18-2403 - THEFT - GRAND: FROM	18-2403 - THEFT -
BMO20260085	04/14/26 20:31	Marin, Emanuel	18-8001 - DRIVING WITHOUT	18-8001 - DRIVING
BMO20260084	04/12/26 23:39	Shelamer, Mike	49-1401(3) - MOTOR VEHICLES -	49-1401(3) - MOTOR
BMO20260083	04/10/26 10:18	Thayer, Joseph	5.09 - BMO - Dog Running at Large	5.09 - BMO - Dog
BMO20260079	04/06/26 14:54	Thayer, Joseph	49-1301 - MOTOR VEHICLES -	49-1301 - MOTOR
BMO20260078	04/06/26 14:28	Thayer, Joseph	POSS MH - POSSIBLE MENTAL	POSS MH - POSSIBLE
BMO20260077	04/05/26 21:22	Marin, Emanuel	ASSIST - AGENCY ASSIST	ASSIST - AGENCY
BMO20260076	04/03/26 22:09	Marin, Emanuel	ASSIST - AGENCY ASSIST	ASSIST - AGENCY
BMO20260075	04/02/26 06:27	Thayer, Joseph	49-1401(3) - MOTOR VEHICLES -	49-1401(3) - MOTOR
BMO20260081	04/08/26 18:25	Marin, Emanuel	19-512 - WARRANT ARREST FEL	19-512 - WARRANT
BMO20260080	04/07/26 06:48	Thayer, Joseph	ASSIST - AGENCY ASSIST; OFF -	ASSIST - AGENCY

**Total Records: 30**





Bellevue Marshal's Office  
 115 E Pine Street  
 PO Box 825  
 Bellevue, ID 83313  
 208-7883692

BMO Citation - By Officer, By Offense

Printed on May 1, 2026

[Citation->Issued Date/Time] is between '2026-04-01 00:00:00' and '2026-04-30 23:59:59' and  
 [Involvement->Case->Primary Officer->Agency->Name] is in this list 'E'Bellevue Marshal's Office"

**Ticket #**

**Gaston, Kirtus**

BEP350-0894

**DRIVING UNDER THE INFLUENCE - excessive 1st offense Total: 1**

BEP350-0895

**DRIVING WITHOUT PRIVILEGES - infraction Total: 1**

BEP350-0890

**MOTOR VEHICLES - DISTRACTED DRIVING Total: 1**

BEP350-0891

**MOTOR VEHICLES - FOLLOWING TOO CLOSELY - ALLOW SUFFICIENT SPACE Total: 1**

BEP350-0887

BEP350-0893

BEP350-0896

BEP350-0885

BEP350-0886

BEP350-0888

BEP350-0892

**MOTOR VEHICLES - SPEED - EXCEED MAXIMUM SPEED LIMIT Total: 7**

BEP350-0889

**MOTOR VEHICLES - STOP SIGN - FAIL TO STOP/YIELD FROM Total: 1**

**Gaston, Kirtus Total: 12**

**Marin, Emanuel**

BEP355-0224

**DISTURBING THE PEACE Total: 1**

BEP355-0225

BEP355-0223

**DRIVING WITHOUT PRIVILEGES - misdemeanor Total: 2**

BEP355-0220

BEP355-0228

**MOTOR VEHICLES - DRIVERS LICENSE - INFRACTION Total: 2**

BEP355-0222

**MOTOR VEHICLES - DRIVERS LICENSE - MOTORCYCLE ENDORSEMENT Total: 1**

BEP355-0223

**MOTOR VEHICLES - FAIL TO PROVIDE PROOF OF INSURANCE - misdemeanor Total: 1**

**Ticket #**

BEP355-0214

**MOTOR VEHICLES - IMPROPER OR UNSAFE LANE CHANGE Total: 1**

BEP355-0213

**MOTOR VEHICLES - REGISTRATION - FAIL TO CARRY IN VEHICLE Total: 1**

BEP355-0231

**MOTOR VEHICLES - REGISTRATION - FAIL TO REGISTER ANNUALLY Total: 1**

BEP355-0219

**MOTOR VEHICLES - REGISTRATION - FAIL TO SIGN, GIVE ADDRESS, DESCRIBE MV Total: 1**

BEP355-0215

BEP355-0217

BEP355-0218

BEP355-0229

BEP355-0227

BEP355-0221

BEP355-0222

BEP355-0214

BEP355-0216

**MOTOR VEHICLES - SPEED - EXCEED MAXIMUM SPEED LIMIT Total: 9**

BEP355-0230

BEP355-0226

**MOTOR VEHICLES - VIOLATIONS OF REGISTRATION PROVISIONS Total: 2**

BEP355-0224

**RESISTING AND OBSTRUCTING OFFICERS Total: 1****Marin, Emanuel Total: 23****Shelamer, Mike**

BEP365-0966

**MOTOR VEHICLES - DRIVERS LICENSE FAIL TO PURCHASE/INVALID Total: 1**

BEP365-0961

**MOTOR VEHICLES - DRIVERS LICENSE - INFRACTION Total: 1**

BEP365-0965

BEP365-0967

BEP365-0970

**MOTOR VEHICLES - FAIL TO PROVIDE PROOF OF INSURANCE - infraction Total: 3**

BEP365-0963

**MOTOR VEHICLES - INATTENTIVE DRIVING Total: 1**

BEP365-00968

**MOTOR VEHICLES - RECKLESS DRIVING Total: 1**

BEP365-0962

BEP36500964

BEP365-0959

BEP365-0960

**Ticket #**

3634

BEP365-0969

**MOTOR VEHICLES - SPEED - EXCEED MAXIMUM SPEED LIMIT Total: 6**

**Shelamer, Mike Total: 13**

**Thayer, Joseph**

**BMO - Dog Running at Large Total: 1**

BEP370-0624

**CONTROLLED SUBSTANCE - POSSESSION OF LESS THAN 3 OZ - misdemeanor Total: 1**

BEP370-0624

**DRUG PARAPHERNALIA - USE OR POSSESS WITH INTENT TO USE Total: 1**

BEP370-0627

BEP370-0625

BEP370-0626

**MOTOR VEHICLES - DISTRACTED DRIVING Total: 3**

BEP370-0623

**MOTOR VEHICLES - DRIVERS LICENSE FAIL TO PURCHASE/INVALID Total: 1**

BEP370-0623

**MOTOR VEHICLES - FAIL TO PROVIDE PROOF OF INSURANCE - infraction Total: 1**

**MOTOR VEHICLES - INATTENTIVE DRIVING Total: 1**

BEP370-0622

**MOTOR VEHICLES - SPEED - EXCEED MAXIMUM SPEED LIMIT Total: 1**

**Thayer, Joseph Total: 10**

**Total Records: 58**

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## Memorandum

**To:** Bellevue Common Council

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

**Re:** Department Report

**Date:** May 11, 2026

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### Building

Due to the data transition from internal Excel spreadsheets to Civic Review, a building permit report is not available this month. Staff is working on building an interactive Building Permit Dashboard. A very slow loading and poorly formatted test page can be viewed at <https://civicreviewdashboard.onrender.com/>. In April, Staff received three (3) new residential building permits, one (1) commercial remodel building permit, and one (1) residential addition building permit.

### Current Planning

In April, Staff received three (3) design review applications, one (1) administrative design review application, one (1) conditional use permit application, one (1) floodplain development permit application, and one (1) combined preliminary/final plat application.

### Long Range Planning

The Comprehensive Plan Advisory Committee has been organizing into small groups to work on individual chapters of the Comprehensive Plan.

The outreach efforts are going dormant for a couple of months while Staff focuses on drafting the actual plan over the summer. Outreach will resume with intensity once draft documents are ready for publication.

### Grants

#### SMILES Grant

The Pop-Up Plaza event will be on June 18<sup>th</sup> and 19<sup>th</sup> in coordination with outreach on the BURA Historic Downtown Alleyway Improvement Project.

#### Blaine County Climate Smart Communities Initiative

The Volunteer Training Event for the Tree Inventory will be conducted on May 12, 2026. Please contact [emma@treesidaho.org](mailto:emma@treesidaho.org) to sign up.

Idaho Heritage Trust

On May 5, 2026, the Bellevue Urban Renewal Agency authorized a professional service agreement with Trout Architects/Chartered to architectural and engineering design services associated with the foundation repair at the Old City Hall site.



## Memorandum

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

**From: Amy Phelps, City Clerk**

**Re: Department Report**

**Date: May 11, 2025**

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The Bellevue Clerk's office exists to provide administrative services to the city as well as maintain city records and regulate city licensing. Additionally, the Clerk supports the legislative work of the Mayor and Common Council.

### **Licensing:**

- New Business License Applications: 2
- Mobile Food Vendor License Application : 1
- Alcoholic Beverage License Application: 1

### **Public Records Request:**

- Public Records Requests for the Month of April: 5

The Clerk's Office continues to operate efficiently, with cash receipting, business licensing, parks applications, and daily administrative functions proceeding smoothly.

During the month of April, the clerk's department begun preliminary budget discussions in preparation for the FY27 budgeting process. These early conversations are focused on identifying departmental needs, evaluating current expenditures, and planning for future priorities.

As part of ongoing compliance efforts, three non-compliant short-term rental properties were identified. Compliance letters have been issued, and it is anticipated that these property owners will bring their accounts into compliance by becoming current on Local Option Tax payments based on occupancy.

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# Bellevue Fire Department

115 East Pine St. • P.O. Box 825 • Bellevue Idaho, 83313  
 Phone (208) 788-9277 • Fax (208) 788-2092

## Bellevue Fire Department Council Report –May 11th, 2026

**Prepared by:**  
**Greg Beaver, Fire Chief**  
**Date:** May 4, 2026

### Department Initiatives

The Bellevue Fire Department is actively working on the following initiatives:

1. **Fire Incident Reporting Software:** Fire incident reporting has transitioned from NFIRS to the new NERIS system, effective January 1st. This change has created challenges for the third-party company we use to manage our reports. As a result, I have been spending a significant amount of time working through these issues. Please be aware that reports may look different for the next few months when the transition is completed.

Update: I am working with a new person, and they have helped me with our incident reports.

2. **Wildfire season:** It is heating up quickly and there have been a few wildfires in the county. We need everyone to be extra cautious with fire this year! All staff have been certified and updated to the new standards. NOAA predicts a very active year.
3. **ISRB Inspection:** Amberle and I met with Gary Manning. Went through truck inventory and did hydrant testing. Seems like all went well. We'll know more soon.

If you know someone who lives in Bellevue or within a 10-mile radius of the station and wants to give back to the community, please refer them to us.

## **Incident Report – January 1 to May 4 , 2026**

- **Total Incidents:** 40
- **Average Turnout per Incident:** 3 personnel
- **Overall Average Response Time:** 6 minutes, 56 seconds

### **Incident Breakdown:**

- Fire – Outside Fire- Dumpster/ Other Outside Fire: 4
- Fire - Structure -Structural Involvement: 5
- Fire – Transportation Vehicle Fire: 2
- Hazardous Situation Electrical Power Line Down: 2
- Hazardous Situation Motor Vehicle Collision: 14
- Hazardous Situation - (No Fire): 1
- Hazardous Situation -Smoke Investigation: 1
- No Emergency – False Alarm-Accidental: 7
- Public Service – Alarms -Fire/ Smoke: 1
- Rescue – Structure – Extrication/ Entrapped: 3

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Thank you for your continued support.

**Sincerely,**  
Greg Beaver  
Bellevue Fire Chief





Dispatch Incident Number (fiDispatch.03)	Dispatch Call Create Date Time (fiDispatch.10)	Total Incidents	Total Incidents Percent of Incidents	Average Number of Personnel	Response Time	Enroute to On Scene
<b>Incident Type Primary (filincident.03): Fire - Outside Fire - Dumpster / Other Outdoor Container Fire</b>						
26028	04/04/2026 22:06:14	1	7.14%	2.00		
26043	04/30/2026 10:06:21	1	7.14%			
26043	04/30/2026 10:06:21	1	7.14%		0:11:13	0:07:26
		<b>Total: 3</b>	<b>Total: 21.43%</b>	<b>Total: 2.00</b>		
<b>Incident Type Primary (filincident.03): Fire - Structure Fire - Confined Cooking / Appliance Fire</b>						
26036	04/23/2026 05:00:08	1	7.14%	3.00		
26037	04/23/2026 19:33:25	1	7.14%	3.00		
		<b>Total: 2</b>	<b>Total: 14.29%</b>	<b>Total: 6.00</b>		
<b>Incident Type Primary (filincident.03): Fire - Structure Fire - Structural Involvement</b>						
26026	04/01/2026 15:03:43	1	7.14%	1.00	120:28:42	120:04:02
26026	04/01/2026 15:03:43	1	7.14%	3.00	0:28:42	0:04:02
		<b>Total: 2</b>	<b>Total: 14.29%</b>	<b>Total: 4.00</b>		
<b>Incident Type Primary (filincident.03): Hazardous Situation - Hazard Nonchemical - Motor Vehicle Collision</b>						
26027	04/02/2026 06:27:24	1	7.14%	1.00	0:04:30	0:00:34
26027	04/02/2026 06:27:24	1	7.14%	2.00		
26029	04/07/2026 06:48:06	1	7.14%	1.50		
26031	04/14/2026 08:57:40	1	7.14%	2.00		
26039	04/27/2026 08:56:26	1	7.14%	4.00		
26040	04/27/2026 14:39:33	1	7.14%	3.00		
		<b>Total: 6</b>	<b>Total: 42.86%</b>	<b>Total: 13.50</b>		
<b>Incident Type Primary (filincident.03): No Emergency - Cancelled</b>						
26042	04/27/2026 19:00:43	1	7.14%	1.00		
		<b>Total: 1</b>	<b>Total: 7.14%</b>	<b>Total: 1.00</b>		
<b>Incident Type Primary (filincident.03): No Emergency - False Alarm - Accidental Alarm</b>						
26030	04/10/2026 13:40:25	1	7.14%	2.00		
		<b>Total: 1</b>	<b>Total: 7.14%</b>	<b>Total: 2.00</b>		
<b>Incident Type Primary (filincident.03): No Emergency - False Alarm - Malfunctioning Alarm</b>						
26038	04/25/2026 22:12:47	1	7.14%	1.00	0:04:56	0:02:10
26038	04/25/2026 22:12:47	1	7.14%	1.00	0:08:12	0:07:27
26038	04/25/2026 22:12:47	1	7.14%	4.00	0:09:06	0:00:54
		<b>Total: 3</b>	<b>Total: 21.43%</b>	<b>Total: 6.00</b>		
<b>Incident Type Primary (filincident.03): Rescue - Outside - Extrication / Entrapped</b>						
26041	04/27/2026 15:05:23	1	7.14%	1.00		
26041	04/27/2026 15:05:23	1	7.14%	2.00	0:04:00	0:04:00
		<b>Total: 2</b>	<b>Total: 14.29%</b>	<b>Total: 3.00</b>		
		<b>Total: 20</b>	<b>Total: 142.86%</b>	<b>Total: 37.50</b>		

**Report Criteria**

Dispatch Call Create Date Time (Fidispach.10): Is Equal To Last Month

Neris Agency Name: Is In Bellevue FD

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## Public Works May 11th Update

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### City Assets

As you all know temperatures are rising and things are turning green. This means all city water systems have been checked out and are back in service for the warmer weather. Lawn mowers, weed trimmers and chainsaws have been checked out and have been put to work mowing and whacking down those nasty weeds.

With the warmer temperatures we were able to get lines marked for painting the business district parking spots and have managed to get the majority of it all done including the handicap spots with new symbols and appropriate colored lines and curb. We have a couple other stencils ordered for “No Parking” and “Marshal” that we have yet to receive from our supplier.

Just like the flowers those sweet potholes keep popping up and we do our best to get after them as quickly as possible.

With warmer weather means more people out which sadly also means a uptick in graffiti and petty type vandalism around the parks. We do our best to get the graffiti removed or painted over before most have a chance to see it. Unfortunately, we don't always see where the graffiti is hidden and what might have been broken overnight or the weekend. With this in mind, I would ask if you see graffiti or something that has been broken please bring it to our attention so we can get it taken care of as soon as possible.

There's a great book I read many years ago that touches on the importance of taking care of these sorts of things in a timely manner. It's titled “Broken Windows, Broken Business” by Dr. Stephen R. Covey



## **Water**

### **Meter Project**

We have done some follow-up on the meter checks and continue to clean up or list and are identifying any deficiencies along with inspecting all the commercial meters. We are reviewing our Equivalent Dwelling Unit numbers and evaluating our rates.

### **Water Project**

We are moving forward with developing the preliminary engineering report and getting materials prepared for our next water group meeting. We will be identifying a location to install a temporary flow meter to assess our flows above the current chlorine building.

### **Water Operations**

We have taken and submitted a PFAS sample at the Spring Diversion box which was a new requirement from DEQ. Irrigation season has begun and we want to remind customers that conservation requirements for sprinkler irrigation is outlined in our code 8-1-8 which states:

The sprinkling or watering of outdoor plantings such as grass, lawns, gardens, ground cover, shrubbery, trees or other landscaping shall be restricted upon all properties with even numbered street addresses to even numbered calendar days and upon all properties with odd numbered street addresses to odd numbered calendar days, and shall be prohibited between the hours of ten o'clock (10:00) A.M. to eight o'clock (8:00) P.M. daily except as follows:

(1) Upon written request made by a water user, the City's authorized agent may grant an exception to the prohibition and restriction of Municipal water usage if the water user's usage will be for



the purpose of sprinkling or watering new plantings for a specified time period. The exception will only apply to the newly planted area.

(2) Sprinkling or watering by commercial nurseries on their own sites is specifically excluded from the prohibitions and restrictions of this subsection B2.

(3) The water user is using water conservation irrigation devices such as drip or bubbler style irrigation system that minimize water evaporation losses. (Ord. 2016-01, 7-11-2016)

A statewide drought emergency was declared for all 44 Idaho counties, including Blaine County, on April 14, 2026, due to record-low snowpack and warm winter weather. We will be watching flows closely but the City does have water rationing powers so customers should be thoughtful of their use and the size of gardens or landscaping they are intending to install this year.

## **Wastewater**

### **Plant Progress**

We have ordered Starlink Internet Service and should have it installed and operational in the next week. Clean up and maintenance tasks continue as we wait for an estimated shipping date and installation timeline from Veolia. We are currently searching for a contractor to clean the membrane trains and to complete the necessary modifications.

### **Collections**

Operations continue as normal, once the weather is warm enough, we will get the vac truck prepared and begin cleaning lift stations and jetting lines around the city.

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## Bellevue Marshal's Office



115 E Pine Street  
PO Box 825  
Bellevue, ID 83313  
Phone: 208-788-3692  
Fax: 208-788-8526

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To: City of Bellevue Common Council

Re: Maverik Inc DBA Maverik #805 871 North Main Street

On 04/20/2026 City of Bellevue received an Annual Retail Alcohol Beverage License Application from the above business. On 05/01/2026 at approximately 0903 hours the Bellevue Marshal's Office conducted a site inspection of the premises. I observed no alcohol on the premises. I spoke with staff who explained where the alcohol will be stored in the coolers located on the northwest corner of the premises. All alcohol coolers are lockable. They indicated they understood that no alcohol sales could happen until the City Council approved the license on May 11<sup>th</sup> 2026.

The Bellevue Marshal's Office suggests the application for retail beer and wine be issued for off-site consumption be approved.

Kirtus S. Gaston  
05/01/2026

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## Memorandum

**To:** Bellevue Common Council

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

**Re:** WRLT Blaine County Land, Water, and Wildlife Letter of Support

**Date:** May 11, 2026

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### Background

The City of Bellevue and the Wood River Land Trust (WRLT), along with the Friends of the Howard Preserve have partnered in the management and operation of the Howard Preserve for over twenty (20) years. WRLT has managed a conservation easement over the Preserve while the City has held the ownership of the underlying property. WRLT is submitting an application to the Blaine County Land, Water, and Wildlife Program to aid in the purchase of an additional 0.55 acres at the southern end of the Preserve (Lot 1A of the recently approved FP-25-02 - Block 96, Bellevue Townsite Plat). If funded, the same management structure would be extended to this property. WRLT has requested a letter of support from the City to be submitted with their application.

### Recommendation and Next Steps

Staff recommends that the Council authorize the Mayor to sign the letter of support.

### Enclosures

1. Letter of Support



City of Bellevue  
115 E Pine Street  
PO Box 825  
Bellevue, ID 83313  
208-788-2128 Fax 208-788-2092  
[www.bellevueidaho.us](http://www.bellevueidaho.us)

---

May 11, 2026

Wood River Land Trust  
Board of Directors  
119 E Bullion Street  
Hailey ID 83333

Re: Howard Preserve Southern Expansion

Dear Wood River Land Trust,

I'm writing this letter on behalf of the City of Bellevue to voice our support for the application to the Blaine County Land, Water, and Wildlife Program for the City of Bellevue to acquire a parcel of land (approximately 0.55 acres) that is currently owned by Keith and Judy Myers adjacent to the Howard Preserve.

A land transaction between the Land Trust and the Myers has been contemplated for many years, and we are now at a point where all parties are willing to move forward to make this a reality. In this transaction, the Land Trust is pursuing grants and community funding in order for the City of Bellevue to ultimately obtain ownership of the Myer's property, which would be simultaneously protected by a conservation easement held by the Land Trust. In this way, the Myer's property will become part of the Howard Preserve so that it can be better protected through appropriate management and a conservation easement held by the Land Trust. As part of this acquisition, the City will pursue the vacation of the adjacent right of way, as was completed in 2017 when Land, Water & Wildlife Program funds were secured to help purchase five other parcels that have since become part of the Preserve.

The City is committed to protecting the Howard Preserve as it serves as a valuable community asset for the enjoyment of passive recreational activities for our citizens, and we appreciate the ongoing partnership with the Blaine County Land, Water & Wildlife Program.

Sincerely,

Christina Giordani,  
Mayor, City of Bellevue



## Memorandum

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

**From: Amy Phelps, City Clerk**

**Re: Mental Health Awareness Month Proclamation**

**Date: May 11, 2026**

---

May is recognized nationally as Mental Health Awareness Month. This proclamation designates May 2026 as Mental Health Awareness Month in Blaine County and affirms mental health as a normal and essential part of overall well-being. It also encourages open dialogue, promotes education and awareness, and highlights the importance of a unified, community-wide commitment to mental wellness.

The proposed proclamation emphasizes the role of local governments, community partners, and residents in supporting mental health initiatives. It also acknowledges the collaborative work being done through TogetherWe to strengthen prevention, access to care, and overall community resilience.

**Suggested Motion:** *"I move to approve the proclamation recognizing May 2026 as Mental Health Awareness Month in Blaine County and authorize the Mayor to sign the proclamation."*

### Enclosures

- a. Mental Health Proclamation

**Proclamation for Mental Health Awareness Month 2026  
City of Bellevue, Idaho**

**WHEREAS**, mental health and well-being are fundamental to the overall health, resilience and quality of life for all City of Bellevue citizens, enabling individuals to engage in productive activities, maintain fulfilling relationships, and effectively cope with life’s challenges; and

**WHEREAS**, mental health challenges are among the most common health conditions, affecting one in five adults and one in four children, with serious impacts on individuals, families, and community systems, including higher rates of serious mental illness and disproportionate representation in the justice system;

**WHEREAS**, the residents of Blaine County are known for their compassion and collective spirit, and Mental Health Awareness Month provides an opportunity to build on these strengths by promoting connection, well-being, and a vibrant, healthy community;

**WHEREAS**, promoting mental health education, encouraging open conversations, and creating a culture where talking about mental health is normal, seeking support is a sign of strength, and all people feel a sense of belonging and connection.

**WHEREAS**, each business, school, government agency, healthcare provider, organization, and citizen share the responsibility to promote mental wellness, recognize the signs of mental distress, increase prevention efforts, advocate for access to effective treatment for mental illness, and support individuals and families suffering from mental health challenges; and

**WHEREAS**, local organizations and community partners, in collaboration through TogetherWe, are advancing a comprehensive and coordinated approach to mental health care—spanning prevention through recovery—to build a more connected and thriving community; and

**WHEREAS**, the City Council of Bellevue recognizes the vital importance of mental well-being, wishes to enhance public awareness, and formally commits to partner with TogetherWe to foster a more resilient and connected community; and

**NOW, THEREFORE BE IT RESOLVED**, We, City of Bellevue, hereby recognize May 2026 as Mental Health Awareness Month in Blaine County to promote mental well-being as a shared community value, normalize conversations about mental health, and ensure equitable access to prevention, care, and support; and

**BE IT FURTHER RESOLVED**, that City of Bellevue commits to partnering with TogetherWe, advancing its shared mission, goals, and values to foster a connected, supported, and thriving community; and

**BE IT FURTHER RESOLVED**, that all residents are encouraged to actively participate in Mental Health Awareness Month through community events, educational workshops, and by openly discussing mental health to foster a community of understanding and support.

Dated this 11th day of May, in the year 2026

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Christina Giordani, Mayor



## Memorandum

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

**From:** Casey McGehee, City Assets Manager

**Re:** Clearwater Landscape Service Agreement

**Date:** May 11, 2025

---

### Background:

Clearwater Landscaping has historically provided general park maintenance, as well as spring start-up and ongoing upkeep for other City-owned properties, including the City Hall and Library grounds, Memorial Park, O'Donnell Park, the Bellevue Museum grounds, the ITD berm, and the Chestnut and Chantrell Well sites. Services include mowing, trimming, irrigation maintenance, and general landscape care necessary to keep these areas in good condition throughout the season.

City staff currently provide mowing services for the ITD berm, Chestnut Well site, and Chantrell Well site. In addition, this year City staff assumed mowing responsibilities at City Hall and the Library, as well as along the bike path and at Strahorn Park.

**Suggested motion:** *Move to adopt Resolution No. 26-15, authorizing the Mayor to execute a service agreement with Clearwater Landscaping in an amount not to exceed \$18,812.13 for landscaping services."*

### Enclosures:

1. Resolution No 26-15
2. Landscaping service agreements

**CITY OF BELLEVUE, IDAHO  
RESOLUTION NO. 26-15**

**A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, AUTHORIZING THE  
MAYOR TO EXECUTE A SERVICE AGREEMENT WITH CLEARWATER  
LANDSCAPING IN AN AMOUNT NOT TO EXCEED \$18812.13 FOR LANDSCAPING  
SERVICES**

**WHEREAS**, Bellevue, Idaho (“City”) is authorized to enter into contracts for the performance of general municipal governance and services; and,

**WHEREAS**, it is essential the City have a Service Agreement for landscaping services for City Hall and the Library, Memorial Park, O’Donnell Park, the Museum, ITD Berm, the Chestnut Well and the Tendoy Well Site; and,

**WHEREAS**, the Common Council desires to have a landscaping Agreement with Clearwater Landscaping for landscaping services.

**NOW THEREFORE BE IT RESOLVED** BY THE COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, AS FOLLOWS

**SECTION 1:** The service Agreement for landscaping services is approved substantially in the form presented at the May 11, 2026, Council meeting, attached hereto as **EXHIBIT A, EXHIBIT B, EXHIBIT C,** and **EXHIBIT E.**

**SECTION 2:** The Agreement *may* be amended if changes are approved by the City’s Common Council and that the signing of the approved changes and any related documents are conclusive evidence of the approval of the changes.

**SECTION 3:** The Mayor is authorized to execute the Service Agreement for landscaping service with Clearwater Landscaping.

**PASSED AND ADOPTED** by the Bellevue Common Council and signed by the Mayor of the City of Bellevue, Idaho this 11<sup>th</sup> day of May, 2026.

---

Christina Giordani, Mayor

ATTEST:

---

Amy Phelps, Clerk



Please Remit Payment To:  
 105 Kingsbury Ln  
 Bellevue, ID 83313

# Invoice

Invoice Date	4/22/2026
Invoice #	12601
Due Date	5/22/2026

Award Winning Design, Installation, and Service

<b>Bill To</b>
City of Bellevue 101 E Pine St Bellevue, ID 83313

<b>Property Address</b>
COB - City Hall/Library 115 Pine St Bellevue, ID 83313

Date	Description	Qty	UOM	Rate	Amount
	#21109 - 26 SM Landscape Agreement 2026				170.00
	5% discount for prepayment \$19.97 <i>\$ 8.50</i>				

<p>Thank you for supporting our small business.</p>	Invoice Total:	\$170.00
	Payments/Credits:	(\$8.50)
	Balance Due:	\$161.50

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$161.50	\$0.00	\$0.00	\$0.00	\$0.00

A late fee of 2% of the outstanding balance will be charged at 30, 60, and 120 days past due. At 120 days past due, outstanding balances will be sent to collections

A transaction fee of 3.00% will be charged for credit card transactions and 0.75% for ACH transactions through our customer portal



Date: 4/22/2026

**Customer:**  
 City of Bellevue  
 101 E Pine St  
 Bellevue, ID 83313

**Property:**  
 COB - City Hall/Library  
 115 Pine St  
 Bellevue, ID 83313

**26 SM Landscape Agreement**

**Fixed Payment Services**

Description of Services	Frequency	Annual Cost
<b>Irrigation</b> Lawn systems will be activated in the spring, monitored every 7-14 days depending on client preference, and winterized in the fall. Water schedules will be set according to weather and site conditions. All repairs will be on a T&M basis.		<b>\$170.00</b>
Activate Irrigation SM	1	\$85.00
Winterize Irrigation System SM	1	\$85.00
<b>Annual Maintenance Price</b>		<b>\$170.00</b>

# Terms & Conditions

## LANDSCAPING AGREEMENT

Clearwater Landscaping takes great pride in our workmanship, endeavoring to provide you with the best service possible. In order to provide you that service, it is necessary to establish the following conditions under which Clearwater Landscaping will provide landscaping materials and services to you. Clearwater Landscaping and you, our customer, agree, as follows:

1. In providing services to you, Clearwater Landscaping shall use its best and good faith efforts to maintain the vitality of your lawn and landscaping and will attempt to guard against any loss of any portion of your lawn or landscaping, from such causes as, diseases, infestation of pests, fungus, failure of your irrigation system or acts of god, but Clearwater Landscaping shall not be liable for any loss of your lawn or landscaping or any other property damage or personal injury resulting from any failure of Clearwater Landscaping to act.
2. Prices are based on the condition and topography of your lawn and landscaping at the time we prepare an estimate. A change in these site conditions may result in adjustments to the price. If a change results in an adjustment to the price, Clearwater will notify you before performing additional work. You may automatically accept the adjusted price, by not responding to the notice. If you do not agree to an adjustment of price, you must notify Clearwater within five (5) calendar days of receipt of the notice. If you do not agree to the adjusted price, you or Clearwater shall have the right to cancel the agreement by providing notice.
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**BILLING OPTIONS:**

Billing Address \_\_\_\_\_

Pay in Full, Less 5% if paid before April 15th, 2025

\_\_\_\_\_

6 Monthly Payments (April-September)

E-mail Address \_\_\_\_\_

**By**

**Kirk McGee (#48387)**

**Date**

4/22/2026

**Clearwater Landscaping**

**By**

70

**Date**

**COB - City Hall/Library**



# Invoice

Please Remit Payment To:  
 105 Kingsbury Ln  
 Bellevue, ID 83313

Date	Invoice #
4/28/2026	12633

Award Winning Design, Installation, and Service

<b>Bill To</b>
City of Bellevue 101 E Pine St Bellevue, ID 83313

<b>Property Address</b>
COB - Memorial Park 3rd and Cedar St Bellevue, ID 83313

Date	Description	Qty	UOM	Rate	Amount
	#20989 - 26 SM Landscape Agreement 2026				7353.75
	5% discount of \$367.69				

<p>Thank you for supporting our small business.</p>	<b>Invoice Total:</b>	<b>\$7,353.75</b>
	<b>Payments/Credits:</b>	<b>\$367.69</b>
	<b>Balance Due:</b>	<b>\$6,986.06</b>

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$6,986.06	\$0.00	\$0.00	\$0.00	\$0.00



**Date: 3/11/2026**

**Customer:**  
 City of Bellevue  
 101 E Pine St  
 Bellevue, ID 83313

**Property:**  
 COB - Memorial Park  
 3rd and Cedar St  
 Bellevue, ID 83313

**26 SM Landscape Agreement**

**Fixed Payment Services**

Description of Services	Frequency	Annual Cost
<b>Spring Cleanup</b> All Turf areas will be cleaned of all debris as weather permits. Thatch of turf will be done in the spring.		<b>\$858.00</b>
Spring Clean Up SM	1	\$858.00
<b>Mowing</b> Mowing will begin approximately mid-May. All lawns will be mowed 19 times. Any additional will be done on a T&M basis, or as requested. Natural areas will be mowed 1 time annually, additional requests will be T&M.		<b>\$4,417.50</b>
Turf Mowing SM	19	\$4,417.50
<b>Fertilizer &amp; Weed Control</b> All Turf areas will have Weed Control & Fertilizer 2 times annually. Any additional request will be done on a T&M basis.		<b>\$359.00</b>
Fert Round #1 SM	1	\$359.00
<b>Fall Cleanup</b> Fall Leaf cleanup of turf will be performed in the fall weather permitting. Additional removals will be on a T&M basis as requested.		<b>\$840.25</b>
Fall Leaf Clean Up SM	1	\$840.25
<b>Irrigation</b> Lawn systems will be activated in the spring, monitored every 7-14 days depending on client preference, and winterized in the fall. Water schedules will be set according to weather and site conditions. All repairs will be on a T&M basis.		<b>\$879.00</b>
Activate Irrigation SM	1	\$96.00
Monitor Irrigation System SM	11	\$649.00
Winterize Irrigation System SM	1	\$134.00
<b>Annual Maintenance Price</b>		<b>\$7,353.75</b>

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### BILLING OPTIONS:

Billing Address \_\_\_\_\_

Pay in Full, Less 5% if paid before April 15th, 2025

\_\_\_\_\_

6 Monthly Payments (April-September)

E-mail Address \_\_\_\_\_

By

Kirk McGee (#48387)

Date

3/11/2026

Clearwater Landscaping

By

74

Date

COB - Memorial Park



Please Remit Payment To:  
 105 Kingsbury Ln  
 Bellevue, ID 83313

# Invoice

Date	Invoice #
4/28/2026	12631

Award Winning Design, Installation, and Service

<b>Bill To</b>
City of Bellevue 101 E Pine St Bellevue, ID 83313

<b>Property Address</b>
COB - Museum, ITD Berm & Chestnut Well Site 109 Cedar St Bellevue, ID 83313

Date	Description	Qty	UOM	Rate	Amount
	#21118 - 26 SM Landscape Agreement 2026 5% discount of \$25 for contract prepayment				500.00

Thank you for supporting our small business.

Invoice Total:	\$500.00
Payments/Credits:	\$25.00
Balance Due:	\$475.00

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$475.00	\$0.00	\$0.00	\$0.00	\$0.00



**Date: 3/16/2026**

**Customer:**  
 City of Bellevue  
 101 E Pine St  
 Bellevue, ID 83313

**Property:**  
 COB - Museum, ITD Berm &  
 Chestnut Well Site  
 109 Cedar St  
 Bellevue, ID 83313

**26 SM Landscape Agreement**

**Fixed Payment Services**

Description of Services	Frequency	Annual Cost
<b>Irrigation</b> Lawn systems will be activated in the spring, monitored every 7-14 days depending on client preference, and winterized in the fall. Water schedules will be set according to weather and site conditions. All repairs will be on a T&M basis.		<b>\$500.00</b>
Activate Irrigation SM	1	\$250.00
Winterize Irrigation System SM	1	\$250.00
<b>Annual Maintenance Price</b>		<b>\$500.00</b>

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Billing Address \_\_\_\_\_

Pay in Full, Less 5% if paid before April 15th, 2025

\_\_\_\_\_

6 Monthly Payments (April-September)

E-mail Address \_\_\_\_\_

By

Kirk McGee (#48387)

Date

3/16/2026

Clearwater Landscaping

By

78

Date

COB - Museum, ITD Berm &  
Chestnut Well Site



# Invoice

Please Remit Payment To:  
 105 Kingsbury Ln  
 Bellevue, ID 83313

Date	Invoice #
4/28/2026	12632

Award Winning Design, Installation, and Service

<b>Bill To</b>
City of Bellevue 101 E Pine St Bellevue, ID 83313

<b>Property Address</b>
COB - O'Donnell Park 100 N 8th St Bellevue, ID 83313

Date	Description	Qty	UOM	Rate	Amount
	#20981 - 26 SM Landscape Agreement 2026 5% discount of \$588.93 for prepayment				11778.50

Thank you for supporting our small business.

Invoice Total:	\$11,778.50
Payments/Credits:	\$588.93
Balance Due:	\$11,189.57

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$11,189.57	\$0.00	\$0.00	\$0.00	\$0.00



Date: 3/10/2026

Customer:

City of Bellevue  
101 E Pine St  
Bellevue, ID 83313

Property:

COB - O'Donnell Park  
100 N 8th St  
Bellevue, ID 83313

26 SM Landscape Agreement

Fixed Payment Services

Description of Services	Frequency	Annual Cost
<b>Spring Cleanup</b> All Turf areas will be cleaned of all debris as weather permits. Thatch of turf will be done in the spring.		<b>\$572.00</b>
Spring Clean Up SM	1	\$572.00
<b>Mowing</b> Mowing will begin approximately mid-May. All lawns will be mowed 19 times. Any additional will be done on a T&M basis, or as requested. Natural areas will be mowed 1 time annually, additional requests will be T&M.		<b>\$10,060.50</b>
Turf Mowing SM	19	\$10,060.50
<b>Irrigation</b> Lawn systems will be activated in the spring, monitored every 7-14 days depending on client preference, and winterized in the fall. Water schedules will be set according to weather and site conditions. All repairs will be on a T&M basis.		<b>\$1,146.00</b>
Activate Irrigation SM	1	\$153.00
Monitor Irrigation System SM	6	\$840.00
Winterize Irrigation System SM	1	\$153.00
<b>Annual Maintenance Price</b>		<b>\$11,778.50</b>

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6 Monthly Payments (April-September)

E-mail Address \_\_\_\_\_

By \_\_\_\_\_  
**Kirk McGee (#48387)**

Date 3/10/2026  
\_\_\_\_\_  
**Clearwater Landscaping**

By \_\_\_\_\_  
82

Date \_\_\_\_\_  
\_\_\_\_\_  
**COB - O'Donnell Park**



## Memorandum

**To: Bellevue Common Council**

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

**Re: TA-25-01 – Cleanup Amendment Public Hearing**

**Date: May 11, 2026**

### Background

The Community Development Department maintains notes on the City of Bellevue’s Zoning (Title 10), Subdivision (Title 11), and Floodplain (Title 12) ordinances throughout the summer for opportunities to improve the existing code for readability, consistency, enforcement, and similar. These notes are then compiled into a “cleanup” amendment to be processed over the winter. The intent of this amendment is not to introduce or significantly change policies, but rather to improve the existing policies in code.

The Council conducted a work session on the proposed amendments at the November 24, 2025 meeting. The Bellevue Planning & Zoning Commission conducted a properly noticed public hearing on January 5, 2026 and unanimously recommended approval of the draft ordinance. On February 9, 2026, the Council conducted a public hearing and voted to table the subject application. On April 13, 2026, the Council conducted a public hearing and voted to continue the matter to the April 27, 2026 meeting to allow staff to revise standards around recreational vehicle (RV) occupancy, at which time the Council expressed a desire to have a buffer period between RV permits and to require that occupied RVs be located outside of rear and side yard setbacks.

The enclosed ordinance has been updated to be consistent with the Council's stated preference of permitting through an application system.

### Recommendation and Next Steps

The Council should conduct a public hearing on the proposed ordinance. Once the public hearing has been completed and the Council has adequately deliberated the proposed amendments, the following motion language is recommended by Staff:

1. *I move to approve the first reading of Ordinance No. 2026-01 by title only.*

**OR**

1. *I move to waive the three readings of Ordinance No. 2026-01 and read by title only*

2. *I move to approve Ordinance No. 2026-01*

3. *I move to authorize the publication of the Summary of Ordinance No. 2026-01*

**Enclosures**

1. Ordinance 2026-01
2. Ordinance Summary

CITY OF BELLEVUE, IDAHO  
ORDINANCE NO. 2026-01

5

AN ORDINANCE OF THE CITY OF BELLEVUE, IDAHO, AMENDING BELLEVUE'S CITY CODE BY AMENDING TITLE 10, ZONING REGULATIONS, CHAPTERS 2, 3, 6, 7, 8, 9, 14, AND 22A, TITLE 11, SUBDIVISION REGULATIONS, CHAPTERS 6 AND 13, AND TITLE 12, FLOOD DAMAGE PREVENTION ORDINANCE, CHAPTERS 4 AND 5 TO  
10 IMPROVE CLARITY AND ACCURACY; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Idaho Local Land Use Planning Act, Title 67, Chapter 65, provide authority for  
15 the City of Bellevue to adopt ordinances establishing land use standards, procedures, and uses; and

WHEREAS, Idaho Code §67-6511 and §67-6518 authorizes the city to set standards for private and public development and zoning standards for buildings and structures, where in accord with the adopted comprehensive plan; and

20 WHEREAS, the Bellevue Common Council strives for clear and accurate development regulations.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELLEVUE, IDAHO, AS FOLLOWS:

25 **SECTION 1**

Title 10, Chapter 2: Definitions of the Bellevue City Code is hereby amended as follows:

**CHAPTER 2  
DEFINITIONS**

**10-2-1: DEFINITIONS:**

30 *\*Note: For brevity and clarity, unmodified definitions have been omitted from this ordinance. All definitions identified in Bellevue City Code Section 10-2-1 that are not shown below remain as-is.*

ADU (ACCESSORY DWELLING UNIT):

35 An attached or detached dwelling which is secondary in nature to a primary ~~general residential unit, transitional unit, business unit, light industrial unit, light industrial/mixed business unit and limited business/residential unit~~ structure located on the same lot, ~~that cannot be sold separately~~

from the primary unit. An accessory dwelling unit provides complete, independent living facilities for one or more persons, including permanent facilities for living, sleeping, eating, cooking and sanitation, on the same lot as the primary unit. Accessory dwelling units may be allowed in conjunction with a general residential, transitional, business, light industrial, light industrial/mixed business and limited business/residential unit and are not to be constructed as an addition to a duplex or multi-family unit. Accessory dwelling unit sizes for the General Residential, Transitional, and Limited Business/Residential Districts shall comply with table A depicted below. Accessory dwelling units shall be subject to design review application approval. Accessory dwelling units shall be assessed for applicable water and sewer connections and a monthly user fee equal to a primary residence.

—TABLE A

Lot Size	Accessory Dwelling Unit Size (Gross Square Feet)
6,000 sq. ft. – 7,999 sq. ft.	600
8,000 sq. ft. – 9,999 sq. ft.	700
10,000 sq. ft. – 19,999 sq. ft.	850
20,000 sq. ft. – 1 acre	1,000
Over 1 acre	1,200

**ACCESSORY USE:**

A use or structure subordinate to the principal use on the same lot or premises and serving a purpose customarily incidental to the permitted use of the principal building. Accessory uses are authorized uses which do not require a conditional use permit. There shall be no accessory use in the Business, Light Industrial, and Limited Business/Residential Zoning Districts without an existing permitted primary use on the property in question.

**BANK:**

The ordinary high water level of a stream, river, lake or impoundment which, in the absence of evidence to the contrary, shall be presumed to be the edge of the vegetation growing along the shore.

**CONTRACTOR'S STORAGE YARD:**

Indoor or outdoor storage of building materials and equipment owned by the contractor and commonly used in the construction business, provided the yard is entirely screened from all

~~streets and other public ways by a solid fence six feet (6') in height or landscaping of at least eight foot (8') tall evergreen trees placed no more than every fifteen feet (15') apart with an automatic irrigation system installed to each.~~

**DUPLEX:**

65 A building which contains two (2) dwelling units ~~and two (2) separate kitchens.~~

**PERMITTED USE:**

An authorized use in a particular zone district which does not require a conditional use permit but which is subject to the restrictions particular to that district.

**STREAM BANK:**

70 The ordinary high water level of a stream, river, lake or impoundment which, in the absence of evidence to the contrary, shall be presumed to be the edge of the riparian vegetation growing along the shore.

**SECTION 2**

75 Title 10, Chapter 3: Administration and Enforcement of the Bellevue City Code is hereby amended as follows:

**CHAPTER 3:  
ADMINISTRATION AND ENFORCEMENT**

**10-3-1: ADMINISTRATOR:**

80 The Council shall appoint an Administrator to administer this title. The Administrator, commonly referred to as the Community Development Director, may be provided with the assistance of such other persons as the Council may direct. The Administrator's duties include, but are not limited to, the following:

- A. Advise interested citizens of the provisions of this title.
- B. Inform the news media regarding land use and zoning matters of public interest, particularly  
85 the time and place of public hearings.
- C. Prepare the agenda for the monthly meetings of the commission.
- D. Aid applicants in the preparation of required forms and permit applications. Where practical,  
he/she may combine related permits for the convenience of the applicant.
- E. Investigate all violations of this title, and notify in writing the person responsible for such  
90 violation(s), ordering the action necessary to correct such violation.

F. Receive, file, and transmit to the commission or Council all applications, petitions, transcripts, and other communications on which they must act. Advise the commission and the Council of pertinent provisions of this title regarding development proposals.

95 G. Maintain permanent and current records of applications, reclassifications, variances, and conditional use permits and of the hearings and actions thereon.

H. Review and make, ~~or recommend,~~ decisions as follows:

1. For applications identified in this Title as subject to administrative approval.

1. ~~Reductions in front yard setbacks to no less than 10 (ten) feet from the property line.~~

100 2. ~~The Administrator, with concurrence from the Chair or the Chair's designee, has the authority to review and grant design review approval of Accessory Dwelling Units (ADU's) in the General Residential (GR) Zoning District.~~

105 2. The Administrator, with concurrence from the Chair or the Chair's designee, has the authority to approve minor modifications to projects that have received design review approval by the Commission prior to, and for the duration of a valid building permit. The Administrator shall make the determination as to what constitutes minor modifications and may include, but are not limited to, changes to landscape plans, changes to approved colors and/or siding materials, changes to colors, changes to dumpster enclosures, changes to exterior lighting fixtures and location, or changes to windows that do not significantly affect project design, appearance or function. All approved modifications  
110 must be documented in a memo to the project file and on the approved set of plans on file with the building department. For modifications to design review approval that are determined by the administrator not to be minor, the Administrator has the authority to recommend approval or denial of such modifications, subject to final decision by the commission on its consent or new business agenda. Such recommendations for approval  
115 or denial shall be in the form of findings of fact, and conclusions of law.

### SECTION 3

Title 10, Chapter 6: GR General Residential District of the Bellevue City Code is hereby amended as follows:

## CHAPTER 6: GR GENERAL RESIDENTIAL DISTRICT

### 10-6-2: PERMITTED USES:

Permitted uses in this district are limited to the following:

~~Accessory buildings and uses.~~

~~Accessory dwelling: One accessory dwelling unit in addition to one single family dwelling unit.~~

125 ~~Accessory dwelling unit sizes shall comply with table A depicted in section 10-2-1 of this title and are subject to administrative design review approval.~~

Agriculture such as gardens, orchards, etc.

Churches, parks, playgrounds and golf courses.

130 Essential public utility and public service installations and facilities for the protection and welfare of the surrounding area, provided business offices and repair and storage facilities are not included.

Hospitals.

Medical clinics.

135 Multiple family dwellings, including townhouses, shall be allowed on no less than a six thousand (6,000) square foot lot per dwelling in the platted and unplatted portions of the City unless a reduced lot size is approved by the City through a planned unit development, annexation agreement, development agreement, design review or other similar process, or when the City deems it as a benefit for providing affordable housing. The Planning and Zoning Commission shall review and approve a design review application that requires a minimum of on-site parking  
140 for single-family and two-family dwellings and access is off an improved street, not alley and there is compliance with front, rear and side setbacks. The approved reduced lot size shall not be less than three thousand (3,000) square feet per dwelling unit.

Nursery schools.

Nursing homes and sanitariums.

145 ~~One family dwellings, single family dwellings shall be allowed on not less than a six thousand (6,000) square foot lot in the City limits unless a reduced lot size is approved by the City through a planned unit development, annexation agreement, development agreement, design review or other similar process, or when the City deems it as a benefit for providing affordable housing. The City Planning and Zoning Commission shall review and approve a design review application that requires a minimum of on-site parking, access is off an improved street, not an alley, and there is compliance with front, rear and side setbacks. The approved reduced lot size shall not be less than three thousand (3,000) square feet per dwelling unit. Single family dwellings.~~

Public and private schools for elementary and high school education.

**10-6-3: ACCESSORY USES:**

155 The accessory uses for this district shall be limited to:

Farm and garden buildings/portable storage shed, greenhouse.

Accessory buildings and uses.

Accessory dwelling unit (ADU), subject to the following criteria:

- 1. The gross square footage of the ADU shall not exceed the amount identified below:

<u>Lot Size</u>	<u>Accessory Dwelling Unit Size (Gross Square Feet)</u>
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<u>6,000 sq. ft. – 8,000 sq. ft.</u>	<u>600</u>
<u>8,000 sq. ft. – 10,000 sq. ft.</u>	<u>700</u>
<u>10,000 sq. ft. – 20,000 sq. ft.</u>	<u>850</u>
<u>20,000 sq. ft. - 1 acre</u>	<u>1,000</u>
<u>Over 1 acre</u>	<u>1,200</u>

- 160 2. Only one ADU shall be allowed per parcel.
3. ADUs are not to be constructed as an addition to a duplex or multi-family dwelling structure.
4. Accessory dwelling units are subject to administrative design review approval.
5. Accessory dwelling units are subject to a separate water and sewer capitalization fee from
- 165 the primary structure in accordance with Title 8 of this Code.

Storage of boats, campers, and travel trailers by resident owners in off street parking areas.

Recreational Vehicle Occupancy: Occupancy of recreational vehicles, subject to the criteria identified in section 10-14-2 of this Title.

- 170 ~~— 1. It shall be unlawful to occupy or for an owner of a lot or parcel to allow an RV to be occupied for more than twenty one (21) consecutive days within any six (6) month period.~~
- ~~— 2. Occupied shall mean eating, sleeping, living, cooking or other use of the unit for human habitation.~~

#### **10-6-4: CONDITIONAL USES:**

Conditional uses in this district are limited to:

- 175 Governmental emergency service ~~WCFs~~ wireless communications facilities.
- Home occupations.
- Mobile home parks.
- Nursery for children.
- Public facilities.

- 180 Buildings in excess of twenty eight thousand (28,000) square feet in gross floor area, up to a maximum floor area not to exceed thirty six thousand (36,000) square feet in gross floor area.

#### **10-6-5: DIMENSIONAL, BULK AND BUILDING COVERAGE STANDARDS AND REQUIREMENTS:**

- 185 The dimensional, bulk and building coverage standards and requirements for this district are the following:

- A. Minimum Lot Area: The minimum lot area in the City limits shall be six thousand (6,000) square feet in the platted portion and six thousand (6,000) square feet in the unplatted

portion, unless a reduced lot size is approved by the City through a planned unit development, annexation agreement, development agreement or other similar process, or when the City deems it as a benefit for providing affordable housing. The approved reduced lot size shall not be less than three thousand (3,000) square feet per dwelling unit.

B. Minimum Lot ~~Width~~ Frontage: Fifty feet (50'), unless otherwise approved by the City through a planned unit development, annexation agreement, development agreement or other similar process, or when the City deems it as a benefit for providing affordable housing. ~~which is linked to an affordable housing.~~

C. Minimum Front Yard:

1. Minimum distance of any building from the front lot line: Twenty (20) feet, except all garage portions of a building shall remain at twenty five (25) feet. (Ord. 2015-02, 4-20-2015, amended Ord. 2019-05, 6-24-2019)

2. A ten foot (10') minimum distance of any building from the front lot line may be approved by the City through an ~~approved~~ design review application, ~~a planned unit development, annexation agreement, development agreement or other similar process.~~

Reduced setbacks shall be considered to encourage architectural features such as extended rooflines over entries, covered or enclosed on site parking and covered porches. All applications applying for reduced setbacks shall provide on site snow storage and parking. No building shall obstruct the vision triangle at an intersection.

Setbacks shall be measured from the extremities of the building to the property line.

3. Detached ~~G~~ garden buildings/~~portable~~ storage shed structures and greenhouses ~~which do not require a City building permit, are less than one hundred twenty (120) square feet and shall not be used to house farm animals may have a minimum (front) setback from the property line of ten feet (10'). Setbacks for garden buildings/portable storage shed structures on a lot having dual street frontage shall be not less than ten feet (10') from the property line. The property owner shall be responsible for determining his or her property lines prior to placing the structure. Structures shall not restrict the minimum number of required on site vehicle parking spaces. The property owner shall be responsible for removing the structure if it is placed over utilities. The property owner shall comply with applicable CC&Rs. Maximum square footage for the structures defined herein shall not exceed a single structure or multiple structures of two hundred (200) square feet per single family dwelling, utilizing the reduced setbacks stated herein. All structures over one hundred twenty (120) square feet shall obtain an approved building permit less than 120 square feet may utilize a ten foot (10') front yard setback. Only one structure per parcel may utilize this provision.~~

D. Minimum Side and Rear Yards: (Minimum distance of any building from each side and rear lot lines.) These restrictions shall be followed in all cases:

- 225 1. ~~A ten foot (10') Minimum distance of any building from the front lot line may be approved by the city through an approved design review application, a planned unit development, annexation agreement, development agreement or similar process. Reduced setback shall be considered to encourage architectural features such as extended rooflines over entries, covered or enclosed on site parking and covered~~
- 230 ~~porches.~~
- 235 2. No residence or outbuilding shall be placed closer than six feet (6') from any side or rear property line, unless otherwise approved by the City through an approved design review application, ~~a planned unit development, annexation agreement, development agreement or other similar process.~~ The reduced side and rear property line setbacks shall not be less than four feet (4'). All applications proposing to utilize reduced setbacks shall provide on site snow storage and not obstruct the vision triangle at an intersection. Setbacks shall be measured from the extremities of the building to the property line.
- 240 3. There shall be nothing that would possibly obstruct the vision triangle placed closer than fifteen feet (15') from the property line at a corner or intersection. Any fences, shrubs, etc., that are placed on the property lines shall not exceed a height of three and one-half feet (3 1/2') where they could possibly interfere with vision at intersections.
- 245 4. Minimum front, side and rear yards for a townhouse development, multi-unit housing, nursing home, condominium, educational facility, church, and other institutional housing shall meet the same setback requirements as indicated ~~in subsections C-1, D1 and D2 of this section;~~ except, that townhouse development, multi-unit housing, nursing home, condominium, educational facility, church, and other institutional housing complexes shall be allowed zero setbacks from common wall lot lines.
- 250 5. ~~Garden buildings/portable storage shed structures and greenhouses which do not require a City building permit, are less than one hundred twenty (120) square feet and shall not be used to house farm animals may have a minimum side and rear setback from the property line of ten feet (10'). Setbacks for garden buildings/portable storage shed structures on a lot having dual street frontage shall not be less than ten feet (10') from the property line. The property owner shall be responsible for determining his or her property lines prior to placing the structure. Structures shall not restrict the minimum number of required on-site vehicle parking spaces. The property owner shall be responsible for removing the structure if it is placed over utilities. The property owner shall comply with applicable CC&Rs. The maximum square footage for the structures defined herein shall not exceed a single structure or multiple structures of two hundred (200) square feet per single family dwelling, utilizing the reduced setbacks stated herein. An approved building permit shall be obtained for all structures over one hundred twenty (120) square feet.~~
- 255
- 260

E. Maximum Floor Area:

- 265 1. The gross floor area for buildings in the GR zone shall not exceed thirty six thousand (36,000) square feet. All buildings in excess of twenty-eight thousand (28,000) square feet in gross floor area per lot or parcel shall apply for and obtain a conditional use permit, pursuant to chapter 10-15 of this Code. All buildings in excess of twenty-eight thousand (28,000) square feet shall have a minimum setback of ten feet (10').
- 270 2. Exemptions: Churches and public facilities, as defined in chapter 10-2, shall be exempt from the maximum floor area provision.

**10-6-6: OTHER RESTRICTIONS:**

- 275 A. All residences shall be placed on a lot so that there shall be adequate parking for no fewer than two (2) cars. This parking shall be exclusively on the private property. City street property shall not be included.
- B. No residence shall be more than two (2) stories above ground level or thirty five feet (35'). Basements shall be excluded from such measurement.
- 280 C. The maximum height of any accessory building, excluding structures containing accessory dwelling units, shall not be more than twenty feet (20'), and the height shall be measured from the lowest point of natural grade along the building foundation perimeter.
- D. Any permitted or conditionally permitted shop, hobby or small business activity in residential areas shall be ~~housed~~enclosed in a structure.
- E. Only one house may be constructed on each residential lot.

**SECTION 4**

285 Title 10, Chapter 7: B Business District of the Bellevue City Code is hereby amended as follows:

**CHAPTER 7:  
B BUSINESS DISTRICT**

**10-7-2: PERMITTED USES:**

Permitted uses for this district are limited to the following:

- 290 Business, professional, public or social services offices.
- Gas stations, restaurants, bars, theaters, banks, motels, tourist homes, hotels, and car washes.
- Nursery for children, nursing homes.
- 295 ~~One accessory dwelling unit for each six thousand (6,000) square feet of lot area; provided, that it is: a) in the same building as the business use of the property; b) clearly ancillary and secondary to the business use which shall, by application, be the primary use of the property; c) of less square footage than the business use of the building; and d) in the back of and/or on an upper floor of the building so as not to adversely reduce the ground level, street frontage business space available. Accessory dwelling units shall be subject to administrative design review approval.~~

300 Public utility business offices, repair, and storage facilities.  
 Recreational facilities, including bowling alleys.  
 Repair and personal services.  
 Retail stores and related storage, including commercial nursery and building supply outlets.  
 305 Wireless communication facilities (WCFs) (see additional requirements in section 10-23-7 of this title).

### **10-7-3: ACCESSORY USES:**

The accessory uses for this district include, but are not limited to, the following:

Temporary buildings incidental to construction work on the premises; such buildings to be removed upon completion of construction work.

310 One accessory dwelling unit for each six thousand (6,000) square feet of lot area; provided, that it is:

1. In the same building as the business use of the property;
2. Clearly ancillary and secondary to the business use which shall, by application, be the primary use of the property;
- 315 3. Of less square footage than the business use of the building; and
4. In the back of and/or on an upper floor of the building so as not to adversely reduce the ground level, street frontage business space available.
5. Accessory dwelling units are subject to administrative design review approval.
6. Accessory dwelling units are subject to a separate water and sewer capitalization fee from
- 320 the primary structure in accordance with Title 8 of this Code.

All accessory uses within this district must be accompanied by a permitted primary use on the property.

### **10-7-4: CONDITIONAL USES:**

Conditional uses for this district are limited to the following:

325 Churches.  
 Governmental emergency service wireless communications facilities ~~WCFs~~.  
 Motor vehicle sales and leasing with no use of banners, flags, balloons and other display techniques except signage which complies with this title.  
 Parking lots and garages.  
 330 Public facilities.

Small engine repairs and maintenance incidental to the primary use.

Buildings in excess of twenty-eight thousand (28,000) square feet in gross floor area, up to a maximum floor area not to exceed thirty-six thousand (36,000) square feet in gross floor area.

## **SECTION 5**

335 Title 10, Chapter 8: LB/R Limited Business/Residential District of the Bellevue City Code is hereby amended as follows:

## **CHAPTER 8: LB/R LIMITED BUSINESS/RESIDENTIAL DISTRICT**

### **10-8-2: PERMITTED USES:**

340 Permitted uses for this district are limited to the following:

~~Accessory dwelling unit: One accessory dwelling unit for each six thousand (6,000) square feet of lot area; provided, that it is in the same building as the business use of the property and is clearly ancillary and secondary to the limited business use which shall, by application, be the primary use of the property, is of less square footage than the limited business use of the building and is in the back of and/or on an upper floor of the building so as not to adversely reduce the ground level, street frontage business space available. Accessory dwelling units shall be subject to administrative design review approval.~~

345

Agriculture limited to small gardens or orchards for personal use. The keeping of farm animals including, but not limited to, horses, pigs, sheep, and cows will not be permitted except as grandfathered for such existing uses prior to the effective date hereof.

350

Business and professional offices including, but not limited to, legal, medical, dental, tax consulting and preparation (CPA), and other similar businesses.

Home occupations as defined in sections 10-2-1 and 10-14-3 of this title.

Multiple (two) family dwellings, including duplexes and townhouses. The minimum lot size for these applications shall be not less than twelve thousand (12,000) square feet.

355

Nursery schools for children.

Nursing or assisted living homes on a small scale.

Parks and playgrounds.

Personal services as defined in section 10-2-1 of this title.

360 Restaurants and bed and breakfast tourist homes with exceptions. No restaurants or other businesses shall have vehicle drive-through services.

Retail stores such as antique stores.

Single-family dwellings.

### **10-8-3: ACCESSORY USES:**

365 The accessory uses for this district include the following:

Accessory dwelling unit (ADU), subject to the following criteria:

1. The gross square footage of the ADU shall not exceed the amount identified below:

<u>Lot Size</u>	<u>Accessory Dwelling Unit Size (Gross Square Feet)</u>
<u>6,000 sq. ft. – 8,000 sq. ft.</u>	<u>600</u>
<u>8,000 sq. ft. – 10,000 sq. ft.</u>	<u>700</u>
<u>10,000 sq. ft. – 20,000 sq. ft.</u>	<u>850</u>
<u>20,000 sq. ft. - 1 acre</u>	<u>1,000</u>
<u>Over 1 acre</u>	<u>1,200</u>

2. Only one ADU shall be allowed per parcel.
3. ADUs are not to be constructed as an addition to a duplex or multi-family dwelling structure.
4. Accessory dwelling units are subject to administrative design review approval.
5. Accessory dwelling units are subject to a separate water and sewer capitalization fee from the primary structure in accordance with Title 8 of this Code.

370

Accessory/garden buildings and other storage buildings not to exceed two hundred (200) square feet.

375

Detached garages for vehicle storage up to six hundred (600) square feet per six thousand (6,000) square foot lot. If additional lot(s) are included, the garage square footage may be increased by one hundred (100) square feet for every three thousand (3,000) square feet of additional land included, up to a maximum of one thousand two hundred (1,200) square feet.

380

Storage of boats, campers, and travel trailers by resident owners in off street parking areas.

Temporary buildings incidental to construction work on the premises; such buildings to be removed upon completion of construction work.

All accessory uses within this district must be accompanied by a permitted primary use on the property.

385

**10-8-5: DIMENSIONAL AND BULK STANDARDS:**

The minimum dimensional and bulk standards for limited business and residential applications in this district are the following: (Ord. 2015-02, 4-20-2015)

- A. Lot Area: The minimum lot area in this district shall be six thousand (6,000) square feet. One single-family dwelling shall be permitted for each six thousand (6,000) square feet. (Ord. 2015-02, 4-20-2015; amd. 2018 Code)

390

- B. Building Area: No building shall exceed three thousand (3,000) square feet gross floor area on a single six thousand (6,000) square foot lot. Credits for additional land area shall

395 be two hundred fifty (250) square feet of gross floor area for each additional three thousand (3,000) square feet of land, providing for up to a maximum of four thousand (4,000) square feet gross floor area.

- C. Lot Width: Fifty feet (50') for single lot business or residential applications and one hundred feet (100') for two (2) lot or multiple (two) family dwellings.
- 400 D. Front Yard: The distance of any building shall be twenty five feet (25') from the front yard lot line to the extremes of the building (such as roof overhang). Within the original platted part of the City, the front yard is defined as the opposite end of the lot from the platted alleyway.
- E. Side Yards: The distance of any building from each side lot line shall be six feet (6') and shall be measured from the extremes of the building.
- 405 F. Rear Yard: The distance of any building from the rear lot line, or the side adjoining the alleyway, shall be six feet (6') measured from the extremes of the building.
- G. Safety And Vision: There shall be nothing that would possibly obstruct the view of a motorist or pedestrian placed closer than fifteen feet (15') from the corner of a lot adjoining a street intersection. Any fences, shrubs, or other objects that are placed within this area or on property lines shall not exceed a height of three and one-half feet (3 1/2') for a distance of thirty feet (30') from the corner of the lot. The branch overhang of any trees planted or existing within this area shall be maintained at a height of not less than ten feet (10') above the ground.
- 410 H. Multiple (Two) Family Residences: Minimum front, side and rear yards for a townhouse development or a duplex shall meet the same setback requirements as indicated in this section; except that, townhouse units shall be allowed zero setbacks from the common wall lot lines created by a townhouse subplot.
- 415 I. Nonconforming Building Setbacks: Any building that does not comply with the setback requirements of this section may be expanded and otherwise improved, provided such expansion or improvement does not encroach within any required setback and does not increase the degree of nonconformity.
- 420 J. Building Height: No building shall be more than two (2) stories above ground level or thirty five feet (35') in height. No accessory building shall be more than twenty feet (20') in height, excluding structures containing accessory dwelling units.

### 10-8-7: OTHER RESTRICTIONS:

425 ~~Any~~ permitted and conditionally permitted workshops, hobby craft, or small business activity in this district shall be ~~housed~~ enclosed in a structure and shall not create dust, noise, or odors perceptible from the exterior of the property.

### SECTION 6

430 Title 10, Chapter 9: LI/B Light Industrial/Mixed Business District of the Bellevue City Code is hereby amended as follows:

## CHAPTER 9: LI/B LIGHT INDUSTRIAL/MIXED BUSINESS DISTRICT

### 10-9-2: PERMITTED USES:

Permitted uses for this district are limited to the following:

435 Business uses: professional, public or social services offices.

Contractor offices.

Food catering services.

Gas stations, restaurants, bars, theaters, banks, motels, tourist homes, hotels, hospitals, commercial nursery and car washes.

440 Nursery for children, nursing homes.

~~One accessory dwelling unit for each six thousand (6,000) square feet of lot area; provided, that it is: a) in the same building as the business use of the property; b) clearly ancillary and secondary to the business use which shall, by application, be the primary use of the property; c) of less square footage than the business use of the building; and d) in the back of and/or on an upper floor of the building so as not to adversely reduce the ground level, street frontage business space available. Accessory dwelling units shall be subject to design review approval.~~

445

Public facilities.

Public utility business offices.

Recreational facilities, including bowling alleys.

450 Repair and personal services.

Retail stores and related storage, including commercial nurseries and building supply outlets.

### 10-9-3: ACCESSORY USES:

The accessory uses for this district include, but are not limited to, the following:

455 Temporary buildings incidental to construction work on the premises; such buildings to be removed upon completion of construction work.

One accessory dwelling unit for each six thousand (6,000) square feet of lot area; provided, that it is:

1. In the same building as the business use of the property;
2. Clearly ancillary and secondary to the business use which shall, by application, be the primary use of the property;
3. Of less square footage than the business use of the building; and
4. In the back of and/or on an upper floor of the building so as not to adversely reduce the ground level, street frontage business space

460

available. Accessory dwelling units shall be subject to administrative design review approval.

465

5. Accessory dwelling units are subject to administrative design review approval.

6. Accessory dwelling units are subject to a separate water and sewer capitalization fee from the primary structure in accordance with Title 8 of this Code.

470

All accessory uses within this district must be accompanied by a permitted primary use on the property.

#### **10-9-4: CONDITIONAL USES:**

Conditional uses for this district are limited to the following:

475 Animal hospitals and kennels.

Assembly, light manufacturing processing, packaging, treatment, and fabrication of goods and merchandise, including laboratories and research offices, bottling and distribution plants, light repair facilities, and wholesale storage/distribution warehouses.

Auto detailing within an enclosed site built building.

480 Bulk storage of flammable liquids underground or gases, subject to the approval of the Fire Chief of the City Fire Department.

Churches.

485 Contractor storage yards, provided the yard is entirely screened from all streets and other public ways by a solid fence six feet (6') in height or landscaping of at least eight foot (8') tall evergreen trees placed no more than every fifteen feet (15') apart with an automatic irrigation system installed to each.

Light industrial uses with commercial business outlets which remain primarily business rather than light industrial.

Machine shops, printing services.

490 Motor vehicle and RV sales, leasing, or renting with no use of banners, flags, balloons and other display techniques except signage which complies with this title.

Motor vehicle repairs, auto body repairs, vehicle detailing, sand blasting, repair shops, all completely enclosed in a site built building.

Outdoor nursery/primarily wholesale.

495 Outdoor storage/nonenclosed limited to building/landscape materials.

Self-storage units.

Buildings in excess of twenty-eight thousand (28,000) square feet in gross floor area, up to a maximum floor area not to exceed thirty-six thousand (36,000) square feet in gross floor area.

## **SECTION 7**

500 Title 10, Chapter 10: LI Light Industrial District of the Bellevue City Code is hereby amended as follows:

## **CHAPTER 10: LI LIGHT INDUSTRIAL DISTRICT**

### **10-10-2: PERMITTED USES:**

505 Permitted uses for this district are limited to the following:

Animal hospitals and kennels.

Assembly, light manufacturing processing, packaging, treatment, and fabrication of goods and merchandise, including laboratories and research offices, bottling and distribution plants, light repair facilities, and wholesale storage/distribution warehouses.

510 Contractor offices.

Contractor storage yards, provided the yard is entirely screened from all streets and other public ways by a solid fence six feet (6') in height or landscaping of at least eight foot (8') tall evergreen trees placed no more than every fifteen feet (15') apart with an automatic irrigation system installed to each.

515 Food catering services.

Machine shops, printing services.

Motor vehicle repairs, auto body repairs, and vehicle detailing shops.

520 ~~One accessory dwelling unit shall be allowed for each six thousand (6,000) square feet of lot area, provided it is located on the same premises; provided, that it is in the same building as the business and is of a size and function that is clearly subordinate and ancillary to the light industrial use which shall be the primary use of the property. Accessory dwelling units shall be subject to administrative design review approval.~~

Outdoor nursery and commercial nursery.

525 Wireless communication facilities (WCFs) (see additional requirements in section 10-23-7 of this title).

### **10-10-3: ACCESSORY USES:**

The accessory uses for this district include, but are not limited to, the following:

Accessory dwelling unit: One accessory dwelling unit for each six thousand (6,000) square feet of lot area; provided, that it is:

530 1. In the same building as the business use of the property and is clearly ancillary and secondary to the primary use.

2. Is of less square footage than the primary use of the building
3. Is in the back of and/or on an upper floor of the building so as not to adversely reduce the ground level, street frontage business space available.
- 535 4. Accessory dwelling units are subject to administrative design review approval.
5. Accessory dwelling units are subject to a separate water and sewer capitalization fee from the primary structure in accordance with Title 8 of this Code.

540 Incidental accessory retail sales comprising not more than twenty five percent (25%) of the net floor area of the principal permitted use. The area for such retail sales shall be calculated for each floor of a building by use and shall not be transferred between the floors of a building.

Temporary buildings necessary for construction work on the premises; such buildings to be removed upon completion or abandonment of construction work.

## SECTION 8

545 Title 10, Chapter 14: General Zoning Provisions of the Bellevue City Code is hereby amended as follows:

## CHAPTER 14: GENERAL ZONING PROVISIONS

### 10-14-2: ACCESSORY USES:

- A. Recreational vehicle occupancy is subject to the following provisions:
  - 550 1. In zones where recreational vehicle occupancy is a permitted or accessory use, each property shall be allowed four (4) recreational vehicle occupancy permits. The property owner shall apply for and receive a recreational vehicle occupancy permit prior to occupancy occurring. The permits are subject to the following limitations:
    - 555 a. The recreational vehicle occupancy permit shall entitle one (1) recreational vehicle on the subject property to be occupied for up to fourteen (14) days. Upon expiration of the fourteen (14) day period, no additional occupancy shall occur for sixteen (16) days.
    - b. The permit shall be affixed to the recreational vehicle being occupied and visible from the street or alley nearest the recreational vehicle.
    - 560 c. Only one permit may be used at once on a given property.

- d. Occupied recreational vehicles shall not be located in any rear or side setback area. Occupied recreational vehicles may be located in the front setback area provided that they are located on an improved driveway.
2. A recreational vehicle shall be presumed to be occupied if one or more of the following conditions are observed:
- 565
- a. Skirting or materials have been installed to enclose the underside of the recreational vehicle.
- b. Awnings, stairs, expandable alcoves, or similar features are deployed.
- c. The recreational vehicle is on stabilizing jacks.
- 570
- d. Lights are on in the recreational vehicle after hours in patterns that are consistent with occupancy of the recreational vehicle.
3. Any connection to the City of Bellevue water or sewer system must be in compliance with Title 8 of this code.

~~No provisions at this time. (2018 Code)~~

575 **SECTION 9**

Title 10, Chapter 22A: Signs of the Bellevue City Code is hereby amended as follows:

## **CHAPTER 22A: SIGNS**

### **10-22A-2: DEFINITIONS:**

580 *\*Note: For brevity and clarity, unmodified definitions have been omitted from this ordinance. All definitions identified in Bellevue City Code Section 10-2-1 that are not shown below remain as-is.*

#### **BUILDING COMPLEX:**

585 A building or group of buildings within a single architectural plan (~~like the NAPA building~~), housing two (2) or more commercial units separated by fire walls, and having their own outside entrance, or entrance from a common lobby like a mall, such as shopping centers, professional office buildings, etc. The building owner may elect to designate a building a complex.

**CHASING SIGN**

590 A neon or otherwise internally lighted sign in which individual parts, such as letters, alternate on or off in a pattern.

**FREESTANDING SIGN:**

595 Any sign separate from a building, being supported by itself or on legs. A sign structure constructed of multiple upright supports, or a monument style. ~~No single pole structures shall be allowed. All pole signs, excluding antiqued ornamental iron (like Southern Belle) or decorative logs, a minimum of fourteen inches (14") in diameter shall be designed and cased as a monument style sign structure.~~

**PROJECTING SIGN:**

A sign, other than a wall sign, which is attached to and projects from a structure or building face ~~(like Oak Street Deli).~~

**600 TEMPORARY BUSINESS SIGN:**

A temporary business name sign that may be displayed until a permanent business sign is acquired. ~~A permit shall be acquired for such sign, and the display period shall not exceed thirty (30) days.~~

~~**TEMPORARY SIGN:**~~

605 ~~A sign which is not permanently affixed and has a limited display period, after which it is removed.~~

**WINDOW SIGN:**

Any sign installed within a building for the purpose of viewing from the outside.

**10-22A-4: RESTRICTIONS; PROHIBITED SIGNS:**

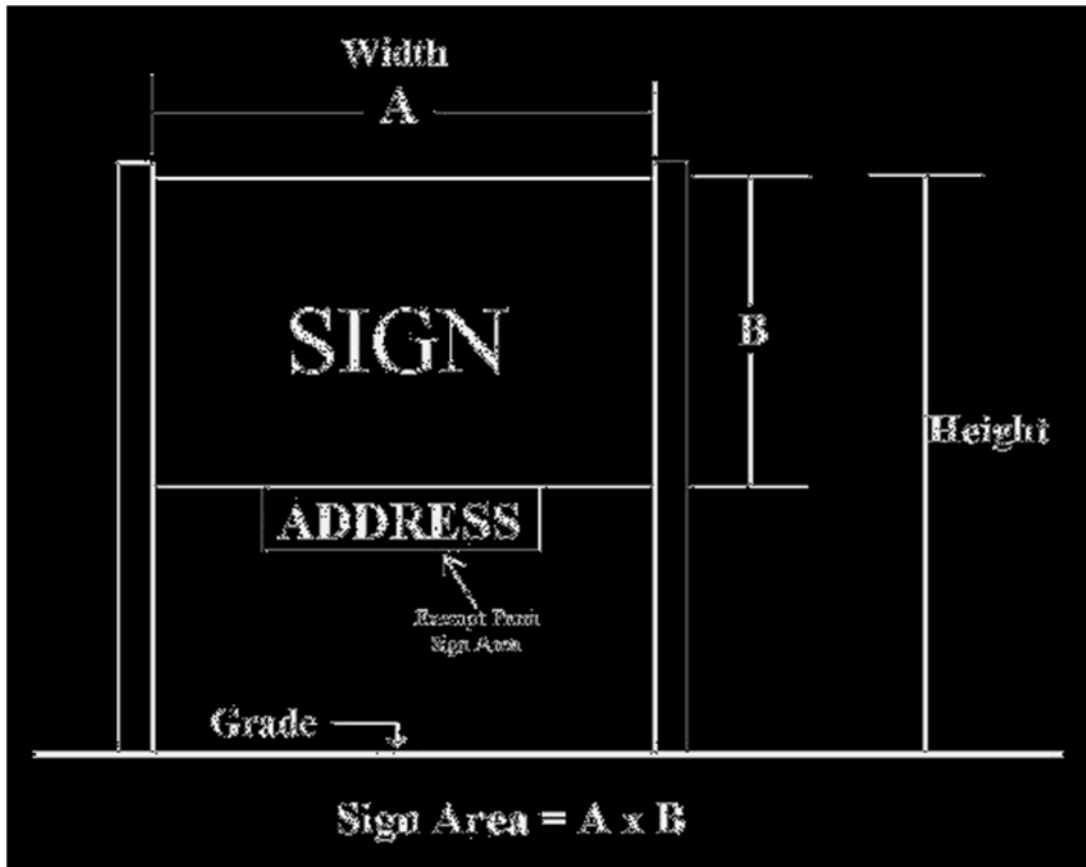
- 610 A. It shall be unlawful for any person to erect, construct, alter, maintain, or use any sign except as provided in this chapter.
- B. No sign shall be placed in or over any public right-of-way without receiving an approved encroachment permit from the applicable jurisdiction, ITD or the City, except for public signs such as traffic control and directional signs.
- 615 C. No sign in any zone shall be erected in such a manner as to obstruct the free and clear vision of vehicular traffic and pedestrians, or at any location where, by reason of similarity of position, shape, color, words or symbols, it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or device.
- D. The following signs are prohibited or have specified restrictions in any zone:

- 620 1. Flashing, revolving, moving intermittent, or oscillating signs, parts, attachments or lights.
2. Roof signs.
3. Outdoor signs featuring visible neon tubes. ~~Neon signs on outsides of buildings unless neon tubes are used for indirect illumination of lettering, not themselves visible (like Valley Car Wash Hailey).~~
- 625 4. ~~Clocks shall be exempt.~~
5. Signs which advertise the sale of a product or business not located within the City.
6. Signs using "day-glo", fluorescent, or brilliant luminescent colored ~~or neon lit~~ backgrounds.
7. Any sign covering or obscuring windows, doors, storefronts, building entrances, or other
- 630 architectural elements.
8. Animated signs or part of a sign that changes physical position.
9. Single-pole freestanding signs.
- E. No banners or temporary signs may be used as permanent signs. After they have exceeded their allowed use time, they shall be taken down.

635 **10-22A-6: PERMITTED SIGNS STANDARDS FOR PERMITTED NONRESIDENTIAL USES CONDUCTED ON SAME PREMISES (ON SITE) IN BUSINESS, LIGHT INDUSTRIAL/MIXED BUSINESS, LIGHT INDUSTRIAL AND LIMITED BUSINESS/RESIDENTIAL DISTRICTS:**

A. Sign Area:

- 640 1. Except as otherwise provided herein, the maximum allowable individual building signage area for any permitted nonresidential use ~~in the Business, Limited Business/Residential, Light Industrial, and Light Industrial/Mixed Business Districts~~ shall not exceed two (2.0) square feet of sign area per linear foot of building frontage up to a maximum of one hundred fifty (150) square feet per building. ~~If the business is located at the intersection of two (2) streets, a second sign may be located on the nonaddress side, not to exceed ten (10) square feet.~~
- 645



2. Internally lighted signs shall not exceed a total of seventy five (75) square feet of sign area per building.

650 3. Total combined signage area for multiple detached buildings on single parcels shall not exceed two hundred (200) square feet of allowable signage area, ~~including, but not limited to, wall, freestanding, portable and projecting.~~

655 4. A square footage bonus will be added to the total square footage allowed for each wall sign made of wooden materials or antiqued pre-aged metals, up to 10% of the allowable area of said wall sign. ~~in the Business, Limited Business/Residential, Light Industrial/Mixed Business and Light Industrial Districts. The bonus shall be equal to ten percent (10%) of the total square footage of each such approved sign.~~

B. Number Of Signs: ~~The maximum number of signs for a building complex including, but not limited to, portable A frame sidewalk signs, in the Business, Limited~~

660 ~~Business/Residential, Light Industrial/Mixed Business and Light Industrial Districts shall~~

~~be as follows:~~ One (1) freestanding sign shall be allowed per nonresidential use, not to exceed sixty (60) square feet per side. One wall sign shall be allowed for each individual nonresidential ~~business use~~ not to exceed thirty (30) square feet each, and they shall have a common design. If a nonresidential use is located at the intersection of two (2) streets, a  
 665 second wall sign may be located on the nonaddress side, not to exceed ten (10) square feet.. Wall signs and freestanding signs associated with the same nonresidential use shall have a common design.

C. Ranch Or Farm Identification Signs: Ranch or farm identification signs incorporated into the entry gate shall not exceed thirty (30) square feet per side.

670 D. Temporary Business Signs: Temporary business signs shall be permitted ~~after~~ with the approval of the application is given by the Planning and Zoning Administrator. Temporary business signage may be permitted for a period not to exceed thirty (30) days unless approved by the Administrator for a longer period, provided permanent signage has not been installed due to unavailability of signage components. Temporary business  
 675 signage shall not exceed twenty (20) square feet at any one time for any parcel.

E. Inside Window Neon Signs: ~~Inside window neon signs are permitted~~ One nonflashing, nonchasing neon sign shall be permitted per nonresidential use, and must be located inside a window. ~~The total of all such signs~~ Such sign shall not exceed four (4) (1.5) square feet.

680 F. Art: Any art that is an integral part of the lettering shall be considered as part of the sign.

G. Illuminated Signs:

2. A sign lit by an external light source shall specifically illuminate the signage area.

3. Signs using backlighting or internal lighting shall only illuminate the signage area (letters-art). All other areas, including background, shall be designed, treated and

685 colored in a manner which makes those areas appear opaque.

H. ~~Neon Nonflashing, Nonchasing Signs: A maximum of one neon nonflashing, nonchasing sign shall be allowed per building, regardless of whether a sign permit is required, with a signage area not to exceed 1.5 square feet.~~ All pole signs, unless constructed utilizing antiqued ornamental iron or decorative logs, shall have a pole diameter of fourteen inches  
 690 (14") or greater, and shall be designed and cased to appear as a monument sign.

- I. Number of Signs for Building Complexes: One (1) freestanding sign shall be allowed per building complex, not to exceed sixty (60) square feet per side. One wall sign shall be allowed for each individual business within a building complex, not to exceed thirty (30) square feet each. Wall signs and freestanding signs associated with the same nonresidential uses within the complex shall have a common design.

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### **10-22A-8: EXEMPT SIGNS:**

The following signs are exempt from provisions of this chapter:

- A. All signs erected in a public right-of-way by a public agency controlling or directing traffic.

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- B. Political signs pertaining to a specific election displayed within any district, provided they shall be removed within five (5) days after the election.

- C. Real estate signs:

1. One unlighted real estate sign in any zone not to exceed four (4) square feet of sign area per side, provided it is located on the premises and shall not occupy any portion of the public right-of-way.

705

2. One unlighted real estate sign advertising two (2) or more lots for sale not to exceed twenty (20) square feet in area per side, provided it is located on the premises and shall be removed upon the sale of the last lot.

3. One unlighted real estate sign advertising the sale or lease of a farm or ranch ten (10) square feet per side, provided it is located on the premises.

710

- D. One unlighted construction sign announcing the construction of a building or project, with sign area not to exceed twenty (20) square feet per side, provided the sign shall be removed upon occupancy of the building or sale of the land for which the sign was intended. Signs shall not be erected until a building permit is approved.

715

- E. Flags, either official or historical, of any state or nation. The pole height shall not exceed ten feet (10') above the real roofline, and the flag shall not exceed forty (40) square feet.

- F. One owner identification or occupant identification sign, and one for rent, warning or trespass sign in the Residential Zone which shall not exceed two (2) square feet per side.
- G. Warning signs for nonresidential uses ~~in commercial and light industrial zones~~, such as "no parking", and directional signs, such as "entrance", not to exceed two (2) square feet per side.
- H. Promotional ~~Temporary~~ signs including, but not limited to, portable A-frame sidewalk signs, banners or pennants announcing daily or promotional information ~~for special sales for businesses for profit~~ for nonresidential uses. Temporary Promotional signs shall be removed immediately at the conclusion of the associated event and may be displayed on the outside of the primary business building or in the on site window area or off site in the ITD or City right-of-way/sidewalk area, provided an encroachment permit has been approved for placement of signage in the right-of-way. ~~Temporary business signage depicting the name of the business may be permitted for a period not to exceed thirty (30) days unless approved by the Administrator for a longer period, provided permanent signage order documents are provided where installation has not been done due to signage components not available to be installed.~~ Temporary Promotional signage shall not exceed twenty (20) square feet at any one time for any parcel.
- I. ~~Temporary~~ Signs, banners, or pennants announcing community events and conventions, which shall be removed immediately at the conclusion of the event.
- J. Murals.
- K. Signs for charitable, service and other nonprofit organizations. Signs shall not be more than four (4) square feet per side.
- L. The Veteran's Memorial sign and the Coca Cola sign on the Odd Fellows building on Main Street, which are hereby declared historical landmarks, and any such other signs so declared by resolution of the Council to be such landmarks.

M. All City signage.

N. Clocks

## SECTION 10

745 Title 11, Chapter 6: Lot Line Adjustments of the Bellevue City Code is hereby amended as follows:

### CHAPTER 6: LOT LINE ADJUSTMENTS

#### 11-6-1: PROCEDURE

750 ~~An owner or subdivider wishing to readjust lot lines, as defined in section 11-2-1 of this title, shall be required to file two (2) copies of a plat and application with the Administrator for administrative review. Additional information reasonably required for thorough review of the application and plat may be required by the Administrator to be provided by the applicant. Waivers shall be requested according to chapter 13 of this title. The Council shall remand any~~  
 755 ~~application and/or waiver request to the commission for recommendation prior to taking final action. The Administrator shall provide written notice of said application to owners of property immediately adjacent to the subject property. Said notice shall inform adjacent property owners they may comment on the application during a period of not less than ten (10) days after mailing of the notice and prior to final action on said application. Following expiration of the said~~  
 760 ~~comment period and upon a finding by the Administrator that the plat conforms to the readjustment of lot line definition and is in compliance with the provisions of this title, the Administrator shall approve same or approve with conditions necessary to find same in compliance with the provisions of this title. Upon a finding by the Administrator that the application does not conform to said definition or is not in compliance with this title, the~~  
 765 ~~Administrator shall deny the application and shall state the reasons therefor in writing, and a copy signed by the Administrator, attached to one copy of the plat, shall be returned to the applicant. Upon Council approval of an application and upon satisfaction by the applicant of any conditions attached thereto, the Administrator shall inform the City Clerk and the City Clerk shall sign the plat. Any questions with regard to the interpretation and/or applicability of this~~  
 770 ~~section or other sections shall be referred to the Council by the Administrator for determination.~~

#### A. Eligibility:

An owner may adjust lot lines through the process identified herein, provided that the following criteria are met:

- 775 1. The adjustment of lot lines will not result in any reduction in lot area, frontage, width, depth, building setback lines, or applicable dimensional standards below the minimum requirements for the zone(s) involved.
2. No additional parcels will be created through the adjustment.

3. The adjustment does not impair existing access or easements or create the need for new easements or access to any adjacent lots.
- 780 4. The adjustment does not create or exacerbate any violations of this Title or Title 10 of this Code.
5. The subject property does not include any floodplain or slopes greater than 25%.

B. Application:

The owner shall submit the following:

- 785 1. A completed Lot Line Adjustment Application as provided by the Administrator
2. A title report for the affected property
3. A preliminary record of survey drawn to scale, prepared by a professional land surveyor licensed to operate in Idaho showing the following:
  - a. All existing and proposed boundaries of the affected lots with dimensions.
  - 790 b. All existing structures with dimensions and distances to existing and proposed boundaries.
  - c. Existing utilities to the affected lots.
  - d. Existing and proposed street frontages and accesses of the affected lots.
4. Application fees as determined by resolution.

795 C. Procedure:

1. Upon the receipt of a complete application and a determination that the application is eligible for a lot line adjustment, the Council shall review the Lot Line Adjustment on the New Business portion of a meeting agenda for compliance with the applicable standards of this Code. Should the Council vote to approve the application, the Mayor shall affix their signature to the face of the record of survey.

**SECTION 11**

Title 11, Chapter 13: Waivers and Appeals of the Bellevue City Code is hereby amended as follows:

**CHAPTER 13:  
WAIVERS AND APPEALS**

**11-13-1: WAIVERS:**

A. Commission Recommendation; Council Approval: Waiver of any of the requirements of this title may be granted by the Council on a case basis upon the recommendation of the commission.

810 B. Application For Waiver:

- 1. Application for such waiver(s) must be in writing and must show that there are special physical characteristics or conditions affecting the property in question where a literal enforcement of this title would result in undue hardship not the result of actions by the subdivider, and that the waiver would not be detrimental to the public welfare, health, and safety, nor injurious to the property owners in the immediate area.
- 2. Applications shall be made to the Administrator in writing at the time of subdivision application. Said waiver, together with such related data and maps as are necessary to fully illustrate the relief sought, shall be filed at the same time. Such application shall be processed and considered ~~with the preliminary plat application~~ concurrently with the preliminary plat or lot line adjustment application. Hearings before the commission and Council shall be noticed as a public hearing.

**11-13-2: APPEALS:**

Any interested party may appeal in writing the decision of the commission, Administrator, or building inspector relative to any matter(s) with regard to this title. Said appeal shall be filed in writing with the City Clerk within fifteen (15) days from the date of the decision. The appeal shall state the exact decision or recommendation appealed and the reasons therefor. If no appeal is filed within fifteen (15) days as herein provided, the decision shall be final. Appeals shall be heard in accordance with Section 10-3-3 of this Code.

**SECTION 12**

Title 12, Chapter 4: Administration of the Bellevue City Code is hereby amended as follows:

**CHAPTER 4:  
ADMINISTRATION**

**12-4-1: DESIGNATION OF FLOODPLAIN ORDINANCE ADMINISTRATOR:**

The Community Development Director hereinafter referred to as the "Floodplain Administrator", is hereby appointed to administer and implement the provisions of this title.

**SECTION 13**

Title 12, Chapter 5: Provisions for Flood Hazard Reduction of the Bellevue City Code is hereby amended as follows:

**CHAPTER 4:  
PROVISIONS FOR FLOOD HAZARD REDUCTION**

**12-5-2: SPECIFIC STANDARDS:**

In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data has been provided, as set forth in sections 12-3-2 or 12-5-4 , the following provisions, in addition to the provisions of section 12-5-1 , are required:

A. Residential Construction: New construction, substantial improvements, and development of any residential structure (including manufactured homes) shall have the lowest floor, including basement, elevated no lower than the Flood Protection Elevation, as defined in section 12-2-1 of this title.

850 B. Non-Residential Construction: New construction, substantial improvements, and  
development of any commercial, industrial, or other non-residential structure shall have the  
lowest floor, including basement, elevated no lower than the Flood Protection Elevation, as  
defined in section 12-2-1 of this title. Structures located in Zones A, AE, AH, AO, and A1-30  
855 may be floodproofed to the Flood Protection Elevation in lieu of elevation provided that all areas  
of the structure, together with attendant utility and sanitary facilities, below the Flood Protection  
Elevation are watertight with walls substantially impermeable to the passage of water, using  
structural components having the capability of resisting hydrostatic and hydrodynamic loads and  
the effect of buoyancy. For AH and AO Zones, the floodproofing elevation shall be in  
accordance with subsection 12-5-6 B. A registered professional engineer or architect shall certify  
860 that the floodproofing standards of this subsection are satisfied. Such certification shall be  
provided to the Floodplain Administrator as set forth in subsection 12-4-3 C, along with the  
operational plan and the inspection and maintenance plan.

C. Manufactured Homes:

1. New and replacement manufactured homes shall be elevated so that the lowest floor of  
865 the manufactured home is no lower than the Flood Protection Elevation, as defined in section 12-  
2-1 of this title.

2. Manufactured homes shall be securely anchored to an adequately anchored foundation to  
resist flotation, collapse, and lateral movement, either by certified engineered foundation system,  
or in accordance with the most current edition of the Idaho Division of Building Safety's "Idaho  
870 Manufactured Home Installation Standard" in accordance with Idaho Code section 44-2201(2).  
Additionally, when the elevation would be met by an elevation of the chassis thirty-six inches  
(36") or less above the grade at the site, the chassis shall be supported by reinforced piers or  
engineered foundation. When the elevation of the chassis is above thirty-six inches (36") in  
height, an engineering certification is required.

875 3. All enclosures or skirting below the lowest floor shall meet the requirements of  
subsection D.

4. An evacuation plan must be developed for evacuation of all residents of all new,  
substantially improved, or substantially damaged manufactured home parks or subdivisions  
located within flood prone areas. This plan shall be filed with and approved by the Floodplain  
880 Administrator and the local Emergency Management Coordinator.

D. Additions/Improvements:

1. Additions and/or improvements to pre-FIRM structures when the addition and/or  
improvements in combination with any interior modifications to the existing structure are:

885 a. Not a substantial improvement, the addition and/or improvements must be designed to  
minimize flood damages and must not be any more non-conforming than the existing structure;  
or

b. A substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.

890 2. Additions to post-FIRM structures that are a substantial improvement with no modifications to the existing structure other than a standard door in the common wall shall require only the addition to comply with the standards for new construction.

3. Additions and/or improvements to post-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:

895 a. Not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction; or

b. A substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.

900 4. Any combination of repair, reconstruction, rehabilitation, addition, or improvement of a building or structure taking place during a ~~(insert number of years)~~ five (5) year period, the cumulative cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the improvement or repair is started, must comply with the standards for new construction. For each building or structure, the ~~(insert number of years)~~ five (5) year period begins on the date of the first improvement or repair of that building or structure subsequent to the effective date of this title. If the structure has sustained substantial damage, any repairs are  
905 considered substantial improvement regardless of the actual repair work performed. The requirement does not, however, include either:

**SECTION 14: EFFECTIVE DATE:**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law.

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PASSED AND APPROVED by the CITY OF BELLEVUE, IDAHO this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

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

ATTEST:

920

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

**CITY OF BELLEVUE, IDAHO**  
**SUMMARY OF ORDINANCE NO. 2026-01**

AN ORDINANCE OF THE CITY OF BELLEVUE, IDAHO, AMENDING BELLEVUE'S CITY CODE BY AMENDING TITLE 10, ZONING REGULATIONS, CHAPTERS 2, 3, 6, 7, 8, 9, 14, AND 22A, TITLE 11, SUBDIVISION REGULATIONS, CHAPTERS 6 AND 13, AND TITLE 12, FLOOD DAMAGE PREVENTION ORDINANCE, CHAPTERS 4 AND 5 TO IMPROVE CLARITY AND ACCURACY; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

The City of Bellevue has adopted Ordinance 2026-01, amending Title 10 Chapters 2, 3, 6, 7, 8, 9, 14, and 22a, Title 11 Chapters 6 and 13, and Title 12 Chapters 4 and 5 of Bellevue City Code to improve clarity, correct errors, and improve enforceability. The ordinance is effective upon passage on February 9, 2025.

The complete ordinance is available at Bellevue City Hall at 115 East Pine Street, Bellevue, Idaho 83313.

The undersigned City of Bellevue City Attorney, having reviewed the subject ordinance and ordinance summary, have determined that the summary is true and complete and that it provides adequate notice to the public of the identity and principal provisions of the ordinance.

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Frederick Allington, City Attorney



## Memorandum

**To:** Common Council

**From:** Casey McGehee

**Re:** Road Improvements for Oak St and East Subdivisions

**Date:** May 11<sup>th</sup> 2026

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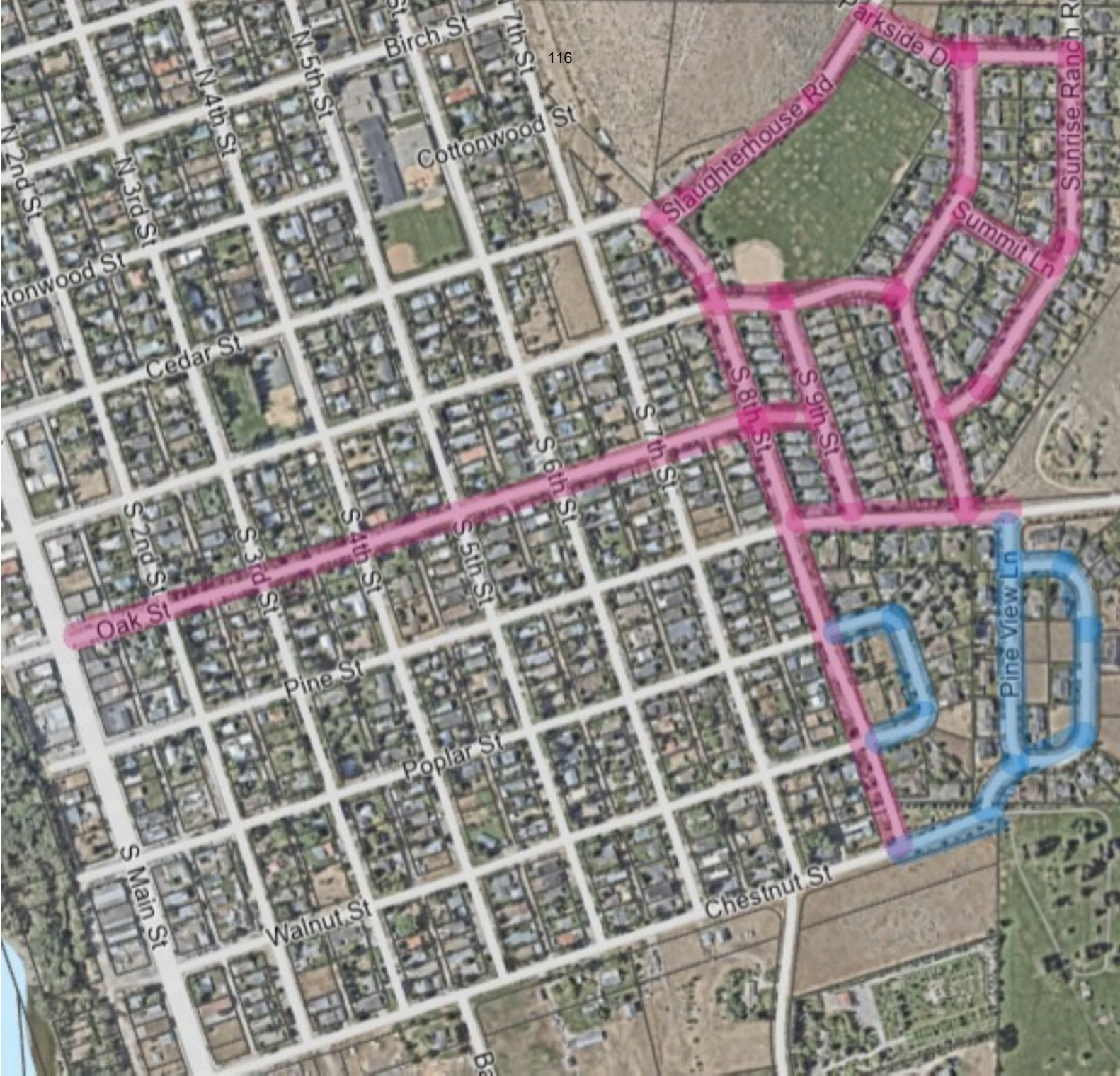
Development Impact Fees that are allocated for street maintenance and repairs identify Oak St improvements in the Capital Improvement Plan. We have also been reviewing street conditions based on the assessment completed by Forsgren in the Transportation Plan and our staff familiarity. Streets from 8<sup>th</sup> street to Sunrise Ranch Rd and from Slaughterhouse to Chestnut comprising the Sunrise Ranch and Pine View Subdivisions are in good enough repair that a coating will continue to keep them in a serviceable condition for the next several years.

### Recommendation and Next Steps

Dividing the project into two parts, DIF funds will be used for the coating of Oak St from Main St east to 9<sup>th</sup> St, 8<sup>th</sup>, 9<sup>th</sup>, Slaughterhouse Dr, Parkside Dr, Sunrise Ranch, Elm, Pine/Lower Muldoon, Ridgeview Dr, and Summit Ln. A second project using LOT funds remaining from snow removal along with street construction and repair funds to complete Chestnut, Pine View, Chestnut Loop, and Maple Ridge Loop. These projects will complete 2.5-3 miles of roadway including coating all of Oak St and the streets east of 8<sup>th</sup> St. We are working to tie these projects in with proposed Sun Valley projects to reduce the mobilization costs.

### Enclosures

1. Map
2. Cost Estimate



116

N 2nd St  
N 3rd St  
N 4th St  
N 5th St  
N 7th St  
Cottonwood St  
Cedar St  
Oak St  
S 2nd St  
S 3rd St  
S 4th St  
S 5th St  
S 6th St  
S 7th St  
S 8th St  
S 9th St  
Slaughterhouse Rd  
Parkside Dr  
Sunrise Ranch Rd  
Summit Ln  
Pine View Ln  
Chestnut St  
Walnut St  
Poplar St  
Pine St



“Roads Done Right”

May 7, 2026

Agency Quote #TC50726A

Customer: City of Bellevue, Idaho

Contact: Chris Johnson

Ph: 208-309-0656; E: [cjohnson@bellevueidaho.us](mailto:cjohnson@bellevueidaho.us)

Project: Restorative GSB Sealing – City Streets “A”: Oak, 8<sup>th</sup>, Slaughterhouse, Parkside, Sunrise, Ridgeview, Summit, 9th, Lower Muldoon, Elm

Size: 33,500 square yards

Target Date: Week of June 22

Cost:

- GSB-88 2:1 + 2% Polymer w/Black Fractured Sand: \$1.80/sy x 33,500 sq yds = \$60,300 in place  
(includes all material, transport, application)

Customer Provides:

1. Resident Notification
2. Pre-application sweeping
3. Project Traffic Control

Accepted By:

Date:

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Thank You!



“Roads Done Right”

May 7, 2026

Agency Quote #TC50726B

Customer: City of Bellevue, Idaho

Contact: Chris Johnson

Ph: 208-309-0656; E: [cjohnson@bellevueidaho.us](mailto:cjohnson@bellevueidaho.us)

Project: Restorative GSB Sealing – City Streets “B”: Chestnut, Pineview, Chestnut Loop, Maple Ridge Loop

Size: 8,600 square yards

Target Date: Week of June 22

Cost:

- GSB-88 2:1 + 2% Polymer w/Black Fractured Sand: \$1.80/sy x 8,600 sq yds = \$15,480 in place  
(includes all material, transport, application)

Customer Provides:

1. Resident Notification
2. Pre-application sweeping
3. Project Traffic Control

Accepted By:

Date:

\_\_\_\_\_

\_\_\_\_\_

Thank You!



## Memorandum

To: Mayor Giordani and Bellevue Common Council  
From: Shelly Shoemaker, Treasurer  
Re: Budget Amendment for FY2026  
Date: May 11, 2026

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### Background

When I became Treasurer in August of 2023, the position was being contracted to an outside treasurer from another city due to the position being vacant since April of 2023. There was little guidance for any of the duties of Treasurer, and I followed examples from previous years. In budgets from prior years, there was no reference to the spending of any previously accumulated revenue in savings because the City had not spent any of those funds. When preparing the budget for FY26, I did not know, and I did not research, including saved funds into the budget for spending. I have since researched how to manage capital expenditures and the use of investment funds moving forward.

### Capital Improvement Funds

The City of Bellevue began charging development impact fees in 2021. The City contracted with Richard Caplan and Associates to prepare an impact fee study that was completed November 30, 2022. Those funds are designated for capital improvements, as outlined in the Capital Improvement Plan. As of FY2025, the City has accumulated \$67,000 in impact fees for street improvements. The plan is to utilize those funds this fiscal year for a capital street improvement project being presented to you at this same meeting.

Although the funds are not new revenue for the City, the intent to spend investment funds that were not included in our budget should be included in a budget amendment, for transparency. This includes the Wastewater membrane project, the Fire Station capital improvements, and the pending street capital improvement projects.

### New Revenues

A city council may amend a budget to an amount greater than the original appropriation "if additional revenue will accrue to the city during the current fiscal year . . ." (Idaho Code section 50-1003(3)). This happens regularly when cities receive grants. This fiscal year, the City of Bellevue has received numerous grants, as follows:

Memorandum  
May 11, 2026  
Page 2

- ✓ \$60,046 – FY21 Transportation Plan
- ✓ \$25,000 – Blue Cross Foundation of Idaho for a Comprehensive Plan Update
- ✓ \$7,000 – Frontier Community Resources “Smiles” Grant for Community Development Pop-Up Plaza Event
- ✓ \$1,000 – Mayor’s Walking Challenge
- ✓ \$10,000 – Blaine County Climate Smart Communities Initiative for a Tree Inventory Grant (awarded; pending receipt)
- ✓ \$15,000 – Idaho Heritage Trust for a historic structure rehabilitation at the old City Museum (awarded; pending receipt)

The total of new grants so far this year is \$118,046.

#### Budget Amendment Process

A budget amendment for this fiscal year was planned for later in the fiscal year, but the timeline has moved up to the present, and will be presented via public hearing for your approval on May 25, 2026. Amending the budget follows the same process as adopting the original appropriation ordinance, including a public hearing and publication of notice twice, at least seven days apart, in the City’s official newspaper. Notice will be published in the Idaho Mountain Express on May 13 and May 20, 2026, for public hearing on May 25, 2026.

If you have any questions, please contact me. Thank you.

Attachment: Idaho Code section 50-1003



## Idaho Statutes

Idaho Statutes are updated to the website July 1 following the legislative session.

TITLE 50  
MUNICIPAL CORPORATIONS  
CHAPTER 10  
FINANCES

50-1003. ANNUAL APPROPRIATIONS BILL – AMENDING APPROPRIATION ORDINANCE – SPECIAL APPROPRIATION UPON PETITION OR ELECTION. (1) The city council of each city shall, prior to the commencement of each fiscal year, pass an ordinance to be termed the annual appropriation ordinance, which in no event shall be greater than the amount of the proposed budget, in which the corporate authorities may appropriate such sum or sums of money as may be deemed necessary to defray all necessary expenses and liabilities of such corporation, not exceeding in the aggregate the amount of tax authorized to be levied during that year in addition to all other anticipated revenues. Provided, the amount appropriated from property tax revenues shall not exceed the amount of property tax revenue advertised pursuant to section 50-1002, Idaho Code.

(2) Such ordinance shall specify the object and purposes for which such appropriations are made and the amount appropriated for each object or purpose.

(3) The city council of any city may, by the same procedure as used in adopting the original appropriation ordinance at any time during the current fiscal year, amend the appropriation ordinance to a greater amount than that adopted, if after the adoption of the appropriation ordinance additional revenue will accrue to the city during the current fiscal year as a result of increase in state or federal grants or allocations, or as a result of an increase in an enterprise fund or funds to finance the operation and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges, or as a result of an increase in revenues from any source other than ad valorem tax revenues. A city whose property tax certification is made for the current fiscal year may amend its budget and annual appropriation ordinance, pursuant to the notice and hearing requirements of section 50-1002, Idaho Code, prior to certification to the county commissioners.

(4) No further appropriation, except as provided in this section, shall be made at any other time within such fiscal year unless the proposition to make each appropriation has been first sanctioned by a majority of the legal voters of such city, either by petition signed by them equal in number to a majority of the number who voted at the last general city election or approved at a special election duly called therefor, and all appropriations shall end with the fiscal year for which they are made.

History:

[50-1003, added 1967, ch. 429, sec. 163, p. 1249; am. 1974, ch. 166, sec. 1, p. 1422; am. 1976, ch. 45, sec. 3, p. 124; am. 1981, ch. 318, sec. 4, p. 665; am. 1982, ch. 276, sec. 1, p. 708; am. 1987, ch. 172, sec. 1, p. 338; am. 1989, ch. 25, sec. 1, p. 29; am. 2021, ch. 337, sec. 1, p. 1027.]

How current is this law?

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## Memorandum

**To:** Bellevue Common Council

**From:** Carter Bullock, Planner  
Kirtus Gaston, Marshal

**Re:** Code Enforcement & Ticketing

**Date:** April 27, 2026

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### Background

In the Council's January 16<sup>th</sup> ROW Workshop, the Council expressed a desire for more effective code enforcement, and asked Staff to bring back a proposal for changes needed to ticket illegally parked vehicles. Items identified to date include:

- Because Bellevue City Code does not specifically authorize the issuance of tickets to vehicles, Idaho Code 49-1501 is the governing law for the issuance of infractions and requires that the owner of the vehicle receive the citation. The process of identifying and locating the owner of a given vehicle is frequently difficult and time-consuming.
- Ticketing requires substantial staff time on matters such as processing and collections. Many peer cities enlist third-parties to undertake this administrative work.
- The default penalty of Bellevue City Code violations is to be charged with a misdemeanor, but infractions are an alternative if expressly identified in the relevant code section or State law as a penalty. Charging an individual with a misdemeanor requires referring the matter to the City Prosecutor, issuing summons, court appearances, and so on. The process of charging an infraction is much simpler and can primarily be completed by City Staff.

### Software & Ticket Processing

The City has identified the most qualified vendor for ticketing software and processing to be Data Ticket, Inc. Data Ticket offers software, ticket materials, processing, support of appeals, processing, and collections for parking and other tickets for citation. The software can be used on most mobile devices, which link to mobile printers for tickets. These tickets contain the fine amount, violation type, how to pay (through Data Ticket's online payment portal), and the steps to appeal. This company is currently being utilized by Hailey and Ketchum. The initial cost for setup of the Data Ticket software is likely to be about \$6,940. A detailed cost projection is enclosed.

**Recommendation**

Staff's recommendation is that the City enter into an agreement with Data Ticket, Inc. for ticket issuance, processing, and collections, utilizing the "Model 2" framework identified in the proposal and cost projection. Secondly, we propose that the City pursue the code changes necessary to support a ticketing program and effectively incentivize code compliance through fines.

**Next Steps**

Please provide advice to Staff on the Council's preference for ticketing software, pricing option, and timeline for bringing code changes.

**Enclosures**

1. Data Ticket Proposals
2. Cost Projection for Data Ticket Hard & Software



## Android Parking Handheld Information 2026

For Support and Sales assistance, please contact:

**Heather Nowlan**

Director, Client Services  
Direct t (949) 428-7241 | f (949) 281-3195  
HNowlan@DataTicket.com  
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**Andrea Kohlenberg**

Client Services Coordinator  
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### **CONFIDENTIAL INFORMATION DISCLAIMER**

This proposal contains certain confidential and valuable information in the form of ideas, know-how, concepts, processes, plans and trade secrets that belong to Data Ticket, Inc. In accordance with the California Public Records Act, this confidential information shall not be disclosed outside the Agency and shall not be duplicated, used, or disclosed in whole or in part for any purpose except in the procurement process. Confidential information contained in this document is noted on each applicable page or image. Serious and irreparable competitive disadvantage in future procurements could result from the release of any confidential information contained in this proposal. Please notify us immediately, in writing if there is a request for disclosure of any confidential information so that Data Ticket will have an opportunity to participate in any disclosure discussions.

The following data, furnished in connection with this solicitation, shall not be disclosed except to those who are directly involved with the evaluation within the Agency and shall not be duplicated, used or disclosed in whole or in part for any purpose other than to evaluate the proposal provided. If a contract is awarded to this offer or in connection with the submission of this data, the Agency shall have the right to duplicate, use or disclose the data to the extent provided in the contract. This restriction does not limit the Agency's right to use information contained in the data unless it is obtained under proper authorization from another source without restriction.

### **Handheld Ticket Writers Offered by Data Ticket, Inc.**

Data Ticket offers Agencies a range of handheld ticket writers to select from to meet the Agency's needs. Below and on the following pages, we have provided descriptions of the handheld devices offered to our clients.

If Agency Personnel do not see the unit they would like to utilize, we are happy to work with the Agency to determine which unit(s) the Agency prefers. If the chosen hardware is compatible with our application, we are happy to provide pricing and install our Handheld Citation Issuance Application on the preferred solution.

Additionally, the Agency is not confined to a single handheld unit. A combination of units may be utilized across issuing Officers to accommodate each Officer's needs. If some Officers like the Samsung Unit and other Officers like the XF1R2, we can accommodate this request. Please note, different ticket stock is utilized for each type of printer which would increase the expense.

The units offered on the following pages are:

- ✿ **Samsung A35 5G or Similar Device** – This unit is being used more frequently by Officers because of its flexibility in offerings. The phones are capable of texting and are generally very easy to use as many Officers carry a similar device today. These units are 2 piece units that connect to a separate printer via a Bluetooth connection.
- ✿ **Samsung Tab A or Similar Device** – This unit is the most often preferred unit of Administrative Citation issuance due to their increased screen size. These units are two-piece units that connect to a separate printer via a Bluetooth connection.
- ✿ **XF1R2** – This unit is a single piece unit that incorporates a Samsung Android Device and a printer to provide those Clients looking for a single piece unit combined with the Android Operating System.

Below, we have provided a brief comparison of the units provided so the Agency Personnel can easily compare each unit against the other:

<b>Item</b>	<b>Samsung A35 5G</b>	<b>Samsung Tab A</b>	<b>XF1R2</b>
Dimensions	2.96"x 6.30" x 0.33"	4.99" x 8.13" x 0.35"	4.73" x 10.8" x 2.62"
Screen Size	6.4" Diagonal	8.0" Diagonal	6.7" Diagonal
Weight	.417 lbs	0.79 lbs	1.66 lbs
Printer Type	External	External	Integrated Thermal
Operating System	Android OS 11	Android OS 8	Android OS 11
Camera	Rear: 64MP WIDE 12MP UWIDE 5MP MAC & DEP	Rear: 5MP Color	Rear: 12 MP WIDE 64 MP TELE 12 MP UWIDE
Battery Size	4500 mAh	5000 mAh	3000 mAh x 2
Charge Time	1 hour	2 hours	5 hours
Temperature Limits	Refer to Manufacturer	Refer to Manufacturer	Operating Temps Tested to -4° F to 122° F

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### Handheld Device Images

**A35 5G or Similar Device  
(Paired with a Bluetooth Printer)**



**Samsung Tab A or Similar Device  
(Paired with a Bluetooth Printer)**



**XF1R2  
(Integrated Printer)**



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### **Printers Offered by Data Ticket for 2 Piece Units**

Data Ticket offers Agencies a range of printers with which to pair handheld ticket writers that do not have a built-in printer. The printers print either 3" or 4" citations. The selection of a printer is similar to the selection of a handheld ticket writer. Agency Personnel may select a single printer to use for all Officers or Agency Personnel may wish to use a variety of printers. Of course, we do recommend Agency Personnel use a single ticket width so a single ticket order will work, regardless of the printer selected.

Below we have provided 2 of the popular models used by our clients that elect a 2-piece unit:

- ✿ **3" TSC Printer and 4" Zebra Printer** – The TSC Alpha-30R and 4" Zebra ZQ521 printers direct thermal portable printer features a rugged design and reliable performance that will continue to operate long after other printers have failed. The units are comfortable, light-weight printers capable of working with any mobile printing application where you need citations printed wherever you are. When utilized with a case, the printers are IP54-rated to resist dust and water and each printer can endure a 6 foot fall and keep printing. These small and light printers can be worn comfortably for a full shift, without interfering with the Officer's tasks.

### **Handheld Printer Images**

**3" TSC Alpha-30R Printer**



**4" Zebra ZQ521 Printer**



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### ***Citation Issuance Android Application***

All handheld software is developed, owned, and fully supported by Data Ticket, Inc. We have dedicated handheld resources available to you for troubleshooting, repairs, upgrades, general question inquiry and technical support. Below and on the following pages is a list of the features available in our citation issuance application:

#### **Connected Anywhere, Anytime\***

The Android smartphones connect wirelessly through your desired cellular carrier. This allows the devices to communicate in real time with our servers to transmit citation data and media, as well as receive any updates without having to return to base or dock the unit onto a cradle. Citizen recipients can immediately pay for their citation.

#### **Departments and Districts**

Full support for multiple departments and districts within departments is available. Violations, comments and locations can be customized by department. Several sets of data for different departments (Parking, Street Sweeping, Meters) are supported.

#### **Scofflaw, Citation History, Vehicle Database**

While issuing citations, our Android solution will automatically alert issuing officers if a vehicle plate is on the scofflaw list or VIP list. Information is also displayed if there is any history stored in our database for a vehicle plate. The officer will see citation history and vehicle information like make, model and color will automatically be populated to the citation which will save valuable time while issuing citations. This information is provided in real time via webservices\* and is shared between handhelds immediately.

#### **CA Dealer Plate Reconnaissance**

Easily mark California plates as Dealer Plates and our system will acquire the responsible attached business to continue collections. CA Dealers no longer get a free pass for parking!

#### **Report Issues\***

Officers can report issues in the field which are shared amongst all other handhelds in the field. Meter issues, curb issues, signage issues or any other custom issue can be reported as existing or marked as fixed by any handheld in the field. Take up to 8 photos for each issue, all of which are viewable on all handhelds in real time.

#### **Request Help\***

Have an issue with your handheld while in the field, or just have a question you need answered? The Need Help interface gives your officers a direct portal to call or email our Mobile Support team. When help is needed, our Mobile Support team is capable of directly communicating to handhelds via Live Chat immediately in real time.

#### **Customized Printing**

Save money on ticket stock by ordering blank media – our handhelds can print any custom header image at the top of the citations such as an Agency's logo or seal. Various custom fonts may also be available upon request.

#### **LPR (License Plate Recognition)\***

Just point the handheld at the back of the vehicle and within seconds our LPR will automatically enter the vehicle plate, state, make, color, and body type into the citation issue interface which will save the officer time. The image of the back of the vehicle is also automatically saved as part of the citation images. The

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plate that is entered is immediately and automatically checked against our extensive database for citation history, vehicle history and scofflaw.

## Digital Chalking

Chalk vehicles without handling messy chalk. With our application, you can chalk a vehicle by digitally marking the tire air valve position on the device. You can also take additional pictures of the vehicle and preset locations as well as violations for each chalk. Chalked vehicles are viewable on a list and/or a visual map provided by Google Maps. When a chalking record has expired, the officer is notified to issue a citation to that vehicle. Images taken during chalking are automatically appended to the issued citation. Chalked vehicle data is shared between handheld units for your agency in real time via webservice with a data plan.

## LPR Enhanced Digital Chalking\*

Using our advanced mobile LPR system, you can now quickly and effortlessly digitally chalk a line of vehicles just by pointing the handheld at the back of the vehicle. You are also given an opportunity to either take a quick photo of the vehicle tire valve stem position or use our intuitive digital valve stem marking system.

## Fast Camera

Our custom made FastCam interface enables you to take photos as fast as you can tap the shutter button. Each photo is processed in the background, adding the citation number and timestamps before saving the images to the citation being issued. Capture photos lightning fast during the daytime or at night with the flash turned on.

## Maximum Media Capture

Take photos, videos, or voice recordings all while issuing a citation. You can even issue a citation and add the photos/video/voice recordings after the citation has been printed. This allows the officer to quickly produce a citation and follow up with photos afterwards. The captured media is viewable on our website as soon as it's uploaded from the handheld.

## Voice Dictation (Cite by Voice)

Our software is fully voice activated, allowing an officer to dictate an entire citation from top to bottom simply by speaking to the handheld.

## Multiple Violation Issuance

If authorized by the Agency, Officers can issue multiple violations per citation. Should the Agency require the ability to issue a maximum number of violations per citation, a configuration can be set accordingly.

## S.O.S. Distress Calling\*

Our software includes an S.O.S. button that allows an officer to immediately call for help. The button will send an email to an address configured to receive SOS notifications that will include the officer badge, GPS location, and the citation issuance device's number.

## Void, Reissue, Warnings

With the Data Ticket application, officers are given the ability to issue warning citations. Officers may also void a citation straight from the handheld after it's been printed. They can also reissue a printed citation which will void the current citation and issue a new citation with the previous citation data pre-populated including all images, videos, and recordings. This allows the officer to quickly correct any field(s) as necessary and print a new citation. If for any reason the void was made in error, there is another option to undo the void.

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## Bar Code / OCR Scan Line Usage

Our handheld software can (upon Agency requirement) print barcodes and OCR scan lines to better integrate our client's financial and or cashiering systems and eliminate data entry by cashiers.

## Permits, Paid Stall/Meter Information\*

Our application is directly integrated with various pay-by-plate/stall technology vendors. Along with this, we also offer custom permit web-services which officers can utilize in the field to determine if a vehicle plate has a valid permit before issuing a citation.

## Automatic Location (GPS)\*

Today's advanced GPS technology allows your officers to retrieve precise street numbers and street names at the click of a button for units on a data plan. This eliminates the need to search for painted street numbers or signs and scroll through a list of available locations on the handheld.

## Geolocation Citation Tagging\*

Each citation issued with the Data Ticket Android application on a data plan is digitally tagged with the GPS coordinates at the time the citation is printed. This is interfaced with our website and viewable as a report showing geolocations of issued citations on a map provided by Google Maps.

If the Agency elects to use one of our handheld units with a data plan that can capture the GPS coordinates (latitude and longitude), Agency personnel will have the ability to view a Geo Mapping Report.

The Geo Mapping Report provides users with the ability to view citations issued within a specific timeframe, for a specific violation or location, and includes the status of the citation. As you can see in the following image, the map displays citation status by color and provides the ability to zoom in and out of an area, as well as to click on a citation to take the user directly to the citation in question.

***\*Data Plan required to utilize this feature***

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### Sample Geo Mapping Report:

#### Violations Geo Map Report

\* Agency Name:

Department:

Violations:

License Plate:  State:

Badge:

Pre-Set Location:

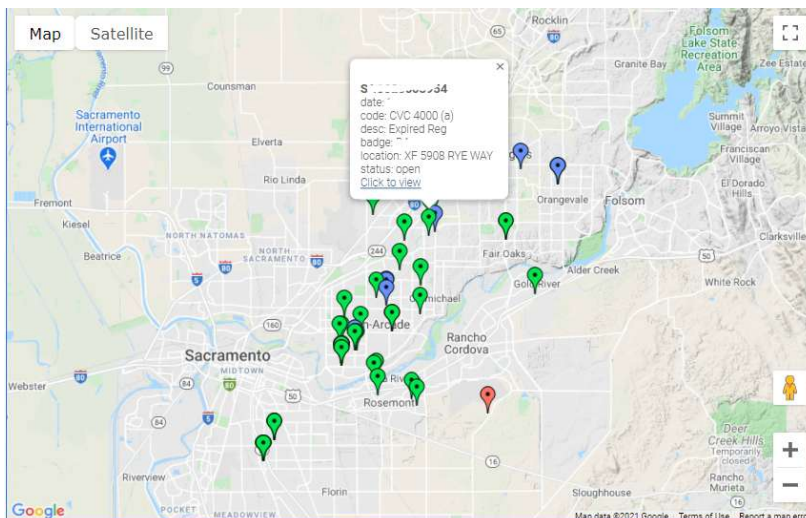
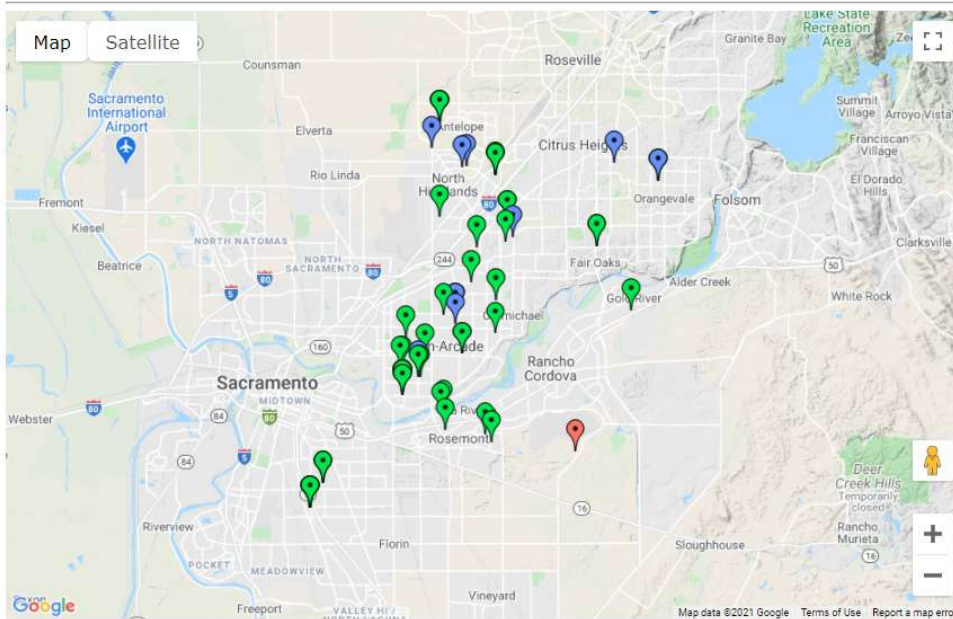
Location:

\* Start Date:  \* End Date:

59 Matching violations  
(Up to a maximum of 300 markers will be displayed)

[Run Report](#)

- Open
- On Hold
- Closed
- Warning



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**IMAGES PROPRIETARY AND CONFIDENTIAL TO DATA TICKET, INC.**  
**Handheld Ticket Writer / Printer Pricing**

Data Ticket has provided the following handheld unit pricing for **Three Year Lease** options as well as **Purchase Price** options. If the Agency prefers to purchase the handhelds and/or printers on their own rather than with Data Ticket, we would be more than happy to provide the associated costs. Each of these handheld unit options will meet the needs of the Android Application.

<b>Single Piece Handheld Ticket Writer Pricing</b>		
<b>Item</b>	<b>3 Year Lease</b>	<b>Purchase</b>
<b>XF1R2 1-Piece Solution</b> <i>Includes Note 20, Battery, Hand Strap</i>	\$125.00 per month	\$3,200.00

**OR**

<b>Two Piece Handheld Ticket Writer Pricing</b>		
<b>Item</b>	<b>3 Year Lease</b>	<b>Purchase</b>
<b>Samsung A36 5G or Similar Device</b> <i>Case Sold Separately</i>	\$35.00 per month	\$950.00
<b>Samsung Tab A or Similar Device</b> <i>Case Sold Separately</i>	\$42.00 per month	\$1,050.00

**AND**

<b>Two Piece Handheld Printer Pricing</b>		
<b>Item</b>	<b>3 Year Lease</b>	<b>Purchase</b>
<b>TSC 3" Alpha-30R Printer</b> <i>Case Included</i>	\$18.00 per month	\$485.00
<b>Zebra 4" ZQ521 Printer</b> <i>Case Sold Separately</i>	\$50.00 per month	\$1,400.00

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<b>Handheld Accessories Pricing</b>	
<b>Item</b>	<b>Purchase</b>
<b>Otterbox Case</b> <i>(For Samsung Units and Tablets)</i>	\$75.00
<b>Zebra Printer Strap Case</b> <i>(For Zebra 4" ZQ521)</i>	\$155.00
<b><u>Optional</u> – Spare Battery for the XF1R2 1-Piece</b>	\$160.00
<b><u>Optional</u> - XF1R2 Carrying Case</b>	\$50.00
<b><u>Optional</u> - Car Chargers</b> <i>(For Samsung or XF1R2)</i>	<i>Can be Quoted on Request</i>

<b>Handheld Associated Costs</b>	
<b>Item</b>	<b>Price</b>
<b>1st Year Software License Fee–</b> <i>This is a one-time fee for the software application and all enhancements.</i>	\$500.00 per unit
<b>Annual Software License Fee–</b> <i>This for the software application and all enhancements.</i>	\$150.00 per unit per year
<b>**Software Maintenance/Support/Troubleshooting–</b> <i>Includes phone support M-F during regular business hours, remote repair, and updates.</i>	\$20.00 per unit per month
<b>Training – In Person</b> <i>Onsite training at the Agency's preferred location will be provided. Training typically takes place over the course of a few hours and will be customized to meet the Agency's Requirements.</i>	\$900.00
<b>Training – Virtual</b>	\$400.00
<b>Ticket Stock–</b> <i>To be quoted based on quantity and style options.</i>	To Be Quoted

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<p><b>**Optional - Replacement for Lost/Stolen/Damaged Handheld Units or Printers</b>  <b>\$150.00 Deductible – TSC 3” Alpha-30R Printer</b>  <b>\$175.00 Deductible – Samsung Device</b>  <b>\$250.00 Deductible – Samsung Tablet</b>  <b>\$350.00 Deductible - Zebra 4” ZQ521 Printer</b>  <b>\$700.00 Deductible - XF1R2 1-Piece</b>  <i>(Charged for each lost/stolen or damaged Device)</i></p>	<p>\$15.00 per unit per month</p>
<p><b><u>Optional</u> - Hosted Data Plan–</b>  <i>Billed monthly as a straight pass-thru from either Verizon or AT&amp;T.</i></p>	<p>Actual Cost per unit per month</p>

***Tax and shipping not included in the above pricing.***

***\*\*Please note the “Software Maintenance/Support/Troubleshooting” & “Optional – Replacement for Lost/Stolen/Damaged Handheld Unit” will cover the handheld unit up until it has been deemed obsolete and/or outdated which is typically at 4 years. We will continue to maintain, support and troubleshoot for as long as possible, however once the 4 years have passed, it would be up to the Agency to enter into a new purchase or lease agreement as Data Ticket will no longer replace or repair the units.***



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**CITY OF BELLEVUE, IDAHO  
 PARKING CITATION COST PROPOSAL**

<b>Parking Citation Processing</b>	
<b>Description</b>	<b>Cost</b>
<b><i>Fee per Electronic Citation Issued</i></b>	<b><i>\$0.60</i></b>
<b><i>Fee per Manual Citation Issued</i></b>	<b><i>\$0.70</i></b>
<b><i>1<sup>st</sup> Courtesy Notice</i></b>	<b><i>\$0.85</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Printing and sending daily</li> <li>○ 1<sup>st</sup> class postage</li> <li>○ Windowed #10 envelope</li> </ul>	<ul style="list-style-type: none"> <li>○ 8 ½ x 11" semi-custom notice</li> <li>○ Electronic attachment to the citation</li> <li>○ Return #9 envelope</li> </ul>
<b><i>Fee per Adjudication Letter - Optional</i></b>	<b><i>\$1.00</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Printing and sending daily</li> <li>○ 1<sup>st</sup> class postage</li> <li>○ Windowed #10 envelope</li> </ul>	<ul style="list-style-type: none"> <li>○ 8 ½ x 11" custom letter</li> <li>○ Electronic attachment to the citation</li> <li>○ Return #9 envelope</li> </ul>
<b><i>Fee per Registered Owner</i></b>	<b><i>\$1.50</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Use of the City's ORI or SORI for access to NLETs for Out-of-State Registered Owner information</li> </ul>	<ul style="list-style-type: none"> <li>○ Direct to Specific States that allow Access</li> </ul>
<b><i>Delinquent Collections - once 2<sup>nd</sup> notice is generated and sent (or once citation is 60 days old, whichever happens first).</i></b>	<b><i>27%</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Sending up to 3 additional letters</li> <li>○ 1<sup>st</sup> class postage</li> <li>○ Windowed #10 envelope</li> <li>○ Payment Processing</li> </ul>	<ul style="list-style-type: none"> <li>○ Electronic attachment to the citation</li> <li>○ Return #9 envelope</li> <li>○ Recorded Customer Service lines</li> </ul>



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**CITY OF BELLEVUE, IDAHO  
 PARKING CITATION COST PROPOSAL**

<b>Parking Citation Processing Services</b>	
<b>Description</b>	<b>Cost</b>
<b><i>Joint / Escrow Account Services* - Optional</i></b>	<b><i>\$150.00 per month</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Daily deposits via RCD</li> <li>○ Processing of all NSF's</li> <li>○ Payment of Data Ticket's invoice</li> <li>○ Daily reconciliation of bank account</li> <li>○ Net remittance to the County</li> </ul>	
<b><i>Fee per Refunds Processed – Optional – if Joint /Escrow Account is utilized</i></b>	<b><i>\$5.00</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Weekly reconciliation of refunds/NSF's</li> <li>○ Weekly generation of refund checks</li> <li>○ Weekly mailing of refund checks</li> <li>○ 1<sup>st</sup> class postage</li> <li>○ Invoicing of refund check</li> <li>○ Monthly reconciliation</li> </ul>	
<b><i>Fee for Chargebacks/NSF's Processed – Optional – if Joint /Escrow Account is utilized</i></b>	<b><i>\$8.00</i></b>
Includes:	
<ul style="list-style-type: none"> <li>• Data Ticket will process credit card charge-backs and NSF's when notified of each occurrence</li> <li>• Once processed, Data Ticket will send a custom letter to the individual detailing the returned item and the amount due on the citation</li> </ul>	
<b><i>Fee for Additional Correspondence - Optional</i></b>	<b><i>\$1.25</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Fled, Partial Payment, Overpayment &amp; Letters of Correction</li> </ul>	
<b><i>Fee per Paperless Appeal - Optional per appeal level</i></b>	<b><i>\$1.00</i></b>
Includes:	
<ul style="list-style-type: none"> <li>○ Receipt of Adjudication Requests</li> <li>○ Scanning all back-up</li> <li>○ Placing citation on adjudication hold</li> <li>○ Attaching all back-up to citation</li> </ul>	

\*The City will be responsible for banking supplies which run approximately \$200.00 initially and in which Data Ticket will procure



## CITY OF BELLEVUE, IDAHO PARKING CITATION COST PROPOSAL

### Services Included in the Above Costs:

#### **Online Access for the Agency's Customers:** **Included**

The Agency's Customers will have the ability to perform the following functions online:

- View real-time citation(s) data
- Pay for a single or many citation(s)
- Request a Court Request and attach up to three documents supporting their position
- Print a receipt
- View pictures of the citation taken by the issuing officer (if the Agency allows)

#### **Online Access for the Agency's Staff:** **Included**

Access to the Agency's data is based on unique usernames and passwords assigned to everyone who requires access to the system. **Data Ticket does not limit the number of individuals who have access to the system and the number and types of access can change at any point with a simple email request to Data Ticket.**

Our Solution is setup to maintain a complete audit trail for each transaction in the system, therefore, the username is displayed next to every transaction in the system, indicating who performed the transaction and when.

Dependent on the access rights provided to each Agency Staff member, the following capabilities are available:

- View real-time citation(s) data, including pictures taken by the Issuing Officer
- Accept payment via VISA, MasterCard, Discover and American Express credit/debit cards
- Accept payment via Cash, Check or Money Order
- Process NSFs, Chargebacks and Refunds
- Reduce or increase violation amounts, dismiss citations, void citations and place citations on hold
- Change citation data, including violations, date, time, plate, location, comments, make, model, color, registration expiration date and others
- View the complete reason for the Court Request and supporting documentation provided by the Appellant directly online
- Edit Appellant information
- Upload disposition documents sent to the Agency via US Mail
- Add a note to a citation and see all comments added to the citation
- View the reason for the Adjudication online and view the supporting documentation provided by the Appellant, directly online
- Print a receipt with or without registered owner information



## CITY OF BELLEVUE, IDAHO PARKING CITATION COST PROPOSAL

### **Reporting:** **Included**

- Data Ticket offers 24 reports online for our Clients to generate, print and re-print 24/7. We provide real-time reports that can be generated for any timeframe required and we provide pre-processed/month-end reports that reflect the month-end view of data.
- All reports are available online and because we do not purge data unless specifically requested to do so by a Client, the data is available if the Agency is a Client.
- All reports are generated in HTML so our Clients can copy and paste the data into Excel for data manipulation purposes.
- If the Agency were to request a report that was not already available using the standard reports or report generator, Data Ticket would work with the Agency to design the report and provide it to the Agency at no cost.

### **Manual Payment Processing:** **Included**

- Manually received payments (checks, cash, money orders and credit card payments sent via US Mail) are received at our PO Box in Newport Beach where a bonded and insured courier picks up the mail daily and delivers it to our Newport Beach office
- On-site Mail Department opens, sorts and batches the payments before providing them to our on-site Data Entry Department
- After double-blind entry of each payment, the citations are updated by our Quality Assurance team
- Payments are then provided to our Accounting Department where daily deposit slips are completed and provided to a bonded, insured courier who takes them to the bank or if the Joint Escrow Account has been chosen, via remote check deposit

### **Registered Owner Information:** **Included**

- Registered owner information for citations issued
- Turnaround time for acquisition of Florida registered owner information is **same day**
- Data Ticket is a recognized Strategic Partner with NLETs and **has access to registered owner information nationwide (for States that allow access) real-time through NLETs service**
- Access to this system requires the use of the Agency's ORI for tracking purposes only; Data Ticket will utilize its own ORI for acquiring the out of state RO data

### **Customer Service:** **Included**

- Data Ticket provides a live, bi-lingual, on-site Customer Service Department that is fully trained to answer questions related to citation issuance, payment, adjudication, fi, advanced collections and more



## CITY OF BELLEVUE, IDAHO PARKING CITATION COST PROPOSAL

- **All calls are recorded to quality assurance and recordings can be sent to the Agency at any time for review**
- Data Ticket's IVR is bi-lingual and accessible via several toll-free numbers; the IVR provides real-time information to the caller regarding status, including the amount due
- The IVR accepts VISA, MasterCard, Discover, and American Express

### **Training: No Charge**

- Online training for the Agency will be provided free of charge for both the handheld ticket writer training and the system training. Training typically takes place over the course of a few hours and will be customized to meet the Agency's requirements.

### **Web Presence: Included**

- Data Ticket's Solution is 100% web-based and Section 508 Compliant and is provided at: [www.CitationProcessingCenter.com](http://www.CitationProcessingCenter.com); this is a generic website in the sense that it is not Agency branded. **This website allows for the Agency and the Agency's Customers to access citations online**
- **If the Agency prefers to have an Agency branded website, one in which the look and feel mimics that of the Agency's website, Data Ticket can and will provide this feature to the Agency.**

### **Convenience Fee Charged to Citizen: \$3.50 per Transaction**

- If an individual elects to pay online or over our IVR with a credit / debit card, a single transaction fee of \$3.50 will apply, regardless of the number of citations paid in the single transaction.

### **Payment Plan Admin Fee Charged to Citizen: (Optional) \$15.00 per Transaction**

- If an individual requests a payment plan and the Agency agrees, Data Ticket will provide the capability for the individual to request the payment plan online and the Solution will automatically manage the payment plan.

### **Credit Card Chargeback Processing \$33.50 per transaction**

- If a chargeback occurs, a fee will be charged to the Citizen for the processing of the chargeback
- No fee will be charged to the Agency

### **Monthly Minimum \$250.00/month**

- A minimum fee of \$250.00 will be charged on a monthly basis if services do not reach this level (not inclusive of the Joint/Escrow Banking Services fee)



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**CITY OF BELLEVUE, IDAHO  
PARKING CITATION COST PROPOSAL**

**Integrations:**

- Data Ticket can successfully integrate with cashiering systems, pay stations, LPR vendors, etc., and in doing so will not charge an integration fee per vendor. Data Ticket will also not pay any integration, maintenance, support or any other integration fees.

**Cost Increases:**

**Postal Rate Increase Offset** – If postal rates increase during the term of the agreement, fees to DTI shall be raised immediately to offset the effect of the actual postal rate increase.

**CPI Increases** – *There will be NO CPI increases for the duration of the agreement.*



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## EXECUTIVE SUMMARY

Data Ticket, Inc. is a California Corporation that provides administrative citation processing and collection services, administrative hearing coordination, accounting services, customer service and a web-based solution that manages the entire process. Data Ticket has been providing these services for California Agencies for over 17 years. Data Ticket was incorporated in California in 1989. We provide expertise to ensure that citations get processed and collected in a timely manner for over 350 Agencies, nationwide.

Data Ticket is located in Irvine, California and employs 52 full time individuals. Our offices are always open to our clients and we encourage in-person communication on a regular basis. Data Ticket, Inc. is a California certified Small Business Enterprise and a California certified Woman-Owned Business Enterprise.

Data Ticket fully understands we are in a service industry that we consider our Client's acceptance of our software and services paramount to our success. When we partner with each Client, the goal is to ensure that each Client is treated as a unique entity, that our Client's Patrons are treated with respect and care, and that our Clients gain compliance and realize increased revenue collection through our comprehensive administrative citation management program.

We attribute much of our success to the fact that our Clients and their Patrons are always treated politely and professionally. Providing easy, clear access for our Clients and their Patrons is of primary importance because it encourages communication between all interested parties, transparency in the data processing for our Clients and prompt payment by Patrons.

Our web-based Solution provides patrons with access to lookup their citation(s), pay for their citation(s), get specific information about their citation(s), appeal their citations and attach supporting documentation and print a receipt; all online, all via real-time data. In addition, the Agency's Patrons will have access to a toll-free, bi-lingual customer service department who will answer general and specific questions about each citation and will accept payment over the phone via a real-time interface. Finally, patrons will also be able to submit payment and appeals to the Agency or to Data Ticket via mail or in person at the Agency's preferred location. All of the types of access we allow are intended to make the process simple for the Agency's patrons so they pay their citations in a timely manner.

Access to the data for Agency Staff is equally as important as is access for the Agency's Patrons. Our Solution provides online access to our Clients to lookup citations, enter notes on citations, process voids, dismissals, reductions, refunds, refund requests, view online reports, print receipts and process and review the adjudication process. Each capability is provided based on the level of access each person is granted.

Data Ticket allows for real-time processing of payments via VISA, MasterCard, Discover, and American Express. Credit/debit card payments are accepted online, via phone with a customer service representative or using our state of the art IVR system or via paper. Website payments are updated in the system real-time, as soon as they are authorized



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## EXECUTIVE SUMMARY

and accepted by the bank. Payments are immediately updated to the citation records and receipts can be printed verifying payment for the payer.

Data Ticket's Solution is Payment Card Industry (PCI) certified and our Solution is subjected to both quarterly, scheduled scans of our database as well as unscheduled scans, thus providing the ultimate security for our Clients as well as their patrons.

Our Solution offers all adjudication services via our online appeals website. This sets us apart from other vendors as we actually allow patrons to place their citations on hold and submit their full explanation and attach backup documentation via the web. This allows patrons to appeal their citation(s) online only if they are eligible to appeal based on the rules set forth by each Agency and the State of California. Once the appeal is submitted, either online or via U.S. Mail, our Solution processes the request and makes it immediately available for an Administrative Hearing with a certified, independent hearing officer. These individuals review or hear the cases and enter judgments that automatically mark the citation and generate written notification of the results. This notification informs the appellant of the decision and provides additional information if the individual wishes to continue his/her appeal and/or refund information and/or court filing instructions, depending on the appeal decision.

Our Solution provides an Online Reporting capability that allows our Clients to generate and print real-time and month-end reports via the web. These reports can be saved to a network, PC or external drive, copied into Excel for additional manipulation as the Agency wishes or they can simply be viewed. These reports are available to the Agency as long as the Agency is a Client. In addition, when the Agency needs ad hoc reports or additional data, Data Ticket will provide those at no cost.

Data Ticket is experienced at working backlog and delinquent citations, which all agencies seem to have. We have years of experience collecting from "old databases and citations", and we do it carefully and professionally, with the utmost care given to the agency image and collection attitude. Since 2002, Data Ticket, Inc. has been offering additional collections through the Franchise Tax Board's Interagency Intercept Program on behalf of our Clients in order to provide an additional opportunity for collection of delinquent California debts. Many of our agencies have been participating in this program since we began offering this interface and they have all been impressed with the return-rate on collections from this submission.

And finally, we offer Advanced Collections by partnering with a local Los Angeles collections agency. For those hard-to-collect debts that have not responded or are not eligible for Delinquent Collections, Advanced Collections provides a final effort to collect on behalf of our Agencies, while our Solution remains the system of record and provides a full audit trail from issue date to final collection effort!



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## PROPOSAL FOR THE CITY OF BELLEVUE, IDAHO

Data Ticket offers two Cost Models for our Administrative Citation Processing Clients that allow our Clients to select the Cost Model that best suits their individual situation. Model 1 represents an all-inclusive option that has a higher upfront citation processing fee than Model 2 and includes full-service from Data Ticket's staff. This option is typically selected by Agencies whose Patrons pay their citations on an inconsistent basis. Model 2 is often selected by Clients who has a thorough understanding of their collection rates or collections occur within the first 30 days of a citation being issued.

Regardless of the Model selected, you have the option to change Models at any point during a contract period. This provides our Clients with the maximum amount of flexibility so they may experience the maximum return on citations issued.

Description of Service	Cost Model 1	Cost Model 2
<p><b>Manual Administrative Citation Processing</b> <b>Services for the above-mentioned items include:</b></p> <ul style="list-style-type: none"> <li>On-site data entry of manually written citations performed within 48 hours of receipt</li> <li>On-site quality assurance verification of manually entered citations</li> <li>Scanning of all manually written citations onto our network for storage and ease of retrieval</li> <li>Bi-monthly shredding of manually written citations</li> </ul>	\$13.00 per citation	\$6.00 per citation
<p><b>Electronic Administrative Citation Processing:</b> <b>Services for the above-mentioned items include:</b></p> <ul style="list-style-type: none"> <li>Automated citation transmission into Data Ticket's Citation Management Solution 24/7</li> <li>Automated confirmation email detailing successfully transmitted citations</li> <li>Automated transmission of photos attached to citations</li> </ul>	\$11.00 per citation	\$4.00 per citation
<p><b>Semi-Custom Noticing:</b> <b>Services for the above-mentioned items include:</b></p> <ul style="list-style-type: none"> <li>A single Courtesy Notice printed on an 8 ½ x 11" piece of paper and provided in a window envelope will be sent to the responsible party</li> <li>All notices are attached to the citation online and are viewable via the web</li> <li>All notices sent via 1<sup>st</sup> Class Mail</li> <li>All notices include a return envelope in which the responsible party may submit payment</li> <li>This cost will increase as the US Postal Service increases the 1<sup>st</sup> Class postage rate</li> <li>Notices will be sent daily, Monday - Friday</li> </ul>	Included	\$0.80 per notice



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**PROPOSAL FOR THE CITY OF BELLEVUE, IDAHO**

Description of Service	Cost Model 1	Cost Model 2
<b>Additional Correspondence</b> <i>Services for the above-mentioned items include:</i> <ul style="list-style-type: none"> <li>Courtesy Notice per the City's requirements</li> </ul>	\$1.25 per letter	\$1.25 per letter
<b>Delinquent Collections</b> <i>Services for the above-mentioned items include:</i> <ul style="list-style-type: none"> <li>In addition to the 1<sup>st</sup> Courtesy Notice, two additional notices will be sent to the responsible party, at a time frame to be defined by the Agency</li> <li>Notices will include a return envelope in which the responsible party may submit payment</li> <li>Notices will be sent via 1<sup>st</sup> Class Mail, for which Data Ticket will be responsible</li> <li>A citation is considered delinquent at Cite Date plus 31 days</li> <li>All notices are sent via First Class mail and all notices are printed on an 8 ½ x 11" sheet of paper and folded into a window envelope; in addition, a window envelope is provided for the recipient to return payment</li> <li>All notices are attached to the citation online and are viewable via the web</li> <li>Notices will be sent via 1<sup>st</sup> Class Mail, and Data Ticket will be responsible for the cost incurred</li> <li>Notices will be sent daily, Monday - Friday</li> <li>If Data Ticket does not collect on a citation that is delinquent, the Agency does not owe this fee</li> </ul>	Included	26% of revenue collected
<b>Adjudication Holds and Scanning</b> <i>Services for the above-mentioned item include:</i> <ul style="list-style-type: none"> <li>Data Ticket can accept Hearing Requests on behalf of the Agency either online or through the mail (the Agency can also accept in person and scan as an option)</li> <li>Data Ticket will provide the documentation received to the Agency for its decision</li> <li>If the Request is accepted, the citation will be placed on an Administrative Hearing Request Hold and documentation received will be scanned into the Solution, so it is displayed on the web for the Agency's Staff and their Hearing Officer</li> </ul>	Included	\$.50 per hold



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Description of Service	Cost Model 1	Cost Model 2
<b>Disposition Entry</b> <ul style="list-style-type: none"> <li>Entry of the hearing disposition into the web-based Solution for future reference and tracking</li> </ul>	Included	\$1.00 per entry
<b>Adjudication Letters</b> <b>Services for the above-mentioned item include:</b> <ul style="list-style-type: none"> <li>For each request received, Data Ticket will send a semi-custom Hearing Approval Letter and a Schedule letter or it will send a Semi-Custom Denial Letter</li> <li>Once the Hearing has been held, Data Ticket will send a semi-custom disposition letter to the Appellant detailing the Hearing Officer's findings</li> <li>All Letters are sent via First Class mail and all Letters are printed on an 8 ½ x 11" sheet of paper and folded into a window envelope; in addition, a window envelope is provided for the recipient to return payment</li> <li>All Letters are attached to the citation online and are viewable via the web</li> <li>Letters will be sent via 1<sup>st</sup> Class Mail, and Data Ticket will be responsible for the cost incurred</li> <li>Should the Agency request Letters to be sent via Certified Mail, Data Ticket will arrange this at a cost of \$15.00 per Letter</li> <li>Letters will be sent daily, Monday - Friday</li> </ul>	Included	\$1.25 per letter
<b>Certified Letters – Optional</b> <ul style="list-style-type: none"> <li>Per certified mailing</li> </ul>	\$15.00 per letter	\$15.00 per letter
<b>Joint / Escrow Banking Services</b> <b>Services for the above-mentioned item include:</b> <ul style="list-style-type: none"> <li>Daily deposits of funds to the Agency's escrow account</li> <li>Online, real-time reconciliation reports that tie directly to the bank statement</li> <li>Processing of all credit card charge-backs and Insufficient Funds</li> <li>Month-end reconciliation of all funds collected</li> <li>Payment of Data Ticket's invoice</li> <li>Disbursement of the net remittance to the Agency</li> <li>Scanning of all payments directly to joint bank account daily using remote check deposit</li> </ul> <p>The Agency will be responsible for the purchase of banking supplies, including checks and endorsement stamps; these fees typically run \$200.00 per year</p>	\$150.00 per month	\$150.00 per month



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Description of Service	Cost Model 1	Cost Model 2
<p><b>Charge-backs and NSF's – Joint Escrow Only</b>  <b>Services for the above-mentioned item include:</b></p> <ul style="list-style-type: none"> <li>• Data Ticket will process credit card charge-backs and NSFs when notified of each occurrence</li> <li>• Once processed, Data Ticket will send a custom letter to the individual detailing the returned item and the amount due on the citation</li> </ul>	Included	Included
<p><b>Refunds – Joint Escrow Only</b>  <b>Services for the above-mentioned item include:</b></p> <ul style="list-style-type: none"> <li>• Data Ticket will process refunds when notified of each need</li> <li>• In the event the utilizes Joint Banking Data Ticket will verify, generate and send each refund due</li> <li>• Refunds will be issued weekly</li> <li>• Refunds will be sent weekly via 1<sup>st</sup> Class Mail</li> </ul>	Included	Included
<p><b>Monthly Minimum</b></p> <ul style="list-style-type: none"> <li>• A minimum fee of \$250.00 will be charged on a monthly basis if services do not reach this level</li> </ul>	\$250.00	\$250.00



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## PROPOSAL FOR THE CITY OF BELLEVUE, IDAHO

### SERVICES INCLUDED AT NO ADDITIONAL COST

#### **Online Access for the Agency's Patrons:** **Included**

The Agency's Patrons will have the ability to perform the following functions online:

- View real-time citation(s) data
- Pay for a single or many citation(s)
- Request an Administrative Hearing and attach up to three documents supporting their position (optional)
- Print a receipt
- View pictures of the citation taken by the issuing officer (if the Agency allows)

#### **Online Access for the Agency's Staff:** **Included**

Access to the Agency's data is based on unique usernames and passwords assigned to each individual who requires access to the system. Data Ticket does not limit the number of individuals who have access to the system and the number and types of access can change at any point with a simple email request to Data Ticket.

Our Solution is setup to maintain a complete audit trail for each and every transaction in the system so that the username is displayed next to every transaction in the system, indicating who performed the transaction and when.

Dependent on the access rights provided to each Agency Staff member, the following capabilities are available:

- View real-time citation(s) data, including pictures taken by the Issuing Officer
- Accept payment via VISA, MasterCard, Discover and American Express credit/debit cards
- Accept payment via Cash, Check or Money Order
- Process NSF's and Refunds
- Reduce or increase violation amounts, dismiss citations, void citations and place a citation on hold
- Change citation data, including violations, date, time, location, comments, and others
- View the complete reason for a Hearing Request and supporting documentation provided by the Appellant directly online
- Edit Appellant information
- Upload disposition documents sent to the Agency via US Mail
- Add a note to a citation and see all comments added to the citation
- Print a receipt

#### **Conversion:** **Included**

- Data Ticket will convert the citations currently with the Agency's existing vendor at no cost to the Agency



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## PROPOSAL FOR THE CITY OF BELLEVUE, IDAHO

### SERVICES INCLUDED AT NO ADDITIONAL COST

- Reporting:** **Included**
- Data Ticket offers 23 reports online for our Clients to generate, print and re-print 24/7. We provide real-time reports that can be generated for any timeframe required and we provide pre-processed/month-end reports that reflect the month-end view of data.
  - All reports are available online and because we do not purge data unless specifically requested to do so by a Client, the data is available as long as the Agency is a Client.
  - All reports are generated in HTML so our Clients can copy and paste the data into Excel for data manipulation purposes.
  - If the Agency were to request a report that was not already available, Data Ticket would work with the Agency to design the report and provide it to the Agency at no cost.
- Manual Payment Processing:** **Included**
- Manually received payments (checks, cash, money orders and credit card payments sent via US Mail) are received at our PO Box in Newport Beach where a bonded and insured courier picks up the mail daily and delivers it to our Newport Beach office
  - On-site Mail Department opens, sorts and batches the payments before providing them to our on-site Data Entry Department
  - After double-blind entry of each payment, the citations are updated by our Quality Assurance team
  - Payments are then provided to our Accounting Department where daily deposit slips are completed and provided to a bonded, insured courier who takes them to the bank
- Customer Service:** **Included**
- Data Ticket provides a live, bi-lingual, on-site Customer Service Department that is fully trained to answer questions related to citation issuance, payment, adjudication, fix-it tickets, sign-offs, FTB, advanced credit reporting collections and more
  - All calls are recorded to quality assurance and recordings can be sent to the Agency at any time for review.
  - Data Ticket's IVR is bi-lingual and accessible via several toll-free numbers; the IVR provides real-time information to the caller regarding current status, including the amount due
  - The IVR accepts VISA, MasterCard, Discover, and American Express
- Web Presence:** **Included**
- Data Ticket's Solution is 100% web-based and Section 508 Compliant and is provided at: [www.CitationProcessingCenter.com](http://www.CitationProcessingCenter.com); this is a generic website in the sense that it is not Agency branded. This website allows for the Agency and the Agency's Patrons to access citations online
  - If the Agency prefers to have an Agency branded website, one in which the look and feel mimics that of the Agency's website, Data Ticket can and will provide this feature to the Agency.



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## PROPOSAL FOR THE CITY OF BELLEVUE, IDAHO

### FEES ASSESSED TO THE PATRON

#### **Credit / Debit Card Processing** **\$3.50 per transaction**

- Data Ticket is PCI Compliant and provides for the ability to pay via Visa, MasterCard, Discover, and American Express on our website, [www.CitationProcessingCenter.com](http://www.CitationProcessingCenter.com), via our toll-free, bi-lingual Customer Service Representatives, and via our toll-free, bi-lingual IVR Solution
- There is no charge to the Agency for credit / debit card processing; however, the Patron is charged \$3.50 per transaction; this means the Patron can pay for a single or many citations at once and incur a single \$3.50 fee

#### **Payment Plan Processing** **variable cost**

- An administrative fee will be assessed to Patrons or the City (if they wish to pay in lieu of the Patron paying) who wish to participate in a payment plan
- This fee will cover the cost of the payment plan initiation, and the cost of a confirmation letter that is sent to the Patron confirming the details of the payment plan
- The Agency will have the ability to determine whether Payment Plans are accepted and, if so, what the parameters for payment will be

#### **Credit Card Chargeback Processing** **\$33.50 per transaction**

- If a chargeback occurs, a fee will be charged to the Patron for the processing of the chargeback
- No fee will be charged to the Agency

#### **Cost Increases:**

**Postal Rate Increase Offset** – If postal rates increase during the term of the agreement, fees to DTI shall be raised immediately to offset the effect of the actual postal rate increase.

**CPI Increases** – *There will be NO CPI increases for the duration of the agreement*

## Data Ticket Services Costs

Basic Services						
Cost Type	Manual Administrative Citation Processing	Electronic Administrative Citation Processing	Semi-Custom Noticing	Additional Correspondence	% Of Delinquent Collections	
Amount (Model 1)	\$ 13.00	\$ 11.00	\$ -	\$ 1.25	-	
Amount (Model 2)	\$ 6.00	\$ 4.00	\$ 0.80	\$ 1.25	26%	

Adjudication Services					
Cost Type	Adjudication Holds and Screening	Disposition Entry	Adjudication Letters	Certified Letters (Optional)	
Amount (Model 1)	\$ -	\$ -	\$ -	\$ 15.00	
Amount (Model 2)	\$ 0.50	\$ 1.00	\$ 1.25	\$ 15.00	

Banking-Related Services					
Cost Type	Joint/Escrow Banking Services	Charge-backs and NSF's (Joint Escrow Only)	Refunds (Joint Escrow Only)	Monthly Minimum	
Amount (Model 1)	\$ 150.00	\$ -	\$ -	\$ 250.00	
Amount (Model 2)	\$ 150.00	\$ -	\$ -	\$ 250.00	

Processing Fees				
Cost Type	Credit/Debit Card Processing Per Transaction	Payment Plan Processing	Credit Card Chargeback	
Amount	\$ 3.50	Variable	\$ 33.50	

## Hardware & Software

### One Piece Handheld Ticket Writer & Printer

Cost Type	XF1R2
Amount	\$ 3,200.00

Yellow = to be selected

### Two Piece Handheld Ticket Writer and Separate Printer

Cost Type	Samsung A36 5G (Phone)	Samsung Tab A (Tablet)	TSC 3" Alpha-30R Printer (with case)	Zebra 4" ZQ521 Printer
Amount	\$ 950.00	\$ 1,050.00	\$ 485.00	\$ 1,400.00

### Handheld Device Accessories

Cost Type	Otherbox Case (for Samsung units)	Strap Case (Zebra 4" ZQ52)	Space Battery (XF1R2)	Carrying Case (XF1R2)	Car Chargers (Samsung/XF1R2)
Amount	\$ 75.00	\$ 155.00	\$ 160.00	\$ 50.00	Need Quoted

### Handheld Device Associated Costs

Cost Type	1st year software license	Annual software license	Software maintenance/troubleshooting per month	Training - In Person	Training - Virtual	Ticket Stock (about 8,500 tickets)	Optional - Replacement for Loss/Theft/Damage
Amount	\$ 500.00	\$ 150.00	\$ 20.00	\$ 900.00	\$ 900.00	\$ 2,100.00	\$ 15.00

Parking Citation Services Cost Breakdown  
**Total Cost Estimate**

	For 1 Unit	For 2 Units	Initial Setup Cost	Yearly Cost (Year 1)	Yearly Cost (Year 2 and on)	Total Cost (for 5 Years)
	\$ (4,885.00)	\$ (5,870.00)	\$ (4,885.00)	\$ (535.00)	\$ (185.00)	\$ (6,160.00)
			\$ (5,870.00)	\$ (1,070.00)	\$ (370.00)	\$ (8,420.00)

	For 1 Unit	For 2 Units
<b>Scenario 1</b>	\$ (13,410.00)	\$ (15,670.00)
<b>Scenario 2</b>	\$ 17,590.00	\$ 15,330.00
<b>Scenario 3</b>	\$ 172,590.00	\$ 170,330.00
<b>Scenario 4</b>	\$ 947,590.00	\$ 945,330.00

	Minor Violations	Standard Violations
Fee	\$ 50.00	\$ 300.00
Tickets Issued Annually	1	5
Money Received	\$ 50.00	\$ 1,500.00
Total	\$ 1,550.00	\$ 1,550.00
Annual Minimum Payment	\$ (3,000.00)	\$ (3,000.00)
Maximum Possible Profit	\$ (1,450.00)	\$ (1,450.00)
Will Break Event?	NO	
Tickets Issued Annually	5	25
Money Received	\$ 250.00	\$ 7,500.00
Total	\$ 7,750.00	\$ 7,750.00
Annual Minimum Payment	\$ (3,000.00)	\$ (3,000.00)
Maximum Possible Profit	\$ 4,750.00	\$ 4,750.00
Will Break Event?	YES	
Tickets Issued Annually	25	125
Money Received	\$ 1,250.00	\$ 37,500.00
Total	\$ 38,750.00	\$ 38,750.00
Annual Minimum Payment	\$ (3,000.00)	\$ (3,000.00)
Maximum Possible Profit	\$ 35,750.00	\$ 35,750.00
Will Break Event?	YES	
Tickets Issued Annually	125	625
Money Received	\$ 6,250.00	\$ 187,500.00
Total	\$ 193,750.00	\$ 193,750.00
Annual Minimum Payment	\$ (3,000.00)	\$ (3,000.00)
Maximum Possible Profit	\$ 190,750.00	\$ 190,750.00
Will Break Event?	YES	

	For 1 Unit	For 2 Units
Scenario 1	\$ (7,250.00)	\$ (7,250.00)
Scenario 2	\$ 23,750.00	\$ 23,750.00
Scenario 3	\$ 178,750.00	\$ 178,750.00
Scenario 4	\$ 953,750.00	\$ 953,750.00

**Maximum Total Cost/Profit (for 5 Years)**

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## Memorandum

**To:** Bellevue Common Council

**From:** Carter Bullock, Planner

**Re:** Community Project Update – Final Design and Sound Test Summary

**Date:** April 27, 2026

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### Background

On March 9, Staff presented a project plan for the Community Project to the Common Council. The project will utilize \$85,000 in funds from Blue Cross Foundation for Health to restripe, refence, and resurface the basketball courts at Memorial Park. This project will result in the first pickleball courts in Bellevue, additional landscaping and beautification, and sound mitigative measures to ensure the neighborhood's continued livability.

This memorandum serves as a project update and lays out the results of the sound and play test requested by the Council and undertaken April 19.

### Final Design

The project plan for the Community Project has changed since the Council's last update. See a list of changes below:

- Reduction in the number of proposed courts from three (3) to two (2).
- The gate on the east side of the courts will not be moved.
- A new four foot (4') fence will be placed running north-south between the new pickleball courts and the improved basketball court.
- SLN/CR panels will be chosen as the preferred sound mitigation alternative.
- The scope of landscaping may be expanded to surround the pavilion to the north as funding allows.

### Sound and Play Test

On April 19, the City held a pickleball sound and play test at the future pickleball courts. This event was noticed through all City communication channels, and all homes adjacent to Memorial Park were notified by flier. The sound and play test was well-attended, with at least fifteen (15) community members and residents of the wider valley in attendance. Many community members wandered by and

expressed their thoughts on the project; most, if not all, stated it would be a welcome addition to the City.

Throughout the event, sound levels were measured and recorded by Staff at various points of reference from the future courts. Measured sound levels ranged from thirty (30) to ninety (90) dB during play, with the former being measured at the farthest reaches of the park, and the highest being measured while playing on the courts. Sound measured from the sidewalk on the east side of the courts averaged about fifty (50) dB – about the decibel level of a normal conversation. From this location, the sound of pickleballs striking paddles reached about fifty-five (55) to seventy (70) dB.

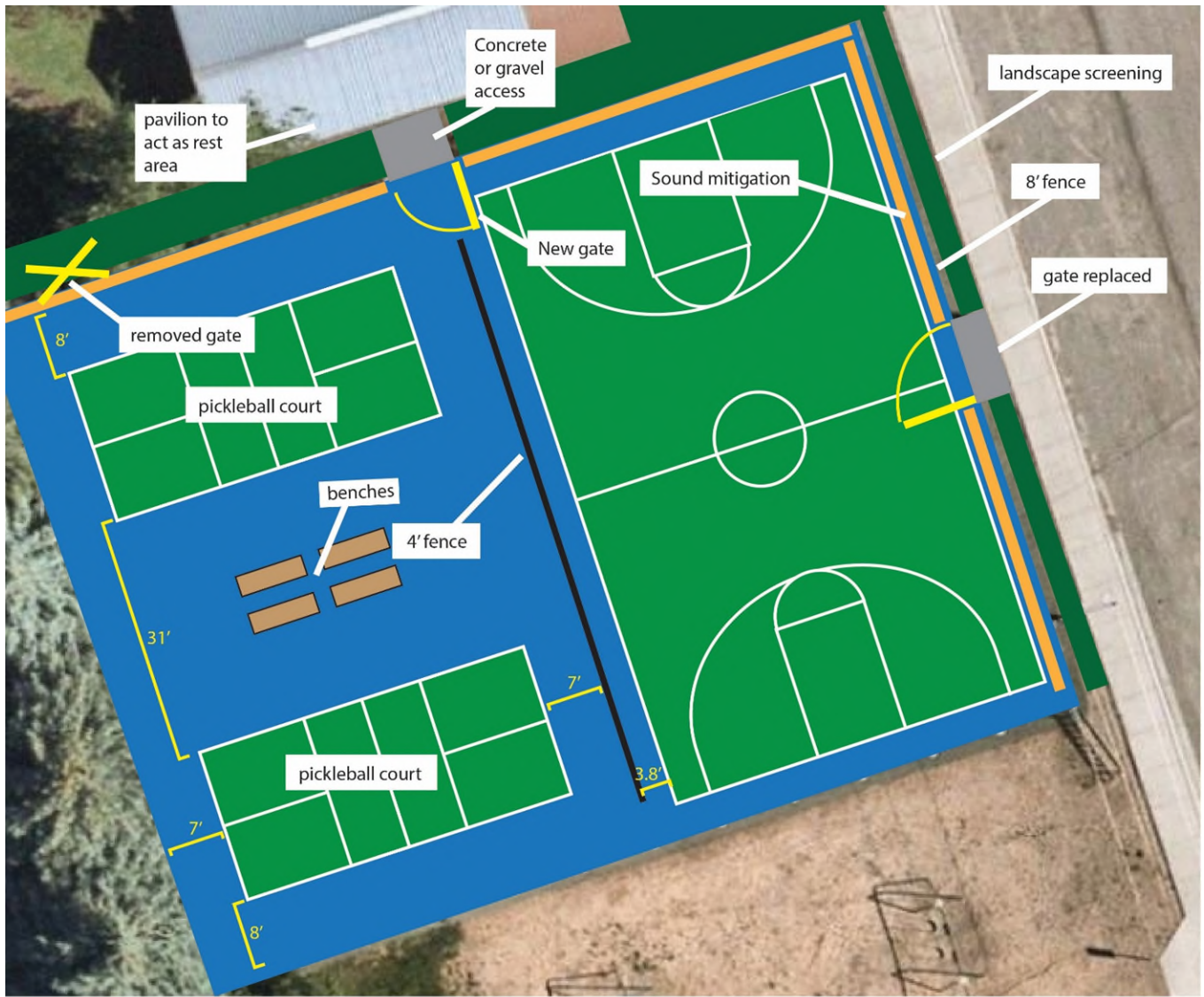
Throughout the event, multiple community members remarked that the sound of pickleball play was unremarkable and comparable to the noise of basketball being played on the current courts.

### **Next Steps**

Over the coming weeks, Staff will schedule project work and finalize contracts with all third parties. Landscaping, to be installed this fall, will continue to be planned with assistance from the Parks Committee.

### **Enclosures**

1. Updated Project Design
2. SLN/CR Panel Rendering



NOTE: Base & line colors are liable to change

