



AGENDA

Agendas May Be Amended

JOIN TEAMS MEETING:

<https://teams.microsoft.com/meet/293770406778201?p=ntS2k6lkxW96nHTodg>

Meeting ID: 293 770 406 778 201

Passcode: ph2PK76G

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**
2. **CALL FOR CONFLICT (AS OUTLINED IN IDAHO CODE §74-404): ACTION ITEM**
3. **PUBLIC COMMENT:** FOR ITEMS OF CONCERN **NOT** ON THE AGENDA – (**COMMENTS ARE LIMITED TO 3-5 MINUTES**)
4. **MAYOR AND COUNCIL REPORT**
5. **CONSENT AGENDA: ACTION ITEMS**
 - a. Approval of Minutes: September 28, 2026: Chloe Sullivan, Interim Clerk
 - b. Approval of Claims: September 28, 2026 through October 13, 2026: Shelly Shoemaker, Treasurer
 - c. Department Head Reports
 - d. Approval of Resolution No. 26-34 Authorizing the Mayor to Renew a Contract with Blaine County for Providing Dispatch Services to the City of Bellevue: Chloe Sullivan, Interim Clerk
6. **PRESENTATIONS**
 - a. Presentation of Deputy Marshal Kammeron Hairston's Certifications: Mike Shelamer, Interim Marshal
 - b. City Staffing Update: Mayor Giordani
7. **NEW BUSINESS**
 - a. Consideration of Resolution No. 26-36 Authorizing the Interim Fire Chief to Terminate Contracts with Image Trend and Active 911, and Authorizing the Interim Fire Chief to Enter Into a Contract with First Due, and Providing an Effective Date: Amberle Behr, Interim Fire Chief **ACTION ITEM**
 - b. Consideration of Resolution No. 26-37 Authorizing the Mayor to Execute an Agreement for Services with Lunceford Excavation, Inc. for Snow Removal Services in an Amount not to Exceed \$40,000: Chris Johnson, Public Works Director **ACTION ITEM**
 - c. Consideration of a Contract Between the City of Bellevue and Tischlerbisegalena, Inc. for Certain Impact Fee Services: Brian Parker, Community Development Director **ACTION ITEM**
 - d. Consideration of Resolution No. 26-39 Amending the Monthly Sewer User Charges for the Municipal Sewer System: Chris Johnson, Public Works Director **ACTION ITEM**

- e. Consideration of Resolution No. 26-38 Amending the Monthly Water User Charges, and Correcting the FY26 Fee Schedule for Scrivener's Errors: Chris Johnson, Public Works Director **ACTION ITEM**
- f. Consideration of Ordinance No. 2026-06 Amending Bellevue's City Code by Amending Title 1; Administration, Chapter 6; Mayor and Common Council, and Providing for the Effective Date of this Ordinance: Brian Parker, Community Development Director **ACTION ITEM**
- g. Consideration of Resolution No. 26-40 Establishing Regular Meetings of the Bellevue Planning & Zoning Commission, and Providing for the Effective Date of this Resolution: Brian Parker, Community Development Director **ACTION ITEM**
- h. Consideration of Resolution No. 26-35 Adopting the Howard Preserve Management Plan: Brian Parker, Community Development Director **ACTION ITEM**

8. **ADJOURNMENT: ACTION ITEM**

❖ *If you would like to submit written comment on a public hearing agenda item: Submit your comments to clerk@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/293770406778201?p=ntS2k6lkxW96nHTodg>

ID de la reunión: 293 770 406 778 201

Código de acceso: ph2PK76G

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 DEL ORDEN DEL DÍA (SEGÚN EL CÓDIGO DE IDAHO §74-204): PUNTO DE ACCIÓN**
2. **LLAMAMIENTO AL CONFLICTO (SEGÚN LO ESTABLECIDO EN EL CÓDIGO DE IDAHO §74-404): PUNTO DE ACCIÓN**
3. **COMENTARIOS públicos: PARA ASUNTOS DE INTERÉS QUE NO ESTÁN EN LA AGENDA — (LOS COMENTARIOS ESTÁN LIMITADOS A 3-5 MINUTOS)**
4. **INFORME DEL ALCALDE Y DEL CONSEJO**
5. **ORDEN DEL DÍA DE CONSENTIMIENTO: PUNTOS DE ACCIÓN**
 - a. Aprobación de actas: 28 de septiembre de 2026: Chloe Sullivan, secretaria interina
 - b. Aprobación de reclamaciones: 28 de septiembre de 2026 a 13 de octubre de 2026: Shelly Shoemaker, Tesorera
 - c. Informes de Jefes de Departamento
 - d. Aprobación de la Resolución N° 26-34 que autoriza al alcalde a renovar un contrato con el condado de Blaine para la prestación de servicios de despacho a la ciudad de Bellevue: Chloe Sullivan, secretaria interina
6. **PRESENTACIONES**
 - a. Presentación de las certificaciones del Alguacil Adjunto Kammeron Hairston: Mike Shelamer, Alguacil Interino
 - b. Actualización del personal municipal: alcalde Giordani
7. **NUEVOS NEGOCIOS**
 - a. Consideración de la Resolución N° 26-36 que autoriza al jefe interino de bomberos a rescindir contratos con Image Trend y Active 911, y autoriza al jefe interino a celebrar un contrato con First Due, y establece una fecha de vigencia: Amberle Behr, jefa interina **DE BOMBEROS PUNTO DE ACCIÓN**
 - b. Consideración de la Resolución n° 26-37 que autoriza al alcalde a firmar un acuerdo de servicios con Lunceford Excavation, Inc. para servicios de retirada de nieve por un importe que no exceda los 40.000 dólares: Chris Johnson, Director de Obras **PÚBLICAS PUNTO DE ACCIÓN**

- c. CONSIDERACIÓN DE UN CONTRATO ENTRE LA CIUDAD DE BELLEVUE Y Tischlerbisegalena, Inc. para ciertos servicios de honorarios de impacto: Brian Parker, Director de Desarrollo **COMUNITARIO PUNTO DE ACCIÓN**
 - d. Consideración de la Resolución N° 26-39 que modifica los cargos mensuales por los usuarios de alcantarillado para el sistema municipal de alcantarillado: Chris Johnson, Director de Obras **PÚBLICAS PUNTO DE ACCIÓN**
 - e. Consideración de la Resolución N° 26-38 que modifica los cargos mensuales por los usuarios de agua y corrige la tabla de tarifas del año fiscal 26 por errores de Scrivener: Chris Johnson, Director de Obras **PÚBLICAS PUNTO DE ACCIÓN**
 - f. Consideración de la Ordenanza N° 2026-06 que modifica el Código de la Ciudad de Bellevue mediante la modificación del Título 1; Administración, Capítulo 6; Alcalde y Ayuntamiento, y Disposición de la Fecha de Vigencia de esta Ordenanza: Brian Parker, Director de Desarrollo Comunitario **PUNTO DE ACCIÓN**
 - g. Consideración de la Resolución n° 26-40 que establece reuniones regulares de la Comisión de Planificación y Zonificación de Bellevue y establece la fecha de vigencia de esta resolución: Brian Parker, Director de Desarrollo **COMUNITARIO PUNTO DE ACCIÓN**
 - h. Consideración de la Resolución n° 26-35 Adoptando el Plan de Gestión de la Reserva Howard: Brian Parker, Director de Desarrollo **COMUNITARIO PUNTO DE ACCIÓN**
8. **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 clerk@bellevueidaho.us (antes del mediodía del día de la reunión)*



The Common Council of the City of Bellevue, Idaho met at a regularly scheduled Meeting on Monday, September 14, 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. The Planning & Zoning Commission joined the Common Council for this meeting.

Call to Order: Mayor Giordani called the Regular Meeting to order at 5:36 p.m. [\(00:28:26 in video\)](#)

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 – Absent
Tom Bergin, Council Member – Present
Genoa Beiser, Council Member – Present

John Kurtz, Planning & Zoning Commission Chair – Present
Eric Grootveld, Commissioner – Present
Aaron Heugly, Commissioner – Present

Staff Present:

Chloe Sullivan, Interim City Clerk
Brian Parker, Community Development Director
Shelly Shoemaker, Treasurer
Amberle Molyneux, Fire Chief
Rick Allington, Legal Counsel
Mike Shelamer, Interim Marshal
Chris Johnson, Public Works Director

1. Notice of Agenda Compliance:

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 *September 24, 2026*.

Motion: [\(00:29:45 in video\)](#) **Council President Shay** moved that the agenda notice was in compliance with Idaho Code §74-204. **Council Member Davis** seconded, and **the motion passed unanimously**.

Motion: [\(00:30:00 in video\)](#) **Commissioner Grootveld** moved that the agenda notice was in compliance with Idaho Code §74-204. **Commissioner Heugly** 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. PUBLIC COMMENT: FOR ITEMS OF CONCERN NOT ON THE AGENDA (00:30:45 in video)

Doro Schinella, 1217 Glen Aspen Dr.

Doro Schinella requested that the Council change its meeting time during the Oppenheimer/Blaine Crossing meetings to avoid conflicting meeting times.

4. MAYOR AND COUNCIL REPORT (00:32:50 in video)

Mayor Giordani reminded residents that there are 2 open seats on the Planning & Zoning Commission and urged them to join if interested. She then thanked the Parks Committee, Brian Parker, and Russ Lamb for their work on the native plant garden in Memorial Park, as well as various residents for reporting tree limbs that overhung the bike path. Council President Shay echoed the Mayor's invitation to join P&Z, noting that the Bellevue Urban Renewal Agency also has an opening.

Council Member Bergin announced that the Blaine County Commissioners authorized the purchase of a property. Council Member Beiser voiced a desire to change meeting times in accordance with Doro Schinella's request. Council Member Wrede agreed with Council Member Beiser and requested the Council address the wastewater staff shortage and the "unresolved governance matters" that she inquired about at the previous meeting. Council Member Davis then stated that she had discussed the danger of e-bikes with the Marshal's Office, who is attempting to address the issue with the youth.

5. CONSENT AGENDA: ACTION ITEMS

- a. Approval of Minutes: August 24, 2026 and September 14, 2026: Chloe Sullivan, Interim Clerk
- b. Approval of Claims: September 14, 2026 through September 28, 2026: Shelly Shoemaker, Treasurer
- c. August 2026 Treasurer's Report: Shelly Shoemaker, Treasurer
- d. Approval of Resolution No. 26-32 Authorizing the Renewal of Services Contract with Mountain Humane for Facilities and Services for the Care of Impounded Animals: Mike Shelamer, Interim Marshal

Council Member Davis asked about an invoice on the Claims Report, which Amberle Molyneux, Fire Chief, explained.

Motion: (00:40:56 in Video) **Council Member Davis** moved to approve the Consent Agenda. **Council President Shay** seconded. Council Member Voting Aye: Council President Shay, Council Member Bergin, Council Member Davis, Council Member Ard, Council Member Beiser. Council Members Voting No: Council Member Wrede. **The Motion Passed.**

6. JOIN WITH PLANNING & ZONING COMMISSION FOR A WORK SESSION

- a. Gannett Ranch Pre-Annexation: Brian Parker
- b. Business Zone Updates: Brian Parker

Brian Parker, Community Development Director, presented the Gannett Ranch Pre-Annexation, explaining the history and process of the project. He explained that Idaho state law requires the Council to find that the owner of the property to be annexed consents to the annexation and that the property is contiguous with existing City limits.

Council Member Wrede asked whether resident feedback and cost-benefit analysis had been done, and Brian Parker stated that it would happen after the Council determined whether the project could move forward. Council Member Beiser then clarified that the Council's current objective is to determine whether the State's required criteria have been met, not to speak to the City's intent or desire to annex the property. Council Member Bergin inquired about the boundaries of the property and the process of annexation. He then recommended that studies be conducted and the application be reviewed.

Lance Emery, Executive Vice President of Steadfast Companies, gave a presentation about his desire to annex and the benefits of annexation for the City. He explained that it is a workforce housing project and outlined the minor differences between the current project and the version he originally applied with. He discussed the phases and goals of the project and stated that it would introduce more water into Bellevue's water system rather than removing it. Emery asked for residents to reach out to him for information or leave public comment on the issue.

In response to a question from Council Member Wrede, Emery stated that he is requesting annexation for zoning opportunities that would be available in Bellevue that are not in Blaine County. Council Member Beiser then asked whether market research had been done regarding commercial aspects of the annexation, to which Emery responded that some research had been done and more would be done in the future. Then, after a question from Planning & Zoning Commission Chair Kurtz, Emery explained the definition and need for "flex industrial" zoning.

Brian Parker, Community Development Director, then presented the business zone update. He described the history, goals, and priorities of the update and explained the City's need for walkability. He then discussed the City's motivations for the business zone changes and indicated his intention to adopt the changes in February of 2027.

Council Members Wrede and Davis inquired about missing information, including the origins of the update, how it relates to the Comprehensive Plan, and incomplete definitions. Mayor Giordani then asked about the difference between the Downtown and Highway Business zones, which Brian Parker explained. Commission Chair Kurtz asked about the proposed housing incentives, including compliance and the monitoring of disability and employment.

The Council and Commission then discussed the Downtown Business zone, including the possibility of gas stations, which Mayor Giordani clarified will be a conditional use under the update. Council Member Beiser expressed a desire to examine the definition and process of "conditional", as well as the housing incentives. Council Member Wrede agreed.

Council President Shay then expressed concern with the update's allowance of 4-story buildings because the City does not currently have a fire truck that can reach that high. Council Member Davis expressed a similar concern with multifamily housing in the Downtown Business zone. Council Member Bergin requested notes on the reasons for any changes, and Council Member Wrede asked for documentation of infrastructure requirements.

The Council and Commission then discussed the proposed local housing incentives and their purpose, which Brian Parker explained is to help local businesses. Commission Chair Kurtz asked about focus group meetings and encouraged residents to join the Planning & Zoning Commission in order to give input and enact meaningful change in the City.

Motion: (02:03:23 in Video) With no further business coming before the Planning & Zoning Commission at this time, **Commissioner Grootveld** moved to adjourn the meeting. **Commissioner Heugly** seconded the motion. The Planning & Zoning Commission meeting adjourned at 7:11 p.m. The motion passed unanimously.

The Council took a recess from 7:13 p.m. to 7:17 p.m.

7. PRESENTATION FOR COMMON COUNCIL

- a. Seaman's Creek Water Project Preliminary Engineering Report: Merrick & Company

Fritz Doster, Senior Project Engineer at Merrick & Company, presented the Preliminary Engineering Report (PER) and the reasons for the Compliance Agreement Schedule (CAS). Council Member Wrede asked about Appendix F, which she indicated was missing. Chad Hoopes, Project Manager at Merrick & Company, stated that it would be completed soon. Council Member Bergin then asked about comments from and easements with the property owner. He raised concerns that the Council only saw it 2 days before the PER was submitted. In response, the Council discussed the timeline of their review and vote on CAS matters. Council Member Wrede urged consistency and transparency with changes to the plan the Council previously saw.

8. ADJOURNMENT: ACTION ITEM

Motion: (03:09:03 in Video) With no further business coming before the Common Council at this time, **Council Member Davis** moved to adjourn the meeting. **Council President Wrede** seconded the motion. The meeting adjourned at 7:51 p.m. The motion passed unanimously.

Christina Giordani, Mayor

Attest:

Chloe Sullivan, Interim Clerk

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
100-01								
DL Evans - Mayor	2563-09	3	Invoice	Amazon Prime	09/22/2026	15.89	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-09	4	Invoice	Adobe Inc.	09/22/2026	34.99	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-09	5	Invoice	MSFT	09/22/2026	165.26	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-09	6	Invoice	MSFT	09/22/2026	114.46	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-09	10	Invoice	Microsoft	09/22/2026	79.80	100-01-51062	Computers - Software & Su
DL Evans - Mayor	2563-09	11	Invoice	Mailchimp	09/22/2026	19.50	100-01-51062	Computers - Software & Su
Quill Corporation	50428298	1	Invoice	Office Supplies	09/21/2026	119.85	100-01-52010	Office Supplies
South Valley Storage Company LL	093026	1	Invoice	September Rent- Unit #F-13	09/30/2026	70.00	100-01-52085	Storage
DL Evans - Mayor	2563-09	7	Invoice	Albertson's - supplies	09/22/2026	39.20	100-01-52090	Supplies
DL Evans - Mayor	2563-09	9	Invoice	Wiseguy - Farewell party for Kirtus, Case	09/22/2026	189.11	100-01-52090	Supplies
Quill Corporation	50428298	2	Invoice	Supplies	09/21/2026	63.03	100-01-52090	Supplies
First Net	2872946568	1	Invoice	Cel Phones	09/20/2026	933.55	100-01-52100	Telephone
Association of Idaho Cities	200015112	1	Invoice	Fall District Mtg. 2026 - Burley - Shelly S	09/21/2026	65.00	100-01-52120	Training & Meetings
DL Evans - Mayor	2563-09	2	Invoice	B.W. Bread - ICCTFOA Mtg. - Shelly	09/22/2026	30.24	100-01-52120	Training & Meetings
Total 100-01:						1,939.88		
100-03								
Grootveld, Eric	093026	1	Invoice	P & Z Comm. mtgs. 8/17, 9/8, 9/28/26 - 3	09/30/2026	126.00	100-03-50020	P & Z Commission
Heugly, Aaron	093026	1	Invoice	P & Z Comm. mtgs. 8/17, 9/8, 9/28/26 - 3	09/30/2026	126.00	100-03-50020	P & Z Commission
Kurtz, John	093026	1	Invoice	P & Z Comm. mtgs. 8/17, 9/8, 9/28/26 - 3	09/30/2026	126.00	100-03-50020	P & Z Commission
Great West Engineering	40414	1	Invoice	Task Order #5 - Karl Malone	07/27/2026	4,435.63	100-03-51041	Reimbursable Expense
Safebuilt LLC	4699451	1	Invoice	Building Inspections - 9/1 - 9/30/26	09/30/2026	2,903.75	100-03-52050	Professional Services
Safebuilt LLC	4699451	2	Invoice	Plan Review Fees 9/1/26 - 9/18/26	09/30/2026	4,956.62	100-03-52055	Building Plan Review Servi
DL Evans - Mayor	2563-09	1	Invoice	Beaver Head Lodge	09/22/2026	176.79	100-03-52124	Travel Expense
DL Evans - Mayor	2563-09	12	Invoice	Beaverhead Lodge - Dillon	09/22/2026	353.58	100-03-52124	Travel Expense
Total 100-03:						12,850.79		
100-05								
Valley Wide Cooperative	C17851	1	Invoice	Fuel Card #3816393	09/25/2026	96.23	100-05-51110	Fuel
DL Evans - Fire Dept.	3087-09	6	Invoice	Atkinsons's - Supplies for 911 Memorial	09/22/2026	8.63	100-05-51177	Misc Expense
LN Curtis & Sons	INV115703	1	Invoice	Helmet shield for Fire Captain	09/30/2026	81.15	100-05-51177	Misc Expense
DL Evans - Fire Dept.	3087-09	4	Invoice	Costco - Parade Candy	09/22/2026	194.93	100-05-52090	Supplies
DL Evans - Fire Dept.	3087-09	5	Invoice	Common Ground Coffee - coffee before	09/22/2026	15.32	100-05-52124	Travel Expense
Davis Embroidery	50027	1	Invoice	Cadet wear for Academy, etc.	08/24/2026	249.66	100-05-52130	Uniforms & Clothing
Davis Embroidery	50027	2	Invoice	10% Donation from Davis Embroidery	08/24/2026	23.59	100-05-52130	Uniforms & Clothing
DL Evans - Fire Dept.	3087-09	1	Invoice	New Chief Class B Uniform	09/22/2026	157.75	100-05-52130	Uniforms & Clothing
DL Evans - Fire Dept.	3087-09	2	Invoice	Amazon - Safety Equipment	09/22/2026	200.32	100-05-57000	Safety Equipment
DL Evans - Fire Dept.	3087-09	3	Invoice	Cal Med - AED Pads	09/22/2026	229.50	100-05-57000	Safety Equipment

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
LN Curtis & Sons	INV116191	1	Invoice	Hydrostatic bottle test	09/30/2026	2,622.00	100-05-57000	Safety Equipment
Total 100-05:						3,831.90		
100-08								
Air St Lukes Membership	093026	1	Invoice	Membership Renewal - Hairston	09/30/2026	55.00	100-08-50019	Air Ambulance
Christensen Inc. dba United Oil	CL20776	1	Invoice	Fuel - Card #263954/Shelamer	09/30/2026	183.28	100-08-51110	Fuel
Christensen Inc. dba United Oil	CL20776	2	Invoice	Fuel - Card #263955/Thayer	09/30/2026	106.16	100-08-51110	Fuel
Christensen Inc. dba United Oil	CL20776	3	Invoice	Fuel - Card #6524271/Hairston	09/30/2026	284.00	100-08-51110	Fuel
Quill Corporation	50428298	3	Invoice	HP Toner Cartridge	09/21/2026	93.47	100-08-52010	Office Supplies
DL Evans - Marshal	1814-09	1	Invoice	United/Travel - training/Marshal Shelame	09/18/2026	412.48	100-08-52124	Travel Expense
DL Evans - Marshal	1814-09	2	Invoice	Delta Air/Travel - training/Marshal Shelm	09/18/2026	281.20	100-08-52124	Travel Expense
DL Evans - Marshal	1814-09	3	Invoice	Expedia/Travel - training/Marshal Shelam	09/18/2026	274.81	100-08 52124	Travel Expense
Total 100-08:						1,690.40		
100-11								
Air St Lukes Membership	093026-1	1	Invoice	Membership Renewal - Beiser	09/30/2026	55.00	100-11-50019	Air Ambulance
Total 100-11:						55.00		
100-15								
Forsgren Associates Inc.	753	1	Invoice	FY21 Transportation Plan KN 22026 #14	08/05/2026	3,042.77	100-15-51090	Engineering Services
Christensen Inc. dba United Oil	CL20777	1	Invoice	Fuel - Card #263139	09/30/2026	119.50	100-15-51110	Fuel
Christensen Inc. dba United Oil	CL20778	1	Invoice	Fuel - Card #8191665	09/30/2026	63.80	100-15-51110	Fuel
DL Evans - Mayor	2563-09	13	Invoice	Dog Waste Depot	09/22/2026	179.94	100-15-51162	R & M - Parks
Great West Engineering	40609	2	Invoice	Assistance w/ Street Lights	08/20/2026	432.80	100-15-51168	R & M - Street Lights
Great West Engineering	40413	1	Invoice	Assistance w/ Street Lights	07/27/2026	404.00	100-15-51168	R & M - Street Lights
Safety Supply & Sign Company, In	199467	1	Invoice	30 Stop Signs	09/17/2026	1,402.80	100-15-52070	Signs
Safety Supply & Sign Company, In	199468	1	Invoice	Signs	09/17/2026	795.72	100-15-52070	Signs
Oxarc	0062366931	1	Invoice	Supplies	09/30/2026	9.30	100-15-52090	Supplies
Intermountain Gas	0767343000	1	Invoice	Fire Station	09/22/2026	23.69	100-15-52140	Utilities - Gas
Intermountain Gas	0767343000	2	Invoice	Museum	09/22/2026	24.25	100-15-52140	Utilities - Gas
Intermountain Gas	0767343000	3	Invoice	City Hall	09/22/2026	30.95	100-15-52140	Utilities - Gas
Intermountain Gas	0767343000	5	Invoice	Shop	09/22/2026	23.69	100-15-52140	Utilities - Gas
Idaho Power	2203628603-	1	Invoice	114 Elm St	09/22/2026	31.28	100-15-52143	Utilities - Power
Idaho Power	2203628603-	2	Invoice	115 Pine St - City Hall	09/22/2026	189.53	100-15-52143	Utilities - Power
Idaho Power	2203628603-	3	Invoice	116 Pine St	09/22/2026	31.08	100-15-52143	Utilities - Power
Idaho Power	2203628603-	4	Invoice	117 Pine St - Library	09/22/2026	91.19	100-15-52143	Utilities - Power
Idaho Power	2203628603-	7	Invoice	517 N 2nd St - Fire Station	09/22/2026	98.35	100-15-52143	Utilities - Power
Idaho Power	2203628603-	8	Invoice	206 N Main St - Museum	09/22/2026	31.18	100-15-52143	Utilities - Power

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Idaho Power	2203628603-	9	Invoice	300 E Cedar St	09/22/2026	32.44	100-15-52143	Utilities - Power
Idaho Power	2203628603-	10	Invoice	318 E Cedar St	09/22/2026	30.96	100-15-52143	Utilities - Power
Idaho Power	2203628603-	13	Invoice	89 Martin Ln - Shop	09/22/2026	97.24	100-15-52143	Utilities - Power
Idaho Power	2203628603-	18	Invoice	100 8th St. Park	09/22/2026	54.56	100-15-52143	Utilities - Power
Idaho Power	2203628603-	5	Invoice	1461 S. Main Lite	09/22/2026	33.65	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	6	Invoice	161 Cowcatcher Loop	09/22/2026	1.89	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	11	Invoice	508 Broadford Rd light	09/22/2026	28.12	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	12	Invoice	714 N Main St	09/22/2026	29.88	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	14	Invoice	921 Riverside Dr. Lite	09/22/2026	1.51	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	15	Invoice	IP Lights	09/22/2026	1,725.72	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	16	Invoice	IP Lights	09/22/2026	29.60	100-15-52145	Utilities - Street Lights
Idaho Power	2203628603-	17	Invoice	218 N. Main	09/22/2026	2.76	100-15-52145	Utilities - Street Lights
Clear Creek Disposal	000194845	1	Invoice	Shop - September	09/28/2026	150.08	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001948543	1	Invoice	City Hall - September	09/28/2026	76.35	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001948546	1	Invoice	Fire Station - September	09/28/2026	29.14	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001948541	1	Invoice	Memorial Park - September	09/28/2026	461.65	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001948540	1	Invoice	O'Donnell Park - September	09/28/2026	386.50	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001948547	1	Invoice	Museum - September	09/28/2026	193.46	100-15-52146	Utilities - Trash/Toilet/Recy
Clear Creek Disposal	0001948542	1	Invoice	Howard Preserve - September	09/28/2026	193.25	100-15-52146	Utilities - Trash/Toilet/Recy
The Bancorp Bank, N.A.	750743	1	Invoice	1/3 Chevy 5500 lease/October	09/30/2026	608.66	100-15-58150	Auto/Equipment Lease (12
Total 100-15:						11,193.24		
200-20								
Christensen Inc. dba United Oil	CL20778	2	Invoice	Fuel - Card #8191665	09/30/2026	63.80	200-20-51110	Fuel
Digline Inc.	0080585-IN	1	Invoice	Monthly Fee	09/30/2026	24.00	200-20-51160	Repairs & Maintenance (G
Go-Fer It Express Inc.	147390	1	Invoice	Courier service for samples	09/30/2026	155.55	200-20-52050	Professional Services
First Net	2872946568	2	Invoice	Cel Phones	09/20/2026	98.89	200-20-52100	Telephone
Intermountain Gas	1315962484	1	Invoice	Slaughterhouse Gulch Rd.	09/22/2026	25.37	200-20-52140	Utilities - Gas
Intermountain Gas - Strahorn Pu	1315962484.	1	Invoice	100 Slaughterhouse - Pump Station	09/22/2026	25.37	200-20-52140	Utilities - Gas
Idaho Power	2227225774-	1	Invoice	100 Slaughterhouse Gulch	09/21/2026	295.86	200-20-52143	Utilities - Power
Idaho Power	2227225774-	2	Invoice	32 Muldoon Rd.	09/21/2026	37.60	200-20-52143	Utilities - Power
Idaho Power	2227225774-	3	Invoice	400 Muldoon Rd.	09/21/2026	27.60	200-20-52143	Utilities - Power
Idaho Power	2227225774-	4	Invoice	805 Chestnut St Pump	09/21/2026	2,199.77	200-20-52143	Utilities - Power
Idaho Power	2227225774-	5	Invoice	90 1/2 Tendoy St. Well	09/21/2026	208.93	200-20-52143	Utilities - Power
Idaho Power	2227225774-	6	Invoice	90 Tendoy St. Well	09/21/2026	2,877.74	200-20-52143	Utilities - Power
The Bancorp Bank, N.A.	750743	2	Invoice	1/3 Chevy 5500 lease/October	09/30/2026	608.66	200-20-58150	Auto/Equipment Lease (12
Total 200-20:						6,649.14		

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
300-30								
Great West Engineering	40803	1	Invoice	Assisting w/ WWTP recovery	09/22/2026	1,038.50	300-30-51090	Engineering Services
Great West Engineering	40609	1	Invoice	Assistance w/ WWTP recovery & operati	08/20/2026	3,732.03	300-30-51090	Engineering Services
Christensen Inc. dba United Oil	CL20778	3	Invoice	Fuel - Card #8191665	09/30/2026	63.80	300-30-51110	Fuel
Digline Inc.	0080585-IN	2	Invoice	Monthly Fee	09/30/2026	24.00	300-30-51160	Repairs & Maintenance (G
DL Evans - Mayor	2563-09	8	Invoice	Motion Industires, Inc.	09/22/2026	45.69	300-30-51163	R & M - Equipment (non-au
Napa Auto Parts	273497	1	Invoice	Throttle for Sewer Plant Truck Repairs	09/28/2026	5.91	300-30-51167	R & M - Autos
First Net	2872946568	3	Invoice	Cel Phones	09/20/2026	46.92	300-30-52100	Telephone
Water Dynamics, LLC dba Magic	39782	1	Invoice	Samples for WWTP	09/26/2026	135.00	300-30-52110	Test Samples - Sewer
Intermountain Gas	0767343000	4	Invoice	130 Riverview Dr.	09/22/2026	29.27	300-30-52140	Utilities - Gas
Idaho Power	2227225816-	1	Invoice	1269 Glen Aspen Dr.	09/21/2026	47.86	300-30-52143	Utilities - Power
Idaho Power	2227225816-	2	Invoice	130 Riverview Dr. Lift	09/21/2026	223.16	300-30-52143	Utilities - Power
Idaho Power	2227225816-	3	Invoice	31 Alyson Rd. - Lagoon	09/21/2026	1,003.61	300-30-52143	Utilities - Power
Idaho Power	2227225816-	4	Invoice	31 Alyson Rd. Main	09/21/2026	1,176.45	300-30-52143	Utilities - Power
Idaho Power	2227225816-	5	Invoice	80 Honeysuckle Lift	09/21/2026	47.77	300-30-52143	Utilities - Power
Idaho Power	2227225816-	6	Invoice	88 Martin Ln Lift	09/21/2026	56.95	300-30-52143	Utilities - Power
Idaho Power	2227225816-	7	Invoice	90 Tendoy St. Lift	09/21/2026	40.76	300-30-52143	Utilities - Power
Clear Creek Disposal	0001948544	1	Invoice	31 Alyson Rd. - September	09/28/2026	58.09	300-30-52146	Utilities - Trash/Toilet/Recy
The Bancorp Bank, N.A.	750743	3	Invoice	1/3 Chevy 5500 lease/October	09/30/2026	608.66	300-30-58150	Auto/Equipment Lease (12
Total 300-30:						8,384.43		
Grand Totals:						46,594.78		

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
Air St Lukes Membership (180)							
093026	1	Invoice	Membership Renewal - Hairston	09/30/2026	55.00	100-08-50019	Air Ambulance
093026-1	1	Invoice	Membership Renewal - Beiser	09/30/2026	55.00	100-11-50019	Air Ambulance
Total Air St Lukes Membership (180):					110.00		
Association of Idaho Cities (330)							
200015112	1	Invoice	Fall District Mtg. 2026 - Burley - Shelly Shoemaker	09/21/2026	65.00	100-01-52120	Training & Meetings
Total Association of Idaho Cities (330):					65.00		
Christensen Inc. dba United Oil (640)							
CL20776	1	Invoice	Fuel - Card #263954/Shelamer	09/30/2026	183.28	100-08-51110	Fuel
CL20776	2	Invoice	Fuel - Card #263955/Thayer	09/30/2026	106.16	100-08-51110	Fuel
CL20776	3	Invoice	Fuel - Card #6524271/Hairston	09/30/2026	284.00	100-08-51110	Fuel
CL20777	1	Invoice	Fuel - Card #263139	09/30/2026	119.50	100-15-51110	Fuel
CL20778	1	Invoice	Fuel - Card #8191665	09/30/2026	63.80	100-15-51110	Fuel
CL20778	2	Invoice	Fuel - Card #8191665	09/30/2026	63.80	200-20-51110	Fuel
CL20778	3	Invoice	Fuel - Card #8191665	09/30/2026	63.80	300-30-51110	Fuel
Total Christensen Inc. dba United Oil (640):					884.34		
Clear Creek Disposal (690)							
000194845	1	Invoice	Shop - September	09/28/2026	150.08	100-15-52146	Utilities - Trash/Toilet/Recyc
0001948544	1	Invoice	31 Alyson Rd. - September	09/28/2026	58.09	300-30-52146	Utilities - Trash/Toilet/Recyc
0001948543	1	Invoice	City Hall - September	09/28/2026	76.35	100-15-52146	Utilities - Trash/Toilet/Recyc
0001948546	1	Invoice	Fire Station - September	09/28/2026	29.14	100-15-52146	Utilities - Trash/Toilet/Recyc
0001948541	1	Invoice	Memorial Park - September	09/28/2026	461.65	100-15-52146	Utilities - Trash/Toilet/Recyc
0001948540	1	Invoice	O'Donnell Park - September	09/28/2026	386.50	100-15-52146	Utilities - Trash/Toilet/Recyc
0001948547	1	Invoice	Museum - September	09/28/2026	193.48	100-15-52146	Utilities - Trash/Toilet/Recyc
0001948542	1	Invoice	Howard Preserve - September	09/28/2026	193.25	100-15-52146	Utilities - Trash/Toilet/Recyc
Total Clear Creek Disposal (690):					1,548.52		
Davis Embroidery (890)							
50027	1	Invoice	Cadet wear for Academy, etc.	08/24/2026	249.66	100-05-52130	Uniforms & Clothing
50027	2	Invoice	10% Donation from Davis Embroidery	08/24/2026	23.59	100-05-52130	Uniforms & Clothing
Total Davis Embroidery (890):					226.07		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Digline Inc. (930)							
0080585-IN	1	Invoice	Monthly Fee	09/30/2026	24.00	200-20-51160	Repairs & Maintenance (Gen
0080585-IN	2	Invoice	Monthly Fee	09/30/2026	24.00	300-30-51160	Repairs & Maintenance (Gen
Total Digline Inc. (930):					48.00		
DL Evans - Fire Dept. (970)							
3087-09	1	Invoice	New Chief Class B Uniform	09/22/2026	157.75	100-05-52130	Uniforms & Clothing
3087-09	2	Invoice	Amazon - Safety Equipment	09/22/2026	200.32	100-05-57000	Safety Equipment
3087-09	3	Invoice	Cal Med - AED Pads	09/22/2026	229.50	100-05-57000	Safety Equipment
3087-09	4	Invoice	Costco - Parade Candy	09/22/2026	194.93	100-05-52090	Supplies
3087-09	5	Invoice	Common Ground Coffee - coffee before Chief's class in Nampa	09/22/2026	15.32	100-05-52124	Travel Expense
3087-09	6	Invoice	Atkinsons's - Supplies for 911 Memorial	09/22/2026	8.63	100-05-51177	Misc Expense
Total DL Evans - Fire Dept. (970):					806.45		
DL Evans - Marshal (990)							
1814-09	1	Invoice	United/Travel - training/Marshal Shelamer	09/18/2026	412.48	100-08-52124	Travel Expense
1814-09	2	Invoice	Delta Air/Travel - training/Marshal Shelmar	09/18/2026	281.20	100-08-52124	Travel Expense
1814-09	3	Invoice	Expedia/Travel - training/Marshal Shelamer	09/18/2026	274.81	100-08-52124	Travel Expense
Total DL Evans - Marshal (990):					968.49		
DL Evans - Mayor (1000)							
2563-09	1	Invoice	Beaver Head Lodge	09/22/2026	176.79	100-03-52124	Travel Expense
2563-09	2	Invoice	B.W. Bread - ICCTFOA Mtg. - Shelly	09/22/2026	30.24	100-01-52120	Training & Meetings
2563-09	3	Invoice	Amazon Prime	09/22/2026	15.89	100-01-51062	Computers - Software & Subscri
2563-09	4	Invoice	Adobe Inc.	09/22/2026	34.99	100-01-51062	Computers - Software & Subscri
2563-09	5	Invoice	MSFT	09/22/2026	165.26	100-01-51062	Computers - Software & Subscri
2563-09	6	Invoice	MSFT	09/22/2026	114.46	100-01-51062	Computers - Software & Subscri
2563-09	7	Invoice	Albertson's - supplies	09/22/2026	39.20	100-01-52090	Supplies
2563-09	8	Invoice	Motion Industires, Inc.	09/22/2026	45.69	300-30-51163	R & M - Equipment (non-auto)
2563-09	9	Invoice	Wiseguy - Farewell party for Kirtus, Casey, Ethan	09/22/2026	189.11	100-01-52090	Supplies
2563-09	10	Invoice	Microsoft	09/22/2026	79.80	100-01-51062	Computers - Software & Subscri
2563-09	11	Invoice	Mailchimp	09/22/2026	19.50	100-01-51062	Computers - Software & Subscri
2563-09	12	Invoice	Beaverhead Lodge - Dillon	09/22/2026	353.58	100-03-52124	Travel Expense
2563-09	13	Invoice	Dog Waste Depot	09/22/2026	179.94	100-15-51162	R & M - Parks
Total DL Evans - Mayor (1000):					1,090.87		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
First Net (1150)							
2872946568	1	Invoice	Cel Phones	09/20/2026	933.55	100-01-52100	Telephone
2872946568	2	Invoice	Cel Phones	09/20/2026	98.89	200-20-52100	Telephone
2872946568	3	Invoice	Cel Phones	09/20/2026	46.92	300-30-52100	Telephone
Total First Net (1150):					1,079.36		
Forsgren Associates Inc. (3790)							
753	1	Invoice	FY21 Transportation Plan KN 22026 #14	08/05/2026	3,042.77	100-15-51090	Engineering Services
Total Forsgren Associates Inc. (3790):					3,042.77		
Go-Fer It Express Inc. (1300)							
147390	1	Invoice	Courier service for samples	09/30/2026	155.55	200-20-52050	Professional Services
Total Go-Fer It Express Inc. (1300):					155.55		
Great West Engineering (1340)							
40803	1	Invoice	Assisting w/ WWTP recovery	09/22/2026	1,038.50	300-30-51090	Engineering Services
40609	1	Invoice	Assistance w/ WWTP recovery & operations	08/20/2026	3,732.03	300-30-51090	Engineering Services
40609	2	Invoice	Assistance w/ Street Lights	08/20/2026	432.80	100-15-51168	R & M - Street Lights
40413	1	Invoice	Assistance w/ Street Lights	07/27/2026	404.00	100-15-51168	R & M - Street Lights
40414	1	Invoice	Task Order #5 - Karl Malone	07/27/2026	4,435.63	100-03-51041	Reimbursable Expense
Total Great West Engineering (1340):					10,042.96		
Grootveld, Eric (1350)							
093026	1	Invoice	P & Z Comm. mtgs. 8/17, 9/8, 9/28/26 - 3 mtgs. @ \$42.00 per mtg.	09/30/2026	126.00	100-03-50020	P & Z Commission
Total Grootveld, Eric (1350):					126.00		
Heugly, Aaron (1430)							
093026	1	Invoice	P & Z Comm. mtgs. 8/17, 9/8, 9/28/26 - 3 mtgs. @ \$42.00 per mtg.	09/30/2026	126.00	100-03-50020	P & Z Commission
Total Heugly, Aaron (1430):					126.00		
Idaho Power (1600)							
2227225774-	1	Invoice	100 Slaughterhouse Gulch	09/21/2026	295.86	200-20-52143	Utilities - Power
2227225774-	2	Invoice	32 Muldoon Rd.	09/21/2026	37.60	200-20-52143	Utilities - Power
2227225774-	3	Invoice	400 Muldoon Rd.	09/21/2026	27.60	200-20-52143	Utilities - Power
2227225774-	4	Invoice	805 Chestnut St Pump	09/21/2026	2,199.77	200-20-52143	Utilities - Power

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
2227225774-	5	Invoice	90 1/2 Tendoy St. Well	09/21/2026	208.93	200-20-52143	Utilities - Power
2227225774-	6	Invoice	90 Tendoy St. Well	09/21/2026	2,877.74	200-20-52143	Utilities - Power
2227225816-	1	Invoice	1269 Glen Aspen Dr.	09/21/2026	47.86	300-30-52143	Utilities - Power
2227225816-	2	Invoice	130 Riverview Dr. Lift	09/21/2026	223.16	300-30-52143	Utilities - Power
2227225816-	3	Invoice	31 Alyson Rd. - Lagoon	09/21/2026	1,003.61	300-30-52143	Utilities - Power
2227225816-	4	Invoice	31 Alyson Rd. Main	09/21/2026	1,176.45	300-30-52143	Utilities - Power
2227225816-	5	Invoice	80 Honeysuckle Lift	09/21/2026	47.77	300-30-52143	Utilities - Power
2227225816-	6	Invoice	88 Martin Ln Lift	09/21/2026	56.95	300-30-52143	Utilities - Power
2227225816-	7	Invoice	90 Tendoy St. Lift	09/21/2026	40.76	300-30-52143	Utilities - Power
2203628603-	1	Invoice	114 Elm St	09/22/2026	31.28	100-15-52143	Utilities - Power
2203628603-	2	Invoice	115 Pine St - City Hall	09/22/2026	189.53	100-15-52143	Utilities - Power
2203628603-	3	Invoice	116 Pine St	09/22/2026	31.08	100-15-52143	Utilities - Power
2203628603-	4	Invoice	117 Pine St - Library	09/22/2026	91.19	100-15-52143	Utilities - Power
2203628603-	5	Invoice	1461 S. Main Lite	09/22/2026	33.65	100-15-52145	Utilities - Street Lights
2203628603-	6	Invoice	161 Cowcatcher Loop	09/22/2026	1.89	100-15-52145	Utilities - Street Lights
2203628603-	7	Invoice	517 N 2nd St - Fire Station	09/22/2026	98.35	100-15-52143	Utilities - Power
2203628603-	8	Invoice	206 N Main St - Museum	09/22/2026	31.18	100-15-52143	Utilities - Power
2203628603-	9	Invoice	300 E Cedar St	09/22/2026	32.44	100-15-52143	Utilities - Power
2203628603-	10	Invoice	318 E Cedar St	09/22/2026	30.96	100-15-52143	Utilities - Power
2203628603-	11	Invoice	508 Broadford Rd light	09/22/2026	28.12	100-15-52145	Utilities - Street Lights
2203628603-	12	Invoice	714 N Main St	09/22/2026	29.88	100-15-52145	Utilities - Street Lights
2203628603-	13	Invoice	89 Martin Ln - Shop	09/22/2026	97.24	100-15-52143	Utilities - Power
2203628603-	14	Invoice	921 Riverside Dr. Lite	09/22/2026	1.51	100-15-52145	Utilities - Street Lights
2203628603-	15	Invoice	IP Lights	09/22/2026	1,725.72	100-15-52145	Utilities - Street Lights
2203628603-	16	Invoice	IP Lights	09/22/2026	29.60	100-15-52145	Utilities - Street Lights
2203628603-	17	Invoice	218 N. Main	09/22/2026	2.76	100-15-52145	Utilities - Street Lights
2203628603-	18	Invoice	100 8th St. Park	09/22/2026	54.56	100-15-52143	Utilities - Power
Total Idaho Power (1600):					10,785.00		
Intermountain Gas (1730)							
0767343000	1	Invoice	Fire Station	09/22/2026	23.69	100-15-52140	Utilities - Gas
0767343000	2	Invoice	Museum	09/22/2026	24.25	100-15-52140	Utilities - Gas
0767343000	3	Invoice	City Hall	09/22/2026	30.95	100-15-52140	Utilities - Gas
0767343000	4	Invoice	130 Riverview Dr.	09/22/2026	29.27	300-30-52140	Utilities - Gas
0767343000	5	Invoice	Shop	09/22/2026	23.69	100-15-52140	Utilities - Gas
1315962484	1	Invoice	Slaughterhouse Gulch Rd.	09/22/2026	25.37	200-20-52140	Utilities - Gas
Total Intermountain Gas (1730):					157.22		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Intermountain Gas - Strahorn Pump Statio (1740)							
1315962484.	1	Invoice	100 Slaughterhouse - Pump Station	09/22/2026	25.37	200-20-52140	Utilities - Gas
Total Intermountain Gas - Strahorn Pump Statio (1740):					25.37		
Kurtz, John (1890)							
093026	1	Invoice	P & Z Comm. mtgs. 8/17, 9/8, 9/28/26 - 3 mtgs. @ \$42.00 per mtg.	09/30/2026	126.00	100-03-50020	P & Z Commission
Total Kurtz, John (1890):					126.00		
LN Curtis & Sons (2020)							
INV116191	1	Invoice	Hydrostatic bottle test	09/30/2026	2,622.00	100-05-57000	Safety Equipment
INV115703	1	Invoice	Helmet shield for Fire Captain	09/30/2026	81.15	100-05-51177	Misc Expense
Total LN Curtis & Sons (2020):					2,703.15		
Napa Auto Parts (2260)							
273497	1	Invoice	Throttle for Sewer Plant Truck Repairs	09/28/2026	5.91	300-30-51167	R & M - Autos
Total Napa Auto Parts (2260):					5.91		
Oxarc (2390)							
0062366931	1	Invoice	Supplies	09/30/2026	9.30	100-15-52090	Supplies
Total Oxarc (2390):					9.30		
Quill Corporation (2660)							
50428298	1	Invoice	Office Supplies	09/21/2026	119.85	100-01-52010	Office Supplies
50428298	2	Invoice	Supplies	09/21/2026	63.03	100-01-52090	Supplies
50428298	3	Invoice	HP Toner Cartridge	09/21/2026	93.47	100-08-52010	Office Supplies
Total Quill Corporation (2660):					276.35		
Safebuilt LLC (4470)							
4699451	1	Invoice	Building Inspections - 9/1 - 9/30/26	09/30/2026	2,903.75	100-03-52050	Professional Services
4699451	2	Invoice	Plan Review Fees 9/1/26 - 9/18/26	09/30/2026	4,956.62	100-03-52055	Building Plan Review Service
Total Safebuilt LLC (4470):					7,860.37		
Safety Supply & Sign Company, Inc. (2850)							
199467	1	Invoice	30 Stop Signs	09/17/2026	1,402.80	100-15-52070	Signs

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
199468	1	Invoice	Signs	09/17/2026	795.72	100-15-52070	Signs
Total Safety Supply & Sign Company, Inc. (2850):					2,198.52		
South Valley Storage Company LLC (3060)							
093026	1	Invoice	September Rent- Unit #F-13	09/30/2026	70.00	100-01-52085	Storage
Total South Valley Storage Company LLC (3060):					70.00		
The Bancorp Bank, N.A. (3290)							
750743	1	Invoice	1/3 Chevy 5500 lease/October	09/30/2026	608.66	100-15-58150	Auto/Equipment Lease (12+ mos)
750743	2	Invoice	1/3 Chevy 5500 lease/October	09/30/2026	608.66	200-20-58150	Auto/Equipment Lease (12+ mos)
750743	3	Invoice	1/3 Chevy 5500 lease/October	09/30/2026	608.66	300-30-58150	Auto/Equipment Lease (12+ mos)
Total The Bancorp Bank, N.A. (3290):					1,825.98		
Valley Wide Cooperative (3510)							
C17851	1	Invoice	Fuel Card #3816393	09/25/2026	96.23	100-05-51110	Fuel
Total Valley Wide Cooperative (3510):					96.23		
Water Dynamics, LLC dba Magic Valley Lab (3560)							
39782	1	Invoice	Samples for WWTP	09/26/2026	135.00	300-30-52110	Test Samples - Sewer
Total Water Dynamics, LLC dba Magic Valley Lab (3560):					135.00		
Grand Totals:					46,594.78		

Report GL Period Summary

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

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
100-01								
Idaho Indep. Intergov. Authority	3962	2	Invoice	Admin Health Insur	09/28/2026	4,017.00	100-01-50011	Insurance - Health
Micro Tech Systems	10400	1	Invoice	Monthly Service - October	10/01/2026	1,577.25	100-01-51060	Computer IT Support
ToreUp	75101	1	Invoice	Shredding Bin	10/06/2026	45.00	100-01-51080	Dues & Memberships
ICRMP	02013-2027-	1	Invoice	1st Half Liability Insur FY27	08/24/2026	12,866.50	100-01-51150	Liability Insurance
Pitney Bowes Global Financial Se	3323224304	1	Invoice	Lease - Postage Equipment - 8/3/26 - 11/	09/14/2026	192.30	100-01-51180	Office Equipment Rental/R
Total 100-01:						18,698.05		
100-03								
Idaho Indep. Intergov. Authority	3962	1	Invoice	Comm Dev Health Insur	09/28/2026	993.00	100-03-50011	Insurance - Health
Total 100-03:						993.00		
100-05								
AFBA	100526	1	Invoice	Life Insurance - October	10/05/2026	63.00	100-05-50014	Insurance - Life
Valley Wide Cooperative	B44318	1	Invoice	Fuel Card #3816393	10/03/2026	103.06	100-05-51110	Fuel
Total 100-05:						166.06		
100-07								
Idaho Indep. Intergov. Authority	3962	3	Invoice	Library Health Insur	09/28/2026	993.00	100-07-50011	Insurance - Health
DL Evans - Library	4580-09	6	Invoice	Idaho Library Association	09/22/2026	150.00	100-07-52120	Training & Meetings
DL Evans - Library	4580-09	1	Invoice	Amazon	09/22/2026	68.43	100-07-55000	Library New Books
DL Evans - Library	4580-09	2	Invoice	Amazon	09/22/2026	232.87	100-07-55000	Library New Books
DL Evans - Library	4580-09	3	Invoice	Amazon	09/22/2026	8.95	100-07-55000	Library New Books
DL Evans - Library	4580-09	4	Invoice	Amazon	09/22/2026	35.52	100-07-55000	Library New Books
DL Evans - Library	4580-09	5	Invoice	NY Times	09/22/2026	4.00	100-07-55000	Library New Books
DL Evans - Library	4580-09	8	Invoice	Amazon	09/22/2026	26.95	100-07-55000	Library New Books
DL Evans - Library	4580-09	7	Invoice	Etsy	09/22/2026	2.82	100-07-55010	Library Programs
Total 100-07:						1,522.54		
100-08								
Idaho Indep. Intergov. Authority	3962	4	Invoice	Marshal Health Insur	09/28/2026	2,943.00	100-08-50011	Insurance - Health
Law Enforcement Policy Center, L	100126	1	Invoice	Idaho Policing Policy Subscription Manu	10/01/2026	750.00	100-08-51080	Dues & Memberships
Copy & Print LLC	12205	1	Invoice	Business Cards for Officer ThayerM. She	10/07/2026	69.00	100-08-57000	Safety Equipment
Copy & Print LLC	12205	2	Invoice	Business Cards for K. Haiirston	10/07/2026	69.00	100-08-57000	Safety Equipment
Copy & Print LLC	12205	3	Invoice	Design labor	10/07/2026	25.05	100-08-57000	Safety Equipment
Copy & Print LLC	12173	1	Invoice	Generic Bellevue Business Cards	10/07/2026	59.00	100-08-57000	Safety Equipment

Name	Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Total 100-08:						3,915.05		
100-15								
Idaho Indep. Intergov. Authority	3962	5	Invoice	City Assets	09/28/2026	1,986.00	100-15-50011	Insurance - Health
Air St Lukes Membership	100726	1	Invoice	Membership - Edwin Brooks	10/07/2026	55.00	100-15-50019	Air Ambulance
Palomera, Maria	225	1	Invoice	Office Cleaning - October	10/05/2026	375.00	100-15-51075	Contingency Expense
Wood River Resource Conservati	2027	1	Invoice	2027 Wood River RC & D Annual Membe	10/01/2026	176.00	100-15-51080	Dues & Memberships
Minert & Associates, Inc.	352733	1	Invoice	Test & Collection Fee	10/06/2026	101.00	100-15-52050	Professional Services
White Cloud Communications, Inc	11469	1	Invoice	Radio Service - Public Works Dept. /Octo	10/01/2026	20.00	100-15-56045	Radio Fees
Total 100-15:						2,713.00		
200-20								
Idaho Indep. Intergov. Authority	3962	6	Invoice	Water Health Insur	09/28/2026	1,023.50	200-20-50011	Insurance - Health
ICRMP	02013-2027-	2	Invoice	1st Half Liability Insur FY27	08/24/2026	7,098.50	200-20-51150	Liability Insurance
White Cloud Communications, Inc	11469	2	Invoice	Radio Service - Public Works Dept. /Octo	10/01/2026	20.00	200-20-56045	Radio Fees
Total 200-20:						8,142.00		
300-30								
Idaho Indep. Intergov. Authority	3962	7	Invoice	WW Health Insur	09/28/2026	1,023.50	300-30-50011	Insurance - Health
ICRMP	02013-2027-	3	Invoice	1st Half Liability Insur FY27	08/24/2026	24,402.00	300-30-51150	Liability Insurance
Water Dynamics, LLC dba Magic	39783	1	Invoice	Test Samples - Sewer	09/26/2026	2,417.00	300-30-52110	Test Samples - Sewer
White Cloud Communications, Inc	11469	3	Invoice	Radio Service - Public Works Dept. /Octo	10/01/2026	20.00	300-30-56045	Radio Fees
Total 300-30:						27,862.50		
Grand Totals:						64,012.20		

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
AFBA (160)							
100526	1	Invoice	Life Insurance - October	10/05/2026	63.00	100-05-50014	Insurance - Life
Total AFBA (160):					63.00		
Air St Lukes Membership (180)							
100726	1	Invoice	Membership - Edwin Brooks	10/07/2026	55.00	100-15-50019	Air Ambulance
Total Air St Lukes Membership (180):					55.00		
Copy & Print LLC (780)							
12205	1	Invoice	Business Cards for Officer ThayerM. Shelamer	10/07/2026	69.00	100-08-57000	Safety Equipment
12205	2	Invoice	Business Cards for K. Haiirston	10/07/2026	69.00	100-08-57000	Safety Equipment
12205	3	Invoice	Design labor	10/07/2026	25.05	100-08-57000	Safety Equipment
12173	1	Invoice	Generic Bellevue Business Cards	10/07/2026	59.00	100-08-57000	Safety Equipment
Total Copy & Print LLC (780):					222.05		
DL Evans - Library (980)							
4580-09	1	Invoice	Amazon	09/22/2026	68.43	100-07-55000	Library New Books
4580-09	2	Invoice	Amazon	09/22/2026	232.87	100-07-55000	Library New Books
4580-09	3	Invoice	Amazon	09/22/2026	8.95	100-07-55000	Library New Books
4580-09	4	Invoice	Amazon	09/22/2026	35.52	100-07-55000	Library New Books
4580-09	5	Invoice	NY Times	09/22/2026	4.00	100-07-55000	Library New Books
4580-09	6	Invoice	Idaho Library Association	09/22/2026	150.00	100-07-52120	Training & Meetings
4580-09	7	Invoice	Etsy	09/22/2026	2.82	100-07-55010	Library Programs
4580-09	8	Invoice	Amazon	09/22/2026	26.95	100-07-55000	Library New Books
Total DL Evans - Library (980):					529.54		
ICRMP (1510)							
02013-2027-	1	Invoice	1st Half Liability Insur FY27	08/24/2026	12,866.50	100-01-51150	Liability Insurance
02013-2027-	2	Invoice	1st Half Liability Insur FY27	08/24/2026	7,098.50	200-20-51150	Liability Insurance
02013-2027-	3	Invoice	1st Half Liability Insur FY27	08/24/2026	24,402.00	300-30-51150	Liability Insurance
Total ICRMP (1510):					44,367.00		
Idaho Indep. Intergov. Authority (4290)							
3962	1	Invoice	Comm Dev Health Insur	09/28/2026	993.00	100-03-50011	Insurance - Health
3962	2	Invoice	Admin Health Insur	09/28/2026	4,017.00	100-01-50011	Insurance - Health
3962	3	Invoice	Library Health Insur	09/28/2026	993.00	100-07-50011	Insurance - Health

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
3962	4	Invoice	Marshal Health Insur	09/28/2026	2,943.00	100-08-50011	Insurance - Health
3962	5	Invoice	City Assets	09/28/2026	1,986.00	100-15-50011	Insurance - Health
3962	6	Invoice	Water Health Insur	09/28/2026	1,023.50	200-20-50011	Insurance - Health
3962	7	Invoice	WW Health Insur	09/28/2026	1,023.50	300-30-50011	Insurance - Health
Total Idaho Indep. Intergov. Authority (4290):					12,979.00		
Law Enforcement Policy Center, LLC. (1930)							
100126	1	Invoice	Idaho Policing Policy Subscription Manual	10/01/2026	750.00	100-08-51080	Dues & Memberships
Total Law Enforcement Policy Center, LLC. (1930):					750.00		
Micro Tech Systems (2150)							
10400	1	Invoice	Monthly Service - October	10/01/2026	1,577.25	100-01-51060	Computer IT Support
Total Micro Tech Systems (2150):					1,577.25		
Minert & Associates, Inc. (2160)							
352733	1	Invoice	Test & Collection Fee	10/06/2026	101.00	100-15-52050	Professional Services
Total Minert & Associates, Inc. (2160):					101.00		
Palomera, Maria (2430)							
225	1	Invoice	Office Cleaning - October	10/05/2026	375.00	100-15-51075	Contingency Expense
Total Palomera, Maria (2430):					375.00		
Pitney Bowes Global Financial Services (2520)							
3323224304	1	Invoice	Lease - Postage Equipment - 8/3/26 - 11/2/26	09/14/2026	192.30	100-01-51180	Office Equipment Rental/Repair
Total Pitney Bowes Global Financial Services (2520):					192.30		
ToreUp (3360)							
75101	1	Invoice	Shredding Bin	10/06/2026	45.00	100-01-51080	Dues & Memberships
Total ToreUp (3360):					45.00		
Valley Wide Cooperative (3510)							
B44318	1	Invoice	Fuel Card #3816393	10/03/2026	103.06	100-05-51110	Fuel

Invoice	Seq	Type	Description	Invoice Date	Total Cost	GL Account	GL Account Description
Total Valley Wide Cooperative (3510):					103.06		
Water Dynamics, LLC dba Magic Valley Lab (3560)							
39783	1	Invoice	Test Samples - Sewer	09/26/2026	2,417.00	300-30-52110	Test Samples - Sewer
Total Water Dynamics, LLC dba Magic Valley Lab (3560):					2,417.00		
White Cloud Communications, Inc. (3650)							
11469	1	Invoice	Radio Service - Public Works Dept. /October	10/01/2026	20.00	100-15-56045	Radio Fees
11469	2	Invoice	Radio Service - Public Works Dept. /October	10/01/2026	20.00	200-20-56045	Radio Fees
11469	3	Invoice	Radio Service - Public Works Dept. /October	10/01/2026	20.00	300-30-56045	Radio Fees
Total White Cloud Communications, Inc. (3650):					60.00		
Wood River Resource Conservation & Dev. (3720)							
2027	1	Invoice	2027 Wood River RC & D Annual Membership Assessment	10/01/2026	176.00	100-15-51080	Dues & Memberships
Total Wood River Resource Conservation & Dev. (3720):					176.00		
Grand Totals:					64,012.20		

Report GL Period Summary

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

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Libe Staff Report

From Kristin Gearhart <kgearhart@bellevueidaho.us>

Date Thu 10/1/2026 3:51 PM

To Chloe Sullivan <csullivan@bellevueidaho.us>

Cc Christina Giordani <cgiordani@bellevueidaho.us>

Library Staff Report October 2026

Mayor and Council:

Here is what has been happening at the library.

- Through a partnership with the Wood River Early Learning Collaborative, an interactive children's StoryWalk has been set up in Bellevue Memorial Park. A StoryWalk is "an outdoor reading experience where pages of a book are mounted on posts along a path and tell a story in a sequential order."
- Winners of the Adult Summer Reading program (all three libraries) were treated to a night at Ernest Hemingway's Ketchum home. A private tour of the home, a catered dinner on the lawn and literary trivia were among the highlights of the evening!
- Trunk or Treat is in its final planning phase! This year it is being held on Thursday, October 29, from 3-5pm, on the bike path. If you or your business etc. would like to hand out candy, we would love to have you! Please see me for more information or to reserve a spot. This is a wonderful and positive event for Bellevue!
- A new student-led book club (grades 4-6) will be starting monthly on October 5. Several Alturas students came to me with the idea, and I will be implementing the monthly club with their input.
- All this and more happening at the BELLEVUE LIBRARY!!! 😊 For more up to date library information and PICTURES of our events, please like us on Facebook or visit: bellevue.lili.org!

~Kristin

New Books:

-

The Wives by Simone Gorrindo

Murder at the Grand Alpine Hotel by Lucy Foley

We Chase Shadows by Richard Osman

Only the Brave by Danielle Steel

What I'm Reading: Murder at the Grand Alpine Hotel by Lucy Foley

Kristin Marlar-Gearhart
Library Director
117 E. Pine
Bellevue, ID 83333
208-788-4503
kgearhart@bellevueidaho.us



Memorandum

To: Bellevue Common Council

From: Brian Parker, Community Development Director

Re: Department Report

Date: October 13, 2026

Building

The Building Permit Dashboard is now live at <https://civicreviewdashboard.onrender.com/>. It's still on the free tier of the hosting platform, so it will take a minute to load.

Current Planning

In October, Staff received one (1) land use application for a setback permit:

Entity Name ▲	Permit Number	Date Applied	Application Progress
Greenhouse Addition – 213 N. 3rd Street	DR-26-09	08/06/2026	   
Silver Dragon	SG-26-03	08/31/2026	   

The Planning & Zoning Commission is seeking two (2) new commissioners. To be eligible, an individual must have lived in the City or Area of City Impact for at least two (2) years. If the Council knows of any interested individuals, please connect them with Staff.

Long Range Planning

Staff has been working on the first draft of the Comprehensive Plan. Due to the staffing cuts and prioritization of complex work with deadlines, less progress is occurring on the drafting, but Staff is still planning on having a draft published by the end of the month.



City of Bellevue
115 E Pine Street | PO Box
825 Bellevue, ID 83313
www.bellevueidaho.us

Public Works Update

October 13th, 2026

City Assets

Continuing streets maintenance and preparing for winter. All the stop signs in town have been repaired, replaced, or repositioned to meet high specs of the last three years and the final one completed this past month. Continued with parks maintenance, tree maintenance and assistance with the water and wastewater department as needed.

We have two new hires with road and heavy equipment experience. Both are willing to expand into water and wastewater. They will be assisting with snow plowing and removal operations and should provide us with enough support to ensure city staff can complete the routes on the east side of HWY 75 and clean up after larger storms.

We have been working on updating our sign inventory and work orders in iWork's and have continued training staff on the various tools.

Water Project

Merrick continues to move forward with the design while DEQ reviews the PER.

Water Operations

Cleaning and preparing for winter operations have been the recent priority. We are working to get the new staff involved to assist with daily operations as needed.

Wastewater

We have invited an operator with experience at a Class III facility to interview. We continue to complete operations using the MBR and lagoons as we search for a contract operating team. We continue to make repairs and improvements and continue limited operation of the plant.



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 –October 13th, 2026

Prepared by:
Amberle Behr, Interim Fire Chief
Date: October 6th, 2026

Department Initiatives

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

1. **Fire Prevention Week:** The first week of October is Fire Prevention week. The Bellevue Fire Department is visiting Bellevue Elementary school and a few daycares to teach fire safety to the children.
2. **Advanced Extrication:** We had a couple people take advantage of the local advanced extrication course put on by Blaine County Fire and Rescue the first weekend of October to learn advanced techniques of motor vehicle accidents rescues and hazard mitigation.
3. **Radio Fleet Modernization Project:** Bellevue Fire is actively working with Motorola Solutions to upgrade its existing radio fleet. Our radios are multigenerational and outdated. We are working on finding a solution and grants to help update our radio fleet.
4. **First Due:** Many of the local fire departments, police, and the airport are switching to a program called First Due, that helps maintain their national reporting, crew records, asset records, and response logs. Bellevue Fire is exploring First Due to see if it is a program that will also work for us so we can maintain solid communication and response with other local departments.

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 October 1, 2026

- **Total Incidents:** 126
- **Average Turnout per Incident:** 3 personnel
- **Overall Average Response Time:** 6 minutes, 12 seconds

Incident Breakdown:

- Fire – Outside Fire- Dumpster/ Other Outside Fire: 22
- Fire- Outside Fire- Wildland/Grass: 11
- Fire - Structure -Structural Involvement: 14
- Fire – Transportation Vehicle Fire: 4
- Hazardous Situation Electrical Power Line Down: 2
- Hazardous Situation Motor Vehicle Collision: 37
- Hazardous Situation - Fuel spill (No Fire): 5
- Hazardous Situation- Carbon Monoxide: 7
- Hazardous Situation -Smoke Investigation: 5
- Hazardous Situation- Aircraft Emergency: 1
- No Emergency – False Alarm-Accidental: 11
- Public Service – Alarms -Fire/ Smoke: 4
- Rescue – Structure – Extrication/ Entrapped: 3
- Rescue-Backcountry-1

Thank you for your continued support.

Sincerely,
Amberle Behr
Bellevue Interim 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
Incident Type Primary (fiIncident.03): Fire - Outside Fire - Other Outside Fire						
26109	09/27/2026 06:43:19	1	12.50%	1.50		
26109	09/27/2026 06:43:19	1	12.50%	1.00	0:05:22	0:01:57
		Total: 2	Total: 25.00%	Total: 2.50		
Incident Type Primary (fiIncident.03): Fire - Structure Fire - Structural Involvement						
26108	09/27/2026 18:09:19	1	12.50%	1.00		
26108	09/27/2026 18:09:19	1	12.50%	3.00	0:17:43	0:03:33
26112	09/28/2026 08:01:30	1	12.50%	2.00		
		Total: 3	Total: 37.50%	Total: 6.00		
Incident Type Primary (fiIncident.03): Fire - Transportation Fire - Vehicle Fire - Commercial						
26106	09/18/2026 14:17:13	1	12.50%	3.00		
		Total: 1	Total: 12.50%	Total: 3.00		
Incident Type Primary (fiIncident.03): Hazardous Situation - Hazard Nonchemical - Motor Vehicle Collision						
26105	09/07/2026 11:51:01	1	12.50%	2.00	0:02:41	0:01:17
26105	09/07/2026 11:51:01	1	12.50%	4.00		
26110	09/27/2026 12:41:53	1	12.50%	2.00		
		Total: 3	Total: 37.50%	Total: 8.00		
Incident Type Primary (fiIncident.03): Medical - Injury / Trauma - Motor Vehicle Collision						
26107	09/25/2026 15:33:16	1	12.50%	2.00		
		Total: 1	Total: 12.50%	Total: 2.00		
Incident Type Primary (fiIncident.03): Rescue - Outside - Backcountry Rescue						
26104	09/06/2026 12:41:37	1	12.50%	4.00		
		Total: 1	Total: 12.50%	Total: 4.00		
		Total: 11	Total: 137.50%	Total: 25.50		

Report Criteria

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

Neris Agency Name: Is In Bellevue FD

Bellevue Marshal's Office



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

City Council Report

Date: 10/13/2026

September Report

In September, the Bellevue Marshal's Office responded to a total of 293 calls for service (CFS), which resulted in:

19 case reports

13: citations issued

6: arrests made

3: ALPR Searches

0: Agency Assist Calls with report

Year to Date

Call for service	3,091
Case Reports	232
Citations	470
Arrests	85
ALPR plate reads	3,937,330
ALPR Searches	81

The month of September Kirt Gaston and Joseph Thayer both left Bellevue Marshal's Office. With their departure this leaves BMO with 2 full-time Officers. My self and Deputy Hairston are still hard at work. We have adjusted our schedule, so we are available to the public during high call volume hours. It should be noted that I have had several meetings with both the Blaine County Sheriff's Office and the Hailey Police Department Police Chief and we are in good standing with their departments helping the city of Bellevue when Deputy Hairston and I are not on shift. Both agencies have stepped up to help us out, which gives my department and you the common council, peace of mind that an officer will be available for calls of service that take place within the City of Bellevue 24/7. BMO is still actively looking to fill 2 open positions in order to have full-time coverage with our own deputies.

Training continues to be a priority for our agency even during this time that we are short staffed. This month Deputy Hairston was able to achieve obtaining 3 certificates. He received his Taser instructor certificate, his Intermediate Certificate and his Management Certificate through Idaho State Police Standards and Training. These certificates take time, training and dedication to obtain. I am very proud of Deputy Hairston, and this shows he is a dedicated officer with our department and for the state of Idaho.

As always, I would like to thank our staff for their continued dedication and professionalism. Their willingness to work extended hours, adapt to staffing challenges, and remain committed to serving the citizens of Bellevue continues to be appreciated.

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

Thank you,
M Shelamer



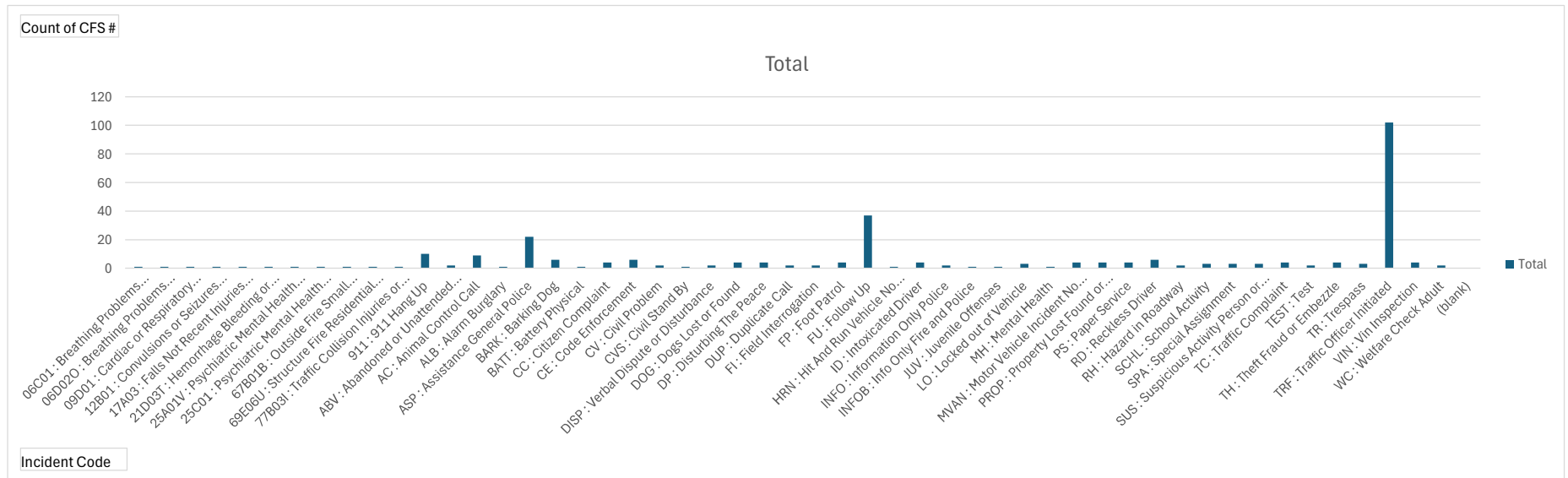
Bellevue Marshal's Office
115 E Pine Street
PO Box 825
Bellevue, ID 83313
208-7883692

Cases by Month

Printed on October 2, 2026

	Start Date/Time	Primary Officer	Statutes/Offenses	Disposition
BMO20260232	09/29/26 19:03	Hairston, Kammeron	25-2810 - Dangerous and At-Risk	25-2810 - Dangerous
BMO20260229	09/28/26 15:49	Hairston, Kammeron	Traffic Crash; OFF - OFFICER	Traffic Crash; OFF -
BMO20260231	09/29/26 14:43	Hairston, Kammeron	5.103 - BMO - Barking/frequent,	5.103 - BMO -
BMO20260230	09/29/26 11:48	Hairston, Kammeron	OFF - OFFICER REPORT	OFF - OFFICER
BMO20260228	09/28/26 11:26	Hairston, Kammeron	39-5705 - TOBACCO - SELL,	39-5705 - TOBACCO -
BMO20260227	09/25/26 18:31	Hairston, Kammeron	OFF-CIVIL - OFFICER REPORT -	OFF-CIVIL - OFFICER
BMO20260225	09/23/26 10:03	Shelamer, Mike	5.103 - BMO - Barking/frequent,	5.103 - BMO -
BMO20260226	09/23/26 19:30	Shelamer, Mike	18-903 - BATTERY	18-903 - BATTERY
BMO20260224	09/22/26 16:39	Shelamer, Mike	49-638 - MOTOR VEHICLES -	49-638 - MOTOR
BMO20260223	09/19/26 16:11	Thayer, Joseph	OFF-WELFARE - OFFICER	OFF-WELFARE -
BMO20260221	09/17/26 13:50	Shelamer, Mike	25-3504 - ANIMAL CARE -	25-3504 - ANIMAL
BMO20260222	09/17/26 19:17	Hairston, Kammeron	18-7008 - CRIMINAL TRESPASS -	18-7008 - CRIMINAL
BMO20260220	09/15/26 16:42	Shelamer, Mike	18-2403 - THEFT - PETIT:	18-2403 - THEFT -
BMO20260217	09/08/26 14:49	Shelamer, Mike	18-903 - BATTERY	18-903 - BATTERY
BMO20260218	09/09/26 10:42	Gaston, Kirtus	4-4-3(A)1 - BCSO - Dog Nuisance	4-4-3(A)1 - BCSO - Dog
BMO20260216	09/08/26 01:13	Thayer, Joseph	OFF-JUVENILE - OFFICER	OFF-JUVENILE -
BMO20260215	09/02/26 13:53	Gaston, Kirtus	OFF-THEFT - OFFICER REPORT -	OFF-THEFT - OFFICER
BMO20260214	09/01/26 09:10	Gaston, Kirtus	OFF-THEFT - OFFICER REPORT -	OFF-THEFT - OFFICER
BMO20260219	09/09/26 12:22	Gaston, Kirtus	OFF-THEFT - OFFICER REPORT -	OFF-THEFT - OFFICER

Total Records: 19



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Memorandum

To: Mayor Giordani and Bellevue Common Council

From: Chloe Sullivan, Interim City Clerk

Re: Renewal of Contract for Dispatch Services with Blaine County

Date: October 13, 2026

The City of Bellevue contracts annually with Blaine County to provide emergency dispatch services for law enforcement, and fire operations. These services are essential for maintaining coordinated communication and response across Blaine County's public safety agencies. Renewal of this contract ensures continued access to countywide dispatch operations, which support timely response, officer safety, and interoperability among emergency responders. The terms and conditions of the agreement remain consistent with prior years.

Suggested Motion:

"I move to approve Resolution No. 26-34, authorizing the Mayor to renew the Contract for Services with Blaine County for the provision of dispatch services to the City of Bellevue."

Enclosures:

1. Resolution No. 26-34
2. Blaine County Emergency Communications Center FY 2027 Contract for Services

CITY OF BELLEVUE
RESOLUTION NO. 26-34

A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO AUTHORIZING THE MAYOR TO RENEW A CONTRACT FOR SERVICES WITH BLAINE COUNTY FOR PROVIDING DISPATCH SERVICES TO THE CITY OF BELLEVUE.

WHEREAS, the City of Bellevue desires to enter into an agreement with Blaine County under which Blaine County will provide dispatch services to the City of Bellevue; and

WHEREAS, the City of Bellevue and Blaine County have agreed to the terms and conditions of the Contract for Services, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, that the City of Bellevue approved the Contract for Services between the City of Bellevue and Blaine County and that the Mayor is authorized to renew the attached agreement.

Passed by the Bellevue Common Council and signed by the Mayor this 13th day of October, 2026.

Christina Giordani, Mayor

ATTEST:

Chloe Sullivan, Interim City Clerk

BLAINE COUNTY EMERGENCY COMMUNICATION CENTER FY 2027 CONTRACT FOR SERVICES

This Contract for Services (“Agreement”) is made this _____ day of _____, 2026, by and between **BLAINE COUNTY**, a political subdivision of the State of Idaho (“Blaine County”), **CITY OF BELLEVUE**, a chartered city (“Bellevue”), **CITY OF HAILEY**, a municipal corporation (“Hailey”), **CITY OF KETCHUM**, a municipal corporation (“Ketchum”), **CITY OF SUN VALLEY**, a municipal corporation (“Sun Valley”), **CAREY RURAL FIRE PROTECTION DISTRICT** (“Carey Rural”), **NORTH BLAINE COUNTY FIRE PROTECTION DISTRICT**, an Idaho rural fire protection district (“North Blaine County Fire District”) **BLAINE COUNTY FIRE DISTRICT**, an Idaho rural fire protection district (“BC South Fire”), and **SMILEY CREEK RURAL FIRE PROTECTION DISTRICT**, an Idaho rural fire protection district (“Smiley Creek Rural”), (collectively referred to as “Parties” and individually referred to as “Party”). Bellevue, Hailey, Ketchum, Sun Valley, Carey Rural, North Blaine County Rural, BC Fire District, and Smiley Creek Rural are collectively referred to as “Users.”

RECITALS

- A. The Parties are political subdivisions of the State of Idaho.
- B. Pursuant to Idaho Code §§ 67-2332, 50-301, 31-828 and 31-1417, the Parties have the authority to enter into this Agreement.
- C. In 2002, the Blaine County Board of County Commissioners adopted Ordinance No. 2002-03 authorizing an election to determine whether Blaine County could collect a monthly \$1.00/line fee under the Emergency Communications Act, Idaho Code §§ 31-4801 et seq. As authorized by the Emergency Communications Act, Blaine County voters approved the \$1.00/line fee in 2002 to fund a consolidated emergency communications system.
- D. As provided in Ordinance No. 2002-03 and as provided by law, the Blaine County Board of County Commissioners is the governing board of the consolidated emergency communications system, known as the Blaine County Emergency Communications Center (“BCECC”).
- E. The BCECC and the services it provides are funded by the \$1.25/line fee (“911 fees”), grants, and the Parties. By law, 911 fees and grants can only be used to fund equipment and other statutorily specified purposes, and the remaining portion of the BCECC budget is paid for by the Parties.

F. The Parties have negotiated an agreement which will maintain the participation of all the Parties in the BCECC.

G. Subject to the terms and conditions of this Agreement, the Parties wish to enter into this Agreement.

NOW, THEREFORE, based on good and valuable consideration, the receipt of which is hereby acknowledged, and upon the foregoing recitals which are incorporated in this Agreement below as though set forth in full, the parties agree, as follows:

1. Services. Blaine County shall provide BCECC services to the Users, consisting of 24-hour-per-day staffing by certified communications personnel for the purpose of answering calls requesting fire, law enforcement, and medical services, emergency and routine radio communications with law enforcement and fire agencies, communications between Users and other dispatch related resources and support relating to the functions of the User. The Parties acknowledge and agree that, in managing the BCECC, to the extent possible, Blaine County intends to maintain a staffing level of at least two (2) dispatchers working at all times during the term of this Agreement.

2. Personnel. Personnel providing BCECC services shall be Blaine County employees, and Blaine County shall be responsible for hiring, training, and disciplining its employees. The Parties agree that the management and discipline of personnel providing BCECC services is Blaine County's responsibility, and that any User shall not have any responsibility in this regard.

3. Staffing and Equipment. For the purpose of providing the services set forth in this Agreement, Blaine County shall furnish and supply labor, supervision, equipment, and supplies necessary to maintain the agreed-upon level of BCECC service. The parties agree that from time to time, labor shortages may arise, in which case Blaine County will use its best efforts to maintain the necessary staff and equipment to meet its obligations under this Agreement.

4. Consideration. Each User agrees to its percentage of use for the BCECC services outlined in this Agreement in attached **Exhibit "A"**.

Each User shall pay its fee based on the agreed-upon allocation percentage for fiscal year 2027 as outlined in **Exhibit "A"** of this Agreement.

Each User's payment may be paid on the first day of the fiscal year, or in quarterly payments, with each quarterly payment due on or before the 25th day of October, January, April, and July of the fiscal year.

The increase in the price paid by each User shall not exceed the increase in the portion of that BCECC budget that is not funded by Blaine County, grants, and 911 fees.

5. Term. The term of this Agreement shall be one (1) year, commencing October 1, 2026, and expiring September 30, 2027 ("Original Term"). As this is only a one-year Agreement, the

Parties agree that upon commencement of this Agreement, good-faith discussions shall be initiated to develop long-term BCEC funding solutions.

6. Capital Costs. For purposes of this Agreement, Blaine County shall be solely responsible for all capital expenses required for BCECC services. In order to maintain or enhance BCECC services, any User may elect voluntarily to contribute to capital expenses sought by Blaine County.

7. Unexpended Funds. In the event there are unexpended funds in the portion of the BCECC budget that is not funded with grants and 911 fees and paid or to be paid by Blaine County and the Users at the conclusion of any fiscal year while this Agreement is in effect, Blaine County shall deposit all such unexpended funds into a dedicated BCECC operational and capital fund account, the proceeds of which may only be used by the County to offset the cost of future operational or capital costs required by Sections 1 or 6 of this Agreement.

8. Technical Advisory Committee (TAC). The Parties agree to participate in the existing Technical Advisory Committee ("TAC"). Participation in the TAC shall include but not be limited to designating a representative to attend TAC meetings who possesses technical knowledge of the BCECC, attending TAC meetings, review, discussing, and deliberating on issues and recommendations concerning the BCECC, and regular reporting to each Parties' respective governing board. TAC shall provide technical advice to Blaine County for operations of and capital purchases needed for the BCECC. The TAC shall recommend short and long-term plans for the acquisition of capital equipment needed to operate the BCECC in an efficient, safe, and reliable fashion. Minutes shall be taken of each TAC meeting and shall be distributed to each designated representative in a timely manner.

9. Miscellaneous Provisions.

a) Final Agreement. This Agreement represents the final agreement between the parties and merges and supersedes all prior negotiations, whether written or oral, with respect thereto.

b) Modification. This Agreement cannot be modified, changed, discharged, or terminated, except by writing signed by the Parties.

c) Time is of the Essence. Time and timely performance is of the essence of this Agreement.

d) Applicable Law. This Agreement shall be construed and enforced under the laws of the State of Idaho.

e) Presumption. This Agreement or any section thereof shall not be construed against any party due to the fact that said Agreement or any section thereof was drafted by either party.

f) Further Action. The parties hereto shall execute and deliver all documents, provide all information and take or forbear from all such action as may be necessary or appropriate to achieve the purposes of this Agreement.

- g) Authority. Each signatory has full authority and consent to sign this Agreement.
- h) Severability. The invalidity or illegality of any provision shall not affect the remainder of this Agreement.
- i) Counterparts. This Agreement may be executed in several counterparts and all so executed shall constitute one Agreement, binding on all the parties hereto even though all the parties are not signatories to the original or the same counterpart.

IN WITNESS WHEREOF, the parties, having been duly authorized, have hereunto caused this Contract for Services to be executed, on the day and year first above written, the same being done after public hearing, notice and statutory requirements having been fulfilled.

BLAINE COUNTY:
BLAINE COUNTY BOARD OF COUNTY COMMISSIONERS

By: Angenie McCleary, its Chair

By: Lindsay Mollineaux, its Vice Chair

By: Muffy Davis, Commissioner

ATTEST:

By: Stephen Graham, Clerk

BELLEVUE:

CITY OF BELLEVUE, a chartered city under the laws of the State of Idaho

By: Christina Giordani, Mayor

ATTEST:

By: City Clerk

HAILEY:

CITY OF HAILEY, an Idaho municipal corporation

By: Martha Burke, Mayor

ATTEST:

By: Mary Cone, City Clerk

KETCHUM:

CITY OF KETCHUM, an Idaho municipal corporation

By: Pete Prekeges, Mayor

ATTEST:

By: Trent Donat, City Clerk

SUN VALLEY:

CITY OF SUN VALLEY, an Idaho municipal corporation

By: Peter Hendricks, Mayor

ATTEST:

By: Nancy Flannigan, City Clerk

CAREY RURAL:

CAREY RURAL FIRE PROTECTION DISTRICT, an Idaho rural fire protection district

By: _____
_____, its Chairman

By: _____
_____, its Commissioner

By: _____
_____, its Commissioner

ATTEST:

By: _____
_____, its Clerk

NORTH BLAINE COUNTY:

NORTH BLAINE COUNTY RURAL FIRE PROTECTION DISTRICT, an Idaho rural fire protection district

By: _____
Jed Gray, its Chairman

By: _____
_____, Commissioner

By: _____
_____, Commissioner

ATTEST:

By: _____
_____, Clerk

BC FIRE DISTRICT:

BLAINE COUNTY FIRE DISTRICT DBA BLAINE COUNTY FIRE & RESCUE, an Idaho
rural fire protection district

By: _____
_____, its Chairman

By: _____
_____, Commissioner

By: _____
_____, Commissioner

ATTEST:

By: _____
_____, Clerk

SMILEY CREEK FIRE RURAL:

SMILEY CREEK FIRE RURAL PROTECTION DISTRICT, an Idaho rural fire protection district

By: _____
_____, its Chairman

By: _____
_____, Commissioner

By: _____
_____, Commissioner

ATTEST:

By: _____
_____, Clerk

EXHIBIT A

ANNUAL PERCENTAGE OF USE BY AGENCY

FY 2027 Amount Due (FY 2025 Actual plus 6%)	\$1,673,517.40	FY 2027 Allocation Percentages	Not to Exceed
Blaine County	\$ 842,113.96	50.32%	56.93%
City of Ketchum	\$ 176,054.03	10.52%	11.90%
City of Sun Valley	\$ 137,826.26	8.24%	9.93%
City of Hailey	\$ 182,605.14	10.91%	12.79%
Blaine County Fire District	\$ 72,630.66	4.34%	4.9%
City of Bellevue	\$ 34,809.16	2.08%	2.35%
North Blaine County	\$ 11,881.97	0.71%	0.80%
Carey Rural	\$ 4,518.50	0.27%	0.31%
West Magic Fire	\$ 836.76	0.05%	0.06%
Smiley Creek	\$ 502.06	0.03%	0.04%
2027 User Contribution	\$ 1,463,778.50	87.16%	100.00%
BC Funded Shortfall	\$ 209,738.90		
Total	\$ 1,673,517.40		
Blaine County Actual	\$ 1,051,852.86	62.85%	

Contribution % Increase 8.55%

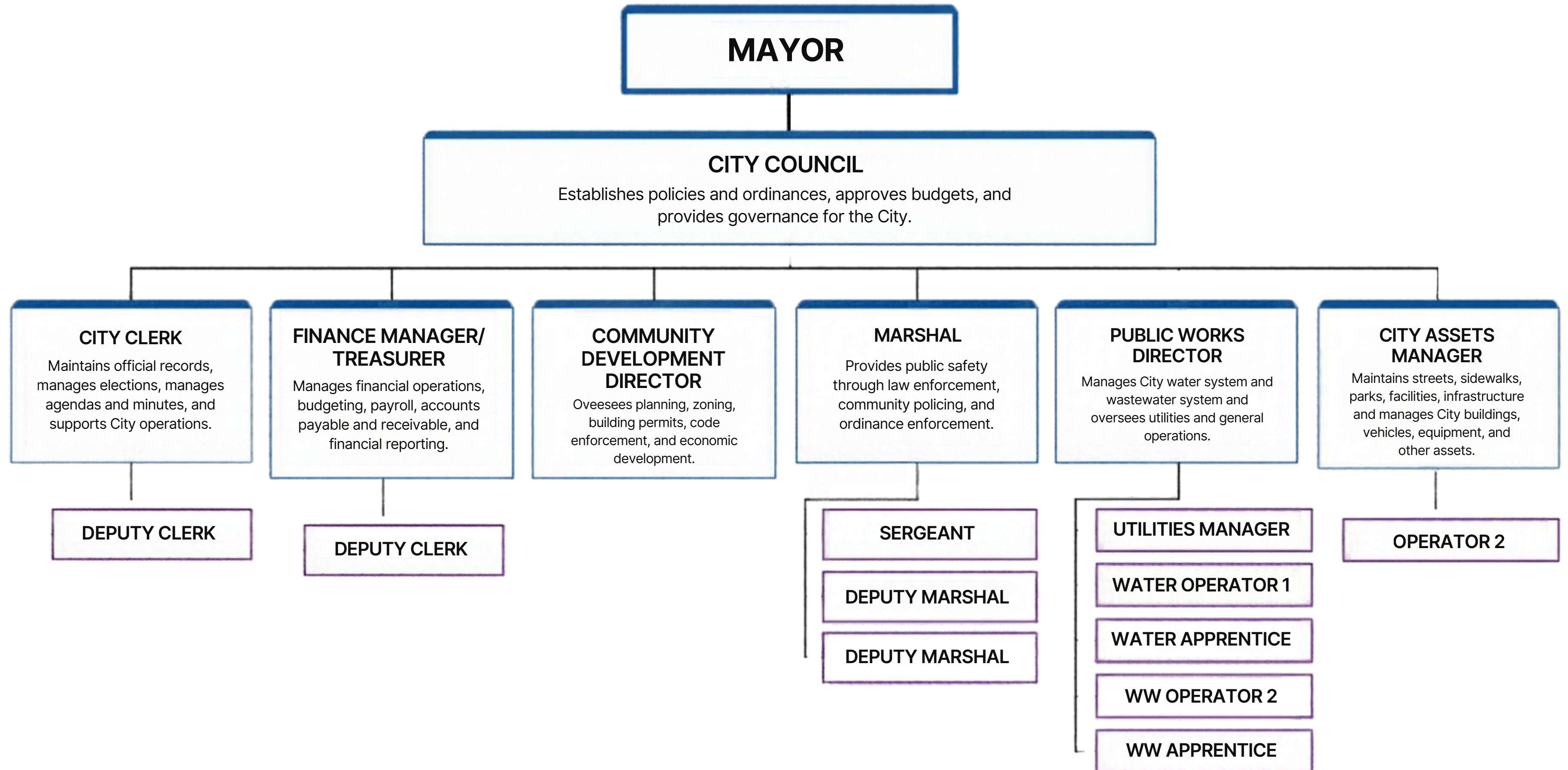
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CITY STAFFING UPDATE



CITY ORGANIZATIONAL CHART

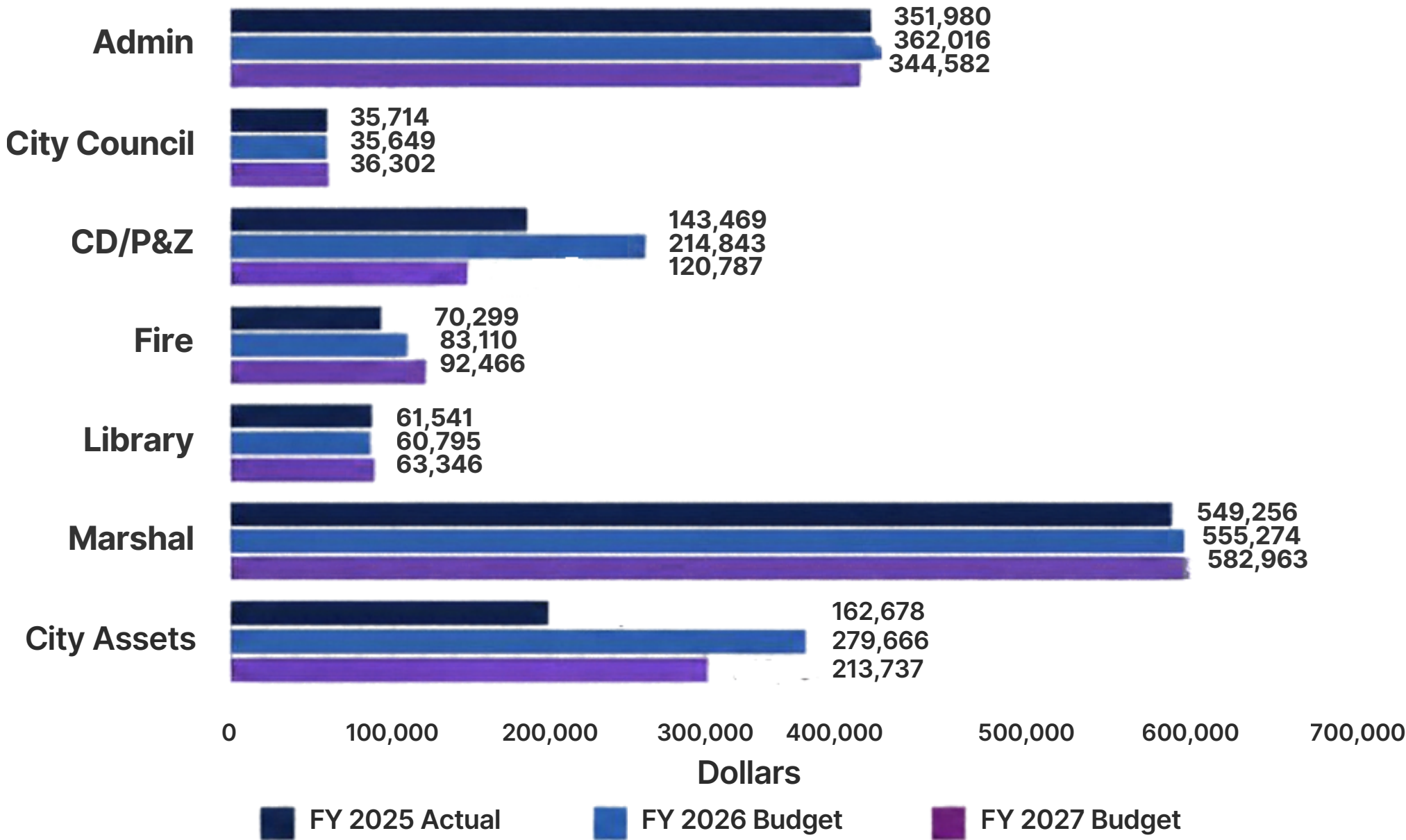
(As Approved in FY27 Budget)



PERSONNEL EXPENDITURES

FY 2025 Actual vs. FY 2026-FY 2027 Budgets

General Fund Payroll

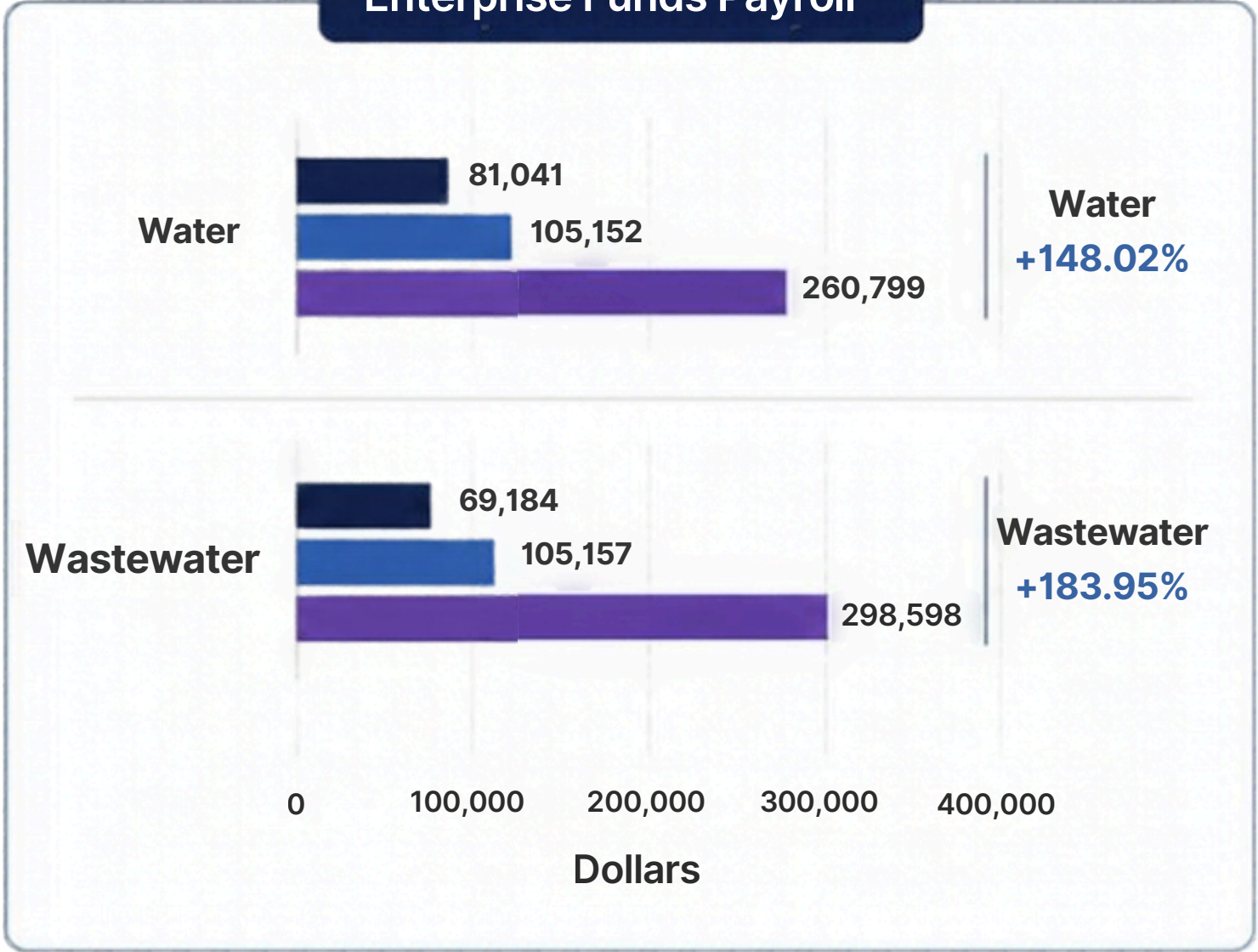




Total GF Payroll: 1,374,837 | 1,591,353 | 1,454,183

FY 2027 change: -8.62%

Enterprise Funds Payroll





Water FY 2027 change: +148.02%

Wastewater FY 2027 change: +183.95%

STAFFING LOSS OVERVIEW

Employee 1

Chief/Marshal

Known resignation on September 11th. City Council appointed Interim Marshal on August 24th.



Employee 2

Deputy Marshal

Unforeseen vacancy as of September 23rd.



Employee 3

City Assets Manager

Known resignation on September 17th. Hired new staff (PW Operator II) with start date of October 5th.



Employee 4

PW Operator I

Unforeseen vacancy on September 17th. Hired new staff with start date of October 13th.



Employee 5

City Clerk

Maternity leave planned until end of October. Unforeseen resignation on September 8th. Interim Clerk has been in place since July 20th.



STAFFING STRATEGY ROADMAP



Fill Urgent Roles

Focus on the open positions effecting daily operations and public safety. Work to close the most critical openings quickly.



Establish New MOUs

Work with neighboring agencies to establish MOUs and compensation schedules for supplemental coverage.



Essential Contracts

Renew essential contracts to maintain continuity of service to the community within the confines of the budget.



Staff Vacancies

Prioritize hiring process for known vacancies. Maintain up to date job descriptions with budgeted pay scales.

COUNCIL INVOLVEMENT



Appointing Positions

Appoints officials and fills positions that state law or local ordinance places within the council's authority, following required procedures and maintaining public accountability.



Setting Budget

Reviews compensation proposals, weighs wages and benefits against available revenue and community priorities, and adopts the budget that authorize employee pay.



Amending Budget

Amends the adopted budget when additional revenue becomes available, authorizing funding for new staff positions when the need is justified and resources can support the ongoing cost.

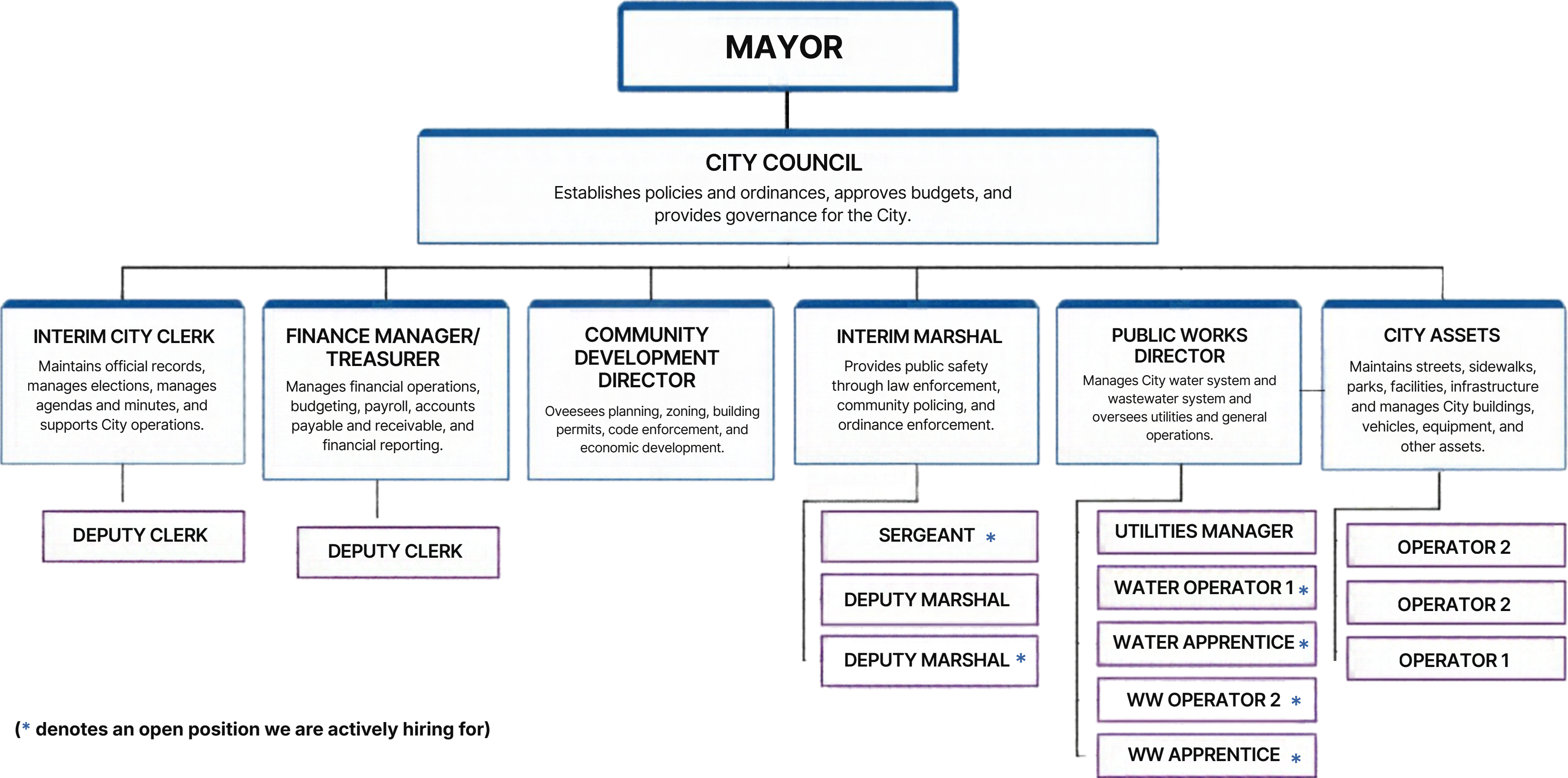


Approving Contracts

Reviews and approves contracts for professional services and contractors, ensuring the work is needed, and the agreement appropriate, and the agreement follows city purchasing requirements and budget.

CITY ORGANIZATIONAL CHART

(As it stands October 13, 2026)



(* denotes an open position we are actively hiring for)

QUESTIONS?



Dear Mayor and Bellevue City Council,

It came to my attention that all other local first responders (Blaine County Fire and Rescue, Hailey Police department, Blaine County Sheriff, and the airport) were making a shift in a program that we use with Blaine County Dispatch called First Due. First due is a program that has many facets and modules that we could utilize, but for now we are hoping to just use their basic package to keep us up to date and in line with what other first responders are using as we often work closely with them. The modules that we are looking to use are the responder app, Incident reporting, CAD integration, and Personnel Management.

- **Responder App**- An app on every firefighter's phone that provides incident notifications, mapping, routing, and access to any preplans.
- **CAD (Computer Aided Dispatch) Integration**- Provides dispatching via the responder app and any incident notes and updates provided by responders that we don't have direct contact with
- **Incident Reporting/fire incident documentation**- enables state and federal documentation compliance with NERIS (National Emergency Response Information System) data standards
- **Personnel Management**- Stores, manages, and accesses employee records including certifications, demographic data, and employment information.

Currently we use two different programs. Active 911 is our app that we use but it doesn't have CAD integration. Image Trend is what we use to do our NERIS incident Reporting but doesn't have personnel management. First due take all of these and rolls it into one program, with access to purchase other modules in the future if we wanted to like Fire inspections, fire investigations, and asset management.

The current costs are Image Trend at \$1449.09 and Active 911 at \$283.05, totaling \$1732.14 as a yearly fee. The cost of First Due is \$2310 yearly and a one-time fee of \$800 to train our responders how to use the modules. Showing a \$577.86 increase in the cost but there are added beneficial services. The cost will fit into the budget Dues and membership line items that we have budgeted for without going over.

I believe it is important that we stay up to date with our other local first responders, keeping those lines of communication open. This switch will allow those things to happen.

Thanks,

Amberle Behr

Bellevue Fire Department Interim Chief

bfdchief@bellevueidaho.us

O-208-788-9277

C- 208-481-2141



CITY OF BELLEVUE
RESOLUTION NO. 26-36

A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO AUTHORIZING THE INTERIM FIRE CHIEF TO TERMINATE CONTRACTS WITH IMAGE TREND AND ACTIVE 911; AUTHORIZING THE INTERIM FIRE CHIEF TO EXECUTE A CONTRACT WITH FIRST DUE; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 31, 2026.

WHEREAS, the City of Bellevue has need for responder apps, computer aided dispatch (CAD) integration, incident reporting and documentation, and personnel management; and

WHEREAS, the City of Bellevue is currently contracted with Active 911 for a responder app and Image Trend for incident reporting, and these contracts will expire at the end of October 2026; and

WHEREAS, all other first responders in the area have begun contracts with First Due; and

WHEREAS, the City of Bellevue desires to terminate the agreements with Active 911 and Image Trend, and enter into an agreement with First Due under which First Due will provide Responder App, Incident Reporting, CAD integration, and Personnel Management services to the City of Bellevue; and

WHEREAS, the City of Bellevue and First Due have agreed to the terms and conditions of the Contract for Services, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF BELLEVUE, IDAHO, that the City of Bellevue approved the Contract for Services between the City of Bellevue and First Due, and that the Interim Fire Chief is authorized to execute the attached agreement, which will be in effect from October 31, 2026 to October 30, 2027.

Passed by the Bellevue Common Council and signed by the Mayor this 13th day of October, 2026.

Christina Giordani, Mayor

ATTEST:

Chloe Sullivan, Interim City Clerk



PRICING PROPOSAL

Quote for Bellevue Fire Department (ID)

ID: quot_b8CmPKlQZtdrz
Prepared by: daniel.tully@firstdue.com



From	Ship To	Bill To
Locality Media, LLC dba First Due	Amberle Behr	Amberle Behr
390 NE 191st St	Bellevue Fire Department (ID)	Bellevue Fire Department (ID)
Ste 17328	+12084812141	PO Box 825
Miami, FL 33179, US	bfdchief@bellevueidaho.us	Bellevue, ID 83313, United States
		+12084812141
		bfdchief@bellevueidaho.us

\$3,110.00

Contract Period	Oct 31, 2026 - Oct 30, 2027
Contract Length	12 Months
Quote Expiration	Nov 23, 2026
Payment Terms	Net 30
Annual Subscription:	\$2,310.00

Offering	Date	Amount
Responder (Subscription) Web Responder dashboard and Responder iOS/Android App with notifications, statusing and routing. Incident Reporting - Fire Incident Documentation (Subscription) Fire Incident Documentation enabling ongoing State and Federal compliance with NFIRS and NERIS data standards. CAD Integration (Subscription) Receive CAD Data to support First Due Responder and Incident Reporting modules via sFTP, XML, or API.	Oct 31, 2026 - Oct 30, 2027 12 Months	\$2,260.00
	Oct 31, 2026 - Oct 30, 2027 12 Months	
		\$50.00
Personnel Management (Subscription) Store, manage and access Employee Records including demographic data, certifications and employment information.	Oct 31, 2026	
		\$0.00
Implementation and Configuration Services (Onetime) Services related to configuring and customizing the First Due Platform as described in the Statement of Work.		\$800.00

One-Time Fees Subtotal	\$800.00
Subscription Fees Subtotal	\$2,310.00
Total	\$3,110.00

TERMS AND CONDITIONS

Governing Terms and Conditions: This Quote, together with the attached statement of work, service descriptions, exhibits, or schedules (collectively, the "Quote Documents"), is subject to and governed by the First Due Terms and Conditions, available at: <https://www.firstdue.com/generalterms>. The First Due Terms and Conditions are incorporated into this Quote by reference and, together with this Quote and the Quote Documents, constitute the agreement between First Due and Customer governing the Services described herein. By executing this Quote, or by issuing a purchase order or other written acceptance that references this Quote, Customer agrees to be bound by the First Due Terms and Conditions.

Acceptance. This Quote shall become binding upon the earliest of: (a) Customer's execution of this Quote; (b) Customer's issuance of a purchase order or similar ordering document referencing this Quote; or (c) Customer's access to or use of the Services described in this Quote.

Signature Page

Bellevue Fire Department (ID)

Signature: _____

Date: _____

Name: Amberle Behr

Job Title: Interim Chief

Email: bfdchief@bellevueidaho.us

Locality Media, LLC dba First Due

Signature: _____

Date: _____

Name: Josh Stanley

Job Title: CFO

Email: josh.stanley@firstdue.com



QUOTE SUPPLEMENT TO FIRST DUE QUOTE

This Quote Supplement is issued pursuant to and incorporates by reference the First Due General Terms and Conditions (the “**General Terms and Conditions**”), which govern Customer’s access to and use of the Services. This Quote Supplement, together with the applicable Quote, the General Terms and Conditions, and any applicable SOWs or addenda expressly referenced herein, constitutes the binding agreement between First Due and Customer (collectively, the “**Agreement**”). Capitalized terms used but not defined in this Quote Supplement shall have the meanings set forth in the General Terms and Conditions. In the event of any conflict or inconsistency among the foregoing documents, the order of precedence set forth in the Agreement shall apply.

1. **ORDER OF PRECEDENCE.** If there is any conflict or inconsistency among the documents comprising the Agreement, the following order of precedence shall apply, but only to the extent of such conflict: (a) the Quote, with respect to commercial terms, fees, subscription term, and purchased Services; (b) the applicable SOW(s), with respect to the scope, timing, assumptions, and deliverables for professional services; and (c) the General Terms and Conditions, with respect to all other legal, risk-allocation, and governance matters. No terms or conditions contained in any Customer purchase order, invoice, or other Customer-provided document shall apply unless expressly agreed to in writing by First Due.
2. **AUTO-RENEWAL; RENEWAL PRICING; NOTICE OF NON-RENEWAL.** Unless otherwise expressly stated in this Quote, the subscription term for the Services shall automatically renew for successive renewal periods equal in length to the initial subscription term (each, a “Renewal Term”), unless either party provides written notice of non-renewal to the other party at least sixty (60) days prior to the expiration of the then-current subscription term. Renewal shall occur on the then-current General Terms and Conditions, together with any updated policies referenced therein, unless the parties expressly agree otherwise in writing. Unless otherwise expressly stated in this Quote, the subscription fees are subject to adjustment by First Due on an annual basis during the Initial Term and each Renewal Term. Any increase in the annual subscription fees for the same scope of Services shall not exceed ten percent (10%) over the fees payable for the immediately preceding twelve (12) month period, exclusive of increases attributable to (i) changes in the scope of Services, user counts, usage levels, modules, or features, (ii) applicable taxes, or (iii) third-party pass-through costs. If Customer is a governmental or quasi-governmental entity subject to fiscal-year funding or appropriation requirements, renewal is expressly contingent upon the availability and appropriation of funds for the applicable Renewal Term. In the event funds are not appropriated or otherwise made available, Customer may elect not to renew by providing written notice to First Due prior to the commencement of the applicable Renewal Term, and Customer shall have no further payment obligation beyond amounts accrued during the then-current term.
3. **INSURANCE.** During the term of the Agreement, First Due shall maintain commercially reasonable insurance coverage appropriate, which may include technology errors and omissions insurance and commercial general liability insurance. Upon written request, First Due shall provide Customer with a certificate of insurance evidencing such coverage.
4. **CHANGES TO TERMS OF USE.** First Due may update or modify the General Terms and Conditions from time to time. Any such updates shall apply on a prospective basis; provided, however, that no such modification shall materially diminish Customer’s rights or materially increase Customer’s obligations during the then-current term without Customer’s prior written consent. Notwithstanding the foregoing, the version of the General Terms and Conditions in effect as of the effective date of this Quote shall govern the parties’ rights and obligations during the then-current term with respect to any material terms. First Due may implement non-material updates, including those reflecting changes in law, clarifications, or administrative or operational improvements, without notice to Customer.

1. INTRODUCTION

1.1 Purpose. This Statement of Work ("SOW") is entered into pursuant to, and forms part of, the Agreement between Locality Media, LLC dba First Due ("First Due") and the customer identified in the applicable Quote ("Customer"). As contemplated by the General Terms and Conditions (the "General T&Cs"), the Agreement consists of (i) one or more written quotes, order forms, or similar ordering documents issued by First Due and accepted by Customer (each, a "Quote"), (ii) this SOW, and (iii) the General T&Cs.

This SOW describes the specific implementation-related services to be provided by First Due in connection with Customer's licensed use of the products and services identified in the applicable Quote (the "Purchased Products"). The purpose of this SOW is to define, at a high level, the scope, assumptions, responsibilities, and limitations applicable to such implementation services, including configuration, training, data migration, integrations, and transition to ongoing customer success, as applicable.

This SOW is intended to supplement the Quote and the General T&Cs solely with respect to the scope, timing, assumptions, deliverables, and fees for the implementation services described herein and shall not modify, expand, or supersede any other rights, warranties, obligations, or risk-allocation provisions set forth in the General T&Cs or the applicable Quote.

1.2 Scope. Subject to the terms and conditions of the Agreement, First Due shall provide the implementation services expressly described in this SOW or in any Quote Supplement attached to the applicable Quote (each, a "Quote Supplement," and together with this SOW, the "Implementation Services") for the Purchased Products identified in the applicable Quote. In the event of any conflict between this SOW and a Quote Supplement with respect to the scope, sequencing, or details of the Implementation Services, the Quote Supplement shall control. The Implementation Services are limited to the configuration and enablement of existing First Due functionality, implementation assistance delivered in accordance with First Due's standard methodologies, and activities reasonably necessary to support Customer's initial deployment of the Purchased Products. For the avoidance of doubt, any services, functionality, deliverables, integrations, configurations, reports, workflows, data preparation, remediation, customization, or professional services not expressly described in this SOW or an applicable Quote Supplement (or, solely to the extent applicable, the Quote) are outside the scope of the Implementation Services. No obligations shall be implied based on industry standards, prior discussions, proposals, marketing materials, or Customer expectations.

First Due does not guarantee that the Purchased Products, whether alone or as implemented, will achieve any specific business outcome, regulatory result, operational metric, or workflow preference unless such commitment is expressly stated in writing in this SOW or an applicable Quote Supplement (or, if applicable, the Quote).

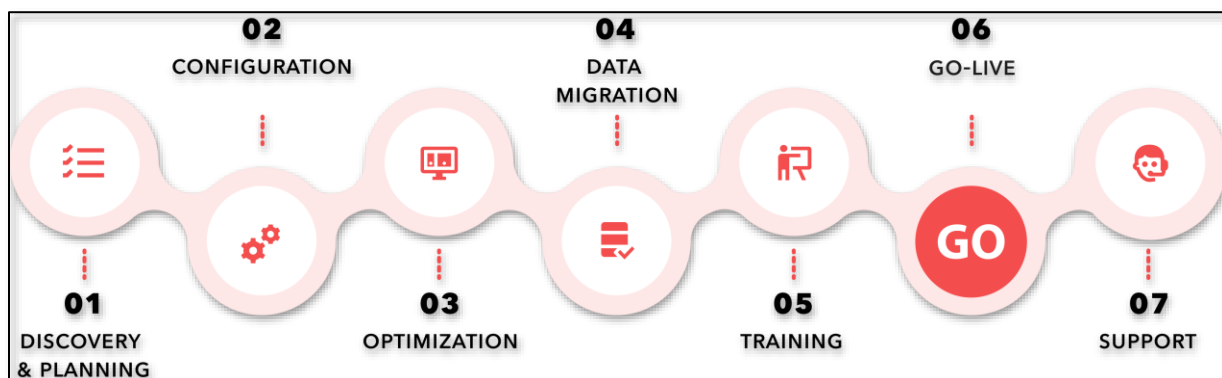
The Implementation Services do not include software development, custom feature creation, third-party system remediation, data cleansing or correction, legal, tax, or compliance advice, or ongoing managed or advisory services, unless expressly stated in the applicable Quote or a Quote Supplement or this SOW. Any modification to the scope of the Implementation Services, implementation timeline, or applicable fees shall require a mutually executed written change order in accordance with the Agreement. No verbal statements, email communications, purchase orders, or informal requests shall modify this SOW, any Quote Supplement, or the Agreement.

For Purchased Products offered as part of an "Essentials" or similar bundled implementation offering, the scope of Implementation Services is limited to the configuration and enablement of the modules and functionality expressly included in such bundle, as identified in the applicable Quote or Quote Supplement, and must be completed within the applicable Implementation Term described in Section 8.2. Any request to implement additional modules, defer implementation of included modules beyond the applicable Implementation Term, or materially alter the sequencing or scope of the bundled Implementation Services shall be treated as a change in scope requiring a written change order or a new statement of work, as determined by First Due.

2. IMPLEMENTATION

2.1 Overview. First Due shall perform the Implementation Services using its standard implementation methodology (generally depicted below), which may include a combination of structured (waterfall) and iterative activities. The Implementation Services are intended to support Customer's initial deployment of the Purchased Products and may include discovery, configuration, optimization, data migration, training, and go-live support, as applicable.

The parties acknowledge and agree that implementation timelines, sequencing, and activities are dependent upon Customer's timely performance of its obligations under this SOW, including the provision of information, access, approvals, and resources. All implementation milestones represent target objectives only and are not guarantees of completion by any specific date. First Due may reasonably modify the order, timing, or manner of implementation activities to maintain project efficiency or address dependencies, provided that the overall scope of the Implementation Services is not materially reduced.



2.2 Implementation Resources. First Due shall assign implementation personnel based on the Purchased Products, project complexity, and resource availability. Titles and role descriptions are provided for reference purposes only, and First Due may substitute personnel with comparable qualifications at its discretion.

First Due's implementation resources may include an implementation manager acting as the primary point of contact during implementation, product specialists supporting configuration and optimization of specific modules or functional areas, technical specialists supporting data migration and integrations, training personnel coordinating training activities, and a customer success manager participating during later stages of implementation to support transition to post-go-live engagement.

Nothing in this SOW shall be construed to require the assignment of specific individuals, minimum staffing levels, or dedicated personnel unless expressly stated in the applicable Quote.

2.3 Implementation Phases. The Implementation Services may include the phases described below. The inclusion, sequencing, timing, and depth of each phase depend on the Purchased Products and scope identified in the applicable Quote and this SOW. The phases described below reflect First Due's standard implementation approach and are provided for planning and reference purposes only.

2.3.1 Discovery and Planning. Once the implementation project has been initiated, Customer will receive tailored discovery questionnaires designed to gather information reasonably necessary to support implementation planning. Following completion of such materials, the Implementation Manager will schedule a project kick-off meeting during which Customer will receive initial system access, be introduced to the project team, and receive an overview of the Purchased Products and the implementation plan. The Implementation Manager will also establish meeting cadence and outline next steps. Where applicable, planning sessions for data migration and supported integrations, including CAD integration, will also be conducted during this phase and may be led by a Technical Implementation Specialist.

- **Key Meetings:** Project Kick-Off; CAD Kick-Off (if applicable); Data Migration Planning
- **Milestones:** Project Kick-Off; Initial System Access
- **Customer Tasks:** Completion of discovery questionnaires
- **Deliverables:** Welcome communication; initial account setup; system login credentials

2.3.2 Configuration. Following completion of discovery and planning, First Due will schedule configuration sessions to configure the Purchased Products using available functionality and standard configuration options. Configuration sessions may be conducted by the Implementation Manager or an Implementation Product Specialist, depending on the module or functional area. Customer may be required to complete preparatory tasks in advance of configuration sessions. The number and duration of configuration sessions may vary based on product scope and complexity.

- **Key Meetings:** Module configuration sessions (generally one to two per module)
- **Milestones:** N/A
- **Customer Tasks:** Configuration preparation tasks, as applicable
- **Deliverables:** Initial configuration of applicable modules
- **Scope:** Purchased Products identified in the applicable Quote

2.3.3 Optimization and User Acceptance. Following initial configuration, Customer will be provided an opportunity to perform testing and user acceptance activities for configured modules. Optimization sessions may be conducted to review Customer feedback and make configuration-level adjustments. Configuration and optimization activities may occur iteratively or in parallel to maintain project momentum.

Customer acknowledges that optimization is limited to configuration-level changes and that feedback must be provided within the review periods communicated by First Due. Unresolved items may be documented as exceptions. Upon completion of optimization for a module or functional area, Customer may be requested to provide written acceptance or sign-off.

Customer shall review and either accept or provide written notice of material nonconformity within ten (10) business days after delivery of the applicable module or functional area (the "**Review Period**"). If Customer fails to provide written notice of material nonconformity within the Review Period, or places the applicable module into production use, such module shall be deemed accepted for purposes of this SOW.

Any notice of nonconformity must identify the specific aspects of the delivered configuration that materially fail to conform to this SOW. First Due's sole obligation with respect to any timely and valid notice of nonconformity shall be to use commercially reasonable efforts to correct the identified nonconformity. Issues that do not materially impair use of the Purchased Products, or that arise from Customer data, third-party systems, or Customer-requested deviations, shall not delay acceptance.

- **Key Meetings:** Module optimization sessions (generally one to two per module)
- **Milestones:** Module acceptance and sign-off (one per module)
- **Customer Tasks:** User acceptance testing and feedback
- **Deliverables:** Optimized configuration resulting in Customer acceptance
- **Scope:** Purchased Products identified in the applicable Quote

2.3.4 Data Migration. Data migration activities may occur throughout the implementation and may include (i) initial data migration required to support configuration, (ii) migration of historical records during the implementation process, and (iii) a final data migration in connection with go-live. First Due's data migration team will review Customer's legacy data environment and provide guidance regarding extraction, mapping, and import using First Due's standard data migration practices.

Customer remains solely responsible for extracting and providing legacy data, ensuring the legality, accuracy, completeness, and quality of such data, and reviewing and validating migrated data within communicated timeframes. Not all historical data can or should be migrated, and standard data migration services do not include data cleansing, normalization, deduplication, correction, or remediation of data quality issues.

- **Key Meetings:** Data migration planning
- **Milestones:** Data migration sign-off



- **Customer Tasks:** Data extraction or access; data mapping assistance; review and approval of data loads
- **Deliverables:** Data migration plan; mapping assistance; data imports

2.3.5 Training. As implementation progresses toward completion, First Due will coordinate training activities intended to support Customer's understanding and adoption of the Purchased Products. Training may include administrator training conducted during configuration and optimization, as well as formal webinar-based or onsite training sessions. Customer may also be provided access to generally available training resources, including live training sessions and on-demand materials.

- **Key Meetings:** Training planning; training sessions
- **Milestones:** Training completion
- **Customer Tasks:** Coordination of personnel to be trained
- **Deliverables:** Training plan and training sessions

2.3.6 Go-Live Support. Once required configuration, optimization, training, and data migration activities have been completed or scheduled, First Due may support the go-live process. Go-live support may include final planning, execution assistance, final data migration, and short-term post-go-live support. Go-live support is limited in duration and does not include ongoing operational management or indefinite support services.

- **Key Meetings:** Go-live planning; post-go-live check-ins
- **Milestones:** System acceptance; go-live
- **Customer Tasks:** Final testing
- **Deliverables:** Post-go-live implementation support (typically two to four weeks)

2.3.7 Transition to Customer Success. Following completion of the post-go-live support period or upon expiration of the applicable Implementation Term or Essentials Implementation Period (whether or not all Purchased Products have been implemented), responsibility for ongoing engagement will transition to First Due's customer success and support teams in accordance with the Agreement.

3. TRAINING

3.1 Training Services. Training services, if expressly included in the applicable Quote, are provided solely to support Customer's initial familiarization with and adoption of the Purchased Products in connection with the implementation described in this SOW. Training is limited to instruction regarding the operation and use of existing, generally available functionality of the Purchased Products as configured during implementation and does not include consulting services, business process redesign, regulatory analysis, compliance advisory services, certification of Customer personnel, or any form of legal, regulatory, or compliance advice.

The nature, format, scope, and quantity of training to be provided under this SOW shall be as expressly described in the applicable Quote or as otherwise mutually agreed by the parties in writing during the implementation process. Training may be delivered remotely or onsite, may include administrator-level instruction or end-user training, and may include access to First Due's generally available training resources, including recorded materials, documentation, and knowledgebase content, subject to availability.

3.2 Customer Responsibilities. Customer is solely responsible for identifying appropriate personnel to participate in training and for ensuring the availability, preparedness, and participation of such personnel in scheduled training sessions. Customer shall also be responsible for providing any facilities, equipment, system access, or network connectivity reasonably necessary for First Due to conduct training sessions, whether delivered remotely or onsite.

Failure of Customer personnel to attend or meaningfully participate in scheduled training sessions shall not relieve Customer of its payment obligations under the Agreement or the applicable Quote and shall not obligate First Due to reschedule such sessions or provide substitute training unless otherwise agreed in writing by the parties.

3.3 Limitations and Disclaimers. Customer acknowledges that training services are provided on an "as-configured" basis and do not guarantee user proficiency, system adoption, operational performance, or achievement of any specific business, regulatory, or compliance outcome. First Due does not warrant that training will result in compliance with any applicable laws, regulations, standards, or internal policies, all of which remain the sole responsibility of Customer.

Any training services requested by Customer that are not expressly included in the applicable Quote shall be deemed outside the scope of this SOW and shall require a mutually executed written change order, which may include additional fees and adjustments to the implementation timeline.

4. DATA MIGRATION

4.1 Standard Data Migration Services. As part of the Implementation Services provided pursuant to the Agreement, First Due shall provide standard data migration services to support Customer's initial deployment of the Purchased Products. Data migration services are intended solely to enable operational use of the Purchased Products at or around go-live and are not intended to result in a complete, exact, or forensic replication of Customer's legacy systems, databases, or historical data environment.

Standard data migration services may include planning assistance, guidance regarding data extraction, data mapping to First Due's standard import formats, and the loading of certain Customer data into the Purchased Products using First Due's standard tools and processes, as reasonably determined by First Due based on the nature, structure, format, and condition of Customer's data.

4.2 Customer Responsibilities. Customer acknowledges and agrees that Customer is solely responsible for extracting, preparing, and providing all data to be migrated, whether directly or through Customer's third-party vendors. Customer is responsible for the legality, accuracy, completeness, consistency, quality, and integrity of all data provided to First Due, including compliance with applicable laws, regulations, records retention requirements, privacy obligations, and internal policies.



Customer shall timely review and validate all migrated data and shall notify First Due in writing of any material discrepancies within the reasonable review period communicated by First Due. Customer's failure to timely review, validate, or object to migrated data shall constitute acceptance of such data for purposes of implementation.

4.3 Scope Limitations. Customer acknowledges that not all data from Customer's legacy systems may be suitable, necessary, or technically feasible to migrate. First Due does not warrant that all data fields, historical records, attachments, metadata, audit trails, system logic, or reporting constructs can or will be migrated.

Standard data migration services do not include data cleansing, normalization, deduplication, enrichment, correction of errors, reconstruction of historical workflows, validation against source systems, or remediation of data quality issues unless expressly agreed in writing by the parties pursuant to a change order. Any such additional services, if requested, may be subject to additional fees and timeline adjustments.

4.4 Migration Timing and Final Data Load. Data migration may occur in multiple stages throughout the implementation process, including preliminary data loads for configuration or testing purposes and a final data load in connection with go-live. Customer acknowledges that data entered into Customer's legacy systems following any data extraction or preliminary migration may not be included in subsequent data loads unless expressly agreed in writing.

Customer is responsible for coordinating timely access to legacy systems, third-party vendors, and technical resources as reasonably necessary to support data migration activities and acknowledges that delays in such access may impact the implementation timeline and sequencing.

4.5 Disclaimers and Risk Allocation. Customer acknowledges that data migration is inherently dependent on Customer-provided data and third-party systems. Except to the extent caused by First Due's failure to perform the migration process in material accordance with this SOW, First Due shall have no liability arising from errors, omissions, corruption, loss, or inaccuracy of data originating from Customer systems, Customer-provided data, or third-party sources.

Customer remains solely responsible for verifying the completeness and accuracy of migrated data prior to go-live, for maintaining backups of legacy data, and for satisfying any legal or regulatory obligations related to data retention, preservation, or auditability. Nothing in this SOW expands or modifies First Due's data protection, security, or confidentiality obligations beyond those expressly set forth in the General T&Cs.

5. INTEGRATIONS

5.1 Integration Scope. As part of the Implementation Services, First Due shall configure and enable the integrations expressly identified in the applicable Quote (the "**Integrations**"), using First Due's standard integration methods, connectors, or application programming interfaces, as applicable. Integrations are intended solely to support data exchange or interoperability between the Purchased Products and designated third-party systems and are limited to the functionality supported by First Due at the time of implementation.

Integrations shall generally be implemented during the configuration and optimization phases described in Section 2, unless otherwise reasonably determined by First Due based on technical dependencies, sequencing considerations, or third-party constraints. Certain integrations, including but not limited to CAD integrations, may require dedicated planning or configuration sessions due to their complexity and reliance on third-party systems.

No integrations are included unless expressly identified in the applicable Quote.

5.2 Customer Responsibilities and Dependencies. Customer acknowledges that the successful implementation and ongoing operation of any Integration is dependent upon Customer's third-party vendors, systems, configurations, permissions, data structures, network environments, and continued availability of third-party services. Customer is solely responsible for procuring and maintaining all required third-party systems, licenses, access credentials, approvals, and cooperation necessary to enable the Integrations.

Customer shall ensure that First Due is provided timely access to relevant systems, technical documentation, and knowledgeable personnel as reasonably necessary to support integration activities. Delays, failures, or limitations caused by third-party systems, vendors, or Customer dependencies shall excuse any corresponding delay in First Due's performance and shall not constitute a breach of this SOW.

5.3 Limitations and Exclusions. Customer acknowledges and agrees that Integrations are provided on an "as-available" basis and are limited to the data fields, workflows, and functionality supported by First Due and the applicable third-party systems at the time of implementation. First Due does not warrant that any Integration will be uninterrupted, error-free, or compatible with future changes made by third-party vendors.

First Due does not control, and shall have no responsibility or liability for, third-party systems, vendors, outages, data inaccuracies, latency, security vulnerabilities, or changes to third-party interfaces, APIs, data schemas, or commercial terms. Any remediation, modification, or reconfiguration required due to changes or failures of third-party systems shall be outside the scope of this SOW unless otherwise agreed in writing pursuant to a change order.

5.4 Post-Go-Live Support for Integrations. Following go-live, First Due will provide reasonable support for Integrations in accordance with the support terms set forth in the Agreement. Such support is limited to diagnosing whether an issue originates within the Purchased Products and, where appropriate, coordinating with Customer or applicable third-party vendors to facilitate resolution.

First Due shall have no obligation to modify, replace, or re-engineer any Integration due to changes imposed by third-party vendors unless such work is expressly agreed by the parties pursuant to a written change order and may be subject to additional fees and timeline adjustments.

5.5 No Guarantees. Customer acknowledges that Integrations are provided as a convenience to facilitate interoperability and do not guarantee data accuracy, timeliness, completeness, availability, or suitability for Customer's operational, regulatory, reporting, or compliance needs. Customer remains solely responsible for verifying the accuracy and appropriateness of data received through any Integration and for compliance with all applicable laws, regulations, and internal policies related to such data.

6. CUSTOMER SUCCESS MANAGER. Following completion of the implementation and transition from any post-go-live implementation support period, First Due shall assign a Customer Success Manager ("**CSM**") to serve as Customer's primary point of contact for ongoing relationship management, as



contemplated by the Agreement. The CSM's role is intended to support Customer's use of the Purchased Products through periodic check-ins, coordination of communications, and facilitation of access to generally available resources and information regarding product updates, features, and services.

Customer acknowledges and agrees that the CSM does not provide consulting services, operational or project management, system administration, legal, regulatory, or compliance advice, or any guarantees regarding system adoption, performance, availability, or business outcomes. Any guidance or information provided by the CSM is informational in nature only and shall not modify or expand the terms of the Agreement, the applicable Quote, or this SOW.

The frequency, format, and content of CSM interactions may vary based on Customer needs, product usage, and First Due's standard customer success practices and may change over time. The assignment of a CSM does not obligate First Due to provide dedicated personnel, minimum service levels, response times, or ongoing professional services beyond those expressly set forth in the Agreement.

Any requests by Customer for services beyond the scope of standard customer success activities, including additional training, configuration changes, integrations, analysis, or consulting services, shall be subject to a separate written agreement or change order and may require additional fees.

7. CUSTOMER SUPPORT

7.1 Support Services Generally. Customer support services are provided pursuant to the Agreement and any applicable support policies referenced therein and are intended to assist Customer with questions, requests, or issues related to the operation of the Purchased Products following go-live. Customer support services are separate from, and not a continuation of, the Implementation Services described in this SOW.

Except as expressly set forth in the Agreement or the applicable Quote, customer support services do not include implementation services, professional services, consulting, system administration, configuration changes, data correction, or training.

Nothing in this SOW shall be construed to create any service level commitment, response time obligation, or priority support entitlement unless expressly stated in the Agreement or the applicable Quote.

7.2 Support Requests and Contact Information. When Customer submits a request for customer support, First Due will create a support ticket within its customer support system and assign a unique ticket identifier for tracking and documentation purposes. Support requests may be submitted through any of the support channels made available by First Due in accordance with its then-current support procedures.

As of the effective date of this SOW, Customer may contact First Due customer support using the following channels:

- Online Support Portal: <https://support.firstduesizeup.com/portal/en/kb/first-due-community-connect-support>
- Email: support@firstdue.com
- Telephone: (516) 874-5818

First Due may update or modify its support systems, tools, contact methods, or intake processes from time to time, provided that commercially reasonable access to customer support is maintained.

7.3 Self-Service Resources. First Due may provide Customer with access to self-service support resources through its online support center or knowledgebase. Such resources may include instructional materials, step-by-step articles, frequently asked questions, videos, and best practices and are generally available on a twenty-four (24) hour basis.

Self-service resources are provided as a convenience to Customer and are intended to supplement, but not replace, direct customer support. First Due does not warrant the completeness, accuracy, or continued availability of any specific self-service resource.

7.4 Hours of Operation and Severity. Customer support hours of operation ("**Business Hours**") are generally Monday through Friday, from 9:00 a.m. to 6:00 p.m. Eastern Time, excluding First Due-observed holidays.

First Due may provide twenty-four (24) hour, seven (7) day support coverage for issues classified by First Due as severity level one (Sev 1), meaning system-down or urgent issues, in accordance with its then-current support practices. Severity classifications, response times, and resolution objectives, if any, are governed exclusively by the Agreement and applicable support policies and are not expanded or modified by this SOW.

7.5 Limitations. Customer acknowledges that customer support services are limited to issues arising from the Purchased Products as delivered and do not include responsibility for third-party systems, integrations, Customer-provided data, network environments, or issues caused by Customer modifications, misuse, or failure to follow documentation.

Customer further acknowledges that First Due may suspend or limit support services in accordance with the Agreement, including in connection with non-payment, security concerns, or misuse of the Purchased Products.

8. ASSUMPTIONS

8.1 Customer Participation and Cooperation. Customer acknowledges that the successful performance of the Implementation Services is dependent upon timely and meaningful participation by Customer personnel. Customer shall designate knowledgeable representatives with appropriate authority to make decisions, provide approvals, and coordinate resources as reasonably required to support implementation activities. Customer shall attend scheduled meetings, complete preparatory tasks, provide required information and access, and perform testing and validation activities in a timely manner.

Customer acknowledges that implementation activities generally require ongoing Customer involvement, including reasonable weekly time commitments for meetings, review, testing, and preparatory work. Any failure or delay by Customer to perform its responsibilities under this SOW shall excuse any corresponding delay in First Due's performance and may result in adjustments to the implementation timeline, sequencing, or resource allocation.

If Customer's failure to participate, provide required information, access, approvals, or resources materially impacts the scope, timing, or effort required to perform the Implementation Services, First Due may require a mutually executed written change order to continue implementation on revised terms.



8.2 Implementation Term and Expiration. The implementation services described in this SOW are intended to be completed within twelve (12) months following the Subscription Start Date specified in the applicable Quote, as contemplated by the Agreement (the "**Implementation Term**"). Notwithstanding the foregoing, for Purchased Products sold as part of an "Essentials" or similar bundled implementation offering, the parties agree that the Implementation Services are intended to be completed within a limited implementation period of four (4) months following the Subscription Start Date (the "**Essentials Implementation Period**"), unless otherwise expressly stated in the applicable Quote.

Except for delays materially caused by First Due, if implementation activities are delayed due to Customer actions, Customer dependencies, third-party systems or vendors, or circumstances outside either party's reasonable control, First Due may, in its discretion, extend the Implementation Term, provided there is a mutually agreed written plan to complete the remaining implementation activities within such extension period.

Expiration of the Implementation Term shall not affect Customer's subscription to the Purchased Products, Customer's obligation to pay fees under the Agreement, or First Due's obligations relating to customer support and customer success services following go-live, all of which shall be governed exclusively by the Agreement and the applicable Quote.

If Customer does not complete implementation of all modules included in an Essentials or bundled offering within the applicable Essentials Implementation Period due to Customer delay, deferral, or inaction, First Due shall have no obligation to continue providing implementation services for the unimplemented modules. Customer may either (i) configure such modules independently using the Purchased Products, or (ii) engage First Due for additional implementation services pursuant to a new statement of work or change order, subject to additional fees. In such event, Customer shall be deemed transitioned out of implementation status and into customer success and support as provided under the Agreement.

8.3 Standard Functionality and Best Practices. Customer acknowledges that the Purchased Products are standardized, configurable software solutions designed to support a broad range of customers and operational use cases. While First Due will reasonably consider Customer's existing workflows during implementation, First Due may recommend the use of standard functionality, configurations, or industry best practices to promote efficiency, maintainability, system performance, and timely completion of implementation.

Customer further acknowledges that implementation may require changes to Customer's existing workflows, processes, or operational practices and that such changes do not constitute a failure of the Implementation Services or a breach of this SOW.

8.4 Go-Live Requirements and Known Gaps. During the course of implementation, the parties may identify functional limitations, dependencies, or gaps in the Purchased Products relative to Customer's desired workflows. Certain items may be designated by the parties as requirements for go-live. Where commercially reasonable and technically feasible, such items will be prioritized for completion prior to go-live.

Customer acknowledges that certain non-critical features, enhancements, or refinements may not be available at go-live and may instead be documented as exceptions in applicable module or system sign-offs, with target timeframes for future delivery if applicable. The existence of such exceptions shall not delay go-live unless expressly agreed in writing by the parties.

8.5 No Outcome, Compliance, or Advisory Guarantees. Customer acknowledges that the Implementation Services are intended solely to enable deployment and initial use of the Purchased Products. First Due does not guarantee any specific operational, financial, regulatory, compliance, accreditation, or business outcomes arising from implementation or use of the Purchased Products.

Customer further acknowledges that the Implementation Services are technical and configurational in nature only and do not constitute legal, regulatory, tax, compliance, or professional advice. Customer remains solely responsible for determining whether the Purchased Products, as implemented, satisfy Customer's legal, regulatory, policy, or operational requirements and for ensuring Customer's use of the Purchased Products complies with applicable law and internal standards.

8.6 Suspension for Assumption Failure
First Due may suspend Implementation Services, without liability, if Customer fails to satisfy the assumptions set forth in this Section 8, including failures relating to participation, access, data availability, approvals, or third-party dependencies. Any such suspension shall not constitute a breach of this SOW and shall not relieve Customer of its payment obligations under the Agreement

[End of Statement of Work]

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Memorandum

To: Bellevue Common Council
From: Chris Johnson, Public Works Director
Re: 2026/2027 Snow Removal Services
Date: October 13th, 2026

Background

Renewal of the Lunceford Excavation snow removal services contract for the 2026/2027 season not to exceed \$40,000 unless approved by the council. Lunceford Excavation understands the routes and needs of the city and are committed to providing us with the needed assistance to ensure snow plowing operations can be completed.

Recommendation and Next Steps

Recommended Motion: I recommend approving (or deny) authorizing the Mayor to enter into a contract between the City of Bellevue and Lunceford Excavation Inc. for snow removal services in an amount not to exceed \$40,000 unless approved by the council.

Enclosures

1. Resolution
2. Exhibit "A." Contract for Services
3. Exhibit "1A" Snow Removal Plan and Map of Priority Streets
4. Exhibit "1B" Compensation Table

**CITY OF BELLEVUE, IDAHO
RESOLUTION NO. 26-37**

**A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO, AUTHORIZING THE MAYOR TO
EXECUTE AN AGREEMENT FOR SERVICES WITH LUNCEFORD EXCAVATION, INC. FOR
SNOW REMOVAL SERVICES IN AN AMOUNT NOT TO EXCEED \$40,000**

WHEREAS, the City of Bellevue, Idaho (“City”), is a duly organized municipal corporation under the law of the State of Idaho, pursuant to § 50-101; and

WHEREAS, the City is authorized to enter into contracts for the performance of general municipal governance and services; and

WHEREAS, the City’s Public Works Department is understaffed and does not have the personnel to effectively plow all City streets this winter;

WHEREAS, the City’s primary objective during the winter storm season is to provide safe transportation and emergency vehicle access to all citizens.

WHEREAS, the City believes it is in the best interest of the City and its residents to enter into the Agreement for said services; and

WHEREAS, in order to effectively provide snow and ice response in a timely manner this winter, the City desires to enter into the Agreement with Lunceford Excavation, Inc for snow removal services.

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

Section1. The Agreement for Services for snow removal services, attached hereto as **Exhibit “A.”**

Section 2. The Agreement for Services is adopted as a binding obligation of the City in an amount not-to-exceed \$40,000 and that changes *may* later be made to the Contract *if* Approved 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 Agreement for Services for snow removal services with Lunceford Excavation in an amount not-to-exceed \$40,000.

PASSED by the Bellevue Common Council and signed by the Mayor this 13th day of October, 2026.

Christina Giordani, Mayor

ATTEST:

Chloe Sullivan, City Clerk

EXHIBIT "A"

CONTRACT FOR SERVICES **ON-CALL SNOW PLOWING SERVICES**

This Agreement made this 13th day of October, 2026, by and between City of Bellevue, Idaho, a body corporate and politic and a subdivision of the State of Idaho, hereinafter referred to as "City," and Lunceford Excavation, Inc. an Idaho Corporation, hereinafter referred to as "Contractor."

SCOPE OF SERVICES

Contractor shall provide on-call snow removal for the City, which will go into effect when three (3) inches of snow has accumulated (hereinafter "Work"). Contractor shall plow snow on City Roads according to the City's Snow Removal Plan and Map of Priority Streets as set forth in Exhibit "1A" and attached hereto and as directed by the City's Public Works Superintendent and/or Marshal.

The City shall pay Contractor for labor costs in accordance with the terms and conditions set forth as Exhibit "1B" in this Agreement. Nothing herein shall preclude City of Bellevue from removing snow using its own forces and equipment. For the purposes of this Agreement, "snow removal" means the removal of snow from a roadway using trucks, graders, sanders, dump trucks and/or loaders and other manual means (e.g., shovel, snow blowers, etc.).

COSTS & EQUIPMENT RESPONSIBILITIES

1. COSTS PAID BY CITY OF BELLEVUE: City of Bellevue shall pay Contractor for all labor and equipment as follows:

- A. Equipment: City of Bellevue shall pay Contractor for each piece of rented equipment that has been pre-approved by City and used by Contractor in performing snow removal at an agreed upon hourly rate.
- B. Labor: City of Bellevue shall pay Contractor for the labor performed by Contractor's employees in performing snow removal for the City as set forth in Exhibit 1B as attached hereto.

GENERAL AGREEMENT

In consideration of the mutual agreements hereinafter contained and subject to the terms and conditions hereinafter stated, it is hereby understood and agreed by the parties hereto as follows:

- 1. **TERM:** This Agreement shall be in full force and effect upon execution and will remain in effect through March 30, 2027.
 - 1.1 Termination for Public Convenience: The City may terminate the contract in whole or in part whenever the City determines, in its sole discretion, that such termination is in the best interests of the City. Whenever the contract is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed. Termination of this contract by the City at any time during the term, whether for default or convenience, shall not constitute a breach of contract by the City.
- 2. **CONSIDERATION:** City shall pay Contractor as set out in Exhibit B, based on hourly rate for work performed as set for in the attached Exhibit 1B, but the total payment under this Agreement **shall not exceed \$40,000** without prior written authorization from the City.
 - 2.1 Contractor shall send City an invoice each month setting forth the fee due for that month and include a detailed summary of the work performed during the pay period. City shall review all submitted invoices promptly and shall pay all undisputed amounts within 30 days of City's receipt of the invoice.
 - 2.2 Invoices will be directed to:
City of Bellevue
Attention: Accounts Payable
P.O. Box 825
Bellevue, Idaho 83313.

2.2 Invoices may be emailed Ap@bellevueidaho.us. If an invoice is delivered on a non-business day, the invoice shall be considered and received on the next day the City's Finance Department is open for business.

3. **CITY REPRESENTATIVE.** The Public Works Director and/or Marshal for the City shall have primary responsibility for administering and approving services to be performed by the Contractor and shall coordinate all communications between the Contractor and the City.
4. **USE OF CITY EQUIPMENT.** In the event Contractor's snow removal equipment becomes damaged during routine snow removal within the City of Bellevue, Contractor may use, with the approval of the City's Public Works Director or designee, any City snow removal equipment and materials necessary to complete snow removal for the current storm event. Contractor's equipment shall be restored to working condition in a timely manner and at the sole expense of the Contractor. The City shall be entitled to an equivalent offset for any payments due under Paragraph 2 for any City-owned equipment used by Contractor as set forth in Exhibit 1B less labor.
5. **STANDARD OF CARE.** Contractor will provide services with the degree of skill and diligence normally employed by Contractors performing the same or similar services at the time the services are performed. Contractor shall, at all times during the term of this Agreement, be duly licensed to perform the Work, and if there is no licensing requirement for the Work, be duly qualified and competent.
6. **INDEPENDENT CONTRACTOR:** The parties agree that Contractor is an independent contractor and in no way an employee or agent of City of Bellevue and is not entitled to workers' compensation or any benefit of employment with City. Contractor will provide its own office space and necessary support staff, equipment, and supplies.
7. **PROTECTION OF PROPERTY AND RESPONSIBILITY FOR DAMAGE.** Due care shall be exercised to avoid injury to property and infrastructure, including but not limited to, existing travel lanes, medians, curbs, legally parked vehicles, signs, and adjacent property. The Contractor shall notify the City Street Superintendent as soon as practical but within 24 hours of any incidents, accidents or damage resulting from Work under this Agreement. In the absence of negligence or willful act or default on the part of Contractor or its employees, Contractor shall not be liable or responsible in any way for any loss, damage to any property.
8. **INDEMNIFICATION.** Contractor shall defend, indemnify, and hold the City, its officers, agents, employees and volunteers harmless against all liability, claims, losses, demands, suits, fees and judgments (collectively known as 'claims'), that may be based on, or arise out of damage or injury (including death) to persons or property caused by or resulting from any act or omission sustained in connection with the performance of this contract or by conditions created thereby or based upon violation of any statute, ordinance or regulation. This indemnification required shall not apply to claims caused by the sole negligence or willful misconduct of the City, its officers, agents, employees and volunteers.
9. **INSURANCE:** Contractor, at Contractor's own expense, shall procure and maintain in good standing, such customary and usual liability insurance and workers compensation insurance as is required to protect Contractor from claims that may arise out of result from Contractor's operations under this Agreement or for which Contractor may be legally liable. Prior to execution of this Agreement, Contractor shall provide workers compensation certificate and certificates of insurance for all copies of insurance policies required under this Agreement to be included as Exhibit "1C". All insurance shall apply on a primary, non-contributory basis and remain in effect for the duration of the contract terms.
10. **COMPLIANCE WITH LAWS:** Contractor agrees to comply with all federal, state, county, and municipal laws, rules, and regulations in its performance under this Agreement.

11. **MERGER:** This Agreement embodies the sole understanding of the parties. There are no other oral or written agreements outside of this Agreement. No modification, amendment, or addition to this Agreement shall be effective unless the Parties agree in a written instrument duly executed by Contractor and City.
12. **WAIVER:** The failure of any Party to insist upon strict performance of any of the obligations contained herein shall not be deemed a waiver of any rights or remedies that said Party may have and shall not be deemed a waiver of any subsequent breach in the performance of any of the terms and provisions contained herein by the same or any other person.
13. **THIRD-PARTY BENEFICIARY RIGHTS:** This Agreement is not intended to create, nor shall it be in any way interpreted or construed to create any third-party beneficiary rights in any person, not a party hereto unless otherwise expressly provided herein.
14. **ATTORNEY'S FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.
15. **CAPTIONS AND HEADINGS:** The captions and headings in the Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms and provisions contained herein. **CONSTRUCTION:** No presumptions shall exist in favor of or against any party to this Agreement as a result of the drafting and preparation of this Agreement.
16. **VENUE AND GOVERNING LAW:** In the event an action is brought to enforce or interpret this Agreement, the parties submit to the exclusive jurisdiction of the courts of the State of Idaho and agree that the venue for any such action shall be in Blaine County, Idaho. The validity, performance, and construction of this Agreement shall be governed by the laws of the State of Idaho.
17. **NOTICES:** Any and all notices affecting, or relative to, this Agreement shall be effective if in writing and delivered or mailed, postage prepaid, to the respective party being notified at the address listed with the signature of this Agreement.
18. **MODIFICATION:** There shall be no modification of this Agreement unless executed in writing by the parties.

[SIGNATURE BLOCK ON NEXT PAGE]

Executed and effective by the undersigned parties as the date signed. **DATED** this 13th day of October, 2026.

CONTRACTOR:

William J. Lunceford, President
Lunceford Excavation, Inc.
P.O. Box 739
Ketchum, Idaho 83340-0661

CITY OF BELLEVUE

Christina Giordani, Mayor
City of Bellevue, Idaho
P.O. Box 825 | 115 E. Pone Street
Bellevue, Idaho 83113

ATTEST:

Chloe Sullivan, City Clerk

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EXHBIT "1A"

SNOW REMOVAL PLAN AND MAP OF PRIORTIY STREETS

The Contractor will be available on an on-call basis. The City will determine when snowplowing is required and will notify Contractors of service need. The City will endeavor to provide two (2) hour notice to the Contractor prior to, or during, a storm event of anticipated need for snow plowing service. Lack of such notice; however, shall not be cause to fail, or delay, response to a call for service. The Contractor shall complete a Contractor Information Form by which they may be contacted 24 hours a day, 7 days per week, including weekends and holidays, with voice mail or message taking capability. The Contractor will have two (2) hours from the call for service to mobilize and arrive at the designated location within the city limits. If the City leaves a message, the Contractor shall acknowledge that message with the City contact, within 30 minutes. The Contractor must have the ability to provide 24-hour, 7 day a week service. Once called out the Contractor shall remain on site and available until released by the City.

Contractor shall perform snowplowing on assigned City residential streets as described in the City's Snow Removal Plan throughout the winter season. The City does not represent that it will utilize the Contractor's services any guaranteed number of times or hours over the course of the winter season.

The Contractor will be subject to inspection of work from City staff. The Contractor is responsible for becoming familiar with their assigned area.

MAP OF PRIORTIY STREETS

YELLOW: PRIORITY 1

GREEN: PRIORITY 2

BLUE: PRIORITY 3

RED: PRIORITY 4



***NOTE: State Highway 75 travel lanes are maintained throughout a storm by the Idaho Transportation Department**

EXHBIT “1B”

COMPENSATION

The City of Bellevue will pay the Contractor for labor and use of equipment based on the following Schedule of Rates:

DESCRIPTION	RATE	QUANTITY	LINE TOTAL
Snow Removal – Rates Per Hour	\$0.00	1	\$0.00
772 GP Deere Motor Grader Snow Removal	\$185.00	1	\$185.00
Deere 544J Snow Removal	\$170.00	1	\$170.00
Toolcat 5600 Snow Removal	\$145.00	1	\$145.00
LABOR Snow Removal – Shovel	\$70.00	1	\$70.00
Trucking Snow Hauling	\$125.00	1	\$125.00
All Insurance and Fuel included in Per Hour Rates	\$0.00	1	\$0.00

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EXHBIT “1C”

**CERTIFICATE OF LIABILITY INSURANCE
AND
WORKERS COMPENSATION AND EMPLOYER’S LIABILITY INSURANCE**

Attached

CONTRACTOR INFORMATION FORM

This information sheet is intended to provide a single sheet source for routine and emergency communication with the Contractor and City.

The Contractor shall complete all applicable sections:

Name: _____
(Firm Name)

Address: _____
(Street Address and/or P.O. Box)

(City, State and Zip Code)

Fax Number: _____

E-Mail Address: _____

Telephone/Cell Phone/Emergency Numbers:

Daytime (Monday through Friday:

Contact Person: _____

Cell Number: _____

Weekends and Nights:

Contact Person: _____

Cell Number: _____

Emergency Contact:

Contact Person: _____

Cell Number: _____



Memorandum

To: Bellevue Common Council

From: Brian Parker, Community Development Director

Re: DIF Capital Improvements Plan Update Contract

Date: October 13, 2026

Background

Bellevue City Code Section 9-5-14-01 requires the City of Bellevue to review and update the Capital Improvement Plan (CIP) associated with the City's Development Impact Fee program once every five (5) years. The last Capital Improvement Plan was developed in November of 2022. The Bellevue Planning & Zoning Commission, acting as the Development Impact Fee Advisory Committee, recommended updating the CIP in the 2027 Fiscal Year. Adequate funding was budgeted in the Community Development Department FY27 budget to facilitate this update.

Recommendation and Next Steps

Staff recommends authorizing the Mayor to execute a contract with TischlerBiseGalena, Inc. to develop updates to the City's Capital Improvement Plan and Development Impact Fee ordinances and to sign all necessary documents.

Enclosures

1. Consultant Agreement
2. Proposal for Development Impact Fee Study



Proposal for Development Impact Fee Study

City of Bellevue, Idaho

March 17, 2026



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Section A: Cover Letter

March 17, 2026

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

RE: Proposal for Development Impact Fee Study

Mr. Parker:

TischlerBiseGalena is pleased to submit the enclosed proposal to prepare an updated Development Impact Fee Study for the City of Bellevue. This assignment requires a consultant with a unique combination of experience and expertise. We feel that TischlerBiseGalena is ideally suited to undertake this project based on our extensive national and Idaho impact fee experience. There are several points we would like to note that make our qualifications unique:

- **Depth of Experience.** TischlerBiseGalena is the nation's leading impact fee and infrastructure financing consulting firm. We have managed over 1,100 impact fee studies across the country – more than any other firm. More important, the firm's impact fee methodology has never been successfully challenged in a court of law.
- **Idaho Experience.** TischlerBiseGalena has unsurpassed experience preparing impact fee studies and capital improvement plans in the State of Idaho including for the City of Hailey and Sun Valley.
- **Community Outreach.** An important component of a successful impact fee program is community support. Our project team has substantial experience developing and managing public outreach and community relations programs associated with impact fees and infrastructure finance.
- **Responsiveness.** As a small firm, we have the flexibility and responsiveness to meet all deadlines of the City's project. **In addition, much of the consulting work on this assignment will take place at our Boise offices.**

We look forward to the possibility of working with the City of Bellevue and are committed to providing cost-effective, high-quality support for this assignment.

Sincerely,



Colin McAweeney, Western Region Manager
TischlerBiseGalena
999 W Main St Suite 100
Boise, ID 83702
Phone: 208-515-7480
E-mail: colin@tischlerbise.com

Section B: Description of Firm

TischlerBiseGalena is a fiscal, economic, and planning consulting firm specializing in fiscal/economic impact analysis, impact fees, market feasibility, infrastructure financing studies, and related revenue strategies. Our firm has been providing consulting services to public agencies for over thirty years. In this time, we have prepared over **1,000 fiscal/economic impact evaluations and over 1,100 impact fee/infrastructure financing studies** – more than any other firm. Through our detailed approach, proven methodology, and comprehensive product, we have established TischlerBiseGalena as the leading national expert on revenue enhancement and cost of growth strategies.

TischlerBise, Inc., was founded in 1977 as Tischler, Montasser & Associates. The firm became Tischler & Associates, Inc., in 1980 and TischlerBise, Inc., in 2005. The firm is a Subchapter (S) corporation, is incorporated in Washington, D.C., and maintains offices in Bethesda, Maryland and Boise, Idaho. In 2022, Galena Consulting merged with TischlerBise, and as d/b/a TischlerBiseGalena in the State of Idaho. The firm employs eight professional staff and one administrative staff member. The firm maintains two offices and the City's project will be managed out of our Boise office. Our legal addresses are:

Principal Office

L. Carson Bise, AICP, President
4701 Sangamore Rd, Suite 240
Bethesda, MD 20816
301.320.6900 x12
carson@tischlerbise.com

Idaho Office

Colin McAweeney, Western Region Manager
999 West Main Street, Suite 100
Boise, ID 83702
208.515.7480
colin@tischlerbise.com

TischlerBiseGalena consistently exceeds our client's expectations, which is due in large part to the **heavy involvement of our highly skilled principal-level professionals**. We are proud of the fact that most of our clients retain TischlerBiseGalena for return engagements.

TischlerBise has been the national leader in advancing the state of the practice as it relates to impact fee calculations. For example, TischlerBise has developed unique methodologies for calculating "progressive" demand indicators for not only persons per housing unit (household), but also the development of jurisdiction-specific average daily vehicle trip generation rates, using US Census Bureau data and Institute of Transportation Engineer's formulas. These methods not only improve proportionality, but also promote housing equity. In addition, TischlerBise has developed unique impact fee methodologies to assist communities with the implementation of land use policies intended to address sprawl, congestion, and other growth management issues by helping to direct growth to planned development zones. Using GIS and data from local traffic models, TischlerBise developed an innovative tiered road impact fee methodology to allocate the cost of road improvements by Traffic Analysis Zone (TAZ) based on vehicle miles of travel (VMT). As density and mix of development increase in urban areas, VMT decreases due to shorter trips and more walking, bicycling, and transit use. This results in lower impact fees in areas where communities are attempting to encourage infill development.

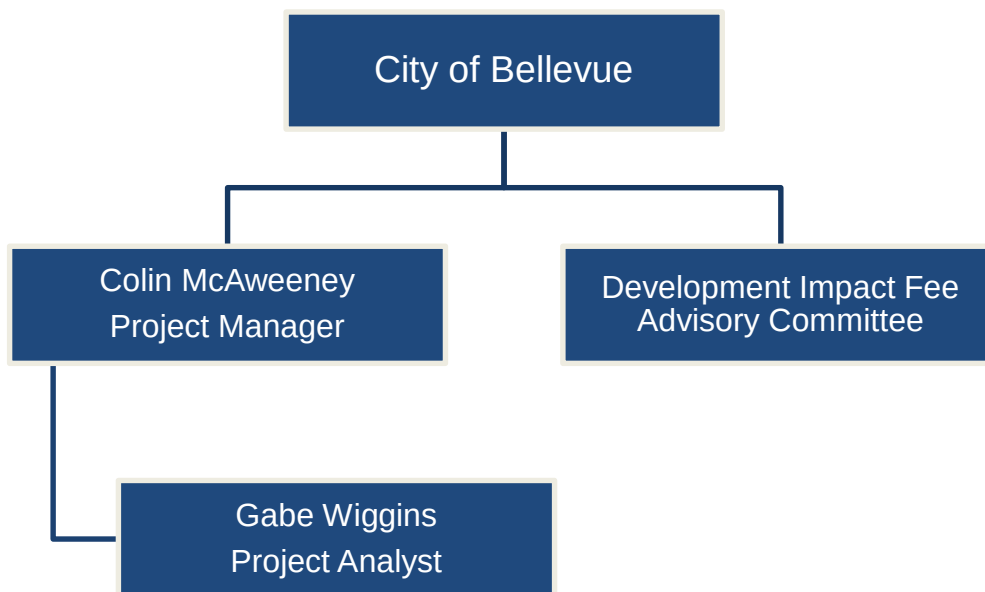
An important factor to consider related to this work effort is our **previous experience preparing impact fees in the State of Idaho**.



TischlerBiseGalena Idaho Experience					
Ada County	Boise	Burley	Caldwell	Caldwell Hwy. District	Caldwell Rural Fire District
Canyon County	Canyon County EMS	Carey	Cascade	Cascade Fire District	Donnelly
Driggs	Eagle Fire District	Eastside Fire District	Eastside Hwy. District	Elmore County	Emmett
Filer Fire District	Gem County	Gem County Fire District	Hailey	Hayden	Homedale Fire District
Hauser Fire District	Idaho Falls	Jerome County	Kellogg	Kootenai County	Kootenai County EMS
Kootenai County Fire District	Kuna	Kuna Fire District	Lakes Hwy. District	Marsing Fire District	McCall
McCall Fire District	Melba Fire District	Meridian	Meridian Rural Fire District	Mica Kidd Fire District	Middleton
Middleton Fire District	Middleton Parks District	Mountain Home	Nampa	Nampa Fire District	North Ada Co. Fire District
Northern Lakes Fire District	Northside Fire District	Parma	Payette	Payette County	Post Falls
Post Falls Hwy. District	Rock Creek Fire District	Sandpoint	Shoshone County	Shoshone Fire District	Spirit Lake Fire District
St. Maries' Fire District	Star Fire District	Sun Valley	Teton County	Timberlake Fire District	Twin Falls
Valley County	Victor	West Pend	Whitney Fire District	Wilder Fire District	Worley Fire District

Section C: Personnel

To successfully navigate through the City's impact fee study, the successful consultant must possess specific, detailed, and customized knowledge, not only of the technical analysis, but also of the context of the impact fee structure in achieving the land use, affordable housing, and economic development policy goals. We have unsurpassed experience performing projects requiring the same expertise as that needed to serve the City. The role of each team member and their qualifications are briefly discussed in this section, and the organizational chart shows our project team for this assignment.



Colin McAweeney, Western Region Manager

Colin McAweeney is the Idaho Practice Leader and manages the Boise, Idaho office, with specialties in finance and economic development planning. Mr. McAweeney is an industry expert regarding the intersection of land use planning and municipal finance. His expertise ranges from project-level impact analysis to regional fiscal model design and programming. Additionally, McAweeney has completed impact fee and user fee studies in 50+ communities and presented at local- and state-level conferences. Mr. McAweeney co-authored a contribution to the Journal of Comparative Urban Law and Policy, "The Evolution of Fiscal Impact Analysis and Where it Needs to Go." Prior to joining TischlerBise, he finished his master's degree with a thesis surrounding the urban aspects that attract investment. Before pursuing his M.S., Mr. McAweeney worked in the finance sector for several years where he became familiar with financial markets and business financing.

EDUCATION

M.S., Urban Management and Development, Erasmus University Rotterdam

B.S., Economics with an emphasis on Mathematics, University of Wisconsin – Madison

SELECTED IDAHO IMPACT FEE EXPERIENCE

- Ada County, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Burley, Idaho - *Capital Improvement Plan and Impact Fee Study*

- Community Planning Association of Southwest Idaho – *Fiscal Impact Model*
- Driggs, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Eagle, Idaho – *Fiscal Impact Model*
- Hailey, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Kellogg, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Kootenai County, Idaho - *Capital Improvement Plan and Impact Fee Study*
- Idaho Falls, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Idaho Falls, Idaho – *Fiscal Impact Model*
- McCall, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Melba Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Middleton, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Middleton Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Nampa, Idaho - *Capital Improvement Plan and Impact Fee Study*
- North Ada Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Parma Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Payette County, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Post Falls, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Sagle Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Sandpoint, Idaho - *Capital Improvement Plan and Impact Fee Study*
- Star Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- St. Maries Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Teton County - *Capital Improvement Plan and Impact Fee Stud*
- Victor, Idaho – *Capital Improvement Plan and Impact Fee Study*

Gabriel Wiggins, Fiscal/Economic Analyst

Gabe Wiggins is a Fiscal and Economic analyst at TischlerBise in the Boise, Idaho office, specializing in impact fee studies, feasibility studies, and fiscal impact analysis. While at TischlerBise, Mr. Wiggins has completed impact fee studies in 20+ communities across several states. Prior to joining TischlerBise, Mr. Wiggins worked in the banking and finance sector with a focus on credit and portfolio analysis.

EDUCATION

B.S., Environmental Economics, Management, and Policy, Virigina Tech University

M.S. Agricultural and Applied Economics, Virigina Tech University

IDAHO IMPACT FEE EXPERIENCE

- Ada County, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Burley, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Hailey, Idaho – *Capital Improvement Plan and Impact Fee Study*
- McCall, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Melba Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Nampa, Idaho – *Capital Improvement Plan and Impact Fee Study*
- North Ada Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*
- Whitney Fire District, Idaho – *Capital Improvement Plan and Impact Fee Study*



Section D: Relevant Experience

Below are summaries of previous projects that highlight our Team's capacity and ability to complete the City's project. We have only listed projects with which our Project Team members were associated.

Hailey, ID – Circulation, Parks & Recreation, Police, and Fire Impact Fee Study

Project Contact: Lisa Horowitz

Phone: (208) 471-4678

Email: lisa.horowitz@haileycityhall.org

Hailey is the commercial and employment center for much of Blaine County. As a result, it experiences impacts from both residential and commercial development. In addition, housing affordability is a community concern along with funding facility expansions to continue its quality of life. With this in mind, TBG recommended assessing the park impact fee on commercial development and assessing the residential impact fee based on the size of the dwelling unit, not by the type of home. Since the City's capital plans addressed moving people through town and not just vehicles, the effort evolved the transportation impact fee to a circulation impact fee which required person trips to be examined. The study accounted for other revenues sources (such as State grants and urban renewal funding) to ensure that the impact fee collection was not overcharging growth. Lastly, through thoughtful discussions with the City's Development Impact Fee Committee, Planning & Zoning Commission, and City Council the maximum supportable fee amounts were adopted which represented over doubling the fee amounts.

Victor, ID – Transportation, Parks & Recreation, Pathways Impact Fee Study

Project Contact: Jeremy Besbris

Phone: (208) 274-7082

Email: jeremyb@victoridaho.gov

Victor is a resort town that experiences peak demand on services during the high tourism seasons. In this case, facilities are sized to service the peak population, thus, the impact fee study is needed to examine a peak season level of service. Additionally, Victor collects a local sales tax to fund capital projects which needed to be analyzed to ensure there was not any double charging scenarios in the impact fee program. Lastly, affordable housing is a concern in Victor and TBG recommended a residential fee schedule based on the size of the dwelling unit. Under this approach smaller sized units pay a lower impact fee compared to proportionately larger sized units.

Nampa, ID – Transportation, Parks & Recreation, Police Impact Fee Study

Project Contact: Patrick Sullivan

Phone: (208) 468-5445

Email: sullivanw@cityofnampa.us

The City of Nampa has engaged with TischlerBiseGalena several times to update their impact fee program. The most recent update included expanding the impact fee schedule to include varying land uses to ensure proportionality and consistency with the industrial development occurring in Nampa. TBG also reviewed the street network's level of service to confirm the impact fee was generating appropriate cash flow while not overburdening growth. TBG reviewed the analysis with the Development Impact Fee Advisory Committee in detail to gain their approval and recommendation to City Council.



City of Idaho Falls, ID – *Transportation, Parks & Recreation, Police, Fire Impact Fee Study*

Project Contact: Pam Alexander

Phone: (208) 612-8249

E-mail: palexander@idahofalls.gov

The City of Idaho Falls contracted with TBG to implement its first impact fee program. TBG educated city staff, City Council, and members of the public on impact fees and the limitations established in Idaho Code. New capital improvement plans were designed by comparing current levels of service and growth projections. During the adoption process, city leadership was concerned that the study's maximum supportable impact fees would stifle growth. In this case, TBG recommended a three-year phasing of the fees so that the full cost burden would not be immediate, but impact fee revenue collection would not be limited in the long-run. After adoption, TBG has provided assistance to the City regarding the implementation and assessment of the fee schedule.

Section E: Project Understanding and Approach

Project Understanding

City of Bellevue seeks a development impact fee study to update its current **transportation, parks & recreation, fire, and police fees** that meets the requirements of the State of Idaho Impact Fee Act (Idaho State Code § 67-8201, et seq.), as well as national case law. When preparing the capital improvement plan and recommended development impact fee structure, the TischlerBiseGalena Team will work with City staff to ensure assumptions and methodologies are consistent with recommended Bellevue policy directives and strategic objectives. With decades of development impact fee experience across the nation, the TBG Team has pioneered best practices with a clear trend from generic, cookie-cutter, fee studies to the realization that fees can and should be customized to function as an integral component of the community's strategic plan. Therefore, the TBG Team will be available to function as a key member of the City's management and leadership team, and will be there for the City long after the engagement is over for no charge assistance on administrative and implementation assistance.

Project Approach

Impact fees are fairly simple in concept, but complex in delivery. Generally, the jurisdiction imposing the fee must: (1) identify the purpose of the fee, (2) identify the use to which the fee is to be put, (3) show a reasonable relationship between the fee's use and the type of development project, (4) demonstrate a reasonable relationship between the facility to be constructed and the type of development, and (5) account for and spend the fees collected only for the purpose(s) used in calculating the fee.

Reduced to its simplest terms, the process of calculating development impact fees involves the following two steps:

1. Determine the cost of development-related capital improvements, and
2. Allocate those costs equitably to various types of development.

There is, however, a fair degree of latitude granted in constructing the actual fees, as long as the outcome is "proportionate and equitable." Fee construction is both an art and a science, and it is in this convergence that TBG excels in delivering products to clients.

Any one of several legitimate methods may be used to calculate development impact fees. Each method has advantages and disadvantages given a particular situation, and to some extent they are interchangeable because they all allocate facility costs in proportion to the needs created by development. The following paragraphs discuss the three basic methods for calculating impact fees and how those methods can be applied.

Cost Recovery Impact Fee Calculation - The rationale for the cost recovery approach is that new development is paying for its share of the useful life and remaining capacity of facilities from which new growth will benefit. An oversized Public Safety Building is an example.

Incremental Expansion Impact Fee Calculation - The incremental expansion method documents the current level-of-service (LOS) for each type of public facility in both quantitative and qualitative measures, based on an existing service standard such as square feet per capita or park acres per capita. The jurisdiction uses the impact fee revenue to expand or provide additional facilities as needed to accommodate new development.



Plan-Based Impact Fee Calculation - The plan-based method allocates costs for a specified set of future improvements to a specified amount of development. The improvements are driven by a Facility Master Plan or Capital Improvement Plan. The plan-based method is often the most advantageous approach for facilities that require engineering studies, such as roads and utilities.

Market Perspective. We bring a unique perspective to this assignment. First, projecting future residential and nonresidential development is more difficult now than in the past due to changes in the housing market as a result of changing demographics and lifestyle choices. Changes in the retail sector combined with existing surpluses of retail space in many communities are also a concern. **TBG's extensive national and Idaho experience conducting market analysis and real estate feasibility studies is invaluable in determining the appropriate development projections used in the impact fee calculations.** Depending on the methodology employed, overly optimistic development projections can increase the City's financial exposure if impact fee revenue is less than expected.

Consider a Progressive Residential Impact Fee Schedule. TBG suggests Bellevue consider a fee structure that varies residential impact fees by size of unit. **TBG has been the national leader in this movement toward "progressive" fee structures.** As part of our demographic analysis conducted as part of this assignment, we will prepare data on factors that vary by housing unit size (i.e., persons per unit and vehicle trips) for consideration prior to development of the fee methodology. Proponents of this approach feel it helps a jurisdiction meet some of its policy objectives related to affordable housing and equity. Ultimately, Bellevue and stakeholders will decide which direction to pursue relative to this policy decision.

Potential Impact on Housing Affordability. As part of the Impact Fee Report, TischlerBiseGalena will estimate the effect of imposing the proposed impact fees on the affordability of housing in the City. The analysis will examine the current household income and housing expenses that burden an average household in the City. Next, the proposed impact fees will be included in the cost burden analysis to identify the effect the proposed impact fees will have on housing affordability in the City.

Peer Community Survey. Many communities desire to have a comparison of the proposed impact fees to those in comparable, or peer, communities. This type of survey can be relatively straightforward and obtained from our current and ongoing work in Idaho as well as primary research (i.e., online, phone calls, and emails). However, it is important for the consultant compiling the report to understand what is—and is not—included in the fee amounts for a true “apples-to-apples” comparison. For instance, it is important to note what specific components are included in the impact fee calculation. Are there unique elements embedded in an impact fee that makes it relatively high or low compared to other jurisdictions in the region? What are the methodological approaches used and how do those approaches affect the fee? What is the difference between the calculated fees and the adopted fees? For the City of Bellevue, we will conduct this evaluation to include methodologies employed, fee amounts, and any unique circumstances that should be identified and communicated to staff and stakeholders throughout the process.

Public Outreach. The importance of public outreach when considering development impact fees and infrastructure funding options should not be overlooked. Based upon our experience with development impact fees in the State of Idaho, we anticipate that this study may attract controversy. Therefore, it is important to build a coalition of support early in the process to educate and inform the public and other key stakeholders about the purpose and benefits of the study. It is critical to develop a communications strategy that will offset and correct any misinformation that might proliferate and to provide clear and compelling



logic for public adoption of an impact fee program. Our seasoned project team has actively participated in legislative body meetings and citizen committees to educate and lead stakeholders regarding the technical process of impact fee calculations as well as the pros and cons of impact fees.

Implementation/Ongoing Support. The Impact Fee Study is just the beginning of the relationship between TischlerBiseGalena and our clients. That is the primary reason the majority of our projects come from existing clients through sole source procurement. After the fee study is complete, TischlerBise can prepare implementation materials and provide training to City staff to ensure it is prepared to implement the impact fee program in a manner that is efficient and consistent with Idaho and national case law. Finally, TischlerBise understands that it is impossible to forecast every conceivable development proposal within the fee structure. Therefore, TischlerBise routinely prepares specific impact fee amounts for specific projects at no charge to our clients.

Work Scope

The following scope of work provides detailed steps to ensure this project is completed successfully and meets the legal requirements for impact fees, based the State's enabling legislation, as well as national case law.

TASK 1: PROJECT INITIATION / DATA ACQUISITION

During this task, we will meet with City staff to establish lines of communication, review and discuss project goals and expectations related to the project, review (and revise if necessary) the project schedule, request data and documentation related to new proposed development, and discuss staff's role in the project. The objectives of this initial discussion are outlined below:

- Obtain and review current demographics and other land use information for the City
- Review and refine work plan and schedule
- Assess additional information needs and required staff support
- Identify and collect data and documents relevant to the analysis

Meetings: One (1) on-site visit to meet with City project staff as appropriate.

Deliverables: Data request memorandum (prepared in advance of meeting).

TASK 2: PREPARE LAND USE ASSUMPTIONS AND DEVELOPMENT PROJECTIONS

The purpose of this task is to review and understand the current demographics of the City and determine the likely development future for the City in terms of new population, housing units, employment, and nonresidential building area over the next 10-20 years. Information from the City, as well as other regional/State sources may serve as the basis for preparing projections of residential and nonresidential development for consideration by staff and the Impact Fee Advisory Committee. Our Team will prepare a plan that includes projections of changes in land uses, densities, intensities, and population.

Meetings: Discussions with staff will be held as part of Task 1, as well as conference calls as needed.

Deliverables: TischlerBiseGalena will prepare a draft Technical Memorandum discussing the recommended land use factors and projections. After review and sign-off by the City, a final memorandum will be issued, which will become part of the final Impact Fee Report.

TASK 3: DETERMINE CAPITAL FACILITY NEEDS AND SERVICE LEVELS

This Task as well as Tasks 4-7 may vary somewhat depending on the methodology applied to the impact fee components.

Identify Facilities/Costs Eligible for Impact Fee Funding. As an essential part of the nexus analysis, TischlerBiseGalena will evaluate the impact of development on the need for additional facilities, by type, and identify costs eligible for impact fee funding. Elements of the analysis include:

- Review facility plans, fixed asset inventories, and other documents establishing the relationship between development and facility needs by type.
- Identify planned facilities, vehicles, equipment, and other capital components eligible for impact fee funding.
- Prepare forecast of relevant capital facility needs.
- Adjust costs as needed to reflect other funding sources.

As part of calculating the fee, the City may include the construction contract price; the cost of acquiring land, improvements, materials, and fixtures; the cost for planning, surveying, and engineering fees for services provided for and directly related to the construction system improvement; and debt service charges, if the City might use impact fees as a revenue stream to pay the principal and interest on bonds, notes or other obligations issued to finance the cost of system improvements. All of these components will be considered in developing an equitable allocation of costs.

Identify Appropriate Level of Service (LOS) Standards. We will review needs analyses and LOS for each facility type. Activities related to this Task include:

- Apply defined service standards to data on future development to identify the impacts of development on facility and other capital needs. This will include discussions with staff about the existing versus adopted LOS, as appropriate.
- Ascertain and evaluate the actual demand factors (measures of impact) that generate the need for each type of facility to be addressed in the study.
- Identify actual existing service levels for each facility type. This is typically expressed in the number of demand units served.
- Define service standards to be used in the impact fee analysis.

Meetings: One (1) meeting with City staff to discuss capital facility needs and levels-of-service.

Deliverables: Memoranda as appropriate. Results integrated into Draft/Final Impact Fee Report.

TASK 4: EVALUATE DIFFERENT ALLOCATION METHODOLOGIES

There are three basic methodologies that can be applied in the calculation of impact fees are the plan-based, incremental expansion, and cost-recovery approaches. Selection of the particular methodology for each component of the impact fee will depend on which is most beneficial for the City. In a number of cases, we will prepare the impact fees using several methodologies and will discuss the trade-offs with the City. This allows the utilization of a combination of methodologies within one fee category. For instance, a plan-based approach may be appropriate for a new building while an incremental approach may be appropriate for apparatus. By testing all possible methodologies, the City is assured that the maximum supportable impact fee will be developed.

Meetings: One (1) meeting with the Advisory Committee and relevant City staff to discuss issues related to allocation methodologies and relevant policy issues.

Deliverables: “Storyboard” presentation on fee options.

TASK 5: PREPARE CAPITAL IMPROVEMENT PLAN (CIP)

The CIP will incorporate anticipated new capital facilities due to growth. Also included, as appropriate, will be replacement/retrofit/rehabilitation needs due to existing development. The CIP will represent the best estimates of the consultant team and City staff on priority, timing, cost, and method of financing.

Deliverables: See Task 8.

TASK 6: DETERMINE NEED FOR “CREDITS” TO BE APPLIED AGAINST CAPITAL COSTS

There are two types of “credits” that are included in the calculation of impact fees, each with specific, distinct characteristics. The first is a credit due to possible double payment situations. This could occur when a property owner will make future contributions toward the capital costs of a public facility covered by an impact fee. The second is a credit toward the payment of an impact fee for the required dedication of public sites and improvements provided by the developer and for which the impact fee is imposed. Both types of credits will be considered and addressed in the impact fee study.

Deliverables: Memoranda as appropriate. See Task 8.

TASK 7: CONDUCT FUNDING AND CASH FLOW ANALYSIS

In order to prepare a meaningful capital funding strategy, it is important to not only understand the gross revenues, but also the capital facility costs and any deficits. In this case, some consideration should be given to anticipated funding sources. This calculation will allow the City to better understand the various revenue sources possible and the amount that would be needed if the impact fees were discounted.

The initial cash flow analysis will indicate whether additional funds might be needed or if the funding strategy might need to be changed to have new growth pay its fair share of new capital facilities. This could also affect the total credits calculated in the previous Task. Therefore, it is likely that several iterations will be conducted to refine the cash flow analysis reflecting the capital improvement needs.

Deliverables: See Task 8.

TASK 8: PREPARE IMPACT FEE REPORT, PUBLIC PRESENTATIONS

TischlerBiseGalena will prepare a draft report for the City's review. The report will summarize the need for impact fees in the City and the relevant methodologies employed in the calculation. It will also document all assumptions and cost factors. The report will include at a minimum the following information:

- Executive summary
- A detailed description of the methodologies used during the study
- A detailed description of all LOS standards and cost factors used and accompanying rationale
- A Capital Improvements Plan for the included impact fee components
- A detailed schedule of all proposed fees listed by land use type and activity
- Other information which adequately explains and justifies the resulting recommended fee schedule
- Cash flow analysis
- Implementation and administration procedures



Following the City's review of the draft report, we will make mutually agreed upon changes to the impact fee report and issue a final version.

The report will be a stand-alone document clearly understood by all interested parties. Because of the firm's extensive experience in calculating impact fees and preparing such reports, we have developed a succinct written product that leaves a well-understood paper trail.

Meetings: One (1) meeting to present the draft Impact Fee Study.

Deliverables: Draft and Final Impact Fee Study Report.

TASK 9: PUBLIC OUTREACH

Impact Fee Advisory Committee. Meetings with the Impact Fee Advisory Committee will allow interested parties, designated by the City, to understand assumptions and raise any questions about the technical data and approach being used in the fee update. The intent is for these discussions to be an opportunity for interested parties to understand the soundness and reasonableness of the technical methodologies, and to a certain extent, the political and/or philosophical use of fees. Based on our experience, we propose two meetings with this group.

Additionally, if City staff and leadership feel like it would help, an "open house" can be planned where members of the Advisory Committee, elected and appointed officials, and residents can come to learn about impact fees in general, as well as the process going forward and the land use assumptions.

Meetings: Two (2) meetings with Advisory Committee. One meeting in-person, one meeting virtually.

Deliverables: Presentation materials for meetings.

Section F: Project Schedule

The table below outlines our project schedule, meetings, and deliverables for this assignment. We will devote the necessary resources to complete the City's assignment in this time frame.

PROJECT SCHEDULE - BELLEVUE IMPACT FEE STUDY			
Tasks	Anticipated Dates	Meetings	Meetings/Deliverables
Task 1: Project Initiation/Data Acquisition	April 2026	1	Data Request Memorandum
Task 2: Develop Land Use Assumptions and Development Projections	April-May 2026	1	Technical Memorandum Outlining Recommended Land Use Assumptions
Task 3: Determine Capital Facility Needs and Service Levels	May 2026	2	Memoranda as Appropriate
Task 4: Evaluate Different Allocation Methodologies	May 2026	1	Memoranda as Appropriate
Task 5: Prepare Capital Improvement Plan (CIP)	May-June 2026	1	Draft Capital Improvement Plan
Task 6: Determine Need for and Calculate Credits	May-June 2026	1	Memoranda as Appropriate
Task 7: Conduct Funding Source and Cash Flow Analysis	June 2026	0	Memoranda as Appropriate
Task 8: Prepare Draft/Final Impact Fee Report	June 2026	1	Draft/Final Development Impact Fee and "storyboard" of analysis
Task 9: Meetings with Development Impact Fee Advisory Committee, P&Z, City Council	April-June 2026	4	Draft Impact Fee Report. Presentation materials as appropriate.

*In several cases it is assumed meetings are held with multiple departments as part of one (1) meeting.

Internal Communications

An essential component of these efforts is frequent, ongoing, and meaningful communication between the consultant team and staff. TischlerBiseGalena is known for its hands-on approach, with face-to-face meetings, frequent conference calls, and ongoing email communications as an integral part of our work scope. The specific strategy is to use the Work Scope and Schedule to manage the project. It is recommended the City identify a staff Project Manager to serve as a point person between the consultant team and City. It is also recommended that a staff working group/technical committee be identified to provide feedback throughout the study process. This enables effective and efficient processes and keeps relevant staff apprised of the study's progress and content. TischlerBiseGalena also recommends periodic briefings with City Administration.

Accessibility

TischlerBise will attend pre-scheduled meetings with the City in person, deploying staff from our main office in Idaho. TischlerBise staff regularly travel to our national client base without incident and occasionally will utilize regional trips to add additional unscheduled trips to clients. TBG's regular and repeat work in Idaho affirms our flexibility and ability to accommodate schedules. Our Project Team will be available via email and phone throughout the study, and our accessibility and availability will continue throughout the term of the Agreement. We encourage you to consult our references regarding our superior accessibility and availability.

Section G: Fee Schedule

The table below summarizes our estimated consultant costs for the tasks reflected in our proposed scope of work. This proposal is a fixed fee and includes all project expenses. We have estimated these expenses based on past project experience and do not expect the City to reimburse us for any costs we incur above these estimates. TischlerBiseGalena invoices on a monthly basis, based on the percentage complete for each task. The City should be aware that impact fee fund balances can be used to fund the effort.

CITY OF BELLEVUE DEVELOPMENT IMPACT FEE STUDY				
Project Team Member:	McAweeney	Wiggins	Total	
Job Title:	Project Manager	Project Analyst	Hours	Cost
Hourly Rate	\$200	\$180		
Task 1: Project Initiation/Data Acquisition	8	8	16	\$3,040
Task 2: Develop Land Use Assumptions and Development Projections	16	24	40	\$7,520
Task 3: Determine Capital Facility Needs and Service Levels	32	32	64	\$12,160
Task 4: Evaluate Different Allocation Methodologies	8	2	10	\$1,960
Task 5: Prepare Capital Improvement Plan (CIP)	8	8	16	\$3,040
Task 6: Determine Need for and Calculate Credits	8	2	10	\$1,960
Task 7: Conduct Funding Source and Cash Flow Analysis	8	2	10	\$1,960
Task 8: Prepare Draft/Final Impact Fee Report	40	20	60	\$11,600
Task 9: Meetings with Development Impact Fee Advisory Committee, P&Z, City Council	12	4	16	\$3,120
Total:	140	102	242	\$46,360

TischlerBise

FISCAL | ECONOMIC | PLANNING

Principal Office

4701 Sangamore Road, Suite S240
Bethesda, MD 20816
301.320.6900 x12
carson@tischlerbise.com

Idaho Office

999 W Main Street
Boise, ID 83702
208.515.7480
colin@tischlerbise.com



**CONSULTANT AGREEMENT
BETWEEN TISCHLERBISEGALENA, INC. AND
THE CITY OF BELLEVUE**

THIS AGREEMENT, entered into this 13th day of October, 2026, by and between the City of Bellevue hereinafter called the “City”, and TischlerBiseGalena, Inc., hereinafter called the “Consultant”.

WHEREAS the City is in need of certain impact fee services; and

WHEREAS the Consultant has expertise in the preparation of impact fees and related infrastructure finance studies.

NOW, THEREFORE, IN CONSIDERATION OF THE COVENANTS HEREIN CONTAINED, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each party to the other, it is hereby agreed as follows:

1. The Consultant shall provide those services to the City as more particularly identified in the attached Exhibit “A”.
2. In performing the services identified in the attached Exhibit “A”, the Consultant shall perform all steps necessary to the full and effective performance of the tasks specifically referenced in Exhibit “A”.
3. Consultant shall provide sufficient qualified personnel to perform all services as required herein, including but not limited to inspections and preparation of reports, as reasonably requested by representatives of the City.
4. The Consultant shall base the analysis on data and information available at the time of the study.
5. (A) The term of this agreement shall be from the date of execution of the Agreement, and shall terminate upon the completion of the appropriate tasks specified in Exhibit “A”.

(B) Notwithstanding the foregoing, this Agreement may be terminated by the City upon ten (10) days written notice, with or without cause. If this Agreement is terminated, the Consultant shall be paid for services performed to the date of Consultant’s receipt of such termination notice.
6. Any notices to be given by either party to the other must be in writing, and personally delivered or mailed by prepaid postage and certified mail, at the following address:

City: Brian Parker, 115 E Pine Street, Bellevue, ID 83313.

Consultant: Colin McAweeney, TischlerBiseGalena, Inc., 999 W Main Street Suite 100, Boise, ID 83702.

7. This Agreement is non-assignable by the Consultant and its subcontractors.
8. The City shall pay to Consultant the amounts indicated in Exhibit “B” for those appropriate tasks identified in Exhibit “A”. Invoices will be issued by the Consultant to the City on a percentage completion basis. Payment will be made by the City within 30 days of receipt of invoice.

9. This Agreement shall be construed under the laws of Idaho.

10. This Agreement and Exhibits "A" and "B" represent the entire and integrated Agreement between the City and the Consultant and supersede all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the City and the Consultant. Written and signed amendments shall automatically become part of the Agreement, and shall supersede any inconsistent provision therein; provided, however, that any apparent inconsistency shall be resolved, if possible, by construing the provisions as mutually complementary and supplementary.

11. In the event any provision of the Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provisions, terms, conditions, or covenant shall not be construed by the other party as a subsequent breach of the same by the other party.

12. The Consultant shall secure and maintain during the life of this Agreement, insurance coverage which shall include comprehensive general and automobile liability in the amount of at least \$1,000,000.00 coverage with an insurer acceptable to the City. Consultant shall also maintain errors and omissions insurance in the amount of at least \$250,000.00 for the duration of the contract and a period of two years after completion of the contract. Consultant shall provide the City with proof of such insurance in a form acceptable to City upon request.

13. No oral orders, objection, claim, or notice by any party to the other shall affect or modify any of the terms or obligations contained in the Agreement, and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever, other than by a definitely agreed waiver or modification thereof in writing. No evidence of modification or waiver other than evidence of any such written notice, waiver, or modifications shall be introduced in any proceeding.

IN WITNESS WHEREOF, the parties have caused the Agreement to be signed by their duly authorized representatives as of the 13th day of October, 2026.

CITY OF BELLEVUE

CONSULTANT

Colin McAweeney
Western Region Manager
TischlerBiseGalena, Inc.

EXHIBIT A

TASK 1: PROJECT INITIATION / DATA ACQUISITION

During this task, we will meet with City staff to establish lines of communication, review and discuss project goals and expectations related to the project, review (and revise if necessary) the project schedule, request data and documentation related to new proposed development, and discuss staff's role in the project. The objectives of this initial discussion are outlined below:

- Obtain and review current demographics and other land use information for the City
- Review and refine work plan and schedule
- Assess additional information needs and required staff support
- Identify and collect data and documents relevant to the analysis

Meetings: One (1) on-site visit to meet with City project staff as appropriate.

Deliverables: Data request memorandum (prepared in advance of meeting).

TASK 2: PREPARE LAND USE ASSUMPTIONS AND DEVELOPMENT PROJECTIONS

The purpose of this task is to review and understand the current demographics of the City and determine the likely development future for the City in terms of new population, housing units, employment, and nonresidential building area over the next 10-20 years. Information from the City, as well as other regional/State sources may serve as the basis for preparing projections of residential and nonresidential development for consideration by staff and the Impact Fee Advisory Committee. Our Team will prepare a plan that includes projections of changes in land uses, densities, intensities, and population.

Meetings: Discussions with staff will be held as part of Task 1, as well as conference calls as needed.

Deliverables: TischlerBiseGalena will prepare a draft Technical Memorandum discussing the recommended land use factors and projections. After review and sign-off by the City, a final memorandum will be issued, which will become part of the final Impact Fee Report.

TASK 3: DETERMINE CAPITAL FACILITY NEEDS AND SERVICE LEVELS

This Task as well as Tasks 4-7 may vary somewhat depending on the methodology applied to the impact fee components.

Identify Facilities/Costs Eligible for Impact Fee Funding. As an essential part of the nexus analysis, TischlerBiseGalena will evaluate the impact of development on the need for additional facilities, by type, and identify costs eligible for impact fee funding. Elements of the analysis include:

- Review facility plans, fixed asset inventories, and other documents establishing the relationship between development and facility needs by type.
- Identify planned facilities, vehicles, equipment, and other capital components eligible for impact fee funding.
- Prepare forecast of relevant capital facility needs.
- Adjust costs as needed to reflect other funding sources.

As part of calculating the fee, the City may include the construction contract price; the cost of acquiring land, improvements, materials, and fixtures; the cost for planning, surveying, and engineering fees for services provided for and directly related to the construction system improvement; and debt service

charges, if the City might use impact fees as a revenue stream to pay the principal and interest on bonds, notes or other obligations issued to finance the cost of system improvements. All of these components will be considered in developing an equitable allocation of costs.

Identify Appropriate Level of Service (LOS) Standards. We will review needs analyses and LOS for each facility type. Activities related to this Task include:

- Apply defined service standards to data on future development to identify the impacts of development on facility and other capital needs. This will include discussions with staff about the existing versus adopted LOS, as appropriate.
- Ascertain and evaluate the actual demand factors (measures of impact) that generate the need for each type of facility to be addressed in the study.
- Identify actual existing service levels for each facility type. This is typically expressed in the number of demand units served.
- Define service standards to be used in the impact fee analysis.

Meetings: One (1) meeting with City staff to discuss capital facility needs and levels-of-service.

Deliverables: Memoranda as appropriate. Results integrated into Draft/Final Impact Fee Report.

TASK 4: EVALUATE DIFFERENT ALLOCATION METHODOLOGIES

There are three basic methodologies that can be applied in the calculation of impact fees are the plan-based, incremental expansion, and cost-recovery approaches. Selection of the particular methodology for each component of the impact fee will depend on which is most beneficial for the City. In a number of cases, we will prepare the impact fees using several methodologies and will discuss the trade-offs with the City. This allows the utilization of a combination of methodologies within one fee category. For instance, a plan-based approach may be appropriate for a new building while an incremental approach may be appropriate for apparatus. By testing all possible methodologies, the City is assured that the maximum supportable impact fee will be developed.

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Deliverables: “Storyboard” presentation on fee options.

TASK 5: PREPARE CAPITAL IMPROVEMENT PLAN (CIP)

The CIP will incorporate anticipated new capital facilities due to growth. Also included, as appropriate, will be replacement/retrofit/rehabilitation needs due to existing development. The CIP will represent the best estimates of the consultant team and City staff on priority, timing, cost, and method of financing.

Deliverables: See Task 8.

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There are two types of “credits” that are included in the calculation of impact fees, each with specific, distinct characteristics. The first is a credit due to possible double payment situations. This could occur when a property owner will make future contributions toward the capital costs of a public facility covered by an impact fee. The second is a credit toward the payment of an impact fee for the required dedication

of public sites and improvements provided by the developer and for which the impact fee is imposed. Both types of credits will be considered and addressed in the impact fee study.

Deliverables: Memoranda as appropriate. See Task 8.

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In order to prepare a meaningful capital funding strategy, it is important to not only understand the gross revenues, but also the capital facility costs and any deficits. In this case, some consideration should be given to anticipated funding sources. This calculation will allow the City to better understand the various revenue sources possible and the amount that would be needed if the impact fees were discounted.

The initial cash flow analysis will indicate whether additional funds might be needed or if the funding strategy might need to be changed to have new growth pay its fair share of new capital facilities. This could also affect the total credits calculated in the previous Task. Therefore, it is likely that several iterations will be conducted to refine the cash flow analysis reflecting the capital improvement needs.

Deliverables: See Task 8.

TASK 8: PREPARE IMPACT FEE REPORT, PUBLIC PRESENTATIONS

TischlerBiseGalena will prepare a draft report for the City's review. The report will summarize the need for impact fees in the City and the relevant methodologies employed in the calculation. It will also document all assumptions and cost factors. The report will include at a minimum the following information:

- Executive summary
- A detailed description of the methodologies used during the study
- A detailed description of all LOS standards and cost factors used and accompanying rationale
- A Capital Improvements Plan for the included impact fee components
- A detailed schedule of all proposed fees listed by land use type and activity
- Other information which adequately explains and justifies the resulting recommended fee schedule
- Cash flow analysis
- Implementation and administration procedures

Following the City's review of the draft report, we will make mutually agreed upon changes to the impact fee report and issue a final version.

The report will be a stand-alone document clearly understood by all interested parties. Because of the firm's extensive experience in calculating impact fees and preparing such reports, we have developed a succinct written product that leaves a well-understood paper trail.

Meetings: One (1) meeting to present the draft Impact Fee Study.

Deliverables: Draft and Final Impact Fee Study Report.

TASK 9: PUBLIC OUTREACH

Impact Fee Advisory Committee. Meetings with the Impact Fee Advisory Committee will allow interested parties, designated by the City, to understand assumptions and raise any questions about the technical data and approach being used in the fee update. The intent is for these discussions to be an opportunity for interested parties to understand the soundness and reasonableness of the technical

methodologies, and to a certain extent, the political and/or philosophical use of fees. Based on our experience, we propose two meetings with this group.

Additionally, if City staff and leadership feel like it would help, an “open house” can be planned where members of the Advisory Committee, elected and appointed officials, and residents can come to learn about impact fees in general, as well as the process going forward and the land use assumptions.

Meetings: Two (2) meetings with Advisory Committee. One meeting in-person, one meeting virtually.

Deliverables: Presentation materials for meetings.

EXHIBIT B

CITY OF BELLEVUE DEVELOPMENT IMPACT FEE STUDY				
Project Team Member:	McAweeney	Wiggins	Total	
Job Title:	Project Manager	Project Analyst	Hours	Cost
Hourly Rate	\$200	\$180		
Task 1: Project Initiation/Data Acquisition	8	8	16	\$3,040
Task 2: Develop Land Use Assumptions and Development Projections	16	24	40	\$7,520
Task 3: Determine Capital Facility Needs and Service Levels	32	32	64	\$12,160
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Task 9: Meetings with Development Impact Fee Advisory Committee, P&Z, City Council	12	4	16	\$3,120
Total:	140	102	242	\$46,360



Memorandum

To: Bellevue Common Council
From: Chris Johnson, Public Works Director
Re: Sewer Rates
Date: October 13th, 2026

Background

As per the approved budget for FY27 the Sewer monthly usage rate needs to be amended and adopted by resolution with an increase of 4.99%.

Recommendation and Next Steps

Recommended Motion: I recommend approving (or deny) Resolution 26-39, A resolution approving the sewer usage rate increase as outlined.

Enclosures

1. Resolution
2. Rate History

CITY OF BELLEVUE, IDAHO
RESOLUTION NO 26-39

A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO AMENDING THE MONTHLY
SEWER USER CHARGES FOR THE MUNICIPAL SEWER SYSTEM

The Common Council of the City of Bellevue, Idaho, hereby finds that an increase in the monthly sewer user charges for the municipal sewer system is appropriate to more accurately cover the actual costs of operation, maintenance, replacement, improvement, and depreciation of said sewer system and to make the sewer system self-supporting; and,

The Common Council and the Mayor of the City of Bellevue, Idaho ("Bellevue") hereby find it in the best interests of said city and its residents to provide for reduction in the monthly sewer user fee paid by individuals who are currently qualified for and receiving property tax relief under the Idaho Property Tax Reduction Program pursuant to Idaho Code Section 63-701 through 63-710, commonly referred to as "The Circuit Breaker Program", in order to assist such individuals in being able to pay for and be provided with essential municipal water service and sewer service; and,

The Bellevue Sanitary Sewer Ordinance 2010-07, regulating and administering the municipal sewer system, provided that fees and charges for the use of said sewer system shall be set by Resolution of the Bellevue Common Council.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BELLEVUE,
IDAHO, AS FOLLOWS:

The monthly Sewer User Charge under Section 30 of the Bellevue Sanitary Sewer Ordinance 2010-07, as amended is hereby amended and increased to **\$98.42** per month per equivalent connection, except an individual who qualifies for and is receiving property tax relief from Blaine County, Idaho, under the Idaho Property Tax Reduction Program, Idaho Code Section 63-701 through 63-710 and commonly referred to as "the Circuit Breaker Program", shall pay a monthly sewer user fee of \$18.00 for the primary residence of such individual within Bellevue, provided such individual makes application and qualifies therefore in accordance with the terms of this resolution.

METERED USER FEE. Each sewer user that has a water meter installed in accordance with the ordinances and regulations of Bellevue shall pay a monthly sewer user fee determined as follows:

- (A) A \$98.42 base monthly fee for up to the first 6,500 gallons of water consumption per calendar month, and \$0.91 for every additional 1,000 gallons of water consumption per calendar month.
- (B) For any metered service where the meter is or has not been properly working to provide an accurate reading of usage, said sewer user shall be charged the unmetered flat monthly sewer user rate set. It shall be the duty of each metered user, at the user's sole expense, to keep the meter servicing such use in good condition, maintenance and repair at all times to that said meter accurately reads and records such usage.

PROCEDURES FOR QUALIFYING FOR REDUCTION IN MONTHLY WATER USER AND MONTHLY SEWER USER FEES.

- (A) An individual shall request Procedures for Qualifying for Reduction in Monthly Water User and Monthly Sewer User Fees by filing an application therefore with the Bellevue Water and Sewer Clerk ("Clerk"). Upon receiving such a completed application, the Clerk shall verify with Blaine County, Idaho, that such individual qualifies for and is currently receiving property tax relief from Blaine County, Idaho under the Idaho Property Tax Reduction Program pursuant to Idaho Code Section 63701 through 63710, commonly referred to as "the Circuit Breaker Program". Upon such verification the Clerk shall adjust the monthly sewer user fee for such individual's primary residence within the City of Bellevue, Idaho, as set forth in Section 1, above, as long as such person continues to receive said property tax relief from Blaine County, Idaho.

The Clerk shall provide the application form, and the applicant shall provide the information requested by the Clerk to determine the qualifications of the applicant under the terms of this resolution.

- (B) Periodically, the Clerk shall review the current, certified and completed property tax reduction roll of Blaine County, Idaho, as approved by the Idaho State Tax Commission. Any individual whose name is not on that list shall pay the full monthly sewer user fee without any reduction as set forth in this Resolution. Upon an individual's name being removed from that list, that individual shall pay the full monthly sewer user fee without any reduction as set forth in this Resolution.

Any person aggrieved by a decision of the clerk with regard to the approval or denial of an application as set forth in this section, above, may appeal such decision to the Common Council of Bellevue by filing a written notice of appeal with the Bellevue City Clerk within fifteen (15) days of the date of such decision. Such notice of appeal shall state the reasons for such appeal. If no such written appeal is filed within said fifteen-day period, the decision of the Clerk shall be final and not subject to further appeal.

All fees and charges established herein shall become effective on the 1st day of November 2026.

This resolution repeals all prior resolutions and parts thereof inconsistent herewith.

PASSED and ADOPTED by the Common Council and signed by the Mayor of the City of Bellevue, Idaho, this 13th day of October, 2026.

Christina Giordani, Mayor

ATTEST:

Chloe Sullivan, Interim City Clerk

HISTORY OF WATER AND SEWER RATE INCREASES

WATER

	RESOLUTION	NEW RATE WATER	OVERAGE RATE	EFFECTIVE	% OF INCREASE	NOTES
3/24/2005	714	\$ 18.21	\$ 0.73	5/1/2005		
10/10/2016	2052	\$ 31.25	\$ 1.04	10/1/2016	71.61%	
2017	2075			10/1/2017		Not executed per Minutes 7/10/17
8/13/2018	2125	\$ 32.19	\$ 1.04	10/1/2018	3.01%	
10/14/2019	2162	\$ 33.70	\$ 1.09	12/1/2019	4.69%	
11/3/2023	2353	\$ 35.05	\$ 1.09	12/1/2023	4.01%	
11/12/2024	2398	\$ 36.80	\$ 1.14	12/1/2024	4.99%	
Oct-26	Pending	38.63	1.19	11/1/2026	4.99%	To Council Oct 2026; per Budget

SEWER

	RESOLUTION	NEW RATE SEWER	OVERAGE RATE	EFFECTIVE	% OF INCREASE	NOTES
8/25/2005	731	\$ 35.00		10/1/2005		
11/13/2008	884	\$ 45.00	\$ 0.69	12/1/2008	28.57%	
8/13/2009	916	\$ 61.00	\$ 0.69	10/1/2009	35.56%	
7/28/2011	990	\$ 67.20	\$ 0.72	10/1/2011	10.16%	
7/26/2012	1034	\$ 69.88	\$ 0.75	10/1/2012	3.99%	
5/20/2013	1066	\$ 72.67	\$ 0.78	10/1/2013	3.99%	
4/21/2014	1097	\$ 75.57	\$ 0.81	10/1/2014	3.99%	
7/8/2015	2026	\$ 78.59	\$ 0.84	10/1/2015	4.00%	
10/10/2016	2053	\$ 80.94	\$ 0.84	10/1/2016	2.99%	
6/24/2017	2076	\$ 83.36	\$ 0.84	10/1/2017	2.99%	Approved per Minutes 7/24/17
8/13/2018	2126	\$ 85.86	\$ 0.84	10/1/2018	3.00%	
11/13/2023	2352	\$ 85.56	\$ 0.84	12/1/2023		Wrong base rate (should be \$89.29)
11/27/2023	2356	\$ 89.29	\$ 0.84	12/1/2023	3.99%	Corrects Res 2352 base rate
11/12/2024	2399	\$ 93.75	\$ 0.88	12/1/2024	4.99%	
Oct-26	Pending	\$ 98.42	\$ 0.91	Pending	4.99%	To Council Oct 2026; per Budget

	Total Bill	Water	Sewer
Total Proposed:	\$ 137.07	\$ 38.34	98.42
Current:	\$ 130.55	\$ 36.80	93.75
Increase:	\$ 6.52	\$ 1.54	\$ 4.67



Memorandum

To: Bellevue Common Council
From: Chris Johnson, Public Works Director
Re: Water Rates
Date: October 13th, 2026

Background

As per the approved budget for FY27 the water usage rate needs to be amended and adopted by resolution. An error was also found in the fee schedule that was adopted on February 23, 2026 in the fees associated with water turn on and turn off, and the omissions of the water vault fee and water meter fees for the system.

Recommendation and Next Steps

Recommended Motion: I recommend approving (or deny) Resolution 26-38, A resolution approving the water usage rate increase, and corrections to the FY 2026 Fee Schedule.

Enclosures

1. Resolution
2. Rate History

CITY OF BELLEVUE, IDAHO
RESOLUTION 26-38

A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO AMENDING THE
MONTHLY WATER USER CHARGES, AND CORRECTING THE FY 2026 FEE SCHEDULE
ADOPTED BY RESOLUTION 2026-02 ON FEBRUARY 23, 2026 FOR SCRIVENER'S ERRORS IN
THE DESCRIPTION OF THE WATER ON OR OFF FEE AND THE OMISSION OF THE WATER
METER AND WATER VAULT FEES FOR THE MUNICIPAL WATER SYSTEM.

WHEREAS, the Common Council of the City of Bellevue, Idaho, ("Common Council") finds it necessary that said city amend its fee schedule and appropriate charges for the maintenance and operation of the municipal water supply and distribution system, and for accumulating capital for future Improvements, expansions, and additions to said system; and,

WHEREAS, the Common Council finds it necessary to amend the water charges and fees to make the water system fair, equitable and self-supporting as required by law; and,

WHEREAS, the Bellevue Water System Ordinance, regulating and administering the municipal water system, provides that fees and charges for the use of said water system shall be set by Resolution of the Common Council; and

WHEREAS, the Common Council finds it necessary to correct scrivener's errors in the FY 2026 Fee Schedule regarding the description of the water on or off fee and the omission of a water meter fee and a water vault fee.

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

WATER USER FEES

Pursuant to Bellevue Ordinance 2010-06, Bellevue Water System Ordinance, the following monthly water user charges to be paid by users for use of the municipal water supply and distribution system shall be, and the same are hereby established as follows:

Unmetered Flat Rate. The unmetered flat monthly water use rate is the sum of **\$38.63** per month per equivalent water connection. Each water user that does not have a water meter installed in accordance with the ordinances and regulations of Bellevue shall pay such unmetered flat monthly water service fee.

Metered Water User Rate. Each water user that has a water meter installed in accordance with the ordinances and regulations of the Bellevue shall pay a monthly water user fee determined as follows:

- \$38.63 base monthly fee for up to the first 6,500 gallons per calendar month, and \$1.19 for every additional 1,000 gallons per calendar month.
- For any metered water service where the meter is or has not been properly working to provide an accurate reading of usage, said user shall be charged the unmetered flat monthly water user rate set. It shall be the duty of each metered water user, at the user's sole expense, to keep the water meter servicing such use in good condition, maintenance and repair at all times so that said meter accurately reads and records such water usage.

FY 2026 FEE SCHEDULE

The FY 2026 Fee Schedule shall be amended to correct Scrivener's errors, as follows:

1. Line number 151 under Public Works, the description of "Shut off due to non-water payment" shall be corrected to be "Water On or Off Fee."
2. To add Line number 158 for Public Works, titled Water Meter Fee of \$502 per connection.
3. To add line number 159 for Public Works, titled Water Meter Vault Fee of \$1,370 per connection.

All fees and charges established herein shall become effective on the 1st day of November 2026.

This resolution repeals all prior resolutions and parts thereof inconsistent herewith.

PASSED and ADOPTED by the Common Council and signed by the Mayor of the City of Bellevue, Idaho, this 13th day of October, 2026.

Christina Giordani, Mayor

ATTEST:

Chloe Sullivan, Interim City Clerk

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Memorandum

To: Bellevue Common Council

From: Brian Parker, Community Development Director

Re: Alternative Meeting Dates

Date: October 13, 2026

Background

During the joint meeting of the Planning & Zoning Commission and Bellevue Common Council on September 28, 2026, a member of the public requested that the City's regular meeting dates be modified so as to not conflict with Hailey's regular meetings.

At their regularly scheduled October 5, 2026 meeting, the Planning & Zoning Commission expressed a preference to maintain their Monday schedule, and to swap weeks of the month with the Common Council. This would allow interested parties to attend both Bellevue and Hailey's Planning & Zoning Commission meetings.

If this is the direction the Council would like to move forward with, it is Staff's recommendation to omit the November 2, 2026 meeting from both calendars. Draft meeting calendars for the remainder of 2026 is enclosed.

Recommendation and Next Steps

The Common Council meeting dates and times are established by Bellevue City Code Section 1-6-2. A draft ordinance is enclosed amending this code section. Bellevue City Code Section 10-3-2(E) states that the Planning & Zoning Commission shall hold at least one regular meeting each month for not less than nine (9) months in a year. Idaho Code 74-202 defines "regular meeting" as the "convening of a governing body of a public agency on the date fixed by law or rule, to conduct the business of the agency." A resolution amending the Planning & Zoning Commission's regular meeting schedule is enclosed.

Staff recommends the following motions:

1. *I move to approve the first reading of Ordinance No. 2026-06 by title only.*
OR
2. *I move to waive the three readings of Ordinance No. 2026-06 and read by title only*
3. *I move to approve Ordinance No. 2026-06*
4. *I move to authorize the publication of Ordinance No. 2026-06*

5. *I move to adopt Resolution 26-40*

Enclosures

1. Ordinance 26-06
2. Resolution 26-40
3. Draft amended 2026 Meeting Calendar

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27	28	29	30	31		

Mayor & Common Council

Planning & Zoning Commission

Bellevue Urban Renewal Agency (BURA)

Parks Committee

Important Notes

This calendar may not reflect every meeting of every board of the City of Bellevue. Other boards, including the Library Board and Events Committee, and Comprehensive Plan Advisory Committee(s) may meet throughout the calendar year. Such meetings will be noticed as outlined in Idaho Code 74-204.

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

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

CITY OF BELLEVUE, IDAHO

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE CITY OF BELLEVUE, IDAHO, AMENDING BELLEVUE'S
CITY CODE BY AMENDING TITLE 1; ADMINISTRATION, CHAPTER 6; MAYOR AND
5 COMMON COUNCIL, AND PROVIDING FOR THE EFFECTIVE DATE OF THIS
ORDINANCE.

WHEREAS, Idaho Code §50-705 requires regular meetings of the Common Council to be
established by ordinance; and

WHEREAS, The City of Bellevue wishes to enable citizen engagement on topics of interest
10 throughout Blaine County.

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

SECTION 1

Title 1, Chapter 6, Section 2: Regular Meetings of Bellevue City Code is hereby amended as
15 follows:

1-6-2: REGULAR MEETINGS

- A. Purpose: This section is adopted to establish a time, date and location of the meetings of
the Bellevue Common Council, as required by and in accordance with Idaho Code section
50-705 and other applicable law.
- 20 B. Day, Time And Location: The regularly scheduled meetings of the Bellevue Common
Council shall be on the ~~second~~ first and ~~fourth~~ third Mondays of each month at five thirty
(5:30) P.M. at the Bellevue City Hall Council Chamber located at 115 East Pine Street,
Bellevue, Idaho.

SECTION 3: EFFECTIVE DATE:

25 This Ordinance shall be in full force and effect on November 15, 2026, and after its passage and publication as required by law.

PASSED AND APPROVED by the CITY OF BELLEVUE, IDAHO this 13th day of
OCTOBER 2026.

30

Christina Giordani, Mayor

ATTEST:

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Chloe Sullivan, Interim City Clerk

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CITY OF BELLEVUE, IDAHO

RESOLUTION NO. 26-40

A RESOLUTION OF THE CITY OF BELLEVUE, IDAHO ESTABLISHING REGULAR
MEETINGS OF THE BELLEVUE PLANNING & ZONING COMMISSION, AND

5 PROVIDING FOR THE EFFECTIVE DATE OF THIS RESOLUTION.

WHEREAS, The City of Bellevue wishes to enable citizen engagement on topics of interest
throughout Blaine County.

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

10 The regularly scheduled meetings of the Bellevue Planning & Zoning Commission shall be on
the second and fourth Mondays of each month at five thirty (5:30) P.M. at the Bellevue City Hall
Council Chamber located at 115 East Pine Street, Bellevue, Idaho.

SECTION 3: EFFECTIVE DATE:

This Resolution shall be in full force and effect on November 8, 2026, and after its passage and
15 publication as required by law.

APPROVED by the CITY OF BELLEVUE, IDAHO this 13th day of OCTOBER 2026.

Christina Giordani, Mayor

20 ATTEST:

Chloe Sullivan, Interim City Clerk

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Memorandum

To: Bellevue Common Council

From: Brian Parker, Community Development Director

Re: Howard Preserve Management Plan

Date: October 13, 2026

Background

Staff has been working with Wood River Land Trust and the Friends of the Howard Preserve as requested by the Bellevue Common Council to update the Howard Preserve Management Plan to better address events, fire safety, and to account for the addition of the Meyers property at the southern end of the Preserve. Other minor edits to language have been included, as well as stylistic improvements to the document.

The Bellevue Parks Committee and Bellevue Planning & Zoning Commission both unanimously recommended approval of the Plan.

Recommendation and Next Steps

Staff recommends adoption of the Howard Preserve Management Plan. Once the Council has voted to adopt the Plan, the other Managing Partners will route it to their respective boards for approval. Should a substantial change occur as a result of their review, the Plan will return to the Council for review and re-adoption.

Enclosures

1. Howard Preserve Management Plan (Staff is working with the Managing Partners on exhibit materials, but those will be added to the Plan prior to the Common Council Meeting). Staff will notify the Council when materials are added.

HOWARD PRESERVE MANAGEMENT



WOOD
RIVER
LAND
TRUST



Managing Partner Approved:

Christina Giordani
Mayor
City of Bellevue

Date

Amy Trujillo
Executive Director
Wood River Land Trust

Date

Florence Blanchard
Project Manager
Friends of the Howard Preserve

Date

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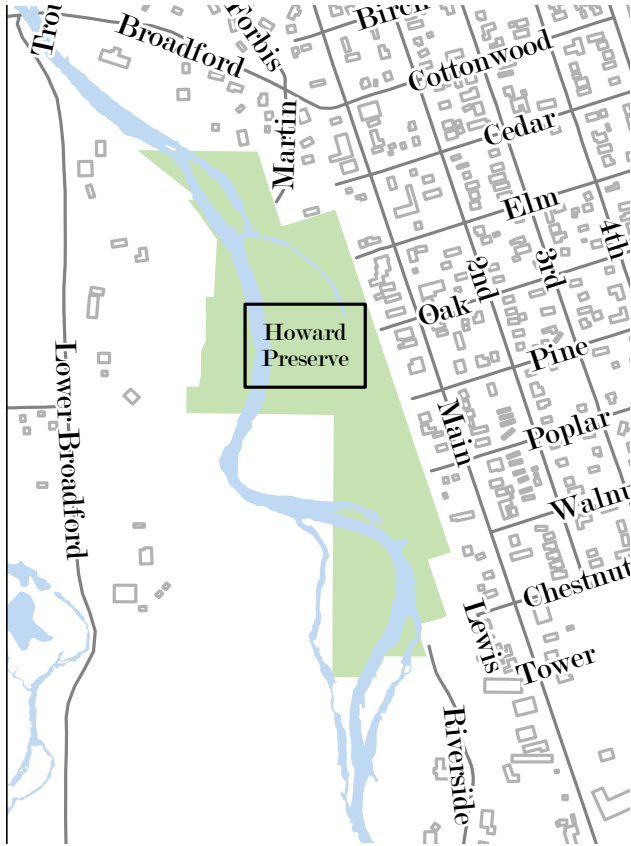
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Goals, Objectives, and Responsibilities

1.1 Preserve Values

1. Native Plants and Wildlife
2. Healthy riparian system
3. Natural aesthetic qualities
4. Public access and enjoyment
5. Historical features
6. Educational opportunities related to natural spaces

1.2 Preserve Goals



The 37.4-acre Howard Preserve is the largest tract of open space in the City of Bellevue and exists to protect the natural floodplain ecosystem around the Big Wood River while providing reasonable public access. Cooperative management of the Howard Preserve, as well as the Conservation Easement on the property (Exhibit F: Conservation Easement), will ensure that the values of the native landscape are protected in perpetuity.

This Management Plan will serve as a guiding document for managing and protecting the Howard Preserve. The Conservation Easement is a perpetual legal document, which is not open to modification except through legal amendment.

The Managing Partners intend to review and update this plan at least every five (5) years, but more often if necessary. Failure to update the plan within that timeframe will not negate the validity of the document. Furthermore, the Manager Partners intend to communicate regularly regarding ongoing management decisions. Consensus will be sought on decisions whenever possible, but in the event of disagreement between the Managing Partners, all Partners will have an opportunity to present to the Common Council, who will be the deciding body.

The Managing Partners will present to the Common Council annually and update the plan if needed at that time.



1.3 Management Objectives

1. Protect the natural floodplain ecosystem including plants and wildlife
2. Ensure that the public can safely and comfortably access and experience the Preserve
3. Comply with the terms of the Conservation Easement
4. Maintain water quality in the Big Wood River
5. Protect the riparian habitat
6. Maintain tranquility and natural beauty of the preserve
7. Control noxious weeds and invasive species
8. Maintain compliance with City ordinances, including floodplain regulations
9. Respect surrounding private property
10. Respect Irrigation District infrastructure within the Preserve
11. Prevent negative impacts on the irrigation districts' right of way
12. Comply with Idaho Department of Environmental Quality (DEQ) requirements



1.4 Managing Partners & General Responsibilities

Management activities and public activities will be reviewed by and overseen by the following cooperating groups:

City of Bellevue (the “City”)

The City of Bellevue was founded in 1883 under a charter from the Idaho Territorial Legislature. Since then, Bellevue has grown to a population of around 3,000 citizens. The City is the last government in Idaho operating under a charter and is a full-service government, providing fire, Marshal, water, sewer, parks, planning and building services, and other services to the residents and businesses of Bellevue.

Responsibilities of the City for the Howard Preserve include:

1. Maintenance of improvements, such as the canal bridge, facilities shelter, interpretive signage, and entrance gates;
2. Providing basic services, such as collection of trash from approved receptacles and the seasonal portable toilet;
3. Trail clearing and maintenance;
4. Providing staff and equipment for management activities when practical;
5. Removing snow from designated parking area(s);
6. Enforcing posted regulations;
7. Inspecting the Brownfield site annually, and reporting to DEQ if disturbance occurs;
8. Maintaining compliance with the Conservation Easement on the property.

Friends of the Howard Preserve (the “FHP” or the “Friends”)

The FHP is a volunteer advocacy group formed in 2005 to ensure that public access and the conservation values of the Preserve are sustained for perpetuity. The prioritized values of the group include protecting native plants and wildlife, a healthy riparian system, aesthetic qualities, historical features, educational opportunities, public access to the Big Wood River, respect for private property, City Ordinances, and the Idaho District 45 canal right-of-way.

Responsibilities of the Friends of the Howard Preserve include:

1. Advocating for the conservation values
2. Participating in ongoing maintenance as volunteers
3. Recommending projects and improvements
4. Advise on educational opportunities, including fixed infrastructure such as interpretive signage.

Wood River Land Trust (“WRLT”)

The Wood River Land Trust mission includes to “protect and sustain the treasured landscapes and life-giving waters of the Wood River Valley and inspire love for this special place for generations to come.” In addition to owning 17 properties in fee title, WRLT holds conservation easements on nearly 47 properties in south central Idaho. Conservation easements allow for separate ownership and management of land that is subject to conservation restrictions which benefit the public. WRLT was involved in the acquisition of the Howard Preserve, the expansion of the project, and is the holder of the conservation easement which encumbers the property.

Responsibilities of the Wood River Land Trust on the Howard Preserve include:

1. Monitoring and enforcing the Conservation Easement;
2. Management of noxious and invasive weed control efforts, in conjunction with plans adopted by the managing partners;
3. Facilitation for workdays;
4. Support for ongoing stewardship, including trail maintenance.

Other management entities:

1. Federal Emergency Management Agency (FEMA)
2. Idaho Department of Environmental Quality (DEQ)
3. Idaho Department of Water Resources (IDWR)
4. Flood Control District #9
5. Idaho Department of Fish and Game (IDFG)
6. Army Corps of Engineers (ACOE)
7. Board of Control (Irrigation Districts)*

*The Managing Partners will cooperate with the Irrigation Districts which utilize and maintain the headgate and irrigation canal that runs through the Preserve. As of the writing of this document, those districts include Wood River Valley Irrigation District 45 and Triangle Irrigation District. (Collectively the “Irrigation Districts” which are managed jointly by a Board of Control).



1.5. Identified Ongoing & Future Management Priorities

1. Maintain effective communication between managing partners, including annual partner meetings;
2. Continue annual volunteer workdays on the Preserve, focusing on trail improvements, trash reduction, and noxious and invasive weed control;
3. Improve the management of Preserve entrances, including the enforcement of parking areas;
4. Promote, encourage, and cooperate on restoration projects in the Preserve;
5. Discourage dumping and other activities not consistent with the conservation easement or preservation of a quality natural environment;
6. Develop winter usage policies and a winter trail system.

1.6. Identified Future Capital Projects

Short Term:

1. Improve Preserve entrances with amenities such as suitable interpretive signage, usage rules, and bicycle parking;
2. Place a gate or other type of entryway at the Martin Lane entrance that accommodates pedestrian access as well as City maintenance vehicles, but restricts vehicular access within the Preserve;
3. Upgrade and beautify the Elm Street access to the Preserve including the entryway, alley paving, trash enclosures, and drainage improvements;
4. Revegetate all disturbed areas;
5. Prevent light pollution;
6. Develop emergency management policies for the Preserve and integrate into Blaine County Emergency Operations Plan

Long Term:

1. Move the City Public Works Shop and associated equipment to a more appropriate location;
2. Respond to opportunities that arise for the potential acquisition of additional parcels of conservation value and/or relevance to the Preserve;
3. Explore options for expanding Preserve connectivity, including through new pathways and additional means for crossing the canal and/or river;
4. Explore ways to expand the Preserve’s contribution to the physical, mental, and economic health of the community;
5. Relocate snow disposal and storage to a location that does not impact the Preserve;
6. Explore options for additional pedestrian access and parking at the southern end of the Preserve in coordination with the Blaine County Board of Commissioners and Levy Advisory Board;

Preserve History

2.1 Historical Outlook

Water resources were an important part of Idaho's— and Bellevue's— native, agricultural, and mining history. Bannock and Shoshone tribes routinely traveled between the Snake River and the Sawtooth Mountains. As evidence, a jasper knife with quartz intrusions was discovered during an archaeological survey in 2003.

Bellevue thrived in the 1880s from the success of the Minnie Moore and Queen of the Hills mines. It was chartered in 1883 by the Idaho Territorial Legislature to bring municipal law and order to the booming and sometimes unruly mining town. The area of the Howard Preserve was part of an 1890 annexation, called the Bellevue Addition, when the town was the seat of Logan County (1890-1895). Mayor Oliver Glenn was named grantee of the property by President Benjamin Harrison through the public lands act for “the several use and benefit of the occupants of the Townsite... of Bellevue.”

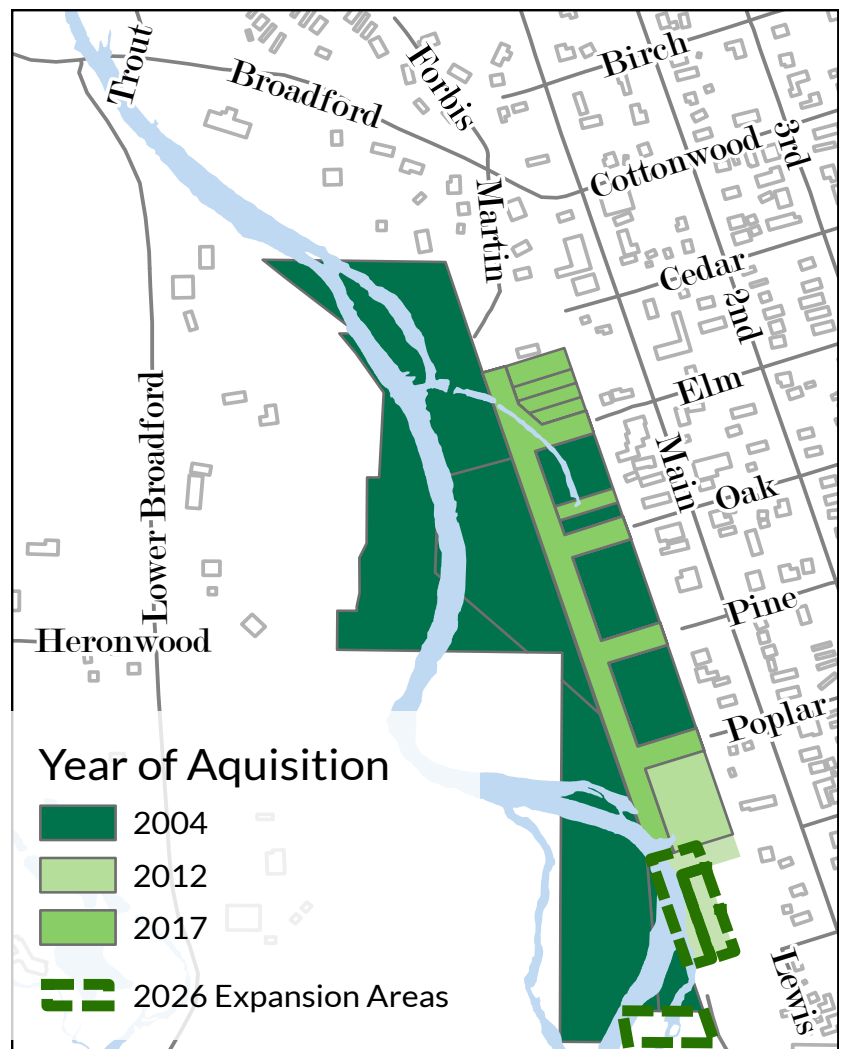
Chinese immigrants arrived in Idaho and the Wood River Valley in the 1880s to work in the surrounding mines and start businesses. Remnants of Chinese habitation have been unearthed in recent years in former encampment locations, including within the Preserve. Approximately 30 Chinese pioneers settled in small houses east of the pedestrian bridge that crosses the canal at the foot of Elm Street, and an 1890 Sanborn fire map references “Chinatown” and earth caves in the area. By the 1920's, most of Bellevue's Chinese inhabitants had been driven out of town.

An old city dump existed in the meadow southwest of the pedestrian bridge and was once accessed by an old canal bridge. Just north of the meadow is said to be the location of a house of ill-repute. Land adjacent to the north is the site of the original Bellevue City Park where townspeople socialized from the very earliest days.

The precursor to the current canal was identified in 1883 as the “Big Ditch” in minutes of the town's Common Council. In 1917 the Utah and Idaho Improvement Company built the existing canal. As of today, the canal is operated by the Board of Control for the Wood River Valley Irrigation District no. 45 and the Triangle Irrigation District.

2.2. Preserve Acquisition

In 1972, Lena and Ellis Howard and their son, J.B., purchased the original 12.57-acre property from Tinker and Ora Lee Disbennett. In March 2004, with the assistance of Wood River Land Trust, the City of Bellevue obtained the land from the Howard family to permanently protect this unique riverfront resource. The Howard Family, through the Howard Trust, sold this property to the City of Bellevue on February 17, 2004 at a price reduced to \$250,000 from the appraised value of \$475,000. The City of Bellevue held the title to the land while WRLT and FHP continued to actively manage the land. Funds to purchase the land and pay for improvements came primarily from a large grant from the federal Land and Water Conservation Fund (LWCF). The LWCF grant stipulated that the land “shall not be converted from public outdoor recreation use without the prior consent of the Idaho Department of Parks and Recreation, its successors and assigns, and the United States Department of the Interior, National Park Service, its successors and assigns.” Additional funds were contributed by Idaho DEQ, The Conservation Fund – Greenway Award, and the Griffin Ranch in lieu Recreation Fund from Blaine County. Citizens to Protect the Bellevue Riverfront (now Friends of the Howard Preserve), additionally raised \$40,000 at a fundraising event.



The City of Bellevue completed the following requirements per the Land and Water Conservation Fund grant:

1. Constructed an American Disabilities Act (ADA) approved bridge over and trail along the irrigation canal
2. Designed and installed signage and completed a final audit
3. Began an archeological exploration of the old dump site

In 2012, WRLT acquired two lots along Main Street and one lot near the southern end of the Preserve. The intention was to incorporate the lower 1.38-acre lot into the Preserve, and to leverage the Main Street lots for further conservation value. In 2014, WRLT and the City jointly applied to the Blaine County Land, Water & Wildlife Levy Program (LWWP) for funding assistance to purchase 0.984 acres near the northern end of the Preserve, owned by Mick Halverson. The WRLT Main Street lots were used as matching contribution for the grant request. In 2016, the application expanded to include 0.23 acres owned by Robert Gardner, which was an inholding within the eastern portion of the Preserve. The total grant request from the LWWP was for \$174,600 to complete the purchase of the lots. The conditions for approval of the grant request included the vacation of the majority of unopened streets within the Preserve as well as a portion of Elm Street, the re-zoning of the Preserve as Recreation Green Belt, and that a Conservation Easement be established on the entire Preserve as well as the majority of the surrounding City-owned land. As part of the Preserve expansion, WRLT requested that the City also take ownership of the WRLT 1.38-acre lot, which they had acquired in 2012. The Conservation Easement, recorded on July 20th, 2017 as Instrument number 645094, protects the conservation values of the Preserve by restricting development and uses of the property that negatively impact those values. (See Exhibit F: Conservation Easement). The Wood River Land Trust is currently under contract to purchase an additional 0.55 acre parcel at the southern end of the property, making a complete north/south connection between Martin Lane and Riverside Drive.

Natural Resources

3.1 Fish and Wildlife

The Big Wood River supports a complex aquatic community comprised of many species of invertebrates and fishes. Fish populations include game fish such as rainbow trout, brown trout, brook trout, cutthroat trout, and mountain whitefish as well as non-game species such as speckled dace, bridgelip sucker, and Wood River sculpin, which is listed by the State of Idaho's Comprehensive Wildlife Conservation Strategy as a "Species of Greatest Conservation Need." Wood River sculpin are endemic to the Wood River drainage, and the United States Forest Service and BLM classify the Wood River sculpin as a "Sensitive" species, while it is classified by the Idaho Department of Fish and Game (IDFG) as a "Species of Concern." Wildlife reported on the Preserve include mule deer, elk, moose, bobcat, black bear, cougar, long-tail weasel, fox, coyote, mink, fox squirrel, shrew, vole, mice, and many species of birds including red tail hawk, turkey vulture, neo-tropical songbirds, and Bald eagles. Additionally, WRLT conducts annual breeding bird surveys. During the 2026 survey, 32 different species were observed.

3.2 Vegetation and Water Resources

The Howard Preserve sits along the low-lying edges of the Big Wood River and is primarily comprised of riparian vegetation and is dependent upon periodic inundations of floodwaters to maintain the habitat and ecosystem. It is primarily within the 100-yr flood zone designated by the Federal Emergency Management Agency (FEMA.) This floodplain habitat contains valuable riparian habitat and has been identified as "Idaho Priority Wetlands". Undeveloped land in the floodplain helps keep local water sup-



plies clean, assists with groundwater recharge, assists with flood control and provides valuable wildlife habitat for deer, elk, birds and other species.

The riparian area features black cottonwoods, willows, red osier dogwood and other plants typical of a cottonwood gallery forest, such as Wood's rose, serviceberry, morel, western black currant, cow parsnip, mountain alder, snowberry, Nebraska sedge, horsetail, chokecherry, and wild onion. (See Exhibit D: Plant Survey for a complete plant list.) This floodplain habitat supports numerous species of birds and mammals, including permanent and migratory residents. Forest trees (living, decaying, & dead) provide critical shelter and nesting & foraging sites for a variety of bird and mammal species, such as woodpeckers, owls, songbirds, mustelids, and bats.

There have been extensive efforts to control noxious and invasive weeds on the Howard Preserve, including annual volunteer weed pulling days, release of bio-control weevils for Dalmatian toadflax and knapweed, and discussion of controlled burning. Dalmatian toadflax and knapweed continue to be dominant noxious weeds. Other weedy species include bitter-sweet nightshade, common burdock, tansy, rush skeleton weed, and cheat grass.

3.3 Geology and Soils

Soil types underlying the Howard Preserve are: Balaam-Adamson-Riverwash, Balaam gravely-sandy loam and Riverwash. These soil types mainly consist of unstable loose sand, gravel and cobble, as well as a small percentage of contrasting inclusions of loam. The overall function of these soils is the drainage of the surrounding floodplain into the Big Wood River basin. A portion of the soils are a former dump site which was tested by DEQ and mitigated in 2010. The mitigation included the removal of 6-12 inches of topsoil within a 2,300 square foot area, the installation of an impermeable layer, and the import of clean topsoil. A buck and pole fence with warning signage was erected to prevent disturbance of the mitigated area.

Public Use

4.1 Public Access

Public access within the Preserve is intended to be for pedestrians and controlled, non-motorized, non-electric cycling. A bicycle rack is provided near the Martin Lane Parking Area, and others may be installed at other entrances in the future. Motorized vehicle use is prohibited in the preserve except by managing partners for maintenance or emergency access, or when authorized by managing entities.

4.2 Access Points

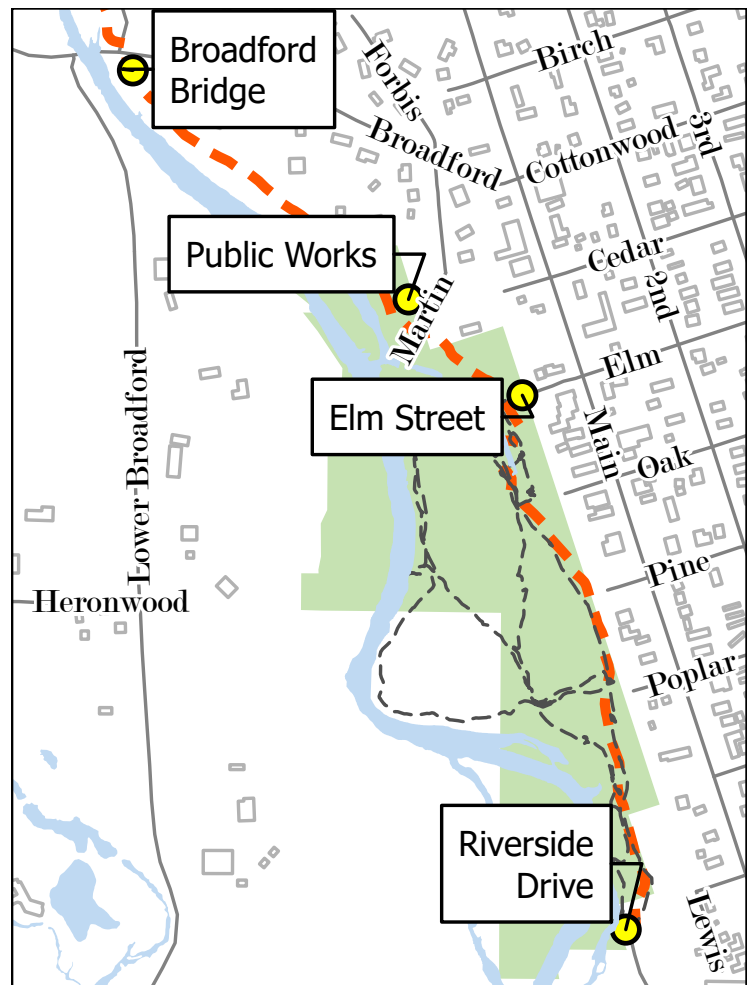
Parking areas include:

- Martin Lane Parking Area (ADA Accessible)
- Downtown Bellevue
- Riverside Drive, provided the travel lane and fire access are not blocked.

Pedestrian access points include:

- Elm Street west of Downtown Bellevue;
- A trail connecting from the Broadford Bridge to the Preserve via a public easement;
- Martin Lane Parking Area;
- Riverside Drive.

Bicycle racks should be installed at all pedestrian entrances in the future.



4.3 Use Regulations

Permitted and non-permitted uses are defined in Exhibit F: Conservation Easement. Language found in this Management Plan is intended to build upon the protections found in that document, and to support the conservation values while remaining flexible for changing future conditions.

Permitted Public Uses (per the Conservation Easement):

“...passive recreational activities that are non-commercial and non-motorized, such as hiking, fishing, cross-country skiing, wildlife observation, and photography, provided that such activities are conducted in a manner, frequency, and intensity that results in no adverse impact on the Conservation Values.”

Educational opportunities and other appropriate uses that do not impair the conservation values of the Preserve, as defined in the LWCF grant and Conservation Easement may also be allowed. Recreational uses not specified in the Conservation Easement or within this Management Plan will be evaluated by the Managing Partners, and WRLT will determine if they impair the Conservation Values protected by the Conservation Easement.

4.3.1 Customary Public Use

Permissible regular public access at the Howard Preserve currently allows for passive activities such as hiking, bird watching, fishing, cross country skiing, photography, and snowshoeing.

Prohibited and restricted activities include:

- Fireworks and fires are prohibited;
- Noise (e.g. amplified sound or music) is restricted so as not to disturb wildlife, visitors, or nearby residents;
- Camping is prohibited;
- Hunting is not allowed within City limits, including within the Preserve;
- Public use shall not interfere with the operations of the irrigation canal. Unauthorized access to improvements such as the head gate is considered trespassing;
- Removal or pruning of vegetation other than invasive nor noxious weeds is prohibited.
- Hours will be dawn to dusk. Nighttime use is prohibited to prevent public injury and disturbance to wildlife and vegetation. Occasional educational programs such as organized stargazing may be considered with approval of all management partners.
- Dogs should be leashed in accordance with Bellevue City Code Section 5-3-3-3.
- Cyclists should yield to pedestrians.



4.3.2. Organized Activities

Organized activities will comply with Management Goals and Objectives. Commercial and private events are prohibited with the following exceptions:

1. The Managing Partners reserve the right to authorize tours or educational programs that focus on the conservation values of the Howard Preserve such as stream ecology, plant identification, and geology.
2. The Managing Partners reserve the right to hold one annual picnic and one fundraising event per year with all fundraising profits going toward Howard Preserve maintenance under the following conditions:
 - a. Motorized vehicle access is prohibited;
 - b. The Preserve must remain open to normal public use during or in preparation for an organized event;
 - c. Notification and review of application for above events should take place 30-60 days prior to the public event to allow managing partners and Irrigation District to make recommendations for approval;
 - d. No fires may occur without a permit from Bellevue Fire Department;
 - e. All trash, equipment and other items must be removed within 48 hours;
 - f. Noise (i.e. amplified sound) is prohibited;
 - g. Alcohol is prohibited unless authorized by the Managing Partners.
 - h. Attendance is limited to 250 guests.

Improvements

5.1 Trails

A network of trails provides access through the riparian ecosystem and to the river, and a wide section of those trails follows the canal access drive. All trail surfaces are natural, either woodchip or soil, with the exception of the ADA pathway, which is compacted road mix.

5.2 Bridge

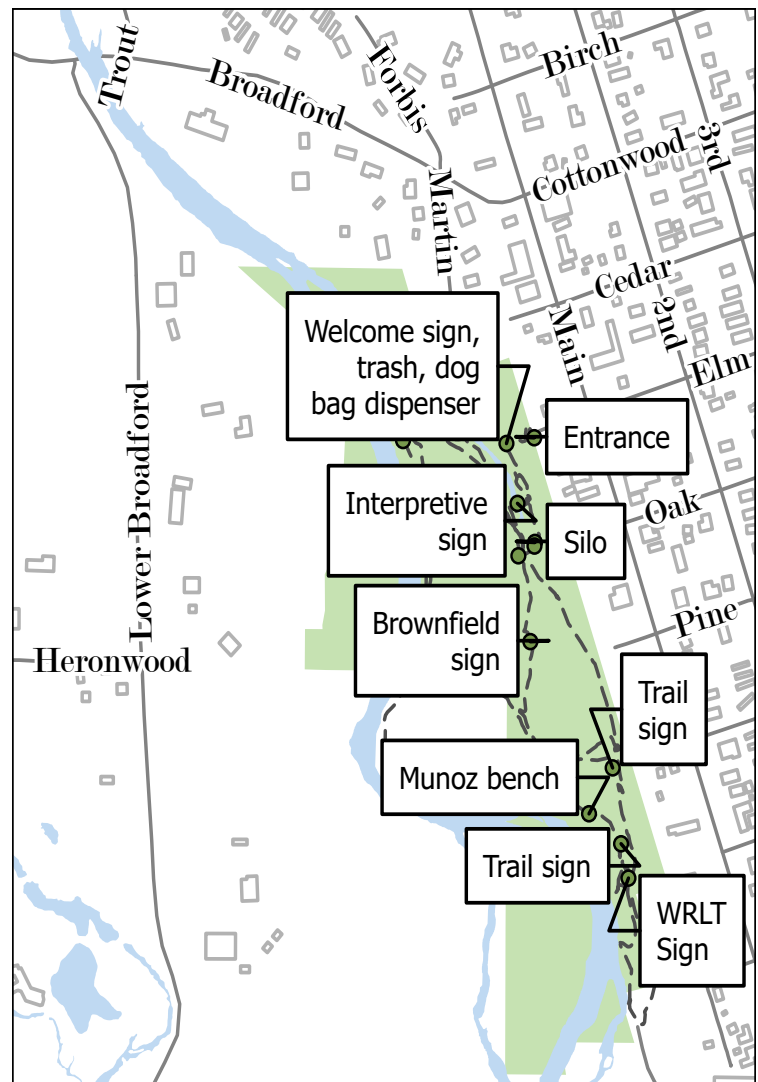
The bridge was constructed to allow for pedestrian access on lands west of the canal and to provide wheelchair/ADA access to the ADA-approved trail.

5.3 Signage

Signage is utilized to clearly delineate preserve entrances and trails, to provide interpretive services to important features, and to recognize contributions made by various entities towards the establishment and growth of the Preserve. Current interpretive signage exists on the east side of the pedestrian bridge. Additional signage may include interpretive displays and limited regulatory signs necessary to protect Preserve values and the public.

5.4 Irrigation Canal

Near the northern end of the Howard Preserve, a headgate diverts water from the Big Wood River into a canal, which is carried south through the Preserve and beyond to provide irrigation water to many agricultural properties in the Bellevue Triangle area. The water in the canal is allocated to many water right holders downstream, and is managed by a Board of Control. As of 2026, the two irrigation districts represented by the Board of Control include Wood River Valley Irrigation District no. 45 and the Triangle Irrigation District. The canal is approximately 25 feet wide for much of its length through the Preserve, and the associated Right of Way is as wide as is reasonably necessary to maintain it, per



Idaho statute. Presently, there is a two-track drive along the west side of the canal that provides access for maintenance equipment.

Under Idaho statutes, the canal managers have the right to maintain the canal and the Right of Way in order to ensure the delivery of water rights, and to protect the integrity of the Improvement. Maintenance tasks can include, but are not limited to, activities such as dredging deposited silt from within the canal, controlling noxious weeds and other undesirable vegetation along the banks, and removing trees and other vegetation from within Right of Way. These maintenance tasks are completed to maintain effective delivery of water through the system and to protect the canal from becoming structurally compromised. Accomplishing this routine and sometimes emergency maintenance often requires large equipment to utilize the Right of Way. As such, the Irrigation Districts have emphasized that the infrastructure associated with the irrigation Right of Way (the head gate and the canal) are not to be used or accessed by the public.

The Managing Partners of the Howard Preserve acknowledge the responsibilities that the Board of Control has to maintain the canal, as well as their rights to do so under Idaho statute. It is the intention of the Managing Partners to work cooperatively to allow for the effective delivery of water through the canal, while minimizing negative impacts to the conservation values of the Preserve whenever practical. The Managing Partners look forward to working with the Board of Control toward the mutual benefit of all parties.

5.5 Other Improvements

Currently, a small shed is located near the City Shop, west of Martin Lane, but on the Howard Preserve. An open-sided shelter is also located in this area to cover the portable toilet and trash can. A 20-foot wide unpaved access drive connects from the Elm Street gate and crosses the former Halverson parcels along the eastern boundary to the private property immediately north of the Preserve.

5.6 Non-permitted Improvements

To maintain Preserve values, permanent picnic tables, barbeques, playground equipment, labyrinths, natural structures, and memorials will not be allowed. Exceptions, such as public art and benches, are permitted only with approval of all management entities.

5.7 Future Improvements:

The Conservation Easement (Exhibit F) describes permitted and non-permitted improvements and alterations to the property, as well as the Notice and Approval process to implement such changes. Any new improvements on the Preserve also require the approval of the managing partners.

A Phase I Environmental Assessment conducted on the 1.2 acres added to the Preserve in 2017 (parcels RPB0000091004A, RPB00000910030, RPB0000091002A, RPB0000091001A, and RPB00000920020) did not provide assurances against potential contamination similar to that which was remediated on the Brownfields site on the west side of the irrigation canal. In light of this, no new improvements are permitted in that area unless a Phase II Environmental Assessment is conducted on those parcels, which finds that no Recognized Environmental Conditions are present.

The existing, informal recreation areas may be improved in the future with picnic tables, a vault toilet, dam safety infrastructure, bicycle racks and other components intended to encourage active use of the Preserve within small, identified areas.

Preserve Management

6.1 Vegetation Management

Removal or pruning of vegetation other than invasive nor noxious weeds is prohibited except:

1. For canal or city infrastructure maintenance;
2. By recommendation of the Managing Partners and in compliance with the Conservation Easement;
3. For typical trail maintenance;
4. Restoration projects, such as stream bank stabilization, utilizing the best available science;
5. Fire risk mitigation, utilizing the best available science.
6. Hazard tree mitigation when approved by an Arborist certified by the International Society of Arboriculture with a Tree Risk Assessment Qualification.
7. Where appropriate from a fire and user safety perspective, down trees should be left in place to decompose.

6.2 *Brownfield Site Management*

A portion of the Howard Preserve was used as an unregulated landfill prior to the 1960's. As a result of this DEQ provided a cost-free assessment of the area of the Preserve that was affected by this use. In July 2008, a Phase I Environmental Site Assessment was completed to identify potential environmental concerns. This was followed by a Phase II Environmental Site Assessment in September 2008, which identified lead contaminated surficial soils in limited areas that exceeded certain regulatory maximums.

Since the City was committed to maintaining the area as a nature preserve, eliminating the potential for residential or active recreation use exposure scenarios, a mitigation plan was crafted accordingly. DEQ recommended the removal of six inches of topsoil in the area of highest contamination levels (2,300 square feet), the placement of an impermeable barrier, and the capping of the site with clean topsoil. This mitigation work was completed in the fall of 2010, and a buck and pole fence with interpretive signage was erected to keep the public from disturbing the site. DEQ also recommended that the City place an Environmental Covenant on the site which the City did, and conduct monitoring (See Exhibit G: References: (a) Environmental Covenant and (b) Brownfields Operations and Management Plan)

Since the restoration work was completed in 2010, no disturbances of the site have been noted. Should annual monitoring identify concerns with disturbance of the site, the City will notify DEQ to determine the best course of action. As of this writing, the restoration of this site is considered complete, and the only management activities will include ongoing monitoring for disturbance.

6.3 *Fire Management*

Natural fire hazards exist on the Preserve due to the native vegetation in the area. This natural hazard may be exacerbated by human activities, including illegal campfires, the illegal use of fireworks, and fire hazards created by adjacent landowners. The priority of the Managing Partners is to protect the Preserve and adjacent landowners from fires originating from any source.

To prevent fires on the Preserve:

1. All City ordinances related to fires apply;
2. Fireworks and unauthorized fires are prohibited;
3. The City will utilize communications and prevention resources such as signage, patrols, and social media to prevent the use of fireworks and inform the community on defensible space and emergency preparedness.
4. Fuels mitigation projects, such as thinning or controlled burning must be reviewed by the Managing Partners and Bellevue Fire Chief, and appropriate permits must be received. Any controlled burn to reduce fire risk or restore native plant communities must be approved by the Bellevue Fire Chief. A burn plan must be submitted to City departments for review.

6.3 *Weed Management*

6.3.1 Goals

The floodplain ecosystem within the Howard Preserve contains both noxious and non-noxious weeds that threaten the native plant community. By definition, noxious weeds "...can directly or indirectly injure crops, other useful plants, live-stock, or poultry or other interests of agriculture, including irrigation, or navigation, or the fish or wildlife resources of the United States or the public health" (Federal Noxious Weed Act, 1974; Public Law 93-629).

Annual efforts to control and decrease the influence of weeds have been and will continue among other stewardship activities. Since the establishment of the preserve, weed control efforts have combined mechanical, chemical, and biological control (biocontrol) methods. Moving forward, noxious weeds found on the Howard Preserve will be managed using a variety of control methods. Invasive weeds not considered noxious also degrade natural ecosystems and will be controlled

using similar methods. Weed control will be carried out by the Friends of the Howard Preserve, Wood River Land Trust, volunteers, and other partnering organizations as resources are available.

The Board of Control that manages the irrigation canal may also remove weeds and other vegetation within their right of way. To accomplish this, they employ various methods of control, which may include the use of herbicides. Acknowledging that this section of the canal is closely integrated with the Howard Preserve, the Managing Partners will encourage the Board of Control to minimize the use of herbicides whenever practical.

6.3.2 Objectives

1. Identify and locate noxious and invasive weeds on the Howard Preserve;
2. Use a combination of control methods to decrease abundance of weeds;
3. Monitor extent of weed coverage to evaluate control effectiveness;
4. Prevent new infestations by encouraging pedestrian use of trails and enhancing native vegetation.

6.3.3 Weed Control Summary

There are a number of species of noxious and invasive weeds that have been identified on various parts of the Howard Preserve. The Managing Partners have implemented several methods of control in the past with good success. Biocontrol releases have been carried out to combat Dalmatian toadflax and Spotted knapweed. Bio-control for Diffuse knapweed, Canada Thistle and Tansy Ragwort should be researched to ensure these methods are used if weed populations grow unwieldy for mechanical control. Multiple partnerships in planning, executing and monitoring bio-control will be explored. Infestations of Dalmatian toadflax have decreased significantly since control efforts began in 2005. Additionally, annual mechanical control has been implemented during workdays in areas where biocontrol agents were not applied or observed. Biocontrol releases were carried out again during 2014-2016, and were used as educational opportunities with local elementary students.

Spotted and diffuse knapweed, common burdock, and common mullein continue to be pulled during workdays. Infesta-



tions of Canada thistle have been minimal. Mechanical removal has proven effective, as it has been consistently applied on an annual basis. Herbicide applications have been minimal, and were conducted by WRLT in conjunction with the Blaine County Weed Control Department from 2012-2014.

Exhibit A: Preserve Map

Exhibit B: Legal Description

Exhibit C: Irrigation and Drainage Rights of Way

Exhibit D: Plant Survey

Exhibit E: Weed Descriptions, Control Methods & Historical Control Efforts

Exhibit F: Conservation Easement

Exhibit G: References

Exhibit H: Preserve Management Efforts 2004-2025