

**DRAFT MINUTES OF THE CITY COUNCIL MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Tuesday, March 10, 2026

Regular Meeting: 5:00 PM

Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

The meeting was called to order at 5:00 PM.

ROLL CALL OF COUNCIL MEMBERS

Present: Ed DePriest, David Erickson, Matthew Roetter, Tom Shafer.

PLEDGE OF ALLEGIANCE

Mayor Davis asked City Clerk Abbi Sanchez to lead the pledge of allegiance

ADDITIONS OR CORRECTIONS

None

1. **PROCLAMATION**

A. 2026 Arbor Day Proclamation

Every year, the city of Hayden celebrates Arbor Day as part of its Tree City USA certification. The event is one of the city's major annual programs, attracting 350–550 students, parents, and teachers from area schools. Around 15–20 activity stations are set up, teaching about trees, planting, history, wind, soil, and water. Mayor Alan Davis, along with the City Council, officially proclaimed May 13, 2026, as Arbor Day in Hayden, encouraging citizens to celebrate, protect, plant, and care for trees to benefit current and future generations.

2. **CONSENT CALENDAR** *All items on the Consent Calendar are Action Items*

A. Approval of 2026 Skyhawks Sports Academy LLC Contractual Services Agreement

B. Approval of 2026 We Care Wellness Center LLC Contractual Services Agreement

C. Approval of Hiller Fire Monitoring Agreement for Public Works Facility Alarm System

D. Approval of James Construction Proposal for Stoddard Garage Minor Improvements

E. Approval of Request to Advertise the 2026 Chip Seal Project

F. Approval of Fleet Agreement with Dirty Birdy Car Wash

G. Appointment of Steve Griffiths to Development Impact Fee Advisory Committee

H. Approval of Striping Agreement with Specialized Pavement Markings

I. Approval of Welch Comer's Honeysuckle Avenue and Ramsey Road Roundabout Bidding Services Agreement

J. Approval of the PZE-25-0110 North Ramsey Road Annexation Written Decision

K. Approval of the 2026 Hayden Summer Concert Series Agreement with Michael Koep dba Koep Concerts

L. Approve the Contract with Verdis to Conduct a Structural Condition Assessment for the Stoddard Silo to Support Replacement of the Roof.

M. Ratification of February 2026 Payroll

N. Bills for Payment

MOTION: Council President DePriest moved to approve the consent calendar as presented. Council Member Roetter provided the second.

ROLL CALL VOTE:
Council Member Shafer Yes
Council Member Erickson Yes
Council Member Roetter Yes
Council President DePriest Yes

The motion was approved by a unanimous vote in favor.

3. **VISITOR/PUBLIC COMMENT** (3-minutes maximum)

None

4. **UNFINISHED BUSINESS**

- A. **ACTION ITEM** Consider Joint Letter of Council and Mayor to Aquifer Protection District

MOTION: Council Member Roetter motioned to approve the letter to the Aquifer Protection District. Council Member DePriest provided the second.

ROLL CALL VOTE:
Council Member Shafer Yes
Council Member Erickson Yes
Council Member Roetter Yes
Council President DePriest Yes

The motion was approved by a unanimous vote in favor.

- B. **ACTION ITEM** Consider Proposals for Law Enforcement Strategic Plan and Direct Staff on How to Proceed.

The city council reviewed proposals for a law enforcement strategic plan to guide decisions about policing in Hayden. Two consultants submitted proposals: Matrix Consulting Group and CPSM. Matrix was seen as more thorough, providing detailed startup cost modeling, staffing, facilities, technology, and long-term planning, while CPSM was less expensive and focused more on data analysis without recommending whether the city should start its own police department. Council members generally agreed that both could work, but several favored Matrix for its depth, clarity, and alignment with the city's needs. The council emphasized the importance of clear communication with the chosen consultant and integrating input from the sheriff's department, public safety commission, and county to produce a strategic plan guiding service levels and potential in-house policing. Cost differences were acknowledged but getting the most informative and actionable analysis was considered the priority.

MOTION: Council Member Shafer moved to direct staff to negotiate a contract with Matrix Consulting Group and bring it back for Council approval. Council President DePriest provided a second.

ROLL CALL VOTE:
Council Member Roetter Yes
Council Member Erickson Yes
Council President DePriest Yes

Council Member Shafer Yes

The motion was approved by a unanimous vote in favor.

5. **NEW BUSINESS**

A. **ACTION ITEM** Consider Proposal to Complete Spatial Needs Assessment

The city council considered a proposal to conduct a spatial needs assessment to plan for future office space requirements as the city grows. This assessment would provide data-driven guidance on employee workspace and upcoming projects, aligning with recently established strategic goals. It was noted that no prior comprehensive analysis of this type had been done, making this assessment timely for efficient space planning.

MOTION: Council Member Erickson moved to approve the proposal for a spatial needs assessment. Council Member Roetter provided the second.

ROLL CALL VOTE:
Council President DePriest Yes
Council Member Shafer Yes
Council Member Roetter Yes
Council Member Erickson Yes

The motion was approved by a unanimous vote in favor.

B. **ACTION ITEM** Veterans Commission Recommendation of 2026 Memorial Day Guest Speaker Helen (Gordon) Nelson

MOTION: Council President DePriest moved to approve Helen (Gordon) Nelson as the 2026 Memorial Day Guest Speaker. Council Member Shafer provided the second.

ROLL CALL VOTE:
Council Member Roetter Yes
Council Member Erickson Yes
Council Member Shafer Yes
Council President DePriest Yes

The motion was approved by a unanimous vote in favor.

C. **ACTION ITEM** Consider August 25, 2026 date for Fiscal Year 2027 Budget Public Hearing

MOTION: Council Member Roetter moved to schedule the Fiscal Year 2027 Budget Public Hearing for August 25, 2026. Council Member DePriest provided the second.

ROLL CALL VOTE:
Council Member Roetter Yes
Council Member Erickson Yes
Council Member Shafer Yes
Council President DePriest Yes

The motion was approved by a unanimous vote in favor.

D. **ACTION ITEM** Consider Records for Destruction

MOTION: Council Member Shafer moved to approve the resolution authorizing the destruction of records. Council President DePriest provided the second.

ROLL CALL VOTE:
Council Member Roetter Yes
Council Member Erickson Yes
Council Member Shafer Yes
Council President DePriest Yes

The motion was approved by a unanimous vote in favor.

E. **ACTION ITEM** Resolution Affirming Final Completion and Acceptance of Infrastructure for the H-6 Sewer Basin Projects

The council considered a resolution to formally accept and affirm the completion of infrastructure for the H6 sewer basin projects. Acceptance allows the city to officially take ownership, complete the public-private funding partnership, and begin the reimbursement process, marking the project as officially finished.

MOTION: Council Member Erickson moved to approve the resolution. Council Member Shafer provided the second.

ROLL CALL VOTE:
Council President DePriest Yes
Council Member Roetter Yes
Council Member Shafer Yes
Council Member Erickson Yes

The motion was approved by a unanimous vote in favor.

F. Public Works Construction Season Presentation

Public Works presented the summer construction plans for the city. Key city-funded projects include:

1. Hayden and Atlas temporary signal – expected completion by the end of summer; some equipment can be reused for future signals.
2. Ramsey-Honeysuckle roundabout – full summer project, estimated at \$3.4 million, with traffic impacts in the area.

Additional road maintenance projects include chip sealing just under 20 lane miles, extending the lifespan of roads by 5–8 years, with minor short-term traffic disruptions.

Several developer-driven projects are anticipated this summer, impacting public roads and intersections, including Hayden Canyon, Mark’s Ranch, Hayden Sky PUD, Mabrey, and Madison Ranch subdivisions. Work includes frontage improvements, intersection upgrades, and some new road construction, coordinated to manage traffic flow.

Overall, the city expects a busy construction season, balancing city and developer projects, with efforts to coordinate traffic and maintain efficiency.

6. **REPORTS**

A. City Administrator Report and Calendar Review

City Administrator Lisa Ailport reported that she will deliver the State of the City address next Tuesday, March 17, at the North Idaho Builders Contractors Association meeting. Council members were informed about several legislative bills being tracked, including House Bill 801 (development on religious properties) and House Bills 1352/1354 (density and accessory dwelling units), with the option for city representatives to testify if interested. Staff is also preparing for the FY27 budget public hearing and the first strategic planning workshop, expected in April. The update concluded with a reminder that it will be a busy summer for public works and city projects, with ongoing updates to come.

B. Law Enforcement

None

C. Mayor/Council

Mayor Davis noted he will attend the 2026 Innovia Leadership Summit in Spokane on Monday and Tuesday and will update the council afterward. Council Member DePriest provided an update on several state legislative bills with significant implications for the city. Senate Bill 1353 would allow twin homes and duplexes on any residentially zoned lot without discretionary approval and prohibit certain lot, parking, and fee requirements. Senate Bill 1352, the "starter home subdivision" bill, would allow a minimum of 12 dwelling units per acre, override local zoning authority, and restrict the city's ability to control density or lot sizes. House Bill 1354 would require cities to allow accessory dwelling units administratively and without discretionary review, with additional limitations on parking, fees, and unit sizes. Council discussion emphasized the bills could significantly limit local control over zoning and development decisions. Staff advised that any council member speaking on the bills individually cannot officially represent the city and suggested adding this topic to the agenda for a future meeting to allow a public, substantive discussion. Council members expressed concern about the late, quiet rollout of these bills and the limited opportunity for local input.

7. **REQUEST FOR FUTURE AGENDA ITEMS**

Legislative Update Agenda Item

Mayor Davis recessed the meeting at 6:00 p.m.

Mayor Davis called the meeting back to order at 6:07 p.m.

8. **EXECUTIVE SESSION ACTION ITEM** (Action will be taken to enter and exit Executive Session.

No action will be taken during the Executive Session)

A. Idaho Code 74-206(1)(c) To acquire an interest in real property which is not owned by a public agency

B. Idaho Code 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

MOTION: Council Member Erickson moved to enter executive session under Idaho Code 74-206(1)(f) and (b). Council President DePriest provided the second.

ROLL CALL VOTE:

Council Member Roetter Yes

Council Member Shafer Yes

Council President DePriest Yes

Council Member Erickson Yes

The motion was approved by a unanimous vote in favor and the meeting entered executive session at 6:07 p.m.

MOTION: Council Member Shafer moved to exit executive session. Council President DePriest provided the second.

ROLL CALL VOTE:

Council Member Erickson	Yes
Council Member Roetter	Yes
Council Member Shafer	Yes
Council President DePriest	Yes

The motion was approved by a unanimous vote in favor and the meeting returned to regular session at 7:08 p.m.

9. ADJOURNMENT

The meeting was adjourned at 7:08 p.m.

Abbi Sanchez, City Clerk

Alan Davis, Mayor