

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

Tuesday, September 8, 2026

Special Meeting: 4:00 PM

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

CALL TO ORDER

The meeting was called to order at 4:01 PM.

ROLL CALL OF COUNCIL MEMBERS

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

ADDITIONS OR CORRECTIONS

1. WORKSHOP

A. Proposed Fee Schedule Updates

Council continued reviewing proposed updates to the City's fee schedule. The Out-of-State Annual boat ramp fee was discussed, with consensus reached to increase the fee from the proposed \$120 to the maximum of \$160. The In-State Daily and Annual boat ramp fees were increased to \$10 and \$80 respectfully. Appeal fees were also reviewed; Community Development Director Donna Phillips presented actual staff processing costs and regional comparisons, leading the Council to agree on setting non-hearing appeals at \$400 and hearing appeals at \$800. Under Table 5 (Building Fees), the Council reviewed a new application processing fee, an increase in the plan review fee from 10% to 25%, and new fees related to dangerous building abatements and demolition permits for foundations after home removal. The Impact Fee Committee recommended increasing the Circulation and Parks Impact Fees in Table 7 by 5% in accordance with the adopted Development Impact Fee Report. Proposed adjustments under Table 8 (Public Works) included changes to subdivision construction inspection fees, subdivision lot fees, and an increase to the encroachment permit processing fee. Table 9 (Sewer Utility) included proposed increases to the collection capitalization fee—pending Council review and approval of the final report—as well as increases to the monthly sewer operations and maintenance user fee of approximately 5%. A public hearing was requested prior to October 1 to align adoption and implementation of increased fees with the fiscal year, and the Council confirmed a quorum for the proposed hearing date of September 29, 2026, at 5:00 p.m.

2. ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Abbi Sanchez, City Clerk

Alan Davis, Mayor