

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

Tuesday, September 8, 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, **Absent:** Tom Shafer.

PLEDGE OF ALLEGIANCE Mayor Davis led the pledge of allegiance

ADDITIONS OR CORRECTIONS

1. **PROCLAMATION**

A. Suicide Prevention Month

Mayor Davis read the proclamation and proclaimed September 2026 as Suicide Prevention Month in Hayden, encouraging residents to take care of each other.

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

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

ROLL CALL VOTE:

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

The motion was approved by a unanimous vote in favor by the members present.
Motion to approve as presented. This motion, made by Roetter and seconded by DePriest, Carried.

A. Approval of August 25, 2026 City Council Meeting Minutes

B. Approval of Karla Johnston Appointment to the Veterans Commission

C. Approval of LaRiviere, Inc. Change Order No. 3 for Honeysuckle Avenue and Ramsey Road Roundabout Project

D. Approval of Right-of-Way Agreement with Maddison Properties, LLC for the Hayden Avenue and Atlas Road Roundabout Project

E. Approval of J-U-B Engineers, Inc. Authorization for Contract Amendment for Honeysuckle Boat Ramp Improvement Project

F. Approval of Woodman Subdivision Final Plat and Acceptance of Infrastructure

G. Ratification of August Payroll

H. Approval of Bills for Payment

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

None

4. **UNFINISHED BUSINESS**

A. **ACTION ITEM** Request for Proposals (RFP) Stoddard Bard Adaptive Reuse Master Plan

City Administrator Lisa Ailport recapped that the project originated from the Council's strategic planning session earlier in the year, where it was identified as a lower-priority but still supported initiative. A draft Request for Proposals (RFP) was previously brought to Council and has since been reviewed by both the Historic Preservation Commission and the Parks, Recreation, and Community Forestry Commission, both of which recommended moving the RFP forward. Staff requested Council's support to initiate the RFP process, noting that completion of the Master Plan would ultimately result in a plan for Stoddard Barn to be adopted as part of the City's overall Parks Master Plan, similar to prior efforts for McIntire Family Park and Hayden Canyon Park. Staff explained that while future funding opportunities are not yet identified, establishing a master plan is the essential first step for engaging the community and pursuing potential grant funding.

MOTION: Council Member Erickson moved to direct staff to solicit proposals for the Stoddard Barn Adaptive Reuse Master Plan in accordance with the attached Request for Proposals (RFP). Council Member Roetter provided the second.

ROLL CALL VOTE:

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

The motion was approved by a unanimous vote in favor by the members present.
Motion to approve RFP and solicit proposals. This motion, made by Erickson and seconded by Roetter, Carried.

5. REPORTS

A. City Administrator Report and Calendar Review

City Administrator Lisa Ailport provided a written report outlining progress on several ongoing projects, including updates on the Ramsey-Honeysuckle and Hayden-Atlas intersections, both of which continue to advance. She noted that Architects West is actively working on the first-phase design for McIntire Family Park, with the goal of preparing the project for bidding early next year. The spatial needs analysis for City Hall, conducted by Bernardo Wills, is underway and will help inform future civic center design considerations. The Civic Center Master Plan process has also begun, with anticipated completion in December before moving into design work. An update on the law enforcement strategic plan was provided, with the consultant experiencing delays but expected to deliver a final draft soon. The report also included a list of upcoming meetings for Council's reference, aligned with the city's calendar.

B. Mayor/Council

Mayor Davis announced upcoming community events, including the City's Trunk-or-Treat on October 30th and suggested Council consider decorating a trunk to participate. She also reminded everyone of the Art Showcase scheduled for September 12th from 3:00 to 5:00 p.m. at McIntire Family Park, featuring demonstrations by local artist Terry Lee and others. No additional reports were offered by Council members.

6. REQUEST FOR FUTURE AGENDA ITEMS

None

7. ADJOURNMENT

The meeting was adjourned at 5:12 p.m.

Abbi Sanchez, City Clerk

Alan Davis, Mayor

