



OFFICE OF THE CITY ADMINISTRATOR

To: Mayor and City Council
From: Lisa M. Ailport, City Administrator
Date: 4/24/26
Re: Administrative Report and Update

Department Reports:

Attached separately with this agenda item includes the Community Development report, Recreation report and the Law Enforcement report through March of 2026.

Ramsey / Honeysuckle Intersection

Design: Completed

ROW: Nearly complete- Klim property is going through closing

Funding: Secured- City major capital fund

Construction: Apparent Low Bidder identified; Slated for construction in Summer of 2026

Ramsey/Honeysuckle intersection bid was opened on 4/22 and the project bid for roughly 1/2 million less than staff anticipated. Once reviewed by staff the responsive low bidder will come to council for acceptance. Project construction is anticipated to occur this summer and be a single season project.

Hayden/Atlas Intersection

Design: Completed

ROW: Not completed

Funding: Not secured

Construction: Temporary Signal installed in Summer of 2026 if ROW can be secured.

Hayden/Atlas intersection has been designed to accommodate a roundabout design once upgraded. Staff is working with adjacent landowners to complete the land purchase needed for this project to be constructed. Although staff has no date for this project to be constructed, without the acquisition of property the project cannot be bid. The future budgeting process anticipates that we will use fund 130 to start saving for construction of projects such as this but in the meantime staff is working on a temporary signal at this intersection while we save to complete the roundabout.

Long Range Transportation Plan Update

The City has initiated plan update with Iteris, our consultant. Staff is working to get the data used to develop the modeling to the consultant. Next major milestone on this project include reviewing the results of the data and developing growth assumption.

McIntire Park Plan Update

Architects West is currently working through merging two layouts of the future park into one layout that will be brought forward as part of the master planning effort. Next major milestones for this project will be to bring forward the plan to Council for review and adoptions. The draft layout will include logical phasing plans for park development that staff will use to help secure funding for the park updates to occur.

After adoption, staff will need to work with Council and the Consultant to develop constructure plans for the first phase of the park. Staff anticipates working with HURA and the Land and Water Conservation park grants to secure funding for the first phase of the park to be completed prior to the closure of the HURA revenue allocation area.

Spatial Needs Analysis:

Bernardo Wills is currently working through the study. They are reviewing the plans of City Hall. Next major milestone will be to review the consultants in preparation of a presentation to council at a future date.

Law Enforcement Strategic Plan

The Consultant has been working with the County Sheriff's to get access to data they have pertaining to their law enforcement services. In addition, the consultant is working with the County Admin office to get data regarding how they have attributed overhead costs to the city. They are working on a gnat type chart to give council a breakdown of the process over the course of the next few months. I expect to have this deliverable by the next Council meeting.

Strategic Priorities Progress

Included with this report is also the list of project priorities that council ranked in February. Staff anticipates we will give an update on the work progress in June to align with the quarter system council provided for us. If an update before this is necessary, we can prepare to provide that update at a future meeting or meet with any council member ahead of the June update one-on-one.

Upcoming special meetings:

Thursday, 4/30, 1:00-4:00 pm: Strategic Budget Workshop

Friday 5/1, 11:00-1:00 pm: Planning Workshop with Hayden Urban Renewal Agency



Commission Meetings and Community Events:

Friday, 5/1 3:00 pm- Arts Commission- Featured Artist Reception

Monday, 5/4 5:30 pm – Planning and Zoning Commission Regular meeting

Thursday, 5/7 4:00 pm- Veterans Regular monthly meeting

Saturday, 5/9 12:00 pm Hayden Kites Festival at Broadmore Park (Open to Public)

Wednesday, 5/13 9:00 am Arbor Day at City Hall in conjunction with CDA schools (Closed to Public)