

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

Tuesday, May 26, 2026

Regular Meeting: 5:00 PM

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

**CALL TO ORDER**

**ROLL CALL OF COUNCIL MEMBERS**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS OR CORRECTIONS**

1. **PRESENTATION**
  - A. 2026 Arbor Day Sticker Contest Award Winners Presentation
2. **CONSENT CALENDAR *All items on the Consent Calendar are Action Items***
  - A. Approval of April 30, 2026 Special City Council Meeting Minutes

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

Thursday, April 30, 2026

Special Meeting: 1:00 PM

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

**CALL TO ORDER**

Mayor Davis called the meeting to order at 1:05 PM.

**ROLL CALL OF COUNCIL MEMBERS**

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

**1. WORKSHOP**

**A. Fiscal Year 2027 Budget - Strategic Planning**

The council reviewed the for creating the Fiscal Year 2027 budget, which runs from October 1 through September 30, with budget kickoff beginning in March with city staff and April with city council, tentative adoption scheduled for July, final adoption in August, and fee schedule and five-year Capital Improvement Plan adoption in September. City Administrator Lisa Ailport emphasized building "kinetic energy" through many small efforts as the goal with this budget. The city's fund structure was reviewed, including the General Fund for tax-supported and fee-supported services, the Enterprise Fund for sewer operations, and Special Revenue Funds designated for monies received for specific purposes like donations and development impact fees. Revenue sources include taxes, state revenue sharing, service fees, grants, sewer fees, and interest earnings, while expenditures primarily consist of labor, operations and maintenance, and capital improvements.

A significant portion of the discussion focused on workforce adjustments, contract services, and rising operational costs. The proposed increase for law enforcement contract services totaled \$164,187, prompting council discussion about balancing public safety needs with the city's limited tax base and other staffing priorities. Concerns were raised regarding not receiving accountability data, the use of reserves, and maintaining dedicated law enforcement coverage, though no final direction was given and the matter will return for future discussion. Additional contract services reviewed included prosecution, civil legal counsel, and public transit. Council also discussed employee compensation and benefits, including a proposed 3.2% cost-of-living adjustment, benefit increases, insurance cost increases, and salary "redline" adjustments for employees below established pay scales. Combined personnel-related increases total approximately \$200,000, while the maximum allowed anticipated tax revenue growth is projected at roughly \$131,000.

Department staffing needs were reviewed for Streets, Parks, Engineering, and Clerk Departments. Increased workload pressures were noted due to added lane miles, expanded park responsibilities including Honeysuckle Beach operations, growing development activity, and records backlogs. Council generally supported including all four proposed positions in the draft budget, with discussion about incorporating website support duties into the records position. Additional long-term planning and capital projects were also discussed, including the Honeysuckle Corridor Plan, Parks Master Plan, Transportation Master Plan, impact fee updates, parking planning at Honeysuckle Beach, and a potential law enforcement impact fee study. Council also reviewed potential contracted public relations support for a future ballot measure and community engagement, along with code amendment work related to

accessory dwelling units, state code updates, environmental protections, and comprehensive plan alignment.

Technology, capital investments, and reserve policies were also addressed. Council reviewed an overview of the ClearGov financial transparency platform but ultimately decided not to move forward with the software. Website updates, including legislative action tracking and a Veterans Memorial map page, were discussed, along with planning and design funding for Miles Avenue Park in preparation for future developer improvements. Rising operations and maintenance costs, including increases in road maintenance, fuel, and fertilizer, were noted. Staff recommended maintaining reserves equal to one year of operating expenses, while revenue projections were presented conservatively due to uncertainty in state revenue trends. Council provided staff direction to implement the allowable 3% property tax increase, estimated to generate approximately \$81,000, along with projected new construction revenue. The workshop concluded with council discussion on cautious budgeting, staffing space limitations, and potential future civic center planning discussions with the Hayden Urban Renewal Agency Board.

The next budget workshop is scheduled for May 28, 2026, at 1:00 p.m.

## **2. ADJOURNMENT**

The meeting was adjourned at 4:18 p.m.

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Abbi Sanchez, City Clerk

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Alan Davis, Mayor

B. Approval of May 1, 2026 Joint City Council and Hayden Urban Renewal Agency Board Meeting Minutes

**DRAFT MINUTES OF THE JOINT CITY COUNCIL AND  
HAYDEN URBAN RENEWAL AGENCY BOARD MEETING  
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Friday, May 1, 2026

Special Meeting: 11:00 AM  
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

**CALL TO ORDER**

The meeting was called to order at 11:08 AM.

**ROLL CALL OF COUNCIL MEMBERS**

**Present:** Matthew Roetter, Ed DePriest, David Erickson, and Tom Shafer. Erickson and Shafer participated virtually.

**ROLL CALL OF HAYDEN URBAN RENEWAL AGENCY BOARD MEMBERS**

**Present:** Ronda Mitchell, Randy McIntire, Steve Meyer, Colin Meehan, Michael Thayer, Joy Richards, and Matthew Roetter

**1. NEW BUSINESS**

A. **ACTION ITEM** Hayden Urban Renewal District Revenue Allocation Area Project and Funding Priorities

City Engineer Dulci Kau opened the joint meeting by reviewing the goals for the discussion, results from the 2023 citizen survey, and projects identified within the Hayden Urban Renewal Agency (HURA) Revenue Allocation Area (RAA), which expires in 2029. Topics included transportation improvements, McIntire Family Park redesign and construction, a potential civic/community facility, and sewer infrastructure upgrades. Estimated project costs and possible funding partnerships between the city and HURA were also discussed.

Much of the discussion focused on long-term project priorities, funding strategies, and future investments within the RAA. Participants reviewed anticipated HURA revenues, community priorities identified through past surveys, and the potential development of a multi-purpose community facility that could include Senior Center space and other civic uses. Discussion also included partnership and ownership considerations, legal review related to public vote requirements for certain urban renewal expenditures, and the financial impacts larger projects could have on other city priorities such as transportation, parks, and infrastructure.

Following a recess, discussion focused on infrastructure improvements, including utilizing HURA funding for right-of-way acquisition, park construction, and infrastructure planning. Staff emphasized the importance of developing "shovel-ready" projects to improve opportunities for grants, development coordination, and future funding. The meeting concluded with plans for a future joint meeting to continue discussions on project priorities, funding requests, transportation improvements, park projects, and related legal considerations.

**2. ADJOURNMENT**

The meeting was adjourned at 12:53 p.m.

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Abbi Sanchez, City Clerk

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Alan Davis, Mayor

C. Approval of May 12, 2026 City Council Meeting Minutes

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

Tuesday, May 12, 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 Council Member Erickson to lead the pledge of allegiance.

**ADDITIONS OR CORRECTIONS**

None

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

- A. Approval of April 28, 2026 City Council Meeting Minutes
- B. Approval of 2026 Hayden Days Entertainment Agreement with Jim Lien/Rhythm Dawgs
- C. Approval of 2026 Hayden Triathlon Support Agreement
- D. Approval of 2026 Avondale Golf Club Contractual Services Agreement for Youth Golf Lessons
- E. Approval of Buczak's Spray Service, LLC dba Panhandle Spray Service Agreement for Weed Control Services
- F. Approval of Welch Comer & Associates, Inc. Engineering Services Agreement Amendment 1 for Honeysuckle-Ramsey Roundabout Construction Management
- G. Approval to Purchase Solar Rectangular Rapid Flashing Beacons for Government Way Pedestrian Crossings
- H. Approval of Honeysuckle-Ramsey Roundabout Project Bid Award to LaRiviere, Inc
- I. Acceptance of the Right-of-Way Dedication and Grant of Easement Associated with John & Tara Arts
- J. Ratification of the Property Use Agreement with Klim Family Trust
- K. Ratification of April Payroll
- L. Approval of Bills for Payment

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

ROLL CALL VOTE:

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

The motion was approved by a unanimous vote in favor.

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

None

**3. PUBLIC HEARING (Public Testimony will be received for these items)**

A. **ACTION ITEM** Hayden City Code 7-2-15 Surface Restoration and 6-1-3 Parking Regulations Code Amendments

After reading the procedures for a city initiated public hearing, Mayor Davis opened the hearing at 5:05 p.m.

Public Works Director Alan Soderling presented two proposed code amendments for public hearing:

**1. Section 7-2-15: Surface Restoration Code**

The proposed amendment replaces the existing surface restoration code with a new policy that Council members reviewed at the previous meeting. Most of the current code language is removed, and the revised section will simply reference the new policy, which is scheduled for adoption by resolution later in the meeting. Staff noted that the update is largely administrative, intended to align the code with the new policy framework, and invited questions while emphasizing that no major substantive changes are included beyond this restructuring.

**2. Parking Regulations Update**

This amendment expands the City's authority to tow vehicles beyond the previous limitation of snow-plowing situations. The updated language allows towing for a wider range of public-service activities, including construction, right-of-way work, underground utility maintenance, and public-sanctioned events. It also clarifies that enforcement officials may remove any vehicle or major recreational equipment parked in violation of the section from streets, alleys, parking lots, or parks. These updates implement direction previously provided by the Council.

**COUNCIL QUESTIONS:**

Council members asked how towing fees would be collected under the new authority. Staff explained that the City would contract with a towing company, which would collect fees directly from vehicle owners, with the City only receiving revenue in the form of citations when applicable.

Council also inquired about enforcement procedures, including who determines when a vehicle should be towed and how illegal parking is handled. Staff clarified that enforcement may involve the sheriff's office for illegal parking, while vehicles obstructing construction or snow removal would be relocated by the City after notices are provided to property owners.

Questions were also raised about communication between snowplow operators and City staff, with staff noting that snowplow equipment and certain department vehicles are radio-equipped while others rely on cell phones. Council further asked how residents should report long-term illegally parked vehicles, and staff confirmed that residents may contact the sheriff's office directly to initiate tagging and potential removal.

Finally, council members sought confirmation that towing fees would be governed by a contract to prevent arbitrary charges, and staff affirmed that a future contract, subject to council review and approval, would set those fee parameters.

No public comment

Mayor Davis closed the hearing at 5:13 p.m.

**4. UNFINISHED BUSINESS**

A. **ACTION ITEM** Ordinance Amending Title 7, Section 7-2-15 Surface Restoration and Title 6, Section 6-1-3 Parking Enforcement

MOTION: Council President DePriest moved to read the ordinance by title only suspending the rule of reading it in full on three separate dates and to approve the first reading. 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.

Mayor Davis read the ordinance by title only.

MOTION: Council Member Roetter moved to adopt the ordinance on having pass its first reading by title only and that it be published by summary incorporating the title as the core of the summary upon passage. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor.

B. **ACTION ITEM** Resolution Adopting the City of Hayden Pavement Cut Policy as the Standard for Restoration of Surface Cuts in Public Rights-of-Way

Mr. Soderling explained that the resolution would adopt the City of Hayden’s pavement cut policy as the new standard for restoring surface cuts in public rights-of-way. The update is needed because the number of roadway cuts has increased significantly with ongoing utility work, and these cuts create long-term maintenance issues for city-funded streets.

Staff described what a “cut” is for the public’s benefit and explained how utility providers regularly trench into roads for installations or repairs. The new policy aims to minimize the number of cuts, improve the quality of restoration, and extend warranty periods to reduce long-term costs for the City. Key improvements include requiring one larger patch instead of multiple smaller patches and eliminating practices like overcuts that accelerate pavement deterioration.

The policy is based on regional standards used by Coeur d'Alene and local utilities but simplified to fit Hayden's staffing capacity. Staff also identified a minor correction needed in the document and clarified that the policy provides a three-year warranty on restored surfaces. Overall, the policy is intended to deliver better long-term pavement performance and more consistent expectations for utility companies working in city streets.

MOTION: Council President DePriest moved to approve the resolution adopting the Pavement Cut Policy, as amended. 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.

C. **ACTION ITEM** Honeysuckle Beach Lake Host Proposal by Hayden Lake Watershed Improvement District and Hayden Lake Watershed Association  
Council heard a proposal from the Hayden Lake Watershed Improvement District and the Hayden Lake Watershed Association requesting \$5,000 to support a pilot lake-host program at Honeysuckle Beach, intended to provide inspections and education to prevent aquatic invasive species.

Council members asked detailed questions about how inspections would operate during heavy traffic, staffing levels, signage, hours of coverage, and how enforcement or voluntary compliance would work. The applicant explained that the program would be educational, not enforcement-based; inspections would focus on out-of-state boats; operations would adjust based on risk and available funding; and no decontamination would occur onsite. Council also questioned why the City should help fund the program given existing state inspection stations, the watershed district's taxing authority, and tight City budget conditions. It was stated that any financial contribution would need to be prioritized within an already strained budget and that developing success metrics and an agreement would require additional effort. After considerable discussion, the consensus of the council was to allow the use of Honeysuckle Beach for the program but not to provide City funding, with the understanding that the lake-host project could still operate with reduced hours or season length based on other funding sources.

MOTION: Council President DePriest moved to direct staff to develop a Memorandum of Understanding with the Hayden Lake Watershed Improvement District for participation of the Lake Host at the facility for the summer months. 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.

**5. NEW BUSINESS**

A. **ACTION ITEM** Fiscal Year 2025 Annual Audit

Auditor Toni Hackwith of Alpine Summit CPAs presented the City of Hayden’s fiscal year 2025 audit, reporting an unmodified, or clean, audit opinion.

She reviewed governmental fund results, noting that the general fund’s assets increased to \$15 million, liabilities decreased by about \$190,000, and unassigned fund balance grew from \$11.7 million to \$14 million, reflecting strong financial capacity. Revenues in the general fund decreased slightly from the prior year, with higher grant income offset by lower license and permit revenues and reduced investment gains, while expenditures increased by about \$481,000 due to professional services, software purchases, and wage adjustments.

Ms. Hackwith explained several special items, including reimbursement activity related to the Ramsey Road project and Hayden Urban Renewal Agency participation in projects. She also summarized the sewer fund, where assets rose to \$37.5 million, liabilities increased largely due to developer advances, and both operating revenues and expenses decreased compared to 2024 due to capacity sales and contractual service variations.

Significant year-to-year changes in non-operating revenues and capital contributions reflected the timing of grants and project funding. The audit included one finding requiring a restatement to properly classify developer contributions as liabilities rather than revenue, with no compliance issues identified. Ms. Hackwith concluded by reviewing financial statement footnotes and internal control reporting and answered council member’s clarifying.

MOTION: Council President DePriest moved to approve the Fiscal Year 2025 Annual Audit. Council Member Erickson provided the second.

ROLL CALL VOTE:

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

The motion was approved by a unanimous vote in favor.

i. **ACTION ITEM** Approval of Audited Fiscal Year 2025 4th Quarter Financial Statement

City Administrator Lisa Ailport explained that once the council approves the annual financial report, Idaho law requires the City to publish fourth-quarter financial statements within 30 days. To meet that requirement, staff asked the council to approve the fourth-quarter financial statement immediately following acceptance of the annual report so it can be posted on the City’s website. In past years these actions occurred separately, but the City is now completing them together for efficiency.

MOTION: Council President DePriest moved to approve the Audited Fiscal Year 2025 4<sup>th</sup> Quarter Financial Statement. Council Member Roetter provided the second.

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

The motion was approved by a unanimous vote in favor.

B. **ACTION ITEM** Appeal of Staff's Determination - Bettis Addition Minor Subdivision Expiration

Council considered an appeal of staff's determination that the Bettis Edition minor subdivision approval had expired. The applicant requested that the City stay the expiration, explaining that substantial infrastructure, sewer, water, and grading, was already installed, that prior plans had been approved, and that delays were caused in part by the property owner's medical issues.

Staff explained that the plat expired on May 28, 2025, after the applicant failed to request and pay for a final one-year extension, despite multiple notices, and that portions of the work completed after earlier inspections had not been reviewed under current codes. Staff emphasized that the council's role was not to renegotiate requirements but to determine whether staff correctly applied the code. After extensive questioning about infrastructure, inspection history, risk to the City, code consistency, and the breakdown in communication regarding the unpaid fee, council deliberated on whether extending the approval would create precedent.

Ultimately, the majority expressed support for Option 1, granting a one-year extension conditioned on resubmittal of construction plans for compliance with current standards, recognizing both the applicant's investment and the need to protect the City's infrastructure and processes.

MOTION: Council President DePriest moved to grant an exclusive extension to Bettis Edition minor subdivision with the condition that they shall submit construction plans within 45 days of this decision for staff review and approval to current codes and standards and the construction work identified on the approved plan shall be completed within one year of the construction plan reapproval. Council Member Shafer 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.

C. **ACTION ITEM** J2020-0884 Daugharty Commerce Park (formerly Atlas Park) Subdivision Extension of Preliminary Plat Request

Council reviewed a routine request from the applicant for a one-year extension of the preliminary plat approval for the phased Daugharty Commerce Park subdivision, formerly Atlas Park. Staff explained that Phase 1 was completed within the original five-year period and that the applicant had initially sought a three-year extension, but code only allows one year, so the request was amended accordingly. The application for extension was submitted in early April, before the May 14 expiration

and was therefore timely. Staff also noted the desire to align extensions to December dates for consistency with construction seasons, recommending extending approval to December 2027. Council had no questions for the applicant, and staff confirmed no fee is required for this type of extension.

MOTIONL Council Member Roetter moved to approve the preliminary plat extension to December 31, 2027. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor.

D. **ACTION ITEM** Proposed Amendments to Hayden City Code Titles 2, 4, and 7  
Staff presented high-level proposed amendments to Titles 2, 4, and 7 of the Hayden City Code and requested council direction on bringing the updates forward for a formal public hearing.

Title 2 includes a simple terminology update required by state law, changing "area of city impact" to "area of impact."

Title 4, the nuisance code, was discussed in depth due to ongoing challenges with enforcement. Staff described the current, time-consuming process for handling nuisance complaints and noted that the code lacks clarity, has limited enforcement tools, and often fails to produce long-term compliance. Staff and legal counsel outlined potential revisions aimed at improving efficiency, creating stronger mechanisms for abatement, and focusing on behavior modification rather than misdemeanor charges, which prosecutors rarely pursue. Council discussed concerns about recurring violations, resource demands, and the need for clearer procedures, including possible contractual abatement options and stronger consequences for repeat offenders.

Title 7 amendments primarily update sections to match current public works standards and practices.

Council expressed general support for the concepts presented, and staff noted that Titles 8 and 9 will be brought forward soon, after which a formal public hearing notice will be prepared.

MOTION: Council Member Erickson moved to direct staff to bring changes forward to a public hearing of the city council regarding the proposed amendments to Hayden City Code Titles 2, 4, and 7.

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

The motion was approved by a unanimous vote in favor.

**6. REPORTS**

**A. City Administrator Report and Calendar Review**

Ms. Ailport briefed the council on ongoing financial reporting improvements, explaining that beginning each month they will provide near-final financial statements for the prior month to help track revenue, expenses, and fund balances, with the understanding that figures may change after the annual audit. Staff invited feedback, noting the new visual reporting format developed to help council better interpret financial trends.

An update was also provided on the Matrix consulting process for law-enforcement service evaluation: the consultant has supplied a project timeline, and staff is working to finalize dates for public open-house sessions tentatively scheduled for June 11 and June 13 to gather community input through informational stations and direct engagement. Staff confirmed that Matrix has begun coordinating with the Sheriff’s Office to obtain available data.

Finally, council was informed that a draft comprehensive financial policy, including a new reserve fund policy, will be presented on May 28 as part of the budget process, consolidating existing fiscal guidance into a single document.

**B. Law Enforcement**

None

**C. Mayor/Council**

No Reports

**7. REQUEST FOR FUTURE AGENDA ITEMS**

**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 Roetter moved to enter executive session. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor and the meeting entered executive session at 8:04 p.m.

MOTION: Council Member Shafer moved to exit executive session. Council President DePriest provided the 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 and the meeting exited executive session at 8:20 p.m.

**9. ADJOURNMENT**

The meeting was adjourned at 8:20 p.m.

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Abbi Sanchez, City Clerk

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Alan Davis, Mayor

D. Approval of Shelley Holloway's Nomination to Veterans Commission



## Memorandum for Record

**To:** City Council  
**From:** Alan Davis, Mayor  
**CC:** Shawn Langenderfer, Deputy City Clerk  
**Date:** May 26, 2026  
**Re:** Nomination of Individual for Veterans Commission

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### **Purpose.**

To nominate an individual from the community to serve on the City of Hayden Veterans Commission.

### **General.**

The following individual is selected to serve on the Veterans Commission:

Ms. Shelley Holloway    Hayden, ID 83835

### **Term of Appointment.**

May 26, 2026 – December 31, 2028

E. Approval of Ronald Duell's Nomination to the Parks, Recreation and Community Forestry Commission



## Memorandum for Record

**To:** City Council  
**From:** Mayor Alan Davis  
**CC:** Shawn Langenderfer, Deputy City Clerk  
**Date:** May 26, 2026  
**Re:** Nomination of Individual for Parks, Recreation and Community Forestry Commission

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### **Purpose.**

To nominate an individual from the community to serve on the City of Hayden Parks, Recreation and Community Forestry Commission

Mr. Ronald Duell

Hayden, Idaho 83835

### **Term of Appointment.**

May 26, 2026 – December 31, 2027

F. Approval of 2026 Hayden Days Entertainment Agreement with Kelly Hughes



# Memo

To: Mayor and Hayden City Council  
From: Suzanne Cano, Recreation and Community Events Director  
Date: May 18, 2026

**Agenda Item:** Approval of 2026 Hayden Days Entertainment Agreement with Kelly Hughes

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## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommends approval of the 2026 Hayden Days Entertainment Agreement with Kelly Hughes.

## **Functional Impact of Authorizing**

Approving the agreement allows for entertainment on the Friday night of Hayden Days. The Kelly Hughes Band has been performing at Hayden Days since 2014, and the community looks forward to having this band each year. As well, the Kelly Hughes Band brings in the largest crowd that continues to grow each year and is the main draw for Hayden Days.

## **Functional Impact of Not Authorizing**

By not approving the agreement, it would affect the success of Hayden Days by not having the huge draw that the Kelly Hughes Band has, and we would have a lot of disappointed citizens and vendors.

## **Fiscal Impact**

Per the agreement, the City of Hayden will pay Kelly Hughes \$5,000.00 for his band's performance. The City also obtains sponsorships to help offset the cost of entertainment during Hayden Days.

## **Budget Funding Source/Transfer Request**

Sponsorship monies are receipted into GL Account 110-750-41201 cc 1153, and the contract is paid from GL Account 110-721-58001 cc1153. Both accounts are named Community Special Events-Hayden Days.

## **Attachment**

2026 Hayden Days Entertainment Agreement with Kelly Hughes

## **HAYDEN DAYS ENTERTAINMENT AGREEMENT**

The City of Hayden, a political subdivision of the state of Idaho, (hereinafter "CITY"), enters into this Agreement with the Kelly Hughes Band, c/o Kelly Hughes (hereinafter "ARTIST").

WHEREAS, the CITY wishes to provide a special event (hereinafter "Performance or Performances") at its property located at McIntire Family Park, 8930 N. Government Way, Hayden, Idaho, during the 2026 Hayden Days event under the direction of the city of Hayden;

WHEREAS, ARTIST possesses particular knowledge, talent, training and skill to provide certain public entertainment; and

WHEREAS, the CITY possesses property and has scheduled entertainment events to be held in conjunction with its annual Hayden Days event,

THEREFORE, the parties mutually agree as follows:

### **1. DUTIES OF ARTIST**

- A. PERFORMANCE: ARTIST shall at such time on such days as it may be required, undertake its performance consisting of music and vocals.
- B. The Performance shall be conducted at the location assigned to the ARTIST by CITY. The ARTIST shall refrain from any lewd or obscene gesture or language during or as part of the performance.
- C. EQUIPMENT: ARTIST shall supply all equipment required for ARTIST's Performances and such staff required to run said equipment.
- D. INDEMNIFICATION: ARTIST agrees to indemnify, defend, and hold harmless CITY and all its officers, agents, and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the Performances and/or any activities of ARTIST, ARTIST's agents, employees, or representatives under this Agreement.
- E. INSURANCE: ARTIST agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect ARTIST, all ARTIST'S employees, CITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the ARTIST'S acts. ARTIST shall provide proof of liability coverage as set forth above to CITY prior to commencing its performance as herein provided, and require insurer to notify CITY ten (10) days prior to cancellation of said policy.
- F. DIRECTIVES: ARTIST shall comply with and abide by any reasonable and lawful directives issued by any authorized agent of the CITY.
- G. COMPLIANCE WITH LAW: ARTIST shall comply with and abide by all federal, state and local laws, rules, regulations and ordinances.
- H. HAZARDOUS WASTE: ARTIST shall be legally responsible for any hazardous waste it may generate or environmental contamination it may cause to CITY property by its performance and shall indemnify CITY, therefore.

- I. SPONSORSHIP: ARTIST shall fully cooperate with the CITY and any sponsor that the CITY obtains for the Event. ARTIST shall do all things reasonably necessary to accommodate that sponsorship.
- J. ENDORSEMENTS: ARTIST shall make no commercial endorsements of any product or business during any performance at Hayden Days 2026, unless specifically approved in writing by CITY'S authorized agent.
- K. SUSPENSION/CANCELLATION: ARTIST shall be present at Hayden Days on **Friday, July 24, 2026, between 5:30 p.m. and 8:00 p.m.** and shall be ready, willing, and able to perform each and every Performance under this Agreement. The CITY and ARTIST shall mutually determine and agree in good faith to delay, suspend, or cancel any of the ARTIST's Performances when conditions are present that would render the Performance or Performances impossible, hazardous, or unsafe.
- L. NONDISCRIMINATION: No person shall be discriminated against in the providing of the services herein under and the ARTIST shall not refuse to serve or hire any person because of such person's race, creed, sex, color, or national origin. Also, the ARTIST will in no manner discriminate against any person because of such person's race, creed, sex, color, or national origin in the performance of this Agreement. Any such discrimination shall be deemed a violation of this Agreement and shall render this Agreement subject to forfeiture.
- M. CERTIFICATION CONCERNING BOYCOTT OF ISRAEL: Pursuant to Idaho Code section 67-2346, if payments under the contract exceed one hundred thousand dollars (\$100,000) and employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.
- N. CERTIFICATION THAT COMPANY IS NOT CURRENTLY OWNED OR OPERATED BY THE GOVERNMENT OF CHINA: Pursuant to Idaho Code section 67-2359, Contractor certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.

## 2. DUTIES OF CITY

- A. SITE: The CITY shall provide stage area for the ARTIST's Performances.
- B. EQUIPMENT/SUPPLIES: The CITY shall provide electricity and bottled water during the ARTIST's Performances.
- C. PARKING AND ACCESS: The CITY will provide access to the event site for ARTIST'S vehicles before and after the referenced event. No vehicle movement will be allowed during times of the event except in cases of emergency.
- D. COMPENSATION: The CITY shall pay to ARTIST the **sum of \$5,000.00 on Friday, July 17, 2026**, which is one week prior to the performance, as payment in full for ARTIST'S Performance. If ARTIST fails to perform, the entire \$5,000.00 shall be returned to the CITY on or before July 31, 2026.

**3. MISCELLANEOUS PROVISIONS**

IT IS FURTHER UNDERSTOOD THAT:

- A. INDEPENDENT CONTRACTOR: The parties agree that ARTIST and all its employees are independent contractors of CITY and in no way employees or agents of CITY and are not entitled to workers compensation or any benefit of employment with the CITY. CITY shall have no control over the performance of this Agreement by ARTIST, except to specify the time and place of performance and the results to be achieved. ARTIST agrees to pay and be responsible for all taxes due from the compensation received under this Agreement.
- B. COMMISSION: There is to be no commission deducted from the payment for any other agent or agency.
- C. JURISDICTION AND VENUE: This Agreement shall be governed and interpreted by the laws of the State of Idaho with venue in the County of Kootenai, State of Idaho.
- D. ATTORNEY FEES: In the event of any litigation arising under, or as a result of, this Agreement, the prevailing party shall recover its costs and reasonable attorney fees.
- E. SEVERANCE: In the event any provision or section of this Agreement conflicts with applicable law, or is otherwise held to be unenforceable, the remaining provisions shall nevertheless be enforceable and shall be carried into effect.
- F. MODIFICATION: This Agreement may be modified or amended only by a writing duly executed by both parties.
- G. MERGER: This writing embodies the entire agreement of the parties, and they expressly acknowledge that there are no promises, terms, conditions, or obligations other than those contained in this Agreement. All previous and contemporaneous communications, representations, or agreements, either verbal or written, between the parties are superseded by this Agreement.
- H. NOTICES: All notices required hereunder shall be given in writing by mail to:

CITY:  
 City of Hayden  
 8930 N. Government Way  
 Hayden, Idaho 83835

ARTIST:  
 Kelly Hughes of the Kelly Hughes Band  
 869 East Seltice 174  
 Post Falls, ID 83854

DATED this 11<sup>th</sup> (day) of May (month), \_\_\_\_\_ 2026

CITY

\_\_\_\_\_  
 Alan Davis, Mayor

ARTIST

  
 \_\_\_\_\_  
 Kelly Hughes, Kelly Hughes Band

ATTEST:

\_\_\_\_\_  
 Abbi Sanchez, City Clerk

G. Approval of the Deferred Improvement Agreement with Nathan C. Bemis



# Memo

To: Mayor and Hayden City Council

From: Dulci Kau, P.E., City Engineer

Date: 5/20/2026

**Agenda Item: Approval of the Deferred Improvement Agreement with Nathan C. Bemis**

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## **Agenda Item Location**

Consent

## **Background and Recommended Action or Motion**

As part of the site and building improvements at 234 E Jensen Drive, Permit No. PB26-0140, the property owner is required to construct frontage improvements in accordance to the City of Hayden Transportation Master Plan. The property owner has agreed to the terms of the agreement to defer the construction of the frontage improvements.

Staff recommends approval of the Nathan C. Bemis Deferred Improvement Agreement and authorize the Mayor to sign the agreement prior to recordation with Kootenai County.

## **Functional Impact of Authorizing**

Authorization of this agreement would keep the responsibility of constructing the frontage improvements with the property owner in accordance with city code.

## **Functional Impact of Not Authorizing**

If not approved, City Council would need to provide a path forward for the construction of frontage improvements.

## **Fiscal Impact**

There is no anticipated fiscal impact as the property owner remains responsible for the widening improvements when constructed.

## **Budget Funding Source / Transfer Request**

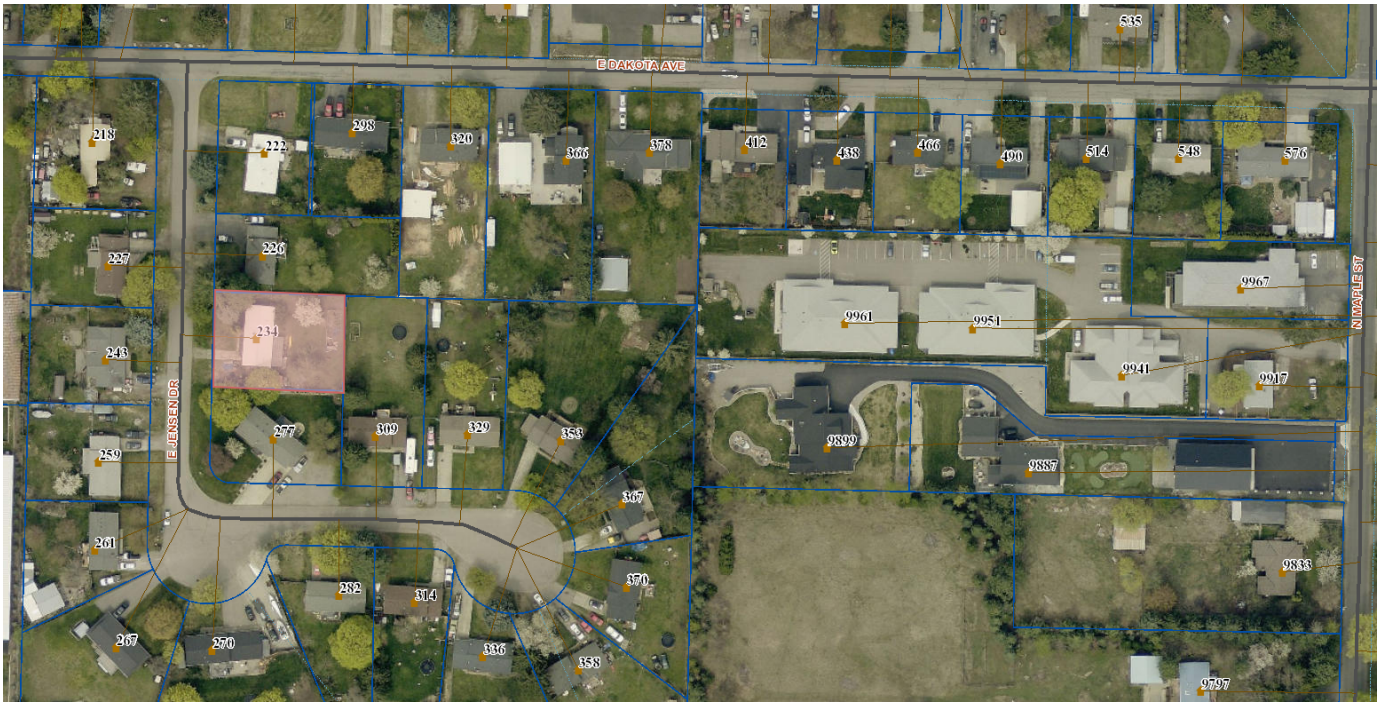
N/A

## **Attachment**

Vicinity Map

Deferred Improvement Agreement

Figure 1 - Vicinity Map



## NATHAN C. BEMIS DEFERRED IMPROVEMENT AGREEMENT

This agreement is entered into between Nathan C. Bemis, 234 E Jensen Drive, Hayden, Idaho 83835, hereinafter “Developer”, and the City of Hayden, an Idaho municipal corporation, 8930 N. Government Way, Hayden, Idaho 83835, hereinafter “City.”

WHEREAS, Developer is the owner of Kootenai County Tax Parcel Number H-5400-000-0140 more particularly described as JENSEN ADDITION, LOT 14, Section 13 Township 51North Range 04West; and

WHEREAS, Hayden Municipal Code requires that at the time of issuance of a building permit for an accessory dwelling unit (ADU) that construction/installation of frontage improvements shall be required as part of the site improvements; and

WHEREAS, the Hayden Municipal Code 11-4-7(C)(5) provides that in areas where the final, finish grade and/or street section cannot be established; where a frontage improvement has been installed at a prior time which is not fully consistent, but is generally consistent, with currently adopted standards; where there are safety concerns; or if there are other factors, which, as determined by the city, merit waiving or deferring the obligation to construct said improvements and instead provide related dedications and easements to the city, the obligation(s) may be deferred or waived in whole or in part by the city engineer. If deferred, the developer shall be required to enter into a deferred improvement agreement incorporating the approved deferral(s) as a condition of approval for the application; and

WHEREAS, DEVELOPER has an approved building permit PB26-0140 and site plan for a new structure on the property and will apply for a Certificate of Occupancy; and

WHEREAS, the City Engineer has determined that the installation of the frontage improvements, which generally include asphalt match, curb, gutter, swales, sidewalks or paths, landscaping, stormwater facilities, and other related features hereafter known as “Frontage Improvements” and which are further described below, may be deferred at this time on the condition that the property owner enter into an Agreement which will require the property owner to construct or participate in the funding of the frontage improvements at a later date determined by the City; and

WHEREAS, the description of said deferred Frontage Improvements are defined as follows:

- a. Along E Jensen Drive the following shall be deferred:
  - i. Pavement Widening to 14 feet from future road centerline, and
  - ii. Installation of concrete curb and gutter, and
  - iii. Installation of a 10-foot swale, street trees, and associated irrigation, and
  - iv. Installation of a 5-foot concrete sidewalk
  - v. Installation of a concrete approach

NOW THEREFORE, the parties agree as follows:

1. City agrees to process the Certificate of Occupancy under Building Permit PB26-0140, and allow DEVELOPER to defer the installation of the Frontage Improvements along East Jensen Drive until the earliest of the following scenarios occur:
  - a. Upon any further development of the subject property, DEVELOPER or its successor in interest shall construct the deferred improvements in accordance with the current Transportation Plan or corridor plan that is adopted and in effect at the time of application for a building permit unless centerline grade has not yet been established, in which case, DEVELOPER or its successor in interest shall pay to the City the cost of the deferred improvements. Said costs shall be prepared by a licensed Engineer in the State of Idaho in accordance to the Transportation Plan or Subplan that is adopted and in effect at the time of application for a building permit and shall be approved by the City Engineer. In either case, a Certificate of Occupancy shall not be issued until the improvements are constructed and accepted by the City or payment has been made to the City; or
  - b. If E Jensen Drive is improved by the City, or adjacent property owners to the north or south, prior to any further development of the subject property, DEVELOPER, or its successor in interest shall reimburse the actual costs to construct the Frontage Improvements that were deferred pursuant to this Agreement. If the City intends to improve E Jensen Drive it shall provide notice of the award of contract to DEVELOPER, which may be accomplished by publication or other means including verbally. Said payment shall be made within ninety (90) days of DEVELOPER being provided written notice of the project completion and the dollar amount associated with the Frontage Improvements. If frontage improvements are constructed by the adjacent property owners, DEVELOPER shall be directly responsible to pay for the improvements on the real property described in this agreement.
  - c. If 10 years have passed from the contract date.
2. DEVELOPER acknowledges the benefit that it is receiving from the City by deferring the Frontage Improvements, which under the existing City Code are required to be constructed at this time.

In exchange for the benefits that it is receiving by deferring its present obligation to a later date DEVELOPER consents, for itself, its successors and assigns, to the placement of a lien on the subject property in the amount of the costs incurred by the CITY for the construction of the frontage improvements associated with the subject property, should DEVELOPER, its successors or

assigns, fail or refuse to perform the duties and obligations articulated in #1 above.

DEVELOPER waives the right to contest the City's authority to lien the subject property but retains its ability to perform the obligations itself in accordance with the terms of this agreement. Should DEVELOPER perform its obligations under this agreement then the CITY shall not be entitled to enforce its lien rights created herein and the lien provisions herein shall be of no force or effect.

1. The Developer acknowledges that a project on E Jensen Drive could be completed with a Local Improvement District (LID) and hereby waives the right to contest the formation of a LID to complete road improvements. This waiver does not prohibit the Developer from challenging the amount of the individual LID assessment.
2. The Developer acknowledges that it is possible the City will improve and/or reconstruct E Jensen Drive without the use of a LID. In this case the Developer shall reimburse the City the actual costs to construct the frontage improvements that were deferred pursuant to the agreement. Said payment shall be made within one hundred eighty (180) days of the Developer being provided written notice of the project completion and the dollar amount associated with the frontage improvements.
3. Prior to issuance of the final Certificate of Occupancy for building permit PB26-0140, DEVELOPER shall deed the right of way necessary to allow for the future widening of E Jensen Drive, and grant the necessary roadway, drainage, utility, and snow storage easements. Said easements and/or deeds will be in accordance with the particular Transportation Plan or corridor plan that is adopted and in effect at the time of issuance of the building permit. Nothing shall preclude the City from requiring additional right-of-way dedication and or easements in the future in accordance with the most current Transportation Plan or corridor plan and City Code.
4. DEVELOPER, or its successor in interest may continue to use the property over which the rights of way are dedicated and easements are granted, for purposes other than the installation of structures and any required site improvements, until the Frontage Improvements are installed or the City determines, in its sole discretion, it is not in the best interest of the City and/or the public for the use to continue, on the following conditions:
  - a. DEVELOPER shall maintain the area at DEVELOPER's sole expense;
  - b. DEVELOPER shall discontinue the use of the right-of-way and easement area within thirty (30) day's written notice of the City;
  - c. DEVELOPER agrees to indemnify and hold the City, its elected officials, officers and employees harmless for any and all claims of damage or injury

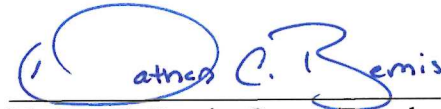
to persons or property resulting from DEVELOPER's use of the right-of-way, and/or easements, or for the City allowing DEVELOPER to use the property; until City requires Developer to discontinue the use of the right-of-way and easement area.

5. In addition to the scenarios set out in Paragraph 1, DEVELOPER agrees that at such time as DEVELOPER applies for any subsequent building permits, site reviews, or subdivision, DEVELOPER shall comply with the code in effect at the time of that application.
6. DEVELOPER agrees that by deferring the Frontage Improvements, DEVELOPER waives the right to request installation of the Frontage Improvements in compliance with the standards at the time of this building permit application and concedes that said frontage improvements will be installed in conformance with the standards in effect at the time of the installation and at the locations approved by the City.
7. The parties agree that the terms of this agreement shall run with the land and shall be binding upon their heirs and assigns and shall be recorded in the Kootenai County Recorder's office.
8. This Deferred Improvement Agreement is hereby declared to be severable. Should any portion of this agreement be declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purpose(s) of the agreement before the declaration of partial invalidity.

CITY OF HAYDEN

NATHAN C. BEMIS

\_\_\_\_\_  
Alan Davis, Mayor  
Date: \_\_\_\_\_

  
\_\_\_\_\_  
Nathan C. Bemis, Owner/Developer  
Date: 5-20-2026

ATTEST:

\_\_\_\_\_  
Abbi Sanchez, City Clerk

STATE OF IDAHO            )  
  ):ss  
County of Kootenai        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary for the State of Idaho, personally appeared Alan Davis and Abbi Sanchez known, or identified to me to be the Mayor and City Clerk, of the City of Hayden, Kootenai County, Idaho, executing the herein instrument, and acknowledged to me that such city of Hayden executed the same.

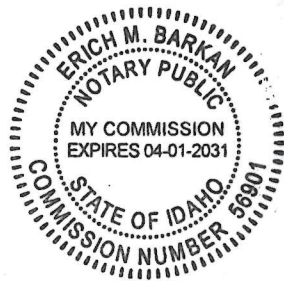
IN WITNESS WHEREOF, I have hereto set my hand affixed my official seal the date and year in this certificate first above written.

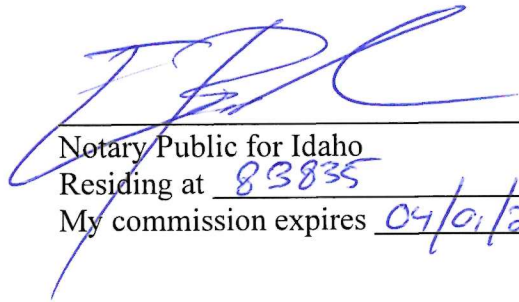
\_\_\_\_\_  
Notary Public for the State of Idaho  
Residing at:  
Commission Expires:

STATE OF Idaho )  
 ) ss.  
County of Kootenai )

On this 20<sup>th</sup> day of, May 2026, before me, Erich M Barkan, a Notary Public in and for said State, personally appeared Nathan C Bemis, known or identified to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



  
\_\_\_\_\_  
Notary Public for Idaho  
Residing at 83835  
My commission expires 04/01/2031

H. Approval of Notice of Award to American Road Maintenance for the 2026 Chip Seal Project



# Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 5-20-2026

**Agenda Item: Notice of Award to American Road Maintenance for 2026 Chip Seal Project**

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## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommends the approval and authorization of the mayor to sign the Notice of Award for the 2026 Chip Seal Project with American Road Maintenance for \$654,669.22.

## **Functional Impact of Authorizing**

This notice of award is for the 2026 chip seal project in which we are planning on performing ½” chip seal on main arterials. The city received 3 bids for this project. It was determined that Arrow Concrete and Asphalt was a non-responsive bidder; therefore, the lowest responsive bidder is American Road Maintenance. Their bid came in at \$654,669.22 for the projected 19.69 lane miles of roadway.

## **Functional Impact of Not Authorizing**

If this is not approved, then the city will not award the project to perform annual chip seal maintenance on our roadways.

## **Fiscal Impact**

This project is included in the FY2026 budget. The bid was lower than the budgeted amount; therefore, this project does not impact the FY2026 budget.

## **Budget Funding Source**

GL 110-532-54304 – Road and Parking Lot Maintenance

## **Attachments**

Notice of Award and bid results for the 2026 Chip Seal Project with American Road Maintenance.

**NOTICE OF AWARD**

**TO: American Road Maintenance**

**4554 E Eco Industrial Pl**

**Tucson, AZ 85756**

**PROJECT DESCRIPTION: CITY OF HAYDEN 2026 CHIP SEAL PROJECT**

The OWNER has considered the BID submitted by you for the described work in response to its Advertisement for Bids dated April 14<sup>th</sup> and 21<sup>st</sup> 2026, and Bidding Information.

You are hereby notified that your Bid has been accepted for items in the amount of \$654,669.22.

You are required by the Contract Information to execute the Contract Agreement and furnish the required CONTRACTOR’S Performance Bond, Certificates of Insurance, and the Original plus 1 copy of the Public Works Contract Report within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said Bonds and Certificates of Insurance within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER’S acceptance of your Bid as abandoned and the Contractor in default and as a forfeiture of your Bid Bond. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

CITY OF HAYDEN

By: \_\_\_\_\_

Title: \_\_\_\_\_

**ACCEPTANCE OF NOTICE**

Receipt of the above NOTICE OF AWARD is hereby acknowledged

Contractor: American Road Maintenance

This the \_\_\_\_\_ day of \_\_\_\_\_ 2026

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

## 2026 Chip Seal Re-Bid Results

	<i><b>Bid Total</b></i>
<i>American Road Maintenance</i>	<u><i>\$654,669.22</i></u>
<i>Poe Asphalt and Paving</i>	<i>\$660,110.25</i>
<i>Arrow Concrete and Construction</i>	<i>\$645,009.60 *</i>

\*Non-responsive Bidder

- I. Approval of PZE-25-0080 Sycamore Valley Subdivision Preliminary Plat Written Decision



# Memo

To: Mayor Davis and Members of the Council

From: Donna Phillips, Community Development Director

Date: May 14, 2026

**Agenda Item: PZE-25-0080 Sycamore Valley Subdivision Preliminary Plat Written Decision**

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## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

The City Council should approve the Written Decision attached if it is an accurate account of the decision of the City Council with respect to the request identified above.

## **Functional Impact of Authorizing**

Should the City Council approve the Written Decision, then the applicant may enter into a Master Development Agreement for the project and submit construction plans in accordance with the decision.

## **Functional Impact of Not Authorizing**

Should the City Council not approve the Written Decision, then the Council shall direct staff accordingly as to the revisions requested to memorialize the decision of the Council approving the request.

## **Fiscal Impact**

Not Applicable

## **Budget Funding Source / Transfer Request**

Not Applicable

## **Attachment**

PZE-25-0080 Sycamore Valley Subdivision Written Decision

## WRITTEN DECISION

### RE: PZE-25-0080 Sycamore Valley Subdivision Preliminary Plat

The application of **Olson Engineering, Inc., on behalf of the owner, Kulka Land, LLC**, requesting approval to subdivide the 13.06 (+/-) acre property into 37 single family residential lots to be known as Sycamore Valley Subdivision located at the Northwest corner of West Miles Avenue and North Maple Street, Idaho was **APPROVED** with Conditions as amended by the Hayden City Council.

**City Council Motion April 28, 2026:** Council President DePriest moved and Councilmember Erickson seconded the motion, to approve with conditions as amended the file PZE-25-0080, finding that it **IS** in accord with the standards of Hayden City Code and the adopted comprehensive plan, based upon testimony received at the Planning and Zoning Commission Hearing and the City Council Hearing and the record of the request.

### FINDINGS:

12-3-4(F) Standards of Approval: The applicant has demonstrated that all existing and proposed infrastructures meets or can be constructed prior to final plat or within the approval duration identified in 12-3-4(G) from the date of City Council approval of the master development agreement which approves the preliminary plat to meet the following standards:

HCC §12-3-4 (F) (1): Infrastructure can/cannot be constructed to function in a manner that promotes the public health, safety, and welfare.

HCC §12-3-4 (F) (2): Infrastructure can/cannot be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration collocation of other infrastructure.

**Applicant:** See applicant's narrative on page 35.

**Staff:** See Staff Analysis page 2.

### CC Hearing:

*Councilmember Roetter read into the record the second paragraph of the Kootenai County Sheriff Office's agency response regarding number of sheriff's officers and response times. He discussed the City's contract with Kootenai County for a reduced number of sheriff's officers since the time of the issuance of the agency response letter. Councilmember Roetter asked if this was considered. Mr. Terzulli identified that any cut in staff whether it was with the KCSO, the Public Works Department, the city, then response times would be lengthened. Mr. Terzulli went on to identify that these are proposed to be large lots, which generally does not have a large crime rate.*

**Rebuttal:** Mr. Terzulli identified that with these homes, additional taxes will be collected to help potentially fund more officers.

HCC §12-3-4 (F) (3): Infrastructure is/is not or will/will not be in compliance with applicable city, state, and federal policies and regulations as follows:

a) Provisions have/have not been made for a water supply system that satisfies city, Idaho Department of Environmental Quality (IDEQ), and NLFPD requirements.

**Applicant:** See applicant's narrative on page 39. Avondale Irrigation District (AID) has provided a will serve letter. Water plans and fire hydrant spacing are subject to review and approval of AID, NLFPD, and IDEQ.

**Staff:** Avondale Irrigation District (AID) provided a Will Serve Letter dated October 30, 2024. See Staff Analysis beginning on page 3.

### **CC Hearing**

**Staff:** AID Will Serve letter was updated on March 16, 2026.

**Applicant:** Jeramie Terzulli, presenting on behalf of Olson Engineering, identified that Northern Lakes Fire Protection District (NLFPD) had been missing prior to the Planning and Zoning Commission hearing, but that they had provided comments prior to this public hearing. Essentially a boiler plate response to provide for adequate access and fire flow.

b) Provisions have/have not been made for a public sewage system in accordance with the city and Hayden Area Regional Sewer Board's (HARSB) adopted sewer master plans, as amended, that satisfied city, HARSB, and IDEQ requirements and that the existing or proposed systems can accommodate the proposed sewer flows.

**Applicant:** See applicant's narrative on page 39.

**Staff:** City of Hayden provided a Will Serve Letter dated September 3, 2025. The project site is wholly within the H-1 basin. See Staff Analysis beginning on page 3.

### **CC Hearing:**

**Applicant:** This proposed subdivision is in a previously unserved area of the city. Service of sewer to this part of the city has required the extension of sewer in both Miles Avenue and in Maple Street to Dana Court. A subdivision which is on septic and dry-lined today. The Will Serve identifies that as of right now there is capacity to serve this project; however, there is no guarantee that sewer capacity will be available at the time of building construction.

**Staff:** The residence located at 385 E Miles Avenue shall be connected to the City sewer in accordance with Hayden City Code resulting from the boundary line adjustment.

c) Provisions have/have not been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal practices. If

- snow storage is proposed to be collocated with stormwater, it shall only be in roadside swale areas and not in regional detention basins unless approved administratively by the City Engineer who shall determine that the likelihood of flooding is minimal.
- d) Provisions have/have not been made for stormwater systems that satisfy the City and IDEQ requirements.
  - e) Provisions have/have not been made for streets that are consistent with the adopted transportation plan, as amended, and the transportation element of the adopted comprehensive plan, as amended and that satisfies the City, ITD, adjacent jurisdictions, and local highway district requirements. Where cul-de-sacs are proposed, they are required to be approved administratively by the City Engineer who shall determine that they are limited to portions of developments in which street continuity is not foreseeable due to property configurations and/or that they are needed to address site-specific conditions. A cul-de-sac shall be limited to 400' in length measured from the edge of adjacent street right-of-way to the back of the cul-de-sac, unless an exception to this standard is allowed by the City Engineer.

**Applicant:** See applicant's narrative on page 39.

**Staff:** See staff analysis beginning on page 4.

### **CC Hearing**

**Applicant:** All proposed internal streets are in accordance with city standards. The City Engineer and Public Works Director have had an opportunity to review these. No cul-de-sacs or eyebrows. Stormwater/snow storage in street side swales. Multiple mailbox locations have been reserved within the subdivision. Right-of-way dedication and frontage improvements will be required on both Miles Avenue and Maple Street for the half width adjacent to their property. Mr. Terzulli went on to explain the standard width of the typical section to include the pavement section, curb, swale, sidewalk and the dry utility easements for both the streets on the external part of the subdivision and within the subdivision itself. He noted here the request from the Historic Commission and other residents, identified the sentimental value of the house to the area. The house is not in good shape, but the applicant has identified a triangle area at the corner of Miles and Maple to place a bench, a plaque, a location to put some information about the importance of this location to the community of Hayden. Additionally, it was identified that should the city decide to make some road improvements to this intersection, then this area could be used for that in the future as well.

**Staff:** No cul-de-sacs or eyebrows as proposed for road design at the request of the public works department. Road connectivity is possible to larger lots to the east (Pearl Avenue) and to the south. Roads will be widened for Maple and Miles. Council President DePriest asked if this was just their half of the roadway. Ms. Phillips confirmed that he was correct. Mayor Davis asked about the cul-de-sacs that were near the project site and when they were completed. As for the ones identified, all were completed prior to or in the same time frame as the late 1990s.

Dana Court was dry lined within the street for future connectivity to sewer when it was within Maple Street. Each home is on a septic system today, and paid capitalization fees at the time of building permit. Extension of the sewer beyond the subdivision's northern boundary is because it is consistent with the City's Sewer Master Plan as required.

**Public Comment R. Stoker (For)** – Non-resident: As owner of the project, he wanted to introduce himself to the City Council and stand for questions from the Council. Council President DePriest asked about the possibility of the owner participating in the traffic updates at Miles and Government Way. Mr. Stoker identified that he would be happy to help at Miles and Maple. No one has asked him to help with Government Way and Miles, and so he is unclear how he could help with that intersection. He is the owner of a geotechnical company in Coeur d'Alene, and he could pay that company with that work geotechnically if that was something that the city needed. Councilmember Roetter quoted PZC minutes related to this corner regarding Mr. Terzulli's comments regarding Hayden Urban Renewal Agency (HURA) funds for that intersection. Mr. Terzulli identified that his comments were from personal understanding related to property which he owned at the southeast corner of that intersection; and not specific to being tied to this project.

Councilmember Roetter identified the last paragraph of the KCSO response letter regarding additional traffic congestion on neighboring roadways could further burden the response time from the KCSO. Mr. Terzulli identified these comments are not generally received from Post Falls, Coeur d'Alene, or Rathdrum as they have their own police forces. The letter from the KCSO is like those that are within Kootenai County and other cities who use the KCSO for police service.

**Rebuttal (Applicant):** Mr. Terzulli, who is not a traffic engineer and has worked with others, mentioned sometimes it is a trip generation letter and sometimes it is a full-blown transportation impact analysis. He provided a summary of how a transportation impact analysis (TIA) is created. Maximum density in this zone on this site is 4 dwelling units per acre, and the project is looking at about 2.5 dwelling units per acre.

Councilmember Roetter asked what the rating was for Maple Street and Miles Avenue. Mr. Terzulli identified when a trip generation letter or TIA would be required. Ms. Jovick identified that this question may be better suited for staff.

Council President DePriest asked if the intersection of Government Way and Miles Avenue was at a tipping point. Mr. Terzulli said that a signal was in the design and/or construction. Staff had an opportunity to analyze that question.

Mr. Terzulli continued that plans will be reviewed by the city engineer and other agencies (Panhandle Health District, Idaho Department of Environmental Quality, Avondale Irrigation District, Northern Lakes Fire District, etc.). Engineer of Record will provide oversight and observation during the construction in accordance with the City's requirements. No additional studies were requested by the agencies. Fees will be assessed at the time of building permit for impact on traffic and parks.

Provided background regarding parkland which is usually done at the time of annexation agreement; however, in this case property is already within the City. Provided the opportunity to provide for parkland in this subdivision and provided some other possible alternatives in the nearby area. Mr. Terzulli identified the city chose not to participate in purchase of area within the were than he did. 2040 Parks Master Plan identifies that property should be purchased for the park. Mr. Terzulli gave some history regarding discussion about how to meet this requirement and possible opportunities regarding this property and other properties in the nearby area.

Councilmember Erickson: Asked about the possibility of a park going west of this project related to additional condition from the Planning and Zoning Commission related to connectivity. Mr. Terzulli identified that he wasn't at liberty to discuss where or if there was property for a park.

**City Attorney:** Fonda Jovick, City Attorney identified property west of the subdivision site was under contract with the City. She went on to state that he was at liberty to discuss possible ways to make that connectivity work. The City was not under contract at the time of the Planning and Zoning Commission meeting at, so it was not at liberty to discuss it at that time. Since that time, however, it has come under contract to purchase it and so it can be discussed.

Mr. Terzulli identified that they already have contact with the possible property owner at the northwest corner of the subdivision, but if that can't occur, then the connectivity could still occur through the north side of Miles Avenue with the addition of frontage improvements to the future park area. Mr. Terzulli did identify that it shouldn't be open-ended and that should the condition be amended, he would suggest adding a certain distance to the requirement.

Councilmember Erickson followed up on how this connectivity was envisioned to be constructed. Mr. Stoker identified that if the City became the owner of the property, then it would be easier. If we must obtain it, then we would like to put a road in and sell it like any other lot. Potentially through an easement to the area versus a roadway. He would prefer to see it through the north and make the connection; but don't know.

Mayor Davis asked about a statement by Mr. Terzulli regarding negotiation of park location. The parks master plan identifies a general location of where a future park is to be located. Lisa Ailport, City Administrator, identified that there is a need for a park in the northeast quadrant. Ms. Jovick identified the master plan comes from the comprehensive plan adopted by City Council. Developers, as a whole, don't get to negotiate what your master planning efforts have already resulted in. There are only specific times when you require the dedication of land and then there are other funding sources which can be used for parkland purchases. Councilmember Erickson identified the city has no way of requiring a park. Ms. Jovick noted the staff has brought forward a request from a developer which meets all requirements including the condition of approval to having them meet the requirement of a park in this quadrant potentially. It doesn't negate the ability for the City to negotiate with a developer through a master development agreement, but it isn't a standard of approval.

**Public Comment – M. Sullivan (Neutral):** Resident: Asked why the six lots in the center couldn't be utilized in the middle for this park area. Maybe the developer should not use the other property but use this property. Not opposed to not having any additional townhomes between my property and the existing townhomes, a park could be there. Not opposed to the size of the lots, just something to consider.

**Rebuttal (Applicant):** Mr. Terzulli noted the property owner had put the project on hold in the fall to try to address the concerns raised regarding the park and its location. They met with city staff and worked on an avenue to move forward with possible solutions to meet this requirement prior to bringing the request forward for the City Council consideration. No strong arm occurred by the city and just ideas bouncing back and forth, and some council like parks more than others. It is up to the City Council to determine if this standard has been met.

HCC §12-3-4 (F) (4): Provisions have/have not been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the city.

HCC §12-3-4 (F) (5): Provisions have/have not been made for gas, power, telecommunications, mailboxes, and similar infrastructure.

HCC §12-3-4 (F) (6): Provisions have/have not been made for driveway locations that take into consideration the width and location of the driveway in relation to the location of snow storage, utility boxes, crosswalks, adjacent roads, mailboxes and the like.

**Applicant:** See applicant's narrative on page 40.

**Staff:** See Staff Analysis page 9.

### **CC Hearing**

**Applicant:** Water and sewer are available to or near the site and will be extended. Dry utility coordination will occur during the final stages of construction plan development. Mailbox locations shall be placed on the internal streets. Large lots will give ample location for driveways to not conflict with other items of the road typical. Engineer oversight will ensure soil stabilization and erosion control are addressed with best management practices.

**Staff:** No individual access will be allowed from Maple Street or Miles Avenue. New mailboxes would be located on the internal public streets. All utility infrastructure shall be placed underground.

HCC §12-3-4 (F) (7): The area proposed for subdivision is/is not zoned for the proposed use and the use conforms to other requirements found in this code.

**Applicant:** See applicant's narrative on page 38.

**Staff:** See Staff Analysis beginning on page 9. As the purpose of the zoning ordinance is made in accordance with a comprehensive plan, the analysis includes much of the comprehensive plan.

*This analysis begins on page 10 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 28.*

### **CC Hearing**

**Applicant:** As shown in the previous exhibits, the proposed uses conform to the underlying zones and meet all the performance standards of those zoning districts. The lots are very large and nearly 10,000 square feet on average and the lots match up to the lots to the north pretty much and are consistent with the developed neighbors in the area.

Councilmember Erickson identified this project is proposed to have much larger lots than the minimum lot size in this zone designation. Councilmember Erickson wanted to make the point that a future subdivision under a future zone designation could result in denser development.

**Public Comment L. Cardenas (Against)** – Resident: Across the street with a 2.5-acre lot and the neighbor with a 3-acre lot. She made the assertion that noticing was not done properly for the public hearing because neighbor did not receive the notice. [Staff provided publication dates in the CDA Press, the notices posted on the property, and the notice mailed to the property. No mailed notice for this address was received back to the city.] “Local planning affects our lives every day.” Ms. Jovick responded to the question, that the statute requires that proof of noticing occurred. The notice was mailed to the address provided by the title company. The notice was mailed in accordance with Idaho Code. Ms. Cardenas read the full letter into the record regarding a variety of ideas – not fully comparable to all the surrounding properties, transportation concerns, and ideas. Ms. Cardenas then provided her testimony regarding the following concerns: density, project out of context, loss of historic property, loss of open space, impact fees instead of providing the open space, request for building of single story homes with basements instead of two-story homes, increase in traffic on surrounding streets, signal at Government Way and Miles Ave, KCSO response time, and length of time for development of future lots. While she appreciated what was presented here tonight, she is still concerned regarding the timing of the future park area.

**Rebuttal (Applicant):** The underlying zone will dictate what will be able to be constructed, and the lots sizes are like the lots to the north, northeast, and the south. Well under the density cap for an R-1 subdivision. Idaho Statutes recognize the rights of a private property owner.

HCC §12-3-4 (F) (8): The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that in most cases, off-site improvements will be dealt with through the agreements.

**Applicant:** See Applicant’s narrative beginning on page 39

**Staff:** All on-site and off-site improvements shall be required of the Developer to include various agreements, infrastructure per the adopted City Code, standards, and plans.

## ***CC Hearing***

***Applicant:*** Provisions have been made such that all infrastructure required to serve this project will be provided by the developer and that any off-site impacts will be mitigated through impact fees as is typical in the City of Hayden.

***Staff:*** Noted the applicant will be extending sewer to Dana Court and will be providing connectivity to the future park.

Northern Lakes Fire Protection District letter came yesterday or today. Staff strive to get all the comments received into the hands of the Commission for the public hearing. No additional public comments between those received prior to the memo to Boardbook.

## ***Deliberations:***

Councilmember Roetter wants coordination regarding what the plan is for connectivity and a trip generation letter and would like to delay for that reason.

Councilmember Erickson asked what the timeline was with respect to escrow. Ms. Ailport identified that it had been opened and that it might be completed by the end of July. He would like a clear resolution on the escrow process and provide clarity on what connectivity would look like. Councilmember Erickson had questions for the staff regarding the staff analysis and asked if there were some details that should have been included.

Dulci Kau, City Engineer, stated she looked at Miles Avenue and Maple Street and that at the time of the transportation plan the intersection functioned at a level of service "A" in 2018. Mayor Davis clarified for the public that Level of service "A" is the best. Ms. Kau went on to state the development is well below the model assumptions for this location. Short term is 2035, and 2040 is long term would have been failing. The growth projections were 4%, and globally the city hasn't seen the in-fill development that the model anticipated. Council President DePriest asked what a trip generation letter would show. Ms. Kau noted a trip generation letter would show how many trips went in and/or out of the subdivision. Councilmember Erickson believes that most of the impact from this subdivision would be to the southwest entrance and not to Maple and Miles intersection. Councilmember Roetter identified the pedestrians that are walking on those streets and the safety of the streets. Maple is not a safe road for pedestrians to be walking on today. Need to see where we are at and the safety of Miles in general. Mayor Davis asked if the subdivision included sidewalks. Staff confirmed.

Ms. Jovick identified that if the City Council directs staff to gather more information, then the new information would necessitate a public hearing. Then the City Council shouldn't deliberate now but wait until the new information is gathered and a public hearing is noticed.

Councilmember Roetter motioned to postpone the decision and not deliberate to another meeting to receive information on park connectivity and the trip generation letter and to look at it in more detail. Council President DePriest seconded. Councilmember Erickson sympathized with the members of the public, walking pedestrians on Maple, etc. This proposal is already

improving the roadway for pedestrians, but if left undeveloped it is not improving safety. Councilmember Roetter disagreed.

Council President DePriest acknowledged the developer working with the City and about their concerns related to Maple and Miles, the signal date at Miles and Government Way. Alan Soderling, Public Works Director, identified the capital improvement plan showed it to be completed in the next three to four years. Ms. Kau provided additional specificity in the design has been completed and the city is moving into the acquisition of right-of-way phase of the project. Folks are using Maple Street as an alternative to using Government Way. A trip generation letter does not require traffic analysis is what is most likely going to be the case. The Council sympathizes with the neighboring property owners, and if they owned the property, they may be thinking something differently. They are the owners, they are within the comprehensive plan, and I struggle after hearing from our staff that the trip generation isn't going to change this.

Vote: No, No, and Yes

Councilmember Erickson stated that even if the traffic analysis was done, the development provides a wider street and sidewalks. Pedestrian safety is one focus, but another area of concern is Miles Avenue and Government Way which are being addressed. Ms. Jovick identified the project will also pay impact fees. Additionally, the project will provide connectivity through sidewalks and paths to the possible future park.

Council President DePriest motioned to approve the project with the recommended conditions of approval as amended with consideration as park connectivity by the City Council. Councilmember Erickson seconded.

Vote: No, yes, yes – motion passes.

**Staff Recommended Conditions of Approval (begins on page 13 of the staff analysis):**

**General Conditions of Approval:**

1. The Developer shall be required to reflect all necessary permanent dedications and/or easements (to include but not be limited to avigation, odor, sewer, stormwater, water, utilities, etc.) on the face of the final plat of the subdivision and to record as a separate document all necessary temporary easements and to identify to whom the dedication and/or easement is to be granted and for what purpose.
2. All permits from outside agencies (ie. CDA Airport, HARSB, AID, IDEQ, IDWR, NLFPD, and PHD) shall be obtained prior to construction of any future development or building permit issuance.
3. This approval shall run with the land for the term approved herein regardless of whether the property ownership, applicant and/or design professionals noted herein remain the same, whether collectively or individually.

**Access Conditions of Approval:**

4. All lots shall be accessed from the internal roads of the subdivision. No lot shall have any form (primary, secondary, for accessory buildings, etc.) of direct individual access onto Miles Avenue or Maple Street. The final location of all driveway locations shall be subject to the review and approval of the City. Particular attention will be paid to location of utility pedestals in relation to driveway and snow storage needs and to those lots at intersections to avoid conflict with the required traffic flow.

**Construction Plan Requirements:**

5. The construction plan submittal shall include those requirements as identified in Hayden City Code §12-6 and more specifically as follows:
  - a. The Developer shall be required to construct the internal streets to a local street section per ST-111 and ST-111A. As proposed the Internal road typical section shall be 36' face of curb to face of curb to allow for parking on both sides of the road, 10' swales to include Type Iv landscaping, 5' sidewalks for a right-of-way width of 68'.
  - b. The site topography is relatively flat; however, erosion control measures shall be addressed with Best Management Practices (BMP).
  - c. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan. No cross country sewer alignments are allowed.
  - d. A letter (e-mail) from the US Postal Service with respect to mailbox locations shall be provided with the intent to place the mailboxes within the subdivision on the internal street and not on the collectors or arterials.
6. Landscape Plans: Detailed landscaping plans conforming to the requirements of City Code, shall be submitted for the entire development with construction plans for required subdivision improvements for review and approval by the City. All disturbed areas shall be stabilized with dryland grass or other approved BMP.
  - a. Individual Lots: The landscape plans shall include a dryland grass mix shall be applied until individual lots are constructed and the hydro-seeding, installation of the irrigation system and required landscaping are completed.
  - b. Street Frontage: Along all street frontages shall be included within the landscaping plan submittal, with actual street tree placement to be completed at the time of building permit for all lots, with the exception of landscaping required with the Greenway tracts and/or multi-modal pathways.

**Requirements of the Final Plat:**

7. All public road right-of-way shall either be dedicated on the plat or by separate document at the time of the final plat.
8. All utility easements required and/or as identified on the typical section shall be granted on the plat or by separate document at the time of final plat.

**Requirements requested by other Agencies:**

- 9. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District agency comments.
- 10. The avigation easement requested by the Coeur d’Alene Airport shall be recorded and shall be referenced on the final plat of the subdivision.

**Additional Requirements:**

- 11. The developer to the satisfaction of the City Council shall develop and construct connectivity to the future park as a requirement prior to final plat as a condition of this approval.
- 12. A historical interpretative sign shall be constructed in accordance with the adopted sign structure type with the sign content to be provided by the City Historical Preservation Commission and the sign shall not be placed within the City’s right-of-way, but shall be placed within a dedicated easement or tract at the corner of Maple Street and Miles Avenue.

With this decision, there are a number of conditions with specific components. The specificity does not preclude the City from exercising its right to require compliance, or demonstrate compliance, with any condition at any time, as well as any other applicable requirements whether or not specifically articulated herein.

NOW THEREFORE IT IS THE FINDINGS of the Hayden City Council that the Sycamore Valley Subdivision preliminary plat request PZE-25-0080 be approved.

Any applicant or affected person seeking judicial review of compliance with the provisions of Idaho Code Section §67-6535 and Hayden City Code §1-1-6 must first seek reconsideration of the final decision from the Hayden City Council within fourteen (14) days. Such written request must identify specific deficiencies in the decision for which reconsideration is sought as identified in Hayden City Code §1-1-6(A) (1) (a-f).

The applicant has the right to request a regulatory taking analysis pursuant to Idaho Code Section §67-8003. Any affected person aggrieved by a final decision concerning matters identified in Idaho Code section §67-6521 (a) (a) may, within twenty-eight (28) days after all remedies have been exhausted under local ordinances seek judicial review under the procedures provided by Chapter 52, Title 67, Idaho Code.

FINDINGS AND CONCLUSION APPROVED on the \_\_\_\_\_ day of May 2026.

CITY OF HAYDEN, IDAHO

By: \_\_\_\_\_

Alan Davis, Mayor

ATTEST:

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Abbi Sanchez, Clerk

J. Ratification of Bills Paid

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 05/11/2026 - 05/20/2026

POSTED AND UNPOSTED PAID

BANK ACCOUNTS: 01 - POOLED A/P CHECKING VENDOR CODES: 0261, 9336, 9353

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
33025PEO 00051650	CHAPTER M, PEO GERANIUMS FOR VETERAN'S MEMORIAL 113-241-54311	03/30/2026 dcollins VETERAN'S MEMORIAL MAINTENANCE	05/11/2026	240.00 240.00	0.00	Paid	Y 05/11/2026
3140 W HAYDEN 00051697	KOOTENAI COUNTY DISTRICT COURT PURCHASE: 3140 W HAYDEN AV-PARCEL H00000 120-112-59840-8007	05/15/2026 dcollins PROJECT LAND ACQUISITION	05/15/2026	68,631.55 68,631.55	0.00	Paid	Y 05/15/2026
STICKER #197520 00051728	MIKE WHITE FORD OF COEUR D'ALENE PURCHASE OF 2026 FORD F550 - VIN 07303 110-899-58999	05/19/2026 dcollins VEHICLES/EQUIPMENT (PARKS)	05/20/2026	117,384.00 117,384.00	0.00	Paid	Y 05/20/2026
STICKER #197510 00051730	MIKE WHITE FORD OF COEUR D'ALENE PURCHASE OF 2026 FORD F550 - VIN 07241 110-899-58997	05/19/2026 dcollins VEHICLES/EQUIPMENT (STREETS)	05/20/2026	117,384.00 117,384.00	0.00	Paid	Y 05/20/2026
# of Invoices:	4	# Due: 0	Totals:	303,639.55	0.00		
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:				303,639.55	0.00		
--- TOTALS BY FUND ---							
	110 GENERAL FUND			234,768.00	0.00		
	113 VETERANS MEMORIAL FUND			240.00	0.00		
	120 IMPACT FEE CIRCULATION FUND			68,631.55	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	112 PLANNED PROJECTS - CIRCULATION			68,631.55	0.00		
	241 OPERATING & ADMINISTRATIVE			240.00	0.00		
	899 CAPITAL PURCHASES/PROJECTS			234,768.00	0.00		

K. Approval of Bills for Payment

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 05/26/2026 - 05/26/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date Unit Price
1WJH-WXLN-LCQK 00051642	AMAZON CAPITAL SERVICES, INC. 3/4 HP 55 GAL BUNG MOUNT MIXER 110-211-56101	05/07/2026 l1afleur	05/26/2026	519.00 519.00	519.00	Open	N 05/26/2026 519.00
1FJM-DCXG-NGQY 00051658	AMAZON CAPITAL SERVICES, INC. COPY PAPER 110-211-56101	05/08/2026 l1afleur	05/26/2026	56.35 56.35	56.35	Open	N 05/26/2026 56.35
1FVL-GGM7-6RQJ 00051673	AMAZON CAPITAL SERVICES, INC. REFUND YARD SIGN 110-721-58001-1161	04/29/2026 l1afleur	05/29/2026	(14.99) (14.99)	(14.99)	Open	N 05/26/2026 (14.99)
16FD-JCMF-KMP9 00051675	AMAZON CAPITAL SERVICES, INC. ACOUSTIC WALL ART 110-301-57602	05/12/2026 l1afleur	05/26/2026	54.59 54.59	54.59	Open	N 05/26/2026 54.59
1DQQ-J4DV-FT1P 00051727	AMAZON CAPITAL SERVICES, INC. 4' GOLF PENCILS (CREDIT REFUND) 110-721-58001-1161	05/19/2026 l1afleur	05/26/2026	(29.49) (29.49)	(29.49)	Open	N 05/26/2026 (29.49)
19NK-PMRF-1XFM 00051729	AMAZON CAPITAL SERVICES, INC. PARTY FAVORS GOODIE BAGS (CREDIT REFUND) 110-721-58001-1161	05/20/2026 l1afleur	05/26/2026	(22.77) (22.77)	(22.77)	Open	N 05/26/2026 (22.77)
S30599 00051683	ARROW CONSTRUCTION SUPPLY, LLC SAFETY VEST HI VIZ 110-541-56403	05/12/2026 l1afleur	05/26/2026	24.52 24.52	24.52	open	N 05/26/2026 24.52
200014766 00051718	ASSOCIATION OF IDAHO CITIES ADULT DELEGATE REG FEE x2 110-111-55801-1801 110-111-55801-1804	05/18/2026 l1afleur	05/26/2026	750.00 375.00 375.00	750.00	open	N 05/26/2026 375.00 375.00

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 05/26/2026 - 05/26/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
952 E STEEPLE C 00051705	ATLAS BUILDING CENTER Check Request For Bond: BTC26-0016 110-228-22813	05/15/2026 dcollins BTC26-0016 - OT26-0064	05/15/2026	1,000.00 1,000.00	1,000.00	Open	N 05/26/2026 1,000.00
22090 00051737	AWARDS ETC. MEMORIAL DAY SPEAKER THANK YOU PLAQUE 110-111-58008	05/15/2026 llafleur VETERANS COMMISSION	05/26/2026	35.00 35.00	35.00	Open	N 05/26/2026 35.00
P91779747 00051684	BATTERIES PLUS BULBS 12V 9AH LEAD DURA 8PK 110-230-57717	05/13/2026 llafleur GENERAL HARDWARE	05/26/2026	274.01 274.01	274.01	Open	N 05/26/2026 274.01
2125 00051703	BIG SKY ID CORP HYDRO EXCAV, VACTOR TRUCK, DUMP FEE, LAB 110-534-59100	05/27/2026 llafleur HWY 95 CITY ENTRANCE SIGNS	05/26/2026	780.00 780.00	780.00	Open	N 05/26/2026 780.00
0000046483-0227 00051710	CDA PRESS CDA#15893 NOPH-PZE 25-0080 SYCAMORE VALL 110-345-55401	02/27/2026 llafleur ADVERTISING & PUBLISHING	05/26/2026	98.09 98.09	98.09	Open	N 05/26/2026 98.09
INV05667 00051653	CITY OF POST FALLS PROSECUTION SERVICES MARCH 2026 110-252-59001	04/15/2026 llafleur CONTRACTED PROSECUTOR	05/26/2026	12,026.00 12,026.00	12,026.00	Open	N 05/26/2026 12,026.00
3356915 00051652	COEUR D'ALENE GARBAGE SERVICE HONEYSUCKLE BEACH 112-241-54312	04/30/2026 llafleur BOAT LAUNCH OPERATION/MAINTENANCE	05/26/2026	275.67 275.67	275.67	open	N 05/26/2026 275.67
S012880363.001 00051643	CONSOLIDATED SUPPLY CORP. DRAIN CLEANER, WATER SAVER REPAIR KIT, S 110-541-54300	05/05/2026 llafleur BUILDINGS & GROUNDS	05/26/2026	272.27 272.27	272.27	open	N 05/26/2026 272.27

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 05/26/2026 - 05/26/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
S012931248.001 00051706	CONSOLIDATED SUPPLY CORP. 1' SCREW DRIVER STOP REPAIR KIT 110-541-57702	05/14/2026 llafleur TOOLS & SMALL EQUIPMENT	05/26/2026	12.69 12.69	12.69	Open	N 05/26/2026 12.69
S012932114.001 00051724	CONSOLIDATED SUPPLY CORP. 1 1/2 NST MALE FIRE HOSE ADAPTER 110-541-57702	05/14/2026 llafleur TOOLS & SMALL EQUIPMENT	05/26/2026	17.93 17.93	17.93	Open	N 05/26/2026 17.93
S012936847.001 00051725	CONSOLIDATED SUPPLY CORP. 1/2x3 BRASS NIPPLE 110-533-54004	05/18/2026 llafleur 2018 KENWORTH T-370 WATER TRUCK	05/26/2026	15.92 15.92	15.92	Open	N 05/26/2026 15.92
05/12/26-6/2/26 00051722	DARZES JR, THOMAS F PICKLEBALL LESSONS-PAYMENT 1/SESSION 1 110-711-56108	05/19/2026 llafleur CONTRACT PAYMENTS	05/26/2026	210.00 210.00	210.00	Open	N 05/26/2026 210.00
25369-445 00051644	ENVIRONMENT CONTROL SPOKANE MONTHLY MAINT-CITY HALL & PW FEB 2026 110-811-54301 110-811-54302	02/01/2026 llafleur BUILDING MAINT & REPAIR PWF- BUILDING MAINT & REPAIR	05/26/2026	1,840.00 1,495.00 345.00	1,840.00	Open	N 05/26/2026 1,495.00 345.00
IDCOE235636 00051734	FASTENAL 14OZ PROPANE GAS CYL 110-532-54304-0036	05/19/2026 llafleur ROAD & PARKING LOT MAINTENANCE	05/26/2026	26.93 26.93	26.93	Open	N 05/26/2026 26.93
1443904 00051641	HAYDEN ACE HARDWARE MISC HARDWARE 110-531-56101	05/08/2026 llafleur STREET SHOP SUPPLIES	05/26/2026	4.78 4.78	4.78	Open	N 05/26/2026 4.78
1445324 00051654	HAYDEN ACE HARDWARE POTTING SOIL X6 110-541-56501	05/11/2026 llafleur FLOWERS & DECORATIONS	05/26/2026	29.22 29.22	29.22	Open	N 05/26/2026 29.22

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 05/26/2026 - 05/26/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
1445327 00051655	HAYDEN ACE HARDWARE TRUE FLATE 110-531-57702	05/11/2026 llafleur TOOLS & SMALL EQUIPMENT	05/26/2026	4.22 4.22	4.22	Open	N 05/26/2026 4.22
1445333 00051656	HAYDEN ACE HARDWARE TAP CARDED 10MM-1MM 110-533-54004	05/11/2026 llafleur 2018 KENWORTH T-370 WATER TRUCK	05/26/2026	9.96 9.96	9.96	Open	N 05/26/2026 9.96
1445349 00051657	HAYDEN ACE HARDWARE 1/4" NIPPLE, GALV 1/8" PLUG 110-532-54313	05/11/2026 llafleur ROADWAY STRIPING	05/26/2026	5.02 5.02	5.02	Open	N 05/26/2026 5.02
1430805 00051662	HAYDEN ACE HARDWARE MISC HARDWARE 110-533-54018	04/01/2026 llafleur 2008 FORD F250 4X4 PICKUP R&M	05/26/2026	8.76 8.76	8.76	Open	N 05/26/2026 8.76
1432067 00051663	HAYDEN ACE HARDWARE SCHLAGE KEY x4 110-811-54301-3221	04/06/2026 llafleur BUILDING MAINT & REPAIR	05/26/2026	2.24 2.24	2.24	Open	N 05/26/2026 2.24
1445892 00051672	HAYDEN ACE HARDWARE DISP GLOVES X10, MAP PRO GAS 110-531-56101	05/12/2026 llafleur STREET SHOP SUPPLIES	05/26/2026	186.68 186.68	186.68	Open	N 05/26/2026 186.68
1448340 00051721	HAYDEN ACE HARDWARE SPRAY PAINT BLK CAMO 12OZ 210-247-57019	05/19/2026 llafleur HAYDEN NORTH LS UTIL	05/26/2026	6.93 6.93	6.93	open	N 05/26/2026 6.93
2S253141 00051664	HORIZON DISTRIBUTORS INC. VALVE LIDS FOR CROFFOOT IRR 110-541-54323	04/24/2026 llafleur PARKS-IRRIGATION	05/26/2026	147.39 147.39	147.39	open	N 05/26/2026 147.39

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
2S254842 00051665	HORIZON DISTRIBUTORS INC. CROFFOOT SOCCER FIELDS IRR 110-541-54323	05/06/2026 llafleur	05/26/2026	464.70	464.70	Open	N 05/26/2026
		PARKS-IRRIGATION		464.70		1.00	464.70
2S254034 00051666	HORIZON DISTRIBUTORS INC. CITY PARK MAIN BALL FIELD 110-541-54323	05/01/2026 llafleur	05/26/2026	19.96	19.96	Open	N 05/26/2026
		PARKS-IRRIGATION		19.96		1.00	19.96
2S251933 00051667	HORIZON DISTRIBUTORS INC. PARKS IRRIGATION 110-541-54323	04/30/2026 llafleur	05/26/2026	584.52	584.52	Open	N 05/26/2026
		PARKS-IRRIGATION		584.52		1.00	584.52
2S249636 00051676	HORIZON DISTRIBUTORS INC. HUNTER INDUSTRIES 110-541-54323	04/30/2026 llafleur	05/26/2026	234.09	234.09	Open	N 05/26/2026
		PARKS-IRRIGATION		234.09		1.00	234.09
5182026001 00051731	IDAHO GRANITE WORKS INC NEW & REPLACEMENT PAVERS-MEMORIAL DAY 113-241-54311	05/18/2026 llafleur	05/26/2026	500.00	500.00	Open	N 05/26/2026
		VETERAN'S MEMORIAL MAINTENANCE		500.00		1.00	500.00
INV-00502840 00051680	INTERMAX NETWORKS PW SHOP PHONE SERVICE 110-811-54109	05/12/2026 llafleur	05/26/2026	227.66	227.66	Open	N 05/26/2026
		UTILITIES-PWF		227.66		1.00	227.66
INV 04/20/2026 00051651	INTERSTATE ELECTRICAL CONTRACTORS I REPLACE BALLAST, REPLACE MISSING LAMPS 110-811-54301	04/20/2026 llafleur	05/26/2026	358.11	358.11	Open	N 05/26/2026
		CH BUILDING MAINT & REPAIR		358.11		1.00	358.11
188824 00051704	ITERIS, INC. Check Request For Escrow: BEN25-0009 110-228-22813	05/15/2026 dcollins	05/15/2026	302.50	302.50	Open	N 05/26/2026
		BEN25-0009 - PZE-22-0149		302.50		1.00	302.50

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Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
196220 00051732	J-U-B ENGINEERS INC. H-6 LIFT STATION & RAMSEY GRAVITY SEWER 211-899-59829	05/13/2026 llafleur	05/26/2026	6,331.30	6,331.30	Open	N 05/26/2026
		H-6 LIFT STATION CONSTRUCTION		6,331.30		1.00	6,331.30
SUMMER CONCERT 00051726	KOEP CONCERTS SUMMER CONCERT SERIES 2026- 110-721-58002	05/19/2026 llafleur	05/26/2026	3,600.00	3,600.00	Open	N 05/26/2026
		PAYMENT 2 OF CONCERTS IN THE PARK		3,600.00		1.00	3,600.00
2026-00000055 00051719	KOOTENAI COUNTY INMATE HOUSING - APRIL 2026 110-252-59002	05/13/2026 llafleur	05/26/2026	70.00	70.00	Open	N 05/26/2026
		KOOTENAI COUNTY JAIL SVCS		70.00		1.00	70.00
10-88291.00 4/3 00051693	KOOTENAI COUNTY SOLID WASTE PUBLIC WORKS 110-811-54109	05/14/2026 llafleur	05/26/2026	492.80	492.80	Open	N 05/26/2026
		UTILITIES-PWF		492.80		1.00	492.80
10-84587.00 5/2 00051712	KOOTENAI COUNTY SOLID WASTE CROOFOOT PARK DUMPSTER 110-811-54104	05/14/2026 llafleur	05/26/2026	492.80	492.80	Open	N 05/26/2026
		UTILITIES - PARKS		492.80		1.00	492.80
10-80583.00 5/2 00051713	KOOTENAI COUNTY SOLID WASTE FINUCANE PARK DUMPSTER 110-811-54104	05/14/2026 llafleur	05/26/2026	246.40	246.40	Open	N 05/26/2026
		UTILITIES - PARKS		246.40		1.00	246.40
10-80581.00 5/2 00051714	KOOTENAI COUNTY SOLID WASTE HONEYSUCKLE BEACH DUMPSTER 112-241-54312	05/14/2026 llafleur	05/26/2026	515.90	515.90	open	N 05/26/2026
		BOAT LAUNCH OPERATION/MAINTENANCE		515.90		1.00	515.90
10-80582.00 5/2 00051715	KOOTENAI COUNTY SOLID WASTE CITY HALL 110-811-54102	05/14/2026 llafleur	05/26/2026	165.20	165.20	open	N 05/26/2026
		UTILITIES - CITY HALL		165.20		1.00	165.20

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Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
10-84982.00 5/2 00051716	KOOTENAI COUNTY SOLID WASTE STODDARD PARK 110-811-54104	05/14/2026 llafleur	05/26/2026	369.60	369.60	Open	N 05/26/2026
		UTILITIES - PARKS		369.60		1.00	369.60
10-30143.00 5/2 00051717	KOOTENAI COUNTY SOLID WASTE CITY OF HAYDEN DUMPSTER-GENERAL REFUSE 110-811-54102	05/14/2026 llafleur	05/26/2026	130.28	130.28	Open	N 05/26/2026
		UTILITIES - CITY HALL		130.28		1.00	130.28
T243026BM-3 00051695	LOCAL HIGHWAY TECHNICAL ASSISTANCE T2 CENTER CLASSES- BASIC MATH FOR 2 EMPL 110-531-55801	05/06/2026 llafleur	05/26/2026	160.00	160.00	Open	N 05/26/2026
		TRAVEL, MEETINGS, TRAINING		160.00		1.00	160.00
T242926RDS-4 00051696	LOCAL HIGHWAY TECHNICAL ASSISTANCE T2 CENTER CLASSES- ROADS 101 FOR 3 EMPL 110-531-55801	05/06/2026 llafleur	05/26/2026	240.00	240.00	Open	N 05/26/2026
		TRAVEL, MEETINGS, TRAINING		240.00		1.00	240.00
10372 00051690	MINUTEMAN PRESS #234 HAYDEN HISTORICAL BOOKS 110-111-58015	05/13/2026 dcollins	05/26/2026	1,653.75	1,653.75	Open	N 05/26/2026
		HISTORIC PRESERVATION COMMISSION		1,653.75		1.00	1,653.75
38797 00051735	MOUNTAIN WATER WINDOW CLEANING WINDOW CLEANING CITY HALL 110-811-54301	05/17/2026 llafleur	05/26/2026	400.00	400.00	Open	N 05/26/2026
		CH BUILDING MAINT & REPAIR		400.00		1.00	400.00
563125 00051668	NAPA AUTO PARTS OIL, REGULATOR, #39 110-533-54039	05/11/2026 llafleur	05/26/2026	68.74	68.74	Open	N 05/26/2026
		2023 GMC SIERRA 3500 CREW CAB R&M		68.74		1.00	68.74
562530 00051669	NAPA AUTO PARTS TRANSMISSION FILTER KIT, #21 110-533-54021	05/07/2026 llafleur	05/26/2026	20.12	20.12	Open	N 05/26/2026
		2001 FORD 550 4X4 R&M		20.12		1.00	20.12

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
563147 00051670	NAPA AUTO PARTS OIL FILTER, OIL, #38 110-533-54038	05/11/2026 llafleur	05/26/2026	77.32	77.32	Open	N 05/26/2026
		2020 CHEVY SILVERADO	1500 CREW R&M	77.32		1.00	77.32
557274 00051677	NAPA AUTO PARTS TRANS FILTER KIT, SCRNL FIL 110-533-54018	04/07/2026 llafleur	05/26/2026	15.16	15.16	Open	N 05/26/2026
		2008 FORD F250 4X4	PICKUP R&M	15.16		1.00	15.16
558277 00051678	NAPA AUTO PARTS ENGINE AIR FILTER, OIL FILTER 110-533-54046	04/13/2026 llafleur	05/26/2026	53.13	53.13	Open	N 05/26/2026
		2015 CRAFTO CRACK SEALER	SS125D R&M	53.13		1.00	53.13
557667 00051682	NAPA AUTO PARTS FORGE BALL MOUNT 2 IN DROP, TRAILER BALL 110-542-54200	04/09/2026 llafleur	05/26/2026	97.22	97.22	Open	N 05/26/2026
		#200 '25 GMC SIERRA	3500 REPLACE #75	97.22		1.00	97.22
563835 00051698	NAPA AUTO PARTS OIL FILTER, 10W30 OIL, #33 110-533-54033	05/14/2026 llafleur	05/26/2026	27.39	27.39	Open	N 05/26/2026
		STREETS PAINT MACHINE		27.39		1.00	27.39
563211 00051699	NAPA AUTO PARTS GEAR OIL, #38 110-533-54038	05/11/2026 llafleur	05/26/2026	25.98	25.98	Open	N 05/26/2026
		2020 CHEVY SILVERADO	1500 CREW R&M	25.98		1.00	25.98
562772 00051700	NAPA AUTO PARTS 18MO BAT WRTY, CORE DEP X2, BAT 110-533-54017	05/08/2026 llafleur	05/26/2026	337.12	337.12	Open	N 05/26/2026
		2020 CHEVROLET	5500 PICKUP WITH BOX	337.12		1.00	337.12
563375 00051701	NAPA AUTO PARTS OIL FILTER, AIR FILTER, #92 110-350-54092	05/12/2026 llafleur	05/26/2026	32.97	32.97	Open	N 05/26/2026
		2020 CHEVY SILVERADO	1500 DBLCAB R&M	32.97		1.00	32.97

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Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
102746002 4/202 00051736	NORTH KOOTENAI WATER DIST H-1 LIFT STATION HONEYSUCKLE 210-247-57009	05/20/2026 llafleur	05/26/2026	10.11	10.11	Open	N 05/26/2026
		H-1 LIFT STATION UTIL		10.11		1.00	10.11
AR011422 00051645	OVERHEAD DOOR, INC. COMMERCIAL SERVICE LABOR 110-811-54301	05/08/2026 llafleur	05/26/2026	100.00	100.00	Open	N 05/26/2026
		CH BUILDING MAINT & REPAIR		100.00		1.00	100.00
21099718 00051694	OVERHEAD DOOR, INC. LABOR, FUEL & SUPPLY CHR 110-811-54302	05/06/2026 llafleur	05/26/2026	220.00	220.00	Open	N 05/26/2026
		PWF- BUILDING MAINT & REPAIR		220.00		1.00	220.00
38119 00051679	PACIFIC COAST FLAG FLAGS, POLES, LIGHT BRACKETS 110-532-53106	05/12/2026 llafleur	05/26/2026	1,288.00	1,288.00	Open	N 05/26/2026
		GOVT WAY BANNERS & FLAGS		1,288.00		1.00	1,288.00
4514418 00051661	POINTE PEST CONTROL-ID LLC 2 COM EOM GENERAL PEST 110-811-54302	05/08/2026 llafleur	05/26/2026	350.00	350.00	Open	N 05/26/2026
		PWF- BUILDING MAINT & REPAIR		350.00		1.00	350.00
45267647 00051711	RODDA PAINT COMPANY CORP. TITAN EZ-SWIVEL, RAGS RODDA WHITE T-SHIR 110-533-54017	05/11/2026 llafleur	05/26/2026	146.72	146.72	Open	N 05/26/2026
		2020 CHEVROLET 5500 PICKUP WITH BOX		146.72		1.00	146.72
IN280386 00051646	ROYAL BUSINESS SYSTEMS INC COPYSTAR CS-4054CI TOTAL METER CHARGES - 110-230-53401	05/07/2026 llafleur	05/26/2026	304.91	304.91	open	N 05/26/2026
		COPIER MAINT & REPAIR		304.91		1.00	304.91
99874712 00051686	SAFETY-KLEEN SYSTEMS INC. VAC SERVICE, LIQUID REMOVAL, SOLID REMOV 110-532-54307	05/02/2026 llafleur	05/26/2026	2,584.94	2,584.94	open	N 05/26/2026
		HAZARDOUS MATERIAL DISPOSAL		2,584.94		1.00	2,584.94

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
1724 00051671	SEALMASTER PORTLAND CRACK SEAL 4205 LBS 110-532-54304	05/05/2026 llafleur	05/26/2026	3,574.25	3,574.25	Open	N 05/26/2026
		ROAD & PARKING LOT MAINTENANCE		3,574.25		1.00	3,574.25
1809 00051702	SEALMASTER PORTLAND CRACKMASTER MASTIC ROADS, CRACKSEAL WITH 110-532-54304	05/14/2026 llafleur	05/26/2026	3,905.06	3,905.06	Open	N 05/26/2026
		ROAD & PARKING LOT MAINTENANCE		3,905.06		1.00	3,905.06
16159 00051681	SHL CPA'S PLLC AUDIT FY25 110-211-53101	04/30/2026 llafleur	05/26/2026	10,273.75	10,273.75	Open	N 05/26/2026
		AUDIT		10,273.75		1.00	10,273.75
14985 00051660	TRAFFICORP TRAFFIC CONTROL 110-531-53404	05/11/2026 llafleur	05/26/2026	1,416.00	1,416.00	Open	N 05/26/2026
		CONTRACT LABOR (FLAGGERS, ETC.)		1,416.00		1.00	1,416.00
APRIL 2026 STAT 00051685	VISA 04/28/26 VISA STATEMENT 110-230-57721 110-230-57717 110-230-53403 110-230-57719 110-211-56101 110-511-56101 110-301-56101 110-211-52902 110-111-55801-1804 110-711-56101 110-711-56105 110-711-55803 110-711-52903 110-345-55801 110-111-58015	04/28/2026 llafleur	05/26/2026	3,190.01	3,190.01	Open	N 05/26/2026
		GIS SOFTWARE MAINTENANCE		18.75		1.00	18.75
		GENERAL HARDWARE		192.00		1.00	192.00
		IT SUPPORT SERVICES & TRAINING		55.11		1.00	55.11
		HW/SW MAINT/SUBS		240.00		1.00	240.00
		OFFICE SUPPLIES		95.95		1.00	95.95
		OFFICE SUPPLIES		43.98		1.00	43.98
		OFFICE SUPPLIES		67.16		1.00	27.78
		RECOGNITION/WELLNESS/EVENTS		470.08		1.00	13.78
		TRAVEL, MEETINGS, TRAINING-SEAT#4		346.80		1.00	346.80
		OFFICE SUPPLIES		58.58		1.00	58.58
		PROGRAM EQUIPMENT/SUPPLIES		27.58		1.00	21.70
		TRAVEL/MEETINGS/TRAINING		1,410.59		1.00	18.76
		PROGRAM AWARDS/PRIZES/CERTIFICATES		100.48		1.00	3.98
		TRAVEL, MEETINGS, TRAINING		50.00		1.00	50.00
		HISTORIC PRESERVATION COMMISSION		12.95		1.00	12.95
41014140-002 00051691	WELCH COMER & ASSOCIATES INC. PROFESSIONAL SERVICES 03/22/2026-04/18/2 120-112-59226-7721	05/11/2026 llafleur	05/26/2026	16,265.99	16,265.99	Open	N 05/26/2026
		HONEYSUCKLE/RAMSEY		16,265.99		1.00	16,265.99

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
41014150-001 00051707	WELCH COMER & ASSOCIATES INC. PROFESSIONAL SERVICES 03/22/26-04/18/26 120-899-59250-8020	05/12/2026 llafleur	05/26/2026	1,680.00 1,680.00	1,680.00	Open	N 05/26/2026 1,680.00
IN003596197 00051659	WESTERN STATES EQUIPMENT COMPANY WOODLAND MED, LOAD BANK (2 HRS) 210-246-57003	05/08/2026 llafleur	05/26/2026	1,003.47 1,003.47	1,003.47	Open	N 05/26/2026 1,003.47
IN003601020 00051692	WESTERN STATES EQUIPMENT COMPANY PM1-H1, LOAD BANK (2HRS) 210-246-57009	05/13/2026 llafleur	05/26/2026	1,003.47 1,003.47	1,003.47	Open	N 05/26/2026 1,003.47
IN003604241 00051708	WESTERN STATES EQUIPMENT COMPANY REPLACE-BOARD CONTROL MOD 4.2, TRAVEL TO 210-246-57003	05/15/2026 llafleur	05/26/2026	1,879.30 1,879.30	1,879.30	Open	N 05/26/2026 1,879.30
1120156 00051723	ZIEGLER LUMBER COMPANY INC. SAKRETE 60LB HI STRENGTH CONCRETE MIX 110-532-54308	05/18/2026 llafleur	05/26/2026	36.40 36.40	36.40	Open	N 05/26/2026 36.40
208-189-0545 05 00051674	ZIPLY FIBER PHONE CHARGES FOR APRIL 2026 210-247-57016 210-247-57009 112-241-54312 210-247-57005 210-247-57018 110-211-55300 110-811-54102	05/01/2026 llafleur	05/26/2026	615.84 88.88 91.31 133.57 96.46 95.31 95.31 15.00	615.84	Open	N 05/26/2026 88.88 91.31 133.57 96.46 95.31 95.31 15.00

# of Invoices: 81 # Due: 81  
 # of Credit Memos: 3 # Due: 3  
 Net of Invoices and Credit Memos:

Totals: 86,857.11  
 Totals: (67.25)  
 86,789.86

--- TOTALS BY FUND ---

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Inventory	GL Distribution				Units	Quantity	Unit Price
	110 GENERAL FUND			56,812.19	56,812.19		
	112 HONEYSUCKLE BOAT LAUNCH FUND			925.14	925.14		
	113 VETERANS MEMORIAL FUND			500.00	500.00		
	120 IMPACT FEE CIRCULATION FUND			17,945.99	17,945.99		
	210 SEWER OPER. & MAINT. FUND			4,275.24	4,275.24		
	211 SEWER CAPITALIZATION FUND			6,331.30	6,331.30		
--- TOTALS BY DEPT/ACTIVITY ---							
	111 GEN-MYR OPERATING & ADMINISTRAT			2,798.50	2,798.50		
	112 PLANNED PROJECTS - CIRCULATION			16,265.99	16,265.99		
	211 GEN-ADM OPERATING & ADMINISTRAT			11,510.44	11,510.44		
	228 PASSTHRU & BAD DEBT EXPENSES			1,302.50	1,302.50		
	230 GEN-ADM INFORMATION TECHNOLOGY			1,084.78	1,084.78		
	241 OPERATING & ADMINISTRATIVE			1,425.14	1,425.14		
	246 LIFT/PUMP STATION R&M			3,886.24	3,886.24		
	247 LIFT/PUMP STATION UTIL			389.00	389.00		
	252 LAW ENFORCEMENT OPERATING & ADM			12,096.00	12,096.00		
	301 COMDEV--P&D OPERATING & ADMINIS			121.75	121.75		
	345 COMDEV P&D OPERATING & ADMINIST			148.09	148.09		
	350 COMDEV VEHICLES			32.97	32.97		
	511 PW-ADM OPERATING & ADMINISTRATI			43.98	43.98		
	531 PW-STR OPERATING & ADMINISTRATI			2,011.68	2,011.68		
	532 PW-STR ROAD MAINTENANCE			11,420.60	11,420.60		
	533 PW-STR EQUIP/VEHICLE R&M			806.32	806.32		
	534 PW-STR CAPITAL PURCHASES/PROJEC			780.00	780.00		
	541 PW-PKS OPERATING & ADMINISTRATI			1,807.29	1,807.29		
	542 PW-PKS EQUIP/VEHICLE R&M			97.22	97.22		
	711 REC OPERATING & ADMINISTRATIVE			1,807.23	1,807.23		
	721 REC EV OPERATING & ADMINISTRATI			3,532.75	3,532.75		
	811 FACIL OPERATING & ADMINISTRATIV			5,410.09	5,410.09		
	899 CAPITAL PURCHASES/PROJECTS			8,011.30	8,011.30		

3. **VISITOR/PUBLIC COMMENT (3-minutes maximum)**
4. **COMMISSION REPORT**
  - A. Parks, Recreation and Community Forestry Commission
5. **NEW BUSINESS**
  - A. **ACTION ITEM** J2021-0114 Mark's Ranch Subdivision Extension of Preliminary Plat Request



# Memo

To: Mayor Davis and Members of the Council

From: Donna Phillips, GISP, Community Development Director

Date: May 14, 2026

**Agenda Item: J2021-0114 Mark's Ranch Subdivision Extension of Preliminary Plat Request**

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## **Agenda Item Location**

New Business

## **Recommended Action or Motion**

### **Possible Motions of City Council:**

- **Motion to Approve** – I move to approve the J2021-0114 Mark's Ranch Subdivision Extension of Preliminary Plat approval request for one year to December 31, 2027, based upon testimony received at the City Council meeting and the record of the request.
  
- **Motion to Deny** – I move to deny the J2021-0114 Mark's Ranch Subdivision Extension of Preliminary Plat approval request, based upon testimony received at the City Council meeting for the following reasons: \_\_\_\_\_.

## **Summary**

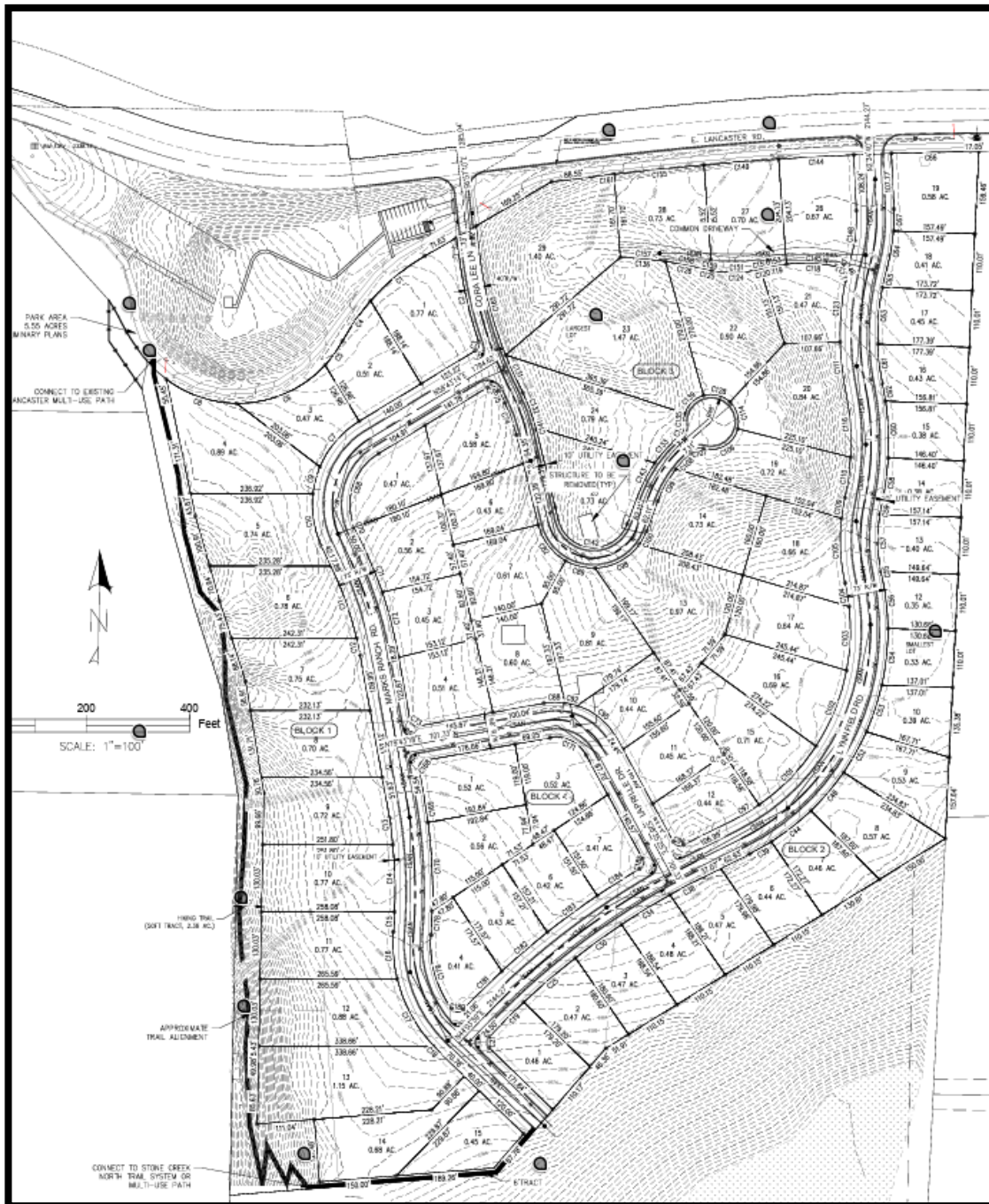
Hayden City Code Title 12 Subdivisions and more specifically Chapter 3 Section 4 outlines the procedures to complete a subdivision. Upon approval of the subdivision preliminary plat, construction plans are reviewed and upon approval by the City and other agencies, construction may begin. Near completion of construction the final plat may be requested and/or approved and recorded.

Hayden City Code 12-3-4 identifies that for a phased subdivision “..the final phase of phased subdivision shall be submitted no later than five years after the date of the City Council approval of the master development agreement which approved the entire

subdivision in concept unless extensions of one year have been applied for by the developer and approved by the City Council..”

On May 14, 2021, the Master Development Agreement (MDA) was recorded for the Mark’s Ranch Subdivision. An aerial image showing the subdivision’s location with the completion of the first phase final platting is shown below and the approved preliminary plat phasing plan is shown on the next page.





Per the applicant/owner's timely extension request (e-mail attached) received on May 11, 2026, Eric Olson, Olson Engineering (authorized agent for Marks Ranch Inc) identifies the extension request and the causes for delay in completion of the project. He also identifies the remaining phases shall be completed in one final phase.

Staff suggest that should the Council approve the request, the extension be granted to December of 2027 for completion of these projects outside of the construction window and for follow-up in the future.

**Fiscal Impact**

NA

**Budget Funding Source / Transfer Request**

NA

**Attachment**

E-mail of the Request

**From:** [Eric Olson](#)  
**To:** [Planning](#)  
**Cc:** [Justin Kerr](#); [Shelley Rosenberger](#); [Ron Rosenberger](#); [Susan Weeks](#); [Donna Phillips](#)  
**Subject:** Marks Ranch Extension Request  
**Date:** Monday, May 11, 2026 10:56:42 AM  
**Attachments:** [image002.png](#)

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Good Morning,

As an authorized agent for Marks Ranch Inc, I hereby request an extension of all relevant entitlements for the Marks Ranch subdivision until December of 2027 to allow for completion of the subdivision in one final phase. While phase one was platted at the end of 2025 it took much longer than anticipated for the following reasons and more:

- Delay for availability of sewer and right-of-way to the south
- Delay for availability of Avondale Irrigation District booster station to serve water
- Difficulty reaching agreement with City Staff on plan reviews, project requirements, and engineering standards: park area, road grades, stormwater, and ADA

Thank you for your attention to this matter.

**Eric Olson, PE**

(208) 651-4152



---

**From:** Shelley Rosenberger <[builder@rosenbergerhomes.com](mailto:builder@rosenbergerhomes.com)>

**Sent:** Friday, May 8, 2026 12:59 PM

**To:** Eric Olson <[eo@oecivil.com](mailto:eo@oecivil.com)>

**Cc:** Justin Kerr <[jkerr@kerroil.com](mailto:jkerr@kerroil.com)>

**Subject:** Fw: Marks Ranch Extension

Eric,

Just making sure you see this from Donna regarding the extension submittal. If I need to help, please let me know.

Best,

*Shelley Rosenberger*

208-772-5018



**From:** Donna Phillips <[dphillips@haydenid.gov](mailto:dphillips@haydenid.gov)>  
**Sent:** Friday, May 8, 2026 9:45 AM  
**To:** Shelley Rosenberger <[builder@rosenbergerhomes.com](mailto:builder@rosenbergerhomes.com)>  
**Subject:** RE: Marks Ranch Extension

Good Morning Shelly,

There isn't a fee for an extension. I need an e-mail to [planning@haydenid.gov](mailto:planning@haydenid.gov) requesting the extension and some background as to why an extension is needed. Progress in the project, and an expected completion date of the subdivision. You can request an extension for one year which staff would suggest be until December of 2027. Let me know if you have any questions. Thank you.

### **Donna Phillips, GISP**

Community Development Director

---

**From:** Shelley Rosenberger <[builder@rosenbergerhomes.com](mailto:builder@rosenbergerhomes.com)>  
**Sent:** Friday, May 8, 2026 9:23 AM  
**To:** Donna Phillips <[dphillips@haydenid.gov](mailto:dphillips@haydenid.gov)>; Donna Phillips <[dphillips@cityofhaydenid.us](mailto:dphillips@cityofhaydenid.us)>  
**Subject:** Marks Ranch Extension

Good morning Donna,  
Lisa handed me a letter yesterday dated last November regarding an extension letter due in May for the final phases of Marks Ranch. She also indicated there would be a fee to pay. Can you please advise me on the fee amount so we can include this with our submitted letter?  
Thank you,

*Shelley Rosenberger*  
208-772-5018



- B. **ACTION ITEM** McIntire Family Park Master Park Plan Presentation
  - i. **ACTION ITEM** Consider Resolution to Adopt the McIntire Family Park Master Park Plan into the 2040 Parks Master Plan



# Memo

To: Mayor and Hayden City Council

From: Lisa Ailport, City Administrator

Date: May 19, 2026

**Agenda Item: Resolution to Adopt Master Park Plan for McIntire City Park as an addendum to the 2040 Parks Master Plan.**

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## **Agenda Item Location**

New Business

## **Background and Recommended Action or Motion**

Staff recommends approval of the attached resolution adopting the Master Plan for McIntire Park into the 2040 Parks Master Plan.

The attached resolution and supporting plan are the culmination of six or more months of work to develop, shape and create a long-range master plan for McIntire Park. With this plan, City staff can work with private and public sector funders to seek out build out of the park. Notably, the first phase of development will seek to create much of the initial framework of the park structure, including a new band shell and amphitheater for the myriad of public events that are held in the park each year.

## **Fiscal Impact**

Future funding will need to be secured to build out the project, but the adoption of the plan does not require funding to be assigned to this project.

## **Budget Funding Source / Transfer Request**

N/A

## **Attachment**

Draft Resolution and Master Plan of McIntire Park

**RESOLUTION NO. \_\_\_\_\_**  
**ADOPTING A MASTER PLAN FOR MCINTIRE PARK AS AN ADDENDUM OF THE**  
**2040 CITY OF HAYDEN PARKS MASTER PLAN**

**WHEREAS** the City of Hayden finds it important to study and plan for strategic park development for both existing and future parks, and

**WHEREAS**, the City’s Streets Department has since moved from the former location at McIntire Park and left that area available for redevelopment, and

**WHEREAS** the City Council finds that McIntire is an important community gather space for both public and private events, and

**WHEREAS** Architects West, in consultation with the City Steering Committee provided a city led public involvement process to study and make recommendations for improvements to McIntire Park.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAYDEN**, that the attached Master Park Plan of McIntire Park is hereby adopted to the City of Hayden’s 2040 Parks Master Plan as an addendum thereof. Additionally, the City staff and/or Commissions are hereby authorized and directed to carry out such steps as may be necessary to implement the plan.

APPROVED BY THE CITY COUNCIL ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026

CITY OF HAYDEN

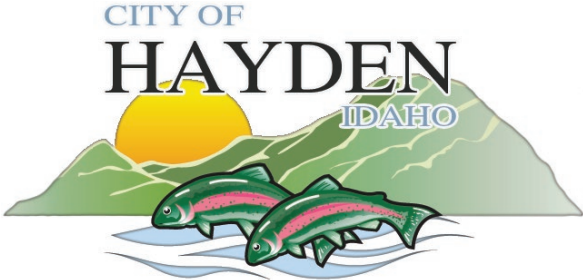
\_\_\_\_\_  
Alan Davis, Mayor

ATTEST:

\_\_\_\_\_  
Abbi Sanchez, Clerk



# Master Plan Process & Results



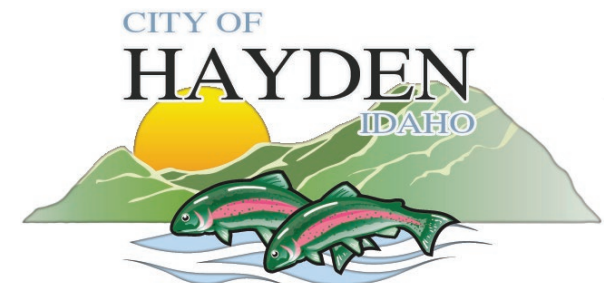
# Executive Summary

In 2025, Architects West was contracted by the City of Hayden to assist with a master planning effort for McIntire Family Park and the surrounding City Hall campus area. The purpose of the project was to create a long-range vision for the site that could guide funding, phasing, and future improvements. The City, in collaboration with the Hayden Urban Renewal Agency, sought to explore opportunities to enhance McIntire Family Park, integrate it more closely with the City Hall campus, and prioritize park and community facility upgrades over the next several years.

Architects West's approach was to provide a community-driven planning process that combined site analysis, concept development, public engagement, stakeholder input, implementation planning, and final presentation materials suitable for Council adoption and community distribution.

In coordination with the City of Hayden, Architects West implemented a master planning strategy which included the following:

1. Project Kickoff and Background Review
2. Steering Committee Coordination
3. Stakeholder Interviews
4. Community Outreach and Public Engagement
5. Public Survey and Feedback
6. Concept Alternatives Development
7. Preferred Master Plan and Implementation Strategy
8. Cost Estimate and Phasing Plan
9. Final Master Plan and Recommended Adoption



## **Project Kickoff and Background Review**

Architects West began the process by reviewing previous HURA concepts, existing site conditions, and City planning documents. This task helped establish project goals, priorities, and guiding principles for McIntire Family Park and the surrounding City Hall campus area. The kickoff also provided an opportunity to confirm the project schedule, engagement approach, and key milestones for the master planning process.

## **Steering Committee Coordination**

A steering committee was formed to help guide the project vision and ensure the plan reflected Hayden's values, operational needs, and long-term community goals. Members included City staff, Parks Department, Park, Recreation & Forestry Commission representatives, and a HURA board member. The committee helped identify priorities, review feedback, and guide the development of concept alternatives and the preferred master plan.

## **Stakeholder Interviews**

Stakeholders were identified through coordination with the steering committee and City officials. In total, 22 stakeholder interviews were conducted with City leadership, staff, HURA representatives, citizens at large, City commissions, Central Business District representatives, and baseball user groups. Interview questions focused on each participant's connection to the park, priorities for the redesign, existing challenges, features to preserve, and what would make the master planning effort successful.

Stakeholder feedback helped establish several recurring themes, including the need for community gathering space, improved parking and access, flexible use, and a plan that is sustainable and realistic.

The existing baseball field prompted additional conversations with local baseball user groups, including First and Third, to better understand current use, needs, and priorities for the future of McIntire Family Park. The field is used regularly; however, stakeholders noted that it needs improvements and that its current orientation directs baseballs toward Honeysuckle Avenue and the adjacent parking lot. The overall consensus was that the community would benefit from more quality fields in Hayden, and user groups encouraged the City to replace the field rather than remove it.

## **Community Outreach and Public Engagement**

Community engagement occurred throughout the planning process to incorporate public feedback at key milestones. Outreach included a Christmas Tree Lighting Ceremony, voting boards, a project website, a community open house, and other engagement tools. These activities gave community members opportunities to learn about the project, review potential improvements, and provide feedback on park amenities and design direction.

This public engagement process helped build a broader understanding of how the park is used today and what residents hope to see in the future.

## **Public Survey and Feedback**

A public survey was distributed to better understand how residents use McIntire Family Park and what improvements they would like to see. The survey received 292 responses, with most submitted online and additional responses collected on paper. Survey results showed that residents value McIntire Family Park for events, outdoor recreation, walking, socializing, relaxing, family activities, and play.

Key concerns included lack of parking, limited trail and walkway connections, traffic, sidewalk conditions, and safety. Desired improvements included a playground, multi-use sport court, walking path loop with benches, climbing feature, and open green space or multi-use lawn. Voting board feedback also showed strong interest in active and flexible amenities such as a climbing structure, walking loop, multi-use sport court, botanical garden, stage or pavilion, open shelter, and playground.

## Concept Alternatives Development

Using input from the City, steering committee, stakeholders, and the public, Architects West developed concept alternatives for McIntire Family Park. The alternatives explored different approaches to park programming, site organization, circulation, phasing, cost, and funding strategies.

These alternatives helped the project team and community evaluate how the park could better support gathering, recreation, events, pedestrian connections, access, and the relationship between McIntire Family Park and the City Hall campus.

## Preferred Master Plan and Implementation Strategy

The preferred master plan creates a flexible park that supports everyday use, family activities, recreation, community celebrations, public events, and future growth. Proposed improvements include a stage or band shell, open turf area, food truck row, location for a new Christmas tree, playground, natural play area, multi-use sport court, bocce ball, trellis, restroom, new parking, entry signage, walking paths, and preservation of existing trees and memorials.

The plan responds to community priorities by providing places to gather, safe play areas, flexible recreation, improved parking and access, walking connections, and space for events. It also provides a framework that can be implemented over time as funding becomes available.

## Cost Estimate and Phasing Plan

A cost estimate and phasing strategy were prepared to support realistic implementation. The phased approach includes Phase 1 at approximately \$1.94 million and Phase 2 at approximately \$4.01 million, with a total phased estimate of approximately \$5.95 million, excluding soft costs.

Phase 1 includes earthwork, utilities and infrastructure, approach improvements, parking lot work, and the band shell. Phase 2 includes sidewalks and paths, landscaping and irrigation, play areas, and additional park amenities. This phased approach gives the City a practical path for moving the project forward.

## Final Master Plan and Recommended Adoption

The McIntire Family Park Master Plan brings together City goals, steering committee direction, stakeholder perspectives, and community feedback into a shared vision for the future of the park. The plan provides a practical framework for improving park amenities, strengthening connections, and supporting community use over time.

Adoption of the Master Plan by resolution into the City of Hayden Parks Master Plan is recommended. This will establish the plan as a guiding document for future funding, phased implementation, and continued investment in McIntire Family Park.

# Purpose

**To create a community-driven vision for the future of McIntire Park.**

The master planning process was intended to:

- Understand community needs and priorities
- Explore opportunities for future park improvements and amenities
- Strengthen the relationship between the park, City Hall, and surrounding properties
- Establish a clear roadmap for phased development and future funding
- Create a flexible plan that supports Hayden's continued growth and community identity
- **Gain community support for the shared vision through adoption into the City of Hayden Parks Master Plan**



# Project Overview

## Schedule

Task	Nov	Dec	Jan	Feb	Mar	April	May
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### Site Analysis & Opportunities

- Steering Committee Meeting
- Public Engagement

### Concept Alternatives Development

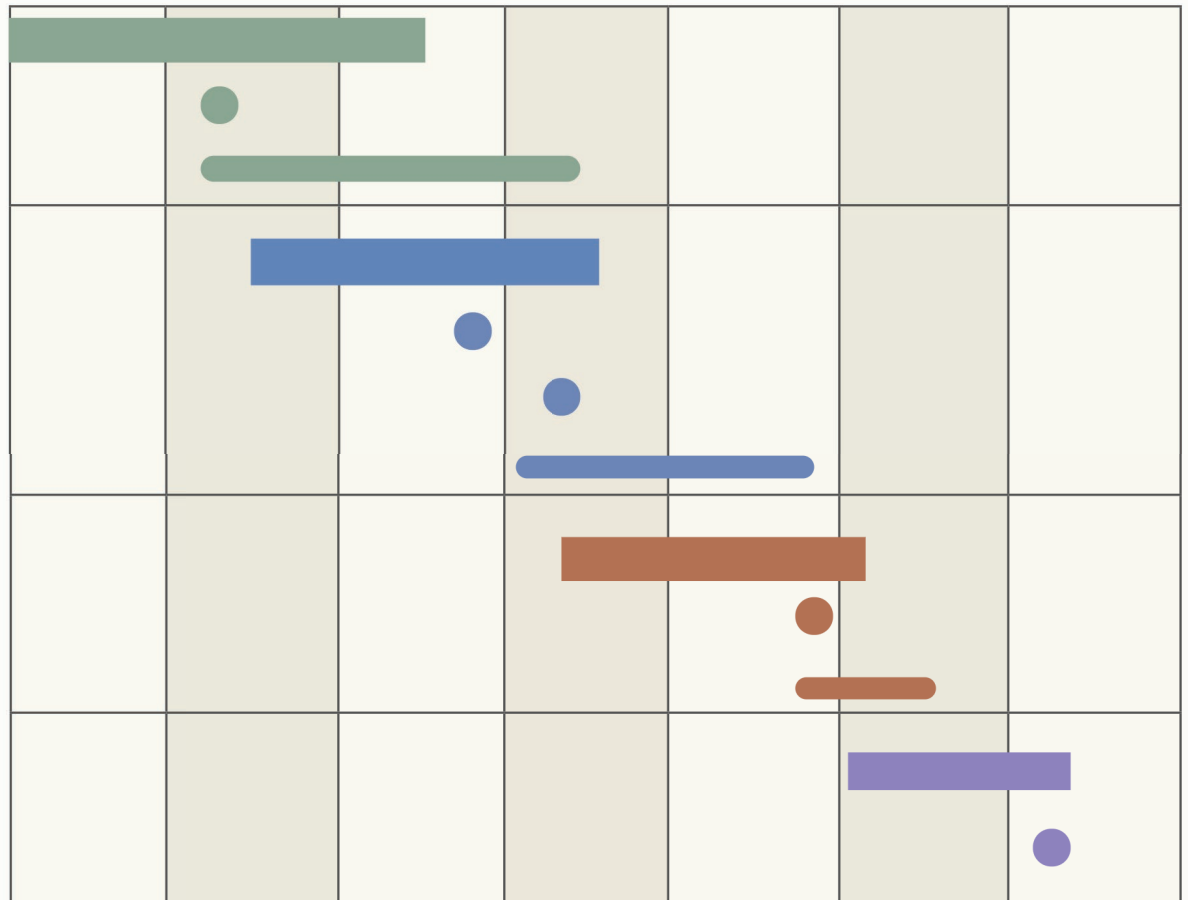
- Steering Committee Meeting
- Council Meeting
- Public Engagement

### Preferred Master Plan

- Steering Committee Meeting
- Public Engagement

### Final Master Plan & Adoption

- Council Meeting

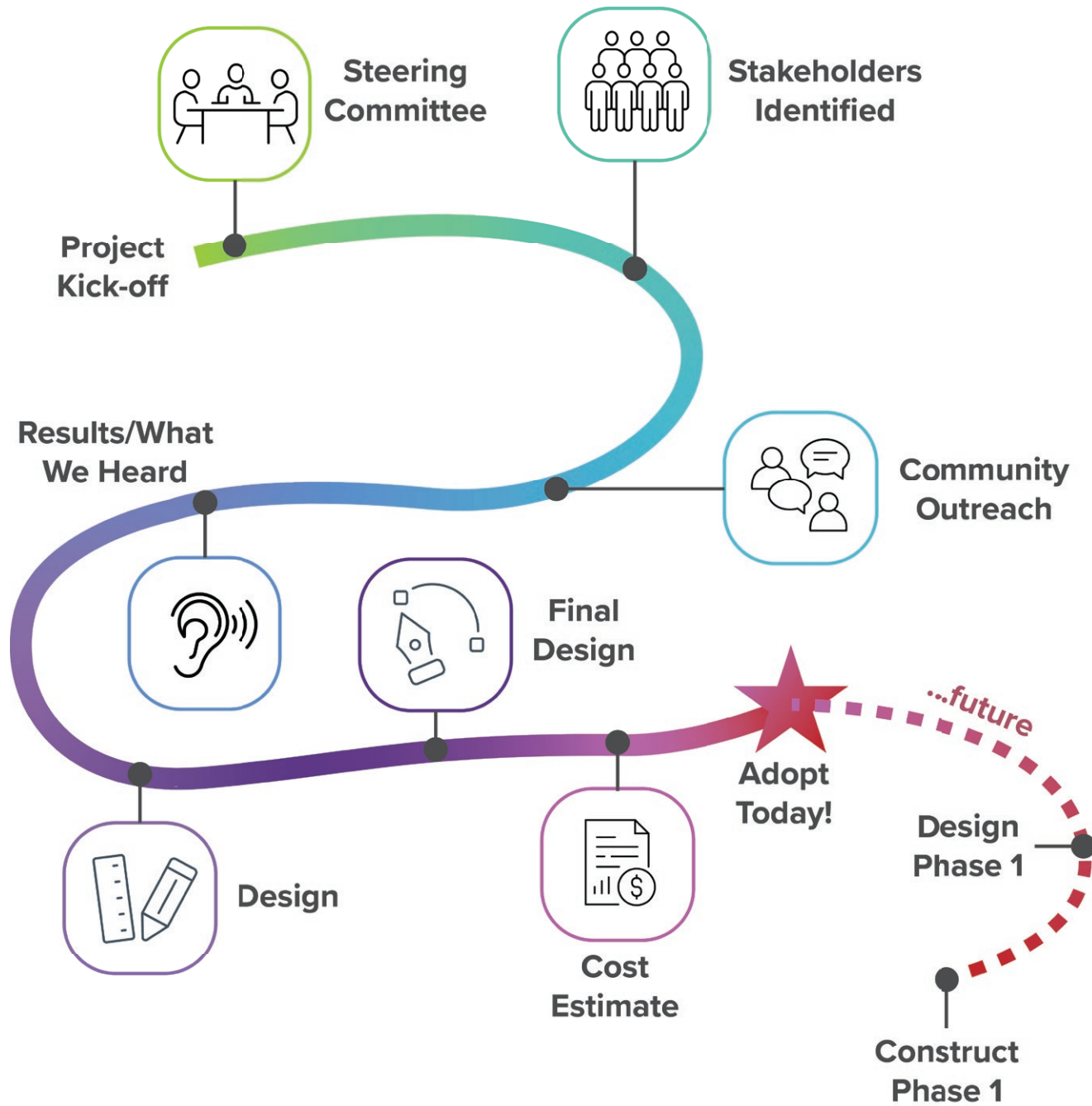


# Project Goals

- 01** — **Inform community members about the update to McIntire Family Park.**
- 02** — **Engage in meaningful public interaction with all impacted and interested members of the public. munity.**
- 03** — **Develop common community goals and support for the future development of the park.**
- 04** — **Design a Master Plan that answers the needs and wants of the community.**
- 05** — **Gather feedback to inform the development of the design, amenities, and features that will serve the needs of all Hayden residents.**



# Our Process





# Stakeholders Identified

City Elected Leadership

City Staff Leadership

Hayden Urban Renewal Agency Leadership

Citizens at Large

City Commissions

- Arts Commission
- Historic Preservation Commission
- Veterans Commission

Central Business District

- Beck Law
- Kootenai Health Pharmacy
- Rancho Viejo
- Parallel 47
- Paul Bunyan

Baseball User Groups

- First and Third
- Hayden Little League
- River City Baseball

# 22

## Stakeholder Interviews

Stakeholders were identified through conversations with the Steering Committee and City Officials. Some questions included:

What is your connection or role related to McIntire Family Park?

What are the top two priorities you would like to see addressed through the redesign of McIntire Family Park?

What challenges or limitations do you see with the park in its current condition?

What do you feel currently works well in McIntire Family Park and should be preserved or celebrated in the redesign?

From your perspective, what would make this master plan effort a true success for the community?

# What We Heard

**Community  
Gathering  
Space**

**Parking &  
Access Needs**

**Flexible Use**

**Sustainable &  
Realistic**

# Community Outreach/Public Engagement

## Community Open House *Your voice matters!*

The City of Hayden invites you to review a draft concept for McIntire Family Park

Join us and learn about the proposed park improvements and provide feedback that will help guide the final master plan

Informal, Drop-In Open House

**Thursday,  
March 19th  
4 - 6 PM**

Hayden City Hall  
8930 N Gov't Way



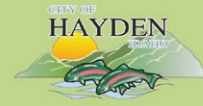
## Help shape the future of McIntire Family Park!

Want to learn more about the plans for McIntire Family Park?

Want to share your opinion on the design of the park?



Scan for more information and the survey.

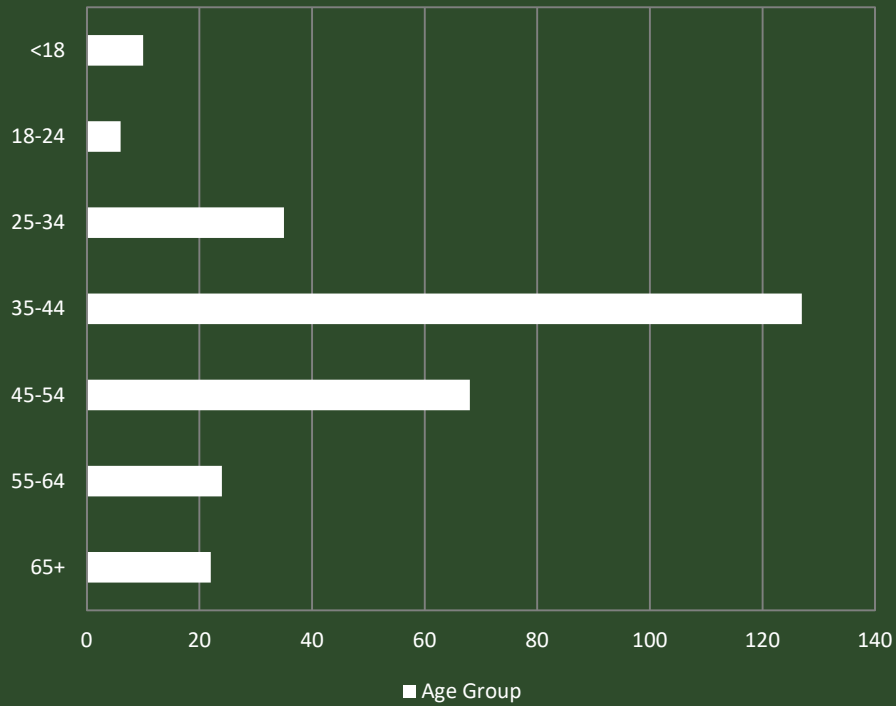


- Christmas Tree Lighting Ceremony
- Voting Boards
- Web Site
- Community Open House
- Public Survey

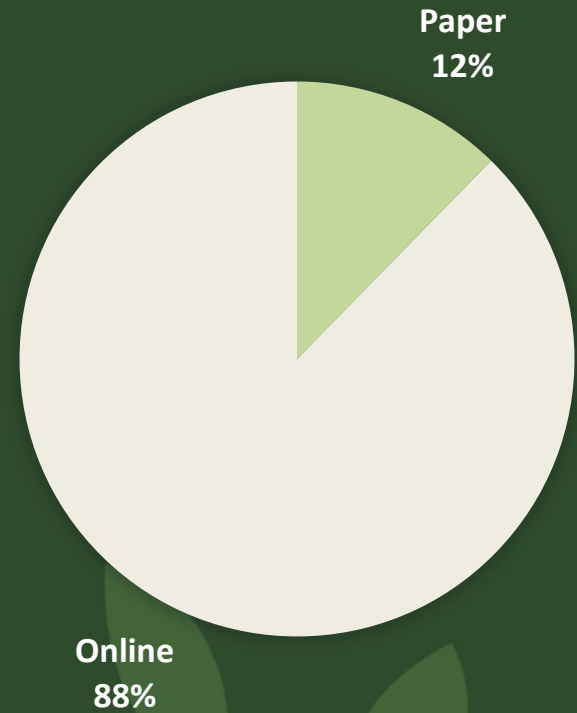
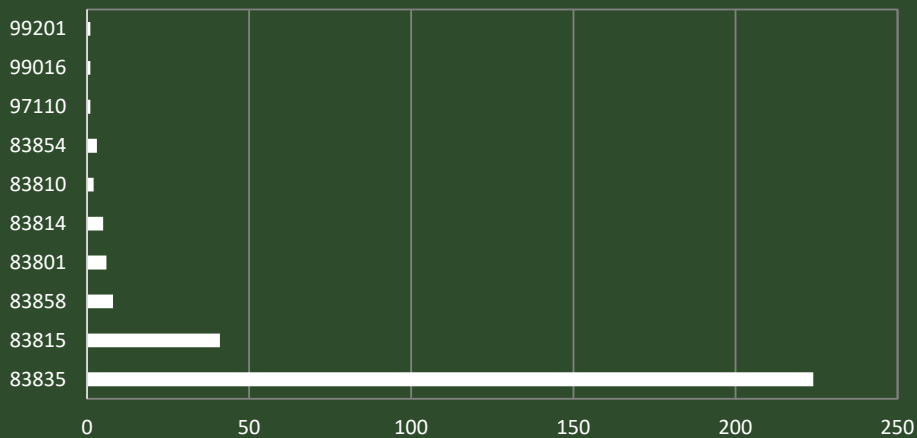


# Results/What We Heard

Age



Zip Code



**292**  
Survey Responses

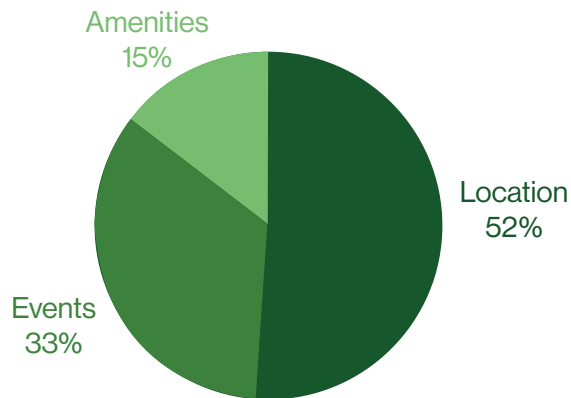
# Results/What We Heard

McIntire Family Park should be a place where people can:

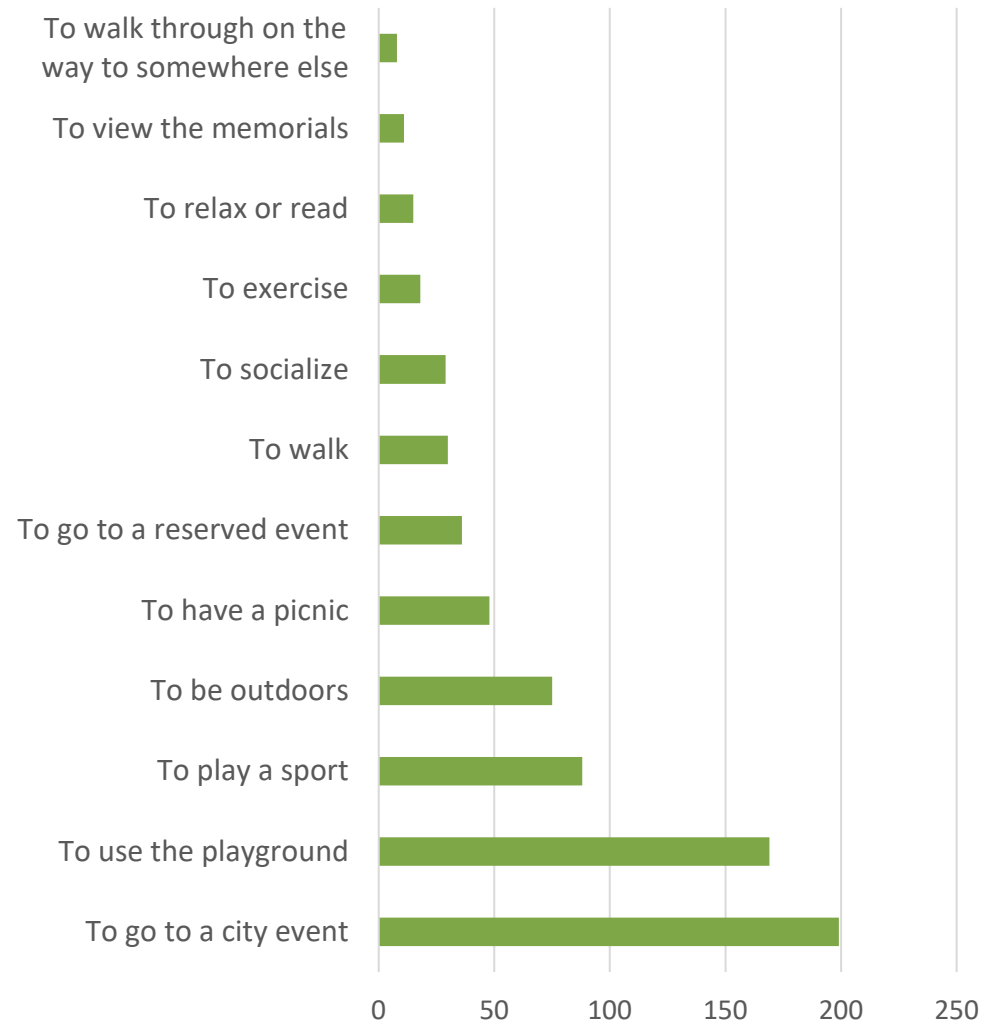
**“Socialize, relax, enjoy music and have family picnics.”**

**“Enjoy the space as a family or individual. A place for kids to play, a place for people to gather.”**

What factors make you choose this park over others to visit?



Why do you usually visit McIntire Family Park?



# Results/What We Heard

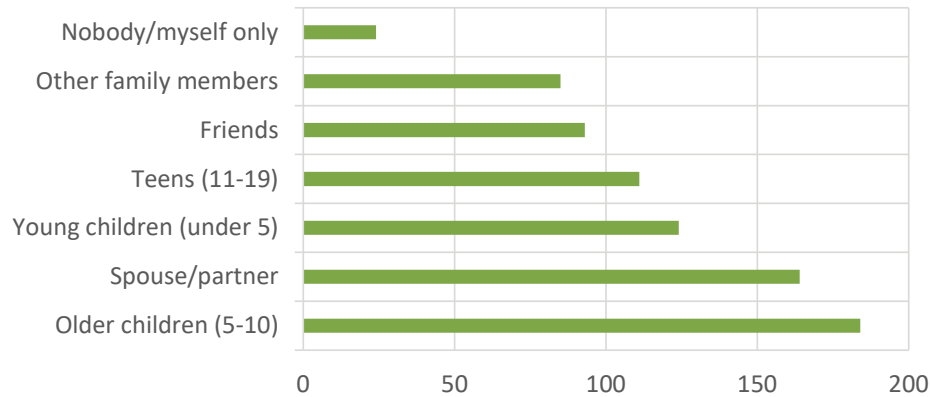
McIntire Family Park should be a place where people can:

**“Have fun at all ages.”**

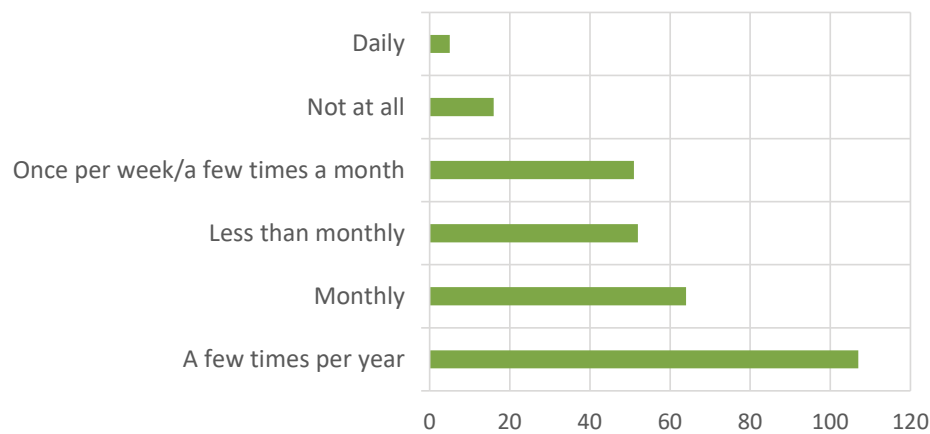
**“Bring their families to play, socialize, and create special memories together.”**

**“Feel safe and have fun.”**

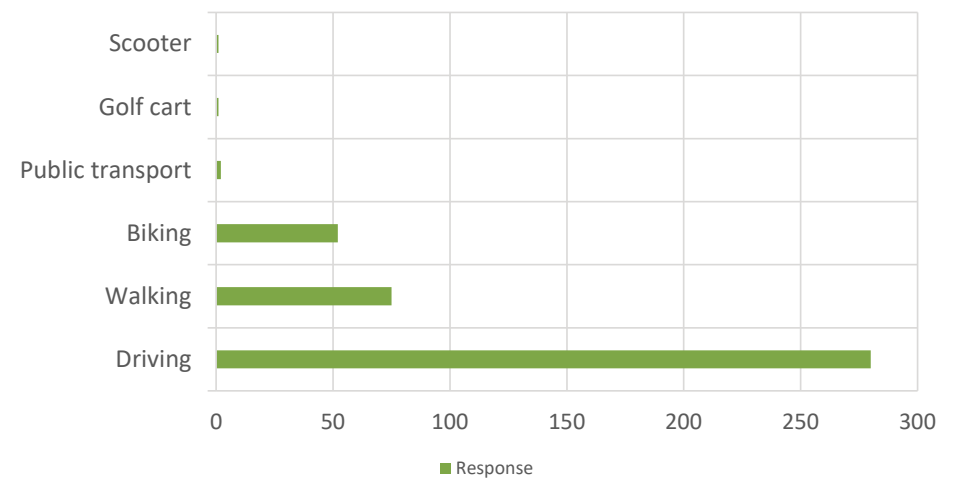
On a usual visit, who are you with?



During 2025, how often did you visit the park?

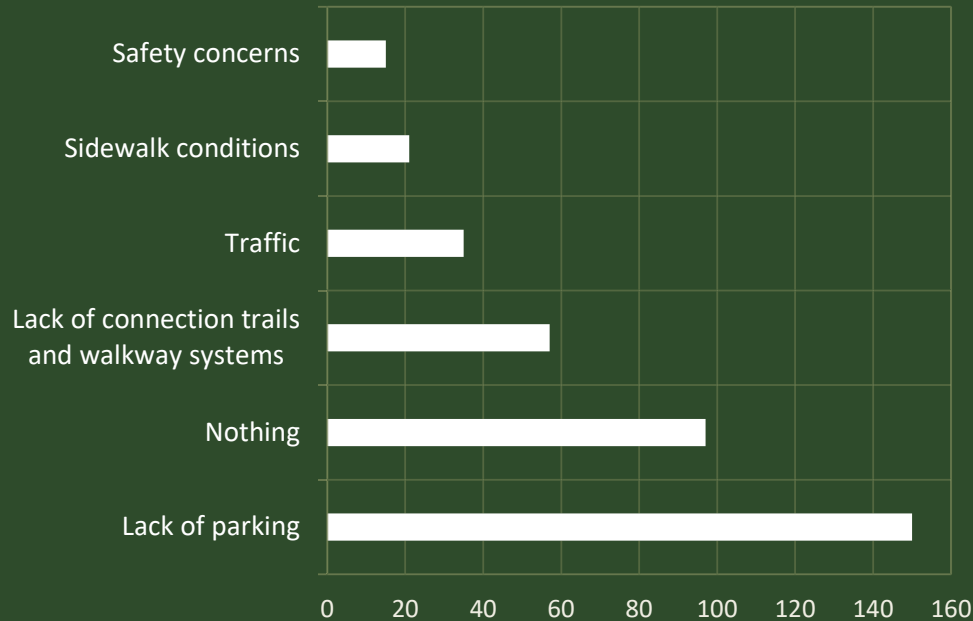


How do you access the park?



# Results/What We Heard

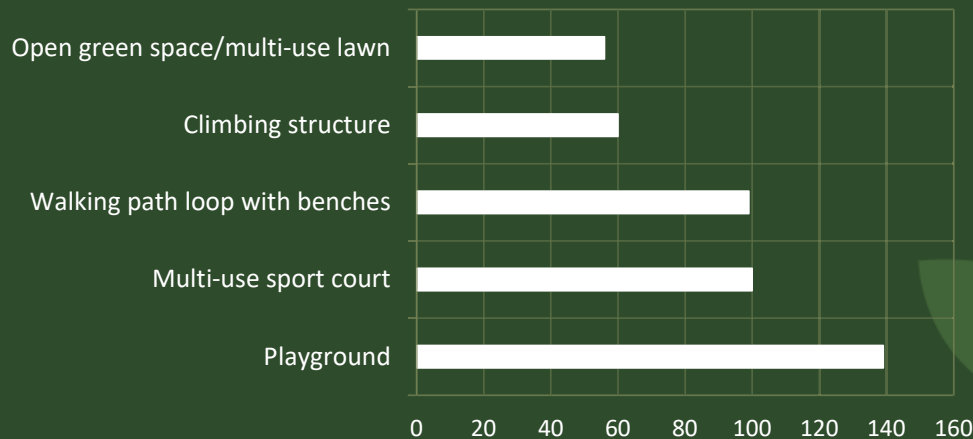
## Is there anything that makes it difficult to visit?



**“What we do not have is enough accessible, well-maintained baseball facilities for all of the teams that want to play.**

**Prioritizing a great baseball field would serve a large and active portion of our community.”**

## What do you want to see the most in the park?

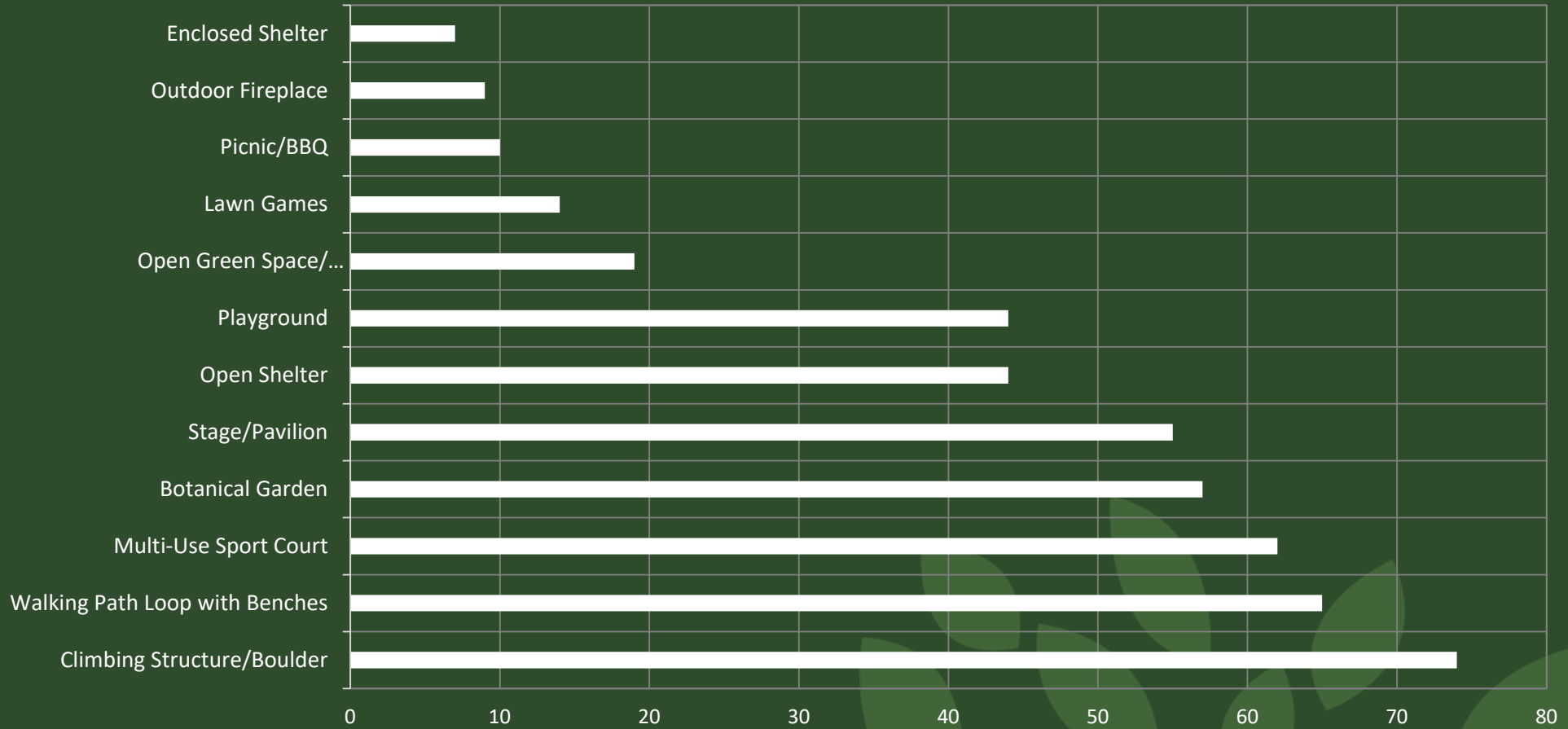


**“Please preserve the baseball field and consider building more baseball facilities in the area.**

**We already have a difficult time finding enough accessible fields.”**

# Results/What We Heard

City Dot Board Votes (ending 3/16/26)



# Results/What We Heard

## McIntire Family Park should be a place where people can:

1. Enjoy being outside
2. enjoy open green space
3. play, pass through and participate in community events
4. Relax in nature and attend summer concerts
5. Socialize
6. Enjoy the beauty of Hayden together
7. Enjoy a clean, healthy environment
8. Bring kids to play safely
9. Sit & relax or read or contemplate
10. Safely enjoy our great town
11. Connect
12. bike/walk without danger of cars; relax and have fun with their kids
13. Play and enjoy the outdoors
14. Play and gather
15. Family friendly and should be a community gathering place
16. Everyone can enjoy and access the park
17. Enjoy the outdoors and let kids play
18. Play safely
19. Gather
20. be a part of community - all that that entails
21. Gather and enjoy the outdoors
22. Enjoy the outdoors with their family and friends
23. Gather together in community
24. Play
25. Relax & connect with nature!
26. Play, recreate, and attend events/ceremonies/concerts.
27. Participate in community events and kids can play at the park
28. Feel safe and have fun
29. Watch their children safely play without worry of them wandering off too far / toward parking lots and roads, or easy access for potential predators.
30. Come together while being outdoors
31. Take their kids to play
32. Play sports, hang with family & friends
33. Relax, socialize, kids can play, etc.
34. People can convene, kids can recreate
35. Enjoy family time
36. Play
37. Come together for events, network, support each other as a community, relax, plan how to invest in city of Hayden
38. Play
39. Feel safe
40. Gather and enjoy being outside
41. Enjoy spending time with family
42. Play and relax
43. Play with kids
44. Relax, play and enjoy the outdoors
45. Gather for events, parties, and play
46. Enjoy more events
47. Safely let our kids play
48. Play outside with family and community
49. Enjoy the park
50. Bring their children
51. Recreate, socialize and allow individuals to enjoy the outdoors.
52. Enjoy and learn about our community.
53. Gather, play
54. Play and relax
55. Play
56. come together for community events in an outdoor setting
57. Gather as a community and play pickleball
58. Gather
59. Hangout outdoors
60. Relax and have fun
61. Enjoy watching their kids
62. Feel safe while participating in physical activity and enjoying the outdoor outdoors/sun
63. gather

64. Have a space to come together
65. gather
66. Safely provide an outdoor play space for the kids that surpasses all other similar area options.
67. be outside and enjoy nature
68. Take their kids to play outdoors
69. Play with kids, exercise and bring dogs
70. Have fun
71. Recreate in an environment safe for all ages, with good and properly functioning equipment / features / amenities and well maintained grounds
72. Recreate
73. Use it and enjoy the amenities of our community
74. Enjoy family and friends
75. Take their kids to play
76. Enjoy nature and get fresh air. My kids love to play there.
77. Enjoy themselves as a family and make great memories
78. Gather to make and share memories for generations to come.
79. Relax and kids can play safely
80. Enjoy each others company and feel safe doing it
81. Enjoy the rare green space in the city, and enjoy shade from the gorgeous trees!
82. Relax
83. have fun and relax with family and friends
84. Enjoy the outdoors
85. Play, picnic and have fun
86. gather safely with friends, family and community
87. Enjoy the outdoors with family and friends
88. Kids can play
89. Play pickleball or basketball on a court that isn't filled with debris from the trees
90. gather to enjoy the outdoors.
91. Play and walk
92. feel safe to use
93. Meet and play in a beautiful green location that has easy access it from both Honeysuckle and Government Way. Much of it is hidden behind City Hall so it is hard to see the whole space. and how to get there from Honeysuckle.
94. Focus on family
95. Enjoy the outdoors
96. Recreate and connect
97. Spend time outdoors with family
98. Enjoy at different ages
99. Being their kids to play
100. Gather to celebrate our beautiful community
101. Be outdoors and be in community.
102. Play and relax
103. Let kids play
104. Feel safe enjoying the outdoors
105. Be outside safely
106. Enjoy being in nature
107. Play Pickleball
108. Enjoy nature, play, socialize and get exercise
109. Gather
110. Gather and recreate
111. Play Pickleball
112. Relax and Play
113. Enjoy fresh air while playing sports or exercising
114. Use a restroom, get a drink of water, sit and relax, enjoy sun and shade, watch or participate in a sporting event, enjoy the community at special events
115. Let their kids run and play. A fence along the park would be lovely!
116. Recreate
117. Bring their kids without concerns for their safety
118. Gather
119. Enjoy friend/family and events.
120. Build community and have fun
121. enjoy
122. Play pickleball
123. Socialize
124. Be safe, and clean.
125. Basketball, Walking; water park in summer for the kids
126. play
127. Relax
128. Have fun
129. .
130. Spend time with their Families
131. Play, relax, and engage in outdoor activities
132. Play and socialize
133. Take their families and enjoy the outdoors
134. Play sports and bring children to the park

135. Relax and enjoy the outdoors
136. Spend time with family and friends
137. gather, play, and enjoy city events
138. Enjoy a safe place for their kids to play and to enjoy family activities
139. Relax and unwind or be active
140. Celebrate Traditions and family events
141. Enjoy themselves
142. Gather, exercise, be outdoors, and make memories
143. Go and play
144. Play sports, be outside
145. Commune
146. Have farmers markets
147. Bring their kids to play and be able to relax knowing they are having fun and are safe
148. Feel safe and let their kids play.
149. Be safe and play
150. Spread out and enjoy the space
151. Gather, play
152. Enjoy without cultural or religious restrictions. All should be welcome.
153. Relax
154. Watch concerts, kids Playground; basketball court, pickleball court, improved pavilion for veterans day seating out of the snow and rain, art walk
155. Have fun
156. Enjoy a giant green space
157. Let their kids play and enjoy the outdoors in Hayden
158. Play and socialize
159. Hang out with their families and feel safe in their community.
160. Exercise, trail run, etc
161. Enjoy family events
162. Have family and friend gatherings
163. Gather
164. Play
165. Gather
166. Enjoy green space and gather together
167. Hang out
168. Gather
169. Safely enjoy the outdoors
170. Enjoy the outdoors
171. Relax and play
172. Feel safe to enjoy the outdoors with their young children, family and friends.
173. Feel safe and connect to each other and their surroundings
174. All of the above-events, playing, picnicking, sports, walk, etc
175. Things to do
176. A community center, place that brings the community together
177. Have fun at all ages
178. ...come to be outdoors and enjoy the playground and be active in a number of fun ways for all ages.
179. Play with their kids
180. Play
181. Play more sports, a fitness path would be cool,
182. Play and have fun
183. Gather, Relax, enjoy the beauty of our wonderful North Idaho.
184. Engage in activities and play
185. Feel safe
186. Relax, play, socialize, and/or enjoy the outdoors with a book or lunch, etc.
187. Gather
188. Kids can play and parents can socialize
189. Bring their family to picnic on the grass or share a meal at picnic tables
190. Bring their kids to play
191. Use for multiple activities for all ages
192. Read comfortably and watch our kids play or do a Summer camp activity.
193. Play baseball
194. enjoy their kids running around, read, have picnic, go to events like live after five
195. Walking trails, picnic facilities, Playground; have a community center for senior citizens, classes, craft & art shows indoors
196. feel safe and really see the amazing park
197. Gather and utilize for all kinds of events (like it is - which is great)
198. Have Fun!
199. Feel safe
200. recreate in a relaxing and safe environment.
201. Enjoy fun outside
202. Enjoy
203. Be
204. Feel safe, get outside, find mental and physical health and peace.
205. Kids and families can play, through a multi functional space.
206. Feel safe while bringing children/grandchildren with easy access.
207. Play, relax

208. Have fun with family and friends without delinquent behaviors from others such as older teens
209. Relax and enjoy events
210. Come together
211. Have fun
212. spend time as a family, either enjoying the sunshine, a picnic, playing on the playground or throwing a ball around.
213. Enjoy the space as a family or individual. A place for kids to play, a place for people to gather.
214. Have Community events, like car shows, Hayden days, Christmas events, concerts, and any get together!
215. Play, relax, engage, exercise, socialize
216. Gather to recreate or socialize; and, as a family, play and picnic
217. Socialize with all ages
218. Recreate and socialize
219. Socialize
220. Socialize, relax, enjoy music and have family picnics.
221. Play and relax
222. Enjoy the outdoors safely
223. Enjoy peace in the middle of downtown Hayden
224. Have a variety of options for things to do
225. All ages have an incentive to visit from toddler to elderly. A splash pad would be MASSIVELY welcomed.
226. Meet with friends, let kids play. Connection
227. Come together to enjoy concerts, nature and good company.
228. I am writing to express my strong concern about the proposal to remove the existing baseball field in Hayden. This field is extremely important to our community, especially for youth and local teams who already struggle to find available space to practice and play. Currently, Croffoot Park is heavily scheduled and largely monopolized by Little League, which leaves very limited opportunities for other teams, age groups, and community members who want to use a quality baseball field. Removing another usable field will make the problem significantly worse.
229. Baseball is an important part of many families' lives here. It keeps kids active, teaches teamwork and discipline, and gives our community a place to gather and support youth sports. Fields are not easy to replace once they are gone, and demand for them continues to grow.
230. While parks, new Amenities; and recreation features like rock climbing walls may appeal to some, Hayden already has many park spaces. What we do not have is enough accessible, well-maintained baseball facilities for all of the teams that want to play. Prioritizing a great baseball field would serve a large and active portion of our community."
231. Enjoy a park and activities but also that our children can play sports at.
232. Baseball
233. Play outdoor sports
234. Play baseball! Idaho is bursting with budding athletes and so limited with fields to play on, especially close to home. Being an athlete as a child provides structure and teaches kids so much about character and perseverance and being productive members of society. These kids and parents need every field we can scrounge up for games and practices, PLEASE!! There are NOT enough fields as it is. Little League dominates all fields nearby except for this one, essentially. Trying to book a field that is ALWAYS occupied will destroy opportunities for these kids who just want to play. Keep them off their phones and devices / keep them outside so they have a chance to grow up and be the humans this world NEEDS desperately!
235. The baseball fields are so important to the people that live in Hayden- they should be included in the plans
236. Be active
237. Continue to play baseball. My family very regularly uses the baseball field and losing access to this field would significantly negatively impact our enjoyment of this great American pasttime. Please preserve the baseball field and consider building more baseball facilities in the area. We already have a difficult time finding enough accessible fields.
238. Play baseball
239. Play baseball year round
240. play baseball
241. Families can gather for events and there should be more dedicated space for the growing interest in baseball. Kids playing sports has shown to improve their development overall and teach things such as discipline and leadership. Families bring interest to the area, a sense of community and provide financial support to local businesses.
242. Gather for events, sports and esp play baseball
243. Play and connect
244. Enjoy the community around them and enjoy the local environment
245. Have an open area to run and play.
246. Play/watch baseball
247. Play and watch baseball and attend community events.
248. Enjoy open space

- 249. Gather and play.
- 250. Gather as a group, enjoy as an individual, spend time with children, and attend events.
- 251. Can play baseball
- 252. Play baseball and enjoy local festivals
- 253. Connect and be with community, play sports like baseball
- 254. Stay local to enjoy the outdoors
- 255. Socialize and bring their families together with no worries
- 256. Feel safe and have fun in this park more than other places
- 257. Play at the park, sports, relax, etc.
- 258. Bring their families to play, socialize, and create special memories together.
- 259. Hang out without fear for their safety
- 260. Relax and socialize
- 261. Hangout
- 262. Play & have fun.
- 263. Have fun, have a picnic, and make friends
- 264. Have fun and make new friends
- 265. Have a sense of community & belonging. All ages
- 266. Relax & have picnics
- 267. Safe & have fun
- 268. Have fun and relax
- 269. Relax, exercise, play, have fun
- 270. Hang out, read, movies in the park, hold events, socialize, watch parades
- 271. Enjoy the area
- 272. Spend family time. Community activities
- 273. Spend time with family and friends
- 274. Bring back the tennis courts. Play on the playground. Have events and picnics (Hayden Days, Concerts in the park, Egg hunt)
- 275. Play with their children & walk to enjoy nature
- 276. Take kids to the park and enjoy outside
- 277. Have more events
- 278. Play, Relax
- 279. Play, walk, be outside, see concerts
- 280. Be active (all ages!) and gather to enjoy the beautiful trees & playground/field to run!
- 281. Play sports, walk, play at the playground, and be outdoors
- 282. Have fun in safety
- 283. Play sport, socialize, picnics, etc.
- 284. Be together as a community
- 285. Visit
- 286. Play sports for our youth

# Results/What We Heard



# Design Direction



ArchitectsWest Hayden McIntire Family Park Concept 'A'



ArchitectsWest Hayden McIntire Family Park Concept 'B'



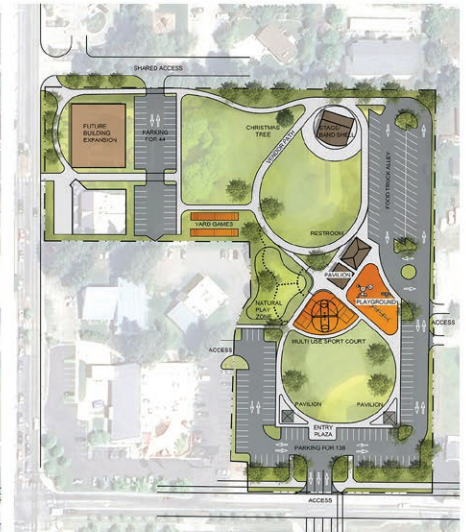
ArchitectsWest Hayden McIntire Family Park Concept 'C'



ArchitectsWest Hayden McIntire Family Park Concept 'D'



ArchitectsWest Hayden McIntire Family Park Concept 'E'



ArchitectsWest Hayden McIntire Family Park Concept 'F'

122 Total Stall Count  
(96 Designated 50 Flow-Use)

132 Total Stall Count  
(Plus dedicated Food Truck Alley)

182 Total Stall Count  
(132 Designated 50 Flow-Use)

# The Master Plan



Existing  
Playground

Existing Trees  
and Memorials

Bocce Ball

Trellis

Playground

Natural Play

Multi-use  
Sports Court



Stage/Band Shell

Food Truck Row

Location for New  
Christmas Tree

Restroom

Parking

Entry Sign



















# Cost Estimate



HAYDEN McINTIRE FAMILY PARK  
HAYDEN, ID

## CONSTRUCTION COST ESTIMATE

Conceptual Design Phase

Report Version No. 2

May 20, 2026

Prepared for:



## SUMMARY

Base Bid	Cost	Cost/SqFt
Overall Project	\$5,774,329	\$20.41
<b>Total Estimated Base Bid Amount - If Done as One Project</b>	<b>\$5,774,329</b>	<b>\$20.41</b>
Cost Estimate by Phase		
Phase 1: Earthwork, Utilities/Infrastructure, Approach, Parking Lot & Band Shell	\$1,936,969	
Phase 2: Sidewalks/Paths, Landscape & Irrigation & Play Areas	\$4,010,118	
<b>Total of Phased Projects</b>	<b>\$5,947,087</b>	

- \* All values exclude all soft costs
- \* Costs above are escalated out to Q1 of 2027

# OVERALL PROJECT

Hayden McIntire Park - All In  
 Site Area: 282,869 SF  
 Building Area: N/A

Construction Cost Estimate  
 Design Phase: Conceptual Documents  
 MACC: \$TBD

Element Description	Cost	Cost/SqFt	Percent
A10 Foundations	\$0	\$0.00	0.00%
A40 Slabs on Grade	\$0	\$0.00	0.00%
B10 Superstructure	\$0	\$0.00	0.00%
B20 Exterior Vertical Enclosures	\$0	\$0.00	0.00%
B30 Exterior Horizontal Enclosures	\$0	\$0.00	0.00%
C10 Interior Construction	\$0	\$0.00	0.00%
C20 Interior Finishes	\$0	\$0.00	0.00%
D10 Conveying Systems	\$0	\$0.00	0.00%
D20 Plumbing	\$0	\$0.00	0.00%
D30 HVAC	\$0	\$0.00	0.00%
D40 Fire Protection	\$0	\$0.00	0.00%
D50 Electrical	\$0	\$0.00	0.00%
E10 Equipment	\$0	\$0.00	0.00%
E20 Furnishings	\$0	\$0.00	0.00%
F30 Demolition	\$0	\$0.00	0.00%
Building Construction Cost	\$0	\$0.00	0.00%
G10 Site Preparation	\$462,050	\$1.63	9.85%
G20 Site Improvements	\$3,514,606	\$12.42	74.89%
G30 Liquid and Gas Site Utilities	\$73,939	\$0.26	1.58%
G40 Electrical Site Improvements	\$139,750	\$0.49	2.98%
G90 Other Site Construction	\$0	\$0.00	0.00%
Sitework Cost	\$4,190,345	\$14.81	89.29%
Z10 General Requirements (12.0%)	\$502,841	\$1.78	10.71%
<b>Subtotal of Estimated Construction Cost</b>	<b>\$4,693,187</b>	<b>\$16.59</b>	<b>100.00%</b>
<b>CONTRACTOR FEES</b>			
Bonds and Insurance (1.5%)	\$70,398	\$0.25	1.50%
Idaho Materials Tax (6.00%)	\$113,139	\$0.40	2.41%
Overhead and Profit (5.00%)	\$234,659	\$0.83	5.00%
<b>Total Estimated Construction Cost</b>	<b>\$5,111,383</b>	<b>\$18.07</b>	<b>108.91%</b>
<b>CONCEPTUAL DOCUMENTS PHASE ADJUSTMENTS</b>			
Contingency to 100% CD's (10.00%)	\$511,138	\$1.81	10.89%
Cost Index to Q1 2027 (2.97%)	\$151,808	\$0.54	3.23%
<b>Total Estimated Bid Amount</b>	<b>\$5,774,329</b>	<b>\$20.41</b>	<b>123.04%</b>

**Hayden McIntire Park - All In Project**  
**Site Area: 282,869 SF**  
**Building Area: N/A**

**Construction Cost Estimate**  
**Design Phase: Conceptual Design**  
**MACC: \$TBD**

Code	Item Description	Quan	Unit	Unit Price	Total
<b>G10 Site Preparation</b>					
G1000	Survey and Staking	1	lsum	25,000.00	25,000.00
G1000	Mobilization	1	lsum	10,000.00	10,000.00
G1020	Structure Demolition	8,963	sqft	6.00	53,778.00
G1020	Remove Asphalt Pavement	1,660	sqyd	15.00	24,900.00
G1020	Remove Concrete Pavement	3,320	sqft	2.00	6,640.00
G1020	Demolish Tennis Courts	5,179	sqft	2.10	10,858.00
G1020	Demolish Chainlink Fencing	862	lnft	4.55	3,925.86
G1020	Demolish Dugouts	2	each	665.00	1,330.00
G1020	Remove Bleachers and Return to Owner	2	each	170.00	340.00
G1020	Demolish Chainlink Backstop	166	lnft	2.95	489.14
G1020	Remove Turf, incl disposal	14,626	sqyd	2.25	32,908.50
G1020	Tree Removal	8	each	600.00	4,800.00
G1030	Fine Grading	282,869	sqft	0.15	42,430.35
G1030	Export Material	7,810	cuyd	15.00	117,150.00
G1030	Site Grading Excavation	8,610	cuyd	12.00	103,320.00
G1030	Erosion & Dust Control	1	lsum	14,000.00	14,000.00
G1030	Construction Entrance	1	each	3,500.00	3,500.00
G1070	Landscape Berms, using native material, 3' tall max	800	cuyd	8.35	6,680.00
<b>Site Preparation Total</b>					<b>462,049.85</b>
<b>G20 Site Improvements</b>					
G2010	Paving Patch	1	each	4,500.00	4,500.00
G2020	Asphalt Paving Parking Lot , 3" HMA over 6" base	5,255	sqyd	38.00	199,690.00
G2020	Concrete Curb	2,326	lnft	32.00	74,432.00
G2030	Concrete Pavers, incl. sand base	4,091	sqft	8.50	34,781.82
G2030	Sidewalks	35,994	sqft	9.25	332,944.50
G2030	Bocce Ball Courts, incl. 4" concrete with gravel base and surfacing	2,012	sqft	21.30	42,855.60
G2030	Concrete Dance Floor, incl. 6" concrete with gravel base	8,198	sqft	13.00	106,574.00
G2050	Asphalt Paving, play road, 2" HMA over 6" base	575	sqyd	30.50	17,537.50
G2050	Engineered Bark Play Surfacing, 14"	2,097	sqft	5.54	11,617.38
G2050	Safety Surfacing Containment Curb	797	lnft	32.00	25,504.00
G2050	Playground Surfacing, poured in place	5,116	sqft	30.00	153,480.00
G2050	Multi-Use Sport Court, 6" concrete & gravel base, incl. surfacing and striping	7,081	sqft	16.75	118,606.75
G2050	Tree Shade Structure Elements	3	each	18,000.00	54,000.00
G2050	Playground Equipment Allowance	1	lsum	300,000.00	300,000.00
G2060	Concrete Seat Walls, incl. footing	76	cuyd	1,200.00	91,200.08
G2060	Tree Grates, incl. frame	6	each	3,650.00	21,900.00
G2060	Excavation and Backfill for Seat Wall Footings, small qty.	108	cuyd	25.00	2,700.00
G2060	Restroom Structure, stick built	1,350	sqft	450.00	607,500.00
G2060	Pavilion/Gazebo, 20'x20'	3	each	24,700.00	74,099.99
G2060	Pavilion/Gazebo, 28'x28'	1	each	48,500.00	48,500.00
G2060	Chainlink Fencing, 5' galvanized	1,400	lnft	50.00	70,000.00
G2060	Chainlink Gates, 3'x5' galvanized	3	each	650.00	1,950.00
G2060	Chainlink Vehicle Gates, 13'x5' galvanized	2	each	1,200.00	2,400.00
G2060	Landscape Benches, 6'	15	each	1,300.00	19,500.00
G2060	Trash Receptacles	10	each	730.00	7,300.04
G2060	Bike Racks, double	10	each	420.00	4,200.00
G2060	Curved Trellises	1	each	250,000.00	250,000.00
G2060	Picnic Tables	10	each	1,800.00	18,000.00
G2060	Covered Outdoor Stage/Band Shell	2,434	sqft	85.00	206,890.00
G2060	Monument Signs	2	each	20,000.00	40,000.00
G2080	Irrigation Sleeving	420	lnft	9.75	4,094.39
G2080	Irrigation, new system	134,524	sqft	1.75	235,417.00
G2080	Planting soil, 6" at planting beds	496	cuyd	60.00	29,759.11
G2080	Trees, deciduous, 2" caliper	48	each	335.00	16,080.00
G2080	Planting Areas	26,782	sqft	5.00	133,910.00
G2080	Tree Protection	1,100	lnft	3.00	3,300.00
G2080	Sodded Lawn	107,742	sqft	1.00	107,742.00
G2080	Basalt Rock Mulch, 3" deep, incl. weed fabric	26,782	sqft	1.55	41,640.10
<b>Site Improvements Total</b>					<b>3,514,606.26</b>

**Hayden McIntire Park - All In Project**  
**Site Area: 282,869 SF**  
**Building Area: N/A**

**Construction Cost Estimate**  
**Design Phase: Conceptual Design**  
**MACC: \$TBD**

Code	Item Description	Quan	Unit	Unit Price	Total
<b>G30 Site Mechanical Utilities</b>					
G3010	Water Meter, irrigation 2", Avondale Irrigation	1	each	10,680.00	10,680.00
G3010	Domestic Waterline, 2" PVC C900	355	lnft	50.00	17,750.00
G3010	Water Vault	1	each	7,500.00	7,500.00
G3010	Water Tap, 2"	1	each	300.00	300.00
G3010	Backflow Device, 2"	1	each	1,870.00	1,870.00
G3020	Sanitary Sewer Capitalization Fee, City of Hayden	1	each	10,404.00	10,404.00
G3020	Sanitary Sewer Connection, incl. locate	1	each	85.00	85.00
G3020	Sanitary Sewerline, 4" PVC SDR35	355	lnft	70.00	24,850.00
G3020	Sewer Tap Fee	1	each	500.00	500.00
<b>Site Mechanical Utilities Total</b>					<b>73,939.00</b>
<b>G40 Site Electrical Utilities</b>					
G4000	Electrical Trenching	2,650	lnft	15.00	39,750.00
G4010	Site Electrical	1	lsum	100,000.00	100,000.00
<b>Site Electrical Utilities Total</b>					<b>139,750.00</b>
<b>Grand Total</b>					<b>4,190,345.11</b>

# PHASE 1 PROJECT

Hayden McIntire Park - Phase 1 (Bid as Standalone Project)  
 Site Area: 282,869 SF  
 Building Area: N/A

Construction Cost Estimate  
 Design Phase: Conceptual Documents  
 MACC: \$TBD

Element Description	Cost	Cost/SqFt	Percent	
A10	Foundations	\$0	\$0.00	0.00%
A40	Slabs on Grade	\$0	\$0.00	0.00%
B10	Superstructure	\$0	\$0.00	0.00%
B20	Exterior Vertical Enclosures	\$0	\$0.00	0.00%
B30	Exterior Horizontal Enclosures	\$0	\$0.00	0.00%
C10	Interior Construction	\$0	\$0.00	0.00%
C20	Interior Finishes	\$0	\$0.00	0.00%
D10	Conveying Systems	\$0	\$0.00	0.00%
D20	Plumbing	\$0	\$0.00	0.00%
D30	HVAC	\$0	\$0.00	0.00%
D40	Fire Protection	\$0	\$0.00	0.00%
D50	Electrical	\$0	\$0.00	0.00%
E10	Equipment	\$0	\$0.00	0.00%
E20	Furnishings	\$0	\$0.00	0.00%
F30	Demolition	\$0	\$0.00	0.00%
	<b>Building Construction Cost</b>	<b>\$0</b>	<b>\$0.00</b>	<b>0.00%</b>
G10	Site Preparation	\$462,050	\$1.63	30.61%
G20	Site Improvements	\$485,512	\$1.72	32.16%
G30	Liquid and Gas Site Utilities	\$73,939	\$0.26	4.90%
G40	Electrical Site Improvements	\$139,750	\$0.49	9.26%
G90	Other Site Construction	\$0	\$0.00	0.00%
	<b>Sitework Cost</b>	<b>\$1,161,251</b>	<b>\$4.11</b>	<b>76.92%</b>
Z10	General Requirements (30.0%)	\$348,375	\$1.23	23.08%
	<b>Subtotal of Estimated Construction Cost</b>	<b>\$1,509,626</b>	<b>\$5.34</b>	<b>100.00%</b>
	<b>CONTRACTOR FEES</b>			
	Bonds and Insurance (1.5%)	\$22,644	\$0.08	1.50%
	Idaho Materials Tax (6.00%)	\$31,354	\$0.11	2.08%
	Overhead and Profit (10.00%)	\$150,963	\$0.53	10.00%
	<b>Total Estimated Construction Cost</b>	<b>\$1,714,587</b>	<b>\$6.06</b>	<b>113.58%</b>
	<b>CONCEPTUAL DOCUMENTS PHASE ADJUSTMENTS</b>			
	Contingency to 100% CD's (10.00%)	\$171,459	\$0.61	11.36%
	Cost Index to Q1 2027 (2.97%)	\$50,923	\$0.18	3.37%
	<b>Total Estimated Bid Amount</b>	<b>\$1,936,969</b>	<b>\$6.85</b>	<b>128.31%</b>

**Hayden McIntire Park - Phase 1 Project**  
**Site Area: 282,869 SF**  
**Building Area: N/A**

**Construction Cost Estimate**  
**Design Phase: Conceptual Design**  
**MACC: \$TBD**

Code	Item Description	Quan	Unit	Unit Price	Total
<b>G10 Site Preparation</b>					
G1000	Survey and Staking	1	lsum	25,000.00	25,000.00
G1000	Mobilization	1	lsum	10,000.00	10,000.00
G1020	Structure Demolition	8,963	sqft	6.00	53,778.00
G1020	Remove Asphalt Pavement	1,660	sqyd	15.00	24,900.00
G1020	Remove Concrete Pavement	3,320	sqft	2.00	6,640.00
G1020	Demolish Tennis Courts	5,179	sqft	2.10	10,858.00
G1020	Demolish Chainlink Fencing	862	lnft	4.55	3,925.86
G1020	Demolish Dugouts	2	each	665.00	1,330.00
G1020	Remove Bleachers and Return to Owner	2	each	170.00	340.00
G1020	Demolish Chainlink Backstop	166	lnft	2.95	489.14
G1020	Remove Turf, incl disposal	14,626	sqyd	2.25	32,908.50
G1020	Tree Removal	8	each	600.00	4,800.00
G1030	Fine Grading	282,869	sqft	0.15	42,430.35
G1030	Export Material	7,810	cuyd	15.00	117,150.00
G1030	Site Grading Excavation	8,610	cuyd	12.00	103,320.00
G1030	Erosion & Dust Control	1	lsum	14,000.00	14,000.00
G1030	Construction Entrance	1	each	3,500.00	3,500.00
G1070	Landscape Berms, using native material, 3' tall max	800	cuyd	8.35	6,680.00
<b>Site Preparation Total</b>					<b>462,049.85</b>
<b>G20 Site Improvements</b>					
G2010	Paving Patch	1	each	4,500.00	4,500.00
G2020	Asphalt Paving Parking Lot , 3" HMA over 6" base	5,255	sqyd	38.00	199,690.00
G2020	Concrete Curb	2,326	lnft	32.00	74,432.00
G2060	Covered Outdoor Stage/Band Shell	2,434	sqft	85.00	206,890.00
<b>Site Improvements Total</b>					<b>485,512.00</b>
<b>G30 Site Mechanical Utilities</b>					
G3010	Water Meter, irrigation 2", Avondale Irrigation	1	each	10,680.00	10,680.00
G3010	Domestic Waterline, 2" PVC C900	355	lnft	50.00	17,750.00
G3010	Water Vault	1	each	7,500.00	7,500.00
G3010	Water Tap, 2"	1	each	300.00	300.00
G3010	Backflow Device, 2"	1	each	1,870.00	1,870.00
G3020	Sanitary Sewer Capitalization Fee, City of Hayden	1	each	10,404.00	10,404.00
G3020	Sanitary Sewer Connection, incl. locate	1	each	85.00	85.00
G3020	Sanitary Sewerline, 4" PVC SDR35	355	lnft	70.00	24,850.00
G3020	Sewer Tap Fee	1	each	500.00	500.00
<b>Site Mechanical Utilities Total</b>					<b>73,939.00</b>
<b>G40 Site Electrical Utilities</b>					
G4000	Electrical Trenching	2,650	lnft	15.00	39,750.00
G4010	Site Electrical	1	lsum	100,000.00	100,000.00
<b>Site Electrical Utilities Total</b>					<b>139,750.00</b>
<b>Grand Total</b>					<b>1,161,250.85</b>

# PHASE 2 PROJECT

Hayden McIntire Park - Phase 2 (Bid as Standalone Project)  
 Site Area: 282,869 SF  
 Building Area: N/A

Construction Cost Estimate  
 Design Phase: Conceptual Documents  
 MACC: \$TBD

Element Description	Cost	Cost/SqFt	Percent	
A10	Foundations	\$0	\$0.00	0.00%
A40	Slabs on Grade	\$0	\$0.00	0.00%
B10	Superstructure	\$0	\$0.00	0.00%
B20	Exterior Vertical Enclosures	\$0	\$0.00	0.00%
B30	Exterior Horizontal Enclosures	\$0	\$0.00	0.00%
C10	Interior Construction	\$0	\$0.00	0.00%
C20	Interior Finishes	\$0	\$0.00	0.00%
D10	Conveying Systems	\$0	\$0.00	0.00%
D20	Plumbing	\$0	\$0.00	0.00%
D30	HVAC	\$0	\$0.00	0.00%
D40	Fire Protection	\$0	\$0.00	0.00%
D50	Electrical	\$0	\$0.00	0.00%
E10	Equipment	\$0	\$0.00	0.00%
E20	Furnishings	\$0	\$0.00	0.00%
F30	Demolition	\$0	\$0.00	0.00%
Building Construction Cost		\$0	\$0.00	0.00%
G10	Site Preparation	\$0	\$0.00	0.00%
G20	Site Improvements	\$3,029,094	\$10.71	93.02%
G30	Liquid and Gas Site Utilities	\$0	\$0.00	0.00%
G40	Electrical Site Improvements	\$0	\$0.00	0.00%
G90	Other Site Construction	\$0	\$0.00	0.00%
Sitework Cost		\$3,029,094	\$10.71	93.02%
Z10	General Requirements (7.50%)	\$227,182	\$0.80	6.98%
<b>Subtotal of Estimated Construction Cost</b>		<b>\$3,256,276</b>	<b>\$11.51</b>	<b>100.00%</b>
<b>CONTRACTOR FEES</b>				
Bonds and Insurance (1.5%)		\$48,844	\$0.17	1.50%
Idaho Materials Tax (6.00%)		\$81,786	\$0.29	2.51%
Overhead and Profit (5.00%)		\$162,814	\$0.58	5.00%
<b>Total Estimated Construction Cost</b>		<b>\$3,549,720</b>	<b>\$12.55</b>	<b>109.01%</b>
<b>CONCEPTUAL DOCUMENTS PHASE ADJUSTMENTS</b>				
Contingency to 100% CD's (10.00%)		\$354,972	\$1.25	10.90%
Cost Index to Q1 2027 (2.97%)		\$105,427	\$0.37	3.24%
<b>Total Estimated Bid Amount</b>		<b>\$4,010,118</b>	<b>\$14.18</b>	<b>123.15%</b>

**Hayden McIntire Park - Phase 2 Project**  
**Site Area: 282,869 SF**  
**Building Area: N/A**

**Construction Cost Estimate**  
**Design Phase: Conceptual Design**  
**MACC: \$TBD**

Code	Item Description	Quan	Unit	Unit Price	Total
<b>G20 Site Improvements</b>					
G2030	Concrete Pavers, incl. sand base	4,091	sqft	8.50	34,781.82
G2030	Sidewalks	35,994	sqft	9.25	332,944.50
G2030	Bocce Ball Courts, incl. 4" concrete with gravel base and surfacing	2,012	sqft	21.30	42,855.60
G2030	Concrete Dance Floor, incl. 6" concrete with gravel base	8,198	sqft	13.00	106,574.00
G2050	Asphalt Paving, play road, 2" HMA over 6" base	575	sqyd	30.50	17,537.50
G2050	Engineered Bark Play Surfacing, 14"	2,097	sqft	5.54	11,617.38
G2050	Safety Surfacing Containment Curb	797	lnft	32.00	25,504.00
G2050	Playground Surfacing, poured in place	5,116	sqft	30.00	153,480.00
G2050	Multi-Use Sport Court, 6" concrete & gravel base, incl. surfacing and striping	7,081	sqft	16.75	118,606.75
G2050	Tree Shade Structure Elements	3	each	18,000.00	54,000.00
G2050	Playground Equipment Allowance	1	lsum	300,000.00	300,000.00
G2060	Concrete Seat Walls, incl. footing	76	cuyd	1,200.00	91,200.08
G2060	Tree Grates, incl. frame	6	each	3,650.00	21,900.00
G2060	Excavation and Backfill for Seat Wall Footings, small qty.	108	cuyd	25.00	2,700.00
G2060	Restroom Structure, stick built	1,350	sqft	450.00	607,500.00
G2060	Pavilion/Gazebo, 20'x20'	3	each	24,700.00	74,099.99
G2060	Pavilion/Gazebo, 28'x28'	1	each	48,500.00	48,500.00
G2060	Chainlink Fencing, 5' galvanized	1,400	lnft	50.00	70,000.00
G2060	Chainlink Gates, 3'x5' galvanized	3	each	650.00	1,950.00
G2060	Chainlink Vehicle Gates, 13'x5' galvanized	2	each	1,200.00	2,400.00
G2060	Landscape Benches, 6'	15	each	1,300.00	19,500.00
G2060	Trash Receptacles	10	each	730.00	7,300.04
G2060	Bike Racks, double	10	each	420.00	4,200.00
G2060	Curved Trellises	1	each	250,000.00	250,000.00
G2060	Picnic Tables	10	each	1,800.00	18,000.00
G2060	Monument Signs	2	each	20,000.00	40,000.00
G2080	Irrigation Sleeving	420	lnft	9.75	4,094.39
G2080	Irrigation, new system	134,524	sqft	1.75	235,417.00
G2080	Planting soil, 6" at planting beds	496	cuyd	60.00	29,759.11
G2080	Trees, deciduous, 2" caliper	48	each	335.00	16,080.00
G2080	Planting Areas	26,782	sqft	5.00	133,910.00
G2080	Tree Protection	1,100	lnft	3.00	3,300.00
G2080	Sodded Lawn	107,742	sqft	1.00	107,742.00
G2080	Basalt Rock Mulch, 3" deep, incl. weed fabric	26,782	sqft	1.55	41,640.10
<b>Site Improvements Total</b>					<b>3,029,094.26</b>
<b>Grand Total</b>		<b>282,869</b>	<b>sqft</b>	<b>10.71</b>	<b>3,029,094.26</b>

# Phasing Overview/Implementation

Phase 1



Phase 2



# Summary

The McIntire Family Park Master Plan reflects a community-driven vision shaped by stakeholder input, public engagement, and survey feedback. The plan responds to key community priorities, including places to gather, safe play areas, flexible recreation, improved parking and access, walking connections, and space for events.

The preferred plan creates a flexible park that can support everyday use, family activities, community celebrations, and future growth. It also provides a phased implementation path, allowing improvements to move forward in a realistic and fundable way.

## Recommended Action

**Adopt the Master Plan by resolution into the City of Hayden Parks Master Plan.**



May 20, 2026

City of Hayden  
Attn: City Council  
8930 N. Government Way  
Hayden, Idaho 83835

RE: Request to Adopt McIntire Family Park Master Plan into the City Parks Master Plan

Dear Mayor and City Council Members,

On behalf of the project team, we respectfully request that the City Council adopt the proposed McIntire Family Park Master Plan into the City of Hayden Parks Master Plan.

This recent master planning process was developed to create a community-driven vision for the future of McIntire Family Park. The process included coordination with City leadership, City staff, community representatives, park users, and members of the public to better understand community needs, priorities, and opportunities for future park improvements.

The proposed Master Plan reflects the feedback received through this process and establishes a long-term vision for the park that supports recreation, community gathering, accessibility, flexible use, and continued growth within the City of Hayden. The plan is intended to serve as a guide for future improvements, phased development, budgeting, partnerships, and funding opportunities.

Adoption of the McIntire Family Park Master Plan into the City of Hayden Parks Master Plan will formally recognize the project as part of the City's long-range park planning efforts. This will help ensure future improvements remain consistent with the community-supported vision developed through this process.

We respectfully request that the City Council adopt the McIntire Family Park Master Plan by resolution as part of the City of Hayden Parks Master Plan.

Thank you for your time and consideration. We appreciate the City's continued efforts to improve parks, recreation, and public spaces for the community.

Sincerely,

ARCHITECTS WEST, INC.



Molly Teal  
Landscape Architect

- C. **ACTION ITEM** Consider the Budget Agreement Addendum to Hayden Area Regional Sewer Board Reopened FY25-26 Budget, Presented by Hayden Lake Sewer District



# Memo

To: Mayor and Hayden City Council

From: Lisa Ailport, City Administrator

Date: May 19, 2026

**Agenda Item: Consider Budget Agreement Addendum by Hayden Lake Sewer District (HLD) for the Hayden Area Regional Sewer Board.**

---

## **Agenda Item Location**

New Business

## **Background and Recommended Action or Motion**

Staff recommends approval of the budget agreement addendum by the Hayden Lake Sewer District and authorizes the Mayor to sign the addendum.

The attached agreement is presented by the Hayden Lake Sewer District to amend a previous agreement signed by the City last year prior to the adoption of the current budget. The new proposed amendment to the FY25/26 budget comes with the following changes proposed by the District:

- Strike Line 249- Ramsey Honeysuckle Forcemain
- Add Line 255, \$6,000 for the design / engineering work only for the Huetter/Hayden roundabout.
- Add line 280, \$10,000 for the I-90 sleeve design/engineering and \$198,000 for the overall project.
- Other items noted in red

## **Fiscal Impact**

The additional amendments to the HARSB budget do not anticipate a rate increase to pay for them. All budgeted costs will come from their capital fund or replacement fund.

## **Budget Funding Source / Transfer Request**

N/A

## **Attachment**

Proposed addendum; previous addendum

**ADDENDUM TO**  
**HAYDEN AREA REGIONAL SEWER BOARD**  
**Reopened 2025-2026 BUDGET**

---

Kootenai County, City of Hayden, and the Hayden Lake Sewer District (collectively "Parties" or "Members") approval of the re-opened Hayden Area Regional Sewer Board Budget for the 2025-2026 financial year includes contingencies for the approval of expenditures listed as Budget Line Items listed below:

\*\*Line 254, "Seltice Way to Spokane River 14" to 30" (\$300,000.00)

\*\*Line 281, Seltice Way to Spokane River 14" to 30" (\$300,000.00)

~~\*\*Line 249, "Ramsey Honeysuckle Forcemain (\$1,100,000)~~

\*\*Line 250 (replacing 'Shop Roll Up Door'), \$1,123,081 for the purchase and delivery only of the two H-3 Chlorine Tanks, with a formal document from the manufacturer stating that these tanks are manufactured with UV-stabilized resins for long-term outdoor, above-ground exposure.

\*\*Line 252, \$250,000 additional funding for the H-3 design/engineering bringing this line item to \$700,000

\*\*Line 255, \$6,000 for the design/engineering work only for the Huetter/Hayden roundabout

\*\*Line 280, \$10,000 for the I-90 sleeve design/engineering and \$198,000 for the overall project

**No other budget line items will change from the original 2025-2026 approved budget dated 07-25-25.**

**\*\*Contingent Budget Items**

Because the design and cost estimates for the Contingent Budget Items have not yet been determined, the Members of HARSB agree that prior to awarding any bids or proceeding with construction, there shall be a required unanimous vote by the Members for said Items, which shall be treated as a "Major Decision" under the Fourth Amended Joint Powers Agreement, Article V, Section b.

Subject to the specific terms below, no bids shall be awarded for the Contingent Budget Items without unanimous consent and approval of the Members of HARSB. The Parties further agree as follows:

Page 2 HARSB reopened 2025-2026 Budget

Lines 254, 281, 250, 252, 255, 280:

- Hayden Lake Sewer District agrees that it shall approve Lines 254, 281, 250, 252, 255 and 280 if the bids for those items come in at or below each budgeted line-item.
- Hayden Lake Sewer District shall be under no obligation to approve Lines 254, 281, 250, 252, 255 and 280 if any money budgeted for lines 254, 281,250, 252, 255 and 280 will be transferred to any other line item in the reopened 2025-2026 HARSB fiscal year budget.
- HARSB Members agree that no money budgeted for lines 254, 281, 250, 252, 255 and 280 will be transferred to any other line item during the remaining 2025-2026 HARSB fiscal year budget

KOOTENAI COUNTY

\_\_\_\_\_

By\_\_\_\_\_

Its\_\_\_\_\_

Dated\_\_\_\_\_

CITY OF HAYDEN

\_\_\_\_\_

By\_\_\_\_\_

Its\_\_\_\_\_

Dated\_\_\_\_\_

HAYDEN LAKE SEWER DISTRICT

\_\_\_\_\_

By\_\_\_\_\_

Its\_\_\_\_\_

Dated\_\_\_\_\_

# **ADDENDUM TO HAYDEN AREA REGIONAL SEWER BOARD 2025-2026 BUDGET**

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Kootenai County, City of Hayden, and the Hayden Lake Sewer District (collectively "Parties" or "Members") approval of the Hayden Area Regional Sewer Board Budget for the 2025-2026 financial year includes contingencies for the approval of expenditures listed as Budget Line Items listed below:

- Line 254, "Seltice Way to Spokane River 14" to 30" (\$300,000.00)
- Line 281, Seltice Way to Spokane River 14" to 30" (\$300,000.00)
- Line 249, "Ramsey-Honeysuckle Forcemain (\$1,100,000)

("Contingent Budget Items")

Because the design and cost estimates for the Contingent Budget Items have not yet been determined, the Members of HARSB agree that prior to awarding any bids or proceeding with construction, there shall be required a unanimous vote by the Members for said Items, which shall be treated as a "Major Decision" under the Fourth Amended Joint Powers Agreement, Article V, Section b.

Subject to the specific terms below, no bids shall be awarded for the Contingent Budget Items without unanimous consent and approval of the Members of HARSB. The Parties further agree as follows:

Lines 254 and 281:

- Hayden Lake Sewer District agrees that it shall approve Lines 254 and 281 if the bids for those items come in at or below each budgeted line-item amount (\$300,000.00 each).
- Hayden Lake Sewer District shall be under no obligation to approve Lines 254 and 281 if any money budgeted for lines 254 and 281 will be transferred to any other line item in the 2025-2026 HARSB fiscal year budget.
- HARSB Members agree that no money budgeted for lines 254 and 281 will be transferred to any other line item during the 2025-2026 HARSB fiscal year budget

Line 249:

- Hayden Lake Sewer District agrees that it shall approve Line 249 if bids come in at or below this budgeted line-item amount (\$1,100,000.00).
- Hayden Lake Sewer District shall be under no obligation to approve Line 249 if any money budgeted for line 249 will be transferred to any other line item in the 2025-

2026 HARSB fiscal year budget.

- HARSB Members agree that no money budgeted for Line 249 will be transferred to any other line item in the 2025-2026 HARSB fiscal year budget.
- HARSB Members agree that the project described and contemplated by Line 249 shall not be undertaken as a joint project with the City of Hayden.

KOOTENAI COUNTY

\_\_\_\_\_  
By \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

CITY OF HAYDEN

\_\_\_\_\_  
By \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

HAYDEN LAKE SEWER DISTRICT

\_\_\_\_\_  
By \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

- D. **ACTION ITEM** Resolution to Amend the FY2025-2026 Hayden Area Regional Sewer Board Budget



# Memo

To: Mayor and Hayden City Council

From: Lisa Ailport, City Administrator

Date: May 19, 2026

**Agenda Item: Resolution to Adopt the Proposed Amended 25/26 annual budget for the Hayden Area Regional Sewer Board (HARSB).**

---

## **Agenda Item Location**

New Business

## **Background and Recommended Action or Motion**

Staff recommends approval of the resolution amending the FY25/26 budget year.

The attached resolution and supporting documentation are required to be passed by each entity for the HARSB board to publish the public hearing and amend the budget. The amended budget anticipates opening up the following budget line items:

Under Replacement Category:

- \$600,000 added cost for the H3 lift station design to provide for JUB to complete the design of that component
- \$898,464.8 added costs for the H3 Replacement Purchase of HDPE Tanks

Under Construction Capital Category:

- \$150,000 to be added to the Construction designs of H3
- 224,616.2 to be added for the Purchase of HPDE Tanks
- \$231,000 to be added to the design and construction of the Huetter and Hayden Ave Intersection installation of a 24" HDPE pipe
- \$198,000 to be added for design and construction of the I-90 crossing with a 24" HDPE pipe.

## **Fiscal Impact**

The additional amendments to the HARSB budget do not anticipate a rate increase to pay for them. All budgeted costs will come from their capital fund or replacement fund.

## **Budget Funding Source / Transfer Request**

N/A

**Attachment**

Draft Resolution and Proposed Budget line items

HAYDEN AREA REGIONAL SEWER BOARD  
**PROPOSED REOPEN BUDGET 2025-2026 APRIL 16, 2026**

A	C	K	P	R	S
	REPLACEMENT (54) ADMINISTRATION	HARSB 2021-2022	% of Completion	HARSB Budget 2025-2026	
203					
204	INVESTMENT/ HUSD	306,410.00	0.64	326,060.00	estimate only- payment schedule shows current amount
205	INVESTMENT/ CITY OF HAYDE	980,070.00	0.67	1,060,080.00	estimate only- payment schedule shows current amount
206	INVESTMENT/ KOOTENAI CO.	13,520.00	0.69	13,860.00	estimate only- payment schedule shows current amount
207					
208	<b>Total Revenues</b>	1,300,000.00	0.67	1,400,000.00	
209					
210	<b>Anticipated Replacement Items:</b>	1,790,866.36	0.05	3,068,464.80	
211	<b>Unanticipated Replacement Items</b>	60,000.00	0.61	60,000.00	
235	Clarifier 3 Mechanism -2027		-		Updated June 2025
237	ARV Vault Replacement	15,000.00	-	15,000.00	
240	Vehicle Replacement		1.14	55,000.00	Replacement for Kia Soul 2012
241	H-3 Pumps/Electrical System (2024)		#DIV/0!	-	
242	TMDL BNR Construction- Final Incidentals	1,900,000.00	#DIV/0!	-	
244	Hayden-Atlas Forcemain-2025 Design/Replacement		#DIV/0!	-	Updated July 2025
245	Hayden-Ramsey Forcemain 2025 Design		#DIV/0!	-	Updated July 2025
246	Ramsey-Honeysuckle Forcemain		#DIV/0!	1,100,000.00	**** See HUSD Addendum
248	Aeration System		-	340,000.00	
249	H3 System Design		-	<b>600,000.00</b>	April 2026 Open Budget for JUB to Complete Design
250	H3 Replacement Purchase Weholite HDPE Tanks		-	<b>898,464.80</b>	April 2026 Open Budget to Purchase Weholite Tanks Updated May/June 2025: Requested Statement: The HUSD is not responsible for the difference of material cost to upsize above a 16" pipe* * See HUSD Addendum
251	Seltice Way to Spokane River 14" to 30 "			300,000.00	
252	<b>Construction/ Capital</b>			1,313,616.20	
256	TMDL BNR Construction- Final Incidentals		#DIV/0!	-	
266	Connection Fee Refunds		-	50,000.00	
269	Huetter Road Outfall/Easement		#DIV/0!	-	Needed for Redundent Line
270	Ramsey-Honeysuckle Forcemain		#DIV/0!	-	
271	Aeration System		-	160,000.00	
272	H3 System Design		#DIV/0!	-	
273	Forcemain Replacement Dakota		#DIV/0!	-	
274	H3 Construction Design			<b>150,000.00</b>	April 2026 Open Budget for JUB to Complete Design
275	H3 Construction Weholite Tanks			<b>224,616.20</b>	April 2026 Open Budget Weholite Tank Purchase Updated May/June 2025: Requested Statement: The HUSD is not responsible for the difference of material cost to upsize above a 16" pipe
278	Seltice Way to Spokane River 14" to 30 "			300,000.00	
279	Huetter Road and Hayden Ave Intersection 24" HDPE PIPE			<b>231,000.00</b>	Welch Comer Design and Construction
280	1-90 24" HDPE PIPE			<b>198,000.00</b>	Welch Comer Design and Construction

**RESOLUTION NO. 2026 \_\_\_\_\_**

**APPROVAL OF THE AMENDED FY2025-2026 HAYDEN AREA REGIONAL SEWER BOARD (HARSB)**

WHEREAS, the city of Hayden, participates in the Joint Powers Agreement (JPA) with the Hayden Lake Sewer District and Kootenai County regarding the daily operations and maintenance of the publicly owned treatment plant (PWTP) and the publicly owned force mains (POFM); and

WHEREAS, each year the JPA requires each respective entity to approve a fiscal year budget, prior to the budget being adopted by HARSB including all amendments thereby; and

WHEREAS, the City Council held a properly noticed public meeting on May 26, 2026, to review, consider and make comment on the Amended FY2025-2026 budget; and

WHEREAS, the City Council at the same meeting by motion of the council approved the Amended FY2025-2026 HARSB budget and authorized submission of that approval the HARSB board for publication of the budget pursuant to Idaho Code.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Mayor and City Council of the City of Hayden, Idaho, that the FY2025-2026 Amended HARSB Budget is hereby adopted by the City of Hayden.

APPROVED by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF HAYDEN

By: \_\_\_\_\_  
Alan Davis, Mayor

ATTEST:

\_\_\_\_\_  
Abbi Sanchez, City Clerk

E. **ACTION ITEM** *Come Together* Bench Project Art Designs



# Memo

To: Mayor and Hayden City Council

From: Abbi Sanchez, City Clerk

Date: May 26, 2026

**Agenda Item: Arts Commission Selected Art Designs for Come Together Bench Project**

---

## **Agenda Item Location**

New Business

## **Recommended Action or Motion**

The Arts Commission has recommended approval of the selected bench designs for the *Come Together* bench project and funding the cost of painting 5 of the 9 benches.

## **Functional Impact of Authorizing**

This is the next step in moving this project towards completion this year.

## **Summary/Background**

The Come Together Bench project has been in development for several years. Funding for the benches themselves was provided by the Hayden Urban Renewal Agency. Hayden Homes contributed 50% of the cost for the concrete pads, and community members and local businesses have donated funds to support artwork on 4 of the 9 benches. The Arts Commission is still seeking donations to fund artwork for five of the benches. They have also proposed a design for one bench that they plan to paint themselves at no cost.

The Arts Commission advertised a Call to Artist for art design submissions for this project. Six (6) artists submitted a total of nine (9) designs. The commission selected 8 of the submitted designs and presented a design to be painted by them.

## **Functional Impact of Not Authorizing**

The Arts Commission would seek direction from council to paint the benches.

## **Fiscal Impact**

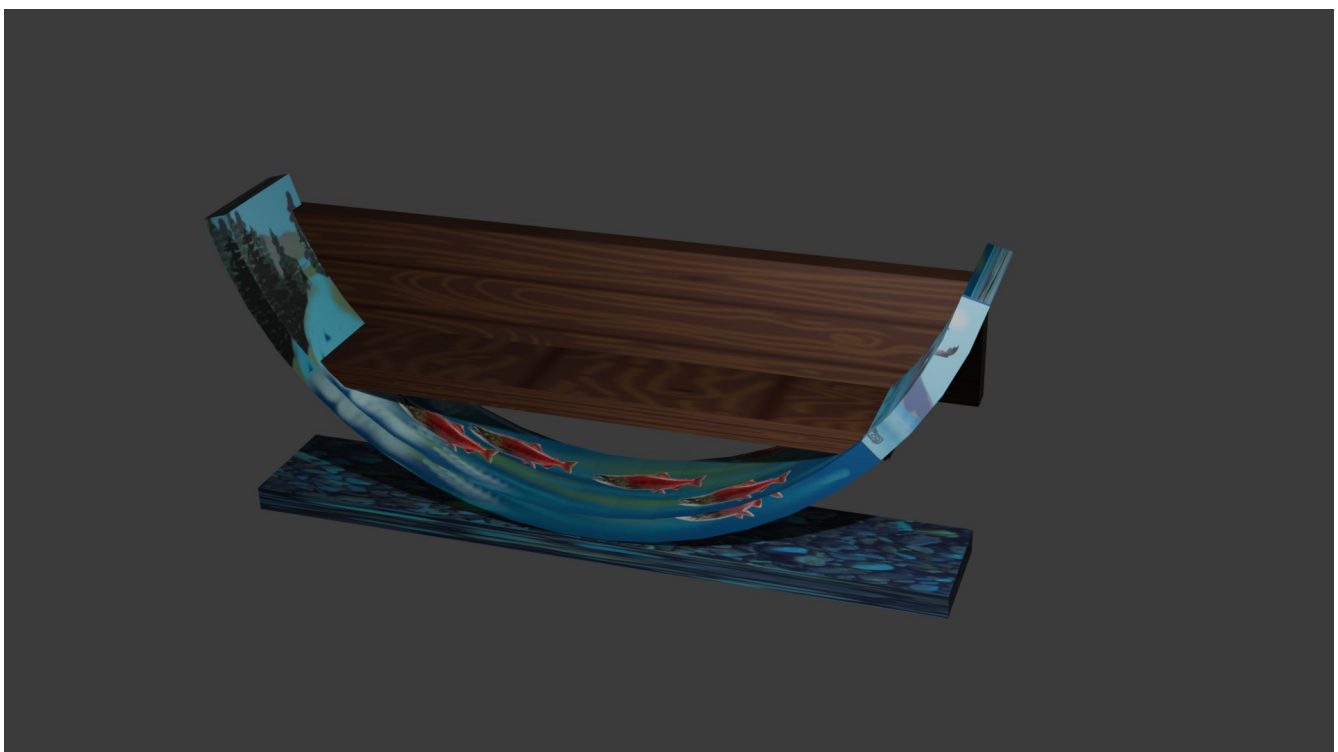
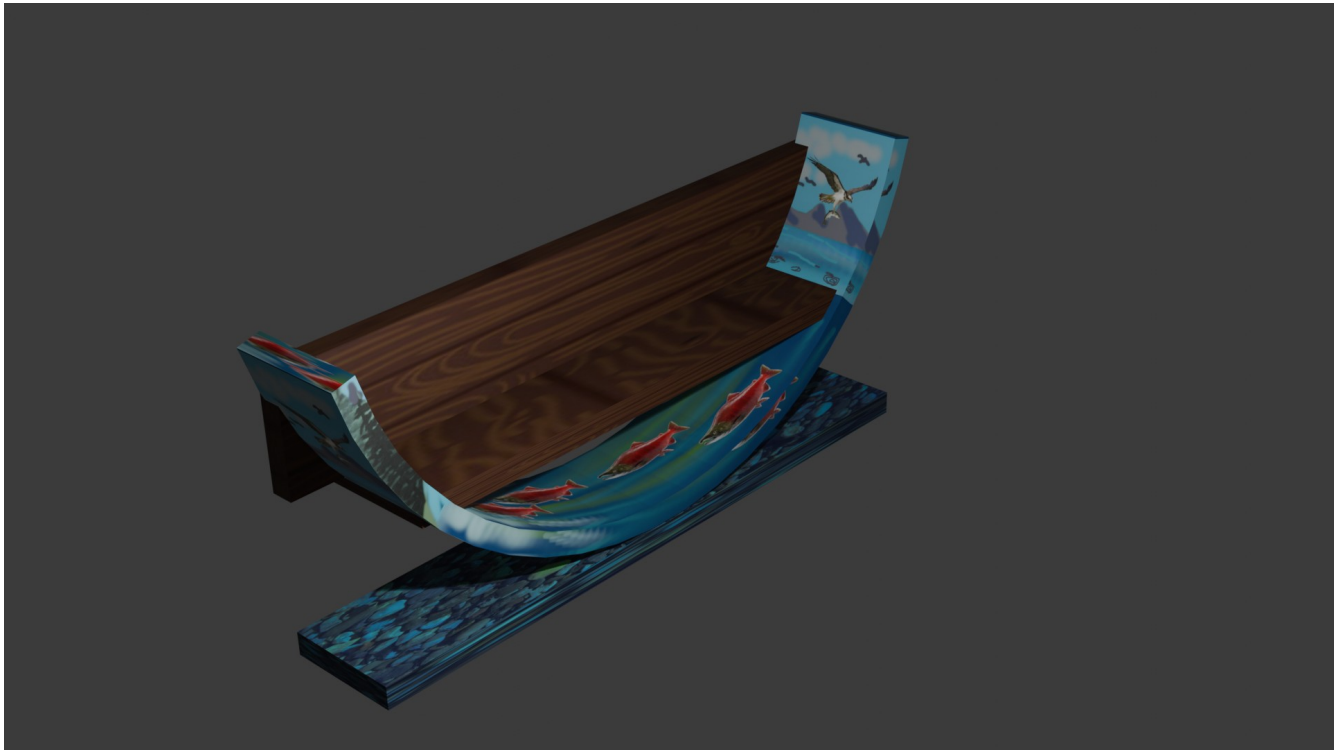
The Arts Commission has been seeking donations to fund the artwork for the benches and have secured donations for three of the nine benches. The Arts Commission is requesting council to approve the funding for five of the nine benches and will continue to seek donations to cover this cost. While



# *The Run*

by: **Michael Fellegy**

Concept sketches have been hand drawn on the computer using GIMP 2.10, and created by hand using Blender 3D modeling program. The final result on the bench will be highly detailed and polished.



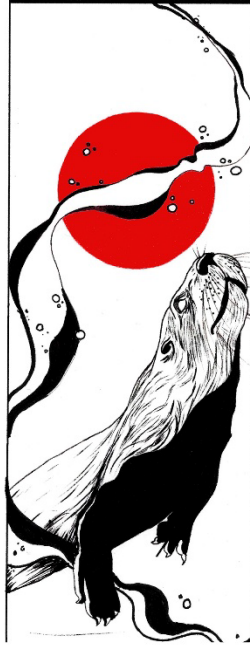
Come Together bench design- Willow  
By Christina Villagomez



Outside left

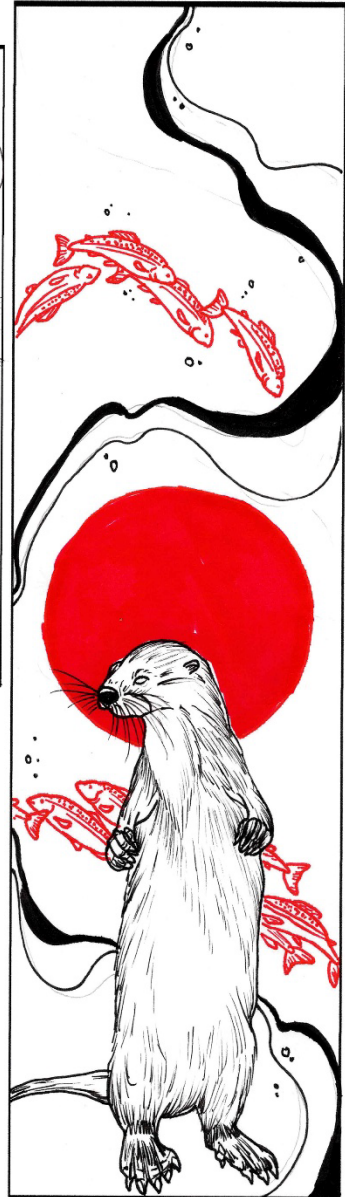


Inside left



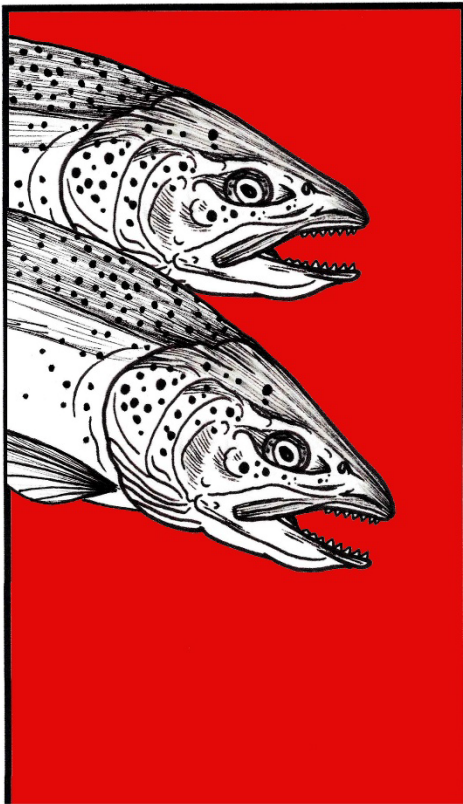
Inside right

**Bench Seat**



Outside right

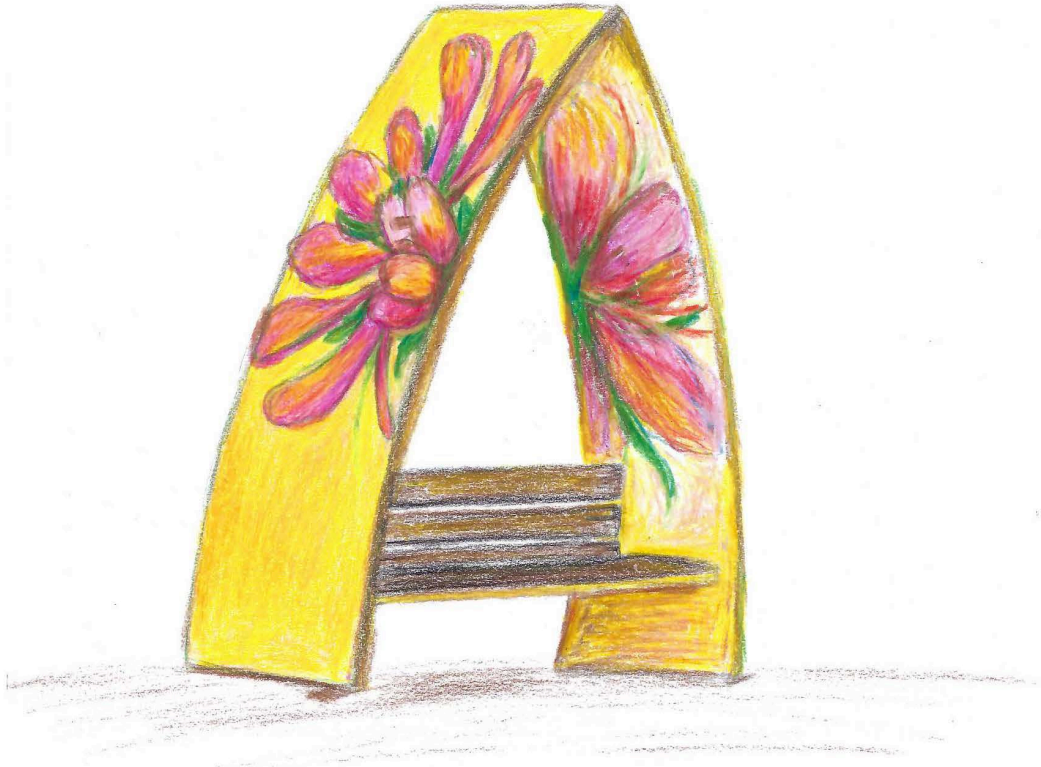
Come Together bench design- Belle  
By Christina Villagomez



Outside arm rests/sides



Under bench scoop/continuing into inner arm rests







Underside



Topside

Bench Style 1 *Belle* – Qty 4







## 10. SALT & SPRUCE

Quiet shores. Towering trees. Grounded.

A tranquil forest and inlet scene inspired by the stillness of coastal forests and the beauty of the PNW.



FOREST  
GREEN



SAND  
BEIGE



DRIFTWOOD  
BROWN

F. **ACTION ITEM** New and Unlisted Use: Mobile Food Establishment Request



# Memo

To: Mayor Davis and City Councilmembers

From: Shannon Drappo, Planner

Date: 5/21/2026

**Agenda Item: New & Unlisted Use – Mobile Food Establishment Discussion**

---

## **Agenda Item Location**

New Business

## **Recommended Action or Motion**

Motion to Approve – I move to approve the request to allow for the New and Unlisted Use of “Mobile Food Establishment - Independent” and “Mobile Food Establishment- Complex” to Hayden City Code §11-2 and to direct Staff to draft design standards to bring back to a future meeting.

Motion to Continue – I move to continue this discussion and decision to {date specific} to address concerns related to \_\_\_\_\_.

Motion to Deny – I move to deny the request to allow for the New and Unlisted Use of “Mobile Food Establishment - Independent” and “Mobile Food Establishment- Complex” to Hayden City Code §11-2.

## **Summary**

Hayden City Code §3-7 “Mobile Food Establishment Pilot Program” was previously adopted by City Council in March 2020 for a one-year term. The Code allowed local citizens to obtain a license through the city to conduct their Mobile Food business within City Limits. It also provided standards encompassing public health and safety, location, and design. It was extended and ultimately repealed in December 2021 due to a lack of data in the success of the program. It is important to note that the program was during the active months of COVID-19 which could have contributed to the lack of licenses issued for Mobile Food Establishments.

Recently, the Community Development Department has received multiple phone calls, emails and walk-ins inquiring about the use of mobile food establishments within City Limits, in which Staff inform citizens that the city does not allow for the use. Staff would like City Council to discuss two uses; an independent mobile food establishment, and a mobile food establishment complex (an area of land developed to accommodate 2 or more mobile food establishments).

Pursuant to §11-1-7(A), staff has received a New and Unlisted Use request from the owners of 10264 N Government Way, asking City Council to consider the allowance of a Mobile Food Establishment – Complex. In review of the request, the Council shall consider the nature and describe the performance of the proposed use and its compatibility with the uses permitted in the various districts and determine the type of zone within which such use should be permitted.

Requests which staff have received since the pilot program expired have generally been in the Commercial, Light Industrial and CBD zones. Based on this information, staff have identified the



following zone designations for the locations. Should City Council approve the New and Unlisted Use request, then staff would suggest the Use Table to show the following as well:

Mobile Food Establishment	Zone Designation	Suggested Use in Table
Independent	CBD, C, LI, MU – non-residential	“A” - Allowed Outright
Complex	CBD, C, LI MU – non-residential	“C” - Conditional Use Permit

**Fiscal Impact**

Staff has not vetted the process for a Mobile Food Establishment in regard to a license, design standards or a combination of both. Fees would be imposed for the licensure of each Mobile Food Establishment in addition to any site development and/or off-site development requirements in accordance with Hayden City Code.

**Attachments**

Hayden City Code 3-7 (Repealed), New and Unlisted Use Request

**From:** Sarah Carlon <[sarah@carlonbookkeeping.com](mailto:sarah@carlonbookkeeping.com)>

**Sent:** Thursday, May 14, 2026 11:17 AM

**To:** Sadie Roe <[sroe@haydenid.gov](mailto:sroe@haydenid.gov)>

**Subject:** 10264 N Government Way

You don't often get email from [sarah@carlonbookkeeping.com](mailto:sarah@carlonbookkeeping.com). [Learn why this is important](#)

Hi Sadie,

I forgot to grab contact information for the people in our meeting yesterday and was wondering if you could forward this on to Shannon for us?

We would like to request a New & Unlisted Use permit for a vendor food court for mobile food trucks.

Please let me know if you need any other information.

Thank you!

All the best,

*Sarah Carlon*

Bookkeeping Professional

Carlon Bookkeeping LLC

(208) 415-2696

[www.carlonbookkeeping.com](http://www.carlonbookkeeping.com)

6. **REPORTS**

- A. City Administrator Report and Calendar Review

# May 2026

May 2026							June 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1 11:00am Council Joint 1:30pm Historic Special 3:00pm Featured Artist Reception	2
3	5:30pm Planning and Zoning Commission (Council Chambers)	5	6	4:00pm Veterans Commission	8	12:00pm Hayden Kite Festival (Broadmore Park)
10	8:00am Kids to Parks Day	5:00pm City Council Meeting (City Hall Council Chambers)	9:00am Arbor Day 2:00pm Arts 3:00pm Arts	14	15	8:00pm
17	11:00am Historic Preservation 5:30pm Planning and 5:30pm PLANNING &	19	4:00pm Parks & Recreation Commission	21	22	23
24	11:00am Memorial Day Ceremony (McIntire Family Park)	5:00pm City Council Meeting	27	28	29	30
31	Jun 1	2	3	4	5	6

# June 2026

June 2026							July 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	8	9	10	11
21	15	16	17	18	19	20	19	20	21	15	16	17	18
28	22	23	24	25	26	27	26	27	28	22	23	24	25
	29	30								29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1 5:30pm Planning and Zoning Commission (Council Chambers)	2 1:00pm Public Safety Commission	3	4 4:00pm Veterans Commission	5	6
7	8	9 5:00pm City Council Meeting (City Hall Council Chambers)	10 2:00pm Arts Commission Workshop 3:00pm Arts Commission	11 11:00am Historic Preservation Commission Meeting	12	13
14	15 5:30pm Planning and Zoning Commission (Council Chambers)	16	17 4:00pm Parks & Recreation Commission	18	19	20
21	22	23 5:00pm City Council Meeting	24 10:30am Hayden Bike Rodeo (Hayden Community Library)	25	26	27 11:00am Dog Days of Summer-Fest (Stoddard Park)
28	29	30	Jul 1	2	3	4

- B. Law Enforcement
- C. Mayor/Council
- 7. **REQUEST FOR FUTURE AGENDA ITEMS**
- 8. **ADJOURNMENT**