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

Tuesday, November 10, 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. Extra Mile Heroes
2. **CONSENT CALENDAR** ***All items on the Consent Calendar are Action Items***
   A. Approval of October 27, 2026 City Council Meeting Minutes

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

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

Tuesday, October 27, 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 David Erickson to lead the pledge of allegiance.

ADDITIONS OR CORRECTIONS
None

1. **PROCLAMATION**
   A. Extra Mile Day

   Mayor Davis read the proclamation and proclaimed November 1 Extra Mile Day in Hayden.

      i. Presentation of Extra Mile Heroes

      Mayor Davis recognized Judy Eichelberger, Joy Richards, and John Young as Extra Miles Heroes for Hayden.

2. **CONSENT CALENDAR** ***All items on the Consent Calendar are Action Items***
   A. Approval of September 29, 2026 Special City Council Meeting Minutes
   B. Approval of October 13, 2026 Special City Council Meeting Minutes
   C. Approval of October 13, 2026 City Council Meeting Minutes
   D. Acceptance of the Grant of Easement from Richard Bingham
   E. Approval of Agreement with Buddy's Backhoe Service, Inc. for Installation of Sewer Line to Public Works Facility
   F. Ratification of Bills Paid
   G. Approval of Bills for Payment

   Council Member Shafer received clarification that bills on the agenda for ratification were for budgeted equipment purchases that were ready for delivery and due for payment before this council meeting.

   MOTION: Council President DePriest moved to approve the consent calendar as listed. 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.

AMENDED MOTION: Council President DePriest moved to amend the motion to include Item 1E that was not read prior to the original motion. Council Member Roetter 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.

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

Staucia Kosoff, Hayden Resident, expressed opposition to constructing a civic center, noting that voters approved a recreation center in 2023 and that many community members, particularly families, would prefer recreational amenities. She emphasized the need for an indoor basketball court, stating that existing parks do not provide adequate basketball facilities and that the community lacks a free indoor gym. She questioned the city's explanation that funding constraints have delayed the recreation center, citing concerns about past project management issues. Ms. Kosoff encouraged the city to pursue grants or other funding opportunities for a recreation center and argued that existing community gathering spaces, such as churches and the library, already serve functions that a civic center would provide. She concluded by urging the city to prioritize recreational facilities over the proposed civic center.

Joe Rezzonico, Hayden Resident, described an incident in which three unleashed dogs attacked and killed his leashed dog while he and his spouse were walking on North Maple Street. Mr. Rezzonico stated that the attack occurred near an area where children were present and expressed concerns about public safety for residents, pets, and families.

Mr. Rezzonico recounted interactions with law enforcement and animal control following the incident, stating that initial enforcement actions were delayed due to what he was told was an ongoing contractual dispute between the City of Hayden and the Sheriff's Office. He indicated that, after additional follow-up and correspondence with local officials, citations were issued and further action regarding the dogs was pursued.

Mr. Rezzonico requested that the City Council ensure the incident is thoroughly investigated, take appropriate actions available under local laws to protect public safety, and work with the Sheriff's Office to address any enforcement challenges. He concluded by emphasizing the importance of accountability, consistent enforcement of local ordinances, and measures to help prevent similar incidents in the future.

Angela Faire, Hayden Resident, began by expressing appreciation for City Administrator Lisa Ailport, thanking her for her work addressing complex issues, responding to questions, and serving the community.

Ms. Faire then discussed the status of law enforcement services following the City Council's September 22nd rejection of the proposed law enforcement services contract.

She noted that the rejection was based on concerns related to accountability and cost allocation, referencing a document previously prepared by Commissioner Bruce Mattare. She expressed concern that public discussion has become focused primarily on accountability rather than the broader issues originally identified.

Ms. Faire provided a timeline of recent discussions involving the Public Safety Commission, Kootenai County Commissioners, and the Sheriff's Office regarding law enforcement services and cost recovery calculations. She noted that a draft Matrix Consulting report had been presented to the Public Safety Commission and questioned when the final report would be released and made available for public review.

Ms. Faire also requested information on what law enforcement and related services are currently being provided, citing community interest in issues such as animal control. She encouraged continued public engagement, including opportunities such as a potential town hall meeting, and asked for greater transparency regarding the next steps in evaluating future public safety service options.

4. COMMISSION REPORT

A. Quarterly Written Reports

Written reports were provided in the packet. There were no comments or questions from Council.

5. UNFINISHED BUSINESS

A. *ACTION ITEM* Consider Exhibit A Law Enforcement Contract for Enhanced Services for FY2027

The City Council discussed a proposed law enforcement services contract with Kootenai County for FY 2027. Mayor Davis explained that the agenda item was intended to provide direction on acceptable contract parameters and potentially authorize the mayor to sign the agreement if only minor changes were made by the county.

It was noted that the Kootenai County Board of Commissioners had discussed the contract earlier in the day and appeared to be considering significant changes to the city's proposal, including a reduction in patrol staffing levels. Several council members stated that because negotiations were ongoing and the county's counterproposal had not yet been formally presented, further discussion or approval of the current draft contract was premature.

Discussion centered on:

- The status of ongoing negotiations between the City of Hayden, the Sheriff's Office, and the Board of County Commissioners.
- Questions regarding patrol staffing levels, contract costs, and county overhead calculations.
- The distinction between services funded through the county's Justice Fund and services provided through the city's enhanced law enforcement contract.
- Transparency regarding the costs and services residents already fund through county taxation.
- Clarification of negotiating roles and authority among the Sheriff, county commissioners, and city representatives.

City Administrator Lisa Ailport explained that the city's proposed contract reflected discussions held with the Sheriff's Office and was intended to continue negotiations

with the county. She also noted that additional discussions regarding overhead calculations were scheduled between the city's consultant and county staff.

Council members also referenced concerns raised during public comment regarding animal control and law enforcement response. City officials explained that Sheriff Norris has stated that services should continue as normal while contract negotiations are ongoing and that steps had been taken to address communication issues that arose during the reported incident.

No formal action was taken on the contract during the discussion, and several council members expressed a preference to continue negotiations and await additional information from the county before considering approval of a revised agreement.

6. NEW BUSINESS

A. *ACTION ITEM* Consider Updating the Kinds and Levels Chart to include a Director of Public Safety

The council discussed a proposal to create a part-time Director of Public Safety position to provide law enforcement expertise and support to the city. City staff explained that the role would be intended to replace or reduce reliance on contracted consulting services while providing ongoing subject matter expertise related to law enforcement operations, contract negotiations, accountability measures, and public safety issues.

Several council members expressed support for the concept, citing the value of having an in-house expert to help the city understand law enforcement systems, evaluate service levels, review reports, and participate in negotiations regarding law enforcement services. Supporters noted that the position could help the city better manage significant public safety expenditures and provide greater oversight and transparency.

Council Member Shafer voiced concern about creating a new government position, noting that consultants provide flexibility because their services can be adjusted or discontinued more easily than permanent staffing. He questioned whether the city had sufficiently explored continuing to use consultants rather than establishing a new position.

Discussion also included potential benefits of an employee serving in the role, including the possibility of direct access to law enforcement data systems, which may not be available to outside consultants. City Administrator Lisa Ailport stated that consultants are typically used to supplement staff for specific projects, whereas public safety oversight is an ongoing city responsibility that may justify dedicated staffing.

Council members generally agreed that specialized law enforcement expertise is needed as the city continues evaluating public safety service options and negotiating with Kootenai County. Supporters of the proposal emphasized that the position could improve the city's ability to advocate for its interests, understand law enforcement operations, and manage future growth and public safety needs.

MOTION: Council Member Roetter moved to approve the updated Kinds and Levels Chart to include a Director of Public Safety position. Council Member Erickson provided the second.

ROLL CALL VOTE:

Council President DePriest	Yes
Council Member Erickson	Yes
Council Member Shafer	No
Council Member Roetter	Yes

The motion was approved by a majority vote in favor.

B. *ACTION ITEM* *Come Together* Bench Walk Event

The council considered a request from the Arts Commission to hold a "*Come Together* Bench Walk" community event to formally introduce the newly installed artist-painted benches located throughout Hayden. The event is intended to showcase the benches, recognize community donors and sponsors who supported the project, and introduce the participating local artists.

The Arts Commission proposed holding the event on November 14 at 1:00 p.m., beginning with a ceremony at McIntire Park followed by a self-guided bench walk for attendees to view the artwork. The commission was seeking council approval to host the event.

MOTION: Council Member Shafer moved to approve the event to be held. 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.

C. *ACTION ITEM* Winter Wonderland Immersive Light Display Event

The council considered a proposal from the Arts Commission to host the Winter Wonderland Immersive Lights Display, an art installation designed by Christina Villagomez. The display would provide a seasonal light experience for the public and complement the city's holiday activities.

The proposed event would run from December 5 through January 3, beginning in conjunction with Hayden's annual Christmas parade and tree-lighting ceremony. The proposed location for the installation is the former Public Works facility east of City Hall.

MOTION: Council Member Erickson moved to approve the event. Council Member Roetter provided the second.

ROLL CALL VOTE:

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

The motion was approved by a unanimous vote in favor.

D. *ACTION ITEM* Agreement with Companions Animal Center for Impounded Dogs

The council considered an agreement with Companions Animal Center to ensure that stray or impounded dogs can be brought to the shelter. Staff explained that contract negotiations for law enforcement services revealed a service gap affecting the intake of dogs brought in that were found in Hayden.

The agreement would allow the shelter to accept these animals and collect applicable fees. Staff noted that such cases occur infrequently, historically averaging fewer than five per month.

Council discussion focused on how fees are handled, the distinction between stray dogs and owner surrenders, and whether the city could incur costs for unclaimed animals. Staff emphasized that the agreement provides a reliable process for sheltering stray dogs and maintains an important partnership with the local animal shelter, regardless of future law enforcement contract arrangements.

MOTION: Council President DePriest moved to approve the agreement. 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.

7. REPORTS

A. City Administrator Report and Calendar Review

City Administrator Lisa Ailport reported that the final Matrix Consulting Group public safety study has been received. The Public Safety Commission previously reviewed and accepted the draft report, and the next step is to hold a community town hall to discuss the findings and gather public input before recommendations are brought to the City Council. Scheduling that public engagement has been delayed while the city focuses on ongoing law enforcement services contract negotiations with Kootenai County.

Ms. Ailport also stated that a comprehensive update on transportation and planning projects is being prepared and is expected to be presented at the next council meeting as part of the public meeting packet.

Council members discussed the recently completed Honeysuckle/Ramsey roundabout project and whether an after-action review should be conducted to identify lessons learned regarding construction delays and public communication. City officials noted that, although publicly posted completion dates were missed, the project was opened to traffic only a few weeks beyond the contractual completion date.

Ms. Ailport also announced a community trunk-or-treat event at Hayden Meadows Elementary School on Friday evening.

B. Law Enforcement

It was noted that no law enforcement report was presented because the city currently does not have an active law enforcement contract in place.

C. Mayor/Council

Mayor Davis reported attending an Airport Advisory Board meeting. The meeting primarily focused on routine airport-related business, and the council member indicated there were no items discussed that were considered significant or directly relevant to the City of Hayden.

8. REQUEST FOR FUTURE AGENDA ITEMS

Council Member Shafer requested that the city review its wireless infrastructure ordinance in light of a recently adopted Idaho broadband infrastructure law and evolving wireless technology deployment. He shared that he had researched the issue, compared Hayden's current ordinance to recently drafted model regulations being considered by other local jurisdictions, and submitted findings to city staff. Mr. Shafer requested consideration of the topic as a future agenda item.

Council members discussed potential legal limitations related to regulating wireless infrastructure and generally agreed that the proposed ordinance review should first be evaluated by the city's legal counsel before further council discussion.

Council President DePriest proposed exploring a regional discussion involving local cities and Kootenai County regarding law enforcement funding, service levels, and cost allocation. He expressed interest in examining whether cities are receiving services proportional to the taxes and fees paid into county public safety funds.

Council members discussed the idea and suggested it may be appropriate to raise the topic through the regional Council of Mayors. Mayor Davis agreed to contact other local mayors to gauge interest in a broader discussion and determine whether a collaborative review of public safety funding issues would be productive.

Mayor Davis recessed the meeting from 6:19 - 6:25 p.m. for a break.

9. 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)(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 President DePriest moved to enter the meeting into executive session. 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 and the meeting entered executive session at 6:25 p.m.

MOTION: Council President DePriest moved to exit executive session. 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 and the meeting returned to regular session at 6:45 p.m.

10. ADJOURNMENT

The meeting was adjourned at 6:45 p.m.

_____

Abbi Sanchez, City Clerk

_____

Alan Davis, Mayor

B. Approval of Clearwater Financial Addendum #2 for Law Enforcement Consultant Services

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

Memo

To: Mayor and Hayden City Council

From: Abbi Sanchez, City Clerk

Date: November 10, 2206

Agenda Item: Clearwater Financial Agreement Addendum #2

Agenda Item Location
Consent Calendar

Recommended Action or Motion
Staff recommends approval of the Clearwater Financial Agreement Addendum #2 for continued law enforcement consultant services

Functional Impact of Authorizing
Approving the agreement extends the duration of the contract law enforcement consulting services with Clearwater Financial through December 31, 2026, and allows for an additional not-to-exceed amount of $10,000. The current agreement expired on November 6, 2026.

Functional Impact of Not Authorizing
Should the agreement not be approved, the agreement will not be extended past the November 6, 2026 expiration date.

Fiscal Impact
Professional Services was budgeted for in the adopted fiscal year 2027 budget. Therefore, there is no fiscal impact with this item.

Budget Funding Source / Transfer Request
110-211-53010: Professional Services

CLEARWATER FINANCIAL

ADDENDUM #2

This addendum to the Master Services Agreement dated _____, is made by and between the City of Hayden, referred to as the "Client" located at 8930 N. Government Way, Hayden, Idaho 83835, AND Clearwater Financial, LLC located at 2300 S Orchard St. Boise, ID 83705, referred to as the "Consultant."

1. **Scope of Services.** The Client hereby employs the Consultant to perform the following services in accordance with the terms and conditions set forth in this addendum and any attached exhibits. These services include:

a. Law Enforcement Consulting Services: See **Exhibit A** to **Addendum #1**.

The completion of this scope will be dependent on the availability of information needed to complete the scope as identified in **Exhibit A** to **Addendum #1**, some of which may be provided by the Client.

2. **Terms of Agreement.** This addendum will begin when this addendum is fully executed by both the Client and the Consultant. The time frames for delivery of services will be measured from the execution of this addendum and extend the time frames as outlined in **Exhibit A** to **Addendum #1** to December 31st, 2026.

3. **Cost of Services.** The costs for these additional services will be:

a. **Exhibit A** to **Addendum #1**: Law Enforcement Consulting Services: Hourly rate: $200 per hour; not to exceed $10,000.

The Consultant will submit a monthly invoice for services performed. The Client will pay the Consultant the amount due as indicated within thirty (30) days of the invoice date.

If additional expenses such as travel, meals, communications, print, software, data sources, and other out-of-pocket expenses are required; these costs will be paid by the Client to the Consultant.

4. All other terms and conditions as outlined in the Master Services Agreement remain in force.

Client: City of Hayden
Name: _____
Title: _____

/s/: _____
Date: _____

Consultant: Clearwater Financial
Name: Cameron Arial
Title: President

/s/: _____
Date: _____

C. Ratification of October Payroll

CITY OF HAYDEN
COUNCIL PAYROLL REPORT
October 2026
November 10, 2026 Council Meeting

DESCRIPTION	PAYROLL	ADDITIONAL COSTS Paid by Employer
Employee Wages	$325,423.11	
iii-A Dental Plan		3,686.00
iii-A Medical Plan		70,502.00
Health Savings Account	paid quarterly	4,550.00
Medicare		4,606.78
PERSI		37,143.42
Social Security		19,697.97
Beam Vision Plan		808.77
FSA/HRA Fees		141.00
TOTALS	$325,423.11	$141,135.94
	GRAND TOTAL	**$466,559.05**

38 Full-Time Employees

1 Part-Time Employee

5 Mayor & Council

0 Active Duty Military

2 Seasonal/Temporary

23 Temps - Recreation

69 Total Employees

44 Benefit-Eligible Employees

41 on Medical & 42 on Dental

D. Ratification of Bills Paid

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 10/28/2026 - 11/06/2026
POSTED AND UNPOSTED PAID
BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number / Inv Ref #	Vendor / Description / Entered By	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
3021457-116							
00053033	FLYING S TITLE AND ESCROW OF IDAHO,	11/06/2026	11/06/2026	45,616.00	0.00	Paid	Y
	3320 W HAYDEN AV PURCHASE	dcollins					11/06/2026
	130-899-59840-8007 PROJECT LAND ACQUISITION			45,616.00		1.00	45,616.00
AGREEMENT Q0004							
00052979	WESTERN STATES EQUIPMENT COMPANY	10/28/2026	10/28/2026	99,582.32	0.00	Paid	Y
	2026 CAT 265 COMPACT TRACK LOADER	dcollins					10/28/2026
	110-899-58997 VEHICLES/EQUIPMENT (STREETS)			99,582.32		1.00	99,582.32
AGREEMENT Q0004							
00052980	WESTERN STATES EQUIPMENT COMPANY	10/28/2026	10/28/2026	35,400.00	0.00	Paid	Y
	CAT SKID STEER ATTACHMENTS	dcollins					10/28/2026
	110-899-58997 VEHICLES/EQUIPMENT (STREETS)			35,400.00		1.00	35,400.00

# of Invoices:	3 # Due: 0	Totals:	180,598.32	0.00
# of Credit Memos:	0 # Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:			180,598.32	0.00

--- TOTALS BY FUND ---

110	GENERAL FUND	134,982.32	0.00
130	MAJOR CAPITAL PROJECTS FUND	45,616.00	0.00

--- TOTALS BY DEPT/ACTIVITY ---

899	CAPITAL PURCHASES/PROJECTS	180,598.32	0.00

E. Approval of Bills for Payment

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 11/10/2026 - 11/10/2026
POSTED AND UNPOSTED OPEN
BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
7076							
00052972	AIR TECH MECHANICAL CO INC.	10/22/2026	11/10/2026	1,047.02	1,047.02	Open	N
	CHECK FURNACE & REPAIR	llafleur					11/10/2026
	110-811-54301	CH BUILDING MAINT & REPAIR		1,047.02	1.00		1,047.02
9176738694							
00052957	AIRGAS USA, LLC	10/22/2026	11/10/2026	261.93	261.93	Open	N
	SAFETY GLASSES, SUPPLIES	llafleur					11/10/2026
	110-531-56101	STREET SHOP SUPPLIES		261.93	1.00		261.93
1FY1-GV7H-H7RV							
00052958	AMAZON CAPITAL SERVICES, INC.	10/21/2026	11/10/2026	398.90	398.90	Open	N
	BATTERY BACKUP	llafleur					11/10/2026
	110-230-57717	GENERAL HARDWARE		398.90	1.00		398.90
1L47-G9LW-M1FD							
00052959	AMAZON CAPITAL SERVICES, INC.	10/22/2026	11/10/2026	129.08	129.08	Open	N
	BAGS, GLO STICKS, CRAYONS	llafleur					11/10/2026
	110-211-56101	OFFICE SUPPLIES		129.08	1.00		129.08
1V44-7W7M-G61X							
00053005	AMAZON CAPITAL SERVICES, INC.	10/30/2026	11/10/2026	89.78	89.78	Open	N
	YOUTH/ADULT VBALL THANK YOU & PRIZES	dcollins					11/10/2026
	110-711-56105	PROGRAM EQUIPMENT/SUPPLIES		27.99	1.00		27.99
	110-711-56101	OFFICE SUPPLIES		61.79	1.00		61.79
I136596							
00052967	AMERICAN ON-SITE SERVICES	11/02/2026	11/10/2026	200.00	200.00	Open	N
	FRIDAY NITE FRIGHTS	llafleur					11/10/2026
	110-721-58001-1163	SPECIAL EVENTS-HALLOWEEN TRUNK OR TREAT		200.00	1.00		200.00
RCPT #176611							
00053046	ANTHEM HAYDEN	10/22/2026	11/10/2026	255.00	255.00	Open	N
	EVENT DEPOSIT REFUND & $5 OVERPAYMENT	dcollins					11/10/2026
	110-740-44723	PUBLIC ASSEMBLY/PARADE/PARK PERMITS		255.00	1.00		255.00
287294661101 OC							
00053040	AT&T MOBILITY LLC	10/20/2026	11/10/2026	161.98	161.98	Open	N
	4 MIFI DEVICES SEP 21-OCT 20	dcollins					11/10/2026
	110-813-56600	EMERGENCY PREPAREDNESS		161.98	1.00		161.98

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution		Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
2021240000 OCT								
00053012	AVISTA		10/14/2026	11/10/2026	25,185.66	25,185.66	Open	N
	63 ACCOUNTS ON MASTER		dcollins					11/10/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES			18,336.63	1.00		18,336.63
	110-811-54102	UTILITIES - CITY HALL			874.49	1.00		874.49
	110-811-54103	UTILITIES - STREETS			437.71	1.00		437.71
	110-532-54305	GRAVEL PIT MAINTENANCE			35.91	1.00		35.91
	110-811-54105	UTILITIES - HURA PARKING LOT			47.99	1.00		47.99
	112-241-54312	BOAT LAUNCH OPERATION/MAINTENANCE			89.65	1.00		89.65
	210-247-57000	LEISURE PARK LS UTIL			131.90	1.00		131.90
	210-247-57003	WOODLAND MEADOWS LS UTIL			812.94	1.00		812.94
	210-247-57005	H-2 WALMART PS UTIL			681.49	1.00		681.49
	210-247-57007	CORNERSTONE LS UTIL			28.54	1.00		28.54
	210-247-57009	H-1 LIFT STATION UTIL			1,407.06	1.00		1,407.06
	210-247-57011	EMERALD OAKS LS UTIL			71.24	1.00		71.24
	210-247-57013	H-5 STRAWBERRY FLDS PS UTIL			354.66	1.00		354.66
	210-247-57014	MOONRIDGE LS UTIL			111.19	1.00		111.19
	210-247-57015	RILEY PLACE LS UTIL			59.12	1.00		59.12
	210-247-57016	HEATHERSTONE LS UTIL			51.97	1.00		51.97
	210-247-57017	GIANNA LS UTIL			41.42	1.00		41.42
	210-247-57018	MAPLE GROVE LS UTIL			116.25	1.00		116.25
	210-247-57020	H-7 CARRINGTON MEADOWS LS UTIL			21.53	1.00		21.53
	110-811-54104	UTILITIES - PARKS			866.11	1.00		866.11
	210-247-57021	H-6 LIFT STATION UTIL			401.91	1.00		401.91
	210-247-59835	HAYDEN CANYON LS UTIL			205.95	1.00		205.95
20242606								
00052968	AWARDS ETC.		10/16/2026	11/10/2026	76.00	76.00	Open	N
	DISTINGUISHED VETERAN PLAQUE		llafleur					11/10/2026
	110-111-58008	VETERANS COMMISSION			76.00	1.00		76.00
20242610								
00053002	AWARDS ETC.		10/19/2026	11/10/2026	36.00	36.00	Open	N
	NAME PLATES		dcollins					11/10/2026
	110-111-58025	ARTS COMMISSION			18.00	1.00		18.00
	110-301-56101	OFFICE SUPPLIES			18.00	1.00		18.00
172454								
00052969	BS&A SOFTWARE		10/30/2026	11/10/2026	1,792.00	1,792.00	Open	N
	CLOUD & TIMESHEET CLOUD-11/2/26-1/31/27		llafleur					11/10/2026
	110-230-57703	ERP ANNUAL MAINTENANCE			1,792.00	1.00		1,792.00

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
CDA-41653							
00052989	CDA TRACTOR CO.	10/27/2026	11/10/2026	29,032.66	29,032.66	Open	N
	KUBOTA RTV & ACCESSORIES	dcollins					11/10/2026
	110-899-58999	VEHICLES/EQUIPMENT (PARKS)		29,032.66	1.00		29,032.66
9378495471							
00052960	COUNTRY LOCK & KEY	10/15/2026	11/10/2026	33.00	33.00	Open	N
	KEY TAGS & RINGS-SHOP	llafleur					11/10/2026
	110-531-56101	STREET SHOP SUPPLIES		33.00	1.00		33.00
5665844							
00053003	EMPLOYEE BENEFITS CORPORATION	10/30/2026	11/10/2026	145.00	145.00	Open	N
	FSA/COBRA ADMIN FEE	dcollins					11/10/2026
	110-211-52102	ADMIN COSTS FSA/HRA/COBRA		145.00	1.00		145.00
2273							
00053043	E-PLAN, INC.	10/16/2026	11/10/2026	8,585.11	8,585.11	Open	N
	E-PLANSOFT ANNUAL 12 U	dcollins					11/10/2026
	110-230-57705	EPLANSOFT ANNUAL MAINT.		8,585.11	1.00		8,585.11
43264956							
00052966	GREATAMERICA FINANCIAL SERVICES	10/14/2026	11/10/2026	1,269.87	1,269.87	Open	N
	COPIER LEASE 52 OF 63	llafleur					11/10/2026
	110-291-53401	COPIER LEASE PRINCIPAL		1,269.87	1.00		1,269.87
OCT 2026							
00052997	HARSB	11/04/2026	11/10/2026	41,868.00	41,868.00	Open	N
	CAPACITY SOLD OCT 2026	dcollins					11/10/2026
	211-241-54411	CAPACITY SOLD-RES-HARSB		41,868.00	1.00		41,868.00
	211-241-54431	CAPACITY SOLD-NONRES-HARSB		0.00	1.00		0.00
2027-27 INV2							
00052998	HARSB	11/01/2026	11/10/2026	316,439.57	316,439.57	Open	N
	COH-O&M REIMBURSE/INVESTMENT-REP/COH	dcollins					11/10/2026
	210-241-53252	HARSB O&M FEES		316,439.57	1.00		316,439.57
01-682425							
00053048	HAYDEN SUPER 1 FOODS	11/03/2026	11/10/2026	63.60	63.60	Open	N
	EMPLOYEE BREAKFAST	dcollins					11/10/2026
	110-211-52902	RECOGNITION/WELLNESS/EVENTS		63.60	1.00		63.60

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OCT 2026 PAYMEN							
00053009	HAYDEN TENNIS CENTER-PEAK HEALTH	11/02/2026	11/10/2026	35.00	35.00	Open	N
	OCTOBER 2026 PUNCH CARD	dcollins					11/10/2026
	110-711-56108 CONTRACT PAYMENTS			35.00	1.00		35.00
2S271777							
00052973	HORIZON DISTRIBUTORS INC.	10/16/2026	11/10/2026	123.65	123.65	Open	N
	SMALL TOOLS	llafleur					11/10/2026
	110-541-57702 TOOLS & SMALL EQUIPMENT			123.65	1.00		123.65
10302026001							
00053007	IDAHO GRANITE WORKS INC	10/30/2026	11/10/2026	400.00	400.00	Open	N
	2026 VETERANS DAY PAVERS	dcollins					11/10/2026
	113-241-54311 VETERAN'S MEMORIAL MAINTENANCE			400.00	1.00		400.00
13-S 9/9/2026							
00053010	INTERSTATE ELECTRICAL CONTRACTORS I	09/09/2026	11/10/2026	4,383.75	4,383.75	Open	N
	REPLACED WALL PACKS, BATHROOM FANS & SHE	dcollins					09/30/2026
	110-811-54302 PWF- BUILDING MAINT & REPAIR			4,383.75	1.00		4,383.75
13-S 10/8/2026							
00053011	INTERSTATE ELECTRICAL CONTRACTORS I	10/08/2026	11/10/2026	576.82	576.82	Open	N
	INSTALLED WEATHER RESISTANT PLUGS IN MAN	dcollins					11/10/2026
	110-541-54319 STREETSCAPE REPAIR & MAINT			576.82	1.00		576.82
112-1202115-225							
00053006	JENNIFER ARROTTA	10/05/2026	11/10/2026	114.47	114.47	Open	N
	REIMBURSEMENT FOR CHAMPRO FOOTBALL DOWN	dcollins					11/10/2026
	110-711-53105 MISC. GRANT & UNFORECASTED EXP			114.47	1.00		114.47
PASS THRU 10/20							
00053000	KC EMERGENCY MEDICAL SERVICES SYS	11/04/2026	11/10/2026	5,397.16	5,397.16	Open	N
	DEVELOPMENT IMPACT FEE REMITTANCE FOR OC	dcollins					11/10/2026
	110-228-22818 PASSTHRU-IMPACT FEES-KCEMSS			5,397.16	1.00		5,397.16
1458464 10/30/2							
00053023	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	1,547.17	1,547.17	Open	N
	BROADMOORE ESTATES LIGHTS	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			1,547.17	1.00		1,547.17

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1662848 10/30/2							
00053024	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	52.35	52.35	Open	N
	AVIATION PLAZA STREET LIGHTS	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			52.35	1.00		52.35
1839555 10/30/2							
00053025	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	187.92	187.92	Open	N
	VALLEY GREEN STREET LIGHTS	dcollins					11/10/2026
	110-532-56220 STREET LIGHTING & SIGNAL UTILITIES			187.92	1.00		187.92
1839555 09/30/2							
00053026	KOOTENAI ELECTRIC COOPERATIVE INC	09/30/2026	11/10/2026	187.92	187.92	Open	N
	VALLEY GREEN STREET LIGHTS	dcollins					11/03/2026
	110-532-56220 STREET LIGHTING & SIGNAL UTILITIES			187.92	1.00		187.92
1841141 10/30/2							
00053027	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	600.74	600.74	Open	N
	CARRINGTON MEADOWS STREET LIGHTS	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			600.74	1.00		600.74
1844501 10/30/2							
00053028	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	49.60	49.60	Open	N
	NEW DREAMS STREET LIGHTS	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			49.60	1.00		49.60
1851174 09/30/2							
00053029	KOOTENAI ELECTRIC COOPERATIVE INC	09/30/2026	11/03/2026	205.34	205.34	Open	N
	CARRINGTON MEADOWS LIFT STATION	dcollins					11/03/2026
	210-247-57020 H-7 CARRINGTON MEADOWS LS UTIL			205.34	1.00		205.34
1851174 10/30/2							
00053030	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	214.77	214.77	Open	N
	CARRINGTON MEADOWS LIFT STATION	dcollins					11/10/2026
	210-247-57020 H-7 CARRINGTON MEADOWS LS UTIL			214.77	1.00		214.77
1863609 10/30/2							
00053031	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	362.70	362.70	Open	N
	CARRINGTON APARTMENTS STREET LIGHTS	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			362.70	1.00		362.70

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1863894 10/30/2							
00053032	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	314.20	314.20	Open	N
	CARRINGTON MEADOWS 2ND ADDITION	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			314.20		1.00	314.20
1868671 10/2026							
00053034	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	193.30	193.30	Open	N
	CARRINGTON MEADOWS 3RD ADDITION	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			193.30		1.00	193.30
1297916 10/30/2							
00053035	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	339.52	339.52	Open	N
	CARAVELLE STREE LIGHTS	dcollins					11/10/2026
	110-532-56220-0050 STREET LIGHTING & SIGNAL UTILITIES			339.52		1.00	339.52
1439690 10/30/2							
00053036	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	41.57	41.57	Open	N
	DAKOTA LIFT STATION	dcollins					11/10/2026
	210-247-57001 WEST DAKOTA LS UTIL			41.57		1.00	41.57
1652940 10/30/2							
00053037	KOOTENAI ELECTRIC COOPERATIVE INC	10/30/2026	11/10/2026	60.55	60.55	Open	N
	BROADMOORE PUMP	dcollins					11/10/2026
	110-811-54104 UTILITIES - PARKS			60.55		1.00	60.55
Q4 GAP FUNDS							
00053001	KOOTENAI TITLE COMPANY INC	11/04/2026	11/10/2026	20,976.00	20,976.00	Open	N
	Q4 REIMBURSEMENT OF GAP FUNDS - H-6 SANI	dcollins					09/30/2026
	211-496-59995 H-6 GAP FUNDS REPAY W/ CAP FEES			20,976.00		1.00	20,976.00
48549							
00053038	LAKE CITY LAW GROUP PLLC	11/05/2026	11/10/2026	11,893.00	11,893.00	Open	N
	LEGAL-GENERAL MATTERS	dcollins					11/10/2026
	110-211-53102 CIVIL LEGAL SERVICES			11,893.00		1.00	11,893.00
589400							
00052961	NAPA AUTO PARTS	10/13/2026	11/10/2026	212.00	212.00	Open	N
	SAFETY FLAGS-SNOW PLOWS	llafleur					11/10/2026
	110-532-54306 SNOW REMOVAL			212.00		1.00	212.00

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589787							
00052962	NAPA AUTO PARTS	10/15/2026	11/10/2026	41.07	41.07	Open	N
	SUPPLIES-SHOP	llafleur					11/10/2026
	110-531-56101	STREET SHOP SUPPLIES		41.07	1.00		41.07
590240							
00052963	NAPA AUTO PARTS	10/19/2026	11/10/2026	368.27	368.27	Open	N
	AIR FILTERS, FUEL FILTERS-#35	llafleur					11/10/2026
	110-533-54035	2018 PETERBILT STREET SWEEPER 220 R&M		368.27	1.00		368.27
590298							
00052964	NAPA AUTO PARTS	10/19/2026	11/10/2026	79.42	79.42	Open	N
	AIR FILTER-#35	llafleur					11/10/2026
	110-533-54035	2018 PETERBILT STREET SWEEPER 220 R&M		79.42	1.00		79.42
589401							
00052975	NAPA AUTO PARTS	10/13/2026	11/10/2026	121.44	121.44	Open	N
	BATTERY & CORE-#63	llafleur					11/10/2026
	110-542-54063	2023 SMITHCO SWEEPSTAR (LEAF SWEEPER)R&M		121.44	1.00		121.44
590297							
00052976	NAPA AUTO PARTS	10/19/2026	11/10/2026	43.44	43.44	Open	N
	ANTIFREEZE-WINTERIZE BATHROOMS	llafleur					11/10/2026
	110-541-54322	PARKS-GROUNDS		43.44	1.00		43.44
590893							
00052977	NAPA AUTO PARTS	10/22/2026	11/10/2026	111.95	111.95	Open	N
	SUPPLIES-SHOP	llafleur					11/10/2026
	110-541-56101	PARKS SHOP SUPPLIES		111.95	1.00		111.95
592611							
00053013	NAPA AUTO PARTS	11/03/2026	11/10/2026	388.68	388.68	Open	N
	ORANGE NITRILE GLOVES	dcollins					11/10/2026
	110-531-56101	STREET SHOP SUPPLIES		388.68	1.00		388.68
590614							
00053014	NAPA AUTO PARTS	10/21/2026	11/10/2026	275.76	275.76	Open	N
	DIESEL FUEL ADDITIVE	dcollins					11/10/2026
	110-531-56101	STREET SHOP SUPPLIES		275.76	1.00		275.76

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590430							
00053017	NAPA AUTO PARTS	10/20/2026	11/10/2026	14.57	14.57	Open	N
	OIL FILTER	dcollins					11/10/2026
	110-531-56101	STREET SHOP SUPPLIES		14.57		1.00	14.57
590414							
00053018	NAPA AUTO PARTS	10/20/2026	11/10/2026	380.78	380.78	Open	N
	BULK TRAILER WIRE & FUSE HOLDER	dcollins					11/10/2026
	110-533-54099	TOTAL EQUIP/VEHICLE REPAIR & MAINTENANCE		380.78		1.00	380.78
590301							
00053019	NAPA AUTO PARTS	10/19/2026	11/10/2026	110.64	110.64	Open	N
	TUBING AND CONNECTORS	dcollins					11/10/2026
	110-533-54099	TOTAL EQUIP/VEHICLE REPAIR & MAINTENANCE		110.64		1.00	110.64
590637							
00053020	NAPA AUTO PARTS	10/21/2026	11/10/2026	24.43	24.43	Open	N
	OIL FILTER	dcollins					11/10/2026
	110-533-54024	2011 FORD F550 4X4 PICKUP R&M		24.43		1.00	24.43
RCPT #182864							
00053045	NEGATIVE SPLIT/GCCPG	10/22/2026	11/10/2026	250.00	250.00	Open	N
	EVENT DEPOSIT REFUND	dcollins					11/10/2026
	110-740-44723	PUBLIC ASSEMBLY/PARADE/PARK PERMITS		250.00		1.00	250.00
2002015-1000614							
00052978	NORTH 40 OUTFITTERS	10/21/2026	11/10/2026	19.98	19.98	Open	N
	SMALL TOOLS-SHOP	llafleur					11/10/2026
	110-541-54322	PARKS-GROUNDS		19.98		1.00	19.98
2002014-1001220							
00053016	NORTH 40 OUTFITTERS	10/22/2026	11/10/2026	64.99	64.99	Open	N
	COVERALLS	dcollins					11/10/2026
	110-531-56403	UNIFORM ALLOWANCE		64.99		1.00	64.99
PASS THRU 10/20							
00052999	NORTHERN LAKES FIRE PROTECTION DIST	11/04/2026	11/10/2026	50,574.20	50,574.20	Open	N
	DEVELOPMENT IMPACT FEE REMITTANCE FOR OC	dcollins					11/10/2026
	110-228-22819	PASSTHRU-IMPACT FEES-NLFPD		50,574.20		1.00	50,574.20

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0032677309							
00052965	OXARC INC	10/20/2026	11/10/2026	66.72	66.72	Open	N
	N95 RESPIRATOR, LENS WIPES	llafleur					11/10/2026
	110-541-56101	PARKS SHOP SUPPLIES		66.72	1.00		66.72
5291							
00053015	RED'S EQUIPMENT REPAIR LLC	10/27/2026	11/10/2026	362.82	362.82	Open	N
	DEKA BATTERIES	dcollins					11/10/2026
	110-533-54031	2015 JOHN DEERE LOADER #3515 R&M		362.82	1.00		362.82
25420							
00053044	REVIZE LLC	11/03/2026	11/10/2026	4,375.00	4,375.00	Open	N
	WEBSITE/ADA FY'27	dcollins					11/10/2026
	110-230-57722	WEBSITE REVISIONS & HOSTING		4,375.00	1.00		4,375.00
45273156							
00052970	RODDA PAINT COMPANY CORP.	10/15/2026	11/10/2026	154.64	154.64	Open	N
	PAINT & SUPPLIES-DE ICER TRUCKS	llafleur					11/10/2026
	110-532-54306	SNOW REMOVAL		154.64	1.00		154.64
54939							
00052993	RUEN-YEAGER & ASSOCIATES	10/28/2026	11/10/2026	965.50	965.50	Open	N
	S253000 PLANNING SERVICES FY 2027	dcollins					11/10/2026
	110-345-53208	CONTRACT PLANNING SERVICES		965.50	1.00		965.50
109803							
00053008	SATURDAY NIGHT INC.	10/13/2026	11/10/2026	3,700.90	3,700.90	Open	N
	PK-2nd GRADE BASKETBALL TEAM SHIRTS	dcollins					11/10/2026
	110-711-56404	TEAM SHIRTS		3,700.90	1.00		3,700.90
16796							
00053039	SHL CPA'S PLLC	10/31/2026	11/10/2026	4,518.75	4,518.75	Open	N
	AUDIT FY26	dcollins					11/10/2026
	110-211-53101	AUDIT		4,518.75	1.00		4,518.75
13901923							
00053004	TORI CAIRD	11/02/2026	11/10/2026	204.00	204.00	Open	N
	WITHDRAWAL FROM VOLLEYBALL	dcollins					11/10/2026
	110-740-44781	VOLLEYBALL ADULT		204.00	1.00		204.00

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6156339222							
00053021	VERIZON WIRELESS	10/21/2026	11/10/2026	391.24	391.24	Open	N
	LIFT STATION WIRELESS -SEP 22, 2026-OCT	dcollins					11/10/2026
	210-247-57000	LEISURE PARK LS UTIL		23.94	1.00		23.94
	210-247-57003	WOODLAND MEADOWS LS UTIL		23.94	1.00		23.94
	210-247-57005	H-2 WALMART PS UTIL		40.01	1.00		40.01
	210-247-57006	PRAIRIE/FRANKLIN/CHURCH LS UTIL		23.94	1.00		23.94
	210-247-57007	CORNERSTONE LS UTIL		23.94	1.00		23.94
	210-247-57011	EMERALD OAKS LS UTIL		23.94	1.00		23.94
	210-247-57013	H-5 STRAWBERRY FLDS PS UTIL		23.94	1.00		23.94
	210-247-57016	HEATHERSTONE LS UTIL		23.94	1.00		23.94
	210-247-57019	HAYDEN NORTH LS UTIL		23.94	1.00		23.94
	210-247-57020	H-7 CARRINGTON MEADOWS LS UTIL		23.94	1.00		23.94
	210-247-57021	H-6 LIFT STATION UTIL		63.95	1.00		63.95
	210-247-59835	HAYDEN CANYON LS UTIL		23.94	1.00		23.94
	210-247-57014	MOONRIDGE LS UTIL		23.94	1.00		23.94
	210-247-57015	RILEY PLACE LS UTIL		23.94	1.00		23.94
6156369531							
00053022	VERIZON WIRELESS	10/13/2026	11/10/2026	477.54	477.54	Open	N
	MIFI & ROUTER SEP 22, 2026-OCT 21, 2026	dcollins					11/10/2026
	110-230-57720	CC/IT PHONES/COMMUNICATIONS		80.02	1.00		80.02
	110-301-55300	COMMUNICATIONS/PHONES		160.04	1.00		160.04
	110-511-55300	PORTABLE BROADBAND		198.76	1.00		198.76
	110-711-55300	COMMUNICATIONS/PHONES		38.72	1.00		38.72
9132 N CHALET R							
00052994	WAGSTAFF ANNE B	11/02/2026	10/30/2026	544.00	544.00	Open	N
	Check Request For Bond: BWD25-0022	dcollins					11/10/2026
	110-228-22813	BWD25-0022 - J2025-0763		544.00	1.00		544.00
1220609							
00053041	ZIEGLER LUMBER COMPANY INC.	10/30/2026	11/10/2026	37.94	37.94	Open	N
	DRILL BIT & SCREWDRIVER SET	dcollins					11/10/2026
	110-531-57702	TOOLS & SMALL EQUIPMENT		37.94	1.00		37.94

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208-189-0545 10							
00053042	ZIPLY FIBER	11/01/2026	11/10/2026	662.62	662.62	Open	N
	PHONE CHARGES FOR OCT 2026	dcollins					11/10/2026
	210-247-57016	HEATHERSTONE LS UTIL		95.58	1.00		95.58
	210-247-57009	H-1 LIFT STATION UTIL		97.95	1.00		97.95
	112-241-54312	BOAT LAUNCH OPERATION/MAINTENANCE		146.29	1.00		146.29
	210-247-57005	H-2 WALMART PS UTIL		103.10	1.00		103.10
	210-247-57018	MAPLE GROVE LS UTIL		102.35	1.00		102.35
	110-211-55300	COMMUNICATIONS/PHONES		102.35	1.00		102.35
	110-811-54102	UTILITIES - CITY HALL		15.00	1.00		15.00
15-17799							
00053047	ZOCCHI, JOSEPH D.	11/03/2026	11/10/2026	25.95	25.95	Open	N
	EMPLOYEE BREAKFAST REFUND	dcollins					11/10/2026
	110-211-52902	RECOGNITION/WELLNESS/EVENTS		25.95	1.00		25.95

# of Invoices: 74	# Due: 74	Totals:	544,896.90	544,896.90
# of Credit Memos: 0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:			544,896.90	544,896.90

--- TOTALS BY FUND ---

110 GENERAL FUND	159,228.32	159,228.32
112 HONEYSUCKLE BOAT LAUNCH FUND	235.94	235.94
113 VETERANS MEMORIAL FUND	400.00	400.00
210 SEWER OPER. & MAINT. FUND	322,188.64	322,188.64
211 SEWER CAPITALIZATION FUND	62,844.00	62,844.00

--- TOTALS BY DEPT/ACTIVITY ---

111 GEN-MYR OPERATING & ADMINISTRAT	94.00	94.00
211 GEN-ADM OPERATING & ADMINISTRAT	16,877.73	16,877.73
228 PASSTHRU & BAD DEBT EXPENSES	56,515.36	56,515.36
230 GEN-ADM INFORMATION TECHNOLOGY	15,231.03	15,231.03
241 OPERATING & ADMINISTRATIVE	358,943.51	358,943.51
247 LIFT/PUMP STATION UTIL	5,749.07	5,749.07
291 GEN-ADM CAPITAL LEASES PRINCIPA	1,269.87	1,269.87
301 COMDEV--P&D OPERATING & ADMINIS	178.04	178.04
345 COMDEV P&D OPERATING & ADMINIST	965.50	965.50
496 EXTRAORDINARY ITEMS	20,976.00	20,976.00
511 PW-ADM OPERATING & ADMINISTRATI	198.76	198.76
531 PW-STR OPERATING & ADMINISTRATI	1,117.94	1,117.94
532 PW-STR ROAD MAINTENANCE	22,574.60	22,574.60
533 PW-STR EQUIP/VEHICLE R&M	1,326.36	1,326.36

Invoice Number / Inv Ref # / Inventory	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount / Units	Amount Due / Quantity	Status	Posted / Post Date / Unit Price
	541 PW-PKS OPERATING & ADMINISTRATI			942.56	942.56		
	542 PW-PKS EQUIP/VEHICLE R&M			121.44	121.44		
	711 REC OPERATING & ADMINISTRATIVE			3,978.87	3,978.87		
	721 REC EV OPERATING & ADMINISTRATI			200.00	200.00		
	740 RECREATION PROGRAMS			709.00	709.00		
	811 FACIL OPERATING & ADMINISTRATIV			7,732.62	7,732.62		
	813 FACIL EMERGENCY PREPAREDNESS			161.98	161.98		
	899 CAPITAL PURCHASES/PROJECTS			29,032.66	29,032.66		

3. **VISITOR/PUBLIC COMMENT (3-minutes maximum)**
4. **PUBLIC HEARING (Public Testimony will be received for these items)**
   A. *ACTION ITEM* PZE-24-0013 Hazelnut Glen Phased Subdivision Preliminary Plat
   Property is located north of Prairie Avenue, west of North. Carrington Street and south of West Honeysuckle/Bean Avenue.

Memo

To: Mayor Davis and Members of the Council

From: Donna Phillips, Community Development Director

Date: November 4, 2026

Agenda Item: PZE-24-0013 Hazelnut Glen Phased Subdivision Preliminary Plat Request

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Agenda Item Location
Public Hearing

Recommended Action or Motion
Possible Motions of City Council:

- **Motion to Approve** – I move to approve PZE-24-0013 Hazelnut Glen Phased Subdivision preliminary plat request with staff recommended conditions of approval, finding that it **IS** in accord with the standards of Hayden City Code, based upon testimony received at the City Council Public Hearing, the Recommendation of the Planning and Zoning Commission and the record of the request.

- **Motion to Continue** – I move to continue this hearing to {date specific} to address concerns related to _____.

- **Motion to Deny** – I move to deny PZE-24-0013 Hazelnut Glen Phased Subdivision preliminary plat request, finding that it is **NOT** in accord with the standards of Hayden City Code, and, based upon testimony received at the City Council Public Hearing and the record of the request for the following reasons: _____.

Summary
Whipple Consulting, on behalf of the owner, OO Land Holding, LLC is requesting approval to subdivide the 38.94 (+/-) acre property into 126 single family residential lots to be known as Hazelnut Glen Subdivision. At the conclusion of the public hearing, the Planning and Zoning Commission recommended approving the request with staff recommended conditions. The Staff Analysis, Written Recommendation and Minutes of the Planning and Zoning Commission, and the comments received as a result of noticing for this public hearing are included in Boardbook.

Fiscal Impact
NA

Budget Funding Source / Transfer Request
NA

Attachment
Staff Analysis
Planning and Zoning Commission Written Recommendations
Planning and Zoning Commissions Minutes of the Public Hearing
Comments received due to City Council public hearing noticing

CITY OF HAYDEN IDAHO
8930 N Government Way Hayden, Idaho 83835

To: Mayor Davis and Members of the City Council
From: Donna Phillips, Community Development Director
Date: November 4, 2026

STAFF EXECUTIVE SUMMARY

Hazelnut Glen Subdivision (PZE-24-0013)

Project Description: The applicants are requesting approval for preliminary plat approval of a multi-phase major subdivision to include 126 Single Family Residential (R1) lots on one lot approximately 38.94 acres in size.

Location: The property is located north of West Prairie Avenue, west of North Carrington Street, and south of West Honeysuckle/Bean Avenue.

Legal Description: SE-SW Except Right-of-Way Section 21Township 51 North Range 04 West, BM, City of Hayden, Kootenai County, Idaho.

Applicant Representatives: Ray Kimball, Whipple Consulting

Owners: OO Land Holding, LLC

Application Filed: March 19, 2024

Notice Provided:

PZC/CC
Agency: March 19, 2024; August 11, 2026
Adjacent Property Notice: September 18, 2026/October 23, 2026
Site Posting: September 18, 2026/ October 23, 2026
Newspaper/Website/PSA: September 18, 2026/October 23, 2026

Hearing Date(s): PZC: October 5, 2026/CC: November 10, 2026

City Council Packet:

Preliminary Plat Flow Chart and Standards of Approval and Staff Analysis as submitted. Public comments received as a result of noticing shall be attached to the Boardbook agenda item. {All items provided here through links shall be available in the project file.}

GENERAL REVIEW INFORMATION: The "Background & Summary of Request" will give the general overview of the project, what has occurred since the time of application, and general information related to the standards by which this subdivision request shall be held. The request for the subdivision is vested under the codes in effect at the time of the completed application.

Staff: See Staff Analysis pages 1-2.

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.

Staff: Standard #1 & #2 may be addressed throughout the remainder of the staff analysis and the applicant's narrative.

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:

Staff: The proposed project is on land which is tied to an annexation agreement with requirements related to time of construction of infrastructure. Those conditions related to construction can be found in the staff analysis beginning on page 3.

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 46 of the staff analysis.

Staff: Hayden Lake Irrigation District (HLID) provided a Conditional Will Serve Letter at the time of the application and updated on August 10, 2026. Idaho Department of Water Resources identified they did not have any concerns; however, their comments identified the water rights for the property should be updated (found on page 18). NLFPD provided comments as shown in Public Agency Comments beginning on page 18.

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 46 of the staff analysis.

Staff: City of Hayden provided a Will Serve Letter dated March 22, 2024. The project site is wholly within the H-8 basin which has not been constructed at the time of this request. Per the Will Serve Letter provided, the city currently does not have the infrastructure available to serve the area. The sewer infrastructure within the H-8 basin must be constructed and accepted by the city prior to building permit issuance within the area of the proposed subdivision within the H-8 basin. The lift station collection/conveyance system for the basin shall be completed prior to any phase within this basin or in conjunction with the required subdivision improvements for the city to sewer this portion of the project site. Sewer infrastructure shall be constructed in accordance with the 2020 Collection System Master Plan Update, State law, and all City sewer policies, standards and technical memos.

HARSB: Ken Windram, Manager of HARSB provided three comments related to this project. The first response included a request for an odor easement; however, staff believe this was an error. The second comment did not have any concerns. The third comment identified the remaining estimated wastewater units available at the treatment plant. These can be found beginning on page 57.

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 46 of the staff analysis.

Staff: See staff analysis beginning on page 4. Additionally, the applicant has coordinated efforts with the property owner to the east, to allow for Carrington Street to align with Carrington Street to the south as requested by Post Falls Highway District and City of Coeur d'Alene.

f) Provisions have/have not been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement.

Applicant: See applicant's narrative on page 47 of the staff analysis.

Staff: No additional park areas are identified or required as a part of this subdivision request. Park impact fees shall be collected at the time of building permit. Greenway extensions and linkages are required on Carrington Street and on Prairie Avenue (beginning on page 5 of the staff analysis).

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 47 of the staff analysis.

Staff: See Staff Analysis page 10.

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 48.

Staff: See Staff Analysis beginning on page 11. As the purpose of the subdivision and zoning ordinance is made in accordance with the comprehensive plan, the analysis includes much of the comprehensive plan as adopted at the time of application submittal (2024). This analysis begins on page 6 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 35

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.

Staff: Infrastructure as required by the additional reports/studies related to sewer and transportation were identified in the staff analysis and in the recommended conditions of approval. The timing of this required infrastructure is also identified in the conditions of approval.

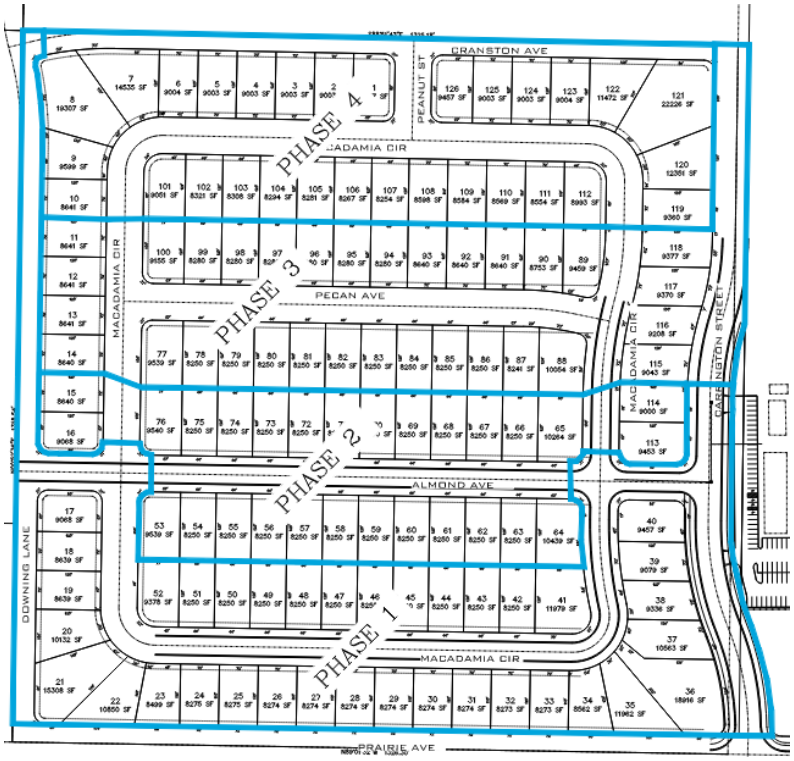
Staff Recommended Conditions of Approval (begins on page 19 of the staff analysis):

STAFF RECOMMENDED CONDITIONS OF APPROVAL

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. PHD, IDEQ, PFHD, HLID, City of Coeur d'Alene, and NLFPD) 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 indivudally.
4. Any lot or tract to be owned by the property/homeowner's association shall be transferred by deed at the time of final plat free of any liens or encumbrances. These deeds shall be submitted concurrently with the final plat application.
5. The project is a phased subdivision. Certain required infrastructure improvements within the subddivision are requirements of the subdivision as a whole, and some are requirements of each sub-phase of the subdivision. A phasing plan and Table 1-Phasing Summary (pages 14-17 of the Staff Analysis & shown below) shall be made a part of these conditions and is referenced throughout the conditions of approval

DEVELOPER PROPOSED PHASING PLAN



Transportation Impact Analysis:

A traffic impact analysis (PZE-24-0094) has been completed in accordance with the City of Hayden adopted policies and ordinances. Those intersection improvements identified in the Table 1 – Phasing Summary Recommended by Staff are provided in the Transportation Impact Analysis as required mitigations.

Table 1- Phasing Summary

	Project Activity	**PHASES**			
		1	**2**	**3**	**4**
	Sewer Collector				
1	Downing Lane – Prairie Avenue through Cranston Avenue	**X**			
2	Macadamia Circle – East Almond Avenue to West Almond Avenue from the phasing lines plus 3 sticks (60') of sewer main to the north at both ends	**X**			
3	Pecan Avenue – Eastern Macadamia Circle to Western Macadamia Circle			**X**	
4	Almond Avenue - Eastern Macadamia Circle to Western Macadamia Circle to the phasing line plus 3 sticks (60') of sewer main to the east and west		**X**		
5	Macadamia Circle – Eastern and Western legs between phasing lines plus 3 sticks (60') of sewer main to the north/south		**X**	**X**	
6	Almond Avenue - Downing Lane through Macadamia Circle plus 3 sticks (60') of sewer main to the east	**X**			
7	Carrington Street from Prairie Avenue through Almond Avenue north to phasing line plus 3 sticks (60') of sewer main to the north	**X**			
8	Almond Avenue – west of Macadamia Circle east through Carrington Street	**X**			
9	Macadamia Circle – northern portion from phasing lines east and west				**X**
10	Peanut Street – from Macadamia Circle through to Cranston Avenue				**X**
11	Cranston Avenue – from phasing line east through Carrington Street				**X**
12	Carrington Street – phasing line north of Almond Avenue to Cranston Avenue			**X**	

	Streets & Stormwater				
1	Downing Lane – Prairie Avenue through Cranston Avenue	**X**			
2	Macadamia Circle – East Almond Avenue to West Almond Avenue from the phasing lines	**X**			
3	Pecan Avenue – Eastern Macadamia Circle to Western Macadamia Circle			**X**	
4	Almond Avenue - Eastern Macadamia Circle to Western Macadamia Circle to the phasing line		**X**		
5	Macadamia Circle – Eastern and Western legs between phasing lines		**X**	**X**	
6	Almond Avenue - Downing Lane east through Macadamia Circle	**X**			
7	Carrington Street from Prairie Avenue through Almond Avenue north to phasing line plus 3 sticks (60') of sewer main to the north	**X**			
8	Almond Avenue – west of Macadamia Circle east through Carrington Street	**X**			
9	Macadamia Circle – northern portion from phasing lines east and west				**X**
10	Peanut Street – from Macadamia Circle through to Cranston Avenue				**X**
11	Cranston Avenue – from phasing line east of Downing Lane east through Carrington Street				**X**
12	Carrington Street – phasing line north of Almond Avenue to Cranston Avenue			**X**	
	Street Frontage Landscaping				
1	Prairie Avenue - greenway	**X**			
2	Carrington Street - greenway	**X**		**X**	
3	Cranston Avenue - west end at HOA owned property				**X**
4	Downing – north end at HOA owned property	**X**			
	Intersections				
1	Downing Lane and Prairie Avenue	**X**			
2	Carrington Street and Prairie Avenue	**X**			
3	Downing Lane and Cranston Avenue	**X**			**X**

4	Carrington Street and Cranston Avenue			**X**	
	Off-Site Transportation Improvements & Mitigations				
1	Signalize Prairie Avenue and Carrington Street	**X**			

6. H-8 sewer basin infrastructure shall be constructed in conformance with the Sewer Will Serve requirements, Hayden City Code, policies, and standards prior to approval of infrastructure of the 1st final plat of the subdivision. No building permits shall be issued until the H-8 sewer basin gravity mains, lift station and pressure lines are substantially complete and are entirely operational. The pressure lines shall be accepted by the Hayden Area Regional Sewer Board (HARSB) and the lift station and gravity lines shall be accepted by the City of Hayden.
7. Prior to construction, the Developer shall obtain a construction easement with Coeur d'Alene School District for construction of the H-8 Sewer Lift Station. The Developer shall provide a deed of the H-8 Lift Station lot free of any encumbrances to be accepted by City Council upon acceptance of the H-8 Lift Station infrastructure and public access roads necessary for access to the H-8 Lift Station. This Lift Station lot site shall be located outside of any proposed right-of-way.

Access Conditions of Approval:

8. Downing Lane & Honeysuckle/Bean Avenue Intersection – access to Lift Station Lot, snow storage, easements & dedication shall consist of a gravel road over main and easements and any ROW dedication at approval and final plat.
9. If 30 dwelling units are achieved, prior to subsequent phasing and/or surrounding development constructing the secndary access point, Develooper shall construct a permenant roadway in accordance with City Standards, prior to the platted phases being eligible for the the 31st building permit.
10. 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 Carrington Street, Downing Lane, Prairie Avenue, or Cranston Avenue. 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.
11. Developer shall provide Roadway Agreement with Post Falls Highway District that memorializes any proposed, and/or requried improvements and access points along Prairie Avenue.

Construction Plan Requirements:

12. The construction plan submittal shall include those requirements as identified in Hayden City Code Title 12 and more specifically as follows:
    a. Carrington Street along the eastern boundary of the subject site shall be built to a C2 typical section and shall be constructed to a half width of 24' face of curb to road centerline (24' minimum paved width) to include pavement, curbs, 10' swales to include Type IV landscaping, 10' path minimum 45' half-width right of way.
    b. Cranston Avenue on the north side of the subject site shall be built to the typical section and shall be constructed to a minimum 24' width with 2' shoulder on the north side or construction to full width including curb. The full typical section includes pavement (28' face of curb to face of curb), curbs, 10' swales to include Type IV landscaping, and 10' path

on the north side and 5' sidewalk on the south side. No parking shall be allowed on the north side of the street. Therefore, the minimum right-of-way is 65 feet.

c. Downing Lane shall be constructed to 40' face of curb to face of curb to include 10' swale, 5' sidwalk on the west side, 10' sidewalk on the east side for a right of way width of 77' overall. The minimum paved surface is 24' for two-way traffic, and the remaining east side construction in accordance to the typical section shall be constructed.

d. 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 feet 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 feet.

e. No Parking shall be allowed on Cranston Avenue nor on Downing Street adjacent to the Coeur d'Alene School District property.

f. Transportation Impact Analysis:

The project either causes the degredation of level of service below an acceptable level or has a significant impact, as defined in the City's Transportation Analsyis Process, Requirements and Guidelines, for the intersections in Table 2. Table 2 also indicates the mitigation measure required for the project. As a part of the applicant's proposal to be soley responsible to the signalization at the Prairie Avenue and Carrington Street, forgoing the other mitigation areas identified, the applicant has identified that they will not request reimbursement or any other credit for the impact fees collected on generated lots.

Table 2 – TIA Summary

Intersection	**TIA Identified Mitigation**	**Applicant Requested & Staff Recommended Mitigation**
Prairie Avenue and Huetter Road	Retime signals & provide right turn lanes along Prairie Avenue	
Prairie Avenue and Carrington Street	Improve intersection to full signalized access intersection	Improve intersection to full signalized access intersection
Prairie Avenue and Atlas Road	Retime signals & provide right turn lanes along Prairie Avenue	
Prairie Avenue and Ramsey Road	Retime signals to match traffic demand. Provide an eastbound right turn lane and dual northbound left turn lanes along Prairie Avenue.	
Bean/Honeysuckle Avenue and Atlas Road	Convert Intersection to an all-way stop control.	

g. The site topography is relatively flat; however, erosion control measures shall be identified.

h. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan.

i. 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 the collectors of Carrington Street, Downing Lane, Prairie Avenue, and Cranston Avenue.

j. Joint swales that may be proposed with the project are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code §11-4-4(J).

13. 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 distrurbed areas shall be stabilized with dryland grass or other approved BMP.

    a. Individual Lots: The landscape plans shall include a dryland grass mix that 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.

    c. Greenway: Shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Park Master Plan at the time of construction.

    d. Multi-modal Class I pathway: Shall be a requirement of the construction plans for the phase(s) which the path shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan at the time of construction.

    e. Irrigation and maintenance of swales and landscape buffers along the north side of Prairie Avenue, the west side of Carrignton Street, the south side of Cranston Avenue, and the east side of Downing Lane shall be the responsibility of the homeowners association (HOA).

Requirements requested by other Agencies:

14. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District letter of August 12, 2026.

15. The Developer shall comply with the requirements from Post Falls Highway District.

16. The Developer shall record an avigation easement requested by the Coeur d'Alene Airport and shall be referenced on all final plats of the subdivision.

17. The Developer shall record a 20' wide water line easement to the HLID for installation and maintenance of underground water lines in conformance with the approved construction plans, where the water line runs "cross country". The CCRs shall address the design standards of landscaping to be reflective of the request to not plant shrubbery, trees, bushes or borders within 10' of meter vaults and fire hydrants.

Possible Motions of the City Council:

- **Motion to Approve** – I move to approve PZE-24-0013 Hazelnut Glen Phased Subdivision preliminary plat request with staff recommended conditions of approval, finding that it **IS** in accord with the standards of Hayden City Code, based upon testimony received at the City Council Public Hearing, the Recommendation of the Planning and Zoning Commission and the record of the request.

- **Motion to Continue** – I move to continue this hearing to {date specific} to address concerns related to _____.

- **Motion to Deny** – I move to deny PZE-24-0013 Hazelnut Glen Phased Subdivision preliminary plat request, finding that it is **NOT** in accord with the standards of Hayden City Code, and, based upon testimony received at the City Council Public Hearing and the record of the request for the following reasons: _____.

WRITTEN RECOMMENDATION

Preliminary Plat Request

PZE-24-0013 Hazelnut Glen Subdivision Preliminary Plat

The application of **Whipple Consulting, on behalf of the owner, OO Land Holding, LLC,** requesting approval for the Preliminary Plat of a 126-lot single family residential subdivision to be known as PZE-24-0013 Hazelnut Glen Subdivision and located north of West Prairie Avenue, west of North Carrington Street, and south of West Honeysuckle/Bean Avenue was recommended by the Planning and Zoning Commission to the City Council to **APPROVE** with Conditions.

Planning and Zoning Commission Motions on October 5, 2026: At the conclusion of the hearing, the Planning and Zoning Commission deliberated the proposal and Commissioner Grano moved and Commissioner Vargas seconded the motion, to recommend approval of the file PZE-24-0013 Hazelnut Glen Subdivision with staff recommended conditions of approval, finding the request **IS** in accord with the standards of Hayden City Code, based upon testimony received at the Planning and Zoning Commission 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.

Staff: *Standard #1 & #2 may be addressed throughout the remainder of the staff analysis and the applicant's narrative.*

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:

Staff: *The proposed project is on land which is tied to an annexation agreement with requirements related to time of construction of infrastructure. Those conditions related to construction can be found in the staff analysis beginning on page 3.*

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 46 of the staff analysis.*

Staff: *Hayden Lake Irrigation District (HLID) provided a Conditional Will Serve Letter at the time of the application and updated on August 10, 2026. Idaho Department of Water Resources identified they did not have any concerns; however, their comments identified the water rights for the property should be updated (found on page 18). NLFPD provided comments as shown in Public Agency Comments beginning on page 18.*

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 46 of the staff analysis.*

Staff: *City of Hayden provided a Will Serve Letter dated March 22, 2024. The project site is wholly within the H-8 basin which has not been constructed at the time of this request. Per the Will Serve Letter provided, the city currently does not have the infrastructure available to serve the area. The sewer infrastructure within the H-8 basin must be constructed and accepted by the city prior to building permit issuance within the area of the proposed subdivision within the H-8 basin. The lift station collection/conveyance system for the basin shall be completed prior to any phase within this basin or in conjunction with the required subdivision improvements for the city to sewer this portion of the project site. Sewer infrastructure shall be constructed in accordance with the 2020 Collection System Master Plan Update, State law, and all City sewer policies, standards and technical memos.*

Public Agency Comment: HARSB: *Ken Windram, Manager of HARSB provided three comments related to this project. The first response included a request for an odor easement; however, staff believe this was an error. The second comment did not have any concerns. The third comment identified the remaining estimated wastewater units available at the treatment plant. These can be found beginning on page 57.*

PZC Public Hearing:

Commissioner Walters asked who was responsible for the sewer connections from the H-8 lift station to the school. Mr. Kimball identified the school would be responsible to make that connection. Mr. Walters followed up by asking if the school would eventually have to cross a street to utilize that infrastructure. Mr. Kimball replied that they might, but that it was common.

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 46 of the staff analysis.*

Staff: *See staff analysis beginning on page 4. Additionally, the applicant has coordinated efforts with the property owner to the east, to allow for Carrington Street to align with Carrington Street to the south as requested by Post Falls Highway District and City of Coeur d'Alene.*

PZC Public Hearing:

Chair Taylor asked if the applicant would be installing and paying for the traffic signal and intersection improvements at Carrington Lane and Prairie Avenue. Mr. Kimball verified that was correct. Chair Taylor asked if the same was to be true for the greenway along the north side of Prairie Avenue and along the west side of Carrington Lane. Mr. Kimball confirmed that was correct.

Public Comment:

Lutovsky – Non-resident: Opposed. Raised concerns with public safety in regard to traffic proposals. Park area, crossing prairie, extra traffic. KCSO concerns regarding safety and the timeliness of the development.

Rebuttal:

The light as proposed will not only mitigate the traffic concerns of the intersection but will also provide protection to those attempting to turn left at that intersection. Commissioner Vargas asked if additional signage could be provided to help in the area of the park to help inform motorists.

f) Provisions have/have not been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the city's requirement.

Applicant: *See applicant's narrative on page 47 of the staff analysis.*

Staff: *No additional parks areas are identified or required as a part of this subdivision request. Park impact fees shall be collected at the time of building permit. Greenway extensions and linkages are required on Carrington Street and on Prairie Avenue (beginning on page 5 of the staff analysis).*

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 47 of the staff analysis.*

Staff: *See Staff Analysis page 10.*

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 48.*

Staff: See Staff Analysis beginning on page 11. As the purpose of the subdivision and zoning ordinance is made in accordance with the comprehensive plan, the analysis includes much of the comprehensive plan as adopted at the time of application submittal (2024). This analysis begins on page 6 of the staff analysis. Additionally, as always, the full Goals and Policies may be found in the Appendix beginning on page 35

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.

Staff: *Infrastructure as required by the additional reports/studies related to sewer and transportation were identified in the staff analysis and in the recommended conditions of approval. The timing of this required infrastructure is also identified in the conditions of approval.*

Deliberations:

Chair Taylor noted the public often wants developers to pay for their development and their impact, and he happy to see the developer installing a traffic light before impact fees are collected. Additionally, the proposed greenbelt and lift station show the developer is moving in

the direction the general public has been expressing to move. The other Commissioners agreed with this sentiment.

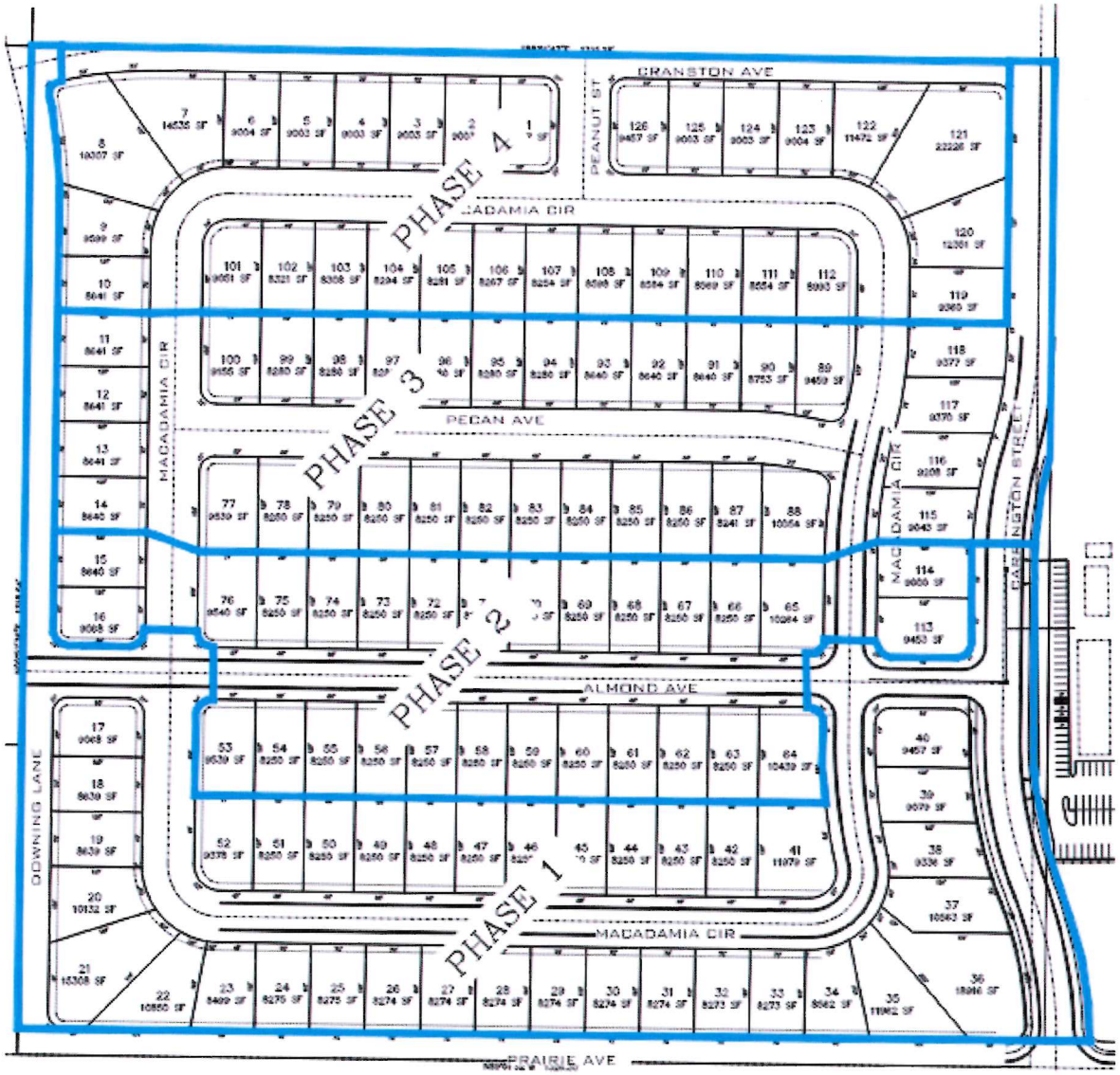
Motion was made to recommend approval of the preliminary plat with staff recommended conditions of approval by Commissioner Grano and seconded by Commissioner Vargas. All members of the Commission present were in favor.

Staff Recommended Conditions of Approval (begins on page 19 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. PHD, IDEQ, PFHD, HLID, City of Coeur d'Alene, and NLFPD) 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 indivudally.
4. Any lot or tract to be owned by the property/homeowner's association shall be transferred by deed at the time of final plat free of any liens or encumbrances. These deeds shall be submitted concurrently with the final plat application.
5. The project is a phased subdivision. Certain required infrastructure improvements within the subddivision are requirements of the subdivision as a whole, and some are requirements of each sub-phase of the subdivision. A phasing plan and Table 1-Phasing Summary (pages 14-17 of the Staff Analysis & shown below) shall be made a part of these conditions and is referenced throughout the conditions of approval

DEVELOPER PROPOSED PHASING PLAN



Transportation Impact Analysis:

A traffic impact analysis (PZE-24-0094) has been completed in accordance with the City of Hayden adopted policies and ordinances. Those intersection improvements identified in the Table 1 – Phasing Summary Recommended by Staff are provided in the Transportation Impact Analysis as required mitigations.

Table 1- Phasing Summary

	Project Activity	PHASES			
		1	2	3	4

	Sewer Collector				
1	Downing Lane – Prairie Avenue through Cranston Avenue	**X**			
2	Macadamia Cir – East Almond Ave to West Almond Ave from the phasing lines plus 3 sticks (60') of sewer main to the north at both ends	**X**			
3	Pecan Ave – Eastern Macadamia Circle to Western Macadamia Circle			**X**	
4	Almond Ave - Eastern Macadamia Cir to Western Macadamia Cir to the phasing line plus 3 sticks (60') of sewer main to the east and west		**X**		
5	Macadamia Cir – Eastern and Western legs between phasing lines plus 3 sticks (60') of sewer main to the north/south		**X**	**X**	
6	Almond Ave - Downing Lane through Macadamia Cir plus 3 sticks (60') of sewer main to the east	**X**			
7	Carrington St from Prairie Ave through Almond Ave north to phasing line plus 3 sticks (60') of sewer main to the north	**X**			
8	Almond Ave – west of Macadamia Cir east through Carrington St	**X**			
9	Macadamia Cir – northern portion from phasing lines east and west				**X**
10	Peanut St – from Macadamia Cir through to Cranston Ave				**X**
11	Cranston Ave – from phasing line east through Carrington St				**X**
12	Carrington St – phasing line north of Almond Ave to Cranston Ave			**X**	
	Streets & Stormwater				
1	Downing Lane – Prairie Ave through Cranston Ave	**X**			
2	Macadamia Cir – East Almond Ave to West Almond Ave from the phasing lines	**X**			
3	Pecan Ave – Eastern Macadamia Cir to Western Macadamia Cir			**X**	
4	Almond Ave - Eastern Macadamia Cir to Western Macadamia Cir to the phasing line		**X**		
	Project Activity	**PHASES**			
		1	**2**	**3**	**4**
5	Macadamia Cir – Eastern and Western legs between phasing lines		**X**	**X**	

6	Almond Ave - Downing Lane east through Macadamia Cir	X			
7	Carrington St from Prairie Ave through Almond Ave north to phasing line plus 3 sticks (60') of sewer main to the north	X			
8	Almond Ave – west of Macadamia Cir east through Carrington St	X			
9	Macadamia Cir – northern portion from phasing lines east and west				X
10	Peanut St – from Macadamia Cir through to Cranston Ave				X
11	Cranston Ave – from phasing line east of Downing Lane east through Carrington St				X
12	Carrington St – phasing line north of Almond Ave to Cranston Ave			X	
	Street Frontage Landscaping				
1	Prairie Ave - greenway	X			
2	Carrington St - greenway	X		X	
3	Cranston Ave - west end at HOA owned property				X
4	Downing Lane – north end at HOA owned property	X			
	Intersections				
1	Downing Lane and Prairie Avenue	X			
2	Carrington Street and Prairie Avenue	X			
3	Downing Lane and Cranston Avenue	X			X
4	Carrington Street and Cranston Avenue			X	
	Off-Site Transportation Improvements & Mitigations				
1	Signalize Prairie Avenue and Carrington Street	X			

6. H-8 sewer basin infrastructure shall be constructed in conformance with the Sewer Will Serve requirements, Hayden City Code, policies, and standards prior to approval of infrastructure of the 1st final plat of the subdivision. No building permits shall be issued until the H-8 sewer basin gravity mains, lift station and pressure lines are substantially complete and are entirely operational. The pressure lines shall be accepted by the Hayden Area Regional Sewer Board (HARSB) and the lift station and gravity lines shall be accepted by the City of Hayden.

7. Prior to construction, the Developer shall obtain a construction easement with Coeur d'Alene School District for construction of the H-8 Sewer Lift Station. The Developer shall provide a deed of the H-8 Lift Station lot free of any encumbrances to be accepted by City Council upon acceptance of the H-8 Lift Station infrastructure and public access roads necessary for access to the H-8 Lift Station. This Lift Station lot site shall be located outside of any proposed right-of-way.

Access Conditions of Approval:

8. Downing Lane & Honeysuckle/Bean Avenue Intersection – access to Lift Station Lot, snow storage, easements & dedication shall consist of a gravel road over main and easements and any ROW dedication at approval and final plat.
9. If 30 dwelling units are achieved, prior to subsequent phasing and/or surrounding development constructing the secndary access point, Develooper shall construct a permenant roadway in accordance with City Standards, prior to the platted phases being eligible for the the 31st building permit.
10. 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 Carrington Street, Downing Lane, Prairie Avenue, or Cranston Avenue. 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.
11. Developer shall provide Roadway Agreement with Post Falls Highway District that memorializes any proposed, and/or requried improvements and access points along Prairie Avenue.

Construction Plan Requirements:

12. The construction plan submittal shall include those requirements as identified in Hayden City Code Title 12 and more specifically as follows:
    a. Carrington Street along the eastern boundary of the subject site shall be built to a C2 typical section and shall be constructed to a half width of 24' face of curb to road centerline (24' minimum paved width) to include pavement, curbs, 10' swales to include Type IV landscaping, 10' path minimum 45' half-width right of way.
    b. Cranston Avenue on the north side of the subject site shall be built to the typical section and shall be constructed to a minimum 24' width with 2' shoulder on the north side or construction to full width including curb. The full typical section includes pavement (28' face of curb to face of curb), curbs, 10' swales to include Type IV landscaping, and 10' path on the north side and 5' sidewalk on the south side. No parking shall be allowed on the north side of the street. Therefore, the minimum right-of-way is 65 feet.

c. Downing Lane shall be constructed to 40' face of curb to face of curb to include 10' swale, 5' sidwalk on the west side, 10' sidewalk on the east side for a right of way width of 77' overall. The minimum paved surface is 24' for two-way traffic, and the remaining east side construction in accordance to the typical section shall be constructed.

d. 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 feet 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 feet.

e. No Parking shall be allowed on Cranston Avenue nor on Downing Street adjacent to the Coeur d'Alene School District property.

f. Transportation Impact Analysis:

The project either causes the degredation of level of service below an acceptable level or has a significant impact, as defined in the City's Transportation Analsyis Process, Requirements and Guidelines, for the intersections in Table 2. Table 2 also indicates the mitigation measure required for the project. As a part of the applicant's proposal to be soley responsible to the signalization at the Prairie Avenue and Carrington Street, forgoing the other mitigation areas identified, the applicant has identified that they will not request reimbursement or any other credit for the impact fees collected on generated lots.

Table 2 – TIA Summary

Intersection	**TIA Identified Mitigation**	**Applicant Requested & Staff Recommended Mitigation**
Prairie Ave and Huetter Rd	Retime signals & provide right turn lanes along Prairie Avenue	
Prairie Ave and Carrington St	Improve intersection to full signalized access intersection	Improve intersection to full signalized access intersection
Prairie Ave and Atlas Rd	Retime signals & provide right turn lanes along Prairie Avenue	
Prairie Ave and Ramsey Rd	Retime signals to match traffic demand. Provide an eastbound right turn lane and dual northbound left turn lanes along Prairie Avenue.	
Bean/Honeysuckle Aven and Atlas Rd	Convert Intersection to an all-way stop control.	

g. The site topography is relatively flat; however, erosion control measures shall be identified.

h. The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan.

i. 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 the collectors of Carrington Street, Downing Lane, Prairie Avenue, and Cranston Avenue.

j. Joint swales that may be proposed with the project are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code §11-4-4(J).

13. 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 distrurbed areas shall be stabilized with dryland grass or other approved BMP.

    a. Individual Lots: The landscape plans shall include a dryland grass mix that 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.

    c. Greenway: Shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Park Master Plan at the time of construction.

    d. Multi-modal Class I pathway: Shall be a requirement of the construction plans for the phase(s) which the path shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan at the time of construction.

    e. Irrigation and maintenance of swales and landscape buffers along the north side of Prairie Avenue, the west side of Carrignton Street, the south side of Cranston Avenue, and the east side of Downing Lane shall be the responsibility of the homeowners association (HOA).

Requirements requested by other Agencies:

14. The Developer shall comply with the requirements from the Northern Lakes Fire Protection District letter of August 12, 2026.

15. The Developer shall comply with the requirements from Post Falls Highway District.

16. The Developer shall record an avigation easement requested by the Coeur d'Alene Airport and shall be referenced on all final plats of the subdivision.

17. The Developer shall record a 20' wide water line easement to the HLID for installation and maintenance of underground water lines in conformance with the approved construction plans, where the water line runs "cross country". The CCRs shall address the design standards of landscaping to be reflective of the request to not plant shrubbery, trees, bushes or borders within 10' of meter vaults and fire hydrants.

With this recommendation, 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.

The City shall notify the developer, in writing, of the recommendation of the commission and any recommended conditions or changes requested and shall advise the developer that the subdivision will be placed on the agenda of the City Council at the earliest practicable date, upon the developer's written request.

Should the applicant wish to contest the recommendations of the Planning and Zoning Commission, the applicant may provide a written statement of its objections regarding the Planning and Zoning Commission recommendations for inclusion in the City Council deliberations on the subdivision request. Such written statements must be received at least five (5) days prior to the scheduled City Council meeting.

A Recommendation for Approval of the subdivision application shall not constitute a variance or approval for deviation from said Code, standards and policies.

FINDINGS, CONCLUSIONS AND RECOMMENDATION OF APPROVAL on the 19th day of ~~June~~ October 2026 by the City of Hayden Planning and Zoning Commission.

CITY OF HAYDEN, IDAHO

By: _____

Shawn Taylor, Chair

ATTEST:

Sadie L Roe

Sadie Roe, Clerk

MINUTES OF THE PLANNING AND ZONING COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Monday, October 5, 2026

Regular Meeting: 5:30 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER
The meeting was called to order at 5:30 PM by Chair Shawn Taylor.

ROLL CALL OF COMMISSION MEMBERS
Present: Chair Shawn Taylor, Commissioner Ron Walters, Commissioner Vince Vargas and Commissioner Tony Grano. Vice-Chair Chris Morris is absent.

Staff Present: Donna Phillips, Community Development Director, Fonda Jovick, City Attorney, Shannon Drappo, Planner II

PLEDGE OF ALLEGIANCE
Clerk Cooper Broggel led the pledge of allegiance.

ADDITIONS OR CORRECTIONS

No additions or corrections noted.

1. **CALL FOR CONFLICTS OF INTEREST**

None

2. **CONSENT CALENDAR** ***All items on the consent calendar are Action Items***

2.A. Approval of Planning & Zoning Commission Regular Meeting Minutes from August 31, 2026

Motion to approve the minutes from August 31, 2026. This motion, made by Chair Taylor and seconded by Commissioner Walters; Motion carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Absent**
Vince Vargas:	**Yes**
Ron Walters:	**Yes**

2.B. Approval of Planning & Zoning Commission Regular Meeting Minutes from September 14, 2026

Motion to approve the minutes from September 14, 2026. This motion, made by Chair Taylor and seconded by Commissioner Walters; Motion carried.

Tony Grano: Yes

Shawn Taylor: Yes

Chris Morris: Absent

Vince Vargas: Yes

Ron Walters: Yes

3. PUBLIC HEARING

3.A. PZE-24-0013 Hazelnut Glen Subdivision Preliminary Plat Request

Donna Phillips, Community Development Director began the meeting with a summary of the site of the Subdivision. The project will be a phased, major subdivision north of Prairie Avenue, west of Carrington Street and the request is being made by Whipple Consulting. The owner of the lot is OO Land Holdings LLC. Ms. Phillips stepped away from the podium, and Ray Kimball, representative of Whipple Consulting, continued with the meeting. Mr. Kimball expressed gratitude to the commissioners, as he is also a commissioner for the City of Post Falls [Planning and Zoning Commission] and understands their duties and burdens. The project is zoned as Single Family Residential (R1), with 126 lots, in four phases, with an average lot area of 9,156 square feet. The residential density is 3.24 units per acre, under the allowed four units per acre. The project has a proposed greenbelt along Prairie Avenue and Carrington Street. Mr. Kimball displayed photos to display the intended design of the greenbelt.

Mr. Kimball proceeded with an examination of standards of approval for the subdivision. The first standard of approval for consideration is: *Infrastructure as constructed will function in a manner that promotes the public health, safety and welfare*. In response to these standards, Whipple has provided sidewalks and pathways for pedestrians, they plan to construct streets to meet traffic needs internally, and plan on installing a traffic signal at the intersection of Carrington Street and Prairie Avenue, as well as paying impact fees.

The next standard addressed as stated was *Infrastructure can be constructed and located in an orderly manner that accommodates ongoing maintenance needs when taking into consideration co-location of other infrastructure.* Mr. Kimball stated that all the construction of infrastructure will be installed to mitigate utility conflicts. Construction shall begin in the south and move northwards with each phase of the project. The project will also expand the City's transportation network in conformance with the Transportation Master Plan.

Standard three states that: *Infrastructure is in compliance with applicable city, state, and federal regulations as follows:* (A)*Provisions have been made for water supply system that satisfies City, Idaho Department of Environmental quality (IDEQ), and Northern Lakes Fire Protection District (NLFPD) requirements.* In response, Mr. Kimball stated that Hayden Lake Irrigation District (HLID) has provided a will-serve letter and water plans and fire hydrant spacing are subject to review and approval of HLID, NLFPD, and IDEQ.

Standard 3. (B) states that: *Provisions have been made for the public sewage system in accordance with the City and Hayden Area Regional Sewer Board (HARSB) adopted sewer master plans, as amended, that satisfy city, HARSB, and IDEQ requirements and that the existing system can accommodate the proposed sewer flows.* Mr. Kimball stated that this proposed subdivision is in a previously unserved area of the City. Service of sewer to this part of the City has required the construction of a regional lift station that will pump directly to the treatment plant. Provisions for the location of that lift station have been provided for as required by the City Sewer Master plan, and the H-8 regional lift station is awaiting final City plan approval. It will be constructed by a consortium of nearby landowners. Because the lift station pumps directly to the treatment plant, the proposed infrastructure will have no impact on the City's existing collection system.

Standard 3.C states that: *Provisions have been made for snow storage that satisfies the City Public Works Department as the design relates to snow storage and removal areas*. If snow storage is proposed to be collected 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. Mr. Kimball has addressed this standard, stating: The residential streets are designed for snow storage in the streetside swales and have been designed so as to avoid cul-de-sacs and knuckles to maximize snow removal efficiency.

The next standard evaluated (3. (D)) is as follows: *Provisions have been made for stormwater systems that satisfy the City and IDEQ requirements*. In response, Mr. Kimball stated that all streets will have streetside swales to treat and contain stormwater in accordance with City and IDEQ standards. This ensures that the standards have been met for aquifer protection.

Standard 3. (E) states that: *Provisions have 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, Idaho Transportation Department (ITD), adjacent jurisdictions, and local highway district requirements*. Mr. Kimball stated that all proposed streets meet the standards within the transportation master plan. Furthermore, there are no cul-de-sacs proposed. The area has also been negotiated for aligning Carrington Street to the South to ensure safety. The developer will construct a traffic signal at the intersection of Carrington Street and Prairie Avenue to improve the performance of the intersection. Lastly, provisions have been made for the extension of streets to neighboring properties.

Standard 3. (F) states that: *Provisions have been made for parks and open space that are consistent with the adopted parks master plan, as amended, and that satisfies the City's requirement.* Mr. Kimball stated that "The greenways shown within the subdivision plan satisfy this requirement and provide easy and convenient access to the School Property, as well as the future City park located in the Battleground Subdivision". Provisions have been made for erosion controls and geo-hazards stabilization both during construction and as needed for permanent controls to the satisfaction of the City.

Standard 4 states that *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. Mr. Kimball stated that an Erosion Control and Site Stabilization Plan will be submitted for review and approval as part of the Construction Plans.

Standard 5 states that *Provisions have/have not been made for gas, power, telecommunications, mailboxes, and similar infrastructure*. Mr. Kimball stated that provisions have been made for gas, power, telecommunications, and similar infrastructure. Adequate easements for dry utilities are shown on the subdivision plan, and those utilities exist adjacent to the property and will be extended to serve the proposed subdivision. Avista will supply the gas and power to this subdivision. Telecommunications will be provided by multiple telecom companies with infrastructure in the area.

Standard 6 states that: *Provisions have 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*. Mr. Kimball stated that all lots will only have driveway access from the local streets, the design for which accounts for all elements of residential street frontage. Driveways as shown on the submitted construction documents confirm compliance with this standard. Furthermore, no driveway access will be allowed from Prairie Avenue, Carrington Street, Downing Street, or Cranston Avenue.

Standard 7 states that*: The area proposed for subdivision is zoned for the proposed use and the use conforms to other requirements found in the code*. Mr. Kimball stated that as shown on the previous exhibits, the proposed uses conform to the underlying zones and meet all of the performance standards of those zoning districts.

Standard 8 states that: *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*. Mr. Kimball stated that provisions have been made such that all the 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. A traffic signal will be constructed by the Developer at Carrington Street and Prairie Avenue to mitigate traffic impact at that location. Additionally, traffic impact fees collected at the time of building permit will cover any remaining traffic impacts. Park impacts are mitigated by park impact fees.

For discussion on Agreements and Easements, Mr. Kimball vacated the podium, and Elizabeth Tellessen, attorney representing OO Land Holdings approached at 5:51 PM. She stated that the bend in the approved road serves to secure right of way for the property and shift Carrington Street around the churches improvements which have been in place for some time. The H-8 lift station is owned by an LLC which is pooling resources to make sure H-8 [sewer basin] is constructed. In addition, the northern boundary of the development is subject to an agreement between OO Land Holdings and the Coeur d'Alene School district where the school district will be cooperating with easements and extensions to ensure that all of the infrastructure can be built without issue.

Ms. Tellessen asked the Commission if they had any questions. Chair Shawn Taylor asked for clarification on whether or not the applicant will be paying for the traffic light being installed on the corner of Prairie Avenue and Carrington Street. Mr. Kimball confirmed that the applicant will be paying for the traffic light. Chair Taylor asked if the City will be collecting impact fees as well, Mr. Kimball confirmed this as well. Chair Taylor then asked if the same is true for the proposed green belt. Mr. Kimball confirmed this. Commissioner Ron Walters asked who will be responsible for sewer connections from H-8 lift station to the school. Mr. Kimball replied that those sewer connections are in the domain of the school district, and the district currently has no plans in motion for use of the new sewer infrastructure. Commissioner Walters followed up by asking if they would eventually have to cross a street to utilize that infrastructure. Mr. Kimball replied that they might, though it is common to do so.

Ms. Phillips approached the podium at 5:56 PM. She stated that it is important for those present to know the history of the lot, and this project, as some don't consider the length of time spent on projects such as these. The parcel was annexed in 2013, the H-7 and H-8 lift station infrastructure has been worked on since before the Carrington Subdivision. There has been a Basin Analysis of H-8 completed as well. In 2024, the applicant submitted for preliminary plat. She explained these processes so that the general public understands the amount of work it takes for a project to get to a public hearing. The Commission received numerous comments on the project and received a Staff Analysis a few weeks ago. Ms. Phillips continued to explain the public hearing process.

As provided in the Staff Analysis on the website and to the Commissioners, Ms. Phillips. provided a summary of the analysis with respect to the standards of approval, comments received, and recommended conditions of approval. Standards #1 and #2 are evaluated throughout the rest of the standards of approval. Standard #3 has been addressed by conditional will-serve letter as provided by Hayden Lake Irrigation District in March of 2023 and updated in August of 2026. The NLFPD provided comments in 2024, and updated comments in 2026. The H-8 lift station, which is currently not finished, is required to be finished by the time of final plating, as the subdivision relies on H-8 for sewer operation. Ms. Phillips stated that the proposed greenbelt is consistent with the Parks Master Plan. #4 Erosion control and geohazard stabilization will be addressed during construction review. #5, all utilities are placed underground as per subdivision requirements. Mailboxes will be placed on internal streets. #6 is addressed by having no primary or secondary access to roads on the exterior of the subdivision. #7 The proposed subdivision is zoned for the correct use, and the setbacks require no exceptions. Since the application was made in 2024, it has fallen under the previous Comprehensive Plan. Standard #8, Infrastructure improvements will require the building of the proposed traffic light, and the timing of these improvements are identified in the standards of approval. Each phase of this project must meet the city code independently of each other during the phasing of the project.

Agency Comments: The City had notified 25 agencies twice over the course of this project, once in 2024, and once in 2026. Ms. Phillips displayed a comparative table of agency responses from both time periods. Hayden Area Regional Sewer Board (HARSB) has provided 3 comments. In 2024, HARSB requested H-8 basic construction requirements,

which have since been worked towards. Secondarily, they requested an odor easement which is under review. In 2026 they requested a follow up regarding remaining estimated wastewater units available. The Post Falls Highway District responded with questions related to Carrington Street/Prairie Avenue Intersection, as well as Cranston Avenue. The Kootenai County Sheriff's Office had no concerns at the time of application in 2024, but by 2026 it was opposed due to public safety for the proposed area. Panhandle Health District asked for a full subdivision application to be submitted by the applicant. Northern Lakes Fire Protection District identified hydrant location, design standards, secondary road access and number of units in 2024 and provided a nearly identical letter in 2026 with an update of sprinkler locations. Idaho Department of Fish and Game had no comments either year, and CDA Airport requested an Avigation easement for both years. Idaho Department of Environmental Quality appreciated the work of the City to ensure water and sewer system capacity needs are met and provided no additional comments in 2026. Idaho Department of Water Resources suggested in 2026 that the applicant update the water right or abandon it. The City of Coeur D'Alene requested that the applicant develop a light for Carrington Street and Prairie Avenue as well as line up the intersection which the applicant has worked towards. There were no concerns from utilities providers.

Conditions of Approval as summarized included the following:

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.

All permits from outside agencies (i.e. PHD, IDEQ, PFHD, HLID, City of Coeur d'Alene, and NLFPD) shall be obtained prior to construction of any future development or building permit issuance.

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.

Any lot or tract to be owned by the property/homeowner's association shall be transferred by deed at the time of final plat free of any liens or encumbrances. These deeds shall be submitted concurrently with the final plat application.

The project is a phased subdivision. Certain required infrastructure improvements within the subdivision are requirements of the subdivision as a whole, and some are requirements of each sub-phase of the subdivision. A phasing plan and Table 1-Phasing Summary (pages 14-17 of the Staff Analysis) shall be made a part of these conditions and is referenced throughout the conditions of approval.

H-8 sewer basin infrastructure shall be constructed in conformance with the Sewer Will Serve requirements, Hayden City Code, policies, and standards prior to approval of infrastructure of the 1st final plat of the subdivision. No building permits shall be issued until the H-8 sewer basin gravity mains, lift station and pressure lines are substantially complete and are entirely operational. The pressure lines shall be accepted by the Hayden Area Regional Sewer Board (HARSB), and the lift station and gravity lines shall be accepted by the City of Hayden.

Prior to construction, the Developer shall obtain a construction easement with Coeur d'Alene School District for construction of the H-8 Sewer Lift Station. The Developer shall provide a deed of the H-8 Lift Station lot free of any encumbrances to be accepted by City Council upon acceptance of the H-8 Lift Station infrastructure and public access roads necessary for access to the H-8 Lift Station. This Lift Station lot site shall be located outside of any proposed right-of-way.

Downing Lane & Honeysuckle/Bean Avenue Intersection – access to Lift Station Lot, snow storage, easements & dedication shall consist of a gravel road over main and easements and any ROW dedication at approval and final plat.

If 30 dwelling units are achieved, prior to subsequent phasing and/or surrounding development constructing the secondary access point, Developer shall construct a permanent roadway in accordance with City Standards, prior to the plated phases being eligible for the 31st building permit.

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 Carrington Street, Downing Lane, Prairie Avenue, or Cranston Avenue. 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.

Developer shall provide Roadway Agreement with Post Falls Highway District that memorializes any proposed, and/or required improvements and access points along Prairie Avenue.

The construction plan submittal shall include those requirements as identified in Hayden City Code Title 12 and more specifically as follows:

Carrington Street along the eastern boundary of the subject site shall be built to a C2 typical section and shall be constructed to a half width of 24' face of curb to road centerline (24' minimum paved width) to include pavement, curbs, 10' swales to include Type IV landscaping, 10' path minimum 45' half-width right of way.

Cranston Avenue on the north side of the subject site shall be built into the typical section and shall be constructed to a minimum 24' width with 2' shoulder on the north side or construction to full width including curb. The full typical section includes pavement (28' face of curb to face of curb), curbs, 10' swales to include Type IV landscaping, and 10' path on the north side and 5' sidewalk on the south side. No parking shall be allowed on the north side of the street. Therefore, the minimum right-of-way is 65 feet.

Downing Lane shall be constructed to 40' face of curb to face of curb to include 10' swale, 5' sidewalk on the west side, 10' sidewalk on the east side for a right of way width of 77' overall. The minimum paved surface is 24' for two-way traffic, and the remaining east side construction in accordance to the typical section shall be constructed.

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 feet

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 feet.

No Parking shall be allowed on Cranston Avenue nor on Downing Street adjacent to the Coeur d'Alene School District property.

A Traffic Impact Analysis requested in 2024 has been completed by the Applicant in accordance with adopted policies and standards. The Phasing Summary recommended by Staff are provided in the Transportation Impact Analysis (TIA) as required mitigations. There is language in the Analysis that there must be two access points out, and due to the construction of both intersections at Downing Lane/Prairie Avenue and Carrington Street /Prairie Avenue, the City believes the Project has met the requirements for those access points. Ms. Phillips reminded the Commission that there cannot be more than 30 dwelling units in a subdivision without two egress points [as identified in policy and fire code].

When reviewing construction plans, the City is looking for specific requirements for Carrington Street, Cranston Avenue, and Downing Lane. No parking will be allowed on Cranston Avenue or Downing Lane along the Coeur d'Alene School District property. The TIA identified five intersections that should be mitigated. The recommendation of the Staff is the development of the above-mentioned traffic light on Prairie Avenue and Carrington Street as the only required mitigation measure. All residential lots are required to have a tree on their lot frontage. The City does not want that tree to be planted at the time of subdivision, as there will be nobody to care for the upkeep of the tree. Therefore, the trees are identified at planting, and the builder then proceeds to plant said tree at the time of construction. Joint swales, if any, that may be proposed with the project, are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code.

The Developer shall use the City of Hayden Sanitary Sewer system to serve future development in accordance with the adopted Sewer Master Plan.

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 of Carrington Street, Downing Lane, Prairie Avenue, and Cranston Avenue.

Joint swales that may be proposed with the project are to be in a tract to be owned by the homeowner's association. The construction plans should note the requirements in Hayden City Code §11-4-4(J).

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.

Individual Lots: The landscape plans shall include a dryland grass mix that shall be applied until individual lots are constructed and the hydroseeding, installation of the irrigation system and required landscaping are completed.

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.

Greenway: Shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Park Master Plan at the time of construction.

Multi-modal Class I pathway: Shall be a requirement of the construction plans for the phase(s) which the path shall be constructed and required as a condition of acceptance of infrastructure of that phase(s) in accordance with the design standards of the adopted Transportation Plan and/or Park Master Plan at the time of construction.

Irrigation and maintenance of swales and landscape buffers along the north side of Prairie Avenue, the west side of Carrington Street, the south side of Cranston Avenue, and the east side of Downing Lane shall be the responsibility of the homeowner's association (HOA).

The Developer shall comply with the requirements from the Northern Lakes Fire Protection District letter of August 12, 2026. The Developer shall comply with the requirements from Post Falls Highway District. The Developer shall record an avigation easement requested by the Coeur d'Alene Airport and shall be referenced on all final plats of the subdivision.

Requested conditions of other agencies included: The Developer shall record a 20' wide water line easement to the HLID for installation and maintenance of underground water lines in conformance with the approved construction plans, where the water line runs "cross country". The CCRs shall address the design standards of landscaping to be reflective of the request to not plant shrubbery, trees, bushes or borders within 10' of meter vaults and fire hydrants. The site topography is relatively flat; however, erosion control measures shall be identified.

Ms. Phillips stood for questions from the commission. The Commission had no questions. Chair Taylor then invited the public for comment and reviewed the standards of public comment. Two individuals submitted slips that supported the proposal but did not wish to speak. One individual submitted a slip that was against the proposal and did wish to speak. Lee Lutovsky approached the podium at 6:22 pm. Mr. Lutovsky has concerns about public safety in regard to traffic proposals. He stated that the light being developed at the intersection of Carrington Street and Prairie Avenue would create traffic issues along Carrington Street [to the south of Prairie Avenue]. The addition of a community park will also mean children will be present, and the extra traffic may pose a risk to the safety of families using the park. A secondary concern of his is the lack of a clearly communicated timeline for the improvements and project timeline. His final concern is the opposition of the Kootenai County Sheriff's office. He would like more information as to what the nature of those oppositions are.

Mr. Kimball approached the podium for response. The impact of traffic mitigation can only be judged by the individual impact of the proposal. One cannot be asked to mitigate a developer disproportionately, or in relation to traffic that can be tangentially attributed to the project. The current traffic contribution to the Carrington intersection is currently 5%, which is relatively small. The developer also identified that left hand turners coming out of the landings at Highway 41 are currently unprotected in that turn. This light will

not only mitigate the traffic concerns of the intersection but will also provide protection to those attempting to turn left at that intersection. It is the opinion of Mr. Kimball that OO Land Holdings have gone above and beyond in regard to traffic mitigation. Whipple Consulting has no information regarding the opposition of the Sherrif's Office, but stress that all Single-Family Homes have similar impacts on crime rates. Mr. Kimball asks the Commission of they have any further questions. Commissioner Vince Vargas asks if additional signage could be provided in the area of the park to help inform motorists, as well as the addition of more security cameras in the area.

Chair Taylor closed the period for public comment. He added that often times, the public voices that they want developers to pay for their development and impacts, and seeing this developer installing a traffic light before impact fees are collected is paramount, and the fact that the proposed greenbelt, and the lift station are being developed is moving in the direction that the general public desires the City to move in. In the opinion of Chair Taylor, the applicant has met the standards of approval.

Motion to recommend approval of PZE-24-0013 Hazelnut Glen Phased Subdivision request with recommended conditions of approval, finding the request IS in accord with the standards of Hayden City Code, based upon testimony received at the Planning and Zoning Commission Public Hearing and the record of the request. This motion, made by Commissioner Grano and seconded by Commissioner Vargas, Carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Absent**
Vince Vargas:	**Yes**
Ron Walters:	**Yes**

4. REPORTS

4.A. Community Development Director's Report

Ms. Phillips stated that the next meeting on October 19 will be a call-in meeting, handling minutes from tonight's meeting, and the written recommendations produced in this meeting. Title 11 and 12 meeting will take place on the second of November, with the opportunity to have another public hearing with City Council at the second meeting in November, a week before Thanksgiving. Several Commissioners expressed certain scheduling issues. Ms. Phillips asks the Commissioners to email her their availability for every Monday remaining in the year.

5. ADJOURNMENT

Chair Taylor adjourned the meeting at 6:57 PM

Motion to adjourn meeting. This motion, made by Chair Taylor and seconded by Commissioner Walters; Motion carried.

Tony Grano:	**Yes**
Shawn Taylor:	**Yes**
Chris Morris:	**Absent**

Vince Vargas:	**Yes**
Ron Walters:	**Yes**

Respectfully submitted,

Cooper Broggel

Cooper Broggel, Clerk

Memo

To: Chair Taylor and Members of the Planning and Zoning Commission

From: Donna Phillips, Community Development Director

Date: October 2, 2026

Agenda Item: PZE-24-0013 Hazelnut Glen Subdivision Preliminary Plat – Public Comments Received

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Agenda Item Location
Public Hearing

Recommended Action or Motion
The Planning and Zoning Commission should take the information provided as public comments into consideration during their analysis and deliberation of the proposed request.

Summary
During the review of the proposal, agency notices are requested concurrent with the staff review analysis. If received in a timely manner, they are included in the staff review. If, however, they are received after the staff review is posted and prior to the public hearing, those comments are included within this memo to the Commission/Council. Public comments received as a result of noticing and prior to the public hearing are summarized below in date order as they were received and all of the comments received identified in this memo are attached.

- Ruben Garcia, Cornerstone Baptist Church – In favor, "...I want to express to the council members may full support of this upcoming project."
- Du Puis Adams, A, Non-Resident – In favor, "...I believe Hazelnut Glen will compliment the area and blend in seamlessly with the existing subdivisions around it. I feel Hazelnut Glen will enhance our community with its thoughtful design and provide much needed housing options."
- Cunningham, W., Non-Resident – In favor. As a previous Hayden resident, she believes that growth needs to be planned and a clear need is for additional housing. She appreciates the work that gone into the proposal and opportunity for residents to provide input.
- Magnuson, John, Bluegrass Development, LLC – In favor. "This process has been underway for 17 years, since the initial annexation request. The project is part of a collaborative effort by multiple landowners to develop in a responsible manner that addresses the extension of City services, at no cost to the public, and future traffic considerations."

CORNERSTONE
BAPTIST CHURCH

3983 West Prairie Avenue
Hayden, Idaho 83835

Sept. 29, 2026

To City Council Members,

My name is Ruben Garcia and I am the pastor of Cornerstone Baptist Church, which is located at 3983 W. Prairie Ave. in the city of Hayden. The church sits on the east side, adjacent to the said property.

I have worked with Scott Krajack for the past couple of years in regard to the Hazelnut Glen project. I've really enjoyed the meetings that I've had with him. He has always been very helpful and informative and very professional as well.

So, for the record, I want to express to the council members my full support of this upcoming project.

Yours Sincerely,

Ruben Garcia

✝ Pastor Ruben Garcia 208 772 9190 cornerstone@ephesians220.org ephesians220.org

- Dahm, T & A – Opposed. Two e-mail responses regarding concerns included concerns related to inaccurate and misleading roadway information, overcrowded school systems, strain on the aquifer, traffic, collisions, and public safety risks, growth without infrastructure is not sustainable.
- Wilson, P, Non-Resident – Opposed, "The Prairie Street is already to busy. It will bring down the property values and take away our view."

Fiscal Impact

Not Applicable

Budget Funding Source / Transfer Request

Not Applicable

Attachment

Comments as received

Sadie Roe

From: noreply@revize.com
Sent: Tuesday, September 22, 2026 9:04 AM
To: Planning
Subject: Public Hearing Comments

first_name = Angela
last_name = DuPuis Adams
email = Jaa498@yahoo.com
phone = 208-651-9336
Residency-Status[] = Non-Hayden Resident
PZE-Number = PZE-24-0013
Vote = In Favor
issue = I have lived in Kootenai County since 1974 in Coeur d' Alene, Post Falls and Hayden and have seen a lot of growth in the past 52 years. What I think is most important with these new subdivisions is that they are done in a responsible manner that will enhance our community.
I believe Hazelnut Glen will complement the area and blend in seamlessly with the existing subdivisions around it. I feel Hazelnut Glen will enhance our community with its thoughtful design and provide much needed housing options.

preferred_contact = email
Client IP = 205.173.78.190

Sadie Roe

From: noreply@revize.com
Sent: Monday, September 21, 2026 2:59 PM
To: Planning
Subject: Public Hearing Comments

first_name = Winter
last_name = Cunningham
email = winter.spencer@gmail.com
phone = 2086914397
Residency-Status[] = Non-Hayden Resident
PZE-Number = PZE-24-0013
Vote = In Favor
issue = I'm writing in support of the proposed housing project Hazelnut Glen. I am technically not a current Hayden resident but I was not too long ago.

I understand that growth is coming to Hayden and the surrounding area, and I believe we need to plan for that growth thoughtfully. With more people choosing to live and work in our community, there is a clear need for additional housing. Providing new housing in appropriate locations is an important part of accommodating that growth.

We need housing for people who want to live in Hayden, and thoughtful development can help meet that demand while allowing the community to continue to grow.

I appreciate the work that has gone into the proposal and the opportunity for residents to provide input. I hope the project can move forward as it seems to have addressed the legitimate concerns about traffic, safety, and infrastructure.

For these reasons, I support the proposed housing project and believe it can be a positive addition to the community.

Thank you for considering my comments.

preferred_contact = email
Client IP = 205.173.78.190

Bluegrass Development LLC

208-667-0100 | fax 208-667-0500 | 1250 Northwood Center Court | Coeur d'Alene, ID 83816

October 1, 2026

Email to: planning@haydenid.gov

City of Hayden
8930 N. Government Way
Hayden, ID 83835

Re: Comment on Case No. PZE-24-0013 (Hazelnut Glen Subdivision)

Dear City of Hayden Planning and Zoning Commission Members:

Bluegrass Development, LLC is an Idaho limited liability company doing business in Kootenai County for nearly 25 years. The Company has developed many successful residential communities and neighborhoods in Kootenai County.

Bluegrass is familiar with the property that is the subject of the above-referenced application. Bluegrass is also familiar with the project proponent, OO Land Holding, LLC. The applicant is a qualified and responsible project proponent and a contributing member of our community.

More significantly, Bluegrass is familiar with the project as proposed by the applicant and whole-heartedly supports the same. Bluegrass has been working collaboratively with the City of Hayden with respect to the particular area of the City that includes the applicant's property. This process has been underway for 17 years, since the initial annexation request. The project is part of a collaborative effort by multiple landowners to develop in a responsible manner that addresses the extension of City services, at no cost to the public, and future traffic considerations. In light of the amount of time, commitment, resources, and collaboration that has gone into this area, including the applicant's property, Bluegrass believes all questions or concerns that might be legitimately raised have been adequately addressed. Again, this is the product of a 17 year process, which in and of itself is highly unusual.

Bluegrass asks that you favorably consider the application of OO Land Holding, LLC for the Hazelnut Glen Subdivision.

Thank you.

Sincerely,

John F. Magnuson

JFM/js
CITY OF HAYDEN.LTR.wpd

From: Tracee D
To: Planning
Subject: PZE-24-0013
Date: Saturday, September 26, 2026 7:58:43 AM

You don't often get email from traceesokolik86@gmail.com. Learn why this is important

Hello! To whom it may concern;
I am writing to express my strong opposition to the proposed Hazelnut Glen Subdivision (PZE-24-0013). After reviewing the materials provided and considering the current conditions in Hayden and Coeur d'Alene, I believe this development poses significant risks to public safety, infrastructure, and environmental stability. My concerns are outlined below.

1. Inaccurate and Misleading Roadway Information

The proposal references "Carrington Road" as an access point, yet **Carrington Road does not currently exist** in Hayden. The alignment shown in the developer's materials appears to run directly through private church property, which has not been approved or constructed. Presenting a non-existent road as a functional access route is misleading. If the primary access point is hypothetical, unbuilt, and dependent on future land acquisition, the subdivision cannot be evaluated safely or realistically.

2. Overcrowded School Systems

The schools designated to serve this subdivision are **already operating at or beyond capacity**. Adding nearly 200 additional homes—on top of multiple other approved developments—would further strain classrooms, staffing, transportation, and resources. The district has not shown it can absorb this level of growth without compromising educational quality and student safety. Furthermore, both the Lakeland and CDA school district levys are constantly not passed. If we don't have the funds to support our current school systems and needs how do you propose we do that with more homes?

3. Strain on the Aquifer

The Rathdrum Prairie Aquifer is already under increasing pressure. At the same time:

- A nearby development has approval for **3,000 homes**,
- Coeur d'Alene is proposing a **150-unit apartment complex**, and
- Multiple subdivisions are under review across the Prairie.

Adding another large subdivision compounds the demand on a water source that is essential, finite, and already showing signs of stress. Responsible growth requires protecting the aquifer—not accelerating depletion.

4. Traffic, Collisions, and Public Safety Risks

The proposed location is already a high-collision zone. Residents along Prairie Avenue have experienced vehicles crashing into their backyards. Serious accidents occur regularly at:

- Huetter & Hayden Ave
- Atlas & Prairie Ave
- Huetter & Prairie Ave
- Atlas & Hayden Ave

These intersections frequently experience backups, near-misses, and congestion. Introducing hundreds of additional daily vehicle trips will **increase collision risk**, emergency response times, and neighborhood danger. Before adding more homes, Hayden and Coeur d'Alene must prioritize **roadway improvements, traffic mitigation, and long-term infrastructure planning**.

5. Growth Without Infrastructure Is Not Sustainable

Both cities are experiencing rapid development without the necessary upgrades to roads, schools, water systems, and emergency services. Approving yet another subdivision—especially one dependent on unbuilt roads and located in a high-risk traffic corridor—would worsen existing problems and create new ones.

Conclusion

For these reasons, I respectfully request that the Hazelnut Glen Subdivision proposal be denied or postponed until:

- Accurate and feasible access routes are established,
- School capacity issues are addressed,
- Aquifer sustainability is prioritized, and
- Road infrastructure improvements are completed.

Responsible growth requires planning, transparency, and safety—not pushing forward developments that strain the community beyond its limits.

Thank you for your time,
Tracee & Andrew Dahm

From: noreply@revize.com
To: Planning
Subject: Public Hearing Comments
Date: Saturday, September 26, 2026 8:03:30 AM

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first_name = Tracee
last_name = Tracee
email = traceesokolik86@gmail.com
phone = 7573538071
Residency-Status[] = Hayden Resident
PZE-Number = PZE-24-0013
Vote = Opposed
issue = Hello! To whom it may concern;
I am writing to express my strong opposition to the proposed Hazelnut Glen Subdivision (PZE-24-0013). After reviewing the materials provided and considering the current conditions in Hayden and Coeur d'Alene, I believe this development poses significant risks to public safety, infrastructure, and environmental stability. My concerns are outlined below.
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The proposal references "Carrington Road" as an access point, yet Carrington Road does not currently exist in Hayden. The alignment shown in the developer's materials appears to run directly through private church property, which has not been approved or constructed. Presenting a non-existent road as a functional access route is misleading. If the primary access point is hypothetical, unbuilt, and dependent on future land acquisition, the subdivision cannot be evaluated safely or realistically.

2. Overcrowded School Systems
The schools designated to serve this subdivision are already operating at or beyond capacity. Adding nearly 200 additional homes—on top of multiple other approved developments—would further strain classrooms, staffing, transportation, and resources.
The district has not shown it can absorb this level of growth without compromising educational quality and student safety. Furthermore, both the Lakeland and CDA school district levys are constantly not passed. If we don't have the funds to support our current school systems and needs how do you propose we do that with more homes?

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Adding another large subdivision compounds the demand on a water source that is essential, finite, and already showing signs of stress. Responsible growth requires protecting the aquifer—not accelerating depletion.

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Atlas & Prairie Ave

Huetter & Prairie Ave

Atlas & Hayden Ave

These intersections frequently experience backups, near-misses, and congestion.
Introducing hundreds of additional daily vehicle trips will increase collision risk, emergency response times, and neighborhood danger.
Before adding more homes, Hayden and Coeur d'Alene must prioritize roadway improvements, traffic mitigation, and long-term infrastructure planning.

5. Growth Without Infrastructure Is Not Sustainable
Both cities are experiencing rapid development without the necessary upgrades to roads, schools, water systems, and emergency services. Approving yet another subdivision—especially one dependent on unbuilt roads and located in a high-risk traffic corridor—would worsen existing problems and create new ones.

Conclusion
For these reasons, I respectfully request that the Hazelnut Glen Subdivision proposal be denied or postponed until:

Accurate and feasible access routes are established,

School capacity issues are addressed,

Aquifer sustainability is prioritized, and

Road infrastructure improvements are completed.

Responsible growth requires planning, transparency, and safety—not pushing forward developments that strain the community beyond its limits.

Thank you for your time,
preferred_contact = email
Client IP = 135.131.227.5

Case No. PZE-24-0013, Hazelnut Glen Subdivision

Name: Paige Wilson E-mail: PAIGEWILSON4020@GMail.com

Address: 4255 Wirth Dr Cd'A Idaho 83815

Please check the appropriate box: ☐ In support of ☐ Neutral/Uncommitted ☒ Opposed

Comments: The Parie Stree is already to busy
It will bring down the property Values and
Take away our View

Memo

To: Mayor Davis and Members of the City Council

From: Donna Phillips, Community Development Director

Date: November 4, 2026

Agenda Item: PZE-24-0013 Hazelnut Glen Subdivision Preliminary Plat – Public Comments Received

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Agenda Item Location
Public Hearing

Recommended Action or Motion
The City Council should take the information provided as public comments into consideration during their analysis and deliberation of the proposed request.

Summary
During the review of the proposal, agency notices are requested concurrent with the staff review analysis. If received in a timely manner, they are included in the staff review. If, however, they are received after the staff review is posted and prior to the public hearing, those comments are included within this memo to the Commission/Council. Public comments received as a result of noticing and prior to the public hearing are summarized below in date order as they were received and all of the comments received identified in this memo are attached.

- Meyer, C., Parkwood Properties (Glacier NEC Huetter Prairie, LLC) – In Support, own the property to the west and are actively working together with the applicant and others to build sewer lift station, utility and street infrastructure.
- Mitchell, Gary, Non-Resident – Opposed, sites concern related to water use, traffic, "When is enough, enough?"
- Mitchel, OkChu, Non-Resident – Opposed, sites concern related to traffic, and chaos during construction, "No reason for more".
- Craig, A. & C, Non-Resident – Opposed, sites concern related to water, traffic, and safety.

Attachment
Comments as received

Sadie Roe

From: noreply@revize.com
Sent: Thursday, October 29, 2026 9:37 AM
To: Planning
Subject: Public Hearing Comments

first_name = Chris
last_name = Meyer
email = cmeyer@parkwoodproperties.com
phone = 208-667-4086
Residency-Status[] = Non-Hayden Resident
Residency-Status[] = Hayden Business Owner
Residency-Status[] = Hayden Property Owner
PZE-Number = PZE-24-0013
Vote = In Favor
issue = Parkwood Business Properties (Glacier NEC Huetter Prairie, LLC) is an adjacent landowner to this application and is in support of the proposed changes. We are actively partnering with the applicant and several other area landowners to build a sewer lift station to serve this parcel. We are also working directly with the applicant to construct utility infrastructure and the street profile of the south end of Downing Street. We support the proposed re-zone by the applicant.

Chris Meyer
Asset Manager
preferred_contact = email
Client IP = 99.196.133.90

Sadie Roe

From: noreply@revize.com
Sent: Thursday, October 29, 2026 7:30 PM
To: Planning
Subject: Public Hearing Comments

first_name = Gary
last_name = Mitchell
email = gomadog@gmail.com
phone = 2086596253
Residency-Status[] = Hayden Resident
PZE-Number = PZE-24-0013
Vote = Opposed
issue = Please stop with the building and permits !! Every one of these 126 homes will be "required" to water the lawn and use huge amounts of water. Every home will probably have 2 or 3 cars. We have more than enough people and traffic to deal with. All of you on the board see the same things I do. There is absolutely no reason for more of this. Stop handing out the permits !!! There is already construction everywhere !! Is it really so hard to say NO ??? When is enough, enough ?
preferred_contact = email
Client IP = 2603:90d8:301:2a60:849d:6f0:5fb1:2f73

Sadie Roe

From: noreply@revize.com
Sent: Thursday, October 29, 2026 7:38 PM
To: Planning
Subject: Public Hearing Comments

first_name = OkChu
last_name = Mitchell
email = gomadog14@yahoo.com
phone = 2086596253
Residency-Status[] = Hayden Resident
PZE-Number = PZE-24-0013
Vote = Opposed
issue = Can you please stop !!! Traffic is bad enough. Construction is nothing but pure chaos. You board members can see what you have already caused and there is NO REASON FOR FOR MORE !!! KNOCK IT OFF !!!!
preferred_contact = email
Client IP = 2603:90d8:301:2a60:849d:6f0:5fb1:2f73

Sadie Roe

From: Ashley Craig <acraig@hagadonemarine.com>
Sent: Tuesday, November 3, 2026 3:49 PM
To: Planning
Cc: chris.craig3@gmail.com
Subject: Reply to Hazelnut Glen Division
Attachments: SHMC-SALES-26110315390.pdf; SHMC-SALES-26110315391.pdf

You don't often get email from acraig@hagadonemarine.com. Learn why this is important

Hi there,

I am emailing our response for Chris Craig and me.

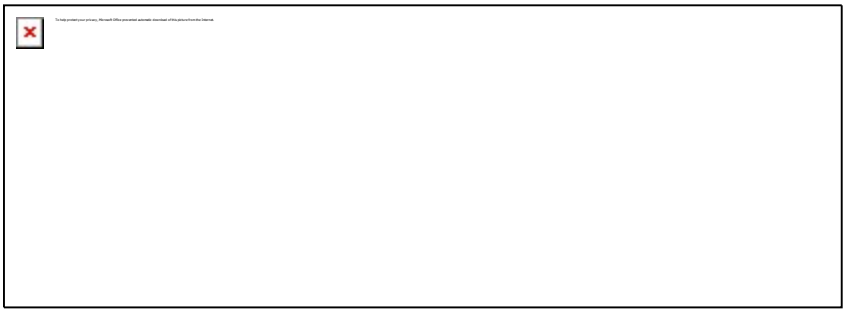
We live at 4519 Wirth Drive Coeur d Alene, ID 83815.

We oppose the new development due to traffic concerns, safety issues, and the protection of our aquifer. I will also attend the meeting on Nov 10th.

Attached is the form that you requested.

Thank you for your time.

Ashley Craig
Service Manager | Hagadone Marine Group
1000 S Marina Dr, Coeur d' Alene, ID 83814
Phone: (208) 664 - 8274



5. **UNFINISHED BUSINESS**
   A. *ACTION ITEM* Automatic License Plate Readers Policy Discussion

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

Memo

To: Mayor and Hayden City Council
From: Lisa Ailport, City Administrator

Date: October 5, 2026

Agenda Item: ALPR Policy Follow up

Agenda Item Location
Old Business

Background and Recommended Action or Motion
Staff provided a privileged and confidential memo by the City Attorney to council regarding the policy direction over the use of ALPR's within city limits. If the Council wishes to proceed, staff recommends the following sequence: (1) Council work session to select positions on the highest-stakes items — retention period, network participation, misdemeanor use, and the sunset mechanism; (2) concurrent discussion with the Kootenai County Sheriff's Office regarding operational feasibility and the services agreement; (3) confirmation of vendor configurability against the selected positions; and (4) adoption of the policy by resolution, together with any services agreement amendment.

Fiscal Impact
This action has no fiscal impact.

Budget Funding Source / Transfer Request
N/A

Attachment
None

6. **NEW BUSINESS**
   A. Public Works 2026-27 Winter Response Presentation

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 11.10.2026

Agenda Item: Public Works 2026-27 winter response presentation

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Agenda Item Location

New Business

Background

Public Works staff are planning for winter snow and ice response, preparing equipment, training staff, organizing materials, and planning routes and schedules to meet demands. Staff will present a brief overview of our response planning and priorities.

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

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

CITY OF HAYDEN IDAHO

OFFICE OF THE CITY ADMINISTRATOR

To: Mayor and City Council
From: Lisa M. Ailport, City Administrator
Date: 10/27/2026
Re: Administrative Report and Status Update

Along with the attached spread sheet, City staff offer the following updates to a number of projects currently either being constructed, planned for construction or within some planning exercise that is ongoing.

TRANSPORTATION PROJECTS:

Ramsey / Honeysuckle Intersection Improvement-Installation of Roundabout
Design: Completed
ROW: Completed
Funding: Secured- City major capital fund (Fund 130- used to save for major road construction projects).
Construction: Substantial completeness provided on 10/23. Final completion date unknown.

Hayden/Atlas Intersection Improvement-Roundabout
Design: Completed for Roundabout; gravity sewer currently being designed (will be underneath roundabout)
ROW: Nearing Completion
Funding: Secured. Budgeted for FY27
Construction: Bid project in early 2027 calendar year

Hayden/Ramsey Intersection- Installment of Temp Span Wire signal
Design: Completed
ROW: Completed
Funding: Secured. The City's major capital fund
Construction: Completed

This project was completed in October and appears to be working as designed. We see the intersection work well during peak hours as well as during non-peak times.
Until such time as we can acquire the required Right-of-way to construct the full roundabout, the temporary span wire signal shall remain.

PARKS PLANNING:

McIntire Park Plan Design Update

Architects West is currently working on the engineering design of Phase 1 of the project. Design plans are expected to be submitted by the end of this calendar year so that the city could bid the project in early calendar year of 2027.

Spatial Needs Analysis for City Hall:

Bernardo Wills is nearing completion of the needs analysis and is currently working through draft edits. Once done, staff will bring forward to council for adoption.

Civic Center Master Planning Effort

The steering committee has a public survey for input on the overall design and future uses of the facility. Check out the survey and make sure to encourage others to fill out the survey.

Stoddard Barn Adaptive Reuse Proposal

The Stoddard Barn request for proposal is currently seeking responses to the RFP which are due back to the City by November 13th.

Honeysuckle Boat Launch and Park Improvements

This project is expected to start late fall/winter during low water. The city is attempting to work with the Dalton Garden irrigation district to coordinate their project with the city's project to minimize disruption to the boat launch during construction.

COMMUNITY DEVELOPMENT AND ENGINEERING

Title 11 (Zoning) and Title 12 (subdivision) Code Reform-

Title 11 and 12 Code reform is planned to go to Planning and Zoning in December and to Council in early January. These code amendments will address numerous changes through the titles, most notably addressing the statutorily required language around starter subdivisions and accessory dwelling units.

Title 8- Utilities Code Reform

Engineering is still working through developing standards for city utilities, including sewer. Public works updated the parking and towing ordinance with the adoption of Ord. 664.

LAW ENFORCEMENT:

Law Enforcement Strategic Plan

Staff has received the final report by Matrix and the Public Safety Committee has recommended acceptance of the plan. Staff will work with our consultant to hold a townhall to share the result of the plan with the community before bringing the final plan back to Council for adoption.

CITY OF
HAYDEN
IDAHO

Community Meetings to Discuss Law Enforcement

Staff is waiting to fill the position of Director of Public Safety and then start planning community meetings with our citizenry over the long-term costs of operating a police department (regardless of who the service provider is).

Completed	Avg	Goal/Aspiriation	Assigned Staff Member	October 2026 Update
☑	14	Law Enforcement Strategic Plan completion	Lisa	PSC reviewing aty 9/8 Meeting; reccommendations to Council afterwards
☐	14	HARSB Transition Process Developed	Team	Currently meeting monthly
☑	13.8	Bid Honeysuckle and Ramsey Road intersection	Dulci	Under Construction- LaRiveria
☑	12.6	Financial Policy Completion	Jen	Tentative consideration on 9/22 with Council
☐	12.6	Base Tax increase for Nov Ballot Don't want to use savings can't make May	Lisa	Tabled until after LE strategy is completed
☐	12	Long Range Parks Plan Update - for Impact Fees	Team	Budgeted in FY2027
☐	12	Look to adjacent cities (H.L. and Dalton) for combined L.E. force - colaborate with cities for LE	Lisa	Tabled until after LE strategy is completed
☐	11.8	Sewer Master Plan- Collection system	Alan/Dulci	JUB is working on scope of service
☑	11.8	Space needs analysis	Lisa	Awaiting final draft from Bernardo Wills- take to Council for acceptance
☐	11.6	Impact Fee Study	Lisa	Budgeted in FY2027
☑	11.6	H6 Reimbursement Policy/Escrow developed	Jen	Completed; made two payments
☑	11.6	Chip Seal 18-20 lane miles/yr	Alan	19.26 lane miles complete.
☐	11.4	Code Amendments- Specific to P/Z	Donna	PZ considered at December of 2026 Meeting;
☑	11.4	Have car owners pay for towed cars	Ty	Adopted with Ordinance 664
☑	11.4	Honeysuckle Boat Launch/ADA Access project	Ty	Grant accepted; project to occur this Nov/Dec.
☑	11	Consider contracting a City public relations / communications function	Abbi	Scope of Service under draft with Cleaarwater Financial
☑	10.8	Review fees for Non-residents in sports programs - wants more Hayden People in our Programs prefernce to Hayden Residents	Suzi	Brought forward on 2026 Fee increase resolution- tentative adoption by 10/1/26
☐	10.8	Government Way & Wyoming Intersection	Dulci/Alan	Budgeted in FY2027
☑	10.75	~~Arbor Day and America250 Center Curriculum Update~~ - Oldest Tree in Hayden In Process	Donna	no such tree exists within city limits
☐	10.6	City standards update - sewer, streets and parks	Dulci/Alan	Adopted with Ordinance 664; portions drafted but not completed yet.
☑	10.4	Government Way RRFB's (Blue Cross Community Health Academy Project)	Ty	Completed!
☐	10.2	Consider L.E. Impact Fee - Need new plan and impact fee	Lisa	Tabled until after LE strategy is completed
☑	10.2	Government Way & Honeysuckle Intersection	Dulci/Alan	HURA for reimbursement agreement completed; design underway ETA winter of 2026.
☑	10.2	GIS	Team	Done with hardware and software upgrades;
☐	10.2	Purchase Orders- Develop staff initiated policy	Jen	BS&A coming early November to complete
☐	10.2	Community Listening sessions over base budget constraints - Push Out from Webpage Subscribe Option somewhere	Lisa	Working with Clearwater Financial (D.Hagar) to develop strategy
☑	10	Align all Standards of approval with comprehensive plan goals and policies	Donna	Title 11 and Title 12 code amendments going to hearing w/P&Z and Council in early January.
☐	10	Update to cell towers communication systems - third party law firm to rewrite ours and paid for by a community agency - drive testing	Donna	Councilman Shafer is working with staff on this code improvements
☐	9.8	Government Way & Dakota Intersection	Dulci/Alan	
☑	9.6	Consider lessening requirements for easements to city - ADU proposed frontage improvements code	Donna	Underway; title 11 code amendments with Attorney for review.
☑	9.6	Prairie/Courcelles Traffic signal (2027 construction)	Alan/Dulci	On CIP for FY27 funding - driven by Post Falls Highway district (design contract with JUB).
☐	9.2	Wetlands, Watercourse and SARA Protection - May vs Shall in city code vs county AOI has wetlands using PUDs or mimic County	Donna	Fold into above goal
☐	8.8	Modernize Honeysuckle beach - corridor study	Team	Budgeted in FY2027
☐	8.8	Broadmoore Playground Improvements	Ty	Parks and Rec Commission hearing proposal by staff in November 2026.
☐	8.6	Evaluate possibilities and options to develop area south and west of City Hall into a "walkable downtown" with street parking		
☑	8.5	Stoddard Barn rehabilitiation into functional space for rent	Donna	RFP is out and due back November 16, 2026
☑	8	Incentivize smaller home development s on specific infield fill lots - include P&Z and talk with Dev		New code addresses with amendments going to Council in late 2026 or early 2027
☐	7.8	Review and create if required ordinances that positively shape Hayden's CBD - Downtown Revitalization Plan Update		
☐	7.8	Maple Street considerations as 1-way	Dulci/Alan	Roll into Transportation Master Plan for alternative solutions.
☐	7.6	Review possibility of Stormwater Utility - Pretreatment by developer and paid for by residents of development Utility Dist.		
☐	6	Urban Forestry Plan		
☑	6	HURA Plan/Design of Community.Civic Center- City Involvement - Keep priority on Roads guidance to MR for HURA vote	Lisa	Working on contract with Bernardo Wills to Master Plan the HURA property
☐	5.6	Consider speed study on Gov. Way for speed reduction		

November 2026

November 2026

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

December 2026

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 1	2 5:30pm Planning and Zoning Commission-CANCELLED (Council Chambers)	3	4	5 4:00pm Veterans Commission	6	7
8	9	10 5:00pm City Council Meeting (City Hall Council Chambers)	11 8:00am Veterans Day City Hall Closed all day 11:00am Veterans Day Ceremony (McIntire Family Park)	12 11:00am Historic Preservation Commission Meeting 3:00pm Arts Commission	13	14 1:00pm Come Together Bench Walk (Mc Intire Park)
15	16 5:30pm Planning and Zoning Commission-Cancelled (Council Chambers)	17	18 4:00pm Parks & Recreation Commission	19	20	21
22	23 5:30pm Planning & Zoning-Special Meeting-Cancelled	24 5:00pm City Council Meeting	25	26 8:00am Thanksgiving-City Hall Closed	27 5:00pm	28
29	30	Dec 1	2	3	4	5

December 2026

December 2026

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

January 2027

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 29	30	Dec 1 1:00pm Public Safety Commission	2	3 4:00pm Veterans Commission	4	5 5:00pm Hayden Lights Parade & Christmas Tree Lighting 5:00pm Winter Wonderland Walkthrough
6	7 5:30pm Planning and Zoning Commission (Council Chambers)	8 5:00pm City Council Meeting (City Hall Council Chambers)	9 3:00pm Arts Commission	10 11:00am Historic Preservation Commission Meeting	11	12
13	14	15	16 4:00pm Parks & Recreation Commission	17	18	19
20	21 5:30pm Planning and Zoning Commission (Council Chambers)	22 5:00pm City Council Meeting	23	24	25 8:00am City Hall Closed (Christmas Day)	26
27	28	29	30	31	Jan 1, 27	2

B. Finance

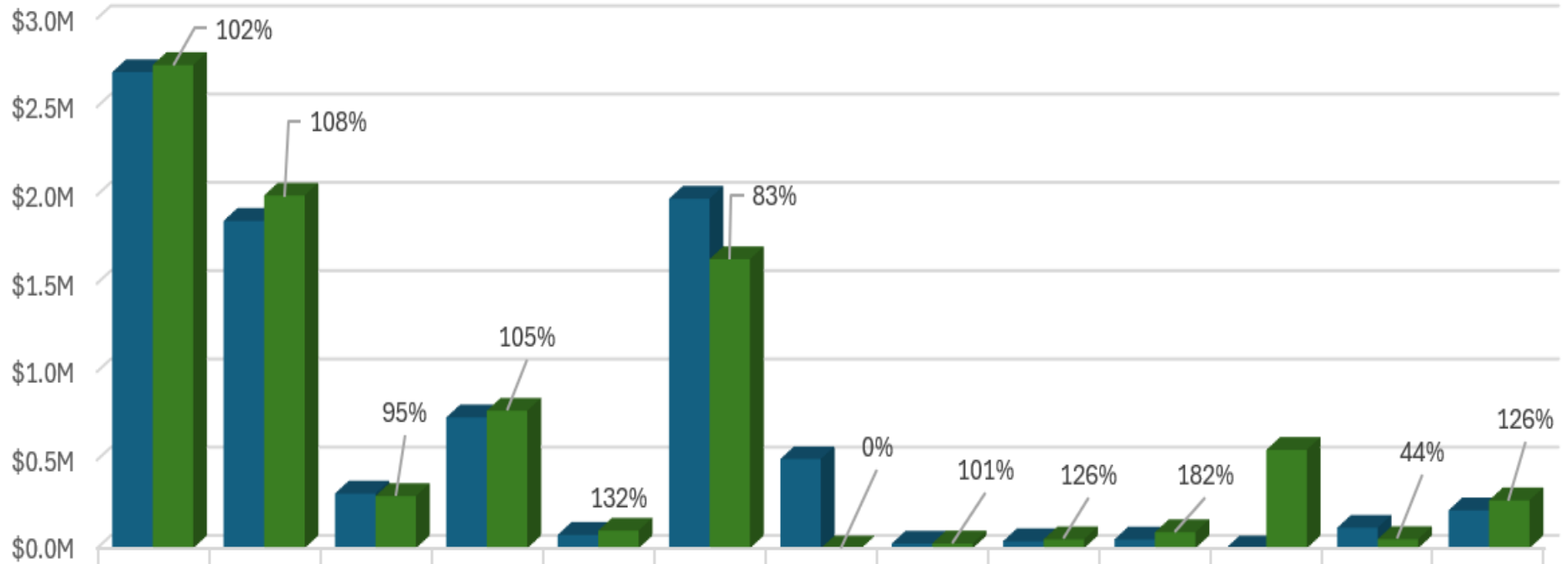
Fund Balance 9/30/26

Fund Balance				
General Fund			**Special Revenues**	
General Fund	$8,878,223		Honeysuckle Boat Launch	$ 137,074
FFEC Invest	$2,484,991		Veterans Memorial	$ 21,638
Investment Int	$3,520,761		Council Media Center	$ 9,577
	$14,883,975		LID- Enhancement	$ 279,675
			PMT in Lieu	$ 431,369
Major Capital	$2,810,461		Museum Fid. Fund	$ 1,303
			Sewer Connection Assist	$ 14,433
Sewer Fund				
Sewer O&M	$8,369,926		**Impact Fees**	
FFEC Invest	$315,339		Circulation Impact	$ 1,491
Capitalization	$2,870,379		Parks Impact	$ 1,894,848
Wastewater Bond	$2,619,341		Law Enf. Impact	$ 13,509
Sewer Replacement	$1,228,904			
	$15,403,889			

*******Unaudited & subject to change**********

Gen Fund Revenues by Category 9/30/26

- Ytd-93% budget to actual (lgip int not inc as it is not budgeted)
- Sales, liquor & transportation remitted quarterly
- $500k in grant column was rcvd in FY25
- Rec-better than anticipated program participation
- Fees/Fines-inc in traffic fines
- Permits-inc in encroachment

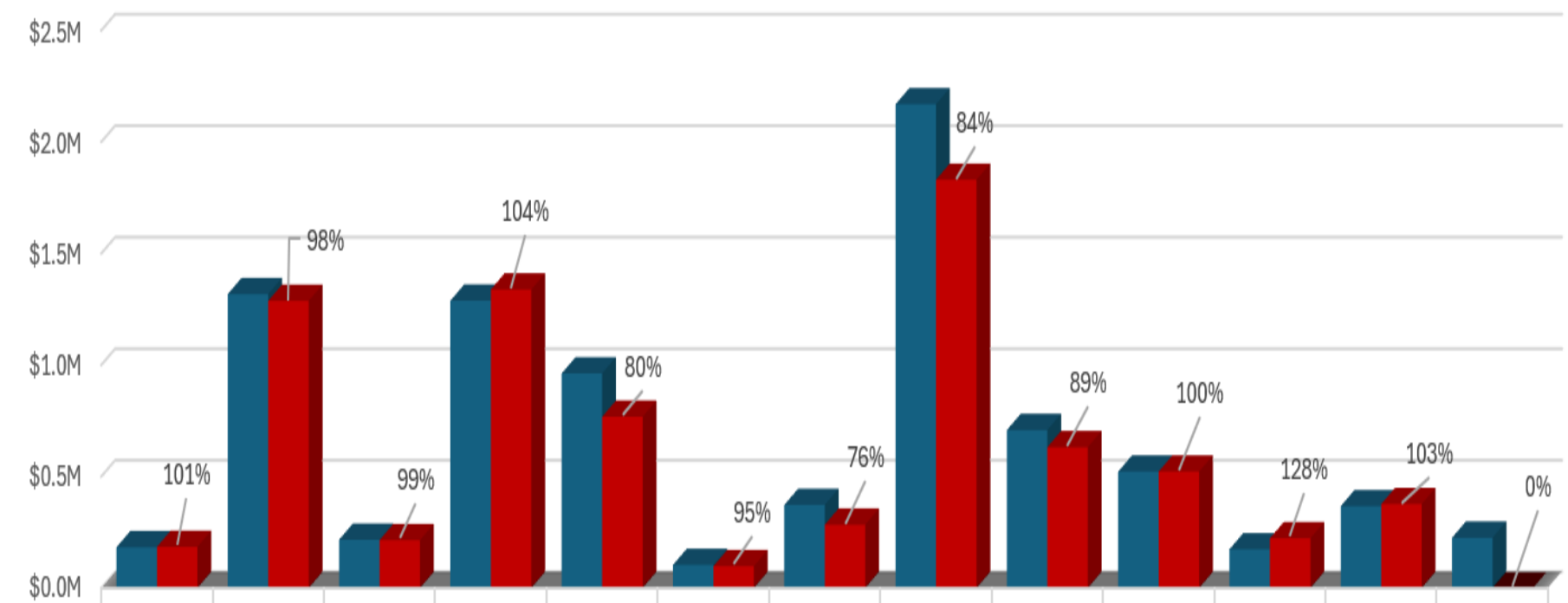


	Property Tax	Sales Tax	Franchise Fees	CD Fees	Licenses & Permit	Intergvt Rev	Grants	Charges for Services	Fees & Fines	Interest	LGIP	Other	Rec
Budget	2,696,462	1,854,221	310,000	741,058	76,000	1,979,337	505,494	26,750	40,000	50,000	0	116,100	214,975
YTD	2,737,002	1,997,916	295,652	778,941	100,007	1,636,997	0	27,096	50,482	90,905	557,440	51,564	271,446

**Notes: "Other" includes donations, capital asset sales and other financing sources, i.e., grants & other reimb.

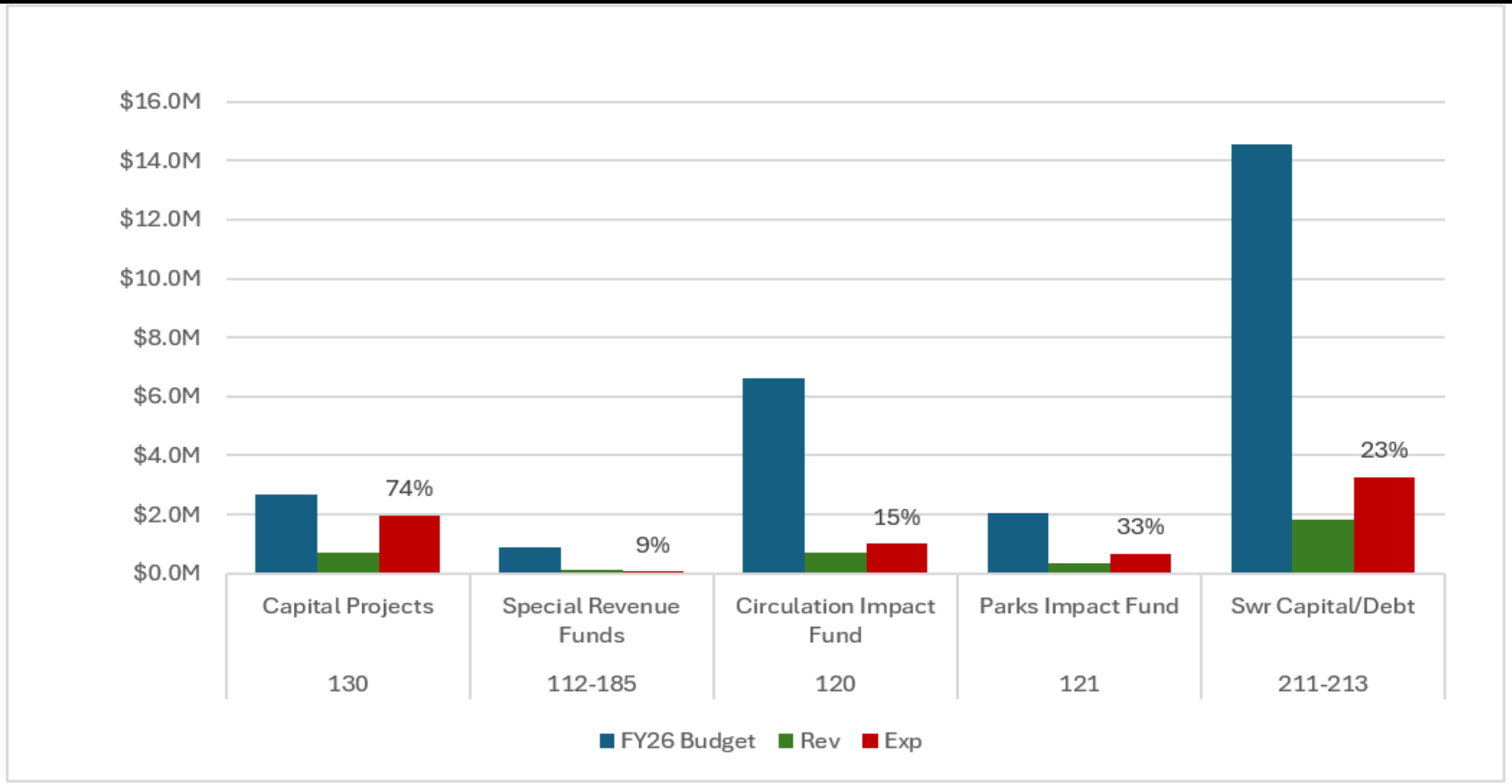
Gen Fund Expenses by Dept 9/30/26

- Ytd-90% budget to actual
- Xfers are not needed this yr to Fund 130
- Facilities over due to adding Croffoot Park & Public Works Facility impvmts
- PW-28k ref old pwf lease pmt to LHD, 20k savings traffic counts, 20k tree removal

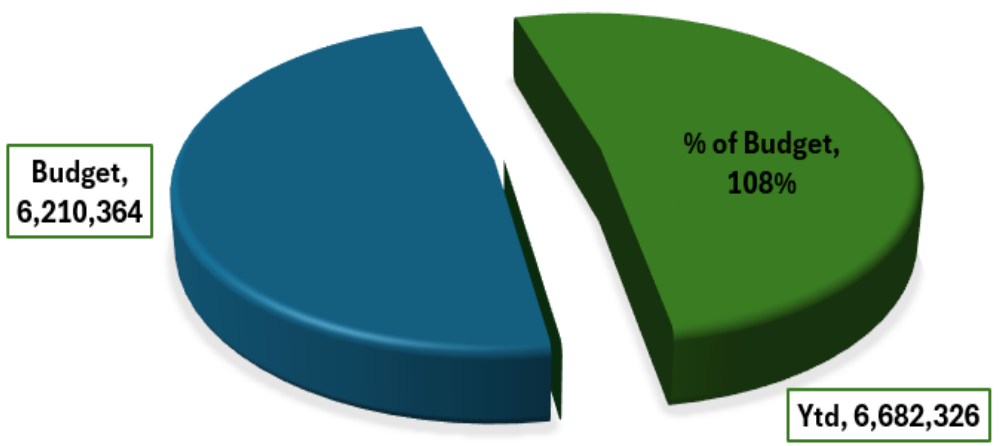


	Mayor/Council	General Admin	IT	LE/Prosecutor	Comm. Dev	Eng	PW	Streets	Parks	Rec	Facilities	Capital	Xfers
Budget	183,005	1,318,039	216,575	1,288,312	962,141	103,487	372,482	2,169,018	708,361	522,044	173,806	367,423	225,706
YTD	184,781	1,287,690	214,956	1,338,589	767,795	98,067	283,956	1,830,920	631,742	522,293	223,064	376,643	-

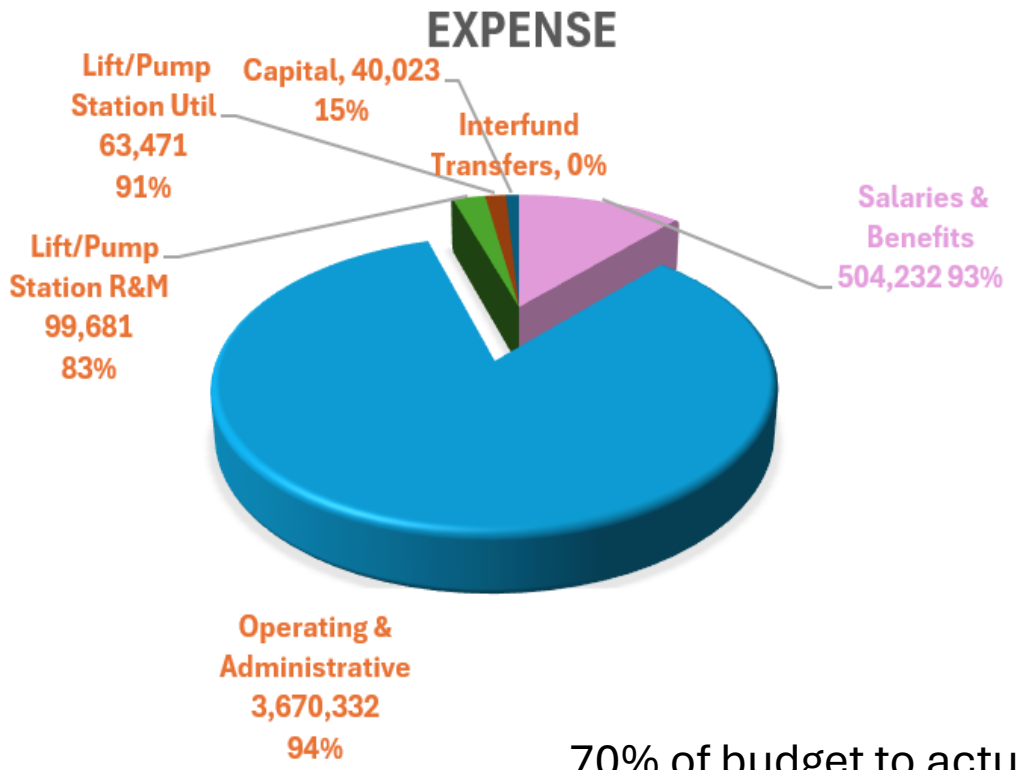
Special Rev/Impact Fees & Sewer Capital Funds 9/30/26



Sewer Fund O & M 9/30/26



108% of budget to actual



70% of budget to actual

C. Law Enforcement
D. Mayor/Council

8. **REQUEST FOR FUTURE AGENDA ITEMS**
9. **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)(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.
10. **ADJOURNMENT**

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.