

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

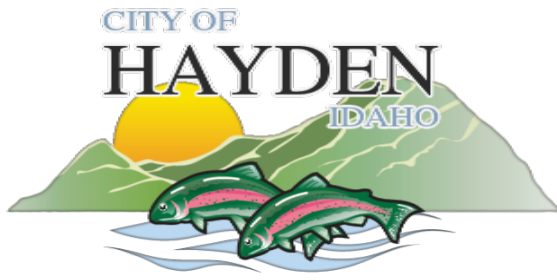
Tuesday, April 14, 2026

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. **PROCLAMATION**
  - A. Stengthening Families Month



OFFICE OF THE MAYOR

## Proclamation

**WHEREAS**, the children of Hayden are vital to the future of our community, and strong families are the foundation of healthy neighborhoods, a resilient workforce, and a thriving local economy; and

**WHEREAS**, families play a central role in nurturing the physical, emotional, social, and educational well-being of children, and safe, stable, and nurturing relationships are key to preventing child abuse and neglect before it occurs; and

**WHEREAS**, communities strengthen families by fostering social connection, supporting positive parenting, increasing access to resources, and creating environments where families can manage stress and grow together; and

**WHEREAS**, Strengthen Families Month provides an opportunity to recognize the importance of family well-being and to encourage local organizations, schools, businesses, and residents to support efforts that help families thrive;

**NOW, THEREFORE**, we, The City Council for the City of Hayden, hereby proclaim the month of April 2026 as

### **STRENGTHENING FAMILIES**

In Hayden, and encourages our community to join in promoting strong families, supportive connections, and shared responsibility of the well-being of children and families.

IN WITNESS WHEREOF, I have hereunto set my hand on this the 14th day of April, 2026

---

Alan Davis, Mayor

---

Abbi Sanchez, City Clerk

B. Fair Housing Month



# Memo

To: Mayor and Hayden City Council  
From: Shawn Langenderfer, Deputy City Clerk  
Date: April 14, 2024  
**Agenda Item: Fair Housing Proclamation**

---

## **Agenda Item Location**

Proclamation

## **Recommended Action or Motion**

Please proclaim Fair Housing Month.

## **Summary**

This year, we commemorate the 58th anniversary of the passage of the Fair Housing Act, the landmark civil rights law signed by President Lyndon B. Johnson on April 11, 1968, that made discrimination in housing transactions unlawful. The Fair Housing Act prohibits discrimination in housing because of race, color national origin, religion, sex (including gender identity and sexual orientation), disability, and familial status. The City of Hayden has a Fair Housing Compliance Plan which includes acknowledging April as the Fair Housing Month.

## **Fiscal Impact**

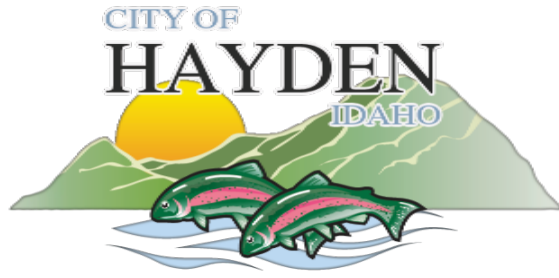
This item has no fiscal impact for the City of Hayden.

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

Not Applicable

## **Attachment**

Not Applicable



## OFFICE OF THE MAYOR

# Proclamation

**WHEREAS**, April 2026 marks the 58<sup>th</sup> anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act; and

**WHEREAS**, the Idaho Human Rights Commission Act has prohibited discrimination in housing since 1969; and

**WHEREAS**, equal opportunity for all—regardless of race, color, religion, sex, disability, familial status or national origin—is a fundamental goal of our nation, state and city; and

**WHEREAS**, equal access to housing is an important component of this goal—as fundamental as the right to equal education and employment; and

**WHEREAS**, housing is a critical component of family and community health and stability; and

**WHEREAS**, housing choice impacts our children’s access to education, our ability to seek and retain employment options, the cultural benefits we enjoy, the extent of our exposure to crime and drugs, and the quality of health care we receive in emergencies; and

**WHEREAS**, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing; and

**WHEREAS**, ongoing education, outreach and monitoring are key to raising awareness of fair housing principles, practices, rights and responsibilities; and

**WHEREAS**, only through continued cooperation, commitment and support of all Idahoans can barriers to fair housing be removed;

**NOW, THEREFORE, I, ALAN DAVIS**, Mayor of Hayden, Idaho, do hereby proclaim April 2026 to be

## **Fair Housing Month**

in the City of Hayden, Kootenai County, State of Idaho and urge the appropriate recognition thereof.

IN WITNESS WHEREOF, I have hereunto set my hand on this the 14<sup>TH</sup> day of April, 2026

---

Alan Davis, Mayor

---

Abbi Sanchez, City Clerk

2. **CONSENT CALENDAR** *All items on the Consent Calendar are Action Items*
  - A. Approval of March 6, 2026 City Council Special Meeting Minutes

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

Friday, March 6, 2026

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

**CALL TO ORDER**

The meeting was called to order at 11:06 AM.

**ROLL CALL OF COUNCIL MEMBERS**

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

**1. WORKSHOP**

**A. Continued Project Priority Planning**

City Administrator Ailport explained that the same scoring metric would be used from the February 3 Workshop as shown below.

- Impact (The "Why"): How many residents will benefit, and how much will their quality of life improve?
  - 5 (High): Solves a city-wide crisis or benefits majority of the citizens.
  - 1 (Low): Benefits a small, specific group or offers minor aesthetic improvements.
- Urgency (The "When"): What is the penalty for delay?
  - 5 (Immediate): Mandatory legal compliance, safety risk, or expiring grant funding.
  - 1 (Flexible): No deadline; can be deferred to next year's budget without penalty.
- Feasibility (The "How"): Does the city have the staff, budget, and legal authority to do this?
  - 5 (Easy): Fully funded, permitted, and supported by the community.
  - 1 (Difficult): Requires new laws be developed, complex approval process (multiple commissions, public meetings etc), or faces heavy opposition.

Once done all Project scores were averaged and assign priorities based on the rating.

During the time Council heard from staff about projects related to Sewer, Financial Policy, Fees, Master Plans, Code Amendments, GIS, Streets Projects and Parks.

The Council took a recess from 12:05 to 12:16 and from 1:23 to 1:28.

**2. ADJOURNMENT**

The meeting was adjourned at 2:15 p.m.

---

Shawn Langenderfer, Deputy City Clerk

---

Alan Davis, Mayor

B. Approval of March 24, 2026 City Council Meeting Minutes

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

Tuesday, March 24, 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 5:02 PM.

**ROLL CALL OF COUNCIL MEMBERS**

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

**PLEDGE OF ALLEGIANCE**

Mayor Davis asked Council Member Shafer to lead the pledge of allegiance.

**ADDITIONS OR CORRECTIONS**

None

**1. PROCLAMATION**

A. Week of Young Child 2026

Mayor Davis read the Week of the Young Child proclamation and proclaimed April 11-17 as the Week of the Young Child in the City of Hayden.

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

A. Approval of February 24, 2026 City Council Meeting Minutes

B. Approval of March 10, 2026 City Council Meeting Minutes

C. Approval of Bills for Payment

MOTION: Council Member Shafer motioned to approve the consent calendar as presented. 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.

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

Mayor Davis read the guidelines for public comment.

**Richard Molstead**, 2942 E Hayden Lake Rd, asked whether the developers of the proposed marina project have conducted and submitted an environmental impact study. City officials clarified that public comment is not a back-and-forth discussion and indicated that this question would need to be directed to the developers.

**Bill Brizee**, Vice-Chair of the Hayden Historic Preservation Commission, shared information about the Commission's mission to preserve and promote the community's

history. He encouraged residents to nominate homes or structures that help tell Hayden's story for a community recognition program. Nominations can include a variety of properties, and selected awards will be presented during National Historic Preservation Month in May. He emphasized community participation and noted that property owners will be notified if their property is nominated.

**Tom Brown**, non-Hayden resident, is a neighboring property owner to the Hayden Lake Marina, expressed concerns about the proposed marina reconfiguration and expansion. He stated that the plan would consolidate boat access into a single route near his property, significantly increasing boat traffic along his shoreline. He believes this would damage docks and shorelines, diminish recreational use, and negatively impact property values for him and nearby residents.

He also raised concerns about larger boats creating stronger wakes, increased congestion on the lake, and existing parking and traffic issues. Additionally, he noted a lack of communication from marina management with affected neighbors and limited time for public response despite the project being in development for years.

While not opposed to the marina itself, he urged decision-makers to delay action until after the scheduled public hearing and to more thoroughly review the proposal and its impact.

**Lauryn Morris**, non-Hayden resident, resides in the Coopers Bay condos near the marina, expressed opposition to the proposed marina expansion. He stated that he was unaware of the project until recently and is concerned it will overcrowd the lake, negatively impact fishing, and degrade water quality.

Mr. Morris also raised concerns about increased traffic and parking along the private access road serving his condominium community, noting that many residents are elderly or disabled and require reliable emergency access. Additionally, he questioned the appropriateness of a private entity expanding into a public lake area and urged the city not to support the proposal.

**Nancy Spencer**, non-Hayden resident and longtime Cooper's Bay property owner, urged the council to delay or deny support for the Hayden Lake Marina expansion. While not opposed to the marina itself, she raised concerns about the proposed scale and configuration of the project, including increased boat traffic in a narrow corridor, safety risks for swimmers and non-motorized users, and loss of usable lake space.

She also highlighted existing and anticipated parking and traffic challenges, lack of adequate infrastructure in the proposal, and potential environmental impacts. Citing significant community opposition, she encouraged the council to thoroughly review all materials and consider holding a public hearing before taking any action.

**Rob Krcmerov**, non-Hayden resident and adjacent property owner to the Hayden Lake Marina, urged the council to withhold or delay support for the marina expansion so that additional regulatory and public processes can occur. While stating he is not opposed to the marina itself, he argued the council is only seeing one side of the proposal and should consider broader community concerns.

He stated that the marina expansion is primarily intended to recover private capital investment rather than serve a public need and raised concerns about limited community

engagement during the multi-year planning process. He also noted that many residents are only recently becoming aware of the project and that opposition is increasing.

Additionally, he questioned the legality and appropriateness of the proposed off-site parking arrangement on residentially zoned property and said this issue should be reviewed by planning staff before council action. He concluded by requesting a short delay to allow ongoing state review and public hearings to proceed before the city takes a position.

**Galen Heatherly**, non-Hayden resident, raised concerns about the Hayden Lake Marina expansion, focusing primarily on parking and regulatory compliance issues. He stated the marina is located in Kootenai County, not the City of Hayden, and argued that the project does not meet county parking requirements based on available on-site spaces.

He described a plan to use a separate R1-zoned property on Honeysuckle Avenue within the city as overflow parking with shuttle service, noting that ADA parking would also be located at that off-site lot rather than at the marina. He also referenced prior discussions between marina representatives and the city regarding a potential co-development parking project and suggested the marina's evolving parking plans reflect an unresolved long-term deficiency.

He urged the council to carefully scrutinize the intent and validity of the proposed parking arrangements before considering any letter of support for the project.

**Alicia Houston**, speaking on behalf of the Hayden Lake Watershed Association, expressed concerns about the proposed Hayden Lake Marina expansion. She cited issues including insufficient on-site parking, zoning and land use conflicts, traffic congestion, and safety impacts on the lake.

She also raised concerns about the marina's current parking compliance, alleging a long-standing shortfall in required spaces, and questioned the legality of an existing shuttle service from an off-site lot. Additionally, she voiced concern that increased boat traffic and wake activity could negatively impact the character and recreational quality of Hayden Lake.

She requested that the council delay action on the proposal until additional issues are addressed and further review can occur.

#### 4. UNFINISHED BUSINESS

- A. **ACTION ITEM** PZE-24-0133 North Government Way & Bielec Enterprises Annexation Ordinance

Motion: Council President DePriest moved to allow the ordinance to be read by title only, to suspend a rule of reading in full on three separate dates and approve the first reading. 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.

Mayor Davis read ordinance by title only.

MOTION: Council President DePriest moved to adopt the ordinance having passed its first reading by Title only and published by summary incorporating the Title as a core of the summary upon passage. Council Member Shafer provided the second.

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

The motion was approved by a unanimous vote in favor.

B. **ACTION ITEM** PZE-25-0110 North Ramsey Road Annexation Ordinance

Motion: Council Member Roetter moved to allow the ordinance to be read by title only, to suspend a rule of reading in full on three separate dates and approve the first reading. Council Member Erickson provided the second.

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

The motion was approved by a unanimous vote in favor.

Mayor Davis read ordinance by title only.

MOTION: Council President DePriest moved to adopt the ordinance having passed its first reading by Title only and published by summary incorporating the Title as a core of the summary upon passage. 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.

C. **ACTION ITEM** Professional Services Contract with Matrix Consulting Group for Law Enforcement Strategic Planning Study

Council considered a professional services contract with Matrix Consulting Group for a law enforcement strategic planning study and discussed authorizing the mayor to sign the agreement.

Council members asked questions about payment terms and were informed that billing would occur monthly after services are provided. The project kickoff timeline was also discussed, including an initial meeting early the following week and subsequent stakeholder interviews with council members.

There was discussion about whether interviews should be conducted individually or in a joint meeting. Several members expressed support for a joint meeting to improve efficiency and allow for shared discussion of questions.

Staff agreed to coordinate scheduling after the initial kickoff meeting with the consultant, with further availability to be gathered from council members for upcoming sessions.

MOTION: Council Member Shafer moved to authorize Mayor Davis to sign the proposed contract with Matrix Consulting Group for Law Enforcement Planning efforts. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor.

D. **ACTION ITEM** Welch Comer & Associates, Inc. Engineering Services Agreement for Honeysuckle-Government Way Intersection Design

MOTION: Council Member Shafer moved to approve the Welch Comer & Associates, Inc. Engineering Services Agreement for Honeysuckle-Government Way Intersection Design. Council Member Erickson provided the second.

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

The motion was approved by a unanimous vote in favor.

**5. NEW BUSINESS**

A. III-A Trust Annual Report

III-A provides the health benefits to the City of Hayden employees and elected officials. Susan Lasuen presented the III-A annual report and health plan performance update. She shared membership growth, participation rates, and financial outcomes, noting continued expansion of participating agencies and strong engagement in wellness programs.

She highlighted approximately \$4.2 million in overall program savings driven largely by pharmacy rebates, reduced prescription costs, telehealth services, and other medical management programs. She also noted that prescription rebates increased significantly following a pharmacy benefit manager change, helping reduce overall per-member prescription costs.

The presentation included updates on high-cost claim trends, stop-loss insurance, and care management for members with significant medical expenses. She emphasized

that a small percentage of members account for a disproportionate share of claims costs, particularly in oncology, cardiac care, and melanoma cases.

Additional discussion covered wellness screening participation, mental health service utilization (including increased EAP usage and decreased inpatient mental health admissions), dental and vision plan stability, and ongoing efforts to improve preventative care participation.

Council members asked questions about pharmacy rebates, which were explained as manufacturer-paid rebates returned to the trust to help reduce overall costs and stabilize insurance rates.

B. **ACTION ITEM** Purchase and Sale Agreement with 3M Alliance Family Trust and LUCRE Holdings to Purchase 1.99 and 0.234 Acre Parcels Located off East Miles Avenue

Council discussed a purchase and sale agreement for approximately 2.2 acres of property off East Miles Avenue from the 3M Alliance Family Trust and LUCRE Holdings. The agreement would allow the city to formally submit an offer to purchase land currently not on the market.

Staff explained that the property is being considered for future park development and that the purchase would be funded using park impact fee dollars. Those funds must be used within a set timeframe, or they are subject to expiration requirements.

It was noted that the sellers have tentatively agreed to the offer pending formal approval from the mayor or council, and that this may be the first public discussion of the potential acquisition. The city would later coordinate planning for park development with stakeholders if the purchase moves forward.

MOTION: Council President DePriest moved to authorize Mayor Davis to sign the Purchase and Sale agreement to purchase the referenced properties on Miles Avenue. Council Member Erickson provided the second.

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

The motion was approved by a unanimous vote in favor.

C. **ACTION ITEM** Proposed Amendments to Hayden City Code Title 6-1-3 Parking Regulations Clarifying Towing Authority

Public Works Director Alan Soderling presented proposed updates to city code to expand towing authority beyond snow-related events, allowing the city to tow vehicles obstructing public operations such as construction, utility work, and illegal parking. The update would enable vehicles to be impounded, and the towing costs charged directly to vehicle owners.

Council discussion focused on how the towing process would work in practice, including whether the city would ever be responsible for towing costs, how billing would be handled, and whether fines or penalties would be separate from towing

charges. Staff explained that the city would likely contract with a towing company to handle impounds and payment directly, reducing administrative burden on the city.

Clarification was also provided that parking violations (such as tickets) would remain separate from towing fees, and that towing would primarily occur when vehicles remain in violation after enforcement steps. Staff requested direction to move forward with drafting and advancing the ordinance through the public hearing process.

MOTION: Council Member Roetter moved to direct staff to proceed with finalizing proposed amendments to Hayden City Code Title 6-1-3 for public notice and council adoption. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor.

D. **ACTION ITEM** Hayden Lake Marina Request for Letter Supporting their Expansion Project on Hayden Lake

Council discussed whether to provide a letter of support for the Hayden Lake Marina expansion project. Several members expressed discomfort acting before the upcoming public hearing and state review process is completed.

Multiple council members raised concerns about unresolved issues in the Idaho Department of Lands application, particularly related to parking arrangements on a city-located lot, traffic and safety impacts, and whether key assumptions in the proposal have been formally agreed to by the city. Members emphasized that the marina is outside city jurisdiction and that primary regulatory authority lies with the county and state.

Additional concerns included potential environmental impacts to Hayden Lake and the underlying aquifer, increased congestion at Honeysuckle Beach and surrounding roads, and broader community opposition to the project. Council Member Roetter also referenced prior discussions involving the marina and regional sewer system, noting that a request to connect boat sewage to the city's system had been denied due to capacity and permitting concerns.

Ultimately, the majority of discussion reflected reluctance to issue a letter of support at this time, with members preferring to wait until the public hearing and other regulatory processes are complete and additional questions are resolved.

MOTION: Council Member Roetter moved to deny a letter of support as requested by Hayden Lake Marina. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor.

#### E. Legislative Updates- Discussion

Staff provided an update on state legislative bills affecting local governments, particularly land use and planning legislation being tracked by professional associations. Council was given a color-coded summary showing bills that are passed, pending, in committee, or failed.

Discussion focused heavily on several Senate bills related to land use and housing density. Council members expressed concern about the potential impact of proposed legislation on local zoning authority, subdivision density, infrastructure capacity, and long-term community character. They also noted uncertainty about how the bills could affect already-approved developments.

Members emphasized the importance of contacting state representatives and staying engaged as key bills are scheduled for imminent committee hearings. Additional concerns were raised about infrastructure costs, including sewer capacity, road improvements, and law enforcement funding, and whether state mandates could shift financial burdens to local governments.

Overall, council members stressed strong concern about preserving local control over land use decisions and the potential consequences of the proposed state legislation.

## 6. REPORTS

### A. City Administrator Report and Calendar Review

City Administrator Lisa Ailport provided an update on monthly financial reporting, noting that year-to-date revenue, expenses, and fund balances for the general and enterprise funds are now being shared with council on a regular basis.

Looking ahead to budget season she asked council to consider scheduling a strategic planning kickoff workshop on April 30th from approximately 1:00–4:00 p.m. Council members indicated general availability, and staff will follow up to confirm scheduling details.

### B. Law Enforcement

Kootenai County Sheriff's Office Captain Kevin Smart highlighted several public safety trends and incidents from the February Monthly Report. Traffic accidents remain elevated along key corridors, including the Government Way corridor from Prairie to Lancaster, though no single cause was identified. Issues included following too closely, turning collisions, speed, and winter driving conditions. In response, deputies conducted targeted enforcement over two days, making 37 stops and issuing 34 citations for speeding, stop-sign violations, and distracted driving.

The report also noted seven assault cases, most of which were family-related disputes. One public incident involved a citizen confronting juveniles, with deputies reminding residents not to physically intervene in such situations. There were 13 theft cases, primarily shoplifting at local grocery stores, along with a catalytic converter theft and a stolen bathroom mirror that was later returned after being linked to a social media trend.

An unusual incident involved a transient individual located in public wearing only underwear, which deputies resolved by contacting and addressing the situation. A significant event during the month was a lockdown at Hayden Meadows Elementary

School triggered by a false alarm, prompting a large multi-agency response and a full safety sweep before the school resumed normal operations. Council members praised the coordinated response and effectiveness of law enforcement.

Council Member Roetter asked whether the Kootenai County Sheriff's Office would provide all data requested by the Matrix Consulting firm for its analysis of future law enforcement needs in Hayden, noting that the study's conclusions depend on complete data access. Captain Smart stated he could not answer definitively and would need to consult legal counsel. Mayor Davis responded that the sheriff has indicated an intent to fully cooperate with the contract and provide the data requested by the consultant. Council Member Roetter clarified he was seeking a specific commitment regarding data provision, and Mayor Davis reiterated that this was the sheriff's stated position.

Council President DePriest raised concerns about safety at the Prairie and 4<sup>th</sup> Street intersection and asked whether it had been a targeted enforcement area. Captain Smart said there was no specific targeted operation there, though deputies may position themselves based on observed conditions. It was also noted that deputies sometimes park nearby to monitor traffic and activity while completing other duties. The discussion ended with appreciation for law enforcement's broader efforts to improve safety and respond to incidents.

C. Mayor/Council  
None

## 7. REQUEST FOR FUTURE AGENDA ITEMS

Council Member Erickson suggested holding a workshop with the City of Coeur d'Alene with the goal would be to gather additional information on potential service options, costs, and decision pathways before the city makes future staffing or service decisions related to law enforcement services.

Mayor Davis recessed the meeting for a break from 6:42 p.m. to 6:48 p.m.

## 8. EXECUTIVE SESSION **ACTION ITEM** (Action will be taken to enter and exit Executive Session. No action will be taken during the Executive Session)

- A. Idaho Code 74-206(1)(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 motioned that the meeting enter executive session under Idaho Code 74-206(1)(f). 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 6:48 p.m.

Council President DePriest motioned that the meeting return to regular session. Council Member Shafer provided the second.

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

The motion was approved by a unanimous vote in favor and the meeting returned to regular session at 7:14 p.m.

B. **ACTION ITEM** Any Action that needs to be taken after Executive session - specific to Idaho Code 74-206(f).

MOTION: Council Member Erickson moved to direct legal counsel to proceed as discussed in executive session including all previous and future actions discussed. Council President DePriest provided the second.

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

The motion was approved by a unanimous vote in favor.

## 9. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

---

Abbi Sanchez, City Clerk

---

Alan Davis, Mayor

C. Approval of Ron Walters' Appointment to Planning and Zoning Commission



## Memorandum for Record

**To:** City Council  
**From:** Alan Davis, Mayor  
**CC:** Shawn Langenderfer, Deputy City Clerk  
**Date:** April 14, 2026  
**Re:** Nomination of Individual for the Planning and Zoning Commission

---

### **Purpose.**

To nominate an individual from the community to serve on the City of Hayden Planning and Zoning Commission.

### **General.**

The following individual is selected to serve on the Planning and Zoning Commission:

Mr. Ron Walters

Hayden, Idaho 83835

### **Term of Appointment.**

April 14, 2026 – March 31, 2031

D. Approval of Scott Forssell's Appointment to Development Impact Fee Advisory Committee



## Memorandum for Record

**To:** City Council  
**From:** Mayor Alan Davis  
**CC:** Shawn Langenderfer, Deputy City Clerk  
**Date:** April 14, 2026  
**Re:** Nomination of Individual for Development Impact Fee Advisory Committee

---

**Purpose.**

To nominate an individual to serve on the City of Hayden Development Impact Fee Advisory Committee.

**General.**

The following individual is selected to serve on the Development Impact Fee Advisory Committee:

Mr. Scott Foressell      Hayden, Idaho 83835  
Term of Appointment:    April 14, 2026 – December 31, 2028

E. Approval of Kevin Croffoot's Appointment to the Public Safety Commission



## Memorandum for Record

**To:** City Council  
**From:** Mayor Alan Davis  
**CC:** Shawn Langenderfer, Deputy City Clerk  
**Date:** April 14, 2026  
**Re:** Nomination for Appointment to Public Safety Commission

---

### Purpose

The following individual is nominated to serve on the Public Safety Commission for the City of Hayden. Please appoint the following commissioner to serve.

- Mr. Kevin Croffoot, Hayden, ID 83835 – April 14, 2026 to December 31, 2028

F. Approval of Fiscal Year 2026 2nd Quarter Treasurer's Report



# Memo

To: Mayor and Hayden City Council

From: Jennifer Gahringer, Finance Director

Date: April 14, 2026

**Agenda Item: Approval and Authorization to publish the Fiscal Year 2026 Q2 Financial Report**

---

## **Agenda Item Location**

Consent

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

Staff recommends approval of and authorization to publish FY2026 Quarter 2 financial report on the City's website, pursuant to Idaho Code §50-1011 and §50-208.

Per Idaho Code quarterly financials are required to be posted within 30 days of quarter ending. This presentation to council is the compliance with this requirement. In order to be fully in compliance with the law, the publication shall also be either published in the paper or placed on the city's website for review by the public. The City has historically placed its financial reports on the website and this time staff is asking for the same authorization.

## **Functional Impact of Authorizing**

In accordance with the laws of Idaho, the filing is required by the city. Authorization to comply with the law is required in order for the document to be placed on the city's website.

## **Functional Impact of Not Authorizing**

Failing to authorize the reporting would cause the city to not be in compliance with Idaho laws.

## **Fiscal Impact**

There is no fiscal impact with this decision.

## **Attachment**

Publication report of FY2026 Quarter 2 financial records.

QUARTERLY FINANCIAL REPORT FOR CITY OF HAYDEN

Balance As of 03/31/2026

(Required by Idaho Code 50-1011)

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	% Bdgt Used
<b>Fund: 110 GENERAL FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	500,000.00		0.00
	TRANSFERS IN	2,696,462.00	1,677,694.93	62.22
	GENERAL SALES/USE TAX	1,854,221.00	492,367.45	26.55
	FRANCHISE FEES	310,000.00	76,527.33	24.69
	COMMUNITY DEVELOPMENT FEES	741,058.00	402,356.48	54.29
	LICENSES & PERMITS	76,000.00	67,548.40	88.88
	INTERGOVERNMENTAL REVENUE	1,979,337.00	352,715.65	17.82
	STATE GOVERNMENT GRANTS	350.00		0.00
	CHARGES FOR SERVICES	26,750.00	13,444.64	50.26
	TRAFFIC FINES	40,000.00	18,259.99	45.65
	INTEREST REVENUES	50,000.00	112,089.25	224.18
	PRIVATE SOURCE DONATIONS	0.00	3,025.00	100.00
	OTHER FINANCING SOURCES	115,000.00	26,831.54	23.33
	PROCEEDS FROM CAPITAL ASSET DISPOSIT	1,100.00	2,602.20	236.56
	RECREATION PROGRAMS	190,375.00	113,492.22	59.62
	COMMUNITY EVENT REVENUE	24,700.00	13,222.50	53.53
	COMMISSIONS & COMMITTEES	0.00		0.00
	FEDERAL GOVERNMENT GRANTS	505,044.00		0.00
	TAXES NOT ON VALUE	0.00		0.00
	REFUND/REIMBURSEMENT	0.00		0.00
	<b>Revenues</b>	<b>9,110,397.00</b>	<b>3,372,177.58</b>	<b>37.01</b>
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	500,000.00		0.00
	COMMUNITY EVENT EXPENSES	35,750.00	5,187.42	14.51
	SALARIES & BENEFITS	3,655,950.13	1,653,062.20	45.22
	OPERATING EXPENSES	2,453,233.00	1,013,398.55	41.31
	INFORMATION TECHNOLOGY	228,925.00	113,541.50	49.60
	EQUIPMENT/VEHICLE MAINTENANCE & FUEL	208,852.15	79,663.01	38.14
	ROAD MAINTENANCE	1,387,560.00	151,876.56	10.95
	CAPITAL PURCHASES & PROJECTS	397,423.00	95,383.32	24.00
	CAPITAL LEASE PRINCIPAL	14,000.00	7,326.36	52.33
	CAPITAL LEASE INTEREST	0.00		0.00
	TRANSFERS OUT	225,706.00		0.00
	PRIOR PERIOD ADJUSTMENTS	0.00		0.00
	PLANNED PROJECTS	0.00		0.00
	GRANT EXPENDITURES	0.00		0.00
	EMERGENCY PREPAREDNESS	3,000.00	786.50	26.22
	<b>Expenditures</b>	<b>9,110,399.28</b>	<b>3,120,225.42</b>	<b>34.25</b>
<b>Fund 110 - GENERAL FUND:</b>				
	TOTAL REVENUES	9,110,397.00	3,372,177.58	37.01
	TOTAL EXPENDITURES	9,110,399.28	3,120,225.42	34.25
	NET OF REVENUES & EXPENDITURES:	(2.28)	251,952.16	
<b>Fund: 111 GENERAL FUND INVESTMENTS</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	0.00		0.00
	TRANSFERS IN	0.00		0.00
	INTEREST REVENUES	0.00	476,129.80	100.00
	<b>Revenues</b>	<b>0.00</b>	<b>476,129.80</b>	<b>100.00</b>
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	0.00		0.00
	TRANSFERS OUT	0.00		0.00
	<b>Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund 111 - GENERAL FUND INVESTMENTS:</b>				
	TOTAL REVENUES	0.00	476,129.80	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	476,129.80	

QUARTERLY FINANCIAL REPORT FOR CITY OF HAYDEN

Balance As of 03/31/2026

(Required by Idaho Code 50-1011)

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	% Bdgt Used
<b>Fund: 112 HONEYSUCKLE BOAT LAUNCH FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	89,307.00		0.00
	LICENSES & PERMITS	40,000.00	15,320.21	38.30
	STATE GOVERNMENT GRANTS	0.00		0.00
	CHARGES FOR SERVICES	0.00	15.00	100.00
	INTEREST REVENUES	2,500.00	2,306.20	92.25
Revenues		131,807.00	17,641.41	13.38
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	93,307.00		0.00
	OPERATING EXPENSES	38,500.00	10,601.82	27.54
	CAPITAL PURCHASES & PROJECTS	0.00		0.00
Expenditures		131,807.00	10,601.82	8.04
Fund 112 - HONEYSUCKLE BOAT LAUNCH FUND:				
TOTAL REVENUES		131,807.00	17,641.41	13.38
TOTAL EXPENDITURES		131,807.00	10,601.82	8.04
NET OF REVENUES & EXPENDITURES:		0.00	7,039.59	
<b>Fund: 113 VETERANS MEMORIAL FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	18,983.59		0.00
	INTEREST REVENUES	400.00	359.19	89.80
	PRIVATE SOURCE DONATIONS	2,600.00	2,100.00	80.77
Revenues		21,983.59	2,459.19	11.19
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	18,983.59		0.00
	OPERATING EXPENSES	3,000.00	800.00	26.67
Expenditures		21,983.59	800.00	3.64
Fund 113 - VETERANS MEMORIAL FUND:				
TOTAL REVENUES		21,983.59	2,459.19	11.19
TOTAL EXPENDITURES		21,983.59	800.00	3.64
NET OF REVENUES & EXPENDITURES:		0.00	1,659.19	
<b>Fund: 114 COUNCIL MEDIA CENTER FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	10,776.00		0.00
	INTEREST REVENUES	400.00	294.08	73.52
Revenues		11,176.00	294.08	2.63
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	11,176.00		0.00
	CAPITAL PURCHASES & PROJECTS	0.00	2,598.32	100.00
Expenditures		11,176.00	2,598.32	23.25
Fund 114 - COUNCIL MEDIA CENTER FUND:				
TOTAL REVENUES		11,176.00	294.08	2.63
TOTAL EXPENDITURES		11,176.00	2,598.32	23.25
NET OF REVENUES & EXPENDITURES:		0.00	(2,304.24)	

QUARTERLY FINANCIAL REPORT FOR CITY OF HAYDEN

Balance As of 03/31/2026  
(Required by Idaho Code 50-1011)

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	% Bdgt Used
<b>Fund: 120 IMPACT FEE CIRCULATION FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	1,711,050.00		0.00
	COMMUNITY DEVELOPMENT FEES	0.00	11,586.70	100.00
	INTERGOVERNMENTAL REVENUE	2,200,000.00		0.00
	STATE GOVERNMENT GRANTS	0.00		0.00
	INTEREST REVENUES	30,000.00	38,046.79	126.82
	PROCEEDS FROM CAPITAL ASSET DISPOSIT	0.00		0.00
	DEVELOPMENT IMPACT FEES	475,000.00	340,044.09	71.59
	FEDERAL GOVERNMENT GRANTS	2,200,000.00		0.00
Revenues		6,616,050.00	389,677.58	5.89
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	1,643,150.00		0.00
	OPERATING EXPENSES	0.00		0.00
	CAPITAL PURCHASES & PROJECTS	66,900.00	95,052.50	142.08
	IMPACT FEE UPDATE	45,000.00		0.00
	PLANNED PROJECTS	4,861,000.00	139,903.27	2.88
	FEDERAL GOVERNMENT GRANTS	0.00		0.00
Expenditures		6,616,050.00	234,955.77	3.55
Fund 120 - IMPACT FEE CIRCULATION FUND:				
	TOTAL REVENUES	6,616,050.00	389,677.58	5.89
	TOTAL EXPENDITURES	6,616,050.00	234,955.77	3.55
	NET OF REVENUES & EXPENDITURES:	0.00	154,721.81	
<b>Fund: 121 IMPACT FEE PARKS FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	1,717,987.00		0.00
	INTERGOVERNMENTAL REVENUE	0.00		0.00
	STATE GOVERNMENT GRANTS	0.00		0.00
	INTEREST REVENUES	5,000.00	31,832.00	636.64
	DEVELOPMENT IMPACT FEES	350,000.00	158,224.00	45.21
	FEDERAL GOVERNMENT GRANTS	0.00		0.00
	GRANT CITY MATCH	0.00		0.00
Revenues		2,072,987.00	190,056.00	9.17
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	98,111.00		0.00
	OPERATING EXPENSES	0.00		0.00
	CAPITAL PURCHASES & PROJECTS	0.00		0.00
	IMPACT FEE UPDATE	30,000.00		0.00
	PLANNED PROJECTS	1,944,876.00	20,116.70	1.03
Expenditures		2,072,987.00	20,116.70	0.97
Fund 121 - IMPACT FEE PARKS FUND:				
	TOTAL REVENUES	2,072,987.00	190,056.00	9.17
	TOTAL EXPENDITURES	2,072,987.00	20,116.70	0.97
	NET OF REVENUES & EXPENDITURES:	0.00	169,939.30	
<b>Fund: 122 IMPACT FEE LAW ENFORCEMENT FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	5,524.39		0.00
	INTEREST REVENUES	0.00	1,300.60	100.00
Revenues		5,524.39	1,300.60	23.54
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	0.00		0.00
	CAPITAL PURCHASES & PROJECTS	5,524.39		0.00
	PLANNED PROJECTS	0.00		0.00
RC	RESERVES & CONTINGENCIES	0.00		0.00
Expenditures		5,524.39	0.00	0.00
Fund 122 - IMPACT FEE LAW ENFORCEMENT FUND:				
	TOTAL REVENUES	5,524.39	1,300.60	23.54
	TOTAL EXPENDITURES	5,524.39	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	1,300.60	

QUARTERLY FINANCIAL REPORT FOR CITY OF HAYDEN

Balance As of 03/31/2026

(Required by Idaho Code 50-1011)

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	% Bdgt Used
<b>Fund: 123 2004-1 ENHANCEMENT LID FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	297,336.17		0.00
	SPECIAL ASSESSMENTS	30,357.35	29,658.56	97.70
	INTEREST REVENUES	7,000.00	6,267.24	89.53
Revenues		334,693.52	35,925.80	10.73
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	288,934.00		0.00
	SALARIES & BENEFITS	4,427.90	2,082.78	47.04
	OPERATING EXPENSES	42.00		0.00
	DEBT SERVICE	41,290.00	41,290.00	100.00
Expenditures		334,693.90	43,372.78	12.96
Fund 123 - 2004-1 ENHANCEMENT LID FUND:				
	TOTAL REVENUES	334,693.52	35,925.80	10.73
	TOTAL EXPENDITURES	334,693.90	43,372.78	12.96
	NET OF REVENUES & EXPENDITURES:	(0.38)	(7,446.98)	
<b>Fund: 130 MAJOR CAPITAL PROJECTS FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	745,745.00		0.00
	TRANSFERS IN	138,044.00		0.00
	INTERGOVERNMENTAL REVENUE	0.00		0.00
	OTHER FINANCING SOURCES	0.00	49,280.16	100.00
	FEDERAL GOVERNMENT GRANTS	0.00	19,966.79	100.00
	GENERAL LT DEBT ISSUED	0.00		0.00
	LOCAL GOVERNMENT GRANTS	0.00		0.00
Revenues		883,789.00	69,246.95	7.84
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	763,789.00		0.00
	INTERGOVERNMENTAL REVENUE	0.00	1,760,000.00	100.00
	CAPITAL PURCHASES & PROJECTS	120,000.00	175,032.87	145.86
	TRANSFERS OUT	0.00		0.00
	PLANNED PROJECTS	0.00	27,460.20	100.00
Expenditures		883,789.00	1,962,493.07	222.05
Fund 130 - MAJOR CAPITAL PROJECTS FUND:				
	TOTAL REVENUES	883,789.00	69,246.95	7.84
	TOTAL EXPENDITURES	883,789.00	1,962,493.07	222.05
	NET OF REVENUES & EXPENDITURES:	0.00	(1,893,246.12)	
<b>Fund: 131 PAYMENT IN-LIEU OF IMPROVEMENTS</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	376,952.00		0.00
	INTEREST REVENUES	6,000.00	7,918.71	131.98
	PAYMENT IN LIEU OF IMPROVEMENTS	0.00	5,103.62	100.00
Revenues		382,952.00	13,022.33	3.40
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	372,952.00		0.00
	TRANSFERS OUT	0.00		0.00
	PAYMENT IN LIEU OF PROJECT EXPENSE	10,000.00		0.00
Expenditures		382,952.00	0.00	0.00
Fund 131 - PAYMENT IN-LIEU OF IMPROVEMENTS:				
	TOTAL REVENUES	382,952.00	13,022.33	3.40
	TOTAL EXPENDITURES	382,952.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	13,022.33	

QUARTERLY FINANCIAL REPORT FOR CITY OF HAYDEN

Balance As of 03/31/2026

(Required by Idaho Code 50-1011)

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	% Bdgt Used
<b>Fund: 180 CITY MUSEUM FIDUCIARY FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	1,280.00		0.00
	INTEREST REVENUES	45.00	24.82	55.16
	PRIVATE SOURCE DONATIONS	0.00		0.00
Revenues		1,325.00	24.82	1.87
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	1,325.00		0.00
Expenditures		1,325.00	0.00	0.00
Fund 180 - CITY MUSEUM FIDUCIARY FUND:				
TOTAL REVENUES		1,325.00	24.82	1.87
TOTAL EXPENDITURES		1,325.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	24.82	
<b>Fund: 185 SEWER CONNECTION ASSISTANCE FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	13,044.00		0.00
	INTEREST REVENUES	500.00	274.86	54.97
Revenues		13,544.00	274.86	2.03
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	10,044.00		0.00
	CAPITAL PURCHASES & PROJECTS	3,500.00		0.00
Expenditures		13,544.00	0.00	0.00
Fund 185 - SEWER CONNECTION ASSISTANCE FUND:				
TOTAL REVENUES		13,544.00	274.86	2.03
TOTAL EXPENDITURES		13,544.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	274.86	
<b>Fund: 210 SEWER OPER. &amp; MAINT. FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	2,500,000.00		0.00
	TRANSFERS IN	0.00		0.00
	SEWERAGE CHARGES	6,204,864.00	3,270,006.42	52.70
	INTEREST REVENUES	5,500.00	1,929.63	35.08
	OTHER FINANCING SOURCES	0.00	3.13	100.00
	AGENCY FINANCING	0.00		0.00
Revenues		8,710,364.00	3,271,939.18	37.56
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	2,500,000.00		0.00
	SALARIES & BENEFITS	543,838.12	238,067.47	43.78
	OPERATING EXPENSES	3,896,605.00	1,826,630.06	46.88
	EQUIPMENT/VEHICLE MAINTENANCE & FUEL	2,500.00	99.30	3.97
	CAPITAL PURCHASES & PROJECTS	261,000.00	40,023.10	15.33
	TRANSFERS OUT	1,316,081.00		0.00
	PRIOR PERIOD ADJUSTMENTS	0.00		0.00
	PLANNED PROJECTS	0.00		0.00
	LIFT PUMP STATION R&M	120,300.00	25,667.47	21.34
	LIFT PUMP STATION UTILITIES	70,040.00	26,123.05	37.30
	PENSION EXPENSE	0.00		0.00
Expenditures		8,710,364.12	2,156,610.45	24.76
Fund 210 - SEWER OPER. & MAINT. FUND:				
TOTAL REVENUES		8,710,364.00	3,271,939.18	37.56
TOTAL EXPENDITURES		8,710,364.12	2,156,610.45	24.76
NET OF REVENUES & EXPENDITURES:		(0.12)	1,115,328.73	

QUARTERLY FINANCIAL REPORT FOR CITY OF HAYDEN

Balance As of 03/31/2026

(Required by Idaho Code 50-1011)

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	% Bdg't Used
<b>Fund: 211 SEWER CAPITALIZATION FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	2,550,000.00		0.00
	TRANSFERS IN	0.00		0.00
	INTERGOVERNMENTAL REVENUE	0.00		0.00
	SEWERAGE CHARGES	2,642,829.00	895,193.80	33.87
	INTEREST REVENUES	14,000.00	10,211.61	72.94
	OTHER FINANCING SOURCES	3,690,000.00		0.00
	PLANNED PROJECTS	930,475.00	172,578.87	18.55
	FEDERAL GOVERNMENT GRANTS	0.00		0.00
	AGENCY FINANCING	0.00	3,310.50	100.00
Revenues		9,827,304.00	1,081,294.78	11.00
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	2,550,000.00		0.00
	OPERATING EXPENSES	1,637,304.00	458,075.00	27.98
	CAPITAL PURCHASES & PROJECTS	5,640,000.00	1,402,745.99	24.87
	TRANSFERS OUT	0.00		0.00
	PRIOR PERIOD ADJUSTMENTS	0.00		0.00
	PLANNED PROJECTS	0.00		0.00
	DEBT SERVICE	0.00		0.00
Expenditures		9,827,304.00	1,860,820.99	18.94
Fund 211 - SEWER CAPITALIZATION FUND:				
TOTAL REVENUES		9,827,304.00	1,081,294.78	11.00
TOTAL EXPENDITURES		9,827,304.00	1,860,820.99	18.94
NET OF REVENUES & EXPENDITURES:		0.00	(779,526.21)	
<b>Fund: 212 WASTEWATER REVENUE BOND FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	2,200,000.00		0.00
	TRANSFERS IN	1,116,081.00		0.00
	INTEREST REVENUES	0.00	28,871.64	100.00
Revenues		3,316,081.00	28,871.64	0.87
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	2,200,000.00		0.00
	OPERATING EXPENSES	0.00		0.00
	DEBT SERVICE	1,116,081.00	558,039.79	50.00
Expenditures		3,316,081.00	558,039.79	16.83
Fund 212 - WASTEWATER REVENUE BOND FUND:				
TOTAL REVENUES		3,316,081.00	28,871.64	0.87
TOTAL EXPENDITURES		3,316,081.00	558,039.79	16.83
NET OF REVENUES & EXPENDITURES:		0.00	(529,168.15)	
<b>Fund: 213 SEWER ASSET REPLACEMENT FUND</b>				
<b>Account Category: Revenues</b>				
	FUND BALANCE CARRYOVER	1,210,000.00		0.00
	TRANSFERS IN	210,000.00		0.00
	INTEREST REVENUES	0.00		0.00
Revenues		1,420,000.00	0.00	0.00
<b>Account Category: Expenditures</b>				
	FUND BALANCE CARRYOVER	1,420,000.00		0.00
	RESERVES & CONTINGENCIES	0.00		0.00
Expenditures		1,420,000.00	0.00	0.00
Fund 213 - SEWER ASSET REPLACEMENT FUND:				
TOTAL REVENUES		1,420,000.00	0.00	0.00
TOTAL EXPENDITURES		1,420,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	
Report Totals:				
TOTAL REVENUES - ALL FUNDS		42,859,977.50	8,950,336.60	20.88
TOTAL EXPENDITURES - ALL FUNDS		42,859,980.28	9,970,635.11	23.26
NET OF REVENUES & EXPENDITURES:		(2.78)	(1,020,298.51)	

- G. Approve the Memorandum of Understanding with the Hayden Area Regional Sewer Board for the Inclusion of Sewer Force Main Replacement in the Ramsey Road & Honeysuckle Avenue Roundabout Project



# Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 04.14.2026

**Agenda Item: Approve the Memorandum of Understanding with the Hayden Area Regional Sewer Board for the inclusion of sewer force main replacement in the Ramsey Road & Honeysuckle Avenue Roundabout Project.**

---

## **Agenda Item Location**

Old Business

## **Recommended Action or Motion**

Motion: Move to approve the Memorandum of Understanding (MOU) with the Hayden Area Regional Sewer Board (HARSB) for the inclusion of sewer force main replacement in the Ramsey Road & Honeysuckle Avenue Roundabout Project.

## **Functional Impact of Authorizing**

The City of Hayden is constructing a roundabout at the intersection of Ramsey Road and Honeysuckle Avenue and there is an existing sewer force main owned by HARSB that is in need of replacement. Replacing the force main within the project limits concurrent with the construction of the Ramsey/Honeysuckle Roundabout is the most efficient means for both HARSB and the City to complete this work, and consolidates the disruption to the public into one construction project instead of multiple.

## **Functional Impact of Not Authorizing.**

If the MOU is not approved, the HARSB Force Main Project will not be conducted in conjunction with the Ramsey/Honeysuckle Roundabout Project and the economies of scale and efficiencies will not be realized by either the City or HARSB. The HARSB project will likely need to occur at a later date which could result in the necessity to excavate under the roundabout and rebuild it upon completion.

## **Fiscal Impact**

The cost of the HARSB Honeysuckle/Ramsey Force Main project is funded by HARSB.

## **Attachments**

Memorandum of Understanding Between the City of Hayden and the Hayden Area Regional Sewer Board.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF HAYDEN  
AND  
HAYDEN AREA REGIONAL SEWER BOARD**

**HONEYSUCKLE AVE & RAMSEY ROUNDABOUT**

**I. PURPOSE**

This Memorandum of Understanding (MOU) is entered between the City of Hayden, a municipal corporation of the State of Idaho, whose address is 8930 N. Government Way, Hayden, Idaho 83835 ("City"), and the Hayden Area Regional Sewer Board, a joint powers entity created under and pursuant to the laws of the State of Idaho, whose address is 10789 N. Atlas Road, Hayden, Idaho 83835 ("HARSB"), and is intended to document the parties' understanding of, and agreement to cooperate on, the incorporation of HARSB's pressure sewer line replacement and upsizing within the City's Honeysuckle Ave and Ramsey Roundabout project ("Project").

**II. RECITALS**

WHEREAS, the City and HARSB serve the same constituencies;

WHEREAS, the City and HARSB have a long-standing policy of working together whenever possible to create cost efficiency and a high level of service for their shared constituency;

WHEREAS, the City intends to construct a roundabout at the Honeysuckle and Ramsey intersection to better serve the public's transportation needs and improve safety;

WHEREAS, the City and HARSB agree that incorporating the placement of the pressure sewer line into the City's Project provides the most efficient use of the shared constituencies funds, creates the least disruption to the public and supports the City's established project deadlines;

WHEREAS, it is the mutual interest and desire of the City and HARSB to memorialize their understanding and agreement with respect to their communication and cooperation on incorporating the waterline relocation within the Project bid documents; and

WHEREAS, the mutually agreed addendum to the FY26 budget, titled "Addendum to Hayden Regional Sewer Board 2025-2026 Budget", provides for the project not to be a joint project, but that the HARSB Board supersedes this requirement by allowing the project run as a joint project for the benefit of its customers and the public, providing further that where this MOU and the aforementioned addendum may be in conflict with respect to the Honeysuckle Ave & Ramsey Roundabout Sewer Line Project, this MOU shall supersede the addendum; and

WHEREAS, the purpose of this MOU is to set forth mutually agreed upon understanding of how the parties will proceed with communication and cooperation on coordination and implementation of the joint Project;

NOW, THEREFORE, the parties agree as follows:

III. AGREEMENT

A. Hayden Area Regional Sewer Board hereby agrees to:

1. Subject to the HARSB approval set forth below in Section III(A)(3), fund the engineering design, project management, construction management, and construction observation, for HARSB's pressure sewer line.
2. Prepare and submit final pressure sewer line plans and specifications to the City by February 27, 2026, for incorporation into the Project bid documents (Exhibit A -- Engineer's Opinion of Costs) as a Bid Schedule C specific to HARSB (hereinafter referred to as the "HARSB Bid Schedule"). The scope of HARSB Bid Schedule is generally described as follows:
  - a. Honeysuckle Avenue - Ramsey Road Force Main Replacement, November 2018 (hereinafter "Sewer Line Project")
  - b. Mobilization and Traffic Control will be incorporated into the contract and costs distributed proportionally between the parties (see Exhibit A – Engineer's Opinion of Costs).
3. Review bids received by the city for the HARSB Sewer Line Project. If bids received for the Sewer Line Project do not exceed \$725,000.00, then the Parties agree that the bids may be approved by a majority vote. If the bids received for the Sewer Line Project exceed \$725,000.00, then the approval of such bids must be approved by a unanimous decision of the HARSB Board. If bids are acceptable to HARSB, HARSB will notify the City of their acceptance in writing.
4. Reimburse the City for completed work under HARSB Bid Schedule within 30 calendar days following receipt of the signed and approved Contractor pay requests.
5. Attend the pre-construction meeting and be available for questions from the City's representatives.
6. Provide onsite construction inspection for work related to HARSB's pressure sewer line. All sewer line installation shall be approved in the field by the Owner or Owner's representative prior to backfill.

7. Diligently address issues and concerns with the City during construction to facilitate assurance of a quality project.

B. City of Hayden hereby agrees to:

1. Incorporate HARSB provided plans and specifications into the proposed Project bid documents for competitive public bidding.
2. Provide design, management, construction and funding for the Project.
3. Provide timely and prompt communication and comment to HARSB and its agents regarding roundabout design that will affect the proposed sewer line.
4. Provide timely and prompt communication and comment to HARSB and its agents on Plan review for the sewer design and associated appurtenances.
5. Provide HARSB Bid Schedule results to HARSB for review. The City will not award the HARSB Bid Schedule until HARSB has provided concurrence to accept the bid as provided in Section III.A.3.
6. Award the contract, execute the agreement with the contractor, administer and manage the Project.
7. Provide timely and prompt communication and comment to HARSB and its agents on Construction progress and sewer line installation schedule.
8. Ensure that the Contract documents require that the existing HARSB infrastructure is protected in the field during construction.
9. Diligently execute the contract and represent the Project interests in any and all Project work performed by the contractor regarding contract specifications, quality of construction and potential Bid additions or deletions completed by the contractor. City shall not represent HARSB, beyond ensuring that the terms and conditions of the contract between the City and the successful bidder are fully performed. Any additions, modifications or alterations to the contract between the City and the successful bidder that affect HARSB will be conveyed to HARSB in a timely manner so as to allow HARSB to have meaningful input prior to said changes going into effect.
10. Prevent and assure no liens are filed against HARSB or its infrastructure due to non-payment for contract work, by requiring the posting of payment and performance bonds naming the City and HARSB in accordance with applicable Idaho law.

C. It is further agreed by the parties:

1. The success of the Project depends on the mutual cooperation and on timely and prompt communication between the parties and their respective agents so as to avoid and work together to promptly resolve any disputes that may arise from or relate to the terms of this MOU.
2. This MOU may be modified by mutual written agreement and shall remain in effect until the Project is completed.
3. The City releases HARSB from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of the City and/or its elected or appointed officials, agents and employees. Further, the City will indemnify and hold HARSB harmless from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of the City and/or its elected or appointed officials, agents and employees, to the extent the same are not caused by HARSB's negligence.
4. HARSB releases the City from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of HARSB and/or its appointed officials, agents and employees. Further, HARSB will indemnify and hold the City harmless from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of HARSB and/or its appointed officials, agents and employees, to the extent the same are not caused by the City's negligence.
5. Upon completion of the work and acceptance by each party of the work respecting its own infrastructure, each party shall be responsible for the future maintenance of its respective infrastructure.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026

City of Hayden

Hayden Area Regional Sewer Board

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

  
\_\_\_\_\_  
Leslie Duncan, Chairman

ATTEST:

ATTEST:

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

  
\_\_\_\_\_  
Stephanie Oliver, HARSB Clerk

## Exhibit A - Engineer's Opinion of Cost

SCHEDULE A - ROADWAY IMPROVEMENTS							Cost Share %		
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost	City	HARSB	HLID	
<b>DIVISION 200 - EARTHWORK</b>									
201.4.1.A.1	Clearing and Grubbing	\$8,000.00	AC	1.93	\$15,440	75%	21%	4%	
201.4.1.C.1	Removal of Obstructions	\$10,000.00	LS	1	\$10,000	100%			
201.4.1.D.1.1	Removal of Bituminous Surface	\$7.00	SY	6,334	\$44,338	75%	21%	4%	
201.4.1.D.1.2	Removal of Sidewalk	\$18.00	SY	188	\$3,384	100%			
201.4.1.E.1.1	Removal of Fence - 4' Chain Link	\$10.00	LF	119	\$1,190	100%			
201.4.1.E.1.3	Removal of Fence - Vinyl	\$10.00	LF	165	\$1,650	100%			
201.4.1.F.1.1	Removal of Sign	\$500.00	EA	8	\$4,000	100%			
201.4.1.F.1.2	Removal of Tree	\$1,400.00	EA	19	\$26,600	100%			
202.4.1.A.1	Excavation	\$40.00	CY	1809	\$72,360	100%			
202.4.8.A.1	Dust Abatement Water	\$35.00	MG	396	\$13,860	100%			
206.4.1.A.1	Sandbed Preparation	\$3,000.00	AC	0.97	\$2,910	100%			
206.4.1.B.1	Seeding	\$1,500.00	AC	0.97	\$1,455	100%			
206.4.1.C.1	Mulching	\$2,500.00	AC	0.97	\$2,425	100%			
206.4.1.G.1	Fertilizing	\$1,000.00	AC	0.97	\$970	100%			
206.4.1.H.3	Loose Riprap	\$250.00	CY	3	\$750	100%			
SSP 20610	Topsoil	\$35.00	CY	515	\$18,025	100%			
<b>DIVISION 600 - CULVERTS AND STORM DRAINS</b>									
601.4.1.A.1	12" Storm Drain Pipe, PVC	\$80.00	LF	196	\$15,680	100%			
602.4.1.F.1	Catch Basin - Type 1	\$3,500.00	EA	3	\$10,500	100%			
SSP 60210	Drywell, 1000-gallon	\$5,000.00	EA	12	\$60,000	100%			
<b>DIVISION 700 - CONCRETE</b>									
705.4.1.A.1	Portland Cement Concrete Pavement - Class 4000, 8-inch Thick	\$500.00	SY	290	\$145,000	100%			
706.4.1.A.1	Standard 3-inch Rolled Curb & Gutter	\$50.00	LF	768	\$38,400	100%			
706.4.1.A.3	6-inch Vertical Curb (No Gutter)	\$45.00	LF	539	\$24,255	100%			
706.4.1.A.5	Standard 6-inch Vertical Curb & Gutter	\$50.00	LF	2,509	\$125,450	100%			
706.4.1.E.1	Concrete Sidewalk, thickness 4-inch	\$90.00	SY	1807	\$162,630	100%			
706.4.1.F.1	Concrete Driveway Approach	\$105.00	SY	254	\$26,670	100%			
706.4.1.H.1	Pedestrian Ramp w/Detectable Warning Domes	\$3,000.00	EA	27	\$81,000	100%			
SSP 70610	Sidewalk Underdrain	\$3,000.00	EA	1	\$3,000	100%			
SSP 70620	Drainage Curb Cut	\$500.00	EA	16	\$8,000	100%			
<b>DIVISION 800 - AGGREGATES AND ASPHALT</b>									
802.4.1.B.1.1	Crushed Aggregate for Base Type 1	\$35.00	TON	3670	\$128,450	75%	21%	4%	
802.4.1.B.1.2	Crushed Aggregate for Base Type 2	\$30.00	TON	6536	\$196,080	75%	21%	4%	
806.4.1.A.1	Asphalt for Tack Coat	\$5.00	GAL	853	\$4,265	75%	21%	4%	
810.4.1.A.1	Plant Mix Pavement	\$150.00	TON	1918	\$287,700	75%	21%	4%	
<b>DIVISION 900 - PRESSURE IRRIGATION</b>									
SSP 90410	Adjust/Repair Irrigation System	\$1.50	SF	8,500	\$12,750	100%			
SSP 90420	Irrigation System Complete	\$36,000.00	LS	1	\$36,000	100%			
<b>DIVISION 1000 - CONSTRUCTION STORMWATER BMP'S</b>									
1001.4.1.A.1	Sediment Control	\$20,000.00	LS	1	\$20,000	75%	21%	4%	
<b>DIVISION 1100 - TRAFFIC SIGNALS AND STREET LIGHTING</b>									
1102.4.1.A.1	Street Light, (Foundation Only)	\$1,500.00	EA	12	\$18,000	100%			
1102.4.1.E.1	Conduit, Size 2"	\$5.00	LF	1600	\$8,000	100%			
1102.4.1.F.1	Junction Box	\$1,350.00	EA	14	\$18,900	100%			
1103.4.1.B.1	Traffic Control Signs	\$12.00	SF	919	\$11,028	100%			
1103.4.1.C.1	Traffic Control Barricades, Type III	\$200.00	EA	8	\$1,600	100%			
1103.4.1.D.1	Traffic Control Drums	\$50.00	EA	80	\$4,000	100%			
1103.4.1.E.1	Traffic Control Flaggers	\$60.00	MH	100	\$6,000	100%			
1103.4.1.J.1	Traffic Control Maintenance	\$60.00	MH	100	\$6,000	100%			
1104.4.1.A.1	Pavement Line Paint or Painted Pavement Markings	\$0.50	SF	3485	\$1,743	100%			
1104.4.1.B.1	Thermoplastic Pavement Markings	\$13.00	SF	1116	\$14,508	100%			
1105.4.1.A.1	Permanent Signage	\$25.00	SF	302	\$7,550	100%			
1105.4.1.C.1	Steel Sign Posts	\$10.00	LB	1968	\$19,680	100%			
SSP 110510	Delimiters, Type 2	\$50.00	EA	28	\$1,400	100%			
SSP 110520	Delimiters, Type 4	\$50.00	EA	4	\$200	100%			
<b>DIVISION 2000 - MISCELLANEOUS</b>									
2010.4.1.A.1	Mobilization (10%)	\$193,000.00	LS	1	\$193,000	75%	21%	4%	
2020.4.1.B.1	Cast-in-Place Monument, Type B	\$5,000.00	EA	9	\$45,000	75%	21%	4%	
2020.4.1.C.1	Furnishing and Placing Monument Frame & Cover	\$500.00	EA	9	\$4,500	100%			
2030.4.1.A.1	Manhole, Adjust to Grade	\$1,000.00	EA	9	\$9,000	100%			
2030.4.1.C.1	Valve Box, Adjust to Grade	\$750.00	EA	17	\$12,750	100%			
2030.4.1.D.1	Miscellaneous Utility, Adjust to Grade - Meter Box	\$500.00	EA	3	\$1,500	100%			
2040.4.1.A.1.1	Fence - 3' Chainlink	\$25.00	LF	109	\$2,725	100%			
2040.4.1.A.1.3	Fence - 6' Vinyl	\$40.00	LF	142	\$5,680	100%			
SSP 205020	Remove and Reset Existing Mailbox	\$500.00	EA	7	\$3,500	100%			
SSP 206020	Retaining Walls	\$150.00	SF	100	\$15,000	100%			
SSP 207010	Surveying	\$40,000.00	LS	1	\$40,000	100%			
SSP 20620	Roundabout Landscaping and Lighting	\$65,000.00	LS	1	\$65,000	100%			
<b>SCHEDULE B - WATER SYSTEM IMPROVEMENTS</b>									
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost				
<b>DIVISION 400 - WATER</b>									
401.4.1.A.1	Water Main - 10" PVC C900	\$120.00	LF	250	\$30,000			100%	
401.4.1.B.1	Cut in New Valve - 10"	\$5,000.00	EA	4	\$20,000			100%	
403.4.1.A.1	Hydrant	\$2,000.00	EA	2	\$4,000			100%	
4.4.4.1.A.1	Water Service 1" - Size, Irrigation Service at Sta: 35+95 +/-	\$3,000.00	EA	1	\$3,000			100%	
404.4.1.B.1	Water Service 2" - Size, Residential	\$4,000.00	EA	1	\$4,000			100%	
406.4.1.A.1	1" Reduced Pressure Backflow Preventer at Sta: 35+95 +/-	\$950.00	EA	1	\$950			100%	
<b>SCHEDULE C - FORCE MAIN IMPROVEMENTS</b>									
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost				
<b>DIVISION 500 - SEWER</b>									
502.4.1.A.1	Sanitary Sewer Manhole	\$10,000.00	EA	2	\$20,000	0%	100%		
502.4.1.B.1	Odor Control Manhole	\$20,000.00	EA	1	\$20,000	0%	100%		
505.4.1.A.1.1	18" PVC C-905 Pressure Sewer Main	\$200.00	LF	861	\$172,200	0%	100%		
505.4.1.A.1.2	16" PVC C-905 Pressure Sewer Main	\$180.00	LF	460	\$82,800	0%	100%		
505.4.1.A.1.3	14" PVC C-905 Pressure Sewer Main	\$150.00	LF	67	\$10,050	0%	100%		
505.4.1.B.1	Sewer Force Main Air/Vac Manhole Assembly	\$30,000.00	LS	1	\$30,000	0%	100%		
<b>SCHEDULE A - ROADWAY IMPROVEMENTS SUBTOTAL</b>					<b>\$2,121,451</b>				
<b>SCHEDULE B - WATER SYSTEM IMPROVEMENTS SUBTOTAL</b>					<b>\$61,950</b>				
<b>SCHEDULE C - FORCE MAIN IMPROVEMENTS SUBTOTAL</b>					<b>\$335,050</b>				
<b>Construction Subtotal (Sum of all Schedules)</b>					<b>\$2,518,451</b>				
<b>Construction Contingency (10%)</b>					<b>\$251,845</b>	75%	21%	4%	
<b>Construction Engineering (16%)</b>					<b>\$443,247</b>	75%	21%	4%	
<b>Total Construction Cost (Construction and Construction Engineering)</b>					<b>\$3,213,543</b>	<b>\$ 2,408,218</b>	<b>\$ 679,657</b>	<b>\$ 125,667</b>	

H. Approval of Hayden Days Car Show Agreement with North Idaho Classics Car Club



# Memo

To: Mayor and Hayden City Council

From: Suzanne Cano, Recreation and Community Events Director

Date: April 8, 2026

**Agenda Item:** Approval of 2026 Hayden Days Car Show Support with North Idaho Classics Car Club (NICCC)

---

## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommends approval of the 2026 Hayden Days Car Show Support with North Idaho Classics Car Club (NICCC).

## **Functional Impact of Authorizing**

Approving the agreement allows NICCC to conduct the Hayden Days Car Show. With its knowledge, experience and leadership, NICCC conducts a highly-attended and popular feature of Hayden Days that draws hundreds of participants. NICCC has conducted the Hayden Days Car Show since 2022 and has done a phenomenal job.

## **Functional Impact of Not Authorizing**

By not approving the agreement, the City does not have the experience or enough staff to run the Hayden Days Car Show successfully, so it wouldn't be held. The Hayden Days Car Show has become well-known, and if not held, there would be a substantial amount of disappointed citizens, participants, organizers and vendors.

## **Fiscal Impact**

TDS is the sponsor for the Hayden Days Car Show, and the City receives \$1,000 for any expenses incurred to run, advertise and support the car show. The City does not pay NICCC to conduct the Hayden Days Car Show, but per the support agreement the City allows NICCC to use the Hayden Main Ball Field, the old portable sound system, sandwich boards for signage and provides advertising and sign-in/waiver sheets.

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

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

## **Attachment**

2026 Hayden Days Car Show Support Agreement with NICCC

**2026 HAYDEN DAYS CAR SHOW SUPPORT AGREEMENT**

This Agreement is entered into between the city of Hayden, a political subdivision of the state of Idaho, (herein "City") and North Idaho Classics Car Club, a nonprofit organization, PO Box 482, Post Falls, ID 83854 (herein "NICCC").

WHEREAS, NICCC organizes and conducts the Hayden Days Car Show on Saturday, July 25, 2026, as its annual fundraiser; and proceeds from the Hayden Days Car Show are put back into the community.

WHEREAS, the Hayden Days Car Show is a public event held in conjunction with Hayden Days and is intended to benefit the citizens of Hayden and support the goals of the City by encouraging a sense of community identity and pride; and

WHEREAS, although this is a City event, NICCC is the organizer and manager of the Hayden Days Car Show and has requested that City provide some support for the Hayden Days Car Show; and

WHEREAS, City deems it to be in the interest of the citizens of Hayden for the event to run smoothly and for the public health and safety during the event. To that end, it is in the best interest of the City to provide support for the Hayden Days Car Show.

NOW THEREFORE, the parties agree as follows:

City agrees to provide the following resources and limited support for the Hayden Days Car Show organized and run by NICCC:

1. Full use of Hayden Main Ball Field on Friday, July 24, from 12:00-5:00 p.m. for setup and Saturday, July 25, from 7:00 a.m.-4:00 p.m. to host the car show
2. Sound system with microphone
3. Field paint liner and up to four (4) spray cans of paint
4. Signage
5. Advertising through media
6. Sign-in sheets for participants

NICCC agrees to provide to the City:

1. All volunteers helping with the Hayden Days Car Show must complete the information on the Volunteer Release of Liability provided by the City, which will be submitted at least two weeks prior to the event.
2. A Hayden Days Car Show event outline
3. Attendance at the Hayden Days meetings
4. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Place awards for the 2026 Hayden's Got Talent Show
5. Three free car show entries, a place to hang signage and an area for a booth for the Hayden Days Car Show sponsor TBD.

Assistance from City staff will be very limited on Saturday, July 25, as the City conducts the Hayden Days Parade and Hayden's Got Talent Show throughout the day.

This Agreement shall be effective on the signature of both parties to the agreement.

CITY OF HAYDEN

NORTH IDAHO CLASSICS CAR CLUB

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

By Steve J. Johnson  
Its PRESIDENT

Date: \_\_\_\_\_

Date: 3-30-2026

ATTEST:

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

- I. Approval of 2026 Trevor Prangle's American Kickboxing Academy Contractual Services Agreement



# Memo

To: Mayor and Hayden City Council

From: Suzanne Cano, Recreation and Community Events Director

Date: March 27, 2026

**Agenda Item:** Approval of 2026 Trevor Prangley's American Kickboxing Academy Contractual Services Agreement

---

## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommends approval of the 2026 Trevor Prangley's American Kickboxing Academy Contractual Services Agreement.

## **Functional Impact of Authorizing**

Approving the agreement allows the City of Hayden to offer reasonably priced Jiu Jitsu and kickboxing classes for children ages 5-16 to the community. As well, it allows the City the ability to offer a variety of special interest programs.

## **Functional Impact of Not Authorizing**

If not approved, the amount of special interest programs offered through the City would be reduced, and a reasonably-priced option for introductory Jiu Jitsu and kickboxing classes wouldn't be available.

## **Fiscal Impact**

Revenues would be receipted into the FY2026 budget Martial Arts Account. The City receives 30% of all registration fees paid for this program. This revenue helps offset the cost of advertising, staff time, and if any, office supplies.

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

Revenues:

Martial Arts GL# 110-740-44789

Expenses:

Advertising, GL# 110-711-55501

Regular FT Staff Salaries, GL# 110-711-51101

Office Supplies, GL# 110-711-56101

## **Attachment**

2026 Trevor Prangley's American Kickboxing Academy Contractual Services Agreement

**HAYDEN RECREATION & COMMUNITY EVENTS DEPARTMENT  
CONTRACTUAL SERVICES AGREEMENT**

This agreement of instruction between the city of Hayden, Idaho (City) and Trevor Prangley Academies Inc., a General Business Corporation (D) dba Trevor Prangley's American Kickboxing Academy, (Contractor) whose business address is 294 Wyatt Lane, Spirit Lake, ID 83869-5081, 208-964-3101.

The Contractor will provide instruction for the following program: Jiu Jitsu and Kickboxing Training introductory classes for ages 5-16 and other programs mutually agreed upon.

Location: 10014 N. Government Way, Hayden, ID 83835

Minimum Enrollment: 1                      Maximum Enrollment: Not Limited

The City and Contractor will mutually agree upon dates, times, location, fees, etc. The duration of this agreement shall be April 1-December 31, 2026. This agreement will be terminated if the minimum enrollment is not received. All items required for the program are to be provided by the Contractor. The City of Hayden will be responsible for the collection of all program registration fees. The City agrees to provide information regarding the program on the City of Hayden website, as well as at the Hayden City Hall offices and other materials as it deems necessary.

Contractor understands it is their responsibility to provide the agreed services, which may include setup of the program, opening up of the building (if applicable), and putting out equipment as needed.

While the program is underway, Contractor will ensure the safety of the participants, that all City and Recreation & Community Events Department policies and procedures are not violated, and that each participant is able to participate an equal amount of time and only registered participants be in attendance. Contractor will report participation and be responsible for their security of the facility and equipment (if applicable), immediately report damage and/or injuries to the City and ensure that the facility is left in the condition it was found.

Contractor agrees to take full responsibility in organizing, teaching and preparing written records for the above program. Contractor also understands that they will be required to prepare an outline for the class. These written records will be provided to the Hayden Recreation & Community Events Department.

Contractor agrees and understands that Contractor is conducting the classes listed above solely as an independent contractor and not as an employee of the City.

Contractor understands that no withholding for Social Security or federal or state income tax will be taken from monies paid to contractor by the City. Contractor is responsible for salary, insurance and workman's compensation for any individual operating on behalf of, or as an employee of the Contractor. Contractor understands that annual payments to Contractor from the City of \$600 or more will be reported to the Internal Revenue Service. It is Contractor's responsibility to satisfy any taxes due by Contractor in an appropriate amount.

Contractor assumes all risk and hazards of the conduct of the program. In case of injury to Contractor or Contractor's agents, Contractor waives all claims or legal actions, financial or otherwise, against the City, its elected officials, employees, sponsors, agents or volunteers connected with the program, unless injury is caused by the sole negligence of the City.

Insurance: Contractor agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect Contractor, all Contractor's employees, City and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the Contractor's acts. Contractor shall provide proof of liability coverage as set forth above to City prior to commencing its performance as herein provided and require insurer to notify City ten (10) days prior to cancellation of said policy.

Nondiscrimination: No person shall be discriminated against in the providing of the services herein under and the Contractor shall not refuse to serve or hire any person because of such person's race, creed, sex, color, or national origin. Also, the Contractor will in no manner discriminate against any person because of such person's race, creed, sex, color, or national origin in the performance of this Agreement. Any such discrimination shall be deemed a violation of this Agreement and shall render this Agreement subject to forfeiture.

Certification Concerning Boycott of Israel: Pursuant to Idaho Code section 67-2346, if payments under the contract exceed one hundred thousand dollars (\$100,000) and employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

Certification that Company is Not Currently Owned or Operated by the Government of China. Pursuant to Idaho Code section 67-2359, Contractor certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.

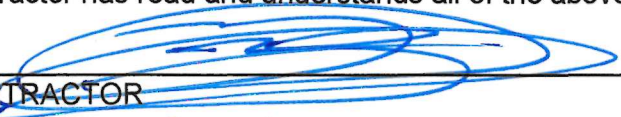
Contractor agrees to conduct the program in a proper manner and to defend the City and its agents against any claim because of damages to property or personal injury arising out of the agreed instructional services, which may be occasioned by any willful or negligent act or omission of the Contractor, or any of Contractor' agents, servants, employees, or subcontractors, except to the extent such injury is caused by the negligent or willful misconduct of the City and its agents.

Compensation to the City of Hayden for the above services shall be: 30% of the monies paid for registration for the program, Contractor shall receive the remainder of the monies as compensation.

If Contractor is unable to be at the assigned facility at the agreed time, Contractor will notify the program supervisor at the following phone number: (208) 209-1080.

Either party may cancel this Agreement at any time, with or without cause, upon ten (10) days written notice to the other party and specifying the date of termination. Termination of this Agreement by any party shall also terminate the obligation or liabilities of the parties, except that the obligations and liabilities incurred prior to the terminate date shall be honored.

Contractor has read and understands all of the above terms and agrees to abide by them.

  
\_\_\_\_\_  
CONTRACTOR

Date: 3/10/26

\_\_\_\_\_  
MAYOR  
Date: \_\_\_\_\_

ATTEST:

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

- J. Approval of 2026 Northern States Security Inc. Contractual Services Agreement (for Events)



# Memo

To: Mayor and Hayden City Council

From: Suzanne Cano, Recreation and Community Events Director

Date: March 24, 2026

Agenda Item: Approval of 2026 Northern States Security and Investigations Inc. Contractual Services Agreement (for Events)

---

## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommends approval of the 2026 Northern States Security and Investigations Inc. Contractual Services Agreement.

## **Functional Impact of Authorizing**

Approving the agreement allows for the following events in 2026:

- Security for Hayden Days on Thursday, Friday and Saturday nights
- Hayden Days parade assistance
- Hayden Lights parade assistance

## **Functional Impact of Not Authorizing**

By not approving the agreement, there would be a lot of upset vendors who have come to expect overnight security during Hayden Days. As well, Northern States Security has extensive experience with the City's events (since 2008) and are a big help to the Public Works Department because there isn't enough staff to help with parade control. It would make these events more difficult for City staff if the City didn't contract with Northern States Security and Investigations Inc.

## **Fiscal Impact**

Per the agreement, the City of Hayden will pay Northern States Security and Investigations Inc. as below:

- An amount not to exceed \$1,470.00 for all of the services provided during Hayden Days including the parade
- An amount not to exceed \$450.00 for services provided for Hayden Lights parade

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

Sponsorship monies for these events are receipted into GL Accounts 110-750-41201 cc 1153 (Hayden Days) and 110-750-41201 cc 1152 (Hayden Lights). The contract is paid from GL Accounts 110-721-58001 cc1153 (Hayden Days) and 110-721-58001 cc 1152 (Hayden Lights).

## **Attachment**

2026 Northern States Security and Investigations Inc. Contractual Services Agreement



**2026 NORTHERN STATES SECURITY AND INVESTIGATIONS INC.**  
**CONTRACTUAL SERVICES AGREEMENT**

AGREEMENT made between the City of Hayden, a political subdivision of the state of Idaho, herein "CITY" and Northern States Security and Investigations Inc., P.O. Box 2615, Hayden, ID 83835, an Idaho corporation, herein "CONTRACTOR."

THE PARTIES AGREE AS FOLLOWS:

1. **CONTRACT:** CITY hereby employs CONTRACTOR as an independent contractor to provide security services for certain CITY events. CONTRACTOR agrees to provide all materials and services associated with the services referenced herein.
2. **PERFORMANCE EXPECTED:**  
CONTRACTOR will meet and coordinate with the CITY and Kootenai County Sheriff's Office to provide the following:
  - a. Hayden Days, McIntire Family Park, 8930 N. Government Way, Hayden  
One (1) Uniformed Officer onsite to provide security for the following dates and times:
    - Thursday, July 23, starting at 8:00 p.m.-Friday, July 24, ending at 6:00 a.m. (10 hours)
    - Friday, July 24, starting at 9:00 p.m.-Saturday, July 25, ending at 8:00 a.m. (11 hours)
    - Saturday, July 25, starting at 9:00 p.m.-Sunday, July 26, ending at 8:00 a.m. (11 hours)
  - b. Hayden Days Parade Traffic Control (4-hour minimum per officer):
    - The Hayden Days Parade will be held on Saturday, July 25, and starts at 10:00 a.m.
    - Three uniformed Officers will be stationed at intersections along the parade route before the parade starts per instructions from designated CITY personnel.
  - c. Hayden Lights Parade Traffic Control (4-hour minimum per officer):
    - The Hayden Lights Parade will be held on Saturday, December 5, and starts at 5:00 p.m.
    - Three uniformed Officers will be stationed at intersections along the parade route before the parade starts per instructions from designated CITY personnel.
3. **COMPENSATION:** CITY agrees to pay CONTRACTOR at the rates outlined below:
  - a. Hourly rate of \$32.00 per Officer
  - b. For parades, the per-gallon fuel charge is the current rate for three cars (3) at five (5) gallons each.
  - c. There is a four-hour minimum for each of the officers working the parade.
4. **PAYMENT:** Hayden City Council meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month. Invoices must be submitted 10 days prior to each Council meeting and will be processed for payment within 10 days following Council approval.
  - a. For Hayden Days event and parade, payment to CONTRACTOR is **not to exceed \$1,470.00 without prior approval by Hayden City Council.**
  - b. For Hayden Lights, payment to CONTRACTOR per this contract is **not to exceed \$450.00 without prior approval by Hayden City Council.**

5. **INDEPENDENT CONTRACTOR:** The parties agree that CONTRACTOR is the independent CONTRACTOR of CITY and in no way an employee or agent of CITY and is not entitled to workers compensation or any benefit of employment with the CITY. CITY shall have no control over the performance of this Agreement by CONTRACTOR or its employees, except to specify the time and place of performance, and the results to be achieved. CITY shall have no responsibility for security or protection of CONTRACTOR'S supplies or equipment. CONTRACTOR agrees to pay and be responsible for all taxes due from the compensation received under this contract.
6. **WARRANTY:** CONTRACTOR warrants that all services will be performed in a good workmanlike manner and acknowledges that it will be liable for any breach of this warranty.
7. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless CITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property to the extent such is caused by the negligent acts and/or any performances or activities of CONTRACTOR, CONTRACTOR'S agents, employees, or representative under this agreement.
8. **INSURANCE:** CONTRACTOR agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect CONTRACTOR, all CONTRACTOR'S employees, CITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONTRACTOR'S acts. CONTRACTOR shall provide proof of liability coverage as set forth above to CITY prior to commencing its performance as herein provided, and require insurer to notify CITY ten (10) days prior to cancellation of said policy.
9. **WORKER'S COMPENSATION:** CONTRACTOR shall maintain in full force and effect worker's compensation for CONTRACTOR and any agents, employees, and staff that the CONTRACTOR may employ, and provide proof to CITY of such coverage or that such worker's compensation insurance is not required under the circumstances.
10. **COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state, city, and local laws, rules and regulations.
11. **NONDISCRIMINATION:** No person shall be discriminated against in the providing of the services herein under and the CONTRACTOR shall not refuse to serve or hire any person because of such person's race, creed, sex, color, or national origin. Also, the CONTRACTOR will in no manner discriminate against any person because of such person's race, creed, sex, color, or national origin in the performance of this Agreement. Any such discrimination shall be deemed a violation of this Agreement and shall render this Agreement subject to forfeiture.
12. **CERTIFICATION CONCERNING BOYCOTT OF ISRAEL:** Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars (\$100,000) and CONTRACTOR employs ten (10) or more persons, CONTRACTOR certifies that it is not currently engaged in, and will not for the duration of the Contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

13. **CERTIFICATION THAT COMPANY IS NOT CURRENTLY OWNED OR OPERATED BY THE GOVERNMENT OF CHINA:** Pursuant to Idaho Code section 67-2359, CONTRACTOR certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.
14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.
15. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

DATED this 17<sup>th</sup> day of March, 2026.

CITY OF HAYDEN

CONTRACTOR

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

\_\_\_\_\_  
JAMES HESS

ATTEST:

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

K. Approval of the Request to Replace Carpet Upstairs in City Hall



# Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 4-8-2026

**Agenda Item: Request to Replace Carpet Upstairs in City Hall**

---

## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommend the approval and authorization of the mayor to sign the proposal from Great Floors in the amount of, not to exceed without prior approval, \$10,905.72.

## **Functional Impact of Authorizing**

The existing carpet that remains upstairs is delaminating and causing ripples on the floor. It has created trip hazards that staff have placed mats over to avoid them. This new carpet would match the carpet tiles that were installed as part of the remodel in 2022. The areas would be the hallways and office spaces past the kitchen area, upstairs, in city hall.

## **Functional Impact of Not Authorizing**

If this is not approved, then we will not replace the carpet in the upstairs, back offices.

## **Fiscal Impact**

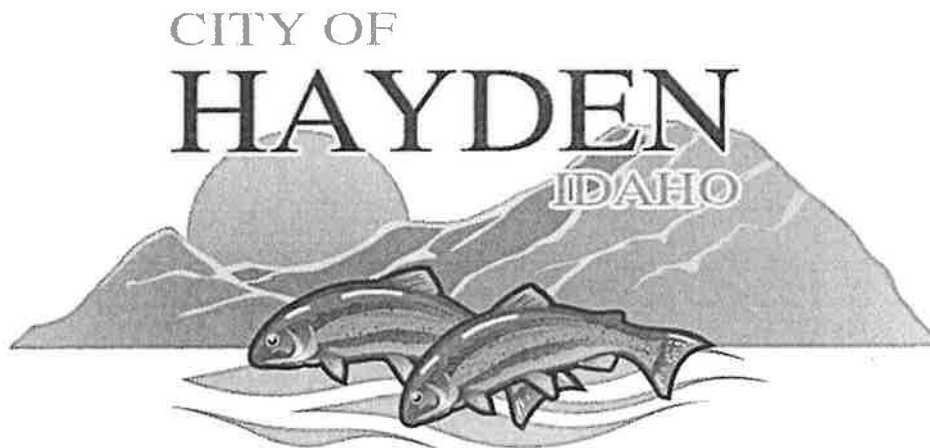
This project is included in the FY2026 budget. It does not exceed the amount that was budgeted. Therefore, it does not impact the FY2026 Budget.

## **Budget Funding Source**

GL 110-811-54301 – Building Maintenance and Repair.

## **Attachments**

Bid Proposal from Great Floors



### INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT made between the CITY OF HAYDEN, a political subdivision of the state of Idaho, herein "ENTITY" and GREAT FLOORS, herein "CONTRACTOR",

THE PARTIES AGREE AS FOLLOWS:

1. **CONTRACT:** ENTITY hereby employs CONTRACTOR as an independent CONTRACTOR to complete and perform carpet demo and installation as detailed in Attachment 1. CONTRACTOR agrees to provide all materials and services for the project(s) in accordance with the attached written specifications and quotes.
2. **TIME OF PERFORMANCE AND TERMINATION:** Parties agree that CONTRACTOR shall complete the project by July 31, 2026.
3. **COMPENSATION:** ENTITY agrees to pay CONTRACTOR as per Attachment 1 in an amount not to exceed \$10,905.72 without prior approval by Council.
4. **INDEPENDENT CONTRACTOR:** The parties agree that CONTRACTOR is the independent CONTRACTOR of ENTITY and in no way an employee or agent of ENTITY and is not entitled to workers compensation or any benefit of employment with the ENTITY. ENTITY shall have no control over the performance of this Agreement by CONTRACTOR or its employees, except to specify the time and place of performance, and the results to be achieved. ENTITY shall have no responsibility for security or protection of CONTRACTOR'S supplies or equipment. CONTRACTOR agrees to pay and be responsible for all taxes due from the compensation received under this contract.
5. **WARRANTY:** CONTRACTOR warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.
6. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property to the extent such is caused by the negligent acts and/or any performances or activities of CONTRACTOR, CONTRACTOR'S agents, employees, or representative under this agreement.

7. **INSURANCE:** CONTRACTOR agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect CONTRACTOR, all CONTRACTOR'S employees, ENTITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONTRACTOR'S acts. CONTRACTOR shall provide proof of liability coverage as set forth above to ENTITY prior to commencing its performance as herein provided, and require insurer to notify ENTITY ten (10) days prior to cancellation of said policy.

8. **WORKER'S COMPENSATION:** CONTRACTOR shall maintain in full force and effect worker's compensation for CONTRACTOR and any agents, employees, and staff that the CONTRACTOR may employ, and provide proof to ENTITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. **COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state, city, and local laws, rules and regulations.

10. **CERTIFICATION CONCERNING BOYCOTT OF ISRAEL:** Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars (\$100,000) and CONTRACTOR employs ten (10) or more persons, CONTRACTOR certifies that it is not currently engaged in, and will not for the duration of the Contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

11. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

12. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

13. **Certification that Company is Not Currently Owned or Operated by the Government of China.** Pursuant to Idaho Code section 67-2359, CONTRACTOR certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.

DATED this 9 day of April, 2026.

ENTITY:  
CITY OF HAYDEN

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

ATTEST:  
\_\_\_\_\_  
Clerk

CONTRACTOR: GREAT FLOORS  
By: [Signature]  
Its: Branch Manager

WITNESS:  
\_\_\_\_\_



- L. Approval of the Agreement with Pointe Pest Control for Quarterly Pest Control Services at the Public Works Facility



# Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 4-8-2026

**Agenda Item: Agreement with Pointe Pest Control at Public Works Facility**

---

## **Agenda Item Location**

Consent Calendar

## **Recommended Action or Motion**

Staff recommend the approval and authorization of the mayor to sign the commercial services agreement with Pointe Pest Control in the amount of, not to exceed without prior approval, \$350 initial setup and \$250 quarterly after.

## **Functional Impact of Authorizing**

The city has an agreement with Pointe Pest Control for proactive pest control services at city hall. We want to implement a similar system of pest control at our new Public Works facility. This system will help with the health and well-being of our public works employees.

## **Functional Impact of Not Authorizing**

If this is not approved, then we will not implement a pest control system at public works facility.

## **Fiscal Impact**

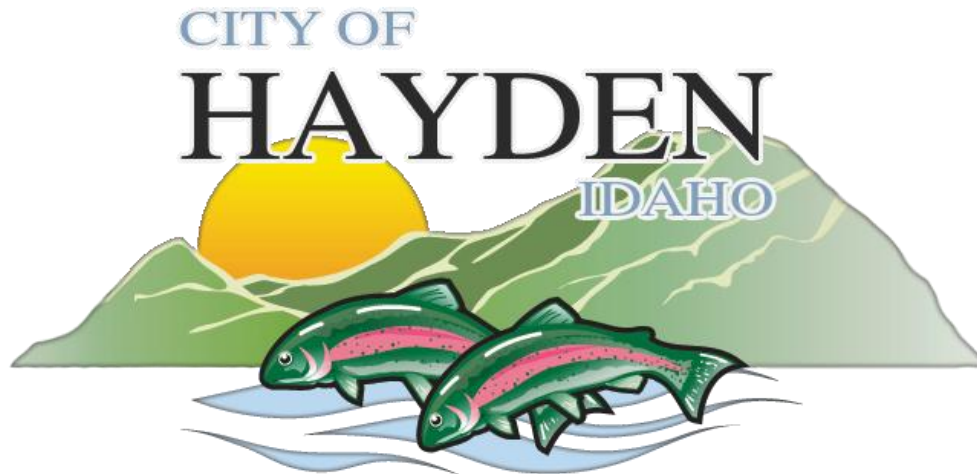
This is included in the FY2026 budget. It does not exceed the amount that was budgeted. Therefore, it does not impact the FY2026 Budget.

## **Budget Funding Source**

GL 110-811-54301-3221 – Building Maintenance and Repair.

## **Attachments**

Commercial Services Agreement from Pointe Pest Control.



### **INDEPENDENT CONTRACTOR AGREEMENT**

AGREEMENT made between the CITY OF HAYDEN, a political subdivision of the state of Idaho, herein "ENTITY" and POINTE PEST CONTROL, herein "CONTRACTOR",

THE PARTIES AGREE AS FOLLOWS:

1. **CONTRACT:** ENTITY hereby employs CONTRACTOR as an independent CONTRACTOR to complete and perform the installation of a general pest control system as per Attachment 1.
2. **TIME OF PERFORMANCE AND TERMINATION:** Parties agree that CONTRACTOR shall complete the project as specified in Attachment 1.
3. **COMPENSATION:** ENTITY agrees to pay CONTRACTOR as per Attachment 1 in an amount not to exceed \$350 for initial setup and \$250 quarterly after without prior approval by Council.
4. **INDEPENDENT CONTRACTOR:** The parties agree that CONTRACTOR is the independent CONTRACTOR of ENTITY and in no way an employee or agent of ENTITY and is not entitled to workers compensation or any benefit of employment with the ENTITY. ENTITY shall have no control over the performance of this Agreement by CONTRACTOR or its employees, except to specify the time and place of performance, and the results to be achieved. ENTITY shall have no responsibility for security or protection of CONTRACTOR'S supplies or equipment. CONTRACTOR agrees to pay and be responsible for all taxes due from the compensation received under this contract.
5. **WARRANTY:** CONTRACTOR warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.
6. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property to the extent such is caused by the negligent acts and/or any performances or activities of CONTRACTOR, CONTRACTOR'S agents, employees, or representative under this agreement.

7. **INSURANCE:** CONTRACTOR agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect CONTRACTOR, all CONTRACTOR'S employees, ENTITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONTRACTOR'S acts. CONTRACTOR shall provide proof of liability coverage as set forth above to ENTITY prior to commencing its performance as herein provided, and require insurer to notify ENTITY ten (10) days prior to cancellation of said policy.

8. **WORKER'S COMPENSATION:** CONTRACTOR shall maintain in full force and effect worker's compensation for CONTRACTOR and any agents, employees, and staff that the CONTRACTOR may employ, and provide proof to ENTITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. **COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state, city, and local laws, rules and regulations.

10. **CERTIFICATION CONCERNING BOYCOTT OF ISRAEL:** Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars (\$100,000) and CONTRACTOR employs ten (10) or more persons, CONTRACTOR certifies that it is not currently engaged in, and will not for the duration of the Contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

11. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

12. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

13. **Certification that Company is Not Currently Owned or Operated by the Government of China.** Pursuant to Idaho Code section 67-2359, CONTRACTOR certifies that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall be the meaning defined therein.

DATED this \_\_\_\_\_ day of April, 2026.

ENTITY:

CITY OF HAYDEN

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

Mayor

ATTEST:

\_\_\_\_\_  
Clerk

CONTRACTOR: POINTE PEST CONTROL

By: Mark Snow

Its: SERVICE MANAGER

WITNESS:

\_\_\_\_\_

Form and content approved by Fonda Jovick, the City Attorney for the City of Hayden.



# COMMERCIAL SERVICE AGREEMENT

To Contact Us:  
 www.PointePEST.com  
 info@PointePest.com  
**1-844-POINTE-5**  
**(1-844-764-6835)**

Protecting Public Health & Property

SERVICE INFORMATION	ACCOUNTS PAYABLE (if different)
Name <b>City Of Hayden</b> Address <b>11341 N Ramsey Rd</b> City, State Zip <b>Hayden, ID 83835</b> Service Contact <b>City Of Hayden</b> Phone # <b>(208) 209-1085</b> Email <b>dhall@haydenid.gov</b> Preferred Method of Contact <input type="checkbox"/> PHONE <input checked="" type="checkbox"/> TEXT <input checked="" type="checkbox"/> EMAIL NOTICE: <input type="checkbox"/> 48 HOUR <input type="checkbox"/> 72 HOUR <input type="checkbox"/> 1 WEEK <input type="checkbox"/>	Name <b>City Of Hayden</b> Address <b>11341 N Ramsey Rd</b> City, State Zip <b>Hayden, ID 83835</b> Billing Contact Phone # <b>(208) 209-1085</b> Email <b>dhall@haydenid.gov</b>

PROACTIVE PEST PREVENTION SERVICES	TARGET PESTS
<input type="checkbox"/> Monthly (rodent only) <input type="checkbox"/> EOM (General Pest) <input type="checkbox"/> Monthly Stored Product Pest <input type="checkbox"/> Monthly GPC <input type="checkbox"/> TRI (Exterior Perimeter) <input type="checkbox"/> Weekly Service <input type="checkbox"/> Monthly GPC (no rodent) <input type="checkbox"/> Bird Work (Odd Job) <input type="checkbox"/> Misc. Odd Job <input type="checkbox"/> Monthly Fly (ILT & Int. SVC) <input type="checkbox"/> Bird Work Recurring <input type="checkbox"/> Initial Treatment <input type="checkbox"/> Monthly Fly ILT <input type="checkbox"/> Education/Training <input type="checkbox"/> Annual Service <input type="checkbox"/> Monthly Fly FULL SVC <input type="checkbox"/> Inspection Recurring <input type="checkbox"/> Product Sales <input type="checkbox"/> Monthly Cockroach <input type="checkbox"/> Inspection (Odd Job) <input type="checkbox"/> Bed Bug Rest Assured <input checked="" type="checkbox"/> QTRLY (General Pest) <input type="checkbox"/> Pest Exclusion (Odd Job) <input type="checkbox"/>	<input type="checkbox"/> Ants - Carpenter <input type="checkbox"/> Flies - Small <input type="checkbox"/> Rats <input checked="" type="checkbox"/> Ants - Non Wood <input type="checkbox"/> Flies - Large <input checked="" type="checkbox"/> Stored Product Pests <input type="checkbox"/> Bed Bugs <input type="checkbox"/> Flies - <input type="checkbox"/> Spiders <input type="checkbox"/> Birds <input checked="" type="checkbox"/> Millipedes/Centipedes <input checked="" type="checkbox"/> Stinging Insects <input type="checkbox"/> Carpet Beetles <input type="checkbox"/> Mosquitoes <input type="checkbox"/> Wildlife <input type="checkbox"/> Cockroaches <input checked="" type="checkbox"/> Occasional Seasonal Pests <input type="checkbox"/> Other <input checked="" type="checkbox"/> Earwigs/Silverfish <input type="checkbox"/> Powder Post Beetles <input type="checkbox"/> <input type="checkbox"/> Fleas & Ticks <input checked="" type="checkbox"/> Mice <input type="checkbox"/> * Bed Bugs, Termites & Powder Post Beetles Require Separate Service Agreement
<input type="checkbox"/> SERVICE BINDER/LOGBOOK <input type="checkbox"/> MULTI-LOCATION (see list) <input type="checkbox"/> RENEWAL <input type="checkbox"/> ANNUAL AUDIT	<input type="checkbox"/> SPECIAL INSTRUCTIONS: See attached document (Should a heavy infestation be determined in the first 90 days an intensive service or follow up services may be necessary and priced accordingly.)

SERVICE FREQUENCY													
Description	Per Service Fee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Initial Service	<b>\$280</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. Rodent Equipment	<b>\$70</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Quarterly Service	<b>\$250</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Initial Setup	<b>\$350+tax</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Sales Tax will be added where required by law)

PAYMENT METHOD
<p><input type="checkbox"/> <b>Automatic Payment Program</b> - You can pay for your service with your credit card or bank debit/check card by joining our automatic payment program. Simply complete the <b>authorization on reverse</b> and after your service has been rendered your credit card or debit/check card will be charged.</p> <p><input type="checkbox"/> <b>Save 5% by Paying a Year in Advance</b> - The easiest way to pay for your service is to pay for the entire year in advance with a single payment. If you choose this option, POINTE will give you a 5% discount off the present rate.</p> <p><input checked="" type="checkbox"/> <b>Billing (Pay Net 30 Days)</b> - POINTE will submit an invoice at the time of service. This statement will show the month's services rendered plus any past due amount.</p>

Amount Remitted (w/tax %) = \_\_\_\_\_

Terms & Conditions on reverse are part of this agreement

**Cody Duke**                                  **03/26/2026**  
 Pointe Representative                      Date

\_\_\_\_\_  
 [\*CUSTOMERSIGNATURE\*]

**THE TERMS AND CONDITIONS ON THE REVERSE SIDE ARE PART OF THIS AGREEMENT**

Pointe Pest Control LLC reserves the right to photograph the work area before, during, and after the proposed work. All photographic materials that are taken are used for education and training purposes. No personal identifiers (such as names, addresses, phone numbers, emails, or financial information, etc) of photographic materials will be displayed or disclosed without prior approval by the owner.

## TERMS AND CONDITIONS

Pointe Pest Control agrees to provide service in accordance with the terms and posts indicated on this agreement. Wood-destroying organisms are excluded unless specifically identified as being included in this agreement. Charges for this service are based on the present structure and areas to be serviced. If additional structures including the expansion of the present structure) are placed on the premises, the current rate will be renegotiated. All rodent equipment remains the property of Pointe Pest Control unless specifically noted. Client is responsible for the replacement of missing or damaged equipment at market value price.

Fees for services may be revised if material change to specifications or other contract elements are requested during the term of this contract, including but not limited to, pests covered, frequencies of service and administrative requirements. Additional services request for pest activity covered under this agreement will be provided by Pointe Pest Control at no additional charge assuming the structural and/ or sanitation deficiencies, if any, have been corrected by the client. If the structural/sanitation deficiencies have not been resolved within 10 days of written notification, Pointe Pest Control reserves the right to charge additional service fees on a time and material basis for additional service requests between normally scheduled services.

Results of service are related to and depend on cooperation by the client and/or tenants including accessibility to the premises and recommended preparation before service. Customer agrees to notify Pointe Pest Control, prior to technician rendering service, of any occupant of the premises who is allergic or sensitive to chemicals. Client agrees to make the premises available for service and to accept such service as designated on the agreement. The client agrees to cooperate with Pointe Pest Control in a reasonable manner necessary to facilitate treatment and control, including following to the best of their ability all recommendations specified in our written Invoice/Service Reports.

This agreement is for an initial term of twelve (12) months and shall continue thereafter on a month-to-month basis until terminated by either party on thirty (30) days written notice. All warranties are based on acceptance of our on-going services. Special one-time services are warranted for the period of time stated on the reverse side of this agreement. All fumigations are performed without any explicit or implied warranty for the elimination of insects or rodents within a structure.

### Warranty Limitation and Disclaimer

Pointe Pest Control warrants that our service will be performed to the best of our ability. Should purchaser of our services or products be dissatisfied or suffer damages from our service, the following remedy will be provided.

1. Pointe Pest Control will re-service location or product, or
2. Pointe Pest Control will refund service or product fees.

Pointe Pest Control will not be liable for consequential or incidental damages or losses. The terms of this Warranty Limitations and Disclaimer cannot be varied by any written or verbal statements or agreements. Any employee or sales associated of the seller is not authorized to vary or exceed the terms of this Warranty Limitation and Disclaimer in any manner.

PPC is committed to resolve your Bed Bug infestation. Due to the complexities of Bed Bug biology, habitats, travel patterns, variety of infestation levels, and the amount of preparation needed for each situation, it is crucial to have full access to a clean orderly environment for treatment of property. Property management and tenant are responsible to maintain treatment service frequency (not to skip) otherwise, additional paid treatments may be necessary. Prices for follow up treatments are outlined in the agreement. Property managers are responsible to report any tenant turnover to PPC. PPC will perform an inspection of the new tenants apartment on the following regularly scheduled visit. Customer agrees that lack of preparation will cause a less effective treatment, therefore, additional treatments and costs may be necessary.

Cockroach 3 Service Protocol Warranty - PPC will honor a 30 day guarantee after final cockroach treatment.

# Job Detail Sheet

## Commercial

Protecting Public Health & Property

### JOB INFORMATION

Service Contact Person: **City Of Hayden**

Relationship to service:

Service Check-In Location:

Cell Phone #: **(208) 209-1085**

Alt. Phone #:

#### Initial Service Detail:

#### Brief Description:

We will be providing General Pest Control service for Hayden Public Works across all four buildings, with a focus on rodent activity, general pest prevention, and exterior maintenance.

At the main office (single-story with a basement), service will include both interior and exterior treatments. Mice droppings were observed in the basement, so we will address this with targeted interior treatment and ongoing monitoring. Exterior treatment will be applied around the foundation, entry points, windows, and doors to reduce pest entry.

For the remaining three buildings, we will perform exterior treatments to control and prevent general pest activity. Bait stations will be installed and maintained around and, where appropriate, inside each building at the technician's discretion to help reduce rodent pressure.

Interior treatments will be performed in the shop and wash room areas as needed based on activity and use of the space. The Parks work building in the rear will also receive treatment within the enclosed area to address and prevent pest issues.

On a quarterly basis, we will monitor and treat for spider and wasp activity on the exterior of all buildings to maintain a clean and controlled environment.

Goal: Reduce current pest and rodent activity while providing consistent, ongoing protection across all facilities.

#### Other Important Service Information:

#### Preferred Service Day & Time:

#### Parking Instructions:

#### Property Alarm System/Access Codes Needed:

**Sign Agreement Below**

- M. Approval of the Cooperative Agreement with the Hayden Lake Irrigation District Infrastructure Associated with the Ramsey Road and Honeysuckle Avenue Roundabout Project



# Memo

**To:** Mayor and Hayden City Council

**From:** Dulci Kau, City Engineer  
Alan Soderling, Public Works Director

**Date:** 04.14.2026

**Agenda Item:** **Approve the Cooperative Agreement with the Hayden Lake Irrigation District infrastructure associated with the Ramsey Road & Honeysuckle Avenue Roundabout Project.**

---

## **Agenda Item Location**

Consent

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

Hayden Lake Irrigation District (HLID) has water main infrastructure that is impacted by the City's roundabout project at Honeysuckle Avenue and Ramsey Road. To facilitate a construction project that has the least amount of impact on the public, and economies of scale for both HLID and the City, this agreement allows HLID to pay for the water infrastructure and the City pay for the transportation infrastructure under the same bidding, and construction contract. HLID's Board approved this agreement on their April 7, 2026 meeting.

Staff recommends Council approve the Cooperative Agreement with the Hayden Lake Irrigation District (HLID) for the inclusion of water infrastructure improvements in the Ramsey Road & Honeysuckle Avenue Roundabout Project.

## **Functional Impact of Authorizing**

This agreement allows completing necessary improvements to the water infrastructure concurrent with the construction of the Ramsey/Honeysuckle Roundabout. This approach is the most efficient means for both HLID and the City to complete this work and consolidates the disruption to the public into one construction project instead of multiple.

## **Functional Impact of Not Authorizing.**

If the Cooperative Agreement is not approved, the necessary improvements to the HLID water infrastructure will not be conducted in conjunction with the Ramsey/Honeysuckle Roundabout Project and the economies of scale and efficiencies associated will not be realized by either the City or HLID. The timing of the HLID project may be delayed and/or interfere with the timing of the City's roundabout project, both of which could generate adverse impacts on the City.

**Fiscal Impact**

The cost of the HLID infrastructure improvements is funded by HLID. The City has budgeted for the roundabout project, and final costs will be provided to Council after the bids are received.

**Attachments**

Cooperative Agreement between the City and Hayden Lake Irrigation District for Honeysuckle and Ramsey Road Water Main Improvements

## COOPERATIVE AGREEMENT

This Agreement made and entered into this \_day of \_\_\_\_\_,20\_\_\_\_, is by and between the City of Hayden, a municipal corporation of the State of Idaho, (hereinafter "Hayden"), whose address is 8930 N. Government Way, Hayden, Idaho 83835, and Hayden Lake Irrigation District, a water purveyor (hereinafter the "HLID"), whose address is 2160, Hayden, Idaho 83835.

### 1. Background

Hayden and the HLID provide essential utility service to shared customers who are both citizens of the City and members of HLID.

### 2. Purpose

Both entities have a need to install infrastructure at the intersection of Honeysuckle Avenue and Ramsey Road.

### 3. Objective

Both entities recognize it is in their best mutual interest to complete their respective utilities projects with the highest efficiency and greatest value to their respective customers.

Therefore, Hayden and HLID desire to enter into a cooperative agreement to work together to complete this utility improvement project, titled "HONEYSUCKLE AVENUE & RAMSEY ROAD ROUNDABOUT IMPROVEMENT" prepared by David Evans and Associates sealed on 02/08/2024, including "HONEYSUCKLE AVENUE AND RAMSEY ROAD WATER MAIN IMPROVEMENTS" plan sheets prepared by J-U-B Engineer's signed 11/6/2019 to address the terms of the funding, work, and management of the Project.

### Implementing Actions

#### 1. Duties of Hayden:

- a. Hayden shall coordinate with HLID to review and reasonably alter the bid contract documents to their mutual satisfaction.
- b. Hayden shall competitively bid the utility improvement contract for the Project in accordance with Idaho Code Section 67-2805.
- c. Hayden shall provide the bids to HLID and will not award HLID's portion of

the bids until HLID concurs, in writing, to the recommendation of award.

- d. Hayden shall award the mutually approved Project contract, execute the agreement with the contractor, administer the contract, and manage the Project.

Hayden, as the contract owner, shall diligently prosecute the contract and represent the Project interests in any and all Project work performed by the contractor regarding contract specifications, quality of construction and potential Bid additions or deletions completed by the contractor. Hayden shall not represent HLID, beyond ensuring that the terms and conditions of the contract between Hayden and the successful bidder are fully performed. Any additions, modification or alterations to the contract between Hayden and the successful bidder that affect HLID will be conveyed to HLID in a timely fashion so as to allow HLID to have meaningful input prior to said changes going into effect.

- e. Hayden shall prepare invoices with costs in accordance with the contractor's request for payment as allowed in the contract; which HLID shall pay at its next business meeting.
- f. Hayden shall prevent and assure no liens are filed against HLID or its infrastructure due to non-payment for contract work, by requiring the posting of payment and performance bonds naming Hayden and HLID in accordance with applicable Idaho law.

## 2. Duties of HLID:

- a. Once bids have been opened, but prior to the award of a bid, HLID will review the bids to determine if the bid portion applicable to HLID are within reasonable financial expectations.
- b. HLID shall pay contract costs associated with the applicable water infrastructure Costs as awarded.
- c. HLID shall pay the Hayden their proportionate share of the Project for bidding assistance, construction administration, field staking, and construction inspection of water infrastructure.
- d. HLID shall diligently address issues and concerns regarding contract specification and construction with Hayden to facilitate assurance of a quality Project.
- e. HLID shall pay Hayden for HLID's portion any agreed upon final Project contract costs within 30 days of invoice after final completion.

## 3. Each party agrees to the following shared Project costs, where a share is equal to the

representative percentage of total Project cost and that percentage is applied to the Final Bid Reconciliation. The parties' costs shall not exceed the amounts below. The Engineer's Opinion of Cost, **Attachment A**, relates the construction pay items to each entity. The Bid Item's with a percent split are determined by the proportionate costs for each entity's sole components (shown in yellow). **Attachment B** will be added to this agreement after the successful bidder is identified, and the proportionate share will be analyzed by the Engineer in the same manner, utilizing the contractor's pricing.

- a. Mobilization/Demobilization/Bonding and Surety, Traffic Control and Road Surface Restoration as a proportional share between the parties as shown in "**Attachment A**" attached hereto and incorporated herein by reference.
  - b. Costs as separated by Schedule as shown in **Attachment A**.
  - c. In no event shall total construction cost borne by Hayden exceed \$2,500,000 subject to modification to reflect the actual amount of the bid awarded and any change orders. Further, in no event shall total construction cost borne by HLID exceed \$130,000 subject to modification to reflect the actual amount of the bid awarded and any change orders. As noted, it is the intent of the parties to amend this not-to-exceed amount upon award of the bid to the successful contractor; and
  - d. The not-to-exceed amounts both above, and as subsequently amended, are for construction only, and do not include previous costs for Engineering, Planning, and Design tasks previously performed by Welch Comer and Associates or J-U-B Engineers.
  - e. HLID shall reimburse Hayden up to 5% of bidding services, and HLID's proportionate share of Construction Management Services that is provided by Welch Comer and Associates as defined in **Attachment A**.
4. Hayden will pay the contractor, and HLID shall reimburse Hayden in a timely manner. In the event of non-payment from HLID, Hayden will be entitled to suspend HLID's work. HLID is responsible for any costs incurred for suspending work.
  5. Each party shall be responsible for its own employees and equipment and shall indemnify and hold the other harmless for the action of its employees, in accordance with the Idaho Tort Claims Act.
  6. Upon completion of the work and acceptance by each party of the work respecting its own infrastructure, each party shall be responsible for the future maintenance of its respective infrastructure.
  7. The Parties shall each be responsible for payment of their own Attorney's fees with

respect to this transaction. In the event that either of the parties hereto shall seek the services of an attorney, or institute any action or proceeding against the other party, relating to the enforcement of this Agreement, the prevailing party in such dispute, action or proceeding shall be entitled to reimbursement for their costs and expenses, including reasonable attorney fees, incurred in connection therewith.

8. This Agreement shall be governed by and construed in accordance with the laws of the State of Idaho.
9. Venue for any dispute or proceeding to enforce this Agreement shall be brought in the County of Kootenai, State of Idaho.
10. No modification of this Agreement shall be valid or binding unless such modification is in writing, duly dated, and signed by all parties.
11. No waiver of any breach, term or condition of this Agreement by any party shall constitute a subsequent waiver of the same or any other breach, term or condition.
12. The parties hereby agree to execute, and record where appropriate, any and all documents necessary to effectuate this transaction.
13. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
14. The Agreement is hereby declared to be severable. Should any portion of this Agreement be declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purpose(s) of the agreement before the declaration of partial invalidity.
15. This Agreement, including **Attachment A** and **Attachment B**, subsequent modifications to the Scope of Work and Budget, represents the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations or agreements, either written or oral, for this Project. Should there be conflict among the various components, the terms of this Agreement and **Attachment B** shall prevail. Additional attachments may set forth additional tasks to be completed and shall, if executed by the parties to this Agreement, incorporate all terms of this Agreement.
16. The attachments currently include:
  - a. **Attachment A**, Engineer's Opinion of Cost
  - b. **Attachment B**, Schedule of Actual Bids as Awarded;
  - c. Additional attachments may be added with the mutual written consent of the parties.

This Agreement shall be in effect upon its execution by both parties and shall remain in effect until the Project is completed. This Agreement terminates if either party declines participation in the Project prior to Bid Award.

City of Hayden

Hayden Lake Irrigation District

---

---

Alan Davis, Mayor

Doris Flemming, Chairman

ATTEST:

ATTEST:

---

---

Attachment A

Attachment A - Engineer's Opinion of CostHoneysuckle/Ramsey RAB

SCHEDULE A - ROADWAY IMPROVEMENTS						Cost Share %		
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost	City	HARSB	HLID
201.4.1.A.1	Clearing and Grubbing	\$8,000.00	AC	1.93	\$15,440	75%	21%	3%
201.4.1.C.1	Removal of Obstructions	\$10,000.00	LS	1	\$10,000	100%		
201.4.1.D.1.1	Removal of Bituminous Surface	\$7.00	SY	6,334	\$44,338	75%	21%	3%
201.4.1.D.1.2	Removal of Sidewalk	\$18.00	SY	188	\$3,384	100%		
201.4.1.E.1.1	Removal of Fence - 4' Chain Link	\$10.00	LF	119	\$1,190	100%		
201.4.1.E.1.3	Removal of Fence - Vinyl	\$10.00	LF	165	\$1,650	100%		
201.4.1.F.1.1	Removal of Sign	\$500.00	EA	8	\$4,000	100%		
201.4.1.F.1.2	Removal of Tree	\$1,400.00	EA	19	\$26,600	100%		
202.4.1.A.1	Excavation	\$40.00	CY	1809	\$72,360	100%		
202.4.8.A.1	Dust Abatement Water	\$35.00	MG	396	\$13,860	100%		
206.4.1.A.1	Seedbed Preparation	\$3,000.00	AC	0.97	\$2,910	100%		
206.4.1.B.1	Seeding	\$1,500.00	AC	0.97	\$1,455	100%		
206.4.1.C.1	Mulching	\$2,500.00	AC	0.97	\$2,425	100%		
206.4.1.G.1	Fertilizing	\$1,000.00	AC	0.97	\$970	100%		
4.4.4.1.A.1	Water Service 1" - Size, Irrigation Service at Sta: 35+95 +/-	\$3,000.00	EA	1.00	\$3,000	100%		
406.4.1.A.1	1" Reduced Pressure Backflow Preventer at Sta: 35+95 +/-	\$950.00	EA	1.00	\$950	100%		
SSP 20610	Topsoil	\$35.00	CY	515.00	\$18,025	100%		
601.4.1.A.1	12" Storm Drain Pipe, PVC	\$80.00	LF	196	\$15,680	100%		
602.4.1.F.1	Catch Basin - Type 1	\$3,500.00	EA	3	\$10,500	100%		
SSP 60210	Drywell, 1000-gallon	\$5,000.00	EA	12	\$60,000	100%		
705.4.1.A.1	Portland Cement Concrete Pavement - Class 4000, 8-inch Thick	\$500.00	SY	290	\$145,000	100%		
706.4.1.A.1	Standard 3-inch Rolled Curb & Gutter	\$50.00	LF	768	\$38,400	100%		
706.4.1.A.3	6-inch Vertical Curb (No Gutter)	\$45.00	LF	539	\$24,255	100%		
706.4.1.A.5	Standard 6-inch Vertical Curb & Gutter	\$50.00	LF	2,509	\$125,450	100%		
706.4.1.E.1	Concrete Sidewalk, thickness 4-inch	\$90.00	SY	1807	\$162,630	100%		
706.4.1.F.1	Concrete Driveway Approach	\$105.00	SY	254	\$26,670	100%		
706.4.1.H.1	Pedestrian Ramp w/Detectable Warning Domes	\$3,000.00	EA	27	\$81,000	100%		
SSP 70610	Sidewalk Underdrain	\$3,000.00	EA	1	\$3,000	100%		
SSP 70620	Drainage Curb Cut	\$500.00	EA	16	\$8,000	100%		
802.4.1.B.1.1	Crushed Aggregate for Base Type 1	\$35.00	TON	3670	\$128,450	75%	21%	3%
802.4.1.B.1.2	Crushed Aggregate for Base Type 2	\$30.00	TON	6536	\$196,080	75%	21%	3%
806.4.1.A.1	Asphalt for Tack Coat	\$5.00	GAL	853	\$4,265	75%	21%	3%
810.4.1.A.1	Plant Mix Pavement	\$150.00	TON	1918	\$287,700	75%	21%	3%
SSP 90410	Adjust/Repair Irrigation System	\$1.50	SF	8,500	\$12,750	100%		
SSP 90420	Irrigation System Complete	\$36,000.00	LS	1	\$36,000	100%		
1001.4.1.A.1	Sediment Control	\$20,000.00	LS	1	\$20,000	75%	21%	3%
1102.4.1.A.1	Street Light, (Foundation Only)	\$1,500.00	EA	12	\$18,000	100%		
1102.4.1.E.1	Conduit, Size 2"	\$5.00	LF	1600	\$8,000	100%		
1102.4.1.F.1	Junction Box	\$1,350.00	EA	14	\$18,900	100%		
1103.4.1.B.1	Traffic Control Signs	\$12.00	SF	919	\$11,028	100%		
1103.4.1.C.1	Traffic Control Barricades, Type III	\$200.00	EA	8	\$1,600	100%		
1103.4.1.D.1	Traffic Control Drums	\$50.00	EA	80	\$4,000	100%		
1103.4.1.I.1	Traffic Control Flaggers	\$60.00	MH	100	\$6,000	100%		
1103.4.1.J.1	Traffic Control Maintenance	\$60.00	MH	100	\$6,000	100%		
1104.4.1.A.1	Pavement Line Paint or Painted Pavement Markings	\$0.50	SF	3485	\$1,743	100%		
1104.4.1.B.1	Thermoplastic Pavement Markings	\$13.00	SF	1116	\$14,508	100%		
1105.4.1.A.1	Permanent Signing	\$25.00	SF	302	\$7,550	100%		
1105.4.1.C.1	Steel Sign Posts	\$10.00	LB	1968	\$19,680	100%		
SSP 110510	Delineators, Type 2	\$50.00	EA	28	\$1,400	100%		
SSP 110520	Delineators, Type 4	\$50.00	EA	4	\$200	100%		
2010.4.1.A.1	Mobilization (10%)	\$193,000.00	LS	1	\$193,000	75%	21%	3%
2020.4.1.B.1	Cast-in-Place Monument, Type B	\$5,000.00	EA	9	\$45,000	75%	21%	3%
2020.4.1.C.1	Furnishing and Placing Monument Frame & Cover	\$500.00	EA	9	\$4,500	100%		
2030.4.1.A.1	Manhole, Adjust to Grade	\$1,000.00	EA	9	\$9,000	100%		
2030.4.1.C.1	Valve Box, Adjust to Grade	\$750.00	EA	17	\$12,750	100%		
2030.4.1.D.1	Miscellaneous Utility, Adjust to Grade - Meter Box	\$500.00	EA	3	\$1,500	100%		
2040.4.1.A.1.1	Fence - 3' Chainlink	\$25.00	LF	109	\$2,725	100%		
2040.4.1.A.1.3	Fence - 6' Vinyl	\$40.00	LF	142	\$5,680	100%		
SSP 205020	Remove and Reset Existing Mailbox	\$500.00	EA	7	\$3,500	100%		
SSP 206020	Retaining Walls	\$150.00	SF	100	\$15,000	100%		
SSP 207010	Surveying	\$40,000.00	LS	1	\$40,000	100%		
SSP 20620	Roundabout Landscaping and Lighting	\$65,000.00	LS	1	\$65,000	100%		
SCHEDULE B - WATER SYSTEM IMPROVEMENTS								
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost			
DIVISION 400 - WATER								
401.4.1.A.1	Water Main - 10" PVC C900	\$120.00	LF	250	\$30,000			100%
401.4.1.B.1	Cut in New Valve - 10"	\$5000.00	EA	3	\$15,000			100%
403.4.1.A.1	Hydrant	\$2000.00	EA	2	\$4,000			100%
404.4.1.B.1	Water Service 2" - Size, Residential	\$4,000.00	EA	1	\$4,000			100%
SCHEDULE C - FORCE MAIN IMPROVEMENTS								
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost			
DIVISION 500 - SEWER								
502.4.1.A.1	Sanitary Sewer Manhole	\$10,000.00	EA	2	\$20,000		100%	
502.4.1.B.1	Odor Control Manhole	\$20,000.00	EA	1	\$20,000		100%	
505.4.1.A.1.1	18" PVC C-905 Pressure Sewer Main	\$200.00	LF	861	\$172,200		100%	
505.4.1.A.1.2	16" PVC C-905 Pressure Sewer Main	\$180.00	LF	460	\$82,800		100%	
505.4.1.A.1.3	14" PVC C-905 Pressure Sewer Main	\$150.00	LF	67	\$10,050		100%	
505.4.1.B.1	Sewer Force Main Air/Vac Manhole Assembly	\$30,000.00	LS	1	\$30,000		100%	
<b>SCHEDULE A - ROADWAY IMPROVEMENTS SUBTOTAL</b>					<b>\$2,124,651</b>			
<b>SCHEDULE B - WATER SYSTEM IMPROVEMENTS SUBTOTAL</b>					<b>\$53,000</b>			
<b>SCHEDULE C - FORCE MAIN IMPROVEMENTS SUBTOTAL</b>					<b>\$335,050</b>			
<b>Construction Subtotal (Sum of all Schedules)</b>					<b>\$2,512,701</b>			
<b>Construction Contingency (10%)</b>					<b>\$251,270</b>	75%	21%	3%
<b>Construction Engineering (16%)</b>					<b>\$442,235</b>	75%	21%	3%
<b>Total Construction Cost (Construction and Construction Engineering)</b>					<b>\$3,206,206</b>	<b>\$ 2,417,973</b>	<b>\$ 680,576</b>	<b>\$ 107,657</b>

Attachment B

N. Approval of Basset Estates Final Plat and Acceptance of Infrastructure



# Memo

To: Mayor and Hayden City Council

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

Date: 4/14/26

**Agenda Item: Approval of Basset Estates Final Plat & Acceptance of Infrastructure**

---

## **Agenda Item Location**

Consent

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

Staff recommends Council approve the Final Plat, accept the public infrastructure, and permit the Mayor to sign the plat prior to recordation with the Kootenai County Recorder's Office, contingent upon the resolution of the items identified on the attached final plat.

## **Functional Impact of Authorizing**

Bassett Estates is a minor subdivision, creating 6 lots, accessing North Reed Road via private Bassett Lane. The infrastructure pending acceptance includes approximately 208 linear feet of frontage improvements and 230 linear feet of 8" diameter gravity sewer. The frontage improvements include minor road widening, curb, gutter, swale and sidewalk. All dedications of right-of-way and grants of easements have been identified on the final plat.

## **Functional Impact of Not Authorizing**

If not approved, Council would need to provide a cause and reason for denial and a path forward for acceptance.

## **Fiscal Impact**

This item has no fiscal impact on the City of Hayden.

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

N/A

## **Attachment**

Vicinity Map

Final Plat

Figure 1 - Vicinity Map



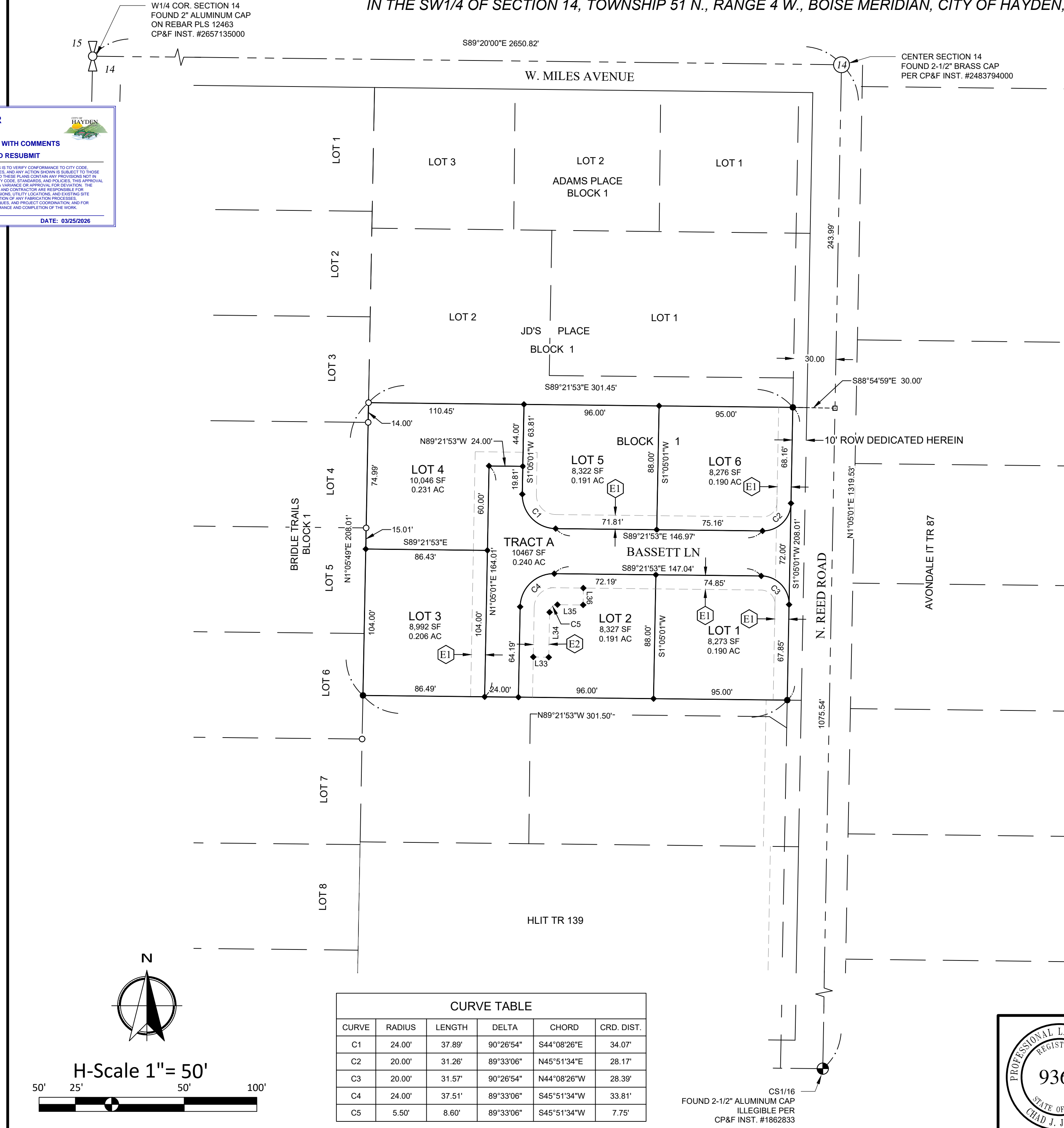
# BASSETT ESTATES

A PORTION OF TRACT 139, HAYDEN LAKE IRRIGATED TRACT  
IN THE SW1/4 OF SECTION 14, TOWNSHIP 51 N., RANGE 4 W., BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

**ENGINEER**  
 APPROVED  
 APPROVED WITH COMMENTS  
 REVISE AND RESUBMIT

REVIEW OF THESE PLANS IS TO VERIFY CONFORMANCE TO CITY CODE STANDARDS, AND POLICIES, AND ANY ACTION SHOWN IS SUBJECT TO THOSE REQUIREMENTS. SHOULD THESE PLANS CONTAIN ANY PROVISIONS NOT IN CONFORMANCE WITH CITY CODE, STANDARDS, AND POLICIES, THIS APPROVAL DOES NOT CONSTITUTE A VARIANCE OR APPROVAL FOR DEVIATION. THE DESIGNER'S ENGINEER AND CONTRACTOR ARE RESPONSIBLE FOR VERIFICATION OF DIMENSIONS, UTILITY LOCATIONS, AND EXISTING SITE CONDITIONS. FOR DIRECTION OF ANY FABRICATION PROCESSES, CONSTRUCTION TECHNIQUES, AND PROJECT COORDINATION AND FOR SATISFACTORY PERFORMANCE AND COMPLETION OF THE WORK.

BY: *dkau* DATE: 03/25/2025



- LEGEND**
- FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 4194
  - SET 5/8" x 24" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
  - ◆ SET 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
  - CALCULATED POSITION, NOTHING FOUND OR SET
  - ⊙ 1/16 SECTION CORNER AS NOTED
  - ⊕ CENTER SECTION CORNER AS NOTED
  - ⊖ E-W 1/4 SECTION CORNER AS NOTED
  - ⊗ N-S 1/4 SECTION CORNER AS NOTED
  - ⊕ SECTION CORNER AS NOTED
  - CP&F CORNER PERPETUATION & FILING RECORD (WITH INSTRUMENT NO.)
  - T.P.O.B. TRUE POINT OF BEGINNING
  - R.O.W. RIGHT-OF-WAY
  - ⊕ NOTE

- NOTES**
- THERE WAS NO ATTEMPT MADE TO SHOW PHYSICAL FEATURES OF THE PROPERTY, OR TO SHOW ANY NON-RECORDED EASEMENTS, EXCEPT FOR THOSE SHOWN HEREON.

- REFERENCES**
- IN RECORDS OF KOOTENAI COUNTY, IDAHO:
- R-1 PLAT OF JD'S PLACE BY EARL E. SANDERS PLS 3814, RECORDED IN BOOK 1 OF PLATS AT PAGE 158, UNDER INSTRUMENT NO. 1597856.
  - R-2 PLAT OF BRIDLE TRAILS BY EMPIRE SURVEYING & ENGINEERING, INC. RECORDED IN BOOK 1 OF PLATS AT PAGE 48, UNDER INSTRUMENT NO. 1540226.
  - R-3 HAYDEN LAKE IRRIGATED TRACTS, RECORDED IN BOOK C OF PLATS AT PAGE 67.

- EASEMENT LEGEND**
- E1 10' ROADWAY, SIDEWALK, UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT.
  - E2 VARIABLE WIDTH UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT.
- SEE SHEET 2 OF 3 FOR HAYDEN LAKE IRRIGATION EASEMENT

**BASIS OF BEARING**

AS SHOWN HEREON, BASIS OF BEARING FOR THIS SURVEY IS IDAHO STATE PLANE COORDINATE SYSTEM, WEST ZONE, (1103). PROJECT COORDINATES WERE TRANSLATED TO WEST ZONE AT A JOHNSON SURVEYING BASE POINT LOCATED AT (N: 2,225,411.80, E: 2,366,114.74) AND WERE POST PROCESSED USING NGS OPUS WITH A HORIZONTAL REFERENCE FRAME OF NAD83 (2011)(EPOCH: 2010.0000) AND A VERTICAL DATUM OF NAVD88 (GEOID 18). ALL BEARINGS SHOWN ARE GRID. ALL DISTANCES SHOWN ARE GROUND (US SURVEY FEET), WITH A COMBINED SCALE FACTOR OF 1.00009758 APPLIED AT THE BASE POINT. GEODETIC NORTH IS AN ANGULAR ROTATION OF -00°46'43"

**SURVEYOR'S NARRATIVE**

THE PURPOSE FOR THIS SURVEY IS TO PERFORM A 6 LOT SUBDIVISION OF THE PROPERTY HEREON DEPICTED.

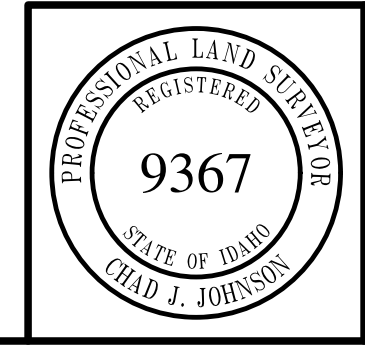
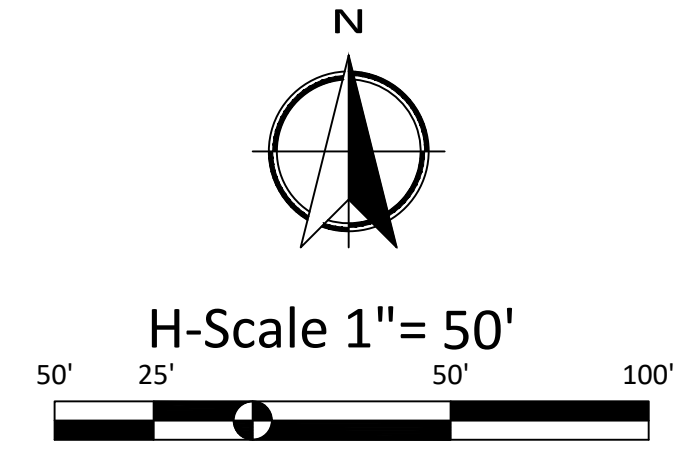
ALL MONUMENTATION DEPICTED HEREON WAS FOUND AT THE TIME OF SURVEY AND MONUMENTS WERE HELD AS DEPICTED HEREON.

**LINE TABLE**

LINE	BEARING	LENGTH
L33	S88°54'59"E	11.00'
L34	S1°05'01"W	31.97'
L35	N89°21'53"W	18.26'
L36	S0°38'07"W	12.00'

**CURVE TABLE**

CURVE	RADIUS	LENGTH	DELTA	CHORD	CRD. DIST.
C1	24.00'	37.89'	90°26'54"	S44°08'26"E	34.07'
C2	20.00'	31.26'	89°33'06"	N45°51'34"E	28.17'
C3	20.00'	31.57'	90°26'54"	N44°08'26"W	28.39'
C4	24.00'	37.51'	89°33'06"	S45°51'34"W	33.81'
C5	5.50'	8.60'	89°33'06"	S45°51'34"W	7.75'



**BASSETT ESTATES**

SW1/4  
SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST,  
BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

DATE SURVEYED: NOV. 2025  
DRAFTED BY: KLK  
PLOT DATE: 11/13/2025  
SHEET 1 OF 3

P.O. Box 2544 Post Falls, ID 83877  
208-660-2351  
johnsonsurveyingnw.com

CS1/16  
FOUND 2-1/2" ALUMINUM CAP  
ILLEGIBLE PER  
CP&F INST. #1862833

# BASSETT ESTATES

A PORTION OF TRACT 139, HAYDEN LAKE IRRIGATED TRACT  
 IN THE SW1/4 OF SECTION 14, TOWNSHIP 51 N., RANGE 4 W., BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

BOOK PAGE

INST.#

## OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS: THAT BASSETT CONSTRUCTION, LLC, AN IDAHO LIMITED LIABILITY COMPANY, HEREBY CERTIFIES THAT THEY OWN THE PROPERTY HEREINAFTER DESCRIBED AND INCLUDES SAID PROPERTY IN A PLAT TO BE KNOWN AS "BASSETT ESTATES", SAID PROPERTY DESCRIBED PER QUIT CLAIM DEED RECORDED JULY 22, 2022 UNDER INSTRUMENT NUMBER 2908852000, RECORDS OF KOOTENAI COUNTY, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PART OF THE EAST HALF OF TRACT 139, HAYDEN LAKE IRRIGATED TRACTS, ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE COUNTY RECORDER IN BOOK C OF PLATS AT PAGE 67, RECORDS OF KOOTENAI COUNTY, IDAHO, LYING IN THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER SECTION CORNER OF SAID SECTION 14, BEING A FOUND 2-1/2" BRASS CAP PER C.P. & F. INSTRUMENT NUMBER 2483794000; THENCE ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 14, S1°05'01"W, A DISTANCE OF 243.99 FEET;

THENCE N88°54'59"W, A DISTANCE OF 30.00 FEET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367 ON THE WEST RIGHT-OF-WAY OF N. REED ROAD, SAID POINT BEING THE TRUE POINT OF BEGINNING;

THENCE, ALONG SAID WEST RIGHT-OF-WAY OF N. REED ROAD, S1°05'01"W, A DISTANCE OF 208.01 FEET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367;

THENCE N89°21'53"W, A DISTANCE OF 301.50' FEET TO A SET 5/8" REBAR AND PLASTIC CAP - PLS 9367 ON THE EAST LINE OF BLOCK 1 OF BRIDLE TRAILS ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE COUNTY RECORDER IN BOOK I OF PLATS AT PAGE 48, RECORDS OF KOOTENAI COUNTY, IDAHO;

THENCE, ALONG THE EAST LINE OF BLOCK 1 OF SAID BRIDLE TRAILS, N1°05'49"E, A DISTANCE OF 208.01 FEET TO A FOUND 5/8" REBAR AND PLASTIC CAP - PLS 4194 AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 1 OF JD'S PLACE ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE COUNTY RECORDER IN BOOK I OF PLATS AT PAGE 158, RECORDS OF KOOTENAI COUNTY, IDAHO;

THENCE, ALONG THE SOUTH LINE OF SAID JD'S PLACE, S89°21'53"E, A DISTANCE OF 301.45 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 1.439 ACRES, MORE OR LESS.

THE OWNER HEREBY GRANTS A BLANKET INGRESS, EGRESS AND UTILITY EASEMENT OVER TRACT "A" IN FAVOR OF LOTS 1, 2, 3, 4, 5 AND 6 BLOCK 1, THE INTERIOR ROADWAY TO BE KNOWN AS BASSETT LANE.

TRACT "A" SHALL BE DEEDED TO THE BASSETT ESTATES HOA BY SEPARATE INSTRUMENT.

THE OWNERS ARE SUBJECT TO THE SHARED ROADWAY AGREEMENT RECORDED UNDER INSTRUMENT NUMBER \_\_\_\_\_, RECORDS OF KOOTENAI COUNTY, IDAHO.

THE PLAT IS SUBJECT TO AN AVIGATION EASEMENT RECORDED UNDER INSTRUMENT NUMBER \_\_\_\_\_, RECORDS OF KOOTENAI COUNTY, IDAHO.

THE OWNER HEREBY GRANTS, TO THE LOT OWNERS, A 10 FOOT WIDE ROADWAY, SIDEWALK, UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT, ADJACENT TO THE ABOVE MENTIONED TRACT "A", AS SHOWN ON THE FACE OF THE PLAT.

THE OWNER HEREBY GRANTS, TO THE LOT OWNERS, A VARIABLE WIDTH UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT, ADJACENT TO THE ABOVE MENTIONED TRACT "A", AS SHOWN ON THE FACE OF THE PLAT.

THE OWNER HEREBY DEDICATES, TO THE PUBLIC IN THE NAME OF THE CITY OF HAYDEN, A 10 FOOT RIGHT-OF-WAY DEDICATION FOR REED ROAD.

THE OWNER HEREBY GRANTS, TO THE PUBLIC IN THE NAME OF THE CITY OF HAYDEN, A 10 FOOT UTILITY, DRAINAGE AND SNOW STORAGE EASEMENT, ADJACENT TO REED ROAD.

THE OWNER HEREBY GRANTS, TO HAYDEN LAKE IRRIGATION DISTRICT, AN EASEMENT FOR IRRIGATION SYSTEM AND OTHER IRRIGATIONS WORKS, AS SHOWN IN A DETAIL ON SHEET 2 OF 3 OF THIS PLAT

SEWER TO BE PROVIDED BY CITY OF HAYDEN, IDAHO.

PURSUANT TO IDAHO CODE 50-1334 (2) THE INDIVIDUAL LOTS DESCRIBED IN THIS PLAT WILL BE SERVED BY HAYDEN LAKE IRRIGATION DISTRICT.

EDWIN P. BASSETT, MANAGER  
 BASSETT CONSTRUCTION, LLC

DATE

PROVIDE A RECORDED WILL SERVE LETTER AND REFERENCE ON PLAT

OR

PROVIDE WATER SYSTEM CERTIFICATION STATEMENT AND SIGNATURE LINE - SEE ATTACHED TEMPLATE LANGUAGE.

## NOTARY PUBLIC

ACKNOWLEDGMENT

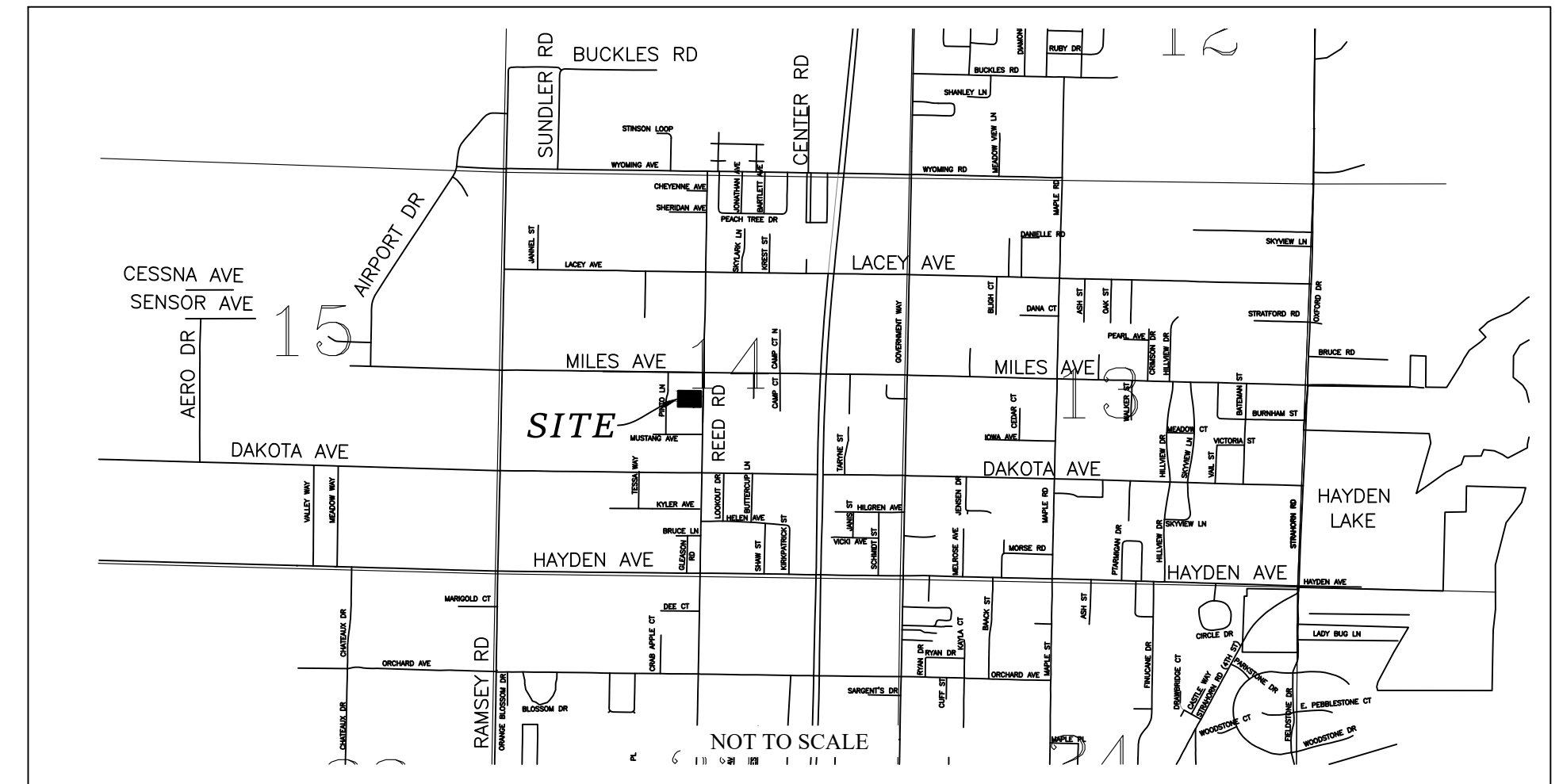
STATE OF IDAHO )  
 ) S.S.  
 COUNTY OF KOOTENAI )

THIS RECORD WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, IN THE YEAR OF 20\_\_\_\_, BY EDWIN P. BASSETT AS MANAGER OF BASSETT CONSTRUCTION, LLC, AN IDAHO LIMITED LIABILITY COMPANY.

NOTARY PUBLIC : \_\_\_\_\_

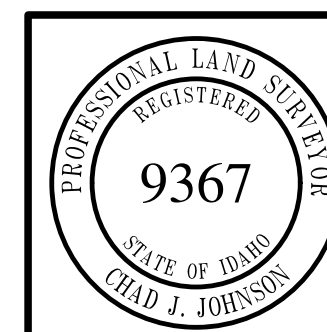
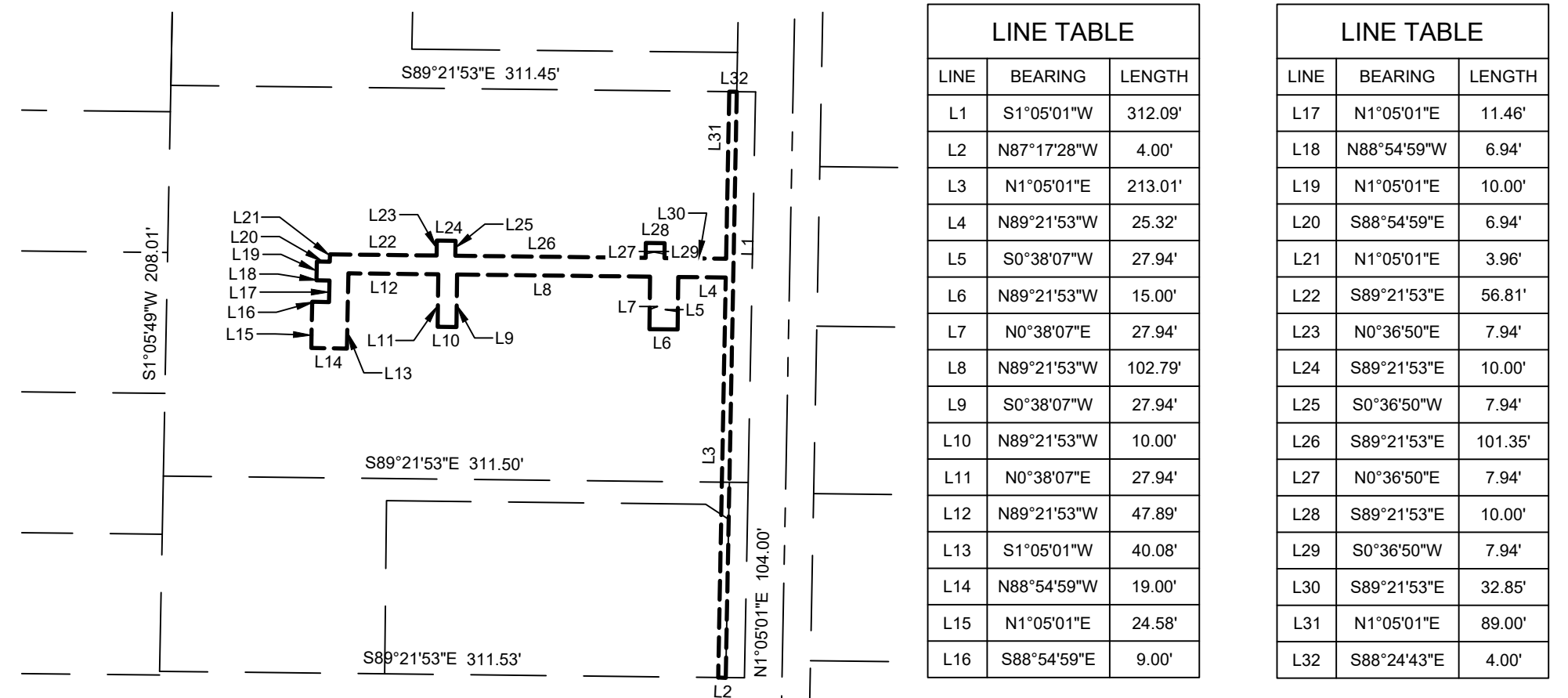
MY COMMISSION EXPIRES : \_\_\_\_\_

## VICINITY MAP

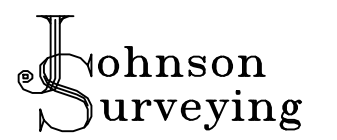


## HAYDEN LAKE IRRIGATION EASEMENT

SCALE: 1" = 80'



BASSETT ESTATES			
SW1/4 SECTION 14, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN, KOOTENAI COUNTY, IDAHO			
DATE SURVEYED: NOV. 2025	DRAFTED BY: KLK	PLOT DATE: 11/13/2025	SHEET
FILE NAME: 22-289 PLAT	CHECKED BY: CJJ	PROJECT No.: 22-289	2
			3



P.O. Box 2544 Post Falls, ID 83877  
 208-660-2351  
 johnsonsurveyingnw.com



TEMPLATE LANGUAGE

**WATER SYSTEM CERTIFICATION**

I HEREBY CERTIFY THAT THE LOTS DESCRIBED IN THIS PLAT IS, OR WILL BE, SERVED BY [APPLICABLE WATER PURVEYOR], ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Title & Name

Statement under Owner's Certificate:

THE INDIVIDUAL LOTS DESCRIBED IN THIS PLAT WILL BE SERVED BY [APPLICABLE WATER PURVEYOR], AS INDICATED IN THE WILL-SERVE LETTER RECORDED UNDER INSTRUMENT NUMBER \_\_\_\_\_, RECORD OF KOOTENAI COUNTY, IDAHO.

O. Ratification of the March 2026 Payroll

**CITY OF HAYDEN**  
**COUNCIL PAYROLL REPORT**  
**March 2026**  
April 14, 2026 Council Meeting

DESCRIPTION	PAYROLL	ADDITIONAL COSTS Paid by Employer
Employee Wages	\$216,687.71	
iii-A Dental Plan		3,804.00
iii-A Medical Plan		63,558.50
Health Savings Account	paid quarterly	
Medicare		3,048.22
PERSI		24,075.60
Social Security		13,033.41
Beam Vision Plan		755.78
FSA/HRA Fees		141.00
TOTALS	\$216,687.71	\$108,416.51
	<b>GRAND TOTAL</b>	<b>\$325,104.22</b>

37 Full-Time Employees

1 Part-Time Employee

5 Mayor & Council

0 Active Duty Military

0 Seasonal/Temporary

45 Temps - Recreation

**88 Total Employees**

43 Benefit-Eligible Employees

40 on Medical & 42 on Dental

P. Approval of Bills for Payment

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
6512 00051323	AIR TECH MECHANICAL CO INC. SERVICED HEATING SECTION, TEST UNIT, LAB 110-811-54301	03/27/2026 llafleur BUILDING MAINT & REPAIR	04/14/2026	220.00 220.00	220.00	Open	N 04/14/2026 220.00
9170356934 00051263	AIRGAS USA, LLC GLASS SFTY V30 110-531-56403	03/02/2026 llafleur UNIFORM ALLOWANCE	04/14/2026	65.34 65.34	65.34	Open	N 04/14/2026 65.34
9170356943 00051264	AIRGAS USA, LLC GLS SFTY V30 110-531-56403	03/04/2026 llafleur UNIFORM ALLOWANCE	04/14/2026	46.74 46.74	46.74	Open	N 04/14/2026 46.74
13NQ-TKMQ-CHKY 00051265	AMAZON CAPITAL SERVICES, INC. SPORTS EQUIPMENT ORGINIZER 110-711-56105 110-711-56101	03/23/2026 llafleur PROGRAM EQUIPMENT/SUPPLIES OFFICE SUPPLIES	04/14/2026	79.47 69.98 9.49	79.47	Open	N 04/14/2026 69.98 9.49
1D99-PH7T-76WX 00051268	AMAZON CAPITAL SERVICES, INC. LARGE DRY ERASE BOARD x2 110-211-56101	02/12/2026 llafleur OFFICE SUPPLIES	04/14/2026	534.78 534.78	534.78	Open	N 04/14/2026 534.78
1P33-PLRY-CXHL 00051281	AMAZON CAPITAL SERVICES, INC. SUNOFF BLACKOUT ROLLER SHADES x3 110-811-54301	03/30/2026 llafleur BUILDING MAINT & REPAIR	04/14/2026	219.25 219.25	219.25	Open	N 04/14/2026 219.25
1VRT-G7TV-TJXK 00051282	AMAZON CAPITAL SERVICES, INC. No 8 ENVELOPES, 8-TAB BINDER DIVIDERS 110-211-56101	03/26/2026 llafleur OFFICE SUPPLIES	04/14/2026	42.37 42.37	42.37	Open	N 04/14/2026 42.37
13N9-7X1X-7N71 00051283	AMAZON CAPITAL SERVICES, INC. COPY PAPER 110-211-56101	03/30/2026 llafleur OFFICE SUPPLIES	04/14/2026	336.72 336.72	336.72	Open	N 04/14/2026 336.72

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
14PT-Q1W4-RCLK 00051284	AMAZON CAPITAL SERVICES, INC. STORAGE BINS, PILOT PENS 110-211-56101	03/26/2026 llafleur OFFICE SUPPLIES	04/14/2026	177.08 177.08	177.08	Open	N 04/14/2026 177.08
1YJR-313W-3F9K 00051353	AMAZON CAPITAL SERVICES, INC. HP INK CARTRIDGE, GLOSSY PHOTO PAPER, C 110-211-56101	04/06/2026 llafleur OFFICE SUPPLIES	04/14/2026	86.47 86.47	86.47	Open	N 04/14/2026 86.47
1YPK-RLGT-3WP9 00051354	AMAZON CAPITAL SERVICES, INC. WIRE LOCK PINS, PILOT ERASEABLE PENS 110-211-56101	04/06/2026 llafleur OFFICE SUPPLIES	04/14/2026	45.83 45.83	45.83	Open	N 04/14/2026 45.83
1KR9-9DQR-GJVX 00051400	AMAZON CAPITAL SERVICES, INC. OUTDOOR SPEAKER, 6PK SOCCER BALL, ADIDAS 110-711-56105	04/02/2026 llafleur PROGRAM EQUIPMENT/SUPPLIES	04/14/2026	228.87 228.87	228.87	Open	N 04/14/2026 228.87
1KF4-7VVP-HFH9 00051401	AMAZON CAPITAL SERVICES, INC. AA BATTERIES, PLANNERS, NOTARY BOOK 110-211-56101	04/09/2026 llafleur OFFICE SUPPLIES	04/14/2026	58.97 58.97	58.97	Open	N 04/14/2026 58.97
I108237 00051285	AMERICAN ON-SITE SERVICES CROFOOT PARK 3/1/26-3/31/26 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	754.00 754.00	754.00	Open	N 04/14/2026 754.00
I108239 00051286	AMERICAN ON-SITE SERVICES FINUCANE PARK 3/1/26-3/31/26 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	115.00 115.00	115.00	open	N 04/14/2026 115.00
I108240 00051287	AMERICAN ON-SITE SERVICES STODDARD PARK 3/1/26-3/31/26 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	416.00 416.00	416.00	open	N 04/14/2026 416.00

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
I108241 00051288	AMERICAN ON-SITE SERVICES MCINTIRE FAMILY PARK 3/1/26-3/31/26 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	115.00 115.00	115.00	Open	N 04/14/2026 115.00
I108242 00051289	AMERICAN ON-SITE SERVICES BROADMOORE PARK 3/1/26-03/31/26 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	312.34 312.34	312.34	Open	N 04/14/2026 312.34
I108243 00051290	AMERICAN ON-SITE SERVICES HONEYSUCKLE BEACH 3/1/26-3/31/26 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	729.65 729.65	729.65	Open	N 04/14/2026 729.65
14493 00051291	ARCHITECTS WEST, INC. MCINTIRE PARK MASTER PLAN 121-113-59332	02/05/2026 llafleur MCINTIRE PARK	04/14/2026	10,232.20 10,232.20	10,232.20	Open	N 04/14/2026 10,232.20
S25493 00051346	ARROW CONSTRUCTION SUPPLY, LLC CRAFCO SS125D SERVICE, #46 110-533-54046	04/03/2026 llafleur 2015 CRAFCO CRACK SEALER SS125D R&M	04/14/2026	2,152.30 2,152.30	2,152.30	Open	N 04/14/2026 2,152.30
200014331 00051262	ASSOCIATION OF IDAHO CITIES AIC SPRING DISTRICT- TOM SCHAFER 110-111-55801-1803	03/24/2026 llafleur TRAVEL, MEETINGS, TRAINING-SEAT#3	04/14/2026	50.00 50.00	50.00	Open	N 04/14/2026 50.00

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
2021240000 MAR2 00051375	AVISTA 61 ACCOUNTS ON MASTER	03/18/2026	04/14/2026	26,090.94	26,090.94	Open	N 04/14/2026
	110-532-56220-0050	1lafleur		17,564.90		1.00	17,564.90
	110-811-54102	STREET LIGHTING & SIGNAL UTILITIES		1,135.11		1.00	1,135.11
	110-811-54103	UTILITIES - CITY HALL		700.62		1.00	700.62
	110-532-54305	UTILITIES - STREETS		34.96		1.00	34.96
	110-811-54105	GRAVEL PIT MAINTENANCE		50.25		1.00	50.25
	112-241-54312	UTILITIES - HURA PARKING LOT		82.65		1.00	82.65
	210-247-57000	BOAT LAUNCH OPERATION/MAINTENANCE		172.29		1.00	172.29
	210-247-57003	LEISURE PARK LS UTIL		387.51		1.00	387.51
	210-247-57005	WOODLAND MEADOWS LS UTIL		791.06		1.00	791.06
	210-247-57007	H-2 WALMART PS UTIL		100.71		1.00	100.71
	210-247-57009	CORNERSTONE LS UTIL		1,434.71		1.00	1,434.71
	210-247-57011	H-1 LIFT STATION UTIL		85.21		1.00	85.21
	210-247-57013	EMERALD OAKS LS UTIL		400.23		1.00	400.23
	210-247-57014	H-5 STRAWBERRY FLDS PS UTIL		139.09		1.00	139.09
	210-247-57015	MOONRIDGE LS UTIL		72.32		1.00	72.32
	210-247-57016	RILEY PLACE LS UTIL		57.30		1.00	57.30
	210-247-57017	HEATHERSTONE LS UTIL		41.45		1.00	41.45
	210-247-57018	GIANNA LS UTIL		136.79		1.00	136.79
	210-247-57020	MAPLE GROVE LS UTIL		21.52		1.00	21.52
	110-811-54104	H-7 CARRINGTON MEADOWS LS UTIL		2,066.60		1.00	2,066.60
	210-247-57021	UTILITIES - PARKS		390.22		1.00	390.22
	210-247-59835	H-6 LIFT STATION UTIL		225.44		1.00	225.44
		HAYDEN CANYON LS UTIL					
20241797 00051266	AWARDS ETC. WALL/DESK NAME PLATE-STEVE GRIFFITTS	03/18/2026	04/14/2026	18.00	18.00	Open	N 04/14/2026
	110-111-56101	1lafleur OFFICE SUPPLIES		18.00		1.00	18.00
Reimbursement 4 00051373	BARBARA BENNETT REIMBURSE FOR HPC BOOK ADVERTISING	03/06/2026	04/14/2026	64.40	64.40	Open	N 04/14/2026
	110-111-58015	dcollins HISTORIC PRESERVATION COMMISSION		64.40		1.00	64.40
03/23/2026 00051246	BIG SKY ID CORP Check Request For Escrow: BPN25-0008	03/23/2026	04/14/2026	237.34	237.34	Open	N 04/14/2026
	110-228-22813	dcollins BPN25-0008 - PZE-25-0098		237.34		1.00	237.34

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
166062 2/2026-2 00051347	BS&A SOFTWARE BS&A SaaS Cloud Fee 12 Modules 110-230-57703 210-241-57716	04/01/2026 llafleur	04/14/2026	70,967.00	70,967.00	Open	N 04/14/2026
	ERP ANNUAL MAINTENANCE			47,444.20		1.00	47,444.20
	SOFTWARE/SOFTWARE MAINT			23,522.80		1.00	23,522.80
0000047355 00051398	CDA PRESS CDA#16020 AD FOR BIDS 2026 CHIP SEAL 110-531-55401	03/20/2026 llafleur	04/14/2026	144.80	144.80	Open	N 04/14/2026
	ADVERTISING & PUBLISHING			144.80		1.00	144.80
2022-1840 00051342	CDA SPRINKLER AND BACKFLOW, LLC WINTERIZATION CROFFOOT 110-541-54300	10/25/2025 llafleur	04/14/2026	74.10	74.10	Open	N 04/14/2026
	BUILDINGS & GROUNDS			74.10		1.00	74.10
2022-1853 00051377	CDA SPRINKLER AND BACKFLOW, LLC HONEYSUCKLE LIFT STATION BACK FLOW TEST 210-246-57009	04/02/2026 llafleur	04/14/2026	73.30	73.30	Open	N 04/14/2026
	H-1 LIFT STATION O&M			73.30		1.00	73.30
2022-1854 00051378	CDA SPRINKLER AND BACKFLOW, LLC HAYDEN AVE MAIN-COMMON AREA BACK FLOW TEST 110-532-54314	04/01/2026 llafleur	04/14/2026	135.80	135.80	Open	N 04/14/2026
	HAYDEN AVE IRRIGATION & MAINT			135.80		1.00	135.80
2022-1855 00051379	CDA SPRINKLER AND BACKFLOW, LLC HAYDEN AVE COMMON AREA SOUTH OF SCHMIDT- 110-541-54300	04/01/2026 llafleur	04/14/2026	135.80	135.80	Open	N 04/14/2026
	BUILDINGS & GROUNDS			135.80		1.00	135.80
2022-1852 00051380	CDA SPRINKLER AND BACKFLOW, LLC TRIANGLE PARK BACK FLOW TEST & TAG 110-541-54300	04/01/2026 llafleur	04/14/2026	135.80	135.80	Open	N 04/14/2026
	BUILDINGS & GROUNDS			135.80		1.00	135.80
2022-1858 00051381	CDA SPRINKLER AND BACKFLOW, LLC 11341 RAMSEY BACKFLOW 110-811-54301-3221	04/03/2026 llafleur	04/14/2026	287.40	287.40	Open	N 04/14/2026
	BUILDING MAINT & REPAIR			287.40		1.00	287.40

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
2022-1856 00051382	CDA SPRINKLER AND BACKFLOW, LLC HAYDEN AVE COMMON AREA-SSE PARKING STRIP 110-541-54300	04/01/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	135.80 135.80	135.80	Open	N 04/14/2026 135.80
2022-1861 00051383	CDA SPRINKLER AND BACKFLOW, LLC CITY HALL BATHROOMS-WATER TURN ON 110-541-54300	04/03/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	80.80 80.80	80.80	Open	N 04/14/2026 80.80
2022-1862 00051384	CDA SPRINKLER AND BACKFLOW, LLC CITY HALL PARK BASKETBALL COURT-BACKFLOW 110-541-54300	04/03/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	76.20 76.20	76.20	Open	N 04/14/2026 76.20
2022-1863 00051385	CDA SPRINKLER AND BACKFLOW, LLC CITY HALL BASEBALL FIELDS: MAIN LINE ON 110-541-54300	04/03/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	76.20 76.20	76.20	Open	N 04/14/2026 76.20
2022-1865 00051386	CDA SPRINKLER AND BACKFLOW, LLC HAYDEN AVE-NE PARKING-BACKFLOW TEST 110-541-54300	04/01/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	73.30 73.30	73.30	Open	N 04/14/2026 73.30
2022-1866 00051387	CDA SPRINKLER AND BACKFLOW, LLC STODDARD PARK REPLACE PSI GUAGE 110-541-54300	04/02/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	195.54 195.54	195.54	Open	N 04/14/2026 195.54
2022-1867 00051388	CDA SPRINKLER AND BACKFLOW, LLC STODDARD PARK-MAIN LINE & BACKFLOW 110-541-54300	04/02/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	196.60 196.60	196.60	open	N 04/14/2026 196.60
2022-1868 00051389	CDA SPRINKLER AND BACKFLOW, LLC BROADMORE PARK DRINKING FOUNTAIN 110-541-54300	04/02/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	73.30 73.30	73.30	open	N 04/14/2026 73.30

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
2022-1870 00051390	CDA SPRINKLER AND BACKFLOW, LLC HONEYSUCKLE BATHROOMS, WATER ON, 110-541-54300	04/02/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	141.60 141.60	141.60	Open	N 04/14/2026 141.60
2022-1871 00051391	CDA SPRINKLER AND BACKFLOW, LLC HAYDEN CANYON LIFT STATION BACK 210-246-59835	04/02/2026 llafleur HAYDEN CANYON LS O&M	04/14/2026	79.10 79.10	79.10	Open	N 04/14/2026 79.10
2022-1860 00051392	CDA SPRINKLER AND BACKFLOW, LLC FINUCANE PARK BACK FLOW TEST & TAG 110-541-54300	04/03/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	131.16 131.16	131.16	Open	N 04/14/2026 131.16
2022-1851 00051393	CDA SPRINKLER AND BACKFLOW, LLC HURA PARKING LOT-MAIN LINE ON, 110-541-54300	04/01/2026 llafleur BUILDINGS & GROUNDS	04/14/2026	141.60 141.60	141.60	Open	N 04/14/2026 141.60
AI6HY1L 00051267	CDW GOVERNMENT INC. UNITRENDS RECOV YEAR 3 110-230-57701	03/25/2026 llafleur BACKUP MAINTENANCE	04/14/2026	5,925.62 5,925.62	5,925.62	Open	N 04/14/2026 5,925.62
1885110 00051254	CENEX - COOPERATIVE SUPPLY INC SHOP STEAM CLEANER 110-533-54000	03/24/2026 llafleur BULK PRODUCTS - STREETS	04/14/2026	59.68 59.68	59.68	Open	N 04/14/2026 59.68
620300000369 00051374	CHAPMAN FINANCIAL SERVICES COLLECTION FEE MAR 2026 210-250-24999	03/31/2026 llafleur SUSPENSE	04/14/2026	1,309.33 1,309.33	1,309.33	open	N 04/14/2026 1,309.33
189562701031426 00051253	CHARTER COMMUNICATIONS DIGITAL ADAPTOR MONTHLY CHARGE 110-211-55300	03/14/2026 llafleur COMMUNICATIONS/PHONES	04/14/2026	8.34 8.34	8.34	open	N 04/14/2026 8.34

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
189563701032126 00051280	CHARTER COMMUNICATIONS HAYDEN CANYON LIFT STATION PHONE LINE 210-247-59835	03/21/2026 llafleur	04/14/2026	45.85	45.85	Open	N 04/14/2026
		HAYDEN CANYON LS UTIL		45.85		1.00	45.85
03/23/2026 00051244	CITY OF HAYDEN Check Request For Escrow: BPN25-0008 110-228-22813	03/23/2026 dcollins	04/14/2026	82.54	82.54	Open	N 04/14/2026
		BPN25-0008 - PZE-25-0098		82.54		1.00	82.54
03/23/2026 00051245	CITY OF HAYDEN Check Request For Escrow: BPN25-0009 110-228-22813	03/23/2026 dcollins	04/14/2026	128.88	128.88	Open	N 04/14/2026
		BPN25-0009 - PZE-25-0102		128.88		1.00	128.88
3335077 00051308	COEUR D'ALENE GARBAGE SERVICE PUBLIC WORKS MARCH 2026 110-811-54301-3221	03/31/2026 llafleur	04/14/2026	341.60	341.60	Open	N 04/14/2026
		BUILDING MAINT & REPAIR		341.60		1.00	341.60
3335788 00051309	COEUR D'ALENE GARBAGE SERVICE STODDARD BARN & MAINT 110-811-54104	03/31/2026 llafleur	04/14/2026	170.69	170.69	Open	N 04/14/2026
		UTILITIES - PARKS		170.69		1.00	170.69
3335845 00051310	COEUR D'ALENE GARBAGE SERVICE CITY OF HAYDEN 110-811-54301	03/31/2026 llafleur	04/14/2026	145.79	145.79	Open	N 04/14/2026
		BUILDING MAINT & REPAIR		145.79		1.00	145.79
3335846 00051311	COEUR D'ALENE GARBAGE SERVICE CROFFOOT PARK 110-811-54104	03/31/2026 llafleur	04/14/2026	217.71	217.71	Open	N 04/14/2026
		UTILITIES - PARKS		217.71		1.00	217.71
3335850 00051312	COEUR D'ALENE GARBAGE SERVICE FINUCANE PARK 110-811-54104	03/31/2026 llafleur	04/14/2026	128.03	128.03	Open	N 04/14/2026
		UTILITIES - PARKS		128.03		1.00	128.03

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
3335235 00051399	COEUR D'ALENE GARBAGE SERVICE HONEYSUCKLE BEACH 110-811-54104	03/31/2026 llafleur UTILITIES - PARKS	04/14/2026	217.71 217.71	217.71	Open	N 04/14/2026 217.71
51653 JAN-MAR 00051316	DALTON WATER ASSOCIATION INC. 2369 E HONEYSUCKLE 112-241-54312	03/20/2026 llafleur BOAT LAUNCH OPERATION/MAINTENANCE	04/14/2026	127.92 127.92	127.92	Open	N 04/14/2026 127.92
TRAVEL 3/2026 00051275	DAVIS, ALAN MILEAGE REIMBURSEMENT 110-111-55801-1800	03/23/2026 dcollins TRAVEL, MEETINGS, TRAINING-MAYOR	04/14/2026	102.94 102.94	102.94	Open	N 04/14/2026 102.94
5326810 00051292	EMPLOYEE BENEFITS CORPORATION FSA/COBRA ADMIN FEE 110-211-52102	03/15/2026 llafleur ADMIN COSTS FSA/HRA/COBRA	04/14/2026	141.00 141.00	141.00	Open	N 04/14/2026 141.00
04/07/2026 00051352	ENGINEERING, NORTH Refund: Sub - Final Plat PZE Process: PZ 110-320-22813	04/07/2026 dcollins Subdivision - Final Plat Application	04/14/2026	1,100.00 1,100.00	1,100.00	Open	N 04/14/2026 330.00
25716-445 00051293	ENVIRONMENT CONTROL SPOKANE MONTHLY MAINT-CITY HALL & PW MARCH 2026 110-811-54301	03/01/2026 llafleur BUILDING MAINT & REPAIR	04/14/2026	1,840.00 1,840.00	1,840.00	Open	N 04/14/2026 1,840.00
11765-445 00051313	ENVIRONMENT CONTROL SPOKANE CENTERPULL PT, TP 110-811-54301	03/27/2026 llafleur BUILDING MAINT & REPAIR	04/14/2026	251.70 251.70	251.70	open	N 04/14/2026 251.70
IDCOE233090 00051314	FASTENAL HC 3/8-16x4 Z5 110-534-59100	03/30/2026 llafleur FY2022 HWY 95 CITY ENTRANCE SIGNS	04/14/2026	9.56 9.56	9.56	open	N 04/14/2026 9.56

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
4331-22603116 00051366	FCS GROUP INC. HAYDEN-SEWER COLLECTION CAP FEE 211-241-59807	03/31/2026 11afleur	04/14/2026	1,450.00 1,450.00	1,450.00	Open	N 04/14/2026 1,450.00
OM 25-26 INV7 00051348	HARSB O&M REIMBURSE/INVESTMENT-REPL 210-241-53252	04/01/2026 11afleur	04/14/2026	290,169.11 290,169.11	290,169.11	Open	N 04/14/2026 290,169.11
MARCH 2026 00051402	HARSB CAPACITY SOLD MARCH 2026 211-241-54411	04/09/2026 dcollins	04/14/2026	48,846.00 48,846.00	48,846.00	Open	N 04/14/2026 48,846.00
1432631 00051356	HAYDEN ACE HARDWARE EYEBOLT FOR FLOWER BASKETS 110-541-56501	04/08/2026 11afleur	04/14/2026	11.20 11.20	11.20	Open	N 04/14/2026 11.20
1432708 00051367	HAYDEN ACE HARDWARE SUPER GLUE 110-541-56101	04/08/2026 11afleur	04/14/2026	5.66 5.66	5.66	Open	N 04/14/2026 5.66
04/07/2026 00051351	HAYDEN HOMES LLC Check Request For Bond: BTC26-0017 110-228-22813	04/07/2026 dcollins	04/14/2026	1,000.00 1,000.00	1,000.00	Open	N 04/14/2026 1,000.00
30.7980.01 4/26 00051344	HAYDEN LAKE RECREATIONAL WATER & SE HONEYSUCKLE BEACH PARK 112-241-54312	04/01/2026 11afleur	04/14/2026	160.00 160.00	160.00	open	N 04/14/2026 160.00
304 00051349	HAYDEN SENIOR CENTER (GCCPG) QUARTERLY COMPENSATION APRIL-JUNE 2026 110-111-53301	04/01/2026 11afleur	04/14/2026	8,750.00 8,750.00	8,750.00	open	N 04/14/2026 8,750.00

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
05-64157 00051299	HAYDEN SUPER 1 FOODS STAFF LUNCH 110-211-52902	04/01/2026 llafleur	04/14/2026	6.96	6.96	Open	N 04/14/2026 6.96
		RECOGNITION/WELLNESS/EVENTS		6.96		1.00	6.96
MARCH 2026 00051361	HAYDEN TENNIS CENTER-PEAK HEALTH PUNCH CARDS 3/23/26-4/23/26 110-711-56108	04/07/2026 llafleur	04/14/2026	51.80	51.80	Open	N 04/14/2026 51.80
		CONTRACT PAYMENTS		51.80		1.00	51.80
23741 00051350	HighPoint Medical Inc. MS365 G5 GCC ANNUAL LICENSES 110-230-53403	04/01/2026 llafleur	04/14/2026	1,770.29	1,770.29	Open	N 04/14/2026 1,770.29
		IT SUPPORT SERVICES & TRAINING		1,770.29		1.00	1,770.29
2S250559 00051276	HORIZON DISTRIBUTORS INC. IRRIGATION PARTS 110-541-56103	03/24/2026 llafleur	04/14/2026	677.32	677.32	Open	N 04/14/2026 677.32
		OPERATING SUPPLIES		677.32		1.00	677.32
2S251051 00051307	HORIZON DISTRIBUTORS INC. FLOWER BASKETS DRIP SYSTEM 110-541-56501	03/31/2026 llafleur	04/14/2026	590.91	590.91	Open	N 04/14/2026 590.91
		FLOWERS & DECORATIONS		590.91		1.00	590.91
2S251255 00051337	HORIZON DISTRIBUTORS INC. SPRINKLER TOOLS 110-541-57702	04/02/2026 llafleur	04/14/2026	148.74	148.74	Open	N 04/14/2026 148.74
		TOOLS & SMALL EQUIPMENT		148.74		1.00	148.74
2S251256 00051338	HORIZON DISTRIBUTORS INC. IRRIGATION REPAIR CROFFOOT PARK 110-541-54300	04/02/2026 llafleur	04/14/2026	248.14	248.14	Open	N 04/14/2026 248.14
		BUILDINGS & GROUNDS		248.14		1.00	248.14
2S251216 00051339	HORIZON DISTRIBUTORS INC. IRRIGATION REPAIR 110-541-54300	04/02/2026 llafleur	04/14/2026	20.89	20.89	Open	N 04/14/2026 20.89
		BUILDINGS & GROUNDS		20.89		1.00	20.89

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
INV-00491744 00051317	INTERMAX NETWORKS CITY HALL PHONE SERVICE 110-211-55300	04/01/2026 llafleur COMMUNICATIONS/PHONES	04/14/2026	860.23 860.23	860.23	Open 1.00	N 04/14/2026 860.23
194704 MARCH 20 00051320	J-U-B ENGINEERS INC. H-6 LIFT STATION & RAMSEY GRAVITY SEWER 211-899-59829	03/23/2026 llafleur H-6 LIFT STATION CONSTRUCTION	04/14/2026	4,264.90 4,264.90	4,264.90	Open 1.00	N 04/14/2026 4,264.90
194728 00051325	J-U-B ENGINEERS INC. PROFESSIONAL SERVICES 02/01/26-02/28/26 210-241-59807	03/23/2026 llafleur SEWER RATES STUDIES	04/14/2026	2,973.70 2,973.70	2,973.70	Open 1.00	N 04/14/2026 2,973.70
03/23/2026 00051247	JUSTIN ARTS Check Request For Escrow: BPN25-0009 110-228-22813	03/23/2026 dcollins BPN25-0009 - PZE-25-0102	04/14/2026	167.71 167.71	167.71	Open 1.00	N 04/14/2026 167.71
PASS THRU 3/202 00051403	KC EMERGENCY MEDICAL SERVICES SYS DEVELOPMENT IMPACT FEE REMITTANCE FOR MA 110-228-22818	04/09/2026 dcollins PASSTHRU-IMPACT FEES-KCEMSS	04/14/2026	924.00 924.00	924.00	Open 1.00	N 04/14/2026 924.00
FY26 HAYDEN 00051273	KOOTENAI COUNTY FY26 FTA PARTICIPATION 110-111-53302	03/23/2026 dcollins PUBLIC TRANSPORTATION	04/14/2026	13,428.00 13,428.00	13,428.00	Open 1.00	N 04/14/2026 13,428.00
2026-00000044 00051357	KOOTENAI COUNTY LAW ENFORCEMENT SERVICES-MARCH 2026 110-251-59003	04/01/2026 llafleur KOOTENAI COUNTY LAW ENFORCEMENT SERVICES	04/14/2026	99,494.42 99,494.42	99,494.42	open 1.00	N 04/14/2026 99,494.42
1863894 03/30/2 00051326	KOOTENAI ELECTRIC COOPERATIVE INC CARRINGTON MEADOWS 2ND ADDITION 110-532-56220-0050	03/30/2026 llafleur STREET LIGHTING & SIGNAL UTILITIES	04/14/2026	314.20 314.20	314.20	open 1.00	N 04/14/2026 314.20

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
1863609 3/30/26							
00051327	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	362.70	362.70	Open	N
	CARRINGTON APARTMENTS STREET LIGHTS	l1afleur					04/14/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES		362.70		1.00	362.70
1851174 03/30/2							
00051328	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	219.48	219.48	Open	N
	CARRINGTON MEADOWS LIFT STATION	l1afleur					04/14/2026
	210-247-57020	H-7 CARRINGTON MEADOWS LS UTIL		219.48		1.00	219.48
1844501 03/30/2							
00051329	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	49.60	49.60	Open	N
	NEW DREAMS STREET LIGHTS	l1afleur					04/14/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES		49.60		1.00	49.60
1841141 3/30/26							
00051330	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	600.74	600.74	Open	N
	CARRINGTON MEADOWS STREET LIGHTS	l1afleur					04/14/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES		600.74		1.00	600.74
1839555 03/30/2							
00051331	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	187.92	187.92	Open	N
	VALLEY GREEN STREET LIGHTS	l1afleur					04/14/2026
	110-532-56220	STREET LIGHTING & SIGNAL UTILITIES		187.92		1.00	187.92
1662848 03/30/2							
00051332	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	52.35	52.35	Open	N
	AVIATION PLAZA STREET LIGHTS	l1afleur					04/14/2026
	110-532-56220-0050	STREET LIGHTING & SIGNAL UTILITIES		52.35		1.00	52.35
1652940 03/30/2							
00051333	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	57.95	57.95	Open	N
	BROADMOORE PUMP	l1afleur					04/14/2026
	110-811-54104	UTILITIES - PARKS		57.95		1.00	57.95
1439690 03/30/2							
00051334	KOOTENAI ELECTRIC COOPERATIVE INC	03/30/2026	04/14/2026	41.57	41.57	Open	N
	DAKOTA LIFT STATION	l1afleur					04/14/2026
	210-247-57001	WEST DAKOTA LS UTIL		41.57		1.00	41.57

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
1297916 0/30/26							
00051335	KOOTENAI ELECTRIC COOPERATIVE INC CARAVELLE STREE LIGHTS 110-532-56220-0050	03/30/2026 llafleur	04/14/2026	339.52	339.52	Open	N 04/14/2026
		STREET LIGHTING & SIGNAL UTILITIES		339.52		1.00	339.52
1868671 30/30/2							
00051336	KOOTENAI ELECTRIC COOPERATIVE INC CARRINGTON MEADOWS 3RD ADDITION 110-532-56220-0050	03/30/2026 llafleur	04/14/2026	193.30	193.30	Open	N 04/14/2026
		STREET LIGHTING & SIGNAL UTILITIES		193.30		1.00	193.30
1458464 3/30/26							
00051343	KOOTENAI ELECTRIC COOPERATIVE INC BROADMOORE ESTATES LIGHTS 110-532-56220-0050	03/30/2026 llafleur	04/14/2026	1,547.17	1,547.17	Open	N 04/14/2026
		STREET LIGHTING & SIGNAL UTILITIES		1,547.17		1.00	1,547.17
GAP FUNDS							
00051416	KOOTENAI TITLE COMPANY INC REIMBURSEMENT OF GAP FUNDS - H-6 211-496-59995	04/07/2026 H-6 SANITAR dcollins	04/14/2026	990,067.20	990,067.20	Open	N 04/14/2026
		H-6 GAP FUNDS REPAY W/ CAP FEES		990,067.20		1.00	990,067.20
45164							
00051318	LAKE CITY LAW GROUP PLLC LEGAL-MARCH 2026 110-211-53102	04/02/2026 llafleur	04/14/2026	10,359.00	10,359.00	Open	N 04/14/2026
		CIVIL LEGAL SERVICES		10,359.00		1.00	10,359.00
T231026EC-12							
00051256	LOCAL HIGHWAY TECHNICAL ASSISTANCE T2 CENTER CLASSES- ATSSA FLAGGER CERT FO 110-531-55801	03/18/2026 llafleur	04/14/2026	240.00	240.00	Open	N 04/14/2026
		TRAVEL, MEETINGS, TRAINING		240.00		1.00	240.00
111262							
00051259	MIKE WHITE FORD OF COEUR D'ALENE ACTUATOR & CORE DEP, #5 110-533-54005	03/20/2026 llafleur	04/14/2026	1,128.33	1,128.33	open	N 04/14/2026
		2008 FORD F350 SIGN UTILITY TRUCK R&M		1,128.33		1.00	1,128.33
CM111262							
00051260	MIKE WHITE FORD OF COEUR D'ALENE CORE RETURN #5 110-533-54005	03/24/2026 llafleur	04/14/2026	(100.00)	(100.00)	open	N 04/14/2026
		2008 FORD F350 SIGN UTILITY TRUCK R&M		(100.00)		1.00	(100.00)

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
9871 00051415	MINUTEMAN PRESS #234 HAYDEN HISTORICAL BOOKS 110-111-58015	03/26/2026 dcollins HISTORIC PRESERVATION COMMISSION	04/14/2026	1,204.27 1,204.27	1,204.27	Open	N 04/14/2026 1,204.27
554770 00051257	NAPA AUTO PARTS GREASE FITTINGS x4, CRIMSON 2 110-533-54031	03/24/2026 llafleur 2015 JOHN DEERE LOADER #3515 R&M	04/14/2026	103.71 103.71	103.71	Open	N 04/14/2026 103.71
555226 00051277	NAPA AUTO PARTS WIRE STRIPPING x2, #72 110-542-54072	03/26/2026 llafleur 2007 GATOR MOWER R&M	04/14/2026	59.98 59.98	59.98	Open	N 04/14/2026 59.98
553197 00051278	NAPA AUTO PARTS 2.5 DEF, #32 110-533-54032	03/13/2026 llafleur 2015 JOHN DEERE GRADER #4291 R&M	04/14/2026	15.78 15.78	15.78	Open	N 04/14/2026 15.78
554575 00051279	NAPA AUTO PARTS 2 CYCLE OIL x10 110-541-56101	03/23/2026 llafleur PARKS SHOP SUPPLIES	04/14/2026	22.00 22.00	22.00	Open	N 04/14/2026 22.00
556283 00051321	NAPA AUTO PARTS BRAKE CALIPER RUBBER, #18 110-533-54018	04/01/2026 llafleur 2008 FORD F250 4X4 PICKUP R&M	04/14/2026	5.30 5.30	5.30	Open	N 04/14/2026 5.30
555974 00051340	NAPA AUTO PARTS FLOWER BASKETS GOV'T WAY 110-541-56501	03/31/2026 llafleur FLOWERS & DECORATIONS	04/14/2026	46.04 46.04	46.04	open	N 04/14/2026 46.04
557229 00051368	NAPA AUTO PARTS OIL FILTER, TRANS FILTER KIT, TRANSFER C 110-533-54018	04/07/2026 llafleur 2008 FORD F250 4X4 PICKUP R&M	04/14/2026	132.05 132.05	132.05	open	N 04/14/2026 132.05

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
557155 00051369	NAPA AUTO PARTS #18 FUSES 110-533-54018	04/07/2026 llafleur 2008 FORD F250 4X4 PICKUP R&M	04/14/2026	11.07 11.07	11.07	Open	N 04/14/2026 11.07
557397 00051370	NAPA AUTO PARTS #18, ATF FLUID 110-533-54018	04/08/2026 llafleur 2008 FORD F250 4X4 PICKUP R&M	04/14/2026	29.28 29.28	29.28	Open	N 04/14/2026 29.28
557276 00051371	NAPA AUTO PARTS SHOP GENERATOR FUEL FILTER 110-531-57702	04/07/2026 llafleur TOOLS & SMALL EQUIPMENT	04/14/2026	9.21 9.21	9.21	Open	N 04/14/2026 9.21
103816901 MARCH 00051324	NORTH KOOTENAI WATER DIST H-2 LIFT STATION 210-247-57005	03/17/2026 llafleur H-2 WALMART PS UTIL	04/14/2026	75.16 75.16	75.16	Open	N 04/14/2026 75.16
60322023 00051319	ONE CALL CONCEPTS, INC. TCKTS 189@\$.97, ADVER SURCHARGE 189@\$.20 210-241-53253	03/31/2026 llafleur SEWER LOCATES	04/14/2026	240.03 240.03	240.03	Open	N 04/14/2026 240.03
AR008721 00051358	OVERHEAD DOOR, INC. SHOP DOOR 110-811-54301-3221	04/07/2026 llafleur BUILDING MAINT & REPAIR	04/14/2026	581.75 581.75	581.75	Open	N 04/14/2026 581.75
9297146 00051294	PACIFIC STEEL & RECYCLING 1X .065 ROUND TUBE 20' 110-541-56501	03/31/2026 llafleur FLOWERS & DECORATIONS	04/14/2026	151.07 151.07	151.07	open	N 04/14/2026 151.07
32530 00051255	PINEVIEW HORTICULTURAL SERVICES INC FERTILIZER FOR PARKS 110-541-56502	03/23/2026 llafleur FERTILIZER	04/14/2026	15,520.00 15,520.00	15,520.00	open	N 04/14/2026 15,520.00

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
15132 00051295	PJ'S RUBBER STAMPS PSI STAMP-SADIE ROE NOTARY STAMP 110-301-56101	03/30/2026 llafleur	04/14/2026	25.72	25.72	Open	N 04/14/2026
	OFFICE SUPPLIES			25.72		1.00	25.72
4448392 00051359	POINTE PEST CONTROL-ID LLC 2 COM EOM GENERAL PEST 110-811-54301	04/01/2026 llafleur	04/14/2026	103.00	103.00	Open	N 04/14/2026
	BUILDING MAINT & REPAIR			103.00		1.00	103.00
54586 00051296	RUEN-YEAGER & ASSOCIATES S253000 PLANNING SERVICES FY 2026 110-345-53208	03/27/2026 llafleur	04/14/2026	793.50	793.50	Open	N 04/14/2026
	CONTRACT PLANNING SERVICES			793.50		1.00	793.50
108936 00051360	SATURDAY NIGHT INC. 1ST-8TH YOUTH VOLLEY BALL T SHIRTS 110-711-56404	03/17/2026 llafleur	04/14/2026	2,298.30	2,298.30	Open	N 04/14/2026
	TEAM SHIRTS			2,298.30		1.00	2,298.30
108957 00051395	SATURDAY NIGHT INC. MICRO SPRING SOCCER-SHIRTS NO #'S 110-711-56404	03/20/2026 llafleur	04/14/2026	2,112.30	2,112.30	Open	N 04/14/2026
	TEAM SHIRTS			2,112.30		1.00	2,112.30
108958 00051396	SATURDAY NIGHT INC. MINI SPRING SOCCER-SHIRTS NO #'S 110-711-56404	03/20/2026 llafleur	04/14/2026	2,102.50	2,102.50	Open	N 04/14/2026
	TEAM SHIRTS			2,102.50		1.00	2,102.50
108959 00051397	SATURDAY NIGHT INC. U8-U15 SPRING SOCCER-SHIRTS NUMBERS 110-711-56404	03/20/2026 llafleur	04/14/2026	4,201.35	4,201.35	Open	N 04/14/2026
	TEAM SHIRTS			4,201.35		1.00	4,201.35
11640229 00051297	SAYLEE BARKLEY WITHDREW BEFORE MEETING-MINIS 110-740-44752	02/16/2026 llafleur	04/14/2026	25.60	25.60	Open	N 04/14/2026
	SOCCER SPRING YOUTH			25.60		1.00	25.60

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
5655189560521 00051322	SCOTT HAEN NICE MEETING LUNCH AT PIZZA FACTORY MARC 110-349-55801	03/18/2026 llafleur	04/14/2026	15.37	15.37	Open	N 04/14/2026
		TRAVEL, MEETINGS, TRAINING		15.37		1.00	15.37
15361 00051345	SHL CPA'S PLLC AUDIT FY25 110-211-53101	02/28/2026 llafleur	04/14/2026	2,988.75	2,988.75	Open	N 04/14/2026
		AUDIT		2,988.75		1.00	2,988.75
02/16/26-03/15/ 00051372	SPORTSITES INC REGISTRATION FEE REIMBURSEMENT 110-711-55905	04/08/2026 llafleur	04/14/2026	1,456.00	1,456.00	Open	N 04/14/2026
		SPORTSITES REGISTRATION FEES		1,456.00		1.00	1,456.00
11640824 00051298	SUEDY MCKEEMAN SPONSORSHIP NOT NEEDED 110-740-44755	02/17/2026 llafleur	04/14/2026	165.00	165.00	Open	N 04/14/2026
		SOCCER SPONSORS - SPRING		165.00		1.00	165.00
P27121SPO 00051258	SWS EQUIPMENT INC. SWEEPER REPAIR 110-533-54035	03/23/2026 llafleur	04/14/2026	2,301.01	2,301.01	Open	N 04/14/2026
		2018 PETERBILT STREET SWEEPER 220 R&M		2,301.01		1.00	2,301.01
P28106SPO 00051362	SWS EQUIPMENT INC. GUTTER BROOM 250KP x20 110-533-54035	04/03/2026 llafleur	04/14/2026	812.00	812.00	Open	N 04/14/2026
		2018 PETERBILT STREET SWEEPER 220 R&M		812.00		1.00	812.00
784207 00051315	THE HILLER COMPANIES, LLC FIRE ALARM MONITORING PW FACILITY APR 26 110-811-54301	04/01/2026 llafleur	04/14/2026	588.00	588.00	open	N 04/14/2026
		BUILDING MAINT & REPAIR		588.00		1.00	588.00
03/25/2026 00051261	TIMBERED RIDGE HOMES LLC Check Request For Bond: BTC26-0002 110-228-22813	03/25/2026 dcollins	04/14/2026	1,000.00	1,000.00	open	N 04/14/2026
		BTC26-0002 - OT26-0047		1,000.00		1.00	1,000.00

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
105142 00051269	VALLI INFORMATION SYSTEMS INC UTILITY BILL PRINT & POSTAGE 3/17/2026 210-241-56100 210-241-53010	03/24/2026 llafleur	04/14/2026	2,941.44 2,066.71 874.73	2,941.44	Open	N 04/14/2026 2,066.71 874.73
6139111744 00051363	VERIZON WIRELESS LIFT STATION WIRELESS -FEB 22, 2026-MAR 210-247-57006 210-247-57000 210-247-57003 210-247-57013 210-247-57007 210-247-57020 210-247-57011 210-247-57019 210-247-57016 210-247-59835 210-247-57021	03/21/2026 llafleur	04/14/2026	301.59 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 63.79	301.59	Open	N 04/14/2026 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 23.78 63.79
6139144145 00051364	VERIZON WIRELESS MIFI & ROUTER FEB 22, 2026-MAR 21, 2026 110-230-57720 110-301-55300 110-511-55300 110-711-55300	03/21/2026 llafleur	04/14/2026	477.56 80.02 160.04 198.77 38.73	477.56	Open	N 04/14/2026 80.02 160.04 198.77 38.73
PB23-0089 Dep R 00051274	VERNDON, DENISE Check Request For Bond: BTC25-0003 110-228-22813	03/30/2026 dcollins	04/14/2026	1,000.00 1,000.00	1,000.00	Open	N 04/14/2026 1,000.00
51460 00051394	VINYL FIRE KITE FESTIVAL BANNER, DESIGN SETUP 110-721-58001-1158	02/13/2026 llafleur	04/14/2026	163.79 163.79	163.79	Open	N 04/14/2026 163.79

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
MAR 2026 STATEM 00051414	VISA 3/27/26 VISA STATEMENT	03/27/2026 dcollins	04/14/2026	6,543.86	6,543.86	Open	N 04/14/2026
	110-230-57716	GENERAL SOFTWARE		227.85		1.00	227.85
	110-230-57717	GENERAL HARDWARE		4,298.83		1.00	4,298.83
	110-230-53403	IT SUPPORT SERVICES & TRAINING		49.78		1.00	49.78
	110-111-55801	TRAVEL, MEETINGS, TRAINING		54.05		1.00	54.05
	110-211-56101	OFFICE SUPPLIES		58.58		1.00	58.58
	110-711-56105	PROGRAM EQUIPMENT/SUPPLIES		2.94		1.00	2.94
	110-711-55803	TRAVEL/MEETINGS/TRAINING		970.00		1.00	970.00
	110-349-55801	TRAVEL, MEETINGS, TRAINING		217.94		1.00	217.94
	110-301-56100	POSTAGE		25.90		1.00	25.90
	110-345-55701	DUES, MEMBERSHIPS & SUBSCRIPTIONS		488.88		1.00	488.88
	110-211-52902	RECOGNITION/WELLNESS/EVENTS		56.47		1.00	56.47
	110-111-55801-1800	TRAVEL, MEETINGS, TRAINING-MAYOR		32.74		1.00	32.74
	110-111-58015	HISTORIC PRESERVATION COMMISSION		59.90		1.00	59.90
568680 00051270	WALTER E. NELSON CO. CORP. 40x40 45GAL TRASH BAGS, TOILET TISSUE	03/23/2026 llafleur	04/14/2026	2,216.90	2,216.90	Open	N 04/14/2026
	110-541-56103	OPERATING SUPPLIES		2,216.90		1.00	2,216.90
41014120-005 00051271	WELCH COMER & ASSOCIATES INC. PROFESSIONAL SERVICES 01/18/26-02/14/202	03/17/2026 llafleur	04/14/2026	15,890.00	15,890.00	Open	N 04/14/2026
	120-899-59219-8021	HAYDEN/ HUETTER INTER-DESIGN		15,890.00		1.00	15,890.00
41014130-005 00051272	WELCH COMER & ASSOCIATES INC. PROFESSIONAL SERVICES 1/18/2026-02/14/20	03/11/2026 llafleur	04/14/2026	81.88	81.88	Open	N 04/14/2026
	120-112-59234-8007	HAYDEN/ATLAS INTERSECTION DESIGN		81.88		1.00	81.88
256 00051341	WESTERN REAL PROPERTY APPRAISAL 9561 N ATLAS	04/02/2026 llafleur	04/14/2026	5,500.00	5,500.00	Open	N 04/14/2026
	120-112-59237	HAYDEN/ATLAS INTERSECTION ROW ACQ		5,500.00		1.00	5,500.00
IN003535222 00051365	WESTERN STATES EQUIPMENT COMPANY WASHER x30, #32	03/16/2026 llafleur	04/14/2026	48.30	48.30	Open	N 04/14/2026
	110-533-54032	2015 JOHN DEERE GRADER #4291 R&M		48.30		1.00	48.30

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
1091301 00051300	ZIEGLER LUMBER COMPANY INC. 4x4 BROWN TREATED POST, 5 1/2 IN WOOD SC 11afleur 110-534-59100	03/30/2026 FY2022 HWY 95 CITY ENTRANCE SIGNS	04/14/2026	47.54 47.54	47.54	Open	N 04/14/2026 47.54
1085762 00051301	ZIEGLER LUMBER COMPANY INC. SAKRETE, 60# CONCRETE MIX x4 110-534-59100	03/19/2026 FY2022 HWY 95 CITY ENTRANCE SIGNS	04/14/2026	18.20 18.20	18.20	Open	N 04/14/2026 18.20
1089109 00051302	ZIEGLER LUMBER COMPANY INC. TORX DRIVE BIT, DECK SCREWS, 60# CONCRET 11afleur 110-534-59100	03/26/2026 FY2022 HWY 95 CITY ENTRANCE SIGNS	04/14/2026	145.06 145.06	145.06	Open	N 04/14/2026 145.06
208-189-0545 3/ 00051376	ZIPLY FIBER PHONE CHARGES FOR MARCH 2026 210-247-57016 210-247-57009 112-241-54312 210-247-57005 210-247-57018 110-211-55300 110-811-54301	03/25/2026 11afleur HEATHERSTONE LS UTIL H-1 LIFT STATION UTIL BOAT LAUNCH OPERATION/MAINTENANCE H-2 WALMART PS UTIL MAPLE GROVE LS UTIL COMMUNICATIONS/PHONES BUILDING MAINT & REPAIR	04/14/2026	616.42 88.99 91.38 133.68 96.53 95.42 95.42 15.00	616.42	Open	N 04/14/2026 88.99 91.38 133.68 96.53 95.42 95.42 15.00
# of Invoices:	152	# Due: 152	Totals:	1,686,107.80	1,686,107.80		
# of Credit Memos:	1	# Due: 1	Totals:	(100.00)	(100.00)		
Net of Invoices and Credit Memos:				1,686,007.80	1,686,007.80		
--- TOTALS BY FUND ---							
	110 GENERAL FUND			282,350.74	282,350.74		
	112 HONEYSUCKLE BOAT LAUNCH FUND			504.25	504.25		
	120 IMPACT FEE CIRCULATION FUND			21,471.88	21,471.88		
	121 IMPACT FEE PARKS FUND			10,232.20	10,232.20		
	210 SEWER OPER. & MAINT. FUND			326,820.63	326,820.63		
	211 SEWER CAPITALIZATION FUND			1,044,628.10	1,044,628.10		
--- TOTALS BY DEPT/ACTIVITY ---							
	111 GEN-MYR OPERATING & ADMINISTRAT			23,764.30	23,764.30		
	112 PLANNED PROJECTS - CIRCULATION			5,581.88	5,581.88		

INVOICE REGISTER FOR CITY OF HAYDEN

EXP CHECK RUN DATES 04/14/2026 - 04/14/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: 01 - POOLED A/P CHECKING

Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
	113 PLANNED PROJECTS - PARKS			10,232.20	10,232.20		
	211 GEN-ADM OPERATING & ADMINISTRAT			15,856.97	15,856.97		
	228 PASSTHRU & BAD DEBT EXPENSES			4,540.47	4,540.47		
	230 GEN-ADM INFORMATION TECHNOLOGY			59,796.59	59,796.59		
	241 OPERATING & ADMINISTRATIVE			370,647.33	370,647.33		
	246 LIFT/PUMP STATION R&M			152.40	152.40		
	247 LIFT/PUMP STATION UTIL			5,511.82	5,511.82		
	250 FUND BALANCES			1,309.33	1,309.33		
	251 LAW ENFORCEMENT SALARIES & BENE			99,494.42	99,494.42		
	301 COMDEV--P&D OPERATING & ADMINIS			211.66	211.66		
	320 COMMUNITY DEVELOPMENT FEES			1,100.00	1,100.00		
	345 COMDEV P&D OPERATING & ADMINIST			1,282.38	1,282.38		
	349 COMDEV BLD OPERATING & ADMINIST			233.31	233.31		
	496 EXTRAORDINARY ITEMS			990,067.20	990,067.20		
	511 PW-ADM OPERATING & ADMINISTRATI			198.77	198.77		
	531 PW-STR OPERATING & ADMINISTRATI			506.09	506.09		
	532 PW-STR ROAD MAINTENANCE			21,383.16	21,383.16		
	533 PW-STR EQUIP/VEHICLE R&M			6,698.81	6,698.81		
	534 PW-STR CAPITAL PURCHASES/PROJEC			220.36	220.36		
	541 PW-PKS OPERATING & ADMINISTRATI			21,326.67	21,326.67		
	542 PW-PKS EQUIP/VEHICLE R&M			59.98	59.98		
	711 REC OPERATING & ADMINISTRATIVE			13,542.26	13,542.26		
	721 REC EV OPERATING & ADMINISTRATI			163.79	163.79		
	740 RECREATION PROGRAMS			190.60	190.60		
	811 FACIL OPERATING & ADMINISTRATIV			11,780.15	11,780.15		
	899 CAPITAL PURCHASES/PROJECTS			20,154.90	20,154.90		

3. **VISITOR/PUBLIC COMMENT (3-minutes maximum)**
4. **UNFINISHED BUSINESS**
  - A. **ACTION ITEM** Adopt Resolution for Condemnation Proceedings Related to Hayden/Atlas Intersection Improvements

**CITY OF HAYDEN RESOLUTION NO. 2026-\_\_\_\_\_**

**A RESOLUTION OF THE CITY OF HAYDEN, IDAHO, APPROVING THE COMMENCEMENT OF CONDEMNATION PROCEEDINGS FOR THE REAL PROPERTY LOCATED AT 3410 WEST HAYDEN AVENUE, HAYDEN, KOOTENAI COUNTY, IDAHO AND LEGALLY DESCRIBED AS NW-NW-NW-NW, E2-SW-NW-NW-NW22 51N 04W; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The City of Hayden, is a lawfully recognized municipal corporation within the State of Idaho and is authorized to exercise the power of eminent domain proceedings pursuant to Idaho Code § 50-311 and Idaho Code § 7-701 *et. seq.*

**WHEREAS**, the City of Hayden, Idaho, is engaged in the construction of a highway project designated as 41014.020, HAYDEN AVE & ATLAS RD ROUNDABOUT, (hereinafter referred to as the “project”); and

**WHEREAS**, a portion of the project will require the acquisition of land for right of way and construction including control of the property legally described in Exhibit A attached hereto and incorporated herein.

**WHEREAS**, the City of Hayden, Idaho, has determined that it necessary and in the public interest to acquire real property for the above purpose; and

**WHEREAS**, the City of Hayden has engaged in good faith negotiations with the property owner without success and it is necessary that the real property described in Exhibit A be acquired by condemnation proceedings in order to complete the project.

**NOW, THEREFORE, BE IT RESOLVED:**

**Section 1.** That it is necessary to acquire the real property, rights of way, access control, and temporary easements described in Exhibit A through condemnation in accordance with Idaho Code § 50-311 and Idaho Code § 7-701 *et. seq.*

**Section 2.** The real property described in Exhibit A, and illustrated in Exhibit B is to be acquired for a public use authorized by law, the taking of the property is necessary to such use, and the taking located in the manner which will be most compatible with the greatest public good and least private injury.

**Section 3.** The property is not already appropriated to a public use.

**Section 4.** The names and addresses of the record title owner of the property described in Exhibit A is 3140 W Hayden LLC, 4742 42<sup>nd</sup> Avenue SW #156 Seattle, Washington 98116.

**Section 5.** The City of Hayden commenced negotiations to purchase the property on the 17<sup>th</sup> day of February, 2026 by certified U.S. Mail, addressed to the person shown in the official records of the county assessor as the owner of the property and did deliver the following: (A) a summary of rights form required by Chapter 7, Title 7, Idaho Code. (B) a written offer to purchase the Property, and (C) a copy of an appraisal prepared on behalf of the City of Hayden. More than 30 days have elapsed since the City of Hayden made this offer.

**Section 6.** The City of Hayden, by and through its employees, contractors, and agents, has sought in good faith to purchase the property described in Exhibit A, but the City of Hayden has been unable to make any reasonable bargain therefor.

**Section 7.** It is timely to acquire the property.

Upon a motion made by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the following vote was recorded:

Council Member Roetter	___ Yes	___ No
Council Member DePriest	___ Yes	___ No
Council Member Shafer	___ Yes	___ No
Council Member Davidson	___ Yes	___ No

Upon said roll call, this Resolution was duly enacted as a Resolution of the city of Hayden, Kootenai County, Idaho, on the \_\_\_ day of \_\_\_\_\_, 2026.

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

**CITY OF HAYDEN**

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

**ATTEST:**

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

## Exhibit A

### Legal Description- 3140 W. Hayden, LLC

That portion of the northwest quarter of Section 22, Township 51 North, Range 4 West, Boise Meridian, Kootenai County, Idaho described as follows:

Commencing at a 3 1/2 inch aluminum cap marking the northwest corner of said Section 22 as shown on Corner Perpetuation and Filing recorded as Instrument Number 2466168000, records of Kootenai County, said monument bears N 88°28'40" W a distance of 2630.18 feet from a 2 1/2 inch brass cap marking the North quarter corner of said Section 22 as shown on Corner Perpetuation and Filing recorded as Instrument Number 2417005000, records of Kootenai County.

Thence along the North line of said northwest quarter, S 88° 28' 40" E a distance of 30.30 feet;

Thence perpendicular to the South right of way of Hayden Avenue S 01° 31' 20" W a distance of 25.00 feet to the right of way intersection of Atlas Avenue and said Hayden Avenue, said point also being the **TRUE POINT OF BEGINNING;**

Thence along the South right of way of said Hayden Avenue, S 88° 28' 40" E a distance of 187.85 feet;

Thence perpendicular to said South right of way, S 01° 31' 20" W a distance of 17.89 feet;

Thence parallel with the North line of said northwest quarter, N 88° 28' 40" W a distance of 55.94 feet to the beginning of a non-tangent curve to the left having a radius of 279.00 feet;

Thence southwest along said curve, through an arc length 113.73 feet, through a central angle of 23° 21' 23", a chord bearing of S 71° 34' 38" W and a chord distance of 112.95 feet to the beginning of a non-tangent compound curve to the left, having a radius of 39.00 feet;

Thence southwest along said curve, through an arc length 26.34 feet, through a central angle of 38° 41' 57", a chord bearing of S 40° 32' 58" W and a chord distance of 25.84 feet to the beginning of a non-tangent compound curve to the left, having a radius of 69.00 feet;

Thence southeast along said curve, through an arc length 31.80 feet, through a central angle of 26° 24' 25", a chord bearing of S 07° 59' 47" W and a chord distance of 31.52 feet;

Thence S 05° 12' 26" E a distance of 36.27 feet to the beginning of a curve to the right, having a radius of 440.00 feet;

Thence southeast along said curve, through an arc length 46.38 feet, through a central angle of 06° 02' 24", a chord bearing of S 02° 11' 14" E and a chord distance of 46.36 feet;

Thence parallel with the West line of said Section 22, S 00° 49' 59" W a distance of 115.62 feet to the South line of the northwest quarter of the northwest quarter of the northwest quarter of the northwest quarter said Section 22;

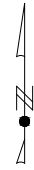
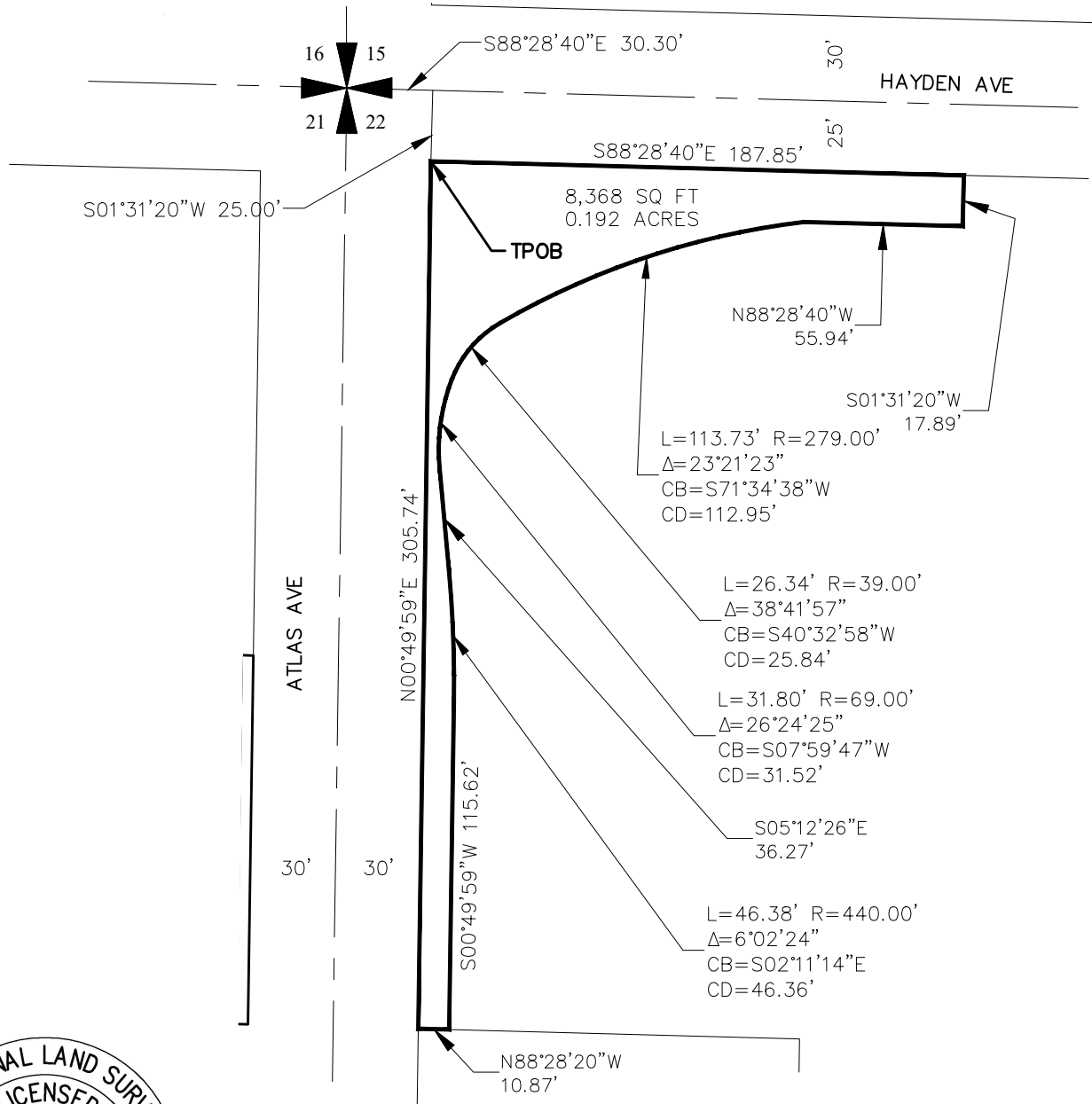
## Exhibit A

Thence along said South line, N 88° 28' 20" W a distance of 10.87 feet to the East right of way of Atlas Avenue;

Thence along said East right of way, N 00° 49' 59" E a distance of 305.74 feet to the **TRUE POINT OF BEGINNING.**

Contains 8,368 Square feet or 0.192 acres more or less.

EXHIBIT B  
 RIGHT OF WAY – 3140 W HAYDEN LLC  
 LOCATED IN THE NORTHWEST QUARTER OF  
 SECTION 22, TOWNSHIP 51 NORTH, RANGE 4 WEST,  
 CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO



SCALE: 1"=60'



www.welchcomer.com 208-664-9382  
 330 E. Lakeside Ave, Suite 101 (toll free) 877-815-5672  
 Coeur d'Alene, ID 83814 (fax) 208-664-5946

EXHIBIT B – RIGHT OF WAY  
 3140 W Hayden LLC  
 PROPOSED RIGHT OF WAY  
 H00000223225

PROJECT NO.: 41014.020  
 DESIGNED BY: MLH  
 DRAWN BY: FVR  
 DWG: 41014.020EX01.DWG  
 DATE: 05/14/2024  
 SHEET NO: **1 OF 1**

5. **NEW BUSINESS**

- A. **ACTION ITEM** Hayden Lake Watershed Improvement District and Hayden Lake Watershed Association Proposal for a Lake Host at the Honeysuckle Beach Facility



# Memo

To: Mayor and Hayden City Council

From: Abbi Sanchez, City Clerk

Date: April 14, 2026

**Agenda Item: Proposal for Lake Host at the Honeysuckle Beach Facility**

---

## **Agenda Item Location**

New Business

## **Recommended Action or Motion**

Provide staff direction regarding the proposal

## **Background/Functional Impact of Authorizing**

The Hayden Lake Watershed Association (HLWA) and Hayden Lake Watershed Improvement District (HLWID) are proposing a cost-shared partnership with the city to create a seasonal Watercraft Monitor internship at the Honeysuckle Beach boat launch.

The proposed paid internship would serve as a lake-host and monitoring position focused on protecting water quality and gathering operational data. Key responsibilities include verifying invasive species permits on out-of-state watercraft, conducting voluntary boat inspections and public education on invasive species prevention and shoreline protection, and promoting “Clean, Drain, Dry” practices. The position would also track launch usage, collect data on in-state vs. out-of-state traffic, and monitor compliance with city permits and payment requirements.

The partners emphasize the proposal as a low-cost, high-impact initiative that would improve environmental protection while providing valuable usage and compliance data to support city planning, maintenance budgeting, and future grant opportunities. A visible presence at the launch is also expected to improve voluntary compliance with local regulations.

## **Functional Impact of Not Authorizing**

Not approving the proposal would not immediately change daily operations but could have long-term environmental and planning impacts due to less monitoring, education, and data collection support.

## **Fiscal Impact**

Unknown at this time, however, this specific position was not budgeted for in the FY2026 adopted budget.

**Budget Funding Source / Transfer Request**

Unknown at this time.

**Attachment**

Proposal Letter from Hayden Lake Watershed Improvement District and Hayden Lake Watershed Association

April 10, 2026

**Suzanne Cano**, Director  
City of Hayden Recreation and Community Events

Dear Suzanne,

Thank you for taking the time to speak with me today about our proposal for a Lake Host at Honeysuckle Beach. As suggested, please forward this to **Alan Soderling**, Public Works Director, as well as **Ty Kovatch**, Public Works Deputy. I appreciate your help!

**RE: Collaborative Watercraft Monitoring Internship at Honeysuckle Launch**

On behalf of the **Hayden Lake Watershed Association (HLWA)** and the **Hayden Lake Watershed Improvement District (HLWID)**, we are writing to propose a collaborative initiative to monitor the Honeysuckle boat launch and protect Hayden Lake.

We are interested in **partnering with the City to establish a seasonal Watercraft Monitor** position. To demonstrate our commitment to this effort, we are prepared to share the costs with the City of Hayden.

**Position Overview & Purpose**

We envision a paid internship for a student with a strong background in lake management to provide an accurate "snapshot" of ramp activity. Key responsibilities include:

**Environmental Safeguards:** Verify that out-of-state watercraft display the required Idaho Invasive Species sticker, a critical step in preventing the introduction of quagga/zebra/golden mussels and other aquatic invasive species

**Lake Host:** Provide complimentary boat inspections; Capture aquatic invasive species that try to sneak into our lake on boats, trailers, and gear

**Educational Outreach:** Teach boaters the *Clean, Drain, and Dry* method; Provide educational materials for our no-wake zones and shoreline erosion

**Usage Metrics:** Maintain a precise log of the number of daily launches to track peak usage periods

**Geographic Data:** Track the numbers of in-state and out-of-state vehicles and trailers to identify locations/quantities of visitors

**Payment Compliance:** Observe and record whether vehicles display the required City permits or daily payment receipts

**A Low-Cost, High-Impact Partnership**

We believe we can keep the financial burden low while gaining high-value prevention and usage data, which will prove instrumental for the City's future planning, maintenance budgeting, and grant applications. Furthermore, a visible presence at the ramp often encourages voluntary compliance with city ordinances and environmental regulations.

The HLWA and the HLWID are eager to discuss the logistics and estimated costs of this partnership. We believe that by working together, we can help protect the long-term health of Hayden Lake for all residents.

**We request**

1. to be added to the City Council meeting agenda on April 14 for a brief introduction to our proposal,
2. the opportunity to facilitate a presentation by Idaho State Department of Agriculture to the City Parks & Rec commission at their meeting on April 15, and
3. to be added to the City Council meeting agenda on April 28 for further discussion and/or a decision.

We look forward to discussing how we can move this proposal forward.

Best regards,

**Jan Wilkins, President**  
Hayden Lake Watershed Association

**Kristine Regele Bartz, Director**  
Hayden Lake Watershed Improvement District

- B. **ACTION ITEM** Engineering Services Agreement with Iteris Inc. for Transportation Strategic Plan Update



# Memo

To: Mayor and Hayden City Council

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

Date: 4/14/2026

**Agenda Item: Approval of Engineering Services Agreement with Iteris Inc. for an Amendment to the Transportation Strategic Plan**

---

## **Agenda Item Location**

New Business

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

The City's current Transportation Strategic Plan (TSP) was published in 2021, and many of the assumptions need to be reviewed and updated to match the true trends of the City and County. Additionally, the City has authorized a rate specialist to perform the new Impact Fee study, which utilizes the Capital Improvement Projects in the TSP. The contract with Iteris allows the City's TSP to be updated promptly for rates of growth, and the associated Capital Improvement Plan to be updated to provide the best information for the new rate study. This is an amendment to the TSP that updates the most critical pieces of the model and figures, but it is not a comprehensive update. A comprehensive TSP update is recommended to occur within the next couple of years, and this amendment will be useful for that update.

Iteris Inc. has the City's transportation model and was selected through the Roster for planning and traffic. Staff will bring the proposed TSP Amendment back to council for adoption to the 2040 TSP.

Recommended Motion: I Move to approve the Engineering Services Agreement with Iteris Inc. for an Amendment to the Transportation Strategic Plan for a fee not to exceed \$46,075.

## **Functional Impact of Authorizing**

If authorized, current and best information regarding transportation projects can be provided for the Impact Fee Study update and the community. This also requires developers to perform their Traffic Impact Analyses, if required, with the amended projects and projections.

## **Functional Impact of Not Authorizing**

If not approved, staff would not be able to provide the necessary information for the Impact Fee Study and additional analyses would be based on information from 2019-2021.

**Fiscal Impact**

The Transportation Strategic Plan Update was budgeted for \$200,000 in GL 120-112-59200. This TSP Amendment shall not exceed \$46,075.

**Budget Funding Source / Transfer Request**

120-112-59200

**Attachment**

Engineering Services Agreement

## ENGINEERING SERVICES AGREEMENT

THIS ENGINEERING SERVICES AGREEMENT (“Agreement”) is made and entered into this \_\_\_ day of April, 2026 (“Effective Date”) by and between **THE CITY OF HAYDEN**, a political subdivision of the state of Idaho (“CITY”) and **ITERIS, Inc.** (“ENGINEER”). The CITY and ENGINEER may be collectively referred to herein as the “parties” and individually referred to as a “party.” The promise and agreements of each being in consideration of the promises and agreements of the other. The parties agree as follows:

1. SCOPE OF WORK: The CITY engages ENGINEER to perform the work identified in the Proposal to Update the City of Hayden Transportation Strategic Plan (2040): Travel Demand Model Update, Interim TSP Amendment, Traffic Impact Fee Support, attached as Appendix A.

2. PAYMENT: The CITY agrees to pay ENGINEER for its services on rendered under this Agreement on a time and materials basis for said services rendered. The parties agree that ENGINEER will invoice the CITY for payment under this Agreement for services rendered herein and will create a separate task or item number for each service requested to simplify tracking shown in Appendix A.

3. RIGHT OF CONTROL: The CITY agrees that it will have no right to control or direct the details, manner, or means by which ENGINEER accomplishes the results of the services performed hereunder. ENGINEER has no obligation to work any particular hours or days or any particular number of hours or days. ENGINEER agrees, however, that its other contracts or services shall not interfere with the performance of its services under this Agreement.

4. INDEPENDENT ENGINEER RELATIONSHIP: ENGINEER is an independent contractor and is not an employee, servant, agent, partner, or joint venturer of the CITY. The CITY shall determine the scope of work to be done by ENGINEER, but ENGINEER shall determine the legal means by which it accomplishes the work specified by the CITY.

5. FEDERAL, STATE, AND LOCAL PAYROLL TAXES: Neither federal, state or local income taxes, nor payroll taxes of any kind shall be withheld and paid by the CITY on behalf of ENGINEER or the employees of ENGINEER. ENGINEER shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. ENGINEER understands that ENGINEER is responsible to pay, according to law, ENGINEER's income tax. ENGINEER further understands that ENGINEER may be liable for self-employment (Social Security) tax to be paid by ENGINEER according to law.

6. LICENSES AND LAW: ENGINEER represents that it possess the skill and experience necessary and all licenses required to perform the services under this Agreement. ENGINEER further agrees to comply with all applicable laws in the performance of the services hereunder.

7. FRINGE BENEFITS: Because ENGINEER is engaged in its own independently established business, ENGINEER is not eligible for, and shall not participate in, any employee pension, health, or other fringe benefit plans of CITY.

8. WORKER'S COMPENSATION: ENGINEER shall maintain in full force and effect worker's compensation for ENGINEER and any agents, employees, and staff that the ENGINEER may employ, and provide proof to the CITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES: ENGINEER shall supply, at ENGINEER's sole expense, all equipment, tools, materials and/or supplies to accomplish the services to be provided herein.

10. EFFECTIVE DATE: The above set date shall be the Effective Date of this Agreement. The anticipated schedule is included in Appendix A.

11. WARRANTY: ENGINEER warrants that all services will be performed in a good workmanlike manner and in conformance with the standards established for Engineers in the state of Idaho. ENGINEER acknowledges that it will be liable for any breach of this warranty.

12. INDEMNIFICATION AND INSURANCE:

As respects to acts, errors or omissions in the performance of professional services, ENGINEER agrees to indemnify and hold harmless the CITY, its officers, employees, and the CITY's designated volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly out of ENGINEER's negligent acts, errors or omissions in the performance of its professional services under the terms of this contract.

As respects all acts, errors or omissions which do not arise directly out of the performance of professional services including, but not limited to those acts or omissions normally covered by general and automobile liability insurance, ENGINEER agrees to indemnify, defend (at the CITY's option), and hold harmless the CITY, its officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with ENGINEER's (or ENGINEER's subcontractors, if any) performance or failure to perform, under the terms of this contract; excepting those which arise out of the sole negligence of CITY.

Without limiting the CITY's right to indemnification, it is agreed that ENGINEER shall secure prior to commencing any activities under this Agreement, and maintain during the term of this Agreement, insurance coverage as follows:

- a. Worker's compensation insurance as required by Idaho statutes.
- b. Comprehensive general liability insurance or commercial general liability insurance, including coverage for premises and operations, contractual liability, personal injury liability, products/completed operations liability, broad-form property damage (if applicable) and independent ENGINEER's liability (if applicable), in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form.

- c. Comprehensive automobile liability coverage including, as applicable, owned, non-owned and hired autos, in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form.
- d. Professional liability insurance coverage, including contractual liability, in an amount not less than One Million Dollars (\$1,000,000.00), and ENGINEER shall maintain such coverage for at least four (4) years from the termination of this Agreement; and during this four-year period, ENGINEER shall use ENGINEER's best efforts to ensure that there is no change of the retroactive date on this insurance coverage.

The CITY is hereby authorized to reduce the requirements set forth above in the event the CITY determines that such reduction is in the CITY's best interest.

Each insurance policy required by this Agreement shall contain the following clauses:

- a. This insurance shall not be canceled, limited in scope or coverage, or non-renewed until after thirty (30) days prior written notice has been given to the Clerk of the CITY.
- b. It is agreed that any insurance maintained by the CITY shall apply in excess of and not contribute with insurance provided by this policy.

Each insurance policy required by this Agreement, excepting policies for worker's compensation and professional liability, shall contain the following clause:

The CITY, its officers, agents, employees, representatives and volunteers are added as additional insureds as respects operations and activities of, or on behalf of, the named insured, performed under contract with the CITY.

Prior to commencing any work under this Agreement, ENGINEER shall deliver to the CITY insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above. Also, within thirty (30) days of the execution date of this Agreement, ENGINEER shall provide to CITY endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Said endorsements shall be signed by an authorized representative of the insurance company and shall include the signature's company affiliation and title. Should it be deemed necessary by the CITY, it shall be ENGINEER's responsibility to see that the CITY receives documentation acceptable to the CITY which sustains that the individual signing said endorsements is indeed authorized to do so by the insurance company. Also, the CITY has the right to demand, and to receive within a reasonable time period, copies of any insurance policies required under this Agreement.

In addition to any other remedies the CITY may have if ENGINEER fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, the CITY may, at its sole option:

- a. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

- b. Order ENGINEER to stop work under this Agreement and/or withhold any payment(s) which become due to ENGINEER hereunder until ENGINEER demonstrates compliance with the requirements hereof.
- c. Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies the CITY may have and is not the exclusive remedy for ENGINEER's failure to maintain insurance or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which ENGINEER may be held responsible for payments of damages to persons or property resulting from ENGINEER's, or its subcontractor's, performance of the work covered under this Agreement.

13. NONDISCRIMINATION: ENGINEER, for itself and its successors and assigns, agrees that in the performance of services provided for in this Agreement, ENGINEER will not unlawfully discriminate against any employee or applicant for employment because of age, race, handicap, color, creed, religion, sex, marital status, ancestry, or national origin.

14. CONFLICT OF INTEREST: ENGINEER warrants that it presently has no interest and will not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of its services hereunder. ENGINEER further covenants that, in performing this Agreement, it will employ no person who has any such interest. Should any conflict of interest arise, it will be disclosed and managed accordingly.

15. OWNERSHIPS: All work performed by ENGINEER on behalf of the CITY shall become the property of the CITY upon payment by the CITY for the services, including but not limited to electronic data and data compiled for the purpose of generating the final work product. The CITY shall have the right to use the data without obtaining prior approval by the ENGINEER.

16. NONWAIVER: Failure of either party to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

17. CHOICE OF LAW: Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the state of Idaho.

18. ENTIRE AGREEMENT: This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

19. SEVERABILITY: If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will nevertheless remain in full force and effect.

20. ATTORNEY FEES: Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

21. CERTIFICATION CONCERNING BOYCOTT OF ISREAL: Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars and

CONSULTANT employs ten or more persons, CONSULTANT certifies that it is not currently engaged in, and will not for the duration of the Contract, engage in a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 have the meaning defined therein.

22. CERTIFICATION THAT COMPANY IS NOT CURRENTLY OWNED OR OPERATED BY THE GOVERNMENT OF CHINA: Pursuant to Idaho Code section 67-2359, CONSULTANT certifies that the company is not currently owned or operated, and will not for the duration of the contract be owned or operated by the government of China. The terms defined in Idaho Code section 67-2359 shall have the meaning defined therein.

23. NOTICES: Any and all notices required or permitted to be given under this Agreement will be sufficient if furnished in writing, hand delivered, or sent by registered or certified mail to:

To the City: City of Hayden  
Attn: Lisa Ailport, City Administrator  
8930 N. Government Way  
Hayden, Idaho 83835  
Telephone: (208) 772-4411  
Facsimile: (208) 772-6522  
E-mail: [lailport@haydenid.gov](mailto:lailport@haydenid.gov)

With a copy to: Fonda Jovick  
Lake City Law  
435 W Hanley Avenue, Suite 101  
Coeur d'Alene, Idaho 83815  
Telephone: (208) 664-8115  
Facsimile: (208) 664-6338  
E-mail: [fjovick@lclattorneys.com](mailto:fjovick@lclattorneys.com)

To Contractor: ITERIS, Inc.  
Attn: Scott Carlson  
1700 Carnegie Avenue, Suite 100  
Santa Ana, CA 92705

**Iteris Project Manager (Spokane)**  
Jennifer Martin, P.E.  
(509)309-8581  
[jmartin@iteris.com](mailto:jmartin@iteris.com)

IN WITNESS WHEREOF, the parties have made and entered into this Agreement as of the Effective Date first above written.

The parties have executed this Agreement as of the Effective Date.

CITY

ENGINEER

CITY OF HAYDEN

ITERIS, Inc.

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

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

ATTEST:

Its: \_\_\_\_\_

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

\_\_\_\_\_



Proposal to Update to the City of Hayden  
Transportation Strategic Plan (2040):  
*Travel Demand Model Update, Interim TSP  
Amendment, Traffic Impact Fee Support*

April 1, 2026

Submitted to:



11477-155.26 | Prepared by Iteris, Inc.

Acceptance and agreement of attached proposal is hereby acknowledged.

By: \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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

March 30, 2026

Ms. Dulci Kau, PE  
City Engineer  
City of Hayden  
8930 N. Government Way  
Hayden, ID 83835

**Re: Proposal for Update to the City of Hayden Transportation Strategic Plan (2040):**

*Travel Demand Model Update, Interim TSP Amendment, Traffic Impact Fee Support*

11477-155.26

Dear Ms. Kau:

Iteris, Inc. (Iteris) is pleased to submit this proposal for services related to an interim update to the Imagine Hayden 2040 Transportation Strategic Plan (TSP). As the developer of the current model, and the author of the 2040 TSP, Iteris is ready to efficiently jump into this effort and provide Hayden with an interim update needed to support current planning efforts in Hayden, along with updated future growth forecasts from KMPO. This proposal includes three separate tasks:

- **AN UPDATE TO THE CURRENT CITY OF HAYDEN TRAVEL DEMAND MODEL**

Iteris will perform an update to the land use in the 2040 City of Hayden travel demand model, consistent with updated KMPO future forecasts. There will be minimal updates to the model aside from land use. This effort will assist with understanding future capacity constraints, and assessment of future mitigation measures.

- **A BRIEF AMENDMENT TO THE CURRENT 2040 TSP**

Iteris will review the current Capital Improvement Plan (CIP) from the 2040 TSP and provide updates to the prioritized implementation plan. The purpose of this update is to include previously updated mitigation agreements and future capacity constraint mitigations into an updated CIP list. This list will be used for future planning efforts, as well as the current update to the Traffic Impact Fee.

- **PROVISION OF MODEL DATA TO SUPPORT THE CURRENT UPDATE TO THE TRAFFIC IMPACT FEE**

Consistent with outputs that Iteris provided for the prior Impact Fee project, Iteris will provide the City of Hayden and FCS Group with updated trip information for the City of Hayden, from the updated travel demand model, to support their current Impact Fee project.

This proposal is submitted under the current pre-approved consultant roster. Iteris proposes **Ms. Jennifer Emerson-Martin, PE**, as **Project Manager** for this project. She will be the principal contact with the City and other entities per the City's direction. Ms. Emerson-Martin will oversee work from project inception to completion, and will also be responsible for coordinating staff activities and meetings.

Thank you for the opportunity to submit our proposal. Iteris looks forward to assisting the City in the upcoming roster term. Please contact me at 509.309.8581 or [jmartin@iteris.com](mailto:jmartin@iteris.com), should you have any questions.

Sincerely,  
**Iteris, Inc.**



Jennifer Emerson-Martin, PE  
Assistant Vice President  
Mobility Consulting Services

## BACKGROUND

The City of Hayden last updated their model and TSP in 2020 and 2021. The City of Hayden travel demand model was developed as a regionally consistent travel demand model (in VISUM software), using the 2019 model. KMPO now maintains a newer model, developed in 2022, which has a lower future year growth forecast than the previous model.

The travel demand model was used to develop the project prioritization and implementation plan (the CIP) for the 2040 TSP. Since that time, mitigations for existing capacity constraints have been modified, and future year growth forecasts have changed regionally. Using an updated model would be beneficial in reviewing the CIP, which will be used for future planning efforts, including the current update to the Traffic Impact Fee.

## SCOPE OF WORK

Iteris has developed the following scope of work. The outcome of this scope of work is expected to be the following:

- An interim update to the City of Hayden travel demand model for the years of 2022, 2030, and 2040,
- An amendment to the TSP, including an updated CIP list, and
- Updated trip information to support the current Traffic Impact Fee project.

### TASK 0. PROJECT MANAGEMENT

This task consists of project administrative functions, which generally include all administrative tasks required to initiate the project contract: establish the project accounting protocols, establish invoicing procedures, and perform regular financial tracking, reporting, and invoicing. Other administrative functions include monitoring staff effort on project tasks, directing staff effort on specific tasks, and project communications (e.g., emails, phone calls).

### TASK 1. TRAVEL DEMAND MODEL UPDATE

This task consists primarily of updating the land use for 2022, 2030, and 2040 in the current City of Hayden model. The KMPO land use will come from the current KMPO model, which maintains land use for the years of 2022 and 2045, with 5-year interim forecast control totals. The technical activities for this task will include the following:

- Review networks for base year consistency (2022)
- Update land use for 2022, 2030, and 2040
- Document growth rates between 2022 and 2035, as well as growth rate between 2035 and 2045 (should be consistent with KMPO's annual growth forecast of 2.5%)
- Run the three years of models – A note that the scenarios will include the following:
  - 2022 Existing,
  - 2030 with Short-Term and Near-Term Improvements, and
  - 2040 with Long-Term Improvements

#### Assumptions:

- No counts will be collected for this activity
- The land use for available model years will be interpolated as needed and applied directly to the current City of Hayden Transportation Analysis Zone structure

#### Deliverables:

- Model inputs and outputs for 2022, 2030, and 2040
- A brief model update technical memorandum discussing the updated model

### TASK 3. TRANSPORTATION STRATEGIC PLAN AMENDMENT

The outcome of this task will be an amendment to the Imagine Hayden 2040 Transportation Strategic Plan identifying additional required roadways and projects required to complete the connectivity and grid to support future development in parcels in the City of Hayden. Tables and Figures (and supporting text) to be updated in the Amendment include:

- Figure 4.7 – 2022 Average Daily Travel
- Figure 4.8 – Existing Land Use Densities
- Figure 4.9 – Existing Dwelling Units
- Figure 4.10 – Existing Retail Versus Non-Retail Employment
- Figure 4.16 – AM Peak Hour Volume/Capacity Ratio (2022)
- Figure 4.17 – PM Peak Hour Volume/Capacity Ratio (2022)
- Figure 6.1 – Near-Term (2030) Land Use Densities
- Figure 6.2 – Near-Term (2030) Dwelling Unit Growth
- Figure 6.3 – Near-Term (2030) Dwelling Units
- Figure 6.5 – Near-Term (2030) Retail vs. Non-Retail Employment Growth
- Figure 6.5 – Near-Term (2030) Retail vs. Non-Retail Employment Growth
- Figure 6.6 – Near-Term (2030) Trip Growth
- Figure 6.7 – AM Peak Hour Volume/Capacity Ratio (2030)
- Figure 6.8 – PM Peak Hour Volume/Capacity Ratio (2030)
- Figure 7.1 – Long-Term (2040) Land Use Densities
- Figure 7.2 – Long-Term (2040) Dwelling Unit Growth
- Figure 7.3 – Long-Term (2040) Dwelling Units
- Figure 7.4 – Long-Term (2040) Retail vs. Non-Retail Employment Growth
- Figure 7.5 – Long-Term (2040) Retail vs. Non-Retail Employment Growth
- Figure 7.7 – AM Peak Hour Volume/Capacity Ratio (2040)
- Figure 7.8 – PM Peak Hour Volume/Capacity Ratio (2040)
- Figure 10.4 – AM Peak Hour Volume/Capacity Ratio (2030) with Short-Term and Near-Term Improvements
- Figure 10.5 – PM Peak Hour Volume/Capacity Ratio (2030) with Short-Term and Near-Term Improvements
- Figure 10.6 – AM Peak Hour Volume/Capacity Ratio (2040) with Long-Term Improvements
- Figure 10.7 – PM Peak Hour Volume/Capacity Ratio (2040) with Long-Term Improvements
- Figure 10.8 – Capital Improvement Plan Projects
- Table 4.7 – Existing Land Use
- Table 6.1 – Near-Term (2030) Land Use
- Table 6.2 – AM Peak Hour and PM Peak Hour Near-Term Trip Growth
- Table 7.1 – Long-Term (2040) Land Use
- Table 7.2 – AM Peak Hour and PM Peak Hour Long-Term Trip Growth
- Table 10.3 – Recommended Projects, Plans, and Policies (Short-Term 0-5 Years)
- Table 10.4 – Recommended Projects, Plans, and Policies (Near-Term 5-10 Years)
- Table 10.5 – Recommended Projects, Plans, and Policies (Long-Term 10-20 Years)
- Table 10.6 – Capital Improvement Projects

The draft amendment will be delivered to the City of Hayden for their review, and a single, consolidated set of comments will be incorporated into the final documentation. If needed, Iteris will meet with the City to discuss the draft document prior to developing the final document.

### Assumptions:

- The amendment will be as brief as possible, with updates primarily to figures and tables supporting updated land use growth forecasts.
- The Order of Magnitude costs in the CIP will be developed primarily by the City of Hayden, with minor input from Iteris.

### Deliverables:

- Draft and Final Amendment in Word and PDF format

## TASK 4. TRAFFIC IMPACT FEE SUPPORT

Model outputs for each of the model runs developed in **Task 2** will consist of model plots and excel spreadsheets. For each model run (up to two runs for each model year), Iteris will provide the following data, as detailed below:

- AM peak hour, PM peak hour, and estimated ADT plots for the City of Hayden, Area of City Influence (ACI), and Shared Tier combined geography
- Trip Generation forecasts (total productions and total attractions) at the TAZ level, delivered in excel format
- AM peak hour and PM peak hour flow bundle plots for up to six (6) locations within the City of Hayden
  - As a note, these locations are expected to be locations representing future projects and can be used to understand vehicular demand for the given location (e.g. where do trips begin and end who use requested link).

### Deliverables:

- Model plots and Excel summaries of volumes and trips for 2022, 2030, and 2040

## SCHEDULE

Iteris will commence work within one (1) week of receipt of Notice-to-Proceed (NTP). It is anticipated that this scope of work can be completed within three (3) months, with a schedule extending through July to assist with the current Traffic Impact Fee update.

## FEE PROPOSAL

Iteris' not to exceed cost estimate for this project is **\$46,075** as detailed in **Table 1**. The proposal assumes a contract type of T&M at fully burdened rates, which will be invoice monthly upon progress of work by task.

**Table 1 – Iteris' Cost Estimate**

TASKS	ITERIS STAFF HOURS					LABOR HOURS	COST
	Project Manager	Senior	Engineer	Associate Engineer	Administration		
	<i>Staff Rates</i>						
	\$260	\$250	\$175	\$140	\$125		
<b>1 Project Management</b>	15				3	18	\$4,275
<b>2 Travel Demand Model Update</b>	8	12	40	20		80	\$14,880
<b>3 Transportation Strategic Plan Update</b>	8	12	24	60		104	\$17,680
<b>4 Transportation Impact Fee Support</b>	4	16	24			44	\$9,240
<b>Subtotal Hours Labor</b>	<b>35</b>	<b>40</b>	<b>88</b>	<b>80</b>	<b>3</b>	<b>246</b>	<b>\$46,075</b>
						Subtotal Labor	\$46,075
						Other Costs (Mileage, etc.)	
						<b>TOTAL COST ESTIMATE</b>	<b>\$46,075</b>

iteris<sup>®</sup>



1700 Carnegie Avenue, Suite 100  
Santa Ana, CA 92705

[iteris.com](http://iteris.com)

© 2018 Iteris, Inc. All rights reserved.

6. **REPORTS**

A. City Administrator Report and Calendar Review

# April 2026

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 29	30	31	Apr 1	2 4:00pm Veterans Commission	3	4
5	6 5:30pm Planning and Zoning Commission (Council Chambers)	7	8 3:00pm Arts Commission	9 11:00am Historic Preservation Commission Meeting	10	11
12	13	14 5:00pm City Council Meeting (City Hall Council Chambers)	15 4:00pm Parks & Recreation Commission	16	17	18
19	20 5:30pm Planning and Zoning Commission (Council Chambers)	21	22	23	24	25
26	27	28 5:00pm City Council Meeting	29	30	May 1	2

# May 2026

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

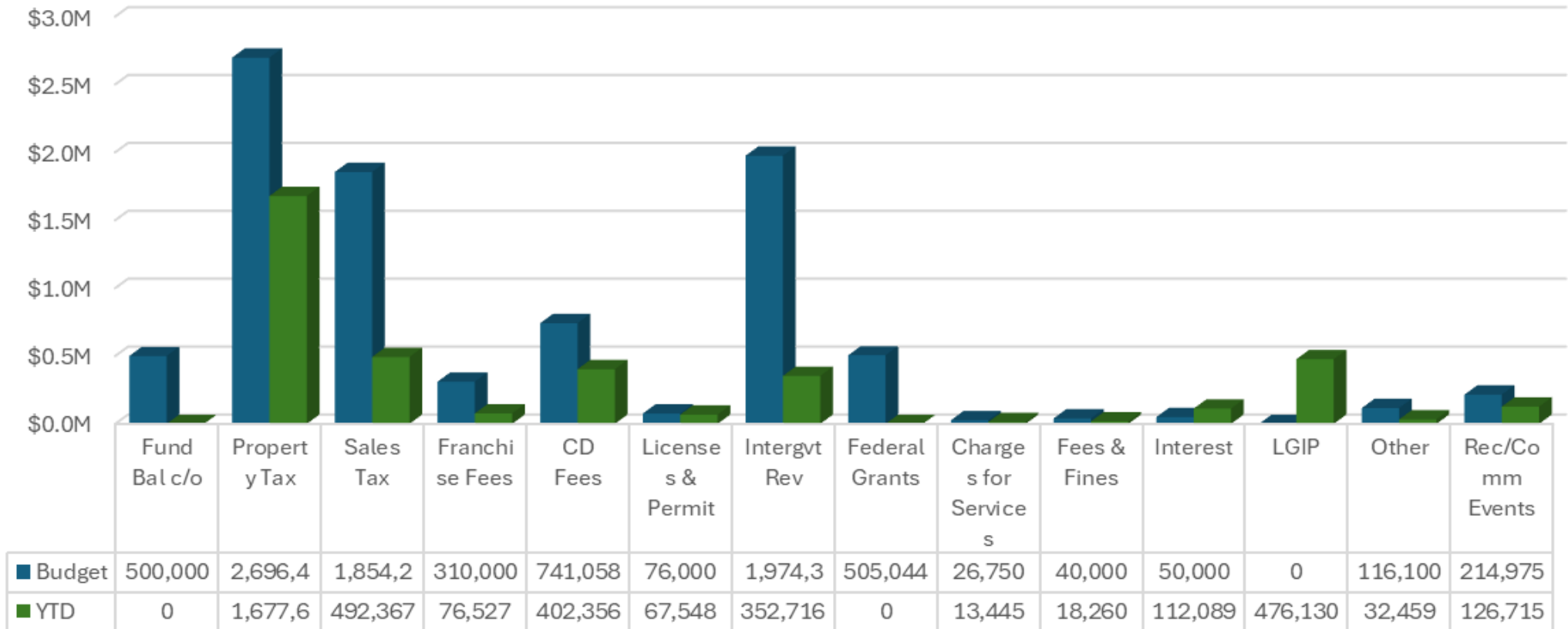
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1	2
3	4 5:30pm Planning and Zoning Commission (Council Chambers)	5	6	7 4:00pm Veterans Commission	8	9 12:00pm Hayden Kite Festival (Broadmore Park)
10	11 8:00am	12 5:00pm City Council Meeting (City Hall Council Chambers)	13 9:00am Arbor Day (McIntire Family Park) 3:00pm Arts	14 11:00am Historic Preservation Commission Meeting	15	16 8:00pm
17	18 5:30pm Planning and Zoning Commission (Council Chambers)	19	20 4:00pm Parks & Recreation Commission	21	22	23
24	25 11:00am Memorial Day Ceremony (McIntire Family Park)	26 5:00pm City Council Meeting	27	28	29	30
31	Jun 1	2	3	4	5	6

# Fund Balance 3/31/26

Fund Balance			
General Fund		Special Revenues	
General Fund	\$11,616,295	Honeysuckle Boat Launch	\$ 123,568
Gen Fund Invest	\$3,165,623	Veterans Memorial	\$ 21,549
	<b>\$14,781,918</b>	Council Media Center	\$ 9,404
		LID- Enhancement	\$ 277,070
Major Capital	\$3,943,294	PMT in Lieu	\$ 423,818
		Museum Fid. Fund	\$ 1,280
		Sewer Connection Assist	\$ 14,180
Sewer Fund			
Sewer O&M	\$7,341,020		
Capitalization	\$4,582,206	Impact Fees	
Wastewater Bond	\$2,550,244	Circulation Impact	\$ 462,087
Sewer Replacement	\$1,210,000	Parks Impact	\$2,398,849
	<b>\$15,683,470</b>	Law Enf. Impact	\$ 13,224

# Gen Fund Revenues by Category 3/31/26

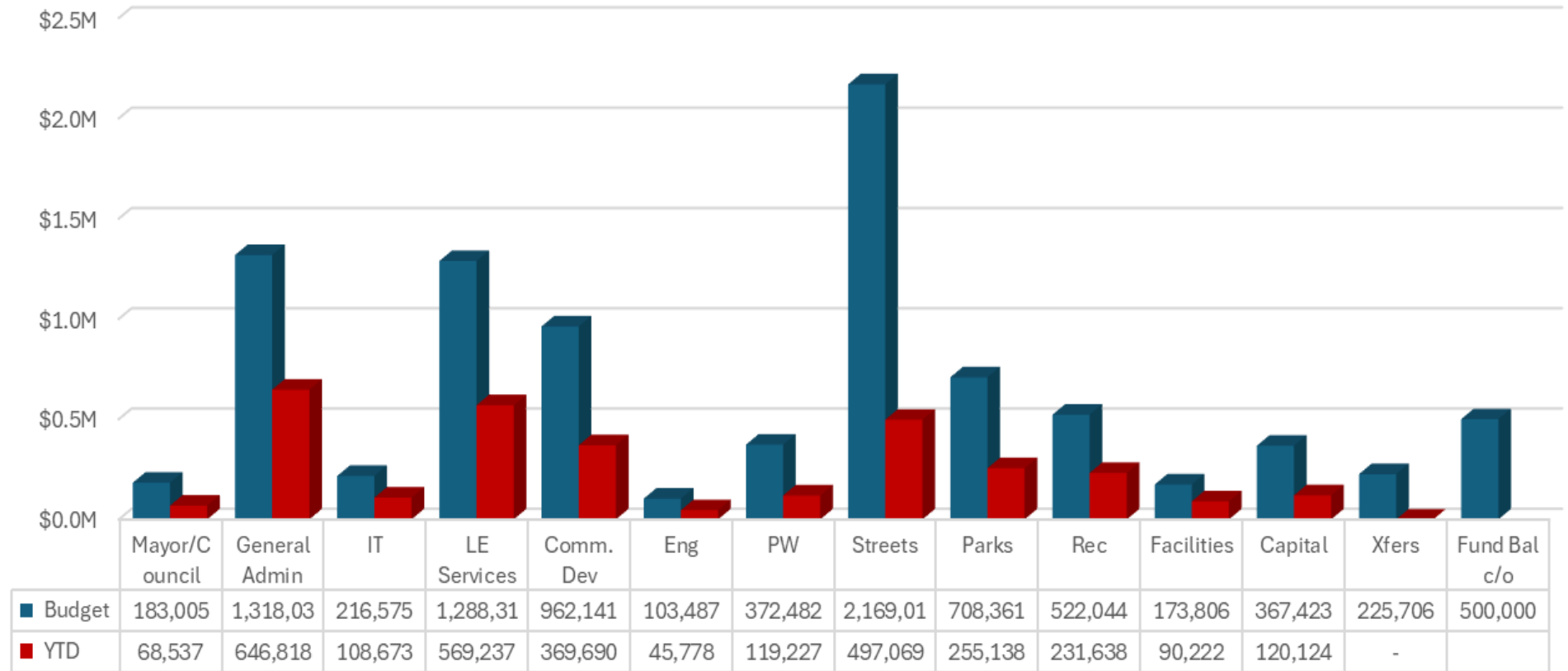
- Ytd-37% budget to actual (lgip int not inc as it is not budgeted)
- 2<sup>nd</sup> half prop. tax will come in July
- Sales, liquor & transportation remitted quarterly
- \$500k in grant column was rcvd in FY25



\*\*Notes: "Other" includes donations, capital asset sales and other financing sources, i.e., grants & other reimb. Interest inc. fund 111

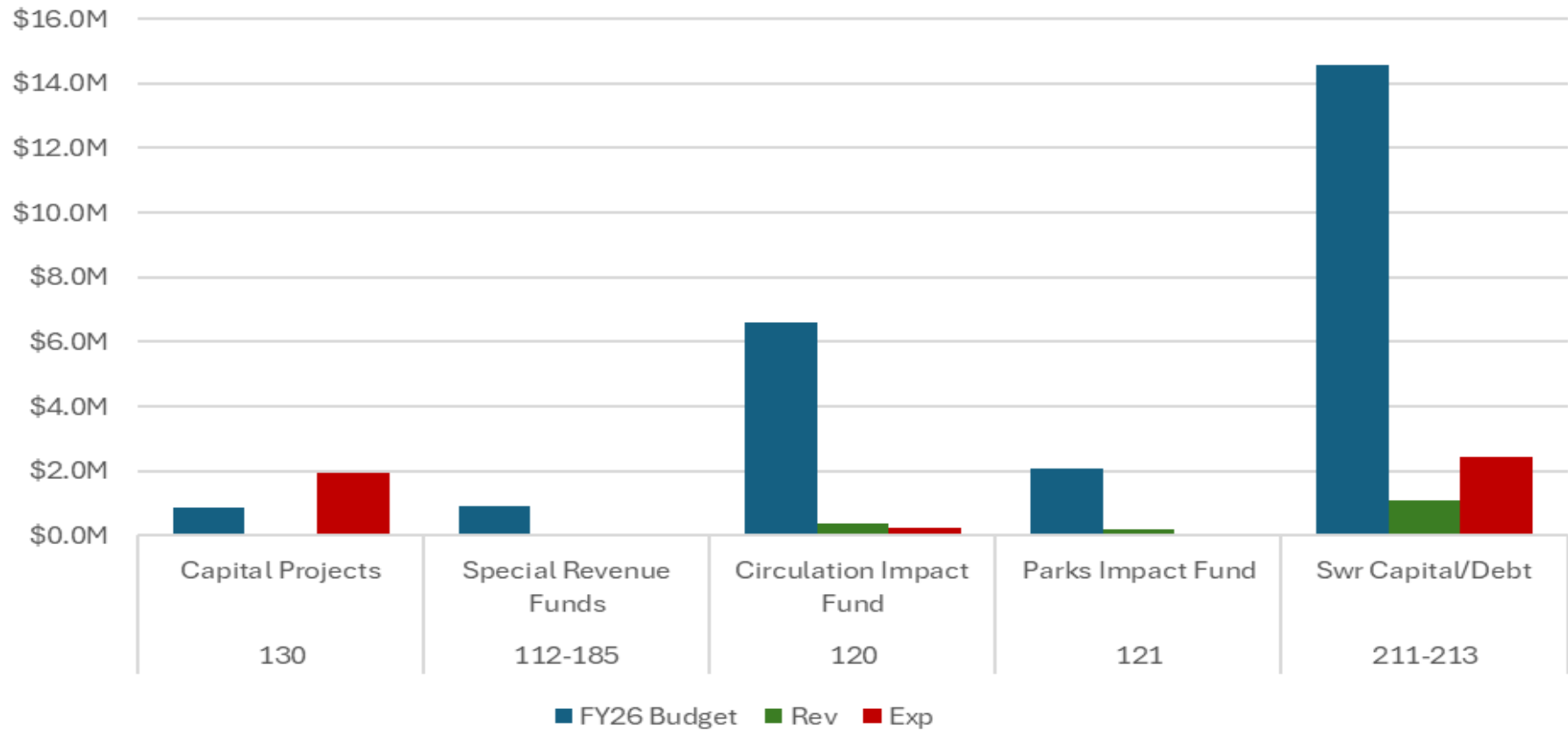
# Gen Fund Expenses by Dept 3/31/26

- Ytd-36% budget to actual
- Transfers are to Capital Proj fund



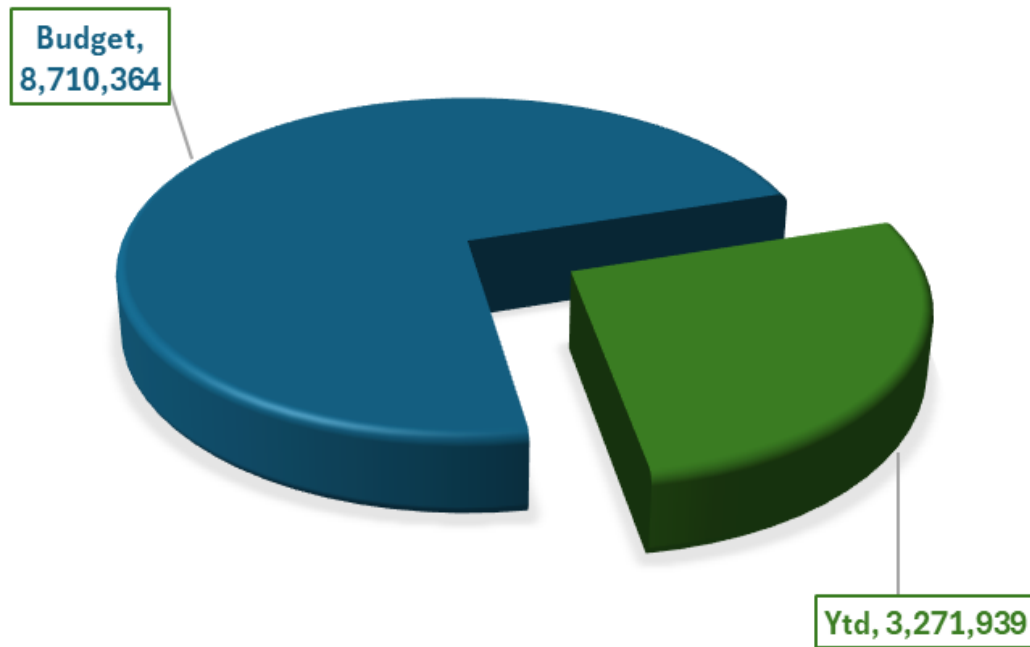
# Special Rev/Impact Fees & Sewer Capital Funds 3/31/26

- 1 x pmt  
\$1.76m to  
Hura out of  
Capital Proj  
for Ramsey  
Rd



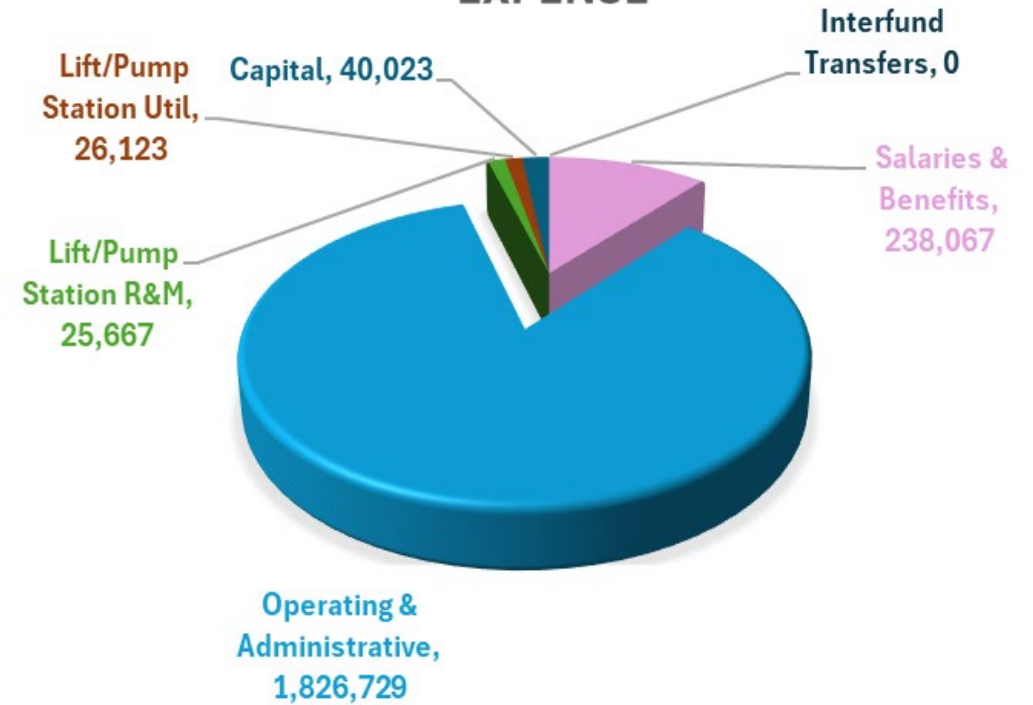
# Sewer Fund O & M 3/31/26

## REVENUE



38% Budget to actual

## EXPENSE



25% Budget to actual

- UB billing done 6 time per yr in odd months. Majority of rev comes in even months.

- B. Law Enforcement
- C. Mayor/Council
- 7. **REQUEST FOR FUTURE AGENDA ITEMS**
- 8. **EXECUTIVE SESSION ACTION ITEM** *(Action will be taken to enter and exit Executive Session. No action will be taken during the Executive Session)*
  - A. Idaho Code 74-206(1)(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.
- 9. **ADJOURNMENT**