

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

**June 24, 2020**

**Special Meeting: 4:00 PM  
Hayden City Hall, Council Chambers  
8930 N. Government Way, Hayden, ID 83835**

**CALL TO ORDER**

Council President Saterfiel called the meeting to order at 4:05 p.m.

**ROLL CALL OF COUNCIL MEMBERS**

Council President Saterfiel and Council Members Roetter and DeLange were present. Council Member Panabaker is absent. Mayor Griffiths arrived at 5:10 p.m.

Planning and Zoning Commissioners Brian Peterson, Alan Davis, Corey Anderson, Brandon Bemis were present. Commissioners Michael Cramer, Shawn Taylor, and Ben Prickett were absent.

Staff Present: City Administrator Brett Boyer, Community Development Director Melissa Cleveland, Public Works Director Alan Soderling, Recreation and Community Events Director Suzanne Cano, Senior Planner Donna Phillips, Planner Elizabeth Allen Finance Director Sandee Rudy, and City Clerk Abbi Sanchez.

Consultants Present:

**COMPREHENSIVE PLAN: SJC Alliance** – Rachel Granrath and Aren Murcar

**WASTEWATER COLLECTION MASTER PLAN: J-U-B Engineers, Inc.** – Jon Baune and Avery Postera

**TRANSPORTATION STRATEGIC PLAN: Iteris** - Jennifer

**PARKS AND RECREATION MASTER PLAN: Architects West** – Jon Mueller

**1. WORKSHOP**

*A. Imagine Hayden Review*

Community Development Director Melissa Cleveland reviewed that *Imagine Hayden* is the concurrent update of the City's four master plans in order to use the same conclusions for all of the plans. That way, the plans were sure to work together. Ms. Cleveland noted on behalf of Jon Baune that while all the plans were modeled for a population of 36,000 in the year 2040, the Wastewater Collection master plan must be modeled on buildout. Concurrently updating the plans allows for consultants in their specialized areas to work together for project priority. She reviewed the project schedule with the approval of the plans to be in September 2020. She anticipates that the public comment period will be conducted mostly virtual due to challenges related to the COVID-19 pandemic.

Comprehensive Plan

Consultant Rachel Granrath stated that the main changes to the structure of the comprehensive plan update is streamlining and making an actionable plan that guides the City into the future.

Vision: Maintaining small town feel and strategic growth while making sure Hayden has all the strong suits and amenities that it is known for and loves. Also to encourage small businesses and a healthy family-friendly community.

- Goals, Policies, Framework have been moved to tables, Actions have been moved to appendix so the City can review and amend annually as needed.
- Demographics: Population forecast: current context of people in Hayden and what is forecasted.
- Land Use: Included the Huetter Bypass and land use around that area. Added additional zoning for mixed use and mixed use residential
- Housing: Address missing middle housing and will add options as the city grows.
- Living and Natural Environments: Added Critical Areas Map for wetlands, flood plain, wildfire and steep slopes. This section also addresses hazard mitigation for things such as wildfires.
- Transportation: Will be consistent with the Transportation Strategic Plan
- Economic Development: Promote live, work, play and neighborhood nodes
  - Looking for City input on locations for neighborhood nodes, will likely overlap with the parks and recreation plan.
- Parks and Recreation: Will be consistent with the Parks and Recreation Plan.
- Local Services: City Commissions, Infrastructure/Utilities (will mirror Wastewater Collection Master Plan)
- Community Design: Includes the Central Business District Design, Arts Commission, and Small town character and unique environment
- Appendices: Meant to be reviewed and updated as needed. Updated history of Hayden.

Council Member Roetter asked how growth projections are so high when, according to economists, we are in the worst recession since WWII.

Ms. Cleveland and Ms. Granrath responded that the projections came from KMPO before the COVID-19 pandemic. In order to receive federal funding for projects our plans need to be aligned with the KMPO models.

Discussion continued about concerns about the population projections. Ms. Cleveland explained that the items on the top of the priority list will need to occur in the next 5-10 years. The plan is intended to be reviewed and updated at least every five years.

#### Wastewater Collection Master Plan

Jon Baune explained that a wastewater collection system provides sanitation, illness and disease prevention, and preservation of clean water source to a community. Hayden's collection system provides this service through 80 miles of pipe in the ground and is valued at \$32 million. He reviewed the flow generation map to show how much wastewater is collected by land use type.

#### **Existing Sewer Sheds**

H1 Basin east of Highway 95

H2 Basin west of Highway 95 to Ramsey

H-5 Basin is South of Honeysuckle to Prairie and west from Ramsey to Huetttter

H-7 Basin is North of Honeysuckle to the city limits

#### **Existing System**

Mr. Baune explained that capacity in a pipe (collection line) is calculated by Depth over Diameter (D over D). The collection lines in the H-2 sewer basin are close to capacity and the serve the highest opportunity area for future development, specifically the pipe in Reed Road south of Miles

Avenue to Orchard Avenue. Another area of concern is the H-1 trunk line in Government Way, Hayden Avenue, and Finucane Drive to the H-1 Lift Station.

Commissioner Alan Davis received clarification as to why depth over diameter is used rather than gallons per minute.

Mr. Baune explained that D over D is a level of service which is a common way of relating capacity in the wastewater field.

### **Future Projections – Using KMPO Growth Projections**

Kootenai Metropolitan Planning Organization (KMPO) is projecting a growth rate of 3.8% as an annual average. It was noted that this is not a lineal but rather an exponential growth rate. Land uses will drive the maximum population in Hayden. Currently the residential and non-residential build-out is approximately 2063 or 40 years.

#### Near Term Projection – 10 years

Mr. Baune explained that the approximate build-out in 40 years is important to plan for when installing new infrastructure. The useful life of a PVC pipe is 60-80 years, although the current PVC pipes in the ground have not been in long enough to know the actual useful life. The City is planning to put in a new trunk main in Ramsey Road with the Ramsey Road Extension project. That line should be sized for build-out to avoid the high cost of needing to put in a new line if not.

- In 10 years with no building, the H1 trunk line and the Reed Road pipe will be overloaded.
- In 10 years with building the establishment of the H-6 Basin will alleviate overloading. The remaining capacity in H-2 trunk line will be sufficient for future infill growth.

Recommends watching density of developments flowing into Reed Road even after H-6 Lift station is built.

Mr. Baune identified the recommended near term projects. He will work with Public Works Director Alan Soderling to prioritize these projects.

Discussion occurred about capitalization fees and the legal use of these fees. It was determined that the Supreme Court has identified the formula to calculate the fee and the spending of those fees for capital sewer projects. Mr. Boyer stated that there is a note in the judgement identifying this.

#### Transportation Strategic Plan

Jennifer reviewed the transportation strategic plan process and what has been completed by date. She stated that the Travel Demand Model was validated, an Intersection Level of Service analysis at Major Intersections were reviewed, an extensive crash analysis, and signal warrant analysis were conducted.

The travel demand model was started with the KMPO models and added average daily travel and standardized mapping.

Identified intersection level of service, crash analysis, and signal warrant analysis. Four stop-sign controlled intersections satisfy 3 or more warrants for a signal.

Jennifer recommended the following policies for the Transportation Strategic Plan:

- Coordination with other plans

- Land use, priorities for improvements, coordination for interim and future projects
- Missing Connections
  - Major Arterials
  - Local and Parcel Access
  - Preferred Roadway Typical Sections (widths)
- Multi-Modal Transportation
  - Bicycle and Pedestrian
  - Public Transportation
- Transportation System Management
  - Traffic signal timing
  - Traffic Calming

If nothing is done to improve traffic flow, what happens with PM peak congestion? Jennifer stated that Government Way would fail completely from Miles Avenue to Prairie Avenue by 2040.

Capital Improvement Plan (CIP) projects are prioritized by public comment, previous funding availability, meeting comprehensive plan actions, missing connections, proximity to schools and parks, multi-modal connections, safety measures and coordination with sewer plan.

The previous CIP and project list was reviewed. The following reductions are proposed for near-term projects:

- Reduced number of lanes
  - Lancaster Road to 3-lanes from US-95 to Huetter Road and east of US-95
  - Ramsey Road – Hayden Avenue to the north to 3-lanes
  - Hayden Avenue 5-lanes from Huetter Road to Atlas Road and 3-lanes from Atlas Road to Ramsey Road
- Removed developer funded typical section improvements

Immediate near-term projects were identified as high-priority projects to be completed prior to 2025. They are a mix of capacity and intersection projects primarily on major and minor arterials. Medium priority projects to be completed by 2030 included a mix of capacity and intersection projects, as well as, multi-modal improvements.

Ms. Cleveland stated that the sewer and transportation CIP will be realistic and achievable. Mr. Soderling also stated that the transportation models continue to be updated as KMPO updates theirs so that we are consistent.

Brandon Bemis shared his concern that Hayden has a higher traffic accidents than post falls that is twice the size and has I-90 running through it. Discussion followed that Highway 95 through Hayden accounts for more accident than the interstate because there are more contact points with the intersections than I-90.

#### Parks and Recreation Master Plan

John Mueller stated that the current Parks and Recreation Master Plan was adopted in 2007. That plan identified park classifications and provided a level of service as 5-acres per 1000 population.

Since 2007, the City has completed Stoddard Park, has made ongoing enhancements to Croffoot and McIntire Family Park, and acquired land in the southwest quadrant of the City.

During the community festival, Mr. Mueller had good participation from every area of the city. Honeysuckle Beach, McIntire Family Park, and Finucane Parks were identified as the community's most favorite parks.

Other areas of importance in descending order were:

- Walking paths
- Picnic Shelter
- Play structures
- Splashpad
- Open Space
- Pickelball Courts
- Picnic tables/areas
- Mini Dog Parks
- Tennis Court
- Frisbee Golf Course

Preference of spending public funds on developing new or improving existing facility types were identified in the following order of importance:

- Basketball courts
- Community center
- Senior center
- Sports Field
- Dog Parks
- Frisbee Golf Course
- Open Space/Natural Areas
- Park Shelter/Pavilion

Mr. Mueller provided the following recommendations to add to the existing plan:

- Add sports complex classification
- Pursuit of community recreation facility
- Pursuit of a natural open space network for enhanced neighborhood connectivity and recreation opportunities
- Engage in concept for development of McIntire Family Park
  - A potential concept video was shown to give Council an idea of how the park could be redesigned to be more functional, accessible, and usable
- Discuss with community relocating the women's softball fields to Croffoot Park from Finucane Park and create a neighborhood park at Finucane
- Discuss with the community about how to redevelop Honeysuckle Beach
  - Remove boat launch and convert parking to green space
  - Keep launch and remove parking for off-site with shuttle
  - Leave the site as is with minor ADA improvements
- Implement equipment and infrastructure upgrades
- Reclassify Croffoot Park as a sports complex
- Expand greenspace corridors to connect trails and neighborhoods – connectivity is very important, especially with the development of the Huetter bypass

**2. ADJOURNMENT ACTION ITEM**

Council President Saterfiel adjourned the meeting at 6:30 p.m.

*Abbi Sanchez*

Abbi Sanchez, City Clerk

*Steven J. Griffiths*

Steven J. Griffiths, Mayor

