

Hailey Urban Renewal Agency Agenda
Hailey City Hall
115 South Main Street
Council Chambers – upstairs AND via Teams
Tuesday, October 21, 2025 at 11:00 AM

THIS MEETING IS BEING HELD IN MICROSOFT TEAMS.

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 237 503 468 111

Passcode: q2iFwo

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 469-206-8535,,324529467#](tel:+14692068535324529467) United States, Dallas

Phone Conference ID: 324 529 467#

Email: Public comments may be shared with the Agency Board via email to Lisa Horowitz, lisa.horowitz@haileycityhall.org. Emails or other written testimony must be **received no later than 5:00 p.m. on Monday, October 20, 2025.**

Live Meeting Attendance: Members of the public wishing to attend the meeting may do so remotely through the virtual platform with a phone or a computer or in person. The Agency strives to make the meeting available virtually but cannot guarantee access due to platform failure, internet interruptions or other potential technological malfunctions. Log-in information is located at the top of this agenda.

If there are any questions, contact Lisa Horowitz at lisa.horowitz@haileycityhall.org or (208) 788-4221.

Chair:	Larry Schwartz
Vice Chair:	Sandi Viau
Treasurer	Becky Stokes
Board Members	Martha Burke, Bob Brand, Brian McCue
Staff Support:	Lisa Horowitz, Executive Director of HURA and City Administrator

Next Resolution Available: 2025-008

- A. 11:00 AM CALL TO ORDER
- B. Motion to Amend the Agenda. **ACTION ITEM**
- C. **11:00 am to 11:05 am Consent Agenda (ACTION ITEM):**
 - **CA 1** Motion to approve bills since September 16, 2025. **ACTION ITEM**
 - **CA 2** Motion to approve meeting minutes dated September 16, 2025. **ACTION ITEM**
- D. **11:05 am to 11:30 am Old Business (ACTION ITEM):**
 - **OB 1** Adoption of Resolution 2025-_____, a resolution authorizing reimbursement to City of Hailey of FY25 expenses related to the River Street and LHTAC projects completed in FY25. **ACTION ITEM**
 - **OB 2** Discussion of River Street Parking Lot. **ACTION ITEM**
 - **OB 3** Discussion of Airport Way Transportation Master Plan. **ACTION ITEM**

E. [11:30 am to 11:45 am](#) New Business (ACTION ITEM):

- [NB 1](#) Consideration of contract for services with Jessica Parker for assistance in administrative duties. **ACTION ITEM**
- [NB 2](#) Consideration of contract for services with Lisa Enourato for assistance in administrative duties. **ACTION ITEM**

F. [11:45 am to 12:00](#) Staff Reports

- [SR 1](#) Financials
- [SR 2](#) Upcoming Meetings: November 18, 2025

G. [12:00 pm](#) Adjourn

AGENDA ITEM SUMMARY

DATE: 10/21/2025

District: Gateway and Airport Way Districts

STAFF: BS/RB

SUBJECT: Motion to approve bills since September 16, 2025.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Below is a summary of current bills due, all invoices are attached for details:

Company	Invoice Date	Description	Invoice #	Amount Due
Lisa Enourato	10/10/2025	Admin. Services HURA - Airport	117	\$552.50
Lisa Horowitz	10/14/2025	Elam Burke, Boise	Travel Reimb.	\$196.00
Worth Printing	10/10/2025	Cards	9682	\$100.58
GGLO	10/02/2025	Draft Master Plan	2024061.01-0000007	\$1,100.00
Elam & Burke	09/30/2025	Sept. Professional Services	217897	\$825.00
City of Hailey	09/30/2025	Staff time 10/1/24-1/31/25	111845874	\$10,562.25
City of Hailey	09/30/2025	Staff time 2/1 – 9/30 Reimb.	111846218	\$23,567.50
City of Hailey	09/30/2025	FY25 LHTAC Reimb.	111846219	\$302,969.64
TOTAL:				\$339,873.47

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve bills since September 16, 2025.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____



EMPLOYEE AUTHORIZATION REQUEST TRAVEL/TRAINING

This form needs to be submitted for approval at least 2 weeks prior to traveling. If you would like your per diem prior to travel, department head will need to submit a Purchase Order (PO) with this form.
At conclusion of trip remember to fill out the Travel Expense Voucher to close this file.

Employee Name: Lisa Hartz Date: 10/14/25
 Name of Class, Seminar Etc: (attach brochure/agenda) RCC Strategic Planning Retreat mtg.
 Travel Destination / Seminar Location: Elmer Burke, Boise Reason for Travel Conf./Training: Urban Renewal

Complete travel time below to determine your Per Diem amount (if applicable):
 Indicate travel method below (i.e. Airfare/City Vehicle/Rental Vehicle/Personal Vehicle) (attach receipts & itinerary)

Departure/Destination & Return:

Date:	Travel Method:	Departure time:	Arrival time:	Required time:	Total travel time
10/16/25	car	12:00	2:00 2:30	2.5	
10/17/25		12:00	2:30	2.5	
					5

Hotel accommodations: (attach reservation) N/A
 Name: _____
 Address: _____
 Phone: _____

TRAVEL:

Tuition \$	_____	\$
Airfare \$	_____	\$
Auto/Rental \$	_____	\$
Lodging Per Night \$	_____ (tax exempt in Idaho) # of Nights: _____ total hotel: _____	\$
Mileage	<u>280</u> Miles x Allowable IRS Standard Mileage Rate <u>.70 x 280 =</u>	\$ <u>196-</u>
National Fire Academy?:	Takes credit card payment only Meal ticket amount: \$ _____	\$

Breakdown for Meals: Per diem for meals not included in conference per day:

Date:	Per Diem Amount:	Subtract any meals provided by conf/training	Meal Per Diem total:	Single or Multi-day trip	Length of travel and training for BOTH days	Per Diem allowed
				Single	Less than 12 hours	1 meal
				Single	Greater than 12 hours	1 full day
				First & Last Days	Less than 16 hours	75% both days
				First & Last Days	Greater than 16 hours	2 full days

Total Per Diem: \$ _____

See <http://www.gsa.gov/portal/category/100120> for allowable IRS rates. If totals exceed allowable rates the amount above the allowable rate will be reported on the individual employees W-2 form as a taxable benefit.

PER DIEM TOTAL: \$ _____ GRAND TOTAL \$ 196-

APPROVALS: Employee LJ Date: 10/14/25
 Supervisor: _____ Date: _____
 City Administrator: _____ Date: _____

✓ Mate 10/14/25

Redevelopment Association of Idaho

Strategic Planning Session

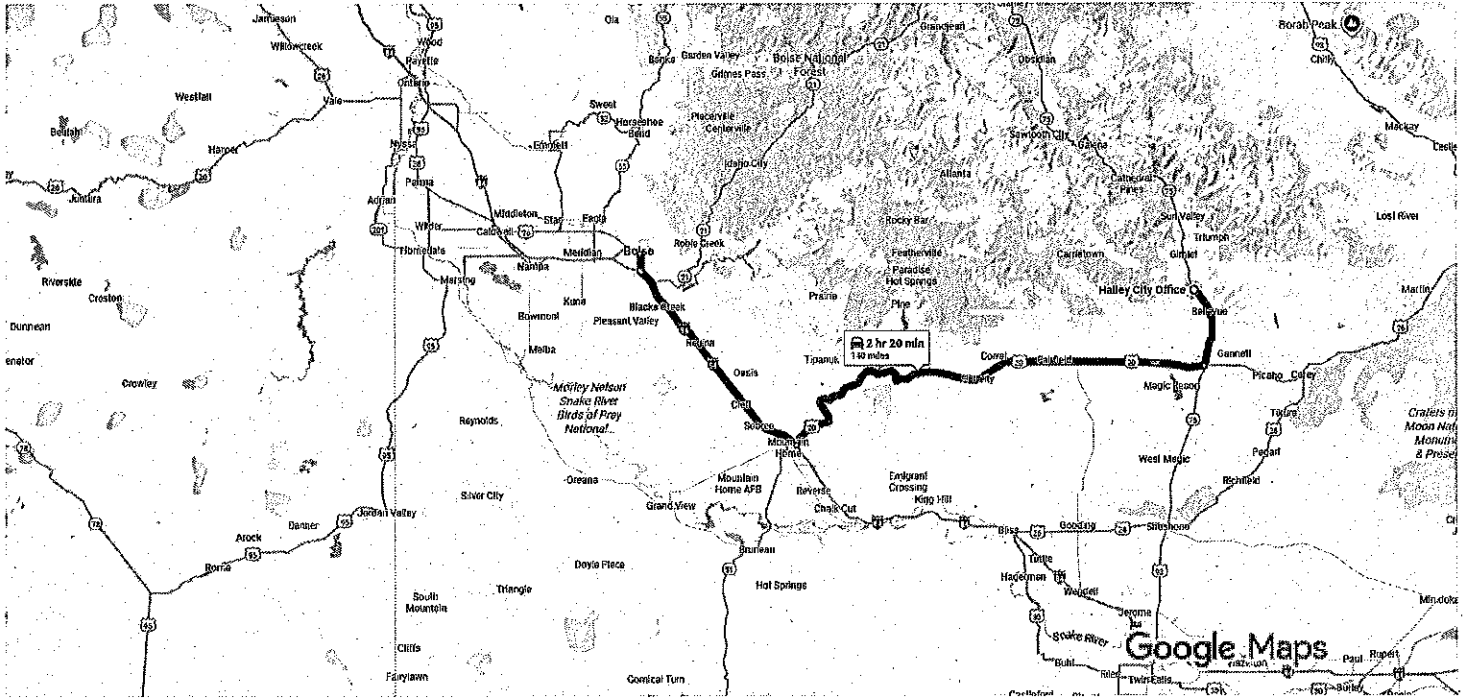
October 16, 2025

4:00 PM to 6:00 PM

Agenda Item	Time	Lead / Notes
Welcome and Opening Remarks	10 minutes	Brent Tolman <ul style="list-style-type: none">• Welcome participants• Review session goals and outcomes• Quick introductions (if group size allows)
RAI Mission and Current Focus	5 minutes	Meghan Conrad <ul style="list-style-type: none">• Brief overview of RAI's mission, accomplishments, and opportunities
Key Focus Areas Discussion <i>Are we focused on the right priorities for members and Idaho communities?</i>	60 minutes	GROUP DISCUSSION Participants identify top priorities in four focus areas: <ol style="list-style-type: none">1. Advocacy & Education2. Member Communication & Collaboration3. Organizational Sustainability4. Legislative Engagement<ul style="list-style-type: none">• Overview of current legislative climate• Discussion on strengthening advocacy and sustaining urban renewal tools statewide
Prioritization and Action Planning	30 minutes	GROUP DISCUSSION <ul style="list-style-type: none">• Review group input• Identify 3–5 key strategic goals• Define short-term actions and volunteer roles
Closing Reflections and Next Steps	10 minutes	EXECUTIVE COMMITTEE <ul style="list-style-type: none">• Summarize outcomes and next steps• Express appreciation for member participation• Confirm follow-up communication and progress check-ins

Hailey City Office, 115 S Main St STE H, Drive 140 miles, 2 hr 20 min
Hailey, ID 83333 to Elam & Burke, 251 E Front St Suite 300, Boise, ID 83702

Google Maps



Map data ©2025 Google 10 mi



via US-20 W and I-84 W

2 hr 20 min

Fastest route, the usual traffic

140 miles

Explore new places along this route

Add suggested stops



Boise Art Museum

4.3 ★ (637)

Old Idaho Penitentiary Site

4.7 ★ (3,409)

Idaho Botanical Garden

4.7 ★ (3,227)

Worth Printing

312 S Main St
Hailey, ID 83333
(208) 928-4321
worthprintingidaho.com

Hours of Operations: M-F 9:00-5:00



INVOICE

BILL TO
HURA
Lisa Enourato
(208) 720-9766
Hailey, ID 83333
USA
lenourato@gmail.com

SHIP TO
HURA
Lisa Enourato
(208) 720-9766
Hailey, ID 83333
USA
lenourato@gmail.com

Order Code --
Location --
Job Description Postcards

Invoice Number: 9682
PO #: Lisa
Invoice Date: 10/10/2025
Due: 10/27/2025
Shipping Option --
Salesperson Tony Hulett

Amount Due (USD) : \$100.58

Title	Unit Price	QTY	Price
Cards Cards Paper Stock: 100# 18 X 12 TITAN DULL COVER Child: 5.5 x 8.5 Margin: 0.1875, 0.1875, 0.1875, 0.1875 Gutter: 0.12 Fit: 4 # Cuts: 8 Color / Black & White: Color Finishing Options: Cutting	\$0.37 (USD)	230	\$85.58
Design Add Bleed Add Bleed - \$15.00: Add Bleed	\$15.00 (USD)	1	\$15.00

Sub Total: \$100.58
Discount (0%): \$0.00
Tax (0%): \$0.00

Total Amount (USD) : **\$100.58**
Amount Due (USD): \$100.58

Additional Info

--

Terms & Services

All sales are final.

Terms: Payment due within 30 days. A late fee of 1.5% per month (18% annually) will apply to past-due balances. Client is responsible for all collection costs, including legal fees. Disputes must be submitted in writing within 7 days. Terms governed by Idaho law.



INVOICE

1301 FIFTH AVENUE SUITE 2200 SEATTLE, WA 98101
P +1 206.467.5828 E accounting-team@gglo.com

Lisa Horowitz
Hailey Urban Renewal Agency
115 Main Street S, Suite H
Hailey, ID 83337

October 02, 2025
Invoice No: 2024061.01 - 0000007

Invoice Total \$1,100.00

Project 2024061.01 HURA Airport Way Master Plan
Professional Services from September 01, 2025 to September 30, 2025

Task 00110 Draft Master Plan

Fee

Total Fee 25,000.00

Percent Complete	76.50	Total Earned	19,125.00
		Previous Fee Billing	18,025.00
		Current Fee Billing	1,100.00

Total Fee 1,100.00

Total this Task \$1,100.00

Total this Invoice \$1,100.00

PLEASE NOTE GGLO HAS A NEW BANK:

Payment is due upon receipt. A monthly interest charge may accrue on unpaid invoices after 30 days.

Preferred Payment Method is ACH/EFT - Please include Project No. & Invoice No. in remittance

GGLO NEW BANK - Preferred Payment Method ACH/EFT

Bank Name: WaFd Bank
ABA Routing #: 325070980
Account #: 62766973648

email remittance to accounting-team@gglo.com; please include Project No. & Invoice No. in remittance

To Pay by Paper Check - Please remit to GGLO's NEW LOCKBOX

GGLO LLC
P.O. Box 80856
City of Industry, CA 91716-8420

please include Project No. & Invoice No. in remittance

GGLO Preferred Payment Method is ACH/EFT - Please include Project No. & Invoice No. in remittance.

Preferred Payment Method ACH/EFT
Bank Name: WaFd Bank
ABA Routing #: 325070980
Account #: 62766973648

ACH payments email remittance to accounting-team@gglo.com - - - please include Project No. & Invoice No. in remittance

To Pay by Paper Check - Please remit to our Lockbox
GGLO LLC
P.O. Box 80856
City of Industry, CA 91716-8420

GGLO Preferred Payment Method is ACH/EFT - Please include Project No. & Invoice No. in remittance.

Page 2

Preferred Payment Method ACH/EFT
Bank Name: WaFd Bank
ABA Routing #: 325070980
Account #: 62766973648

To Pay by Paper Check - Please remit to our Lockbox
GGLO LLC
P.O. Box 80856
City of Industry, CA 91716-8420

ACH payments email remittance to accounting-team@gglo.com - - - please include Project No. & Invoice No. in remittance

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



September 30, 2025

Hailey Urban Renewal Agency
Attn: Lisa Horowitz
City of Hailey
115 Main Street South
Hailey, ID 83333

Invoice No. 217897
Client No. 887
Matter No. 1
Billing Attorney: MSC

INVOICE SUMMARY

For Professional Services Rendered from September 2, 2025 through September 30, 2025.

RE: **General**

Total Professional Services	\$ 825.00
Total Costs Advanced	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 825.00

ELAM & BURKE

September 30, 2025

Invoice No. 217897
Client No. 887
Matter No. 1
Billing Attorney: MSC

PROFESSIONAL SERVICES

Date	Atty	Description	Hours
9/02/25	MSC	Virtual meeting with Lisa Horowitz, Jessica Parker and Lisa Enourato to discuss upcoming agenda items.	.60
9/08/25	MSC	Review LHTAC project information in preparation for call with Agency and City staff concerning Agency reimbursement. Work on drafting a reimbursement resolution. Circulate the draft to Jessica Parker and Lisa Horowitz. Review Blaine County Assessor request for sales price information and draft response to Lisa Horowitz re same. Participate in virtual meeting with Agency and City staff re River Street improvements project.	1.60
9/15/25	MSC	Review Agency Board packet.	.30
9/16/25	MSC	Attend and participate in the Agency Board meeting, focusing on Gateway District items.	.80

TOTAL PROFESSIONAL SERVICES \$ 825.00

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Rate	Billed Hours	Billed Amount	Non-Chargeable Hours	Non-Chargeable Amount
Conrad, Meghan S.	Shareholder	250.00	3.30	825.00	.00	.00
Total			3.30	\$ 825.00	.00	\$.00

TOTAL THIS INVOICE \$ 825.00

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



September 30, 2025

Hailey Urban Renewal Agency
Attn: Lisa Horowitz
City of Hailey
115 Main Street South
Hailey, ID 83333

Invoice No. 217897
Client No. 887
Matter No. 1
Billing Attorney: MSC

REMITTANCE

RE: General

BALANCE DUE THIS INVOICE

\$ 825.00

ONLINE PAYMENTS

Elam & Burke is committed to offering safe, secure, and convenient options to pay your bill using Visa, MasterCard, Discover, American Express, Apple Pay, Google Pay, and eCheck.
NOTE: A convenience surcharge will be applied to all of these transactions.

To pay online, please click here: Pay Now or go to: www.elamburke.com/payments

ACH PAYMENTS IN USD

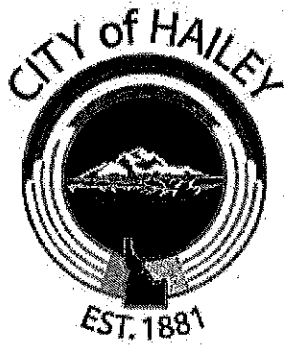
Account Holder: Elam & Burke, PA
Bank Name: U.S. Bank
Branch Name: Meridian CenterPoint Office
Account Number: 82982196
ABA Routing Number: 021052053

CHECK PAYMENTS

All checks should be made payable to:
Elam & Burke, PA
ATTN: Accounts Receivable
251 E. Front Street, Suite 300
Boise, ID 83702
(Please return this advice with payment.)

Please reference: Invoice 217897, File # 887 - 1 on all payments.

INVOICES ARE PAYABLE UPON RECEIPT
Thank you! Your business is greatly appreciated.



115 MAIN STREET S. SUITE H
 HAILEY, ID 83333
 PHONE: (208) 788-4221
 FAX: (208) 788-2924

INVOICE #	INVOICE DATE
111845874	02/13/2025
DUE DATE	CUSTOMER ACCOUNT NUMBER
02/14/2025	8513
AMOUNT DUE	TERMS:
10,562.25	Open Terms

BILL TO:

HAILEY URBAN RENEWAL AGENCY

115 MAIN STREET SOUTH
 HAILEY ID 83333

PLEASE DETACH AND RETURN THIS TOP PORTION WITH
 YOUR PAYMENT BY DUE DATE TO:

CITY OF HAILEY
 115 S MAIN ST STE H
 HAILEY, ID 83333

INVOICE

DESCRIPTION	QUANTITY	CHARGE	EXT. PRICE
10/1/24-01/31/25 Reimbursement: City Admin	52	88.00	4,576.00
10/1/24-01/31/25 Reimbursement: Engineer	20	88.00	1,760.00
10/1/24-01/31/25 Reimbursement: Treasurer	15.75	67.00	1,055.25
10/1/24-01/31/25 Reimbursement: Admin Staff	75.5	42.00	3,171.00
			10,562.25
			TOTAL AMOUNT DUE

THANK YOU FOR YOUR PROMPT PAYMENT
 For Billing Inquiries Call: (208)788-4221
 Office Hours: 9:00 a.m. - 5:00 p.m.
 Monday thru Friday

Purchase Order

Hailey Urban Renewal Agency
115 S Main St Ste H
Hailey ID 83333

Phone: (208) 788-4221
Fax:

P. O. Number: 00037

To: 1008 CITY OF HAILEY 115 MAIN STREET S, SUITE H HAILEY ID 83333	Ship to: HAILEY URBAN RENEWAL AGENCY 115 S MAIN ST STE H HAILEY ID 83333
---	--

P. O. Date	Created By	Requested By	Department	Req Number	Terms
09/30/2025	BStokes				

Quantity	Description	Unit Price	Total
1.00	10/1/24-1/31/25 STAFF REIMB FOR URA- 420200	5,281.13	5,281.13
1.00	10/1/24-1/31/25 STAFF REIMB FOR URA- 410200	5,281.12	5,281.12
		SHIPPING & HANDLING	0.00
		TOTAL PO AMOUNT	10,562.25

Authorized Signature



115 MAIN STREET S. SUITE H
 HAILEY, ID 83333
 PHONE: (208) 788-4221
 FAX: (208) 788-2924

INVOICE #	INVOICE DATE
111846218	09/30/2025
DUE DATE	CUSTOMER ACCOUNT NUMBER
10/31/2025	8513
AMOUNT DUE	TERMS:
23,567.50	Open Terms

BILL TO:

HAILEY URBAN RENEWAL AGENCY

115 MAIN STREET SOUTH
 HAILEY ID 83333

PLEASE DETACH AND RETURN THIS TOP PORTION WITH
 YOUR PAYMENT BY DUE DATE TO:

CITY OF HAILEY
 115 S MAIN ST STE H
 HAILEY, ID 83333

INVOICE

DESCRIPTION	QUANTITY	CHARGE	EXT. PRICE
City Administrator Reimb 2/1-9/30/25	1	12,496.00	12,496.00
City Engineer Reimb 2/1-9/30/25	1	1,320.00	1,320.00
City Treasurer Reimb 2/1-9/30/25	1	4,522.50	4,522.50
City Staff Reimb 2/1-9/30/25	1	5,229.00	5,229.00
			23,567.50
			TOTAL AMOUNT DUE

THANK YOU FOR YOUR PROMPT PAYMENT
 For Billing Inquiries Call: (208)788-4221
 Office Hours: 9:00 a.m. - 5:00 p.m.
 Monday thru Friday

URA Labor Reimbursement 2/1/24-9/30/25

	Hrs	Rate	Rate	
Admin	142	\$ 88.00	\$	12,496.00
Engineer	15	\$ 88.00	\$	1,320.00
Treasurer	67.5	\$ 67.00	\$	4,522.50
Staff	124.5	\$ 42.00	\$	5,229.00
Total			\$	23,567.50



115 MAIN STREET S. SUITE H
 HAILEY, ID 83333
 PHONE: (208) 788-4221
 FAX: (208) 788-2924

INVOICE #	INVOICE DATE
111846219	09/30/2025
DUE DATE	CUSTOMER ACCOUNT NUMBER
10/01/2025	8513
AMOUNT DUE	TERMS:
302,969.64	Open Terms

BILL TO:
HAILEY URBAN RENEWAL AGENCY
 115 MAIN STREET SOUTH
 HAILEY ID 83333

PLEASE DETACH AND RETURN THIS TOP PORTION WITH
 YOUR PAYMENT BY DUE DATE TO:

CITY OF HAILEY
 115 S MAIN ST STE H
 HAILEY, ID 83333

INVOICE

DESCRIPTION	QUANTITY	CHARGE	EXT. PRICE
FY25 LHTAC Reimbursement	1	302,969.64	302,969.64
			302,969.64
			TOTAL AMOUNT DUE

THANK YOU FOR YOUR PROMPT PAYMENT
 For Billing Inquiries Call: (208)788-4221
 Office Hours: 9:00 a.m. - 5:00 p.m.
 Monday thru Friday

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 10/21/2025

District: Gateway and Airport Way Districts

STAFF: JP

SUBJECT: Motion to meeting minutes dated September 16, 2025.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Attached are the meeting minutes dated September 16, 2025.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to meeting minutes dated September 16, 2025.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

**Hailey Urban Renewal Agency Agenda
Hailey City Hall
115 South Main Street
Council Chambers – upstairs AND via Teams
Tuesday, September 16, 2025 at 11:00 AM**

THIS MEETING IS BEING HELD IN MICROSOFT TEAMS.

Join on your computer, mobile app or room device

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Meeting ID: 237 503 468 111

Passcode: q2iFwo

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Or call in (audio only)

[+1 469-206-8535,,324529467#](#) United States, Dallas

Phone Conference ID: 324 529 467#

Email: Public comments may be shared with the Agency Board via email to Lisa Horowitz, lisa.horowitz@haileycityhall.org. Emails or other written testimony must be **received no later than 5:00 p.m. on Monday, September 15, 2025.**

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If there are any questions, contact Lisa Horowitz at lisa.horowitz@haileycityhall.org or (208) 788-4221.

Chair:	Larry Schwartz
Vice Chair:	Sandi Viau
Treasurer	Becky Stokes
Board Members	Martha Burke, Bob Brand, Brian McCue
Staff Support:	Lisa Horowitz, Executive Director of HURA and City Administrator

Next Resolution Available: 2025-008

- A. [11:01:26 AM](#) 11:00 AM CALL TO ORDER
- B. [11:00 am to 11:05 am](#) Consent Agenda (ACTION ITEM):
 - [CA 1](#) Motion to approve bills since August 26, 2025. **ACTION ITEM**
 - [CA 1](#) Motion to ratify Mountain West Bank Loan Payment. **ACTION ITEM**
 - [CA 2](#) Motion to approve meeting minutes dated August 26, 2025. **ACTION ITEM**

[11:01:51 AM](#) Elam & Burke invoice to be billed directly to Gateway.

[11:05:13 AM](#) Brand motioned to approve bills as amended. McCue seconded. All in Favor.

[11:06:12 AM](#) Brand motioned to ratify Mountain West Bank Loan Payment. McCue seconded. All in Favor.

[11:07:07 AM](#) Brand motioned to approve meeting minutes. Schwartz seconded. All in Favor.

- C. [11:15 am to 11:45 am](#) Old Business (ACTION ITEM):
 - [11:07:39 AM OB 1](#) Discussion of River Street and LHTAC projects for FY25. **ACTION ITEM**

Viau requested that totals be posted in tables. Horowitz and Yeager summarized projects and work done. Yeager and Horowitz summarized next steps for reimbursement and requests for FY26.

McCue asked about Well Head Park. Yeager provided update on that potential idea.

- [11:17:45 AM OB 2](#) Discussion of 111 Empty Saddle Trail. **ACTION ITEM**

Horowitz introduced Amy Bain, city staff who has been managing the parking lot on behalf of city. Horowitz summarized city current process and items that will need attention – water connection, electrical, landscaping.

Board believes should get more bids before making a decision on landscaping. Board discussed potential future uses once URA takes over parking lot. Viau asked about cost of snow removal. Bain does not have that information, only had to remove snow once. Board discussed possibly making it free for first or two. Staff encourages to still require citizens to sign up and sign applicable waivers. Discussion ensued regarding ideas for lot, agreeing to lease lot to city for \$1.00 annually, mimicking rules of Park N Ride but allowing overnight parking during snow nights and city will make decisions on lot while URA would cover maintenance costs. Staff will come back to the board with a recommendation. Burke recommends signage. McCue asked about naming the lot/creating a brand. Staff will draft some signage and brand.

D. [11:45 am to 12:00](#) Staff Reports

- [SR 1](#) Financials

Stokes summarized financials – beginning with recap report, noting minimal payments received from county which is typical.

- [SR 2](#) Upcoming Meetings: October 21, 2025
 - LL Greens amended RPA, River/LHTAC, Empty Saddle

E. [12:00 pm](#) Adjourn

[11:44:41 AM](#) Brand motioned to adjourn. Viau seconded. All in Favor.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 10/21/25

District: Gateway District

STAFF: LH / BY

SUBJECT: Discussion and update on River Street/LHTAC projects.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Below is a table outlining the current projects previously discussed by the HURA Board for the River Street Construction (north and south of the central two blocks) and LHTAC River Street (central two blocks) projects. These projects have been brought to the board multiple times over the course of the last year.

The current table shows expenses paid through July 31, 2025 and the estimated cost for each project. Staff has added a separate column outlining costs incurred from August 1, 2025 to September 30, 2025, resulting in a final accounting and request for final payment authorization.

Gateway URA District						
Commitment	Description	Intial Estimate (Budget)	Current Due to City thru 7/31/25	Additional Costs from 8/1/25 to 9/30/25	Final Accounting FY25	Budget Remaining
"LHTAC Project" components 10/22/2024	Silva Cells	\$75,000	\$82,897.04		\$82,897.04	-\$7,897.04
	Extra Silva Cells	\$25,000	\$6,240.00		\$6,240.00	\$18,760.00
	Underground Electrical	\$600,000	\$109,544.41	\$1,424.26	\$110,968.67	\$489,031.33
	Streetlights	\$160,000	\$450.00	\$2,291.07	\$2,741.07	\$157,258.93
	Well Head Park	TBD				
	Irrigation	\$250,000	\$88,578.00		\$88,578.00	\$161,422.00
	Landscape	\$150,000	\$6,067.32		\$6,067.32	\$143,932.68
	Civil Science CE&I	\$50,000	\$0.00		\$0.00	\$50,000.00
North River Revision 1 4/1/2025	GGLO Revegetation	\$50,000	\$0.00		\$0.00	\$50,000.00
	Albertsons Reconfiguration	\$80,000	\$0.00	\$5,477.54	\$5,477.54	\$74,522.46
					\$0.00	
	TOTAL	\$1,440,000	\$293,776.77	\$9,192.87	\$302,969.64	\$1,137,030.36

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve final accounting.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF HAILEY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF HAILEY, IDAHO, APPROVING REIMBURSEMENT TO THE CITY OF HAILEY FOR CERTAIN DESIGN COSTS AND LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL GRANT MATCH FUNDS RELATING TO THE RIVER STREET IMPROVEMENTS PROJECT AND REIMBURSEMENT FOR OTHER RIVER STREET IMPROVEMENTS; AUTHORIZING THE CHAIR TO TAKE ALL NECESSARY ACTION TO IMPLEMENT THIS RESOLUTION; AUTHORIZING THE APPROPRIATION OF FUNDS; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Hailey, Idaho, also known as the Hailey Urban Renewal Agency, an independent public body corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (the “Law”), a duly created and functioning urban renewal agency for Hailey, Idaho, hereinafter referred to as the “Agency.”

WHEREAS, the City Council of the City of Hailey, Idaho (the “City”), after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Gateway District Urban Renewal Project (the “Plan”);

WHEREAS, following said public hearing the City Council adopted its Ordinance No. 1138 on October 15, 2013, approving the Plan and making certain findings, including establishing the Gateway District Project Area (the “Project Area”);

WHEREAS, the Agency is authorized to undertake and carry out urban renewal projects to eliminate, remedy, or prevent deteriorated or deteriorating areas through redevelopment, rehabilitation or conservation, or any combination thereof, within its area of operation and is authorized to carry out such projects jointly with the City;

WHEREAS, the Plan identified improvements to existing streets, including drainage improvements, landscaping, as well as pathways as important Plan objectives;

WHEREAS, the Agency and the City have jointly and collectively undertaken and worked to make improvements to River Street within the Project Area as part of the Plan’s contemplated improvements;

WHEREAS, as a result of the overall investment in public improvements within the Project Area, significant public and private development have occurred;

WHEREAS, portions of River Street between Cedar Street and McKercher Boulevard are

not built to City standards, are deteriorating and require improvements. Pursuant to the 2019 Update of the 2007 Transportation Master Plan for the City, the goal for River Street is to be a low speed two-lane arterial, which accommodates multi-modal transportation options. Additionally, there will be improvements to the sidewalks with landscaping used to enhance safety and to separate the travel lanes from pedestrians. The proposed concept also includes a dedicated bike lane/pathway. Most of River Street is located within the Project Area, specifically the portion of River Street between Cedar Street and Empty Saddle Trail (the “River Street Improvements Project”);

WHEREAS, the City was awarded funds through the Local Highway Technical Assistance Council (the “LHTAC Grant”), which will fund public infrastructure improvements on two (2) to four (4) blocks on River Street, depending on construction costs, focusing on the portion of River Street between Galena Street and Walnut Street (the “LHTAC River Street Improvements”), but is insufficient to fund the entire scope of the contemplated River Street Improvements Project. The LHTAC Grant is anticipated to fund on or before FY2026 and the Agency intends to fund the local match;

WHEREAS, City staff together with its on-call engineer have conducted preliminary planning, design, and engineering of the River Street Improvements Project outside of the LHTAC River Street Improvements, including preliminary cost estimates. The River Street Improvement Project will be phased, and preliminary cost estimates support a total project cost of approximately \$4 million;

WHEREAS, the River Street Improvement Project has been presented to the Board of Commissioners of the Agency (the “Agency Board”) over the course of several meetings over several years. The Agency is and continues to be interested in funding the River Street Improvements Project;

WHEREAS, the City and Agency entered into the Planning, Design, Engineering, and Construction Project Agreement, dated May 2021, approved by Agency Resolution No. 2021-003, dated May 13, 2021, regarding Agency funding of certain improvements outside the scope of the LHTAC River Street Improvements and the River Street Improvements Project, in the amount of \$600,000 to participate in the immediate funding of a portion of the River Street Improvement Project, including construction of an interim bicycle/pedestrian pathway along River Street, generally between McKercher Blvd and Bullion Street. The project included an approximately five-foot to ten-foot-wide asphalt bicycle/pedestrian pathway, generally located adjacent to the River Street right-of-way or existing curb lines; existing parking within the River Street right-of-way to be revised; relative paving and drainage improvements; portions of new asphalt; and asphalt striping. The pathway was constructed on both the east and west sides of River Street (the “Phase 1 Improvements”). The Phase 1 Improvements have been completed by City staff. Construction costs have escalated since 2021. Based on final invoicing of this project, an additional \$134,947.58 was requested regarding River Street Design costs;

WHEREAS, the City paid the 7.34% LHTAC Grant Match related to the LHTAC River Street Improvements, in the amount of \$303,096.40 which amount has been reimbursed per 2023-006, dated September 19, 2023;

WHEREAS, pursuant Resolution No. 2024-16 dated October 22, 2024, the Agency reimbursed the City the total amount of \$179,333.42, including \$134,947.58 for costs incurred by the City related to the River Street Improvements Project, and \$44,385.84 for reimbursement to the City for the 7.34% LHTAC Grant Match related to the LHTAC River Street Improvements Project;

WHEREAS, in May and October 2024, the City reviewed with the Agency Board probable LHTAC River Street Improvement Project costs and River Street Improvement Projects costs to be undertaken in FY2025, including:

Proposed LHTAC Projects	Estimated Amount to be Requested
Silva Cells	\$75,000
Extra Silva Cells	\$25,000
Underground Electrical	\$600,000
Streetlights	\$160,000
Well Head Park	TBD
Irrigation	\$250,000
Landscape	\$150,000
Civil Science CE&I	\$50,000

WHEREAS, the City seeks reimbursement from the Agency for the actual costs incurred in FY2025 related to the LHTAC River Street Improvements and the additional River Street Improvements design and construction costs as reviewed with the Agency Board in May and October 2024;

WHEREAS, the Agency Board finds it in the best interests of the Agency to continue to support the improvements to River Street and in the best interests of the public to provide financial support for the LHTAC River Street Improvements and River Street Improvement Project;

WHEREAS, the City and the Agency hereby find and determine that coordination and funding of the LHTAC River Street Improvements and the River Street Improvements Project enables the City and Agency to cooperate to their mutual advantage in a manner that will best accord with the needs and development of the City and the Agency;

WHEREAS, the ability for the City and Agency to cooperate and jointly benefit each other is expressly allowed pursuant to Idaho Code Section 50-2015;

WHEREAS, Agency staff recommends approval of the City's request for reimbursement in the amount of \$302,969.64, related to costs incurred by the City for the LHTAC River Street Improvements and the River Street Improvements Project through September 30, 2025;

WHEREAS, the Board of Commissioners finds it in the best public interest to approve the request for reimbursement and to authorize the Chair to appropriate \$302,969.64 for

reimbursement to the City subject to certain conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE HAILEY URBAN RENEWAL AGENCY OF HAILEY, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Agency is hereby authorized to take necessary action to appropriate and tender Three Hundred Two Thousand, Nine Hundred Sixty Nine AND 64/100 Dollars (\$302,969.64) to the City for the reimbursement of certain costs for the LHTAC River Street Improvements, subject to representations by the Agency staff and the Agency legal counsel that all conditions precedent to such actions have been met; namely, City of Hailey has expended the funds and is seeking reimbursement; and further is authorized to approve and accept any necessary technical changes to this Resolution upon advice from Agency's legal counsel that said changes are consistent with the comments and discussions received at the September 16 and October 21, 2025, Agency Board meetings; and the Agency is authorized to appropriate any and all funds contemplated by this Resolution.

Section 3: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of the city of Hailey, Idaho, on October 21, 2025. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on October 21, 2025

APPROVED:

By _____
Chair of the Board

ATTEST:

By _____
Secretary

4843-5114-8264, v. 1

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 10/21/2025

District: Gateway District

STAFF: LH

SUBJECT: 111 Empty Saddle Parking Lot Management Discussion

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

A. Background

HURA has closed on the purchase of the parking lot at 111 Empty Saddle. The lot has been managed for the last six (6) months by the City of Hailey. The Council established a monthly rate of \$50 per parking stall and excluded campers from applying. Limited advertising was conducted; three (3) spaces are rented at this time.

At the 9/16/2025 meeting, HURA discussed the following changes, and requested that the item be brought back at the next regular meeting:

- 1) Open the lot to free, short-term parking only, with a 72-hour limit
- 2) Install new signage; a lot name sign and a basic rule/information sign. The "lot name" sign will be more permanent in nature. The rule/information sign can be changed periodically if needed if the parking lot rules are amended.
- 3) The name of the lot will be North River Street Parking Lot. See attached sample rendering.
- 4) The Board requested staff to bring back one or two more landscape cost estimates.
- 5) Park and Ride Maintenance comparison: the Public Works Department has little to no costs associated with maintenance of the Park and Ride, as there is no internal landscaping. The Parking lot is chip-sealed every 7-10 years and restriped as needed. Snow plowing is worked into the regular street clearing schedule.

B. Utilities/landscape/sign:

- 1) Landscape estimates from G & G Landscaping, Clearwater Landscaping, and Turf and Tree Care are all attached.
- 2) Snow removal will be contracted with Turf and Tree Care. The proposed parameters for a contract is attached and will be brought back to the board upon its approval. If we have a snow event prior to the next meeting, a bill for the snow removal services will be paid by HURA.
- 3) Switching the water service to its own meter will likely cost \$10-15,00, plus a connection fee of approximately \$5,000. 2025 sprinkler blowout is being done by previous owner. This will take place in the spring.
- 4) Switching the electric service to its own meter will likely cost \$10-15,000 and will take place in the spring.
- 5) A proposed new sign rendering is attached. Staff continues to work on colors and acquiring costs.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Staff is requesting board to select a landscape company from the attached proposals and approval to move forward on signage regarding the Parking Lot at 111 Empty Saddle.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____



Proposal #19795

Date: 10/3/2025

Customer:

City of Hailey
115 S. Main St.
Hailey, ID 83333

Property:

COH - River St
Hailey, ID 83333

2025 Bed Revamp and Install

Plant Material Install

\$6,418.00

Supervisor Layout/Consult

Items	Quantity	Unit	Price/Unit	Price
Labor Supervisor / Consult	2.00	Hr	\$95.00	\$190.00

Bed Demo

Items	Quantity	Unit	Price/Unit	Price
Labor - Maintenance	26.00	Hr	\$70.00	\$1,820.00
Top Soil	4.00	yd	\$49.50	\$198.00
Dump Fee Medium	1.00	each	\$50.00	\$50.00
Dingo TX 1000	5.00	Hr	\$95.00	\$475.00

Plant Material Install/Modify

Items	Quantity	Unit	Price/Unit	Price
Labor - Maintenance	16.00	Hr	\$70.00	\$1,120.00
Shrub #5	10.00	each	\$45.00	\$450.00
Grass #2	15.00	each	\$22.00	\$330.00
Perennial #1	20.00	each	\$18.00	\$360.00
Washed Cobble Rock 2"	4.00	yd	\$45.00	\$180.00
Compost	3.00	yd	\$90.00	\$270.00

Fix/Repair Irrigation

Items	Quantity	Unit	Price/Unit	Price
Labor - Irrigation	5.00	Hr	\$75.00	\$375.00
Misc Irr Parts	1.00	each	\$600.00	\$600.00

Subtotal	\$6,418.00
Estimated Tax	\$0.00
Total	\$6,418.00

Terms & Conditions

- Budget Only T&M Rates To Apply
- Due To Economic Climate Pricing Is Subject To Change

Email _____

By _____

Kathy D Whitworth

Date 10/3/2025 _____

Bahama Blue

By _____

Date _____

COH - River St

G & G Landscaping Services, Inc



PO Box 1160
Bellevue, ID 83313

Estimate

Date	Estimate #
6/5/2025	1968

Name / Address
City Of Hailey 115 Main St Suite H Hailey, ID 83333 Balmoral Park Maint

Project
111 Empty Saddle Rd

Description	Qty	Rate	Total
111 Empty Saddle Trail			
Labor - Special Projects ~ Peel all turf on parking area, prep and install new plant material, spread soil pep, mow areas next to fence, spread compost and reseed, haul out all debris from site....	1	5,500.00	5,500.00
Dogwood - Bailey #5	10	59.99	599.90
Compost - Pro Blend 50/50...	8	75.99	607.92
Compost - Soil Pep	5	75.99	379.95
Low Maintenance, (Scottish Links) w/Fescue per lb.	5	13.28	66.40
Trip and dump fees	1	135.00	135.00
All requests for cancellation of service by G & G customers must received in writing. Any invoices prior to the receipt of the request for cancellation, it is agreed that invoices for landscaping and/or snow removal will be paid.		0.00	0.00
I authorize G & G Landscaping Services, Inc. to perform the work described above as well as accepting the terms and conditions listed.		0.00	0.00
Customer / Date			
Thank you ~ Jose Guerrero			
Thank you for your business	Total		\$7,289.17



TURF AND TREE CARE LLC

P.O. Box 1692, Hailey, Idaho 83333

C: (208) 309-5409

Jtellez1225@snowturfntreecare.com

Estimate – Turf and Tree Care LLC

Customer: Hailey Urban Renewal Agency

Project: Turf Conversion to Low-Maintenance Beds

Location: 111 Empty Saddle Trail, Hailey, ID 83333

Prepared by: Jessy Tellez – Turf and Tree Care LLC

Date: 10/09/2025

Scope of Work

Convert existing grass areas to low-maintenance landscape beds with weed fabric, decorative rock, drought-tolerant shrubs, and perennials. Reuse existing Hunter Node irrigation controller and main water lines, converting pop-up irrigation to drip for efficient watering.

1. Site Preparation & Excavation

- Apply grass and weed killer to all areas prior to removal.
 - Remove top 2 inches of existing soil and haul away debris (approx. 15.3 cubic yards).
- Total: \$688.50**

2. Weed Fabric Installation

- Install professional-grade weed barrier fabric (approx. 2,478 sq ft).
 - Overlap seams, stake securely, and prepare for decorative rock installation.
- Total: \$1,734.00**

3. Decorative Rock Installation

- Supply and install ¾” crushed decorative rock at a 2-inch depth (approx. 15.3 cubic yards).



TURF AND TREE CARE LLC

P.O. Box 1692, Hailey, Idaho 83333

C: (208) 309-5409

Jtellez1225@snowturftreecare.com

- Spread evenly and compact for a clean, finished look.
Total: \$1,645.00

4. Irrigation Conversion

- Reuse existing Hunter Node controller and valve box.
- Convert pop-up spray zones to drip irrigation using adapters, 1/2" poly tubing, pressure regulators, and emitters.
- Deliver water directly to each new shrub and perennial.
Total: \$1,000.00

5. Weed & Grass Control Application

- Apply pre-conversion herbicide treatment to kill remaining turf and weeds.
Total: \$150.00

6. Plant Material Installation

Plant	Size	Qty	Unit Price	Subtotal
Ivory Halo Dogwood (<i>Cornus alba 'Ivory Halo'</i>)	5 gal	6	\$100	\$600
Alpine Currant (<i>Ribes alpinum</i>)	5 gal	10	\$100	\$1,000
Catmint (<i>Nepeta 'Walker's Low'</i>)	1 gal	13	\$53.98	\$701.74
Russian Sage (<i>Perovskia atriplicifolia</i>)	1 gal	13	\$53.98	\$701.74
Plant Subtotal		42 Total Plants		\$3,003.48

Total Project Estimate:

\$8,222.98 (Rounded to ≈ **\$8,200**)



TURF AND TREE CARE LLC

P.O. Box 1692, Hailey, Idaho 83333

C: (208) 309-5409

Jtellez1225@snowturftreecare.com


Notes:


- Pricing includes all materials, labor, and disposal.
- All plant selections are hardy to Zone 4 and chosen for drought tolerance and minimal maintenance.
- Existing irrigation system assumed functional; any repairs needed will be billed separately.
- Final layout and plant placement to be confirmed on site before installation.

Prepared by:

Jessy Tellez

Turf and Tree Care LLC

 (208) 309-5409

 jtellez1225@snowturftreecare.com



TURF AND TREE CARE LLC

P.O. Box 1692, Hailey, Idaho 83333

C: (208) 309-5409

Jtellez1225@snowturfntreecare.com

ZERO-TOLERANCE SNOW & ICE MANAGEMENT AGREEMENT 2025–2026

TURF AND TREE CARE LLC

P.O. Box 1692 • Hailey, Idaho 83333 • C: (208) 309-5409

1. Scope of Work

Turf and Tree Care LLC agrees to provide snow and ice management services designed to *reduce* the accumulation and bonding of snow and ice on treated surfaces. Services include:

- **Pre-treatment** using *SNO-PLOW® Ice Melt with LIQUI-FIRE™* prior to forecasted precipitation when conditions allow.
- **Plowing and de-icing** during active storms as conditions and safety permit.
- **Post-treatment** following plowing or cleanup to minimize refreeze.
- **Ongoing monitoring** of pavement conditions with return visits as required.

Although the service goal is “zero-tolerance,” the client understands that **complete elimination of snow, ice, or slippery conditions at all times is not guaranteed**.

2. Service Frequency and Triggers

- Services may begin **before, during, or after** snow or ice accumulation depending on forecast, temperature, and site conditions.
- **Multiple services may occur in a single 24-hour period**, including repeated plowing, pre-treatments, and post-treatments, to maintain the zero-tolerance standard.
- Each visit is **billed separately** based on time, materials, and equipment used as outlined in the attached estimate.
- Crews may operate on a 24-hour schedule during extended or multi-day storms.



TURF AND TREE CARE LLC

P.O. Box 1692, Hailey, Idaho 83333

C: (208) 309-5409

Jtellez1225@snowturftreecare.com

3. Materials and Equipment

- **Ice melt:** *SNO-PLOW*® with *LIQUI-FIRE*™ — **\$30 per 50-lb bag applied.**
- **Tailgate spreader truck: \$85 per deployment,** including operator, loading, and monitoring.
- **Plow truck(s):** Front-mounted 8.5' V-blade with 16' rear pull plow, billed per event or per hour as shown on the attached estimate.

4. Limitations & Liability Disclaimer

Turf and Tree Care LLC will take reasonable steps to minimize slippery conditions; however, **bare pavement and accident-free surfaces cannot be guaranteed.**

The client acknowledges that snow, ice, meltwater, and refreeze may occur between service intervals or due to environmental factors outside Turf and Tree Care's control.

Turf and Tree Care LLC shall **not be liable** for:

- Slips, falls, or accidents caused by snow or ice accumulation.
- Property or surface damage from hidden objects, piled snow, or necessary equipment operations.
- Delays or service limitations due to inaccessibility, parked vehicles, extreme weather, or municipal restrictions.

5. Damages and Repairs

Turf and Tree Care LLC will repair verified damages **directly caused by operator negligence** once the affected areas are visible and weather permits.

6. Billing and Payment



TURF AND TREE CARE LLC

P.O. Box 1692, Hailey, Idaho 83333

C: (208) 309-5409

Jtellez1225@snowturftreecare.com

Invoices are issued after each major service or monthly.

Balances not paid within fifteen (15) days of the invoice date are subject to a **3 % monthly finance fee** on the unpaid balance.

Mailed payments must be postmarked by the due date to avoid late fees.

7. Contract Acceptance

Areas to be maintained (check all that apply):

(x) Driveway / Parking Lot () Walkways () Decks () Other _____

Property: **Hailey Urban Renewal Agency 111 Empty Saddle Trl, Hailey, ID 83333**

Estimate # 2253 to be signed as an addendum to this contract.

Accepted by **Jessy Tellez dba Turf and Tree Care LLC**

Signature *Jessy Tellez* Date 10/14/2025

Accepted by Authorized Agent (Print Name) _____

Signature _____ Date _____



Client:	Date:	Address:	File Name:	Quote #:	Material:	Dimensions:
City of Hailey	10-13-25		North River St Sign			



Additional Details:

314 South River Street • Hailey, ID 83333 208.788.4200 production@copyandprint.biz



Return to Agenda

Airport Way Upcoming Schedule

Date	Description	Notes
13-Jan	Launch survey	Website, IME ad, email, HURA board, newsletter
January 22/24	IME survey advertisement	Due to IME January 17
14-Feb	Close survey	
24-Feb	Internal meeting	Review survey results and board presentation
28-Feb	Internal meeting	Scheduled 1-2:30 with Hales Engineering
23-Sep	Internal meeting	Airport Way Anaysis w/Hales Engineering and GGLO
9-Oct	Display ad reserved IME	Reserve space in October 15 editions for October 23 public meeting advert
15-Oct	IME public meeting advert	Advertisement for October 23 public meeting Chamber Welcome Center
21-Oct	HURA meeting	
	Airport Way business meeting	Chamber Welcome Center @ 4pm
22-Oct	Broadford resident meeting	Chamber Welcome Center @ 5pm
23-Oct	Public meeting	Chamber Welcome Center @ 5pm
17-Nov	P&Z meeting	Upate on draft Master Plan
18-Nov	HURA MEETING	Update on draft Master Plan
The following meetings may be delayed due to the holidays.		
8-Dec	Council meeting	Council briefing on options
16-Dec	HURA SPECIAL MEETING	Adopt final Master Plan
12-Jan	Council meeting	Adopt final Master Plan
20-Jan	P&Z meeting	Recommendation of typical section

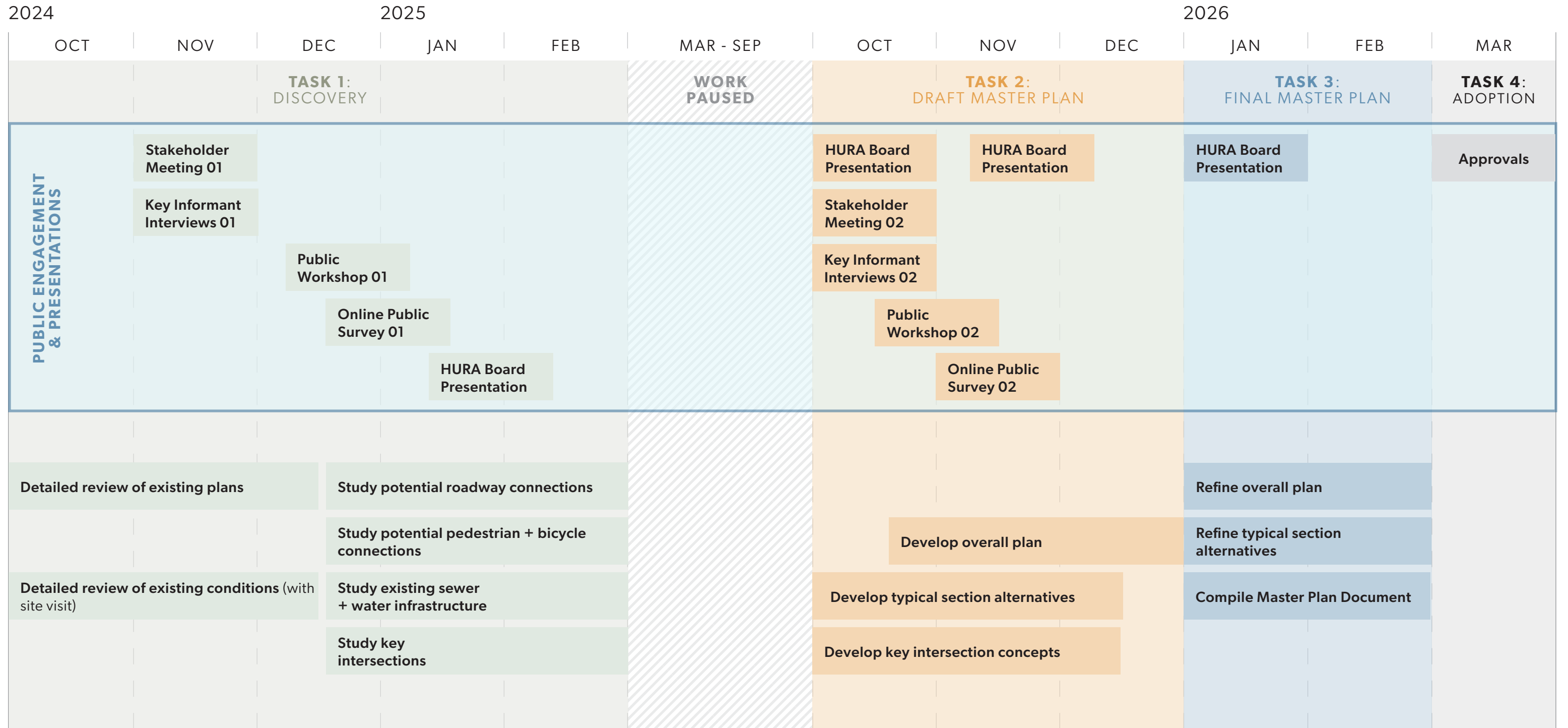


HAILEY URBAN RENEWAL AGENCY

AIRPORT WAY MASTER PLAN

October 21, 2025

PROJECT SCHEDULE



2028-2030 Wayfinding, signage, pedestrian & bike improvements implemented

2030-2035 Roadway geometry and capacity improvements implemented

2041 District expires

TRAFFIC ELEMENT

CAPACITY AND LEVEL OF SERVICE

WHAT IS LEVEL OF SERVICE?

Level of Service (LOS) is a measure of roadway or intersection performance. It is listed on a scale of A through F, with A being the best and F being the worst. LOS is based on the average delay per vehicle. For signalized, roundabout, and all-way stop intersections, this is measured as an average delay of all traffic entering the intersection. For two-way or one-way stop intersections, it is measured as the average delay at the worst individual movement (e.g. left-turn from the side street).

Level of Service	Description	Average Delay (seconds / vehicle)	
		Signalized Intersections	Unsignalized Intersections
A	Free Flow No Delay	< 10	< 10
B	Stable Flow Minimum Delay	> 10 to 20	> 10 to 25
C	Stable Flow Acceptable Delay	> 20 to 35	> 15 to 25
D	Near-Unstable Flow Tolerable Delay	> 35 to 55	> 25 to 35
E	Unstable Flow Significant Delay	> 55 to 80	> 35 to 50
F	Forced Flow Excessive Delay	> 80	> 50

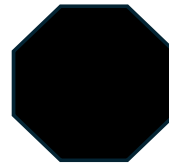
HOW DOES CAPACITY RELATE TO LEVEL OF SERVICE?

The capacity of an intersection is its ability to handle traffic at an acceptable level. In most jurisdictions, including Hailey, LOS A through LOS D are considered acceptable. The maximum amount of vehicles an intersection can handle occurs at LOS E. Beyond that, the intersection starts to break down and traffic backups start compounding until the time at which the vehicular demand reduces, usually after morning or evening rush hour.

WHAT CAN BE DONE TO INCREASE CAPACITY?

There are multiple ways to increase the capacity of an intersection including modifying the intersection **control**, changing the **geometry**, or by adjusting **signal timing**.

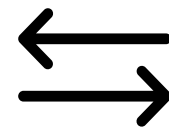
INTERSECTION CONTROL



Changing how an intersection is controlled can impact capacity. In order of increasing capacity, intersection controls can include one- or two-way stop, all-way stop, roundabout, and traffic signal intersections.

When determining intersection control consideration should be given to intersection spacing, right-of-way, safety, and pedestrian demand.

GEOMETRY



Adding lanes at an intersection can increase throughput for specific left-, through-, or right-turn movements. Consideration should be made for multi-modal safety and right-of-way when looking at lane and geometry changes.

Other changes in geometry may include restricting left turns to improve flow and safety. When left turns are restricted, consideration should be given to where they might reroute to, such as a nearby traffic signal.

SIGNAL TIMING



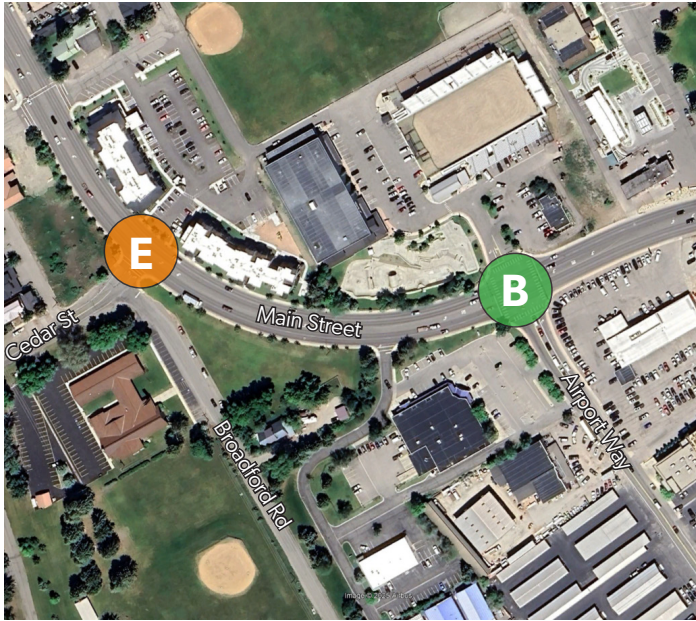
With traffic signals, timing adjustments can be made to reallocate the amount of time a light is green from one approach to another to help it operate more efficiently. Generally speaking, signal timing adjustments should be evaluated every few years or so to adapt to changing traffic patterns. Other improvements at a traffic signal could include green left-turn arrow for both operations and safety reason.



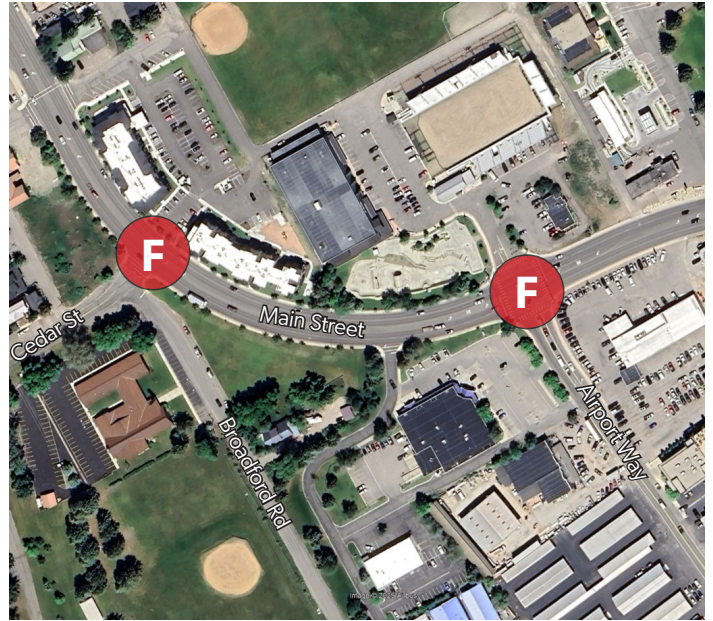
TRAFFIC ELEMENT

CEDAR/BROADFORD AND AIRPORT WAY

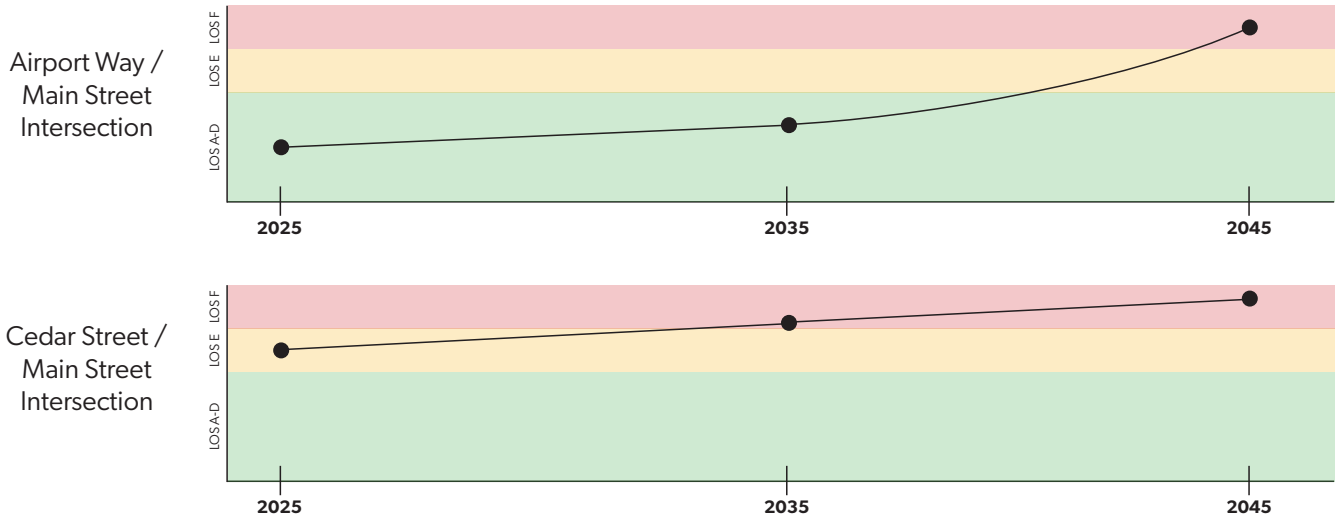
2025 LEVEL OF SERVICE



2045 LEVEL OF SERVICE



TIMELINE



Return to Agenda

AGENDA ITEM SUMMARY

DATE: 10/21/2025

District: Gateway Districts

STAFF: LH

SUBJECT: Consideration of a contract for services with Jessica Parker for additional staff support for the Urban Renewal Agency

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Jessica Parker has recently left employment with the City of Hailey. Jessica played an integral part in the organization of the Hailey Urban Renewal Agency, including financial reporting, agenda and packet preparation, meeting minutes, etc. Lisa Enourato will assume some of these tasks but will need the assistance and historical knowledge of Jessica until a permanent replacement is found or adequate training of current staff is achieved. Staff is requesting a contract with Jessica to ensure all agenda items are complete and accurate. Staff anticipates no more than 10 hours per month would be needed at this time.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Move to approve the contract for services with Jessica Parker.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

INDEPENDENT CONTRACTOR AGREEMENT

This INDEPENDENT CONTRACTOR AGREEMENT (“Agreement”) is made by and between the Hailey Urban Renewal Agency, an independent public body corporate and politic, organized and existing under the laws of the state of Idaho and known as the urban renewal agency of the City of Hailey, Idaho (“AGENCY”) and Jessica Parker (“CONTRACTOR”), who agree as follows:

1. **SCOPE OF SERVICES:** The CONTRACTOR shall undertake the services as described in the attached Scope of Services (Exhibit A) for the consideration stated below in Section 2.
2. **PRICE AND PAYMENT:** As consideration for performing the work described in the Scope of Services, AGENCY agrees to pay CONTRACTOR as follows:
 - (a) \$60.00 per hour for services described in the Scope of Services related to the Administrative services, as described in Exhibit A, which includes all travel costs.
 - (b) Reimbursable expenses for costs of mailing, copies, Agency letterhead, envelopes, and related expenses specifically for the benefit of the AGENCY shall be billed to AGENCY for the actual cost of any such expenses, without mark-up. Other reimbursable expenses that exceed \$25.00 shall be requested in writing prior to incurring those expenses and approved by the Chair or Vice-Chair of the AGENCY. Mileage will not be reimbursed.

Additionally, AGENCY and CONTRACTOR may agree to additional scopes of services beyond those described in the attached Scope of Services, to be set forth on the form Task Order form attached here to as Exhibit B. AGENCY agrees to pay CONTRACTOR \$60.00 per hour, excluding travel time, for any such agreed upon additional defined services. Reimbursable expenses shall be the same as set forth in subsection 2(b).

3. **INVOICE:** CONTRACTOR shall maintain expense records and provide them to AGENCY each month in a format acceptable to AGENCY. Each invoice shall include an explanation of services provided and shall specify current billing and previous payments for the fiscal year, with a total of costs incurred and payments made to date during the fiscal year. There shall be separate invoices for billing services described in the Scope of Services and for billing those agreed upon additional defined services the AGENCY and CONTRACTOR may enter into from time to time as set forth in a Task Order. Except as stated in the following sentence, CONTRACTOR’s invoices shall be paid within thirty (30) days, following approval by the AGENCY board. If the services subject to the invoice do not meet the requirements of this Agreement as AGENCY may determine, AGENCY shall notify CONTRACTOR in writing and specify all deficiencies in the work that do not meet the requirements. CONTRACTOR shall have seven (7) working days to correct or modify the work to comply with the requirements of the Agreement as set forth in AGENCY’s written notice. If AGENCY again determines the work fails to meet the requirements, AGENCY may withhold payment until deficiencies have been corrected to

AGENCY's satisfaction or may terminate this Agreement for cause as set forth in Section 18 of this Agreement.

4. **RIGHT OF CONTROL:** AGENCY agrees that it will have no right to control or direct the details, manner, or means by which CONTRACTOR accomplishes the results of the services performed hereunder. CONTRACTOR has no obligation to work any particular hours or days or any particular number of hours or days. CONTRACTOR agrees, however, that his or her other contracts and services shall not interfere with the performance of his or her services under this Agreement. AGENCY agrees to coordinate project schedules, respective commencements, and deadlines with CONTRACTOR.

5. **INDEPENDENT CONTRACTOR RELATIONSHIP:** CONTRACTOR is an independent CONTRACTOR and is not an employee, servant, agent, partner, or joint venturer of AGENCY. AGENCY shall determine the work to be done by CONTRACTOR, but CONTRACTOR shall determine the legal means by which it accomplishes the work specified by AGENCY. This Agreement shall not be construed to create any employer-employee relationship between AGENCY and CONTRACTOR.

6. **RECORDS ACCESS AND AUDITS:** CONTRACTOR shall maintain complete and accurate records with respect to costs incurred under this Agreement. All such records shall be maintained according to generally accepted accounting principles, shall be clearly identified, and shall be readily accessible. Such records shall be available for review by AGENCY representatives for three (3) years after final payment. Copies shall be made available upon request.

7. **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 AGENCY on behalf of CONTRACTOR or the employees of CONTRACTOR. CONTRACTOR shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. CONTRACTOR is responsible to pay, according to law, CONTRACTOR's income tax. CONTRACTOR may be liable for self-employment (Social Security) tax to be paid by CONTRACTOR according to law.

8. **COMPLIANCE WITH LAW:** CONTRACTOR agrees to comply with all applicable laws, ordinances, and codes of Federal, State, and local governments in the performance of the services hereunder.

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

10. **PROPRIETARY RIGHTS:** All data, materials, reports, maps, graphics, tables, memoranda, and other documents or products developed under this Agreement, whether finished or not, shall become the property of AGENCY, shall be forwarded to AGENCY at its request, and may be

used by AGENCY as it sees fit. AGENCY agrees that if it uses products prepared by CONTRACTOR for purposes other than those intended in this Agreement, it does so at its sole risk and it agrees to hold CONTRACTOR harmless, therefore.

11. **CONFIDENTIALITY:** CONTRACTOR agrees to maintain confidentiality of all work product produced under this Agreement, including both interim and draft materials, reports, maps, graphics, tables, memoranda, and other documents, unless and until AGENCY signifies its written approval that such work product may be published as final work product. AGENCY reserves the right to distribute the final work product as it sees fit, provided that CONTRACTOR may use final reports as approved and adopted by the AGENCY Board of Commissioners in the marketing of CONTRACTOR'S services.

12. **TERM OF AGREEMENT:** This Agreement shall be effective October 9, 2025, and shall continue through January 1, 2026, unless earlier terminated as described in Section 18 of this Agreement. AGENCY and CONTRACTOR acknowledge that this Agreement may be extended upon mutual agreement of the CONTRACTOR and AGENCY.

13. **ENTIRE AGREEMENT:** This Agreement, along with any and all Exhibits attached hereto and incorporated herein by reference, contains the entire Agreement of the parties and supercedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

14. **GENERAL ADMINISTRATION AND MANAGEMENT:** The AGENCY Chair, or his/her designee, shall be AGENCY'S representative, and shall oversee and approve all services to be performed, coordinate all communications, review and approve all invoices, and carry out any and all tasks as may be required under this Agreement.

15. **CHANGES:** AGENCY reserves the right to make changes from time to time in the Scope of Services to be performed hereunder. Such changes, including any increase or decrease in CONTRACTOR'S compensation, which are mutually agreed upon by and between AGENCY and CONTRACTOR, shall be incorporated in written amendments to this Agreement and/or set forth in a Task Order.

16. **AMENDMENTS:** This Agreement may be amended only in writing, upon mutual agreement of both AGENCY and CONTRACTOR.

17. **ASSIGNMENT:** It is expressly agreed and understood by the parties hereto, that CONTRACTOR shall not have the right to assign, transfer, hypothecate, or sell any of its rights under this Agreement except upon the prior express written consent of AGENCY.

18. **TERMINATION OF AGREEMENT:**

- (a) **FOR CAUSE:** If, through any cause, the CONTRACTOR shall fail to fulfill its obligations in compliance with the Scope of Services under this Agreement, or if

the CONTRACTOR shall violate any of the covenants, agreements, or stipulations of this Agreement, AGENCY shall thereupon have the right to terminate this Agreement by giving written notice to the CONTRACTOR and specifying the effective date thereof at least fifteen (15) days before the effective date of such termination. If this Agreement is terminated for cause, CONTRACTOR shall be paid an amount for the actual services performed in accordance with this Agreement through the cancellation date.

- (b) **TERMINATION FOR CONVENIENCE:** AGENCY or CONTRACTOR may terminate this Agreement at any time, for any reason, by giving at least fifteen (15) days' notice in writing to the non-terminating party. If this Agreement is terminated as provided herein, CONTRACTOR shall be paid for any unpaid time through the termination date. CONTRACTOR shall also provide AGENCY all products or works of consulting generated to date of termination.

19. **NOTICES:** Any and all notices required to be given by either of the parties hereto, unless otherwise stated in this Agreement shall be in writing and be deemed communicated when mailed in the United States mail, certified, return receipt requested, addressed as follows:

To AGENCY:

Lisa Horowitz
Hailey Urban Renewal Agency
115 Main Street
Hailey, ID 83333

To CONTRACTOR:

Jessica Parker

Sandpoint, ID

20. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless AGENCY and its officers, agents, and employees from and against all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with CONTRACTOR's negligence or intentionally wrongful acts or omissions during the performance of this Agreement by CONTRACTOR or CONTRACTOR's agents, employees, or representatives. In case any action or proceeding is brought against AGENCY or its officers, agents, or employees by reason of or arising out of connection with CONTRACTOR's negligence or intentionally wrongful acts or omissions during the performance of this Agreement, CONTRACTOR, upon written notice from AGENCY, shall at CONTRACTOR's expense, resist or defend such action or proceeding.

21. **INSURANCE:** Prior to commencing to provide services under this Agreement, CONTRACTOR shall obtain at its sole cost and expense, and thereafter maintain for the term of this Agreement, at least the minimum insurance coverages set forth below:

- (a) CONTRACTOR has provided proof to AGENCY that worker's compensation and Employer's Liability is not required by applicable law or regulation under the circumstances.
- (b) CONTRACTOR agrees to obtain and keep in force during the term of this Agreement an automobile liability insurance policy with minimum coverage of \$250,000 per claim and a minimum aggregate policy limit of \$250,000 unless alternative coverage and policy limit amounts are agreed to by the AGENCY Board.
- (c) CONTRACTOR shall provide to AGENCY a copy of proof of automobile liability insurance, such as an insurance card, with a representation the insurance provides the minimum coverage and limits set forth in (b). CONTRACTOR will notify AGENCY ten (10) days prior to cancellation of said policy or policies and will provide AGENCY with updated insurance information.

22. **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.

23. **APPLICABLE LAW:** Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the state of Idaho.

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

25. **ATTORNEY FEES:** Should any litigation or arbitration be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to costs and reasonable attorneys' fees as determined by arbitrator or court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination, or forfeiture of this Agreement.

26. **DISPUTES:** In the event that a dispute arises between AGENCY and the CONTRACTOR regarding application or interpretation of any provision of this Agreement, the aggrieved party shall promptly notify the other party to this Agreement of the dispute within ten (10) days after such dispute arises. If the parties shall have failed to resolve the dispute within thirty (30) days after delivery of such notice, the parties may first endeavor to settle the dispute in an amicable manner by mediation. If the parties elect to mediate their dispute, the parties will select a mediator by mutual agreement and agree to each pay half of the mediator's costs and fees. The

mediation will take place in Hailey, Idaho, unless otherwise agreed by the parties in writing. Should the parties be unable to resolve the dispute to their mutual satisfaction within thirty (30) days after such completion of mediation, each party shall have the right to pursue any rights or remedies it may have at law or in equity. If the parties do not mutually agree to mediate the dispute, either party may pursue any rights or remedies it may have at law.

27. **COORDINATION WITH OTHER CONTRACTORS:** CONTRACTOR recognizes that AGENCY has or may enter into agreements with other Contractors that provide other services. Upon request, CONTRACTOR agrees to coordinate with and work in conjunction with other Contractors when the need arises.

28. **SUCCESSORS IN INTEREST:** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereby and their respective successors and assigns.

IN WITNESS WHEREOF, AGENCY and CONTRACTOR have executed this Agreement as of the effective date specified above.

AGENCY

CONTRACTOR

By: _____

By: _____

Printed Name: _____

Title: _____

DATE: _____

DATE: _____

EXHIBIT A

SCOPE OF SERVICES

CONTRACTOR shall provide the following services:

A. Administrative Services

- General administration of partnership agreements
- Preparation of materials for AGENCY meetings
- Other projects as assigned

EXHIBIT B

FORM
TASK ORDER NO. _____

1. Project Description.

2. Scope of Services. Under the terms of this Task Order, the CONTRACTOR shall perform the following:

3. Estimated Time of Performance.

4. Estimated Costs.

AUTHORIZED SIGNATURES

AGENCY

CONTRACTOR

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

DATE: _____

DATE: _____

4893-7115-4623, v. 1

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 10/21/2025

District: Gateway Districts

STAFF: LH

SUBJECT: Consideration of a contract for services with Lisa Enourato for additional staff support for the Urban Renewal Agency

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Lisa Enourato has been providing administrative services for the Hailey Urban Renewal Agency since May of 2024. With Jessica Parker’s move out of the area, HURA is now without a staff person to conduct various tasks for HURA. Lisa Enourato will assume those responsibilities, along with the tasks she is currently assisting with. Staff anticipates no more than 40 hours per month would be needed at this time. This would be reevaluated if a new South Hailey District is created.

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Move to approve the contract for services with Lisa Enourato.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

INDEPENDENT CONTRACTOR AGREEMENT

This INDEPENDENT CONTRACTOR AGREEMENT (“Agreement”) is made by and between the Hailey Urban Renewal Agency, an independent public body corporate and politic, organized and existing under the laws of the state of Idaho and known as the urban renewal agency of the City of Hailey, Idaho (“AGENCY”) and Lisa Enourato (“CONTRACTOR”), who agree as follows:

1. **SCOPE OF SERVICES:** The CONTRACTOR shall undertake the services as described in the attached Scope of Services (Exhibit A) for the consideration stated below in Section 2.
2. **PRICE AND PAYMENT:** As consideration for performing the work described in the Scope of Services, AGENCY agrees to pay CONTRACTOR as follows:
 - (a) \$85.00 per hour for services described in the Scope of Services related to the Administrative services, as described in Exhibit A, which includes all travel costs.
 - (b) Reimbursable expenses for costs of mailing, copies, Agency letterhead, envelopes, and related expenses specifically for the benefit of the AGENCY shall be billed to AGENCY for the actual cost of any such expenses, without mark-up. Other reimbursable expenses that exceed \$25.00 shall be requested in writing prior to incurring those expenses and approved by the Chair or Vice-Chair of the AGENCY. Mileage will not be reimbursed.

Additionally, AGENCY and CONTRACTOR may agree to additional scopes of services beyond those described in the attached Scope of Services, to be set forth on the form Task Order form attached here to as Exhibit B. AGENCY agrees to pay CONTRACTOR \$85.00 per hour, excluding travel time, for any such agreed upon additional defined services. Reimbursable expenses shall be the same as set forth in subsection 2(b).

3. **INVOICE:** CONTRACTOR shall maintain expense records and provide them to AGENCY each month in a format acceptable to AGENCY. Each invoice shall include an explanation of services provided and shall specify current billing and previous payments for the fiscal year, with a total of costs incurred and payments made to date during the fiscal year. There shall be separate invoices for billing services described in the Scope of Services and for billing those agreed upon additional defined services the AGENCY and CONTRACTOR may enter into from time to time as set forth in a Task Order. Except as stated in the following sentence, CONTRACTOR’s invoices shall be paid within thirty (30) days, following approval by the AGENCY board. If the services subject to the invoice do not meet the requirements of this Agreement as AGENCY may determine, AGENCY shall notify CONTRACTOR in writing and specify all deficiencies in the work that do not meet the requirements. CONTRACTOR shall have seven (7) working days to correct or modify the work to comply with the requirements of the Agreement as set forth in AGENCY’s written notice. If AGENCY again determines the work fails to meet the requirements, AGENCY may withhold payment until deficiencies have been corrected to

AGENCY's satisfaction or may terminate this Agreement for cause as set forth in Section 18 of this Agreement.

4. **RIGHT OF CONTROL:** AGENCY agrees that it will have no right to control or direct the details, manner, or means by which CONTRACTOR accomplishes the results of the services performed hereunder. CONTRACTOR has no obligation to work any particular hours or days or any particular number of hours or days. CONTRACTOR agrees, however, that his or her other contracts and services shall not interfere with the performance of his or her services under this Agreement. AGENCY agrees to coordinate project schedules, respective commencements, and deadlines with CONTRACTOR.

5. **INDEPENDENT CONTRACTOR RELATIONSHIP:** CONTRACTOR is an independent CONTRACTOR and is not an employee, servant, agent, partner, or joint venturer of AGENCY. AGENCY shall determine the work to be done by CONTRACTOR, but CONTRACTOR shall determine the legal means by which it accomplishes the work specified by AGENCY. This Agreement shall not be construed to create any employer-employee relationship between AGENCY and CONTRACTOR.

6. **RECORDS ACCESS AND AUDITS:** CONTRACTOR shall maintain complete and accurate records with respect to costs incurred under this Agreement. All such records shall be maintained according to generally accepted accounting principles, shall be clearly identified, and shall be readily accessible. Such records shall be available for review by AGENCY representatives for three (3) years after final payment. Copies shall be made available upon request.

7. **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 AGENCY on behalf of CONTRACTOR or the employees of CONTRACTOR. CONTRACTOR shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. CONTRACTOR is responsible to pay, according to law, CONTRACTOR's income tax. CONTRACTOR may be liable for self-employment (Social Security) tax to be paid by CONTRACTOR according to law.

8. **COMPLIANCE WITH LAW:** CONTRACTOR agrees to comply with all applicable laws, ordinances, and codes of Federal, State, and local governments in the performance of the services hereunder.

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

10. **PROPRIETARY RIGHTS:** All data, materials, reports, maps, graphics, tables, memoranda, and other documents or products developed under this Agreement, whether finished or not, shall become the property of AGENCY, shall be forwarded to AGENCY at its request, and may be

used by AGENCY as it sees fit. AGENCY agrees that if it uses products prepared by CONTRACTOR for purposes other than those intended in this Agreement, it does so at its sole risk and it agrees to hold CONTRACTOR harmless, therefore.

11. **CONFIDENTIALITY:** CONTRACTOR agrees to maintain confidentiality of all work product produced under this Agreement, including both interim and draft materials, reports, maps, graphics, tables, memoranda, and other documents, unless and until AGENCY signifies its written approval that such work product may be published as final work product. AGENCY reserves the right to distribute the final work product as it sees fit, provided that CONTRACTOR may use final reports as approved and adopted by the AGENCY Board of Commissioners in the marketing of CONTRACTOR'S services.

12. **TERM OF AGREEMENT:** This Agreement shall be effective October 1, 2025, and shall automatically renew annually unless otherwise terminated by the parties as described in Section 18 of this Agreement. AGENCY and CONTRACTOR acknowledge that this Agreement may be extended upon mutual agreement of the CONTRACTOR and AGENCY.

13. **ENTIRE AGREEMENT:** This Agreement, along with any and all Exhibits attached hereto and incorporated herein by reference, contains the entire Agreement of the parties and supercedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

14. **GENERAL ADMINISTRATION AND MANAGEMENT:** The AGENCY Chair, or his/her designee, shall be AGENCY'S representative, and shall oversee and approve all services to be performed, coordinate all communications, review and approve all invoices, and carry out any and all tasks as may be required under this Agreement.

15. **CHANGES:** AGENCY reserves the right to make changes from time to time in the Scope of Services to be performed hereunder. Such changes, including any increase or decrease in CONTRACTOR'S compensation, which are mutually agreed upon by and between AGENCY and CONTRACTOR, shall be incorporated in written amendments to this Agreement and/or set forth in a Task Order.

16. **AMENDMENTS:** This Agreement may be amended only in writing, upon mutual agreement of both AGENCY and CONTRACTOR.

17. **ASSIGNMENT:** It is expressly agreed and understood by the parties hereto, that CONTRACTOR shall not have the right to assign, transfer, hypothecate, or sell any of its rights under this Agreement except upon the prior express written consent of AGENCY.

18. **TERMINATION OF AGREEMENT:**

- (a) **FOR CAUSE:** If, through any cause, the CONTRACTOR shall fail to fulfill its obligations in compliance with the Scope of Services under this Agreement, or if

the CONTRACTOR shall violate any of the covenants, agreements, or stipulations of this Agreement, AGENCY shall thereupon have the right to terminate this Agreement by giving written notice to the CONTRACTOR and specifying the effective date thereof at least fifteen (15) days before the effective date of such termination. If this Agreement is terminated for cause, CONTRACTOR shall be paid an amount for the actual services performed in accordance with this Agreement through the cancellation date.

- (b) **TERMINATION FOR CONVENIENCE:** AGENCY or CONTRACTOR may terminate this Agreement at any time, for any reason, by giving at least thirty (30) days' notice in writing to the non-terminating party. If this Agreement is terminated as provided herein, CONTRACTOR shall be paid for any unpaid time through the termination date. CONTRACTOR shall also provide AGENCY all products or works of consulting generated to date of termination.

19. **NOTICES:** Any and all notices required to be given by either of the parties hereto, unless otherwise stated in this Agreement shall be in writing and be deemed communicated when mailed in the United States mail, certified, return receipt requested, addressed as follows:

To AGENCY:

Lisa Horowitz
Hailey Urban Renewal Agency
115 Main Street
Hailey, ID 83333

To CONTRACTOR:

Lisa Enourato
1420 Aspen Valley Drive
Hailey, ID 83333

20. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless AGENCY and its officers, agents, and employees from and against all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with CONTRACTOR's negligence or intentionally wrongful acts or omissions during the performance of this Agreement by CONTRACTOR or CONTRACTOR's agents, employees, or representatives. In case any action or proceeding is brought against AGENCY or its officers, agents, or employees by reason of or arising out of connection with CONTRACTOR's negligence or intentionally wrongful acts or omissions during the performance of this Agreement, CONTRACTOR, upon written notice from AGENCY, shall at CONTRACTOR's expense, resist or defend such action or proceeding.

21. **INSURANCE:** Prior to commencing to provide services under this Agreement, CONTRACTOR shall obtain at its sole cost and expense, and thereafter maintain for the term of this Agreement, at least the minimum insurance coverages set forth below:

- (a) CONTRACTOR has provided proof to AGENCY that worker's compensation and Employer's Liability is not required by applicable law or regulation under the circumstances.
- (b) CONTRACTOR agrees to obtain and keep in force during the term of this Agreement an automobile liability insurance policy with minimum coverage of \$250,000 per claim and a minimum aggregate policy limit of \$250,000 unless alternative coverage and policy limit amounts are agreed to by the AGENCY Board.
- (c) CONTRACTOR shall provide to AGENCY a copy of proof of automobile liability insurance, such as an insurance card, with a representation the insurance provides the minimum coverage and limits set forth in (b). CONTRACTOR will notify AGENCY ten (10) days prior to cancellation of said policy or policies and will provide AGENCY with updated insurance information.

22. **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.

23. **APPLICABLE LAW:** Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the state of Idaho.

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

25. **ATTORNEY FEES:** Should any litigation or arbitration be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to costs and reasonable attorneys' fees as determined by arbitrator or court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination, or forfeiture of this Agreement.

26. **DISPUTES:** In the event that a dispute arises between AGENCY and the CONTRACTOR regarding application or interpretation of any provision of this Agreement, the aggrieved party shall promptly notify the other party to this Agreement of the dispute within ten (10) days after such dispute arises. If the parties shall have failed to resolve the dispute within thirty (30) days after delivery of such notice, the parties may first endeavor to settle the dispute in an amicable manner by mediation. If the parties elect to mediate their dispute, the parties will select a mediator by mutual agreement and agree to each pay half of the mediator's costs and fees. The

mediation will take place in Hailey, Idaho, unless otherwise agreed by the parties in writing. Should the parties be unable to resolve the dispute to their mutual satisfaction within thirty (30) days after such completion of mediation, each party shall have the right to pursue any rights or remedies it may have at law or in equity. If the parties do not mutually agree to mediate the dispute, either party may pursue any rights or remedies it may have at law.

27. **COORDINATION WITH OTHER CONTRACTORS:** CONTRACTOR recognizes that AGENCY has or may enter into agreements with other Contractors that provide other services. Upon request, CONTRACTOR agrees to coordinate with and work in conjunction with other Contractors when the need arises.

28. **SUCCESSORS IN INTEREST:** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereby and their respective successors and assigns.

IN WITNESS WHEREOF, AGENCY and CONTRACTOR have executed this Agreement as of the effective date specified above.

AGENCY

CONTRACTOR

By: _____

By: _____

Printed Name: _____

Title: _____

DATE: _____

DATE: _____

EXHIBIT A

SCOPE OF SERVICES

CONTRACTOR shall provide the following services:

A. Administrative Services

- General administration of partnership agreements
- Preparation of materials for AGENCY meetings
- Other projects as assigned

EXHIBIT B

FORM
TASK ORDER NO. _____

1. Project Description.

2. Scope of Services. Under the terms of this Task Order, the CONTRACTOR shall perform the following:

3. Estimated Time of Performance.

4. Estimated Costs.

AUTHORIZED SIGNATURES

AGENCY

CONTRACTOR

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

DATE: _____

DATE: _____

4893-7115-4623, v. 1

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 10/21/2025

District: Gateway and Airport Way Districts

STAFF: BS/RB

SUBJECT: Monthly review of financials.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

- 1) Monthly Recap
 - 2) Financial Statements
 - 3) Budget Worksheet
-

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

No action.

ACTION OF THE HAILEY URBAN RENEWAL BOARD:

Date _____

Administrative Assistant _____

HAILEY URBAN RENEWAL AGENCY
BALANCE SHEET
SEPTEMBER 30, 2025

ASSETS

100000	ASSETS	952,905.00	
100010	LGIP - AIRPORT WAY	393,298.21	
100100	MOUTAIN WEST SAVINGS	382,490.64	
120000	PROPERTY TAXES RECEIVABLE	7,779.04	
120015	LGIP GATEWAY BOND	1,703,474.37	
120020	LGIP - GATEWAY	279,301.36	
	TOTAL ASSETS		3,719,248.62

LIABILITIES AND EQUITY

LIABILITIES

200010	ACCOUNTS PAYABLE	339,873.47	
220010	2024 BOND SERIES GATEWAY	2,945,403.14	
	TOTAL LIABILITIES		3,285,276.61

FUND EQUITY

250000	UNRESTRICTED NET ASSETS	685,277.11	
	REVENUE OVER EXPENDITURES - YTD	(251,305.10)	
	BALANCE - CURRENT DATE	433,972.01	
	TOTAL FUND EQUITY		433,972.01
	TOTAL LIABILITIES AND EQUITY		3,719,248.62

HAILEY URBAN RENEWAL AGENCY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 31</u>					
310100 INTEREST INCOME - AIRPORT WAY	1,445.19	11,364.63	5,316.00	(6,048.63)	213.8
315010 TAX INCREMENT REVENUE - AIRPOR	831.62	178,566.20	150,000.00	(28,566.20)	119.0
TOTAL SOURCE 31	2,276.81	189,930.83	155,316.00	(34,614.83)	122.3
<u>SOURCE 32</u>					
320100 INTEREST INCOME - GATEWAY	2,273.21	62,238.64	34,684.00	(27,554.64)	179.4
325010 TAX INCREMENT REVENUE - GATEWA	665.03	547,199.07	482,000.00	(65,199.07)	113.5
TOTAL SOURCE 32	2,938.24	609,437.71	516,684.00	(92,753.71)	118.0
<u>SOURCE 33</u>					
335010 TAX INCREMENT REVENUE - SOUTH	.00	.00	15,000.00	15,000.00	.0
TOTAL SOURCE 33	.00	.00	15,000.00	15,000.00	.0
<u>SOURCE 34</u>					
340100 INTEREST INCOME - GATEWAY BOND	10,441.94	64,714.20	2,900,000.00	2,835,285.80	2.2
TOTAL SOURCE 34	10,441.94	64,714.20	2,900,000.00	2,835,285.80	2.2
TOTAL REVENUE	15,656.99	864,082.74	3,587,000.00	2,722,917.26	24.1

HAILEY URBAN RENEWAL AGENCY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT WAY</u>					
410200 ADMINISTRATIVE EXPENSES - AIRP	17,674.29	24,707.95	40,000.00	15,292.05	61.8
410250 OTHER EXPENSES AIRPORT	.00	.00	1,300.00	1,300.00	.0
410300 CAPITAL EXPENSES - AIRPORT WAY	.00	.00	50,000.00	50,000.00	.0
410400 INSURANCE - AIRPORT WAY	.00	395.67	.00	(395.67)	.0
410600 PROFESSIONAL AND LEGAL SERVICE	225.00	10,796.71	36,700.00	25,903.29	29.4
410700 STUDIES AND MASTER PLANS AIRP	1,100.00	62,092.66	100,000.00	37,907.34	62.1
TOTAL AIRPORT WAY	18,999.29	97,992.99	228,000.00	130,007.01	43.0
<u>GATEWAY</u>					
420200 ADMINISTRATIVE EXPENSES - GATE	17,276.21	25,239.28	40,000.00	14,760.72	63.1
420250 OTHER EXPENSES GATEWAY	.00	.00	1,300.00	1,300.00	.0
420300 CAPITAL EXPENSES - GATEWAY	302,969.64	410,560.89	3,115,906.00	2,705,345.11	13.2
420400 INSURANCE - GATEWAY	.00	395.67	.00	(395.67)	.0
420500 PARTICIPATION AGREEMENTS - GAT	.00	117,805.52	60,000.00	(57,805.52)	196.3
420600 PROFESSIONAL AND LEGAL SERVICE	600.00	60,160.14	36,700.00	(23,460.14)	163.9
420800 DEBT SERVICE GATEWAY	265,000.00	315,500.00	456,000.00	140,500.00	69.2
420801 DEBT SERVICE GATEWAY-INTEREST	75,037.47	75,037.47	.00	(75,037.47)	.0
TOTAL GATEWAY	660,883.32	1,004,698.97	3,709,906.00	2,705,207.03	27.1
<u>SOUTH URBAN</u>					
430200 ADMINISTRATIVE EXPENSE SOUTH U	28.33	4,107.94	40,000.00	35,892.06	10.3
430250 OTHER EXPENSES SOUTH	.00	.00	1,300.00	1,300.00	.0
430401 INSURANCE SOUTH URD	.00	395.66	.00	(395.66)	.0
430600 PROFESSIONAL AND LEGAL SERVICE	.00	8,192.28	36,700.00	28,507.72	22.3
430900 LOAN FROM GATEWAY SOUTH URBAN	.00	.00	70,000.00	70,000.00	.0
TOTAL SOUTH URBAN	28.33	12,695.88	148,000.00	135,304.12	8.6
TOTAL EXPENDITURES	679,910.94	1,115,387.84	4,085,906.00	2,970,518.16	27.3
NET REVENUE OVER EXPENDITURES	(664,253.95)	(251,305.10)	(498,906.00)	(247,600.90)	(50.4)

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