

**MINUTES OF THE MEETING OF THE  
HAILEY CITY COUNCIL  
HELD DECEMBER 11, 2023  
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:30 P.M. by Mayor Martha Burke. Present were Council members Kaz Thea, Juan Martinez, Heidi Husbands, and Sam Linnet. Staff present included City Attorney Christopher P. Simms, City Administrator Lisa Horowitz, and City Clerk Mary Cone.

**CALL TO ORDER:** 5:30:16 PM by Mayor Burke.

**5:31:06 PM** Thea moves to approve amended agenda, seconded by Linnet. Motion passed with roll call vote; Husbands, yes. Linnet, yes. Thea, yes. Martinez, yes.

**CONSENT AGENDA:**

<a href="#">CA 373</a>	Motion to adopt Resolution 2023-151, authorizing the Mayor’s signature on a grant agreement with the US Department of Justice Office of Community Oriented Policing Services in the amount of \$125,000 to hire one additional Sworn Officer to the Hailey Police Department ACTION ITEM .....	1
<a href="#">CA 374</a>	Motion to adopt Resolution 2023-152, authorizing the Mayor’s signature on Library grant agreement with ICFL Libraries Summer Strategies Grant in the amount of \$10,000 ACTION ITEM.....	22
<a href="#">CA 375</a>	Motion to adopt Resolution 2023-153, authorizing the Mayor’s signature and purchase of a Camera Van pursuant to Idaho Code 67-2807 for Cooperative Purchasing by use of the cooperative purchasing product in the amount of \$280,193.06 ACTION ITEM .....	39
<a href="#">CA 376</a>	Motion to approve Resolution 2023-154, ratifying the Mayor’s signature on a service contract with STRATA for geotechnical engineering evaluations in the amount of \$13,000 ACTION ITEM .....	58
<a href="#">CA 377</a>	Motion to approve new alcohol license for PA Spirits ACTION ITEM .....	70
<del><a href="#">CA 378</a></del>	<del>Motion to approve and authorize the mayor’s signature on Resolution 2023-155 approving the Proposed Scope of Work, Schedule, Budget and Public Engagement Plan by Jacobs Civil for Hailey’s Comprehensive Plan Update. ACTION ITEM .....</del>	<del>85</del>
<a href="#">CA 379</a>	Motion to approve Resolution 2023-156, authorizing the Mayor’s signature on the First Amended Security Agreement related to the Final Plat of Sweetwater Communities, LLC (Parcel B2, Block 4, Sweetwater PUD Subdivision). ACTION ITEM.....	113
<a href="#">CA 380</a>	Motion to approve minutes of November 27, 2023 and to suspend reading of them ACTION ITEM .....	126
<a href="#">CA 381</a>	Motion to approve claims for expenses incurred during the month of November 2023 and claims for expenses due by contract in December, 2023 ACTION ITEM.....	133

**5:31:42 PM** Thea pulls item CA 378.

**5:32:19 PM** Linnet moved to approve all consent agenda items minus CA 378, seconded by Thea. Motion passed with roll call vote; Husbands, yes. Linnet, yes. Thea, yes. Martinez, yes.

**5:32:48 PM** Thea CA 378, why is this under Consent? Davis responds to this question. The initial scope of work, schedule and public engagement plan. This now includes the updating of the comp. plan, full scope of work. Thea, 3 things not on there, project big wood, and, Lance Davidson’s group.

Martinez joined the meeting remotely.

[5:35:09 PM](#) Thea moves to approve CA 378, Martinez seconded. Motion passed with roll call vote; Husbands, yes. Linnet, yes. Thea, yes. Martinez, yes.

### **MAYOR'S REMARKS:**

[5:35:52 PM](#) Mayor Burke thanks the city for the lighted trees and the Peace banner restored, it looks great, quite impressive.

**Open Session for Public Concerns:** [5:37:21 PM](#) There are none.

### **PROCLAMATIONS AND PRESENTATIONS:**

[5:37:37 PM](#) Mayor starts reading the Health and Fitness week proclamation. Then council takes turns in reading the rest of the Proclamation. Week of January 1, 2024 as Health and Fitness Week.

### **APPOINTMENTS AND AWARDS:**

AA 388 *Employee Certificate Recognition - Road Scholar Award – Jaimey Johnston* (no documents)

[5:40:35 PM](#) Laila Kral, with LHTAC is here to recognize one of the city's employees. Public Works employees, 2 levels of recognition, Road Scholar, about 80 hours, Jamie Johnston, presents a certificate, hat and leatherman tool. Road Master, another 80 hours, requires 80% to pass test, goal is to bring back information that you learned. Diverse program, she then presents a certificate and Carhart jacket. Have another leadership program for roadway employees, clerks have been taking these courses too.

### **PUBLIC HEARINGS:**

PH 383 *Consideration of a proposed Ordinance No. \_\_\_\_\_, amending the Hailey Municipal Code, Title 16: Subdivision Regulations, Chapters 16.01, Definitions, 16.04, Development Standards, 16.08, Townhouses, and Title 17: Zoning Regulations, Chapters 17.02, Definitions; 17.05, Official Zoning Map and District Use Matrix; 17.06, Design Review and 17.09 Parking and Loading Spaces to modify/create definitions and standards for detached townhouse and cottage housing development* **ACTION ITEM**

[5:45:46 PM](#) Davis opens this item and will hand off to Rebecca Bundy. This code will define and clarify cottage developments, citing a project that came in front of council, which council did not approve. Have a few amendments to make but wanted to hear from council first, stated Davis.

[5:47:55 PM](#) Husbands, how did the 1,400 sq. ft. number come about, she thinks smaller might mean around 1,000.

[5:50:53 PM](#) Linnet is okay with this size, as the garage is included in this number. They will still be constrained by the lot size.

Continued discussion about square footage size.

[5:53:22 PM](#) Bundy addresses this topic, maximum of 1,400. All units cannot be the same size. Can't have 14 1,400 sq. ft. houses per 1 acre. In Old Cutters, cottages there is a range from 800 – 1,400 square feet.

[5:56:06 PM](#) Thea, maximum ground size, Bundy, that is to encourage compact units, it is typical for cottages to have a maximum foot print. 1,000 sq. ft. foot print maximum size.

[5:59:24 PM](#) Martinez, had a similar idea as Thea, diversity in design. We want developers to create these communities in one phase, and have community housing in that process. Loves all the work that was put into this, great attention to detail. Martinez is happy with the proposed ordinance as shown in the packet.

[6:02:05 PM](#) Linnet asks to discuss the deed restriction. Bundy responds, generally several zoning districts, allowable units per acre, GR, 10 units per acre. We wanted to look for ways to incentivize community housing during their development. 1 unit per 5 to 6 units built could be the number that would incentivize developers.

[6:06:03 PM](#) Robyn, one amendment staff would like to see, if developer seeks, deed restricted, detached townhouse, 2 units. This would encourage diversity of types of units. Thea is in support of this idea.

Mayor is comfortable with this and is glad we will have a guiding document.

[6:09:32 PM](#) Davis page [6:11:16 PM](#) want to remove language about developers options to develop land as detached townhomes and cottages, once effective only cottages on cottage lots may be developed. Simms clarifies already defined in state law, it's bad practice to include where defined in state law.

Public Comments:

[6:12:22 PM](#) Samantha Stahlnecker framework is clear. Has a question, Sunbeam, looking at pursuing phase II, cottage units in phase II, could be homes or townhomes, want to consider that. Wanted to let council know that that was the expectation, when the agreement was signed.

[6:15:00 PM](#) Husbands, thanks for the clarification on the 1,400 sq. ft. size.

[6:16:47 PM](#) **Linnet moves to approve Ordinance No. 1336, cottage definitions and standards, read by title only, and include the 2 amendments discussed tonight, 2 housing**

**units instead of 3, striking cottage definition. Simms clarifies, section 4, striking procedural language regarding allowing development for cottages for existing subdivisions, Linnet amends motion, seconded by Thea. Motion passed with roll call vote; Thea, yes. Linnet, yes. Husbands, yes. Martinez, joining meeting online, did not hear a vote on this motion.**

[6:18:58 PM](#) Mayor Burke conducts the 1<sup>st</sup> Reading of Ordinance No. 1336, by title only.

*PH 384 Consideration of Ordinance No. \_\_\_\_\_, amending the Hailey Municipal Code, Title 17: Zoning Regulations, Chapters 17.06 Design Review, Section 17.06.070: Improvements Required, Item A.I.c., which would remove, clarify, and/or add language specific to sidewalk and drainage improvement in-lieu fee estimates **ACTION ITEM***

[6:21:51 PM](#) Davis opens this item regarding in-lieu fees, assess a fee, flat fee 90 linear feet, or revised fee schedule at 110% of construction cost.

[6:23:52 PM](#) Thea, where did the 90 linear feet come from? Yeager responds to this, wanted to streamline estimates, make it easier for the one-off property, not uncommon to have 90 foot as a typical size lot. Thea, where does the 110% come from? Why not higher? Yeager responds, \$110/sq. yard, decided to pick slightly lower amount, looked for a fair number. Regarding how long it takes to build sidewalks, we put them towards capital projects. 110% has been in our code for a long time, wanted to encourage people to build sidewalk.

Further discussion about in-lieu fees generally, [6:30:49 PM](#) . Developments over 500 sq. ft in old Hailey require sidewalks, in-lieu situation.

Public comments: [6:33:36 PM](#) there are none.

[6:33:59 PM](#) Thea moves to approve Ordinance No. 1337, zoning regulations, design review, in-lieu fees, read by title only, seconded by Martinez. Motion passed with roll call vote; Husbands, yes. Linnet, yes. Martinez, yes. Thea, yes.

[6:35:22 PM](#) Mayor Burke conducts 1<sup>st</sup> Reading of Ordinance no. 1337, by title only.

*PH 385 Consideration of Resolution 2023-\_\_\_\_\_, adopting revised Municipal Fee Schedule: **ACTION ITEM**... 216*

- *Establish new fees for the sidewalk in-lieu contributions.*
- *Establish new fee for Winter Snow Towing and Year-Round Parking Violations:*
- *Establish an increased fee rate for Business License Amendment Applications.*

[6:36:11 PM](#) Horowitz, some minor fees, snow violation and parking fees, tied to a new program with towing during winter months and snow removal. The system that Ketchum is using, community service officers, have handheld device that prints citations on the spot, we would designate towing spots, Bullion st. park and ride and possibly a spot in Woodside. This company would follow up on the payment of the ticket. Ketchum is very pleased with this company and the process. We wanted lower fees than Ketchum, our proposed fee would be \$165, combined ticket cost for a towed vehicle. \$40 ticket, and \$125 for the towing itself. [6:42:13 PM](#) Yeager,

explains this program in more detail and scenarios which would warrant towing during snow removal activity.

[6:44:01 PM](#) Horowitz adds these programs require significant outreach to the public. Would you like to start with warnings, not related to snow removal? Ketchum starts with warnings.

If approved by council, will come back in next meeting and remove from code and add to resolution, added Horowitz.

Husbands, is in favor of warnings. 1 warning is plenty.

Martinez, this is a large cost, feel we should give warnings first. Linnet, then there is the appeals process.

[6:51:16 PM](#) Horowitz, meant to be lower than Ketchum, may want to lower to \$100 for the towing. Linnet is comfortable with the amount proposed.

Public comments: [6:53:21 PM](#) Ruby Gardner, is there an option to pay in person. What if someone did not have technology? Horowitz, can go to the Library, or Police Department.

[6:54:41 PM](#) **Linnet moves to approve Resolution 2023-157, adopting fee schedule, authorize the Mayor to sign. Seconded by Husbands. Motion passed with roll call vote; Husbands, yes. Linnet, yes. Thea, yes. Martinez, yes.**

#### **OLD BUSINESS:**

*OB 387 3<sup>rd</sup> Reading of Ord. No. 1331, an Ordinance approving the Planned Unit Development Application by Darin and Kathleen Barfuss for the proposed Star Light Lane Subdivision at 1371 Silver Star Drive (Hailey FR S 1/2 TL 7731 & TL 7732 Sec 16 2N 18E) . ACTION ITEM*

Davis asks to council to hold off on this 3<sup>rd</sup> reading of Ordinance No. 1331.

#### **NEW BUSINESS:**

*NB 386 Consideration of Resolution 2023-\_\_\_, authorizing agreement with Data Ticket, Inc. to contract for Parking Citation Processing and Towing Services ACTION ITEM*

[6:57:26 PM](#) **Husbands move to approve Resolution 2023-158 authorizing agreement with Data Ticket, Inc for parking citation and towing services, Thea seconds. Motion passed with roll call vote; Husbands, yes. Linnet, yes. Thea, yes. Martinez, yes.**

#### **STAFF REPORTS:**

[6:58:44 PM](#) Yeager new blower arrives about March 2024.

No 2<sup>nd</sup> December council meeting announces Horowitz.

Linnets' last meeting will be first meeting in January.

[7:00:18 PM](#) Thea, friend had a flood, city notified homeowner with letter. More discussion regarding leak letters and the process.

[7:04:04 PM](#) **Motion to adjourn made by Linnet, Thea seconds, motion passed unanimously.**