

**MINUTES OF THE MEETING OF THE
HAILEY CITY COUNCIL
HELD FEBRUARY 12, 2024
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 Dustin Stone. Staff present included City Attorney Christopher P. Simms, City Administrator Lisa Horowitz, and City Clerk Mary Cone.

CALL TO ORDER:

[5:29:33 PM](#) call to order by Mayor Burke.

Open session for public concerns:

[5:30:17 PM](#) Craig Wolfrom, of 302 E Walnut Street speaks to council, regarding new business license, fire department item. Urge you to vote no and put money towards fire consolidation.

CONSENT AGENDA:

CA 035	Motion to ratify the Mayor’s signature on and affirm a City-Initiated Lot Line Adjustment and Vacation of a Public Utility Easement wherein Parcel K, a Public Utility Easement located between Lots 17 and 18, Block 42, Woodside Subdivision No. 10 Sewer Plan (4297 Glenbrook Drive) is vacated and said lots are reconfigured to form one (1) lot, proposed Lot 17A. ACTION ITEM	1
CA 036	Motion to adopt Resolution 2024-009, ratifying the Mayor’s signature on a renewal agreement with NearMap US, Inc., for an aerial mapping subscription in the amount of \$5,000 annually. ACTION ITEM	4
CA 037	Motion to approve Resolution 2024-010, authorizing the Mayor to sign Leases with Bancorp for 2 Durango vehicles for HPD ACTION ITEM	16
CA 038	Motion to authorize bidding for construction of the Water Division Office Building. ACTION ITEM	26
CA 039	Motion to approve the Findings of Fact, Conclusions of Law, and Decision for the Preliminary Plat Application submitted by CK Property Group, LLC, for Mid RVR Townhomes, wherein Lots 1, 2, and 3, Block 54, Hailey Townsite (317 N River Street) are subdivided into ten (10) townhouse sublots. This project is located within the Business (B), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning District. ACTION ITEM	73
CA 040	Motion to ratify the Mayor’s signature on letter of support for a grant for the Liberty Theatre ACTION ITEM ..	103
CA 041	Motion to approve the Mayor’s signature on a letter of support for a grant application for the Senior Connection ACTION ITEM	106
CA 042	Motion to approve alcohol license for new business in Hailey ACTION ITEM	109
CA 043	Motion to approve minutes of January 22, 2024 and to suspend reading of them ACTION ITEM	113
CA 044	Motion to approve claims for expenses incurred during the month of January 2024, and claims for expenses due by contract in February, 2024 ACTION ITEM	122
CA 045	Motion to approve unaudited Treasurer’s report for the month of January 2024 ACTION ITEM	156

[5:32:32 PM](#) **Martinez moved to approve all consent agenda items, seconded by Thea, motion passed with roll call vote; Husbands yes. Stone, yes. Thea, yes. Martinez, yes.**

MAYOR’S REMARKS:

Mayor Burke will reserve comments until later on in this meeting.

PROCLAMATIONS AND PRESENTATIONS:

PP 046 Presentation of annual financial statements for Fiscal Year Ending September 30, 2023 by Brady Workman, auditor, followed by City Council motion of acceptance of audited financial statements. ACTION ITEM

[5:33:14 PM](#) Horowitz opens this item and hands over to Brady Workman. Workman, page 1 of report, opinion is at the top, highest opinion they can give as a result of the audit. One thing we do, is read all minutes of meetings, congrats to mayor council and staff for being diligent in what you do. Slight decrease in fund balance, approx. \$115,000 due to various costs/projects. Overall, good financial planning. On page 18, enterprises funds, cash received and spent in W/WW budgets, decreased cash position due to capital projects.

[5:37:35 PM](#) Horowitz, glad to work with Workman and Co, they know municipalities and easy to work with.

[5:38:02 PM](#) Thea, financial highlights, how does this compare to other similar cities, debt ratio? page 3, not an uncommon number for cities with water and wastewater functions. The amount falls within the guidelines that we are required to follow, responded Workman.

[5:39:56 PM](#) Husbands, decreased in cash, W/WW, what did we pay for. Yeager, have done tremendous amount of work on UV lights replacement of equipment.

[5:40:47 PM](#) **Martinez moved to approve all consent agenda items, seconded by Thea, motion passed with roll call vote; Husbands yes. Stone, yes. Thea, yes. Martinez, yes.**

Burke, thanks staff for hours of prep for this audit.

NEW BUSINESS:

NB 047 Consideration of Resolution 2024-___, a resolution authorizing a Contract for Services with Ruscitto Latham, Blanton for architectural services related to building remodel options for the Hailey Fire Station in an amount not to exceed \$25,000 ACTION ITEM

[5:42:02 PM](#) Baledge gives an overview, we are looking at options and discussing consolidation. We are looking at what can we do to staff a full time department, the study shows this is the great location for a fire-station. Not looking to build right away, but want to know what options we have for the future.

[5:44:37 PM](#) Horowitz, staff has no intentions of bringing something forward that was counter to consolidation. Want to do our homework and understand what our options are going forward. Mike Smith, with RLB, is very familiar with our building.

[5:47:02 PM](#) Husbands, last year we did upgrades to our building for seismic upgrade. Last year we performed those upgrades.

[5:48:20 PM](#) Martinez, expected timeframe on consolidation? Baledge, timeline is kind of long for both options, 2 years to 4-5 years. Ketchum and Wood River are entering into a Joint Powers agreement. We do have an option to join in that JPA. We are looking into what is best for us, adds Baledge. They are looking towards next October at some sort of consolidation, it will be slow due to unions involved.

[5:50:47 PM](#) Husbands, doesn't feel we should move forward with this at this time with Architectural design. Thea has concerns as well, she is in support of consolidation, and would like to see the report before moving forward.

[5:54:44 PM](#) Mayor Burke, this is how to ask more questions, need to know numbers, need to understand what it will take to go to full station. Until we have this information, we should not move forward with consolidation. Horowitz comments.

[5:59:38 PM](#) Martinez, being good partners, means making good decisions. We need information, this money would get this information. It would enable us to share this information as a good partner going forward.

[6:01:11 PM](#) Stone, no idea on consolidation yet, if Fire chief and staff wants this, want to support their needs in the fire department since we have one right now. Hesitant to hold off on this.

Burke would like to move forward tonight.

[6:04:06 PM](#) **Martinez moves to approve resolution 2024-011 authorizing contract for services, \$25,000, second for discussion made by Thea**, wants more clarification on, items on the bullets, reports are going to get us what? Horowitz responds. Burke has worked with Brent Davis at the Airport, feels strongly that we explore all our options. Thea, why are moving ahead right now. [6:13:56 PM](#) more discussion. Baledge, doesn't think the detail that Thea is looking for, will be in the study. **Martinez, withdraws motion.**

[6:18:08 PM](#) **Thea moves to continue this to the first meeting in March, Stone seconds. Martinez, yes. Stone, yes. Thea, yes. Husbands, yes.**

NB 048 Consideration of Resolution 2024-___, a resolution authorizing a Contract for Services with BD Consulting for financial scenario analysis related to Fire Department building needs and service options in an amount not to exceed \$10,000 ACTION ITEM

[6:18:38 PM](#) **Martinez moved to continues to first meeting in March, seconded by Stone. Motion passed with roll call vote; Husbands yes. Stone, yes. Thea, yes. Martinez, yes.**

OLD BUSINESS:

OB 049 Motion to approve the Mayor's signature on a letter to the Idaho Transportation Department regarding comments on the Bellevue to Timber Way Final Environmental Impact Statement ACTION ITEM

[6:19:34 PM](#) ITD, Thea asks, is this the 2nd letter? Horowitz, yes this is the 2nd letter.

[6:20:42 PM](#) **Martinez moves to approve ITD letter, Thea seconds. Motion passed with roll call vote; Husbands yes. Stone, yes. Thea, yes. Martinez, yes.**

OB 050 Motion to affirm passage and re-adoption of Ordinance No. 1316, approving of re-publication with the correct, approved map attached thereto and new effective date thereof. No fourth (4th) reading required. ACTION ITEM

[6:21:10 PM](#) Simms, we published a previous map, need to reaffirm passage and republish.

[6:21:45 PM](#) **Thea moves to approve Ordinance No. 1316, Martinez seconds. Motion passed with roll call vote; Martinez, yes. Thea, yes. Stone, yes. Husbands yes.**

OB 051 2nd Reading of Ordinance No. 1334, Title 17 Requirements: Landscaping, Decks, Design Review Standards ACTION ITEM

[6:22:10 PM](#) **Mayor Burke conducts the 2nd reading of Ordinance No. 1334, by title only.**

EXECUTIVE SESSION: Real Property Acquisition (IC 74-206(1)(c)), Pending & Imminently Likely Litigation (IC 74-206(1)(f)), and/or Personnel (IC 74-206(1)(a/b))

OB 052 Executive Session

[6:23:49 PM](#) Simms need an executive session. **Martinez moves to go into Executive Session to discuss Real Property Acquisition (IC 74-206(1)(c)), seconded by Thea. Motion passed with roll call vote; Martinez, yes. Thea, yes. Stone, yes. Husbands, yes.**

STAFF REPORTS:

[6:25:12 PM](#) Horowitz gives the housing report for Robyn Davis, pleased to state that we are at 16% housing stock in Hailey. We did a Housing Needs assessment in 2023. Code changes approved by council in 2023. In regards to the Housing Capital Fund, council will decide whether to continue this funding next year. Hailey Housing Committee will be presenting a report to council, soon.

[6:28:10 PM](#) Husbands, how much have we spent of the \$500,000. Horowitz, \$275,000 has been spent so far.

[6:29:03 PM](#) Thea, thrilled with this report and excited about this progress, and a beautiful report. Thea has gotten questions via email, do we have lease to locals program? Horowitz can get BCHA or Ketchum to give a report to council on how the lease to locals program is going.

[6:33:30 PM](#) Horowitz, scheduling question of council, state of the city report late February, early March, goal setting in March, 2nd council meeting in March is Monday of spring break, would you like to substitute that with another date, possibly goal setting March 13, 14 or 21st and cancel the March 25th meeting? March 14th works for all, at 4 pm.

[6:36:15 PM](#) Yeager, let him know if you have questions, put 2 staff reports on the agenda. River Street LHTAC, hoping we can go to bid soon, are late in the season, if bids within 10% of estimate can move forward. Final response notification on the Myrtle Street grant, we were not selected.

EXECUTIVE SESSION: Real Property Acquisition (IC 74-206(1)(c)), Pending & Imminently Likely Litigation (IC 74-206(1)(f)), and/or Personnel (IC 74-206(1)(a/b))

Mayor and council go into executive session. [6:38:47 PM](#)

[7:15:54 PM](#) Mayor and council return from Executive Session and reconvene meeting.

[7:16:50 PM](#) **Martinez moves to adjourn, Thea seconds, motion passed unanimously.**