



**CITY COUNCIL
MEETING AGENDA**

**December 19, 2023
6:00 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

WORKSHOP – 5:00 pm Basement Conference Room

- a. Urban Renewal Tech Park Closure Follow Up/City Hall Remodel Plans

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER BY MAYOR JACOBSON

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Kerri Thoreson, Josh Walker, Joe Malloy, Nathan Ziegler, Lynn Borders, Kenny Shove

**CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:
ACTION ITEM**

- a. Request to approve Pat Leffel to the Urban Renewal Commission - **ACTION ITEM**
- b. Request to approve the reappointment of Len Crosby and Eric Clemensen to the Urban Renewal Commission - **ACTION ITEM**
- c. Request to approve the reappointment of Vicky Jo Carey and Ross Schlotthauer to the Planning and Zoning Commission - **ACTION ITEM**
- d. Request to approve Bobby Wilhelm to the Planning and Zoning Commission - **ACTION ITEM**
- e. Request to reappoint Krista Noyes to the Parks and Recreation Commission - **ACTION ITEM**

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in

certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – December 5, 2023, City Council Meeting
- b. Payables November 28, 2023 - December 11, 2023
- c. Purchase of (1) 2024 John Deere 320 P-Tier Backhoe (Parks Cemetery Replacement)
- d. Millsap Annexation Grant of Right-of-Way File No. ANNX-22-16
- e. Millsap Annexation Grant of Easement File No. ANNX-22-16
- f. Bogie Annexation Grant of Right-of-Way File No. ANNX-23-2
- g. Bogie Annexation Grant of Easement File No. ANNX-23-2
- h. Purchase of 2023 Chevrolet 6500 Dump Body Truck (Parks Construction replacement)
- i. DeAtley Annexation Reasoned Decision File No. ANNX-23-1
- j. Acceptance of Sewer Easement - Pine & Poppy
- k. Millsap Landing Subdivision Construction Improvement Agreement
- l. Bogie Annexation Reasoned Decision File No. ANNX-23-2
- m. Water Reclamation Facility Tertiary Treatment Project - Request for Increase of Contract Amount with Panhandle Area Council
- n. Purchase Playground Equipment for Woodbridge Park
- o. Housing Company Zone Change Reasoned Decision File No. ZC-23-1
- p. DeAtley Grant of Easement W. Seltice Way ANNX-23-1
- q. DeAtley Grant of Easement N. Pleasant View Rd. ANNX-23-1

2. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for

each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

This section of the agenda is to continue consideration of items that have been previously discussed by the City Council and to formally adopt ordinances and resolutions that were previously approved by the Council. Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

ACTION ITEMS:

- a. Ordinance -Millsap Landing Annexation File No. ANN-22-16
- b. Ordinance - Bogie Annexation File No. ANN-23-2
- c. Ordinance - Housing Company Zone Change File No. ZC-23-1
- d. Ordinance - Wastewater Update 13.20
- e. Ordinance - DeAtley Annexation File No. ANN-23-1
- f. Comprehensive Plan Resolution CPA-23-1
- g. Contract Amendment with JUB Engineers for WRF Master Plan

4. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

- a. Resolution Adopting Outside Agency Funding, Representation, and Fund Balance Policies
- b. I90 / SH-41 Interchange (Project A02(442)) Water Main Insertion Valves
- c. Request to Hunt on Land Application Property
- d. 2024 Water Distribution Project - Design Contract with Century West
- e. Landmark Place Annexation Agreement - File No. 0003-2019

- f. Rose of Sharon Purchase and Sale Agreement
- g. Purchase Agreement with SWS Equipment for a CCTV Camera Truck
- h. I-90 Corridor Study Workshop Recap and Letter of Support Consideration - **NOT AN ACTION ITEM**

5. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permits. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

6. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Mayor and City Council regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

- a. Prairie Avenue / Spokane Street Project Summary
- b. Ponderosa Lift Station Project Staff Report

7. MAYOR AND COUNCIL COMMENTS

This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

8. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEMS:

- a. Idaho Code 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated.

RETURN TO REGULAR SESSION

ADJOURNMENT

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 408 Spokane Street or call

208-773-3511. City Council and City commission meetings are broadcast live on Post Falls City Cable on cable channel 1300 (formerly 97.103) as well as the City's YouTube Channel (<https://www.youtube.com/c/CityofPostFallsIdaho>).

Mayor Ronald G. Jacobson

Councilors: Kerri Thoreson, Josh Walker, Joe Malloy, Nathan Ziegler, Lynn Borders, Kenny Shove

Mission

The City of Post Falls mission is to provide leadership, support common community values, promote citizen involvement and provide services which ensure a superior quality of life.

Vision

Post Falls, Idaho is a vibrant city with a balance of community and economic vitality that is distinguished by its engaged citizens, diverse businesses, progressive leaders, responsible management of fiscal and environmental resources, superior service, and a full range of opportunities for education and healthy lifestyles.

"Where opportunities flow and community is a way of life"