



**CITY COUNCIL
MEETING MINUTES**

**October 15, 2024
6:00 PM**

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

WORKSHOP – 5:00 pm Basement Conference Room

- a. Department of Labor - Sam Wolkenhauer

Josh Walker, Nathan Ziegler, Kenny Shove, Samantha Steigleder, Randy Westlund – **Present**
Joe Malloy – **Excused**

Sam Wolkenhauer with the Department of Labor presented an Economic Situation Report. Inflation is subsiding this year. Job creation is slowing. The labor market is softening. Wage growth is slowing. Signs of distress in the labor market (measured by layoffs and unemployment claims) are low. The mortgage market is not unwinding yet. The fertility rate has been below the replacement rate (for labor force statistics) in 49 out of 62 years since 1960. Structurally, there is a labor shortage in many industries.

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER BY MAYOR JACOBSON

Josh Walker, Nathan Ziegler, Kenny Shove, Samantha Steigleder, Randy Westlund – **Present**
Joe Malloy – **Excused**

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Samantha Steigleder, Josh Walker, Joe Malloy, Nathan Ziegler, Randy Westlund, Kenny Shove

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

- a. Proclamation - Domestic Violence Awareness Month
b. ICRMP Executive Director Tim Osborne

Idaho Counties Risk Management Program (ICRMP) Director Tim Osborne Presented: Tim explained the insurance market cycle. The public entity insurance market versus the private insurance market and the creation of ICRMP was reviewed. ICRMP comprehensive multiline policy package coverage types were given. Premiums are calculated with rate times exposure unit. The challenges of the current insurance marketplace and the successes of the City of Post Falls in mitigating those were presented.

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.

None

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.

None

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 – October 1, 2024, City Council Meeting
- b. Payables 9/24/24-10/15/24
- c. August Cash and Investments Report
- d. Construction Improvement Agreement with Wyld, LLC for Corbin Road Utility Improvements
- e. Agreement for Private Improvement at Highlands Water Reservoir
- f. Consent for Substitution of Solid Waste Owner

Motion by City Council Ziegler to accept the Consent Calendar as presented.

Second by City Council Walker.

Ayes: City Council Walker, City Council Ziegler, City Council Shove, City Council Steigleder, City Council Westlund

Motion Carried

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:

- a. Shawver Autobody Zone Change - File No. ZC-24-1

Public Hearing Opened at 6:26 PM

Ethan Porter, Planner, Presented: This is a request of the owner, Tracy Christopherson, to rezone from Heavy Industrial (HI) zoning, which is a legacy zoning designation, to Community Commercial Services (CCS). The property location is north of Seltice Way, south of I90, along the corridor between Potlach Road and Spencer Street. It is currently an automotive business that has been there for a while. The current surrounding zoning is mostly heavy industrial, industrial, and community commercial services. The future land use designation is commercial. The property is in the Seltice East Focus Area. Zone change comprehensive compatibility for the property was reviewed.

Steigleder: We have a business that is not asking to change their business, just improve their business?

Porter: This was triggered through a building permit.

Jon Manley, Planning Manager: The issue is they are applying for an expansion of non-conformity. So they can't get an addition of non-conformity without getting the zoning correct for the underlying zone.

Steigleder: It seems like a lot of work for them to grow their business, and then we are giving them a zone that doesn't fit their business.

Manley: This is not uncommon. There is a reason for non-conformity, and we do have a path forward through this. We are able to run this in conjunction with the special use permit.

Applicant Tracy Christopherson: This is something we have to do to make our business any bigger. We need to put on a parts room. We have been there for ten years. We employ 14 people. We offer a niche service plus the RV service. We are permitted with DEQ. The Special Use Permit is something we have to get to be able to operate in CCS. We don't want to move. We operate in the same time frame as the other businesses in the area.

Testimony

None

Public Hearing Closed at 6:45 PM

Zone Change Criteria discussed and answered as follows:

1. Yes, the focus area is commercial, and the requested zone is CCS.
2. Yes, it helps keep an existing business here.
3. No, there is no real change to any of the activities and none of the other agencies raised any objections.

Steigleder: I'm curious if the applicant would be open to having a development agreement that didn't allow residential in that CCS zoning.

Westlund: I think that's totally unnecessary. I'm not in favor of adding any encumbrances on this.

Zeigler: I don't feel that's necessary.

Walker: I agree.

Shove: I would be fine either way.

Motion by City Council Westlund to Approve the Shawver Autobody Zone Change - File

No. ZC-24-1.

Second by City Council Ziegler.

Ayes: City Council Walker, City Council Ziegler, City Council Shove, City Council Steigleder, City Council Westlund

Motion Carried

- b. Mongeau Meadows Annexation and Annexation Agreement - File No. ANNX-24-3

Public Hearing Opened at 6:49 PM

Jon Manley, Planning Manager Presented: This is the request of Ray Kimball, on behalf of the owner, Wild Horse Investments, to annex 5.8 acres into the City with the forwarded recommendation for Single Family Residential (R-1) zoning designation. The project is located east of Idaho Road, west of Syringa, and east of 16th Avenue. The surrounding zoning is single family R-1 in the city and to the south and west is county large-lot single family development. The future land use designations is low density residential. It is in the Central Island Focus Area. Zone change comprehensive compatibility for the property was reviewed. They are proposing 21 lots at a density of 3.61 units per acre, which is what the future land use map calls out.

Applicant Ray Kimball: This is an infill pocket and annexations within the infill pocket are completely voluntary. Alignment with the review criteria for the project were reviewed again. It is promoting infill development, supporting development patterns that are interconnected, and providing pedestrian connectivity. It meets the Sewer Master Plan and expands water and sewer throughout. Increasing available land for housing inventory is incredibly important so it would meet that goal or that policy. It expands street connectivity and sidewalk connectivity.

Testimony

In Favor: James Herman, Post Falls: I live in and am a member of Quail Run Homeowners Association, which is right across the street from 16th. We are in favor of this annexation. We think it will be a good addition to the community. We have a concern about 16th Avenue being closed. It was previously closed for around three months. There were periods of time when the street was closed and no work was being done. That's our only concern about it.

Neutral: None

Opposed: None

Rebuttal

Kimball: Should this area be annexed, and we move forward with the subdivision, we will take that into account. We will do our best to make sure street closures are kept to a minimum.

Public Hearing Closed at 7:06 PM

Review Criteria Discussed and answers were as follows:

1. Yes, it's a county island with frontage improvements and sidewalk extensions.

Public Hearing Re-opened at 7:07 PM

Steigleder: Where are we able to cross 16th as a pedestrian in this area?

City Engineer Rob Palus: Normally we would provide a crosswalk at the t-section. We would likely put one in to connect the Quail Run and Mongeau Meadows neighborhoods.

Ziegler: Was that delay on 16th Avenue caused by a developer issue or within the city?

Palus: There were multiple things that caused that delay. What we are doing now is when the developer wants to open up an existing roadway that the public utilizes, we are getting bonds before they begin construction. Then we have a mechanism to enforce schedules.

Public Hearing Re-closed at 7:14 PM

Review Criteria discussed and answers were as follows:

1. This property really helps the city connectivity in many ways. It increases our infrastructure efficiency and safety.
2. Yes, low density residential is the focus area and R-1 is consistent with that. It is infill development.
3. Yes, it helps fill in a county pocket and gives us more pedestrian connectivity near a major collector.
4. No, there were none.

Motion by City Council Ziegler to Approve the Mongeau Meadows Annexation and Annexation Agreement - File No. ANNX-24-3.

Second by City Council Steigleder.

Ayes: City Council Walker, City Council Ziegler, City Council Shove, City Council Steigleder, City Council Westlund

Motion Carried

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:

None

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:

None

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.

None

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. Impact Fee Study Phase One Update

Community Development Director Bob Seale and Melissa Cleveland with Welch Comer Presented: Phase one is covering the methodology and alternatives for impact fees. The methodology includes how we calculate impact fees for parks, police, transportation, and multimodal. The other part of phase one includes how growth is occurring within the city and the alternatives that are being considered as we move through this process. This could be specific zones, scaling, non-residential fees, and how multimodal fits best. The general impact fee equation was presented. Population and job growth forecasts from 2020 to 2035 are used. The existing impact fee methodology will be considered in future calculations. We are trying to come up with the most accurate and defensible amount for these fees. The next steps in the process are finishing employment data and TAZ adjustments in the Regional Demand Model. We will finalize trip growth from the model and revise growth estimates and LOS estimates based on input from the City and/or Planning and Zoning Commission.

Jacobson: It looks good. I would support creating a downtown zone in areas for redeveloping where there would be reduced fees to clean up an area.

Steigleder: Every city in Idaho has impact fees, correct?

Seale: They are allowed to have them and most do.

Steigleder: Are there not already established methodologies?

Seale: Yes, and we do use established methodologies.

Steigleder: We don't look at other cities though?

Cleveland: We absolutely do. FCS Group is the consultant on our team that does the financial side of this, and they do impact fees all over Idaho and the country.

Westlund: I'm very excited about the zones and eager to see what we come up with in the scales. We need to make sure we aren't disincentivizing starter homes.

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.

Westlund: I rode along on a CityLink Bus tour with some city staff. The buses are clean here. There is a lot of accessibility for wheelchairs and such. There are some stops that are nice looking with covered areas and benches then there are some that are not developed in any way. In general, it serves the city pretty well, and it serves a population that uses the buses quite a bit. There's a lot that could be improved.

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

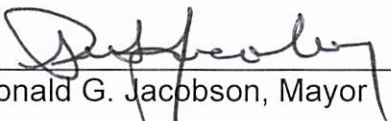
ACTION ITEMS:

None

RETURN TO REGULAR SESSION

ADJOURNMENT

Meeting Adjourned at 7:42 PM.



Ronald G. Jacobson, Mayor



Rhianon O'Neill, Deputy City Clerk

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: Samantha Steigleder, Josh Walker, Joe Malloy, Nathan Ziegler, Randy Westlund , Kenny Shove

Mission
Building Community.