



**CITY COUNCIL
MEETING AGENDA**

**November 26, 2024
5:00 PM**

**Location: City Hall Basement Conference Room,
408 N. Spokane Street, Post Falls, ID 83854**

SPECIAL MEETING – 5:00 pm Basement Conference Room

CALL TO ORDER BY MAYOR JACOBSON

ROLL CALL OF CITY COUNCIL MEMBERS

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

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.

1. 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. Interview Candidates for Council Seat #6
- b. Brief Recess
- c. Acceptance of Mayor's Appointment for Council Seat #6
- d. Oath of Office for Council Seat #6

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

Building Community.

**CITY OF POST FALLS
AGENDA REPORT
NEW BUSINESS
MEETING DATE: 11/26/2024**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Warren Wilson, Deputy City Administrator

SUBJECT: Interview Candidates for Council Seat #6

ITEM AND RECOMMENDED ACTION:

This agenda item allows the City Council to interview the three finalists selected by Mayor Jacobson to fill the vacancy in Council Seat #6, which was created by the resignation of Councilor Kenny Shove.

DISCUSSION:

Mayor Jacobson has selected Greg Cossette, Ryan Davis, and James Steffensen as the finalists to fill the vacancy in Council Seat #6. This agenda item is scheduled to allow the City Council to ask questions of each finalist. Approximately 20 minutes is allotted to ask questions of each applicant. Following the interviews, a brief recess is planned to allow Mayor Jacobson time to reflect on the information gathered during the interviews prior to asking for council confirmation of his selected appointment. The council is requested to remain in the council chambers during the recess and refrain from discussing the interviews to ensure that all deliberation occurs during the meeting allowing the public to witness the full discussion.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

Council previously approved the process to be used to fill this vacancy.

APPROVED OR DIRECTION GIVEN:

N/A

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

N/A

ATTACHMENTS:

1. Council Seat #6 Finalists Applications Redacted



Application for City Council

Send your completed form to cityclerk@postfalls.gov or Post Falls City Hall, 408 N. Spokane St, Post Falls, ID 83854

Name E-mail

Home Address

Mailing Address Phone

Employer Position

Resident of the City of Post Falls Since:

Resident of Kootenai County Since:

Current government or associated government positions you hold or have held:

Current or past Post Falls community involvement:

What experience would you contribute to the Council:

Do you anticipate any conflict of interest in any finding which you might be required to make as a Council Member?

Why do you want to be considered for this appointment?

Signature

Date

Rhiannon O Neill

From: [REDACTED]
Sent: Friday, November 8, 2024 12:56 PM
To: CityClerk
Subject: City Council vacancy
Attachments: Cossette cover letter.docx; Cossette CV.doc; Cossette recommendation.doc; Cossette Council Application.pdf

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please accept the attached documents as support for my interest in the vacant Seat #6 on the City Council. Please let me know if there are any further requirements. Thank you.

Greg Cossette



Shannon Howard, City Clerk

Post Falls City Hall

408 N. Spokane Street

Post Falls, Idaho 83854

Dear Ms. Howard:

Kindly accept these items in an application for the empty seat on the Council, recently vacated by Mr. Shove.

I have included a copy of the application form, my CV, and a letter of recommendation.

I can add some historical perspective with my 50 years as a resident. I would also be interested in running for the position in 2025 if selected. I am retired and have the time and interest to devote to my city and fellow citizens.

Please let me know if I am selected for an interview for the position. Thank you.

Sincerely,

Greg Cossette

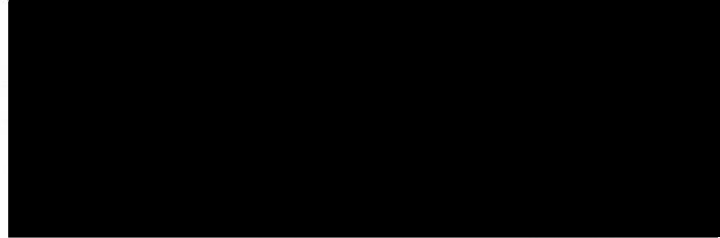
Curriculum Vitae for Gregory Cossette

Contact Information

Gregory R. (Greg) Cossette



Personal Information



Employment History

1974-2010 (retired) Post Falls HS, Post Falls (ID) SD #273; teacher (biology, forestry, environmental science, physical science, geology, math) and coach (football, wrestling, volleyball, forestry team)

2002-present Idaho Digital Learning Academy; curriculum developer and instructor (biology, physical science, earth science, forensic science)

1995-1996 1. Raumanmeren lukio (college preparation HS), Rauma, Finland; instructor (biology, earth science, English, PE); 2. Satakunnan ammattikorkeakoulu (polytechnical college); instructor (American Culture, English in the Business World); 3. Rauman aikuislukio (adult night school); guest lecturer in English courses; 4. RaumaBasket (sports club); coach (boys' basketball)

1972-1974 John Sager MS, College Place (WA) SD #250; science instructor and wrestling coach

1972-1974 DeSales HS (private Catholic), Walla Walla, WA; athletic coach (football and basketball)

1970-1972 Lakeland JHS, Lakeland (Rathdrum, ID) SD #272; math/science instructor and basketball coach

Education

Quilcene (WA) HS, 1962-1966 (graduated Valedictorian)

Eastern Washington State College, Cheney, WA 1966-1970 (graduated with honors)

Post-graduate coursework at Rutgers University, Eastern Washington University, University of Idaho, Idaho State University, Boise State University, Loyola-Marymount University, Northwest Nazarene University, University of Alaska, Lewis-Clark State College, Chapman College, Colorado School of Mines, and others.

Professional Qualifications

Bachelor of Arts, Major in Biology and Minor in Physical Geography

Bachelor of Arts in Education

Idaho Secondary Teaching Certificate, endorsements in both Biological and Natural Sciences

Washington Lifetime Teaching Certificate in Sciences

Awards and Accomplishments

Post Falls Teacher of the Year in 1984, 1993, 2002, and 2009

Idaho Science Teachers Association Regional Teacher of the Year in 1995

Idaho Forestry Teacher of the Year in 1996

Coached 13 championship teams in the Idaho State Forestry Invitational

Fulbright Teacher to Finland in 1995-1996

Coach of RaumaBasket C-Pojat Lansu-suomen koripallon aluemestereit (junior boys basketball champions of Western Finland) in 1996

Woodrow Wilson Environmental Science Fellow in 1998

Idaho Science and Aerospace Scholars Program, Mentor,
2011/12/13/15/16/17/18/20/21

Idaho Nominee for National Online Teacher-of-the-Year for 2012

National Wrestling Hall of Fame, Lifetime Achievement Award, 2013

Honorary Chairman, Idaho State Forestry Contest, 2013

Publications and Partnerships

Author of *Aquifer 1*; an educational module funded and published by the U.S. Environmental Protection Agency and Idaho Panhandle Health District; for secondary students and familiarization with the Rathdrum Prairie Aquifer.

Consultant/Co-author of *Teaching Geosciences Online*; an abstract presented to the Geological Society of America about the preparation and use of interactive geoscience modules in online secondary coursework; prepared by the team of Viskupic et al, Boise State University, 2011

Developer of classroom online science modules based on Outdoor Idaho video presentations for Idaho Public TV, 2019-2022

Professional memberships

National Science Teachers Association (active)

National Association of Biology Teachers (lapsed since retirement)

National Education Association (lapsed since retirement)

Idaho Education Association (lapsed since retirement)

Post Falls Education Association (lapsed since retirement)

Idaho Science Teachers Association (lapsed since retirement)

Idaho Earth Science Teachers (lapsed since retirement)

Languages

French and Finnish; light conversational fluency

Interests

Muleriding; hunting/fishing/hiking; classic auto restoration, travel

November 8, 2024

Dear Mayor Jacobson,

This letter serves as a recommendation for your consideration for Greg Cossette to be appointed to fill the Seat 6 vacancy on the Post Falls City Council.

I've known Greg for many decades in his capacity as an educator, as well as a community member. He absolutely possesses the qualities that would serve him well as a representative of his fellow citizens.

Greg's awareness of this community and long relationships with a broad segment of the people who call Post Falls home would offer great balance on the council. He's thoughtful, conscientious and levelheaded.

I appreciate the importance and impact of the decision you're tasked with making with the appointment and submit this recommendation accordingly.

Best regards to you and the council,

Kerri Thoreson





Application for City Council

Send your completed form to cityclerk@postfalls.gov or Post Falls City Hall, 408 N. Spokane St, Post Falls, ID 83854

Name E-mail

Home Address

Mailing Address Phone

Employer Position

Resident of the City of Post Falls Since:

Resident of Kootenai County Since:

Current government or associated government positions you hold or have held:

Previously spent 10 years on the City of Post Falls Planning & Zoning Commission, 5 as chairman. Currently elected as the 504 Precinct Committeeman with the Kootenai County Republican Central Committee.

Current or past Post Falls community involvement:

2006-2020 Executive Director of Boys & Girls Club of Kootenai County. Previous member of the Post Falls Chamber Board of Directors, Post Falls Mayors Youth Council, and have assisted with multiple non-profit fundraising events in Post Falls. I have served on the leadership team with Heart of the City Church, 2016 RCLA graduate and was the 2018 Post Falls Chamber Citizen of the Year. Currently I am a board member with Boys & Girls Club of Kootenai County, active Rotarian, and sit on the Innovia Foundation Kootenai County Leadership Council.

What experience would you contribute to the Council:

I have 18 years of experience working with a variety of boards which brings the knowledge of how meetings are conducted efficiently and being able to work as a team to solve problems. With my previous experience on planning and zoning, I have had the opportunity to work with city staff, facilitate workshops, and have worked with the current comprehensive plan and land use map for the City of Post Falls. I am comfortable communicating and understand that as a representative of the citizens of Post Falls, my duty is to invest the time and come prepared to each meeting.

Do you anticipate any conflict of interest in any finding which you might be required to make as a Council Member?

No, I do not.

Why do you want to be considered for this appointment?

I passionately believe that as a citizen of any community, you should be engaged. Both my wife and I care very much for this city and strive to be active and involved whenever possible. This is a humbling opportunity not taken lightly and with all this in mind would very much consider it an honor to serve.

Signature

Date

Rhiannon O Neill

From: [REDACTED]
Sent: Friday, November 8, 2024 11:08 AM
To: CityClerk
Cc: [REDACTED]
Subject: City Council
Attachments: Ryan Davis City Council Form.pdf; Resume.pdf; Ref. Letter.pdf; Cover Letter.pdf

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

Attached is my application, cover letter, resume and a reference letter for the vacant Post Falls City Council seat. Could you please confirm once it has been received and please let me know if any additional information is needed.

Thank you so much,

Ryan Davis
Commercial Loan Officer



NMLS# 2115461



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RYAN DAVIS

Trainings

City of Post Falls Planning & Zoning Commission Trainings

Comprehensive Plan & Zoning Map Training /
Impact Fee Workshops / Public Hearing Manual
Re-write / New Zone Development Training
2013-2023

Management I & II Leadership

Boys & Girls Clubs of America
2005 / 2006

Education

Commercial Lending School

Risk Management Association
2022 Fall Class

River City Leadership Academy

Post Falls Chamber of Commerce
2012

General Studies

Lewis Clark State College
1993-1995

High School Diploma

Highland High School (Craigmont, Id.)
1989-1992

Skills

- Strong understanding of working on and with Board of Directors
- Excellent communication skills
- Highly engaged in community service
- Ability to collaborate effectively
- Providing high-quality customer service
- Facilitating public meetings (*City of Post Falls Planning & Zoning Chair for over 5 years*)

Experience

Commercial Loan Officer

bankcda / Coeur d' Alene, Idaho

2020 - Present

- Discuss, collect, and assist in the analysis of client's financials to provide best possible loan products and options to meet the clients needs and advise clients on risks and benefits of options.
- Worked within treasury management to gain understanding of complete commercial banking platform including, deposits, check scanning, credit card processing, etc.
- Nearly 4 years of commercial lending with the highest level of professionalism and customer service provided toward all customers.

Executive Director

Boys & Girls Club of Kootenai County / Post Falls & Coeur d' Alene, Idaho locations

2006 - 2020

- Work directly with the Board of Directors and Boys & Girls Clubs of America to oversee program, resource, staff, and board development with an annual budget of \$1.3-\$1.5MM.
- Experience with local, regional, and national grant writing and program implementation with yearly program services provided to over 1,000 young people.
- Conducted over 25 yearly public presentations and speaking engagements regarding non-profit management and fundraising.
- Assisted in raising nearly \$5,000,000 in capital contributions to build two facilities that upon completion, serviced zero capital debt.

NEIL UHRIG



November 7th, 2024

Mayor and City Council
City of Post Falls
408 N Spokane St
Post Falls ID 83854

Re: Letter of Recommendation for Mr. Ryan Davis

Dear Honorable Mayor and Council:

I believe that most of you know me, but if not, I will quickly summarize my background. In 2006 I joined the Post Falls Police Department and after 18 years in various positions, including detective sergeant, I left the agency in 2023 for a position with the U.S. Secret Service. I live in Post Falls and volunteer my time as the chairman of the Post Falls School Board. I still lead the Post Falls Fraternal Order of Police.

It is my pleasure to recommend to you Ryan Davis for the vacant City Council position. If there ever is a "Mr. Post Falls", Ryan Davis would be that guy. Over the past 18 years (or so), I have gotten to know Ryan in various capacities. When I was the School Resource Officer at PFHS, Ryan was leading the charge to create the Boys and Girls Club. I could always depend on his help when I had students that needed extra community support. Today, the Boys and Girls Club that he created has served thousands of Post Falls children. His impact will be felt for generations.

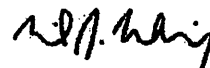
Integrity means something to me and I know it means something to all of you. I can't think of a more ethical man than Ryan. You will never regret your time working with him.

My family and I live in Post Falls and we want the very best on the City Council. Ryan is the very best. When I think about leaders that I want to emulate, Ryan is always at the top of my list. I will admit that I have sat in numerous leadership classes and jealously asked myself what it would take for me to be more like Ryan. Ryan knows this community, knows its people, and knows how to get the hard things done. Ask yourself this question: *who are the people in the last 20 years that have made the largest impact on Post Falls?* I would venture to guess that you too included Ryan on the list in your mind. He is the ideal city councilor.

It would be unfair for me to leave out the fact that the Davis family live and breathe service to this community. With Ryan comes a family tradition of service. I am so grateful to Ryan and his family for what they have done for all of us in Post Falls.

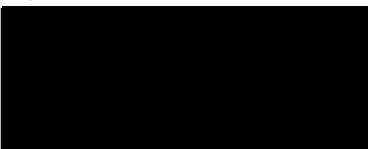
I am extremely proud to pen this letter to you today and share my experiences. I invite you to call me with any questions about Ryan's qualifications for City Council.

Sincerely,



Neil Uhrig

Ryan Davis



11/07/2024

City Clerk
City of Post Falls
409 N. Spokane Street
Post Falls, Idaho, 83854

To whom it may concern,

I am writing to express my sincere interest in applying for the vacancy on the Post Falls City Council. As a dedicated resident and active member of this community, I am deeply committed to contributing my skills, experience, and passion to ensure our city continues to grow, thrive, and serve its citizens effectively.

I have lived in Post Falls for 18 years, during which I have witnessed firsthand the many challenges and opportunities facing our city. From housing strains, growth, and budgeting, I understand that our community's future depends on thoughtful, forward-thinking leadership. With a background in Planning & Zoning, non-profit executive management and commercial banking, I believe I have the vision and capability to contribute to the important work of the City Council.

One of the core reasons I am seeking this position is my belief in the power of collaborative decision-making. I understand that effective governance requires listening to diverse perspectives, building consensus, and prioritizing the well-being of all residents. These values would guide my work on the City Council as I strive to represent the interests of the people of Post Falls.

I am excited about the opportunity to serve on the City Council and help shape the future of Post Falls. I am confident that, with your support, I can work alongside fellow Council members and our city leaders to tackle challenges and make our community an even better place to live, work, and raise a family.

Thank you for considering my application. Please feel free to contact me at 208-661-9316 if you require any further information.

Sincerely,

Ryan Davis



Application for City Council

Send your completed form to cityclerk@postfalls.gov or Post Falls City Hall, 408 N. Spokane St, Post Falls, ID 83854

Name E-mail

Home Address

Mailing Address Phone

Employer Position

Resident of the City of Post Falls Since:

Resident of Kootenai County Since:

Current government or associated government positions you hold or have held:

Currently serving on the Post Falls Planning and Zoning Commission. I am the current Chairman and have served on the commission of 6 years.

Current or past Post Falls community involvement:

Other than serving on the Post Falls Planning and Zoning Commission I have attended many opens houses over the years related to city planning, transportation and growth. I have also coached many teams with the Parks and Recreation department.

What experience would you contribute to the Council:

Some of the experience that I could contribute day one to the Council would be knowledge of land use and zoning. Experience in community engagement having run meetings with public input and attending open houses put on by the city. I have a good understanding of what the city is trying to do with economic development and how to make that happen. I've been active in some of the long-term planning of the city. Finally, I understand the legal and procedural role of a councilman. Serving on Planning and Zoning has given me the experience to help me make informed, strategic and community-oriented decisions.

Do you anticipate any conflict of interest in any finding which you might be required to make as a Council Member?

I do not anticipate any conflicts of interest but if one comes up or the appearance of one, I will declare it to know how to proceed forward.

Why do you want to be considered for this appointment?

I'm motivated to serve on City Council because I want to make a positive impact on my community by addressing local issues and improving our quality of life. This role would allow me to shape policies that directly affect housing, public safety, transportation, and economic growth, while also promoting accountability and transparency in our local government. Serving on City Council feels like a meaningful way to give back, advocate for residents, and develop my leadership skills. I also see this as a valuable opportunity for personal and professional growth, building connections and gaining experience that could support a future in public service.

Signature

Date

Rhiannon O Neill

From: [REDACTED]
Sent: Friday, November 15, 2024 6:50 PM
To: CityClerk
Subject: Council Seat #6 Vacancy
Attachments: CouncilApplication James Steffensen.pdf; Cover Letter - James Steffensen.docx; James Steffensen - Terry Werner.docx; Letter for James Steffensen - Vicki Jo Carey.docx; Resume 2024 - James Steffensen.docx; Steffensen endorsement- Ray Kimball.pdf

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Please see the attached application and other attachments for the City Council Seat Vacancy. Please confirm when you have received this application and all other relevant documents.

Thanks

James Steffensen

James Steffensen



11/15/2024

Mayor Jacobson

City of Post Falls
408 N. Spokane Street
Post Falls, ID 83854

Subject: Application for City Council Seat Vacancy

Dear Mayor Jacobson,

I am writing to express my strong interest in the vacant City Council seat. As the current Chair of the Planning and Zoning Commission, I have had the privilege of contributing to the growth and development of our city through thoughtful leadership, collaboration, and a deep commitment to our community's long-term success. Serving on the City Council would provide an exciting opportunity to expand my impact and continue advocating for policies that enhance the quality of life for all residents.

In my role as Chair of the Planning and Zoning Commission, I have worked closely with city leaders, developers, and residents to shape sustainable and equitable development strategies. This experience has strengthened my understanding of zoning ordinances, land-use policies, and the intricate balance required to preserve our city's character while promoting progress. Some examples of this are:

- **Advancing community-driven initiatives:** Helping guide the adoption of zoning updates that reflected resident input and addressed housing affordability and accessibility.
- **Facilitating collaboration:** Fostered productive relationships among stakeholders with diverse perspectives, ensuring transparent decision-making processes.
- **Promoting economic growth:** Supported policies that encourage responsible commercial and residential development to boost local job creation.

These experiences have prepared me to address the broader spectrum of issues the City Council faces, including fiscal management, public safety, infrastructure, and community engagement. I am eager to contribute innovative ideas and solutions to these critical areas.

As someone who is invested in the well-being of Post Falls, I take pride in being approachable, solution-oriented, and dedicated to serving the public interest. My leadership style emphasizes collaboration, active listening, and a focus on achieving results that benefit both current and future generations.

Thank you for considering my application for the City Council vacancy. I would be honored to bring my experience, perspective, and commitment to service to this role. I look forward to the opportunity to discuss how my skills and vision align with the goals of the City Council.

Sincerely,

James Steffensen

James Steffensen



Professional Profile

Experienced and accomplished Project Manager with over 18 years of professional experience. I am looking to use my education and experience into a position that allows for continuous personal and professional growth and development.

Education

Masters in Business Administration – May 2009

University of Phoenix (GPA: 3.8/4.0)

Bachelor of Arts in Business Management – Dec 2003

East Carolina University (GPA: 3.0/4.0)

Experience

Process Implementation Manager – Deposit Operations – 03/2024 – current

- Assess current business process across department and Identify areas for improvement
- Lead and manage projects from initiation through completion
- Work closely with department heads, team leaders and other stakeholders to ensure a successful project
- Create comprehensive process documentation to ensure the process adheres to regulator and compliance standards

Project Manager – Deposit Operations – 08/2020 – 3/2024

- Align project scope and goals with the bank's strategic plan by coordination with Executive Stakeholders
- Develop product documentation, including Business Case, Project Plan, and all Compliance/Risk approvals
- Foster relationship with third-party vendors and manage project performance for on-time and on-budget completion
- Lead end-to-end implementation of various products, including Consumer/Business Deposit Products, ACH, Lending, Exception Item Processing, and Compliance.
- Consistently pursue ongoing training opportunities to maintain proficiency and further enhance project management skills

Product Management Analyst – Product Management – 02/2012 – 08/2020

Washington Trust Bank

- Manage a suite of products to develop new and enhance existing products based on the Bank's vision
- Lead projects from idea to implementation, including upgrades/conversions within the Jack Henry Core

- Develop Business Cases, plans and other Project Management documentation for product development
- Ensure proper standards, processes and documentation are followed
- Plan, manage and develop test scripts and mapping from a PMO, IT and Customer perspective
- Develop/train new procedures and process documents for employees and customers
- Perform product analysis to ensure product is meeting functional, regulatory and profitability requirements
- Collaborate with Project Management, Business Partners, Subject Matter Experts, and IT Partners
- Experience with products from all aspects of the bank: Retail, Treasury Management, Marketing, Commercial, Private Banking, Risk and Compliance

Registered Member Service Rep – Retail Branches – 07/2009 – 04/2011

Navy Federal Credit Union

- Service new and existing members on products and services
- Counseled members on accounts, products, and services
- Open new accounts to include consumer, business, credit, and mortgage applications
- Educated customers on investment and insurance products

Personal Banker – Retail Branches – 04/2006 – 04/2009

Citibank

- Service new and existing members on products and services
- Counseled members on accounts, products, and services
- Open new accounts to include consumer, business, credit, and mortgage applications

Leadership/Certifications

- Planning and Zoning Commission of the City of Post Falls
 - Chairman - 04/2023 – Current
 - Commissioner – 12/2017 – 04/2023
- Lean Six Sigma Green Belt Certification
 - Banner Bank
 - October 2024
- Washington Bankers Association
 - Management Development Program
 - 04/2023 – 08/2023
- Pragmatic Product Management
 - Level Three (PMC-III) April 2018
- Toastmasters Club Downtown Spokane Club
 - 06/2014 - 01/2019
 - Sergeant at Arms, Vice President and President

11/14/2024

Honorable Mayor Ron Jacobson
City of Post Falls
408 N. Spokane Street
Post Falls, ID 83854

RE: James Steffensen Reference

Dear Mayor Jacobson

I am writing to endorse James Steffensen to be appointed for the currently vacant City Council seat. As you know, I've had the pleasure of volunteering on the Post Falls Planning and Zoning Commission with James for the last 7 years. During that time, he has consistently attended meetings and workshops wherein he provides intelligent and thoughtful input on the future of our community. His comments and decisions are well thought out, rational, and community minded.

As the chairman of the Commission, James has provided excellent leadership and has shown the ability to conduct our meetings in a way that is both orderly and mindful of the public. He is an asset to our community, and his appointment to the Council will only enhance his value to our beloved City.

Sincerely,



Ray Kimball
Vice Chairman, Post Falls Planning Commission

November 11, 2024

Post Falls City Council

Re: Recommendation for City Council Vacancy: James Steffensen

I would like to submit this recommendation for your consideration when deciding on whom to select for the open Post Falls City Council position.

I am a long-standing Planning & Zoning Commissioner in Post Falls and have watched James grow over the past 7 years from a “newbie” member of the Commission, limited on the knowledge of what we do, into now being our chairman. He put in the necessary time and effort to become knowledgeable, coming to meetings prepared and asking the right questions.

I feel that as a City Council member he would put forth the same effort. He truly cares for the future of our city and will diligently work towards what is best for the city and for its citizens.

Sincerely,

Vicky Jo Carey

Post Falls Planning & Zoning Commissioner

Terry Werner



RE: James Steffensen Recommendation

I have known James for the past 13 years. During this time, I have seen him take great interest in our community.

He has taken interest and participated in his Homeowners Association for the betterment of the community. He has run for City Council position in Post Falls and while not be successful has continued to stay interested in the city government.

He was appointed to the Post Falls Planning and Zoning Commission and has served 7 years and presently serves as the Chairman. He always comes to the meeting prepared and has reviewed the packet.

I am recommending James for the open City Council position as he will be prepared to make decisions in the best interest of the community at large.

If you have any questions of me, do not hesitate to contact me.

Sincerely,

/s/ Terry Werner

Terry Werner

November 15, 2024

Mayor and Council Members

I sat as a Planning and Zoning Commissioner for approximately a decade and for most of that time James Steffensen sat as a Planning and Zoning Commissioner also. As a result, I got to know James well.

Several years ago, when our then Commission Chair stepped down it was James who volunteered to take on that role. I might add that no one else on the Commission was volunteering to do so and as I am sure you are aware, sitting as chair on any Board demands more time and energy as well as shouldering maybe a bit more blame for of any perceived "bad decisions" made by the Board (as some may see it). James has always handled his role professionally, was present for each meeting, was prepared and well organized.

As I was told that there is, or is soon to be, an open position on the City Council I would absolutely recommend James Steffensen to fill that position. His background working as a Planning and Zoning Commissioner and Chair for so many years has well prepared James for the role and in my opinion, he would be a great addition to the City Council.

Thank you,

Nancy Hampe

Past City of Post Falls Planning and Zoning Commissioner

**CITY OF POST FALLS
AGENDA REPORT
NEW BUSINESS
MEETING DATE: 11/26/2024**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Warren Wilson, Deputy City Administrator

SUBJECT: Nomination and Confirmation of Mayor's Appointment for Council Seat #6

ITEM AND RECOMMENDED ACTION:

This agenda item allows Mayor Jacobson to request City Council confirmation of his choice to fill the vacancy in Council Seat #6, created by the resignation of Councilor Kenny Shove.

DISCUSSION:

Following interviews of each of the finalists to fill Council Seat #6, Mayor Jacobson will request City Council confirmation of his selection to fill the vacancy. I.C. 50-704 provides that vacant city council seats are filled by nomination made by the mayor and confirmed by the city council. This process recognizes the different roles of the mayor and city council. The mayor is charged with selecting the person whom he believes is best qualified to fill the vacancy. The city council is charged with ensuring that the selected nominee is generally qualified to fill the position rather than selecting the person that they would prefer to fill the vacancy. Prior to voting on a motion to confirm, the council may debate on the motion. A majority vote of council members present is required to confirm the appointment.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

The city council previously approved the process to fill this vacancy.

APPROVED OR DIRECTION GIVEN:

N/A

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

N/A

ATTACHMENTS:

None

**CITY OF POST FALLS
AGENDA REPORT
NEW BUSINESS
MEETING DATE: 11/26/2024**

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Warren Wilson, Deputy City Administrator
SUBJECT: Oath of Office for Council Seat #6

ITEM AND RECOMMENDED ACTION:

This agenda item will allow the newly appointed councilor to take the oath of office, immediately filling City Council Seat #6.

DISCUSSION:

Following city council confirmation of a person to fill Council Seat #6, that confirnee will take the oath of office and immediately fill the seat. This will ensure a quorum to take up business at the scheduled December 3, 2024, council meeting. A ceremonial oath of office will also occur during the December 3rd meeting to allow the new councilor to celebrate with family and friends.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

N/A

APPROVED OR DIRECTION GIVEN:

N/A

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

N/A

ATTACHMENTS:

None