



**CITY COUNCIL
MEETING MINUTES**

**February 18, 2025
6:00 PM**

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

WORKSHOP - 5:00 PM, 2nd Floor Conference Room

- a. Habitat for Humanity & Affordable Housing

Spoke about how Habitat for Humanity works and operates.

REGULAR MEETING – 6:00 pm City Council Chambers

The regular agenda is scheduled to start at 6:00 PM, but may start earlier depending on the completion of any preceding workshop.

CALL TO ORDER BY MAYOR JACOBSON

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Randy Westlund, Ryan Davis

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

- a. Reappointment of Ray Kimball and Bobby Wilhelm to the Planning and Zoning Commission

Motion by Malloy to approve the reappointment of Ray Kimball to the Planning and Zoning Commission.

Second by Davis.

Steigleder: Based on two questions that were asked, I found that Mr. Kimball's answers were not as straightforward as I would have liked someone with 11 years' experience on the Planning & Zoning Commission would give.

**Vote: Steigleder-Nay, Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye
Motion Carried**

Motion by Steigleder to approve the reappointment of Bobby Wilhelm to the Planning and Zoning Commission.

Second by Westlund.

**Vote: Steigleder-Aye, Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye
Motion Carried**

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.

Executive Session is not needed.

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 – February 4th, 2025, City Council Meeting
- b. Payables 2/5/25-2/18/25
- c. Minutes - January 28 2025, City Council, Planning & Zoning, Urban Renewal Agency Joint Workshop
- d. December Cash and Investments Report
- e. Mongeau Meadows 1st Addition Master Development Agreement (SUBD-24-2)
- f. Foxtail 12th Addition Subdivision Construction Improvement Agreement
- g. Acceptance of 16th Ave. Rights of Way & Easement for Mongeau Meadows Annexation (ANNX-24-3)
- h. Mongeau Meadows 1st Addition Subdivision Construction Improvement Agreement

Motion by Malloy to accept the Consent Calendar as presented.

Second by Westlund.

Vote: Plew-Aye, Malloy-Aye, Zielger-Aye, Westlund-Aye, Davis-Aye, Steigleder-Aye

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. Early Dawn & Zorros Annexation File No. ANNX-24-1

Public Hearing opened at 6:08pm.

Staff Report: Jon Manley, Planning Manager - The owner of the property is Douglass Properties LLC. The applicant is Todd Whipple, Whipple Engineering. The applicant seeks approval for the approximately 9.63-acres annexation request into the City of Post Falls with the forwarded recommendation for Community Commercial Services (CCS) zoning from the Planning and Zoning Commission on October 24th, 2024. The property is located on the north-east corner of Early Dawn and Zorros Rd. The property has CCS zoning to the north-west and R-1 to the east. The site is currently a large lot of single-family use over the aquifer. Water is provided by Ross Point Water District and wastewater by the City of Post Falls. The requested zoning is in conformance with the land use assumptions within the City's Water Reclamation Master Plan. The City has the capacity to provide service and is willing to serve the property at the requested density. The site is subject to the 12th Ave. Surcharge. Early Dawn and Zorros are Minor Collectors. Additional rights-of-way and easements would need to be provided as part of annexation. Upon the development of the site, frontage improvements will be required to be completed. This allows for continuity of pedestrian pathways. Future Land Use Designation is Business Commercial. This is also located in the 41 North Focus Area and will help facilitate the creation of "backage roads" system envisioned in the Highway 41 Corridor Master Plan. It meets Comprehensive Goal G.06: maintain and improve Post Falls' transportation network, on pace and in concert with need and plan objectives; G.07: Plan for and establish types and quantities of land uses in Post Falls, supporting community needs and the City's long-term sustainability; G12: Maintain the City's long term fiscal health. It also meets Comprehensive Policies P.24: Plan for and protect transportation corridors from encroachment and preserve adequate right-of-way for future corridors, including utility facilities, P.26: maintain and improve the continuity of sidewalks, trails and bicycle paths in Post Falls P45: Guide annexation decisions guided by and considering: master Plans, provision of necessary rights-of-way and easements, studies that evaluate environmental and public service factors, timing that supports orderly development and/or coordinated extension of public services, P2: Apply or revise zoning designations with careful consideration of factors, P9: Encourage annexation of County "islands" within the City.

Applicant: Austin Fuller, Whipple Engineering- Annexation Criteria: Is the proposed zoning district consistent with the future land use map and focus area contained in the currently adopted Post Falls Comprehensive Plan? Yes, this is in a business commercial zoning area. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration? The project meets goal G.06 - maintain and improve Post Falls transportation network, on pace and in concert with need and plan objectives G.07 - Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability, P.08 - Encourage compatible infill development and redevelopment of vacant and under-utilized properties within City limits, P.09 - Encourage annexation of County "islands" within the City, with priority given to areas surrounded by incorporated areas, that have readily-available service infrastructure and capacity, and that support increased development intensity near the urban

area, P14 - Follow all annexation procedures established by Idaho State statutes and applicable City Ordinances, P24 - Plan for and protect transportation corridors from encroachment, and preserve adequate rights-of-way for future corridors including utility facilities, P26 - Maintain and improve the continuity of sidewalks, trails, and bicycle paths in Post Falls, P.33 - Annexation should help implement Post Falls' transportation plans. Does the proposed zoning district create a demonstrable adverse impact upon the delivery of services by any political subdivision providing public services within the city? There is no evidence in the record showing a demonstrable adverse impact. All public services are available adjacent to this property. Any impact on city services from a future project should not impact services beyond an acceptable level per the Comprehensive Plan. A water will-serve letter was provided for the parcel. Is annexation of the property in the best interest of the city? The property is anticipated to access Highway 41 from Hope Avenue and Poleline Ave. Both connections to Highway 41 are signalized, allowing for convenient access to and from the property. Annexation of the property will provide additional opportunities for development within the CCS Zone. The Future Land Use of the property is Business Commercial, which is in line with the CCS Zone. The property is within the Focus Area 41 North, which prioritizes retail, mixed-use, multifamily and tech uses, all allowed or special uses within the CCS Zone. The property is flat, which is appropriate for the CCS Zone.

Testimony: None

Rebuttal : None

Public Hearing closed at 6:28pm.

Review Criteria Discussed

Is annexation of the property in the best interest of the city?

Westlund: Yes, it is a county island, and would help with trails and connectivity. Utilities are already there.

Malloy: The package roads. These would connect two portions of that and take pressure off Highway 41.

Steigleder: It is a county pocket.

Mayor: The answer is yes.

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?

Westlund: Yes, CCS is an implementing zone if business commercial land use designation.

Davis: 41 North would be consistent with surrounding zones.

2. Is the proposed zoning district consistent with the goals and policies continued in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration?

Westlund: Backage roads and pedestrian connectivity.

Steigleder: I would argue the opposite. In light of our recent housing needs assessment, most of the needs that are aloud by right in the CCS zone while annexing in seems to support the transportation needs. I feel this does not work towards a balance of land uses in Post Falls. The housing needs assessment was very clear that additional high density, which is aloud outright in CCS, is not something we need right now. It is not supporting the long-term needs of the city.

Warren Wilson, Deputy City Administrator: Multi-family is not aloud outright in CCS; it is by a special use permit.

Malloy: This came before us when Highway 41 was a mess. By the time anything is built, Highway 41 should be done and is a good spot for it.

3. Does the proposed zoning district create a demonstrable adverse impact upon the delivery of services by any political subdivision providing public services within the city?

Westlund: No comments on that.

Motion by Malloy to approve Early Dawn & Zorros Annexation File No. ANNX-24-1 and that it be assigned the CCS Zoning Designation.

Second by Davis.

Vote: Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye, Steigleder-Nay, Plew-Aye

Motion Carried

b. Poleline & Zorros Annexation File No. ANNX-24-2

Public Hearing opened at 6:36pm.

Staff Report : Jon Manley, Planning Manager - The owner is Douglass Properties LLC and the applicant is Todd Whipple, Whipple Engineering. The applicant seeks approval for the approximate 4.72-acre annexation (5.2 with rights-of-way) request into the City of Post Falls with the forwarded recommendation for Community Commercial Services (CCS) zoning from the Planning and Zoning Commission on October 24th, 2024. It is located on the northwest corner of Poleline and Zorros. Currently, a large lot single family use over the aquifer. Water would be supplied by the Ross Point Water District and wastewater by the City of Post Falls. The site is subject to the 12th Ave. surcharge. Poleline is a minor arterial and Dorros is a minor collector. Additional rights-of-way and easements would need to be provided as part of annexation. Upon the development of the site, frontage improvements would be required to be completed. This allows for continuity of pedestrian pathways. This follows the same goals and policies as the previous public hearing.

Applicant : Austin Fuller, Whipple Engineering - Annexation Criteria: Is the proposed zoning district consistent with the future land use map and focus area contained in the currently adopted Post Falls Comprehensive Plan? Yes, this is in a business commercial zoning area. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration? The project meets goal G.06 - maintain and improve Post Falls transportation network, on pace and in concert with need and plan objectives G.07 - Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability, P.08 - Encourage compatible infill development and redevelopment of vacant and under-utilized properties within City limits, P.09 - Encourage annexation of County "islands" within the City, with priority given to areas surrounded by incorporated areas, that have readily-available service infrastructure and capacity, and that support increased development intensity near the urban area, P14 - Follow all annexation procedures established by Idaho State statutes and applicable City Ordinances, P24 - Plan for and protect transportation corridors from encroachment, and preserve adequate rights-of-way for future corridors including utility facilities, P26 - Maintain and improve the continuity of sidewalks, trails, and bicycle paths in Post Falls, P.33 - Annexation should help implement Post Falls' transportation plans. Does the proposed zoning district create a demonstrable adverse impact upon the delivery of services by any political subdivision providing public services within the city? There is no evidence in the record showing a demonstrable adverse impact. All public services are available adjacent to this property. Any impact on city services from a future project should not impact services beyond an acceptable level per the Comprehensive Plan. A water will-serve letter was provided for the parcel. Is annexation of the property in the best interest of the city? The property is anticipated to access

Highway 41 from Hope Avenue and Poleline Ave. Both connections to Highway 41 are signalized, allowing for convenient access to and from the property. Annexation of the property will provide additional opportunities for development within the CCS Zone. The Future Land Use of the property is Business Commercial, which is in line with the CCS Zone. The property is within the Focus Area 41 North, which prioritizes retail, mixed-use, multifamily and tech uses, all allowed or special uses within the CCS Zone. The property is flat, which is appropriate for the CCS Zone.

Testimony : None

Rebuttal : None

Public Hearing closed at 6:47pm.

Review Criteria Discussed

Is annexation of the property in the best interest of the city?

Westlund: Yes. It provides pedestrian connectivity. I think the biggest thing is the acquisition of rights-of-way that allow us to maintain the standards on our major arterial and acquire the land we need for a future roundabout.

Malloy: It takes out the county peninsula and makes a complete block in the city.

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?

Westlund: CCS is an implementing zone for Business Commercial.

2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration?

Westlund: As pointed out, the pedestrian connectivity, the rights-of-way acquisition, relationship to the county island already.

3. Does the proposed zoning district create a demonstrable adverse impact upon the delivery of services by any political subdivision providing public services within the city?

Westlund: None

Steigleder: Same issues as previous hearing.

Motion by Malloy to approve Poleline & Zorros Annexation File No. ANNX-24-2 and that it be assigned the CCS zoning designation.

Second by Westlund.

Vote: Ziegler-Aye, Westlund-Aye, Davis-Aye, Steigleder-Nay, Plew-Aye, Malloy-Aye

Motion Carried

Announcements

- The Government Finance Officers Association has awarded the City of Post Falls the Certificate of Achievement for Excellence in Financial Reporting for its Annual Comprehensive Financial Report and the Award for Outstanding Achievement in Popular Annual Financial Reporting of FY 2023. These awards recognize the City's commitment to transparency and high standards in financial reporting. Congratulations to Finance Director Jason Faulkner and his team on this well-earned recognition.

- The City Council will hold a special budget meeting tomorrow, February 19th, at 5:00 pm in the second floor conference room at City Hall. The agenda is posted on the City's website, postfalls.gov.

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. Fiscal Year 2025 Budget Amendment #2

Motion by Malloy to place the Ordinance Fiscal Year 2025 Budget Amendment #2 on its first and only reading by title only while under suspension of the rules.

Second by Westlund.

Vote: Westlund-Aye, Davis-Aye, Steigleder-Aye, Plew-Aye, Malloy-Aye, Ziegler-Aye

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, IDAHO, AMENDING THE ANNUAL APPROPRIATION ORDINANCE 1522 FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, TO REFLECT THE RECEIPT OF UNSCHEDULED REVENUES AND TO AUTHORIZE EXPENDITURE OF PREVIOUSLY UNBUDGETED FUND BALANCE, INCREASING AND ESTABLISHING THE APPROPRIATIONS FOR EXPENDITURES IN VARIOUS DEPARTMENTS AND FUNDS, PROVIDING THAT THE TAX LEVY UPON TAXABLE PROPERTY WITHIN THE CITY IS NOT AFFECTED HEREBY, PROVIDING THAT ALL ORDINANCES IN CONFLICT HEREWITH ARE SUPERSEDED BY THIS ORDINANCE TO THE EXTENT OF SUCH CONFLICT, AND PROVIDING THAT THE ORDINANCE SHALL BE EFFECTIVE UPON ITS PUBLICATION DATE.

Motion by Malloy to approve Ordinance Fiscal Year 2025 Budget Amendment #2 and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Westlund.

Vote: Westlund-Aye, Davis-Aye, Steigleder-Aye, Plew-Aye, Malloy-Aye, Ziegler-Aye

Motion Carried

- b. Ordinance on Police Access in Exigent Circumstances

Motion by Malloy to place the Ordinance Police Access in Exigent Circumstances on its first and only reading by title only while under suspension of the rules.

Second by Westlund.

Vote: Davis-Aye, Steigleder-Aye, Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR A NEW CODE SECTION 18.24.020.Q TITLED POLICE ACCESS EXIGENT CIRCUMSTANCES; PROVIDING THAT REMAINING SECTIONS OF POST FALLS CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW

Motion by Malloy to approve Ordinance Police Access in Exigent Circumstances and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Westlund.

Vote: Davis-Aye, Steigleder-Aye, Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye

Motion Carried

- c. Ordinance Prohibiting Disruption or Obstruction of City Government Operations and Offices

Motion by Malloy to place the Ordinance Prohibiting disruption or obstruction of city government operations on its first and only reading by title only while under suspension of the rules.

Second by Westlund.

Vote: Steigleder-Nay, Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR REPEAL AND REPLACEMENT OF POST FALLS MUNICIPAL CODE SECTION 9.08.020 PROHIBITING DISRUPTION OF CITY GOVERNMENT OPERATIONS; PROVIDING FOR ADOPTION OF A NEW POST FALLS MUNICIPAL CODE SECTION 9.08.025 PROHIBITING DISRUPTION OF CITY GOVERNMENT OFFICES; PROVIDING FOR PENALTIES; PROVIDING THAT REMAINING SECTIONS OF POST FALLS CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW

Motion by Malloy to approve the Ordinance prohibiting disruption or obstruction of city government operations and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Westlund.

Vote: Steigleder-Nay, Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye

Motion Carried

- d. Mongeau Meadows 2024 Annexation Ordinance

Motion by Malloy to place the Ordinance Mongeau Meadows 2024 Annexation on its first and only reading by title only while under suspension of the rules.

Second by Westlund.

Vote: Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye, Steigleder-Aye

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO ANNEXING PROPERTY CONSISTING OF APPROXIMATELY 5.8 ACRES LOCATED ON EAST 16TH AVENUE BETWEEN NORTH IDAHO STREET AN NORTH SYRINGA STREET; PROVIDING FOR AMENDMENT OF THE OFFICIAL ZONING MAP; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

Motion by Malloy to approve the Ordinance Mongeau Meadows 2024 Annexation and to

direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Westlund.

Vote: Plew-Aye, Malloy-Aye, Ziegler-Aye, Westlund-Aye, Davis-Aye, Steigleder-Aye

Motion Carried

- e. Water Reclamation Facility Tertiary Treatment Project, J-U-B Contract Amendment

Andrew Arbini, Projects Division Manager: This will cover items e and f tonight. Major project items to be completed: start-up of the membrane filtration system and completion of punch list. JUB's roles for this project are as follows:

- Construction observation
- Determine compliance with specifications
- Documents needed changes to original design
- Document deficiencies and remedies
- Initial dispute resolution

Amendment 12 is for a total of \$351,100. Transfer from MGMT Reserve to Amendment 12 tasks \$53,335. Total increase to contract \$297,765. The revised contract total is \$10,296,737 with a contingency of \$20,000.

Panhandle Area Council (PAC) roles:

- Document compliance with prevailing wage requirements
- Necessary as prevailing wages required to use State Revolving Fund Loan

Original contract with amendments 1 and 5 \$113,457. Amendment 6 \$3,000 with a requested contingency of \$1,500. The revised contract total is \$116,457.

Funding sources remain aligned with the master plan financial strategy. Significant impacts on other projects are not anticipated. The next steps are complete start up of the membrane filtration system, complete final acceptance testing of the tertiary treatment system, and compliance schedule discussion with IDEQ.

Mayor: What's our position today?

Arbini: We are making progress and are closer than we have ever been. Maybe 2 weeks.

Plew: Do you have any concerns or any cost overruns that may pop up?

Arbini: We are hoping this will cover anything that comes up. There is still an unknown.

Steigleder: If we do not approve this request, what happens?

Arbini: There are always options, but it becomes more complicated.

Motion by Malloy to approve the water reclamation facility tertiary treatment project, JUB contract amendment.

Second by Steigleder.

Vote: Malloy-Aye, Westlund-Aye, Davis-Aye, Steigleder-Aye, Plew-Aye

Motion Carried

- f. Water Reclamation Facility Tertiary Treatment Project, PAC Contract Amendment

Motion by Malloy to approve the water reclamation facility tertiary treatment project, PAC contract amendment.

Second by Westlund.

Vote: Westlund-Aye, Davis-Aye, Steigleder-Aye, Plew-Aye, Malloy-Aye

Motion Carried

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. Consultant Pre-Selection 2025-2026

Rob Palus, City Engineer: The City of Post Falls maintains a list of firms that are pre-qualified to provide professional services for the City. State Code authorizes the use of established pre-qualified lists for consultant services, as opposed to advertising and interviewing consultants for all projects. In October of last year, the city twice advertised a request for consultants to submit their qualifications. Submittals were received from 40 firms and categorized into 12 principal disciplines of work and several disciplines having up to 5 subcategories from various engineering and architectural firms. A review and selection committee consisting of members from Parks, Public Works, and Community Development reviewed and pre-qualified consultants within their appropriate areas of expertise. Each submittal was individually graded by members of the review committee with a score of 0-5 with an average weighted score of 3 or higher being considered qualified. Firms are ranked as either meeting the City's minimum qualifications for performing professional services. There is no hierarchy within the recommended qualification list. Upon approval of the committee's selection, each firm who submitted will be notified of the results by a formal letter. Qualification of a consultant does not guarantee that work will be commissioned.

Motion by Malloy to approve the consultant pre-selection 2025-2026.

Second by Westlund.

Vote: Steigleder-Aye, Plew-Aye, Malloy-Aye, Westlund-Aye, Davis-Aye

Motion Carried

b. Bid Award & Approval to Purchase (2) Replacement Dump Trucks

Ross Junkin, Maintenance Manager: The FY25 approved budget includes replacement funds for (2) street department dump trucks equipped with plow packages. In December 2024, the City advertised for bids for two dump trucks with plows. We received one bid from Freightliner Northwest in the amount of \$552,632.00 or \$276,316 per truck. Staff recommends Council approve this bid as well as authorize staff to spend an additional \$17,600 to have a wing plow installed onto one of these dump trucks. One of the dump trucks being replaced currently has a wing plow and staff recommend that we replace this truck in kind. If ordered now, these trucks are expected to be delivered during FY25 or FY26.

Motion by Malloy to approve the bid award & approval to purchase (2) replacement dump trucks and a wing plow.

Second by Westlund.

Vote: Plew-Aye, Malloy-Aye, Westlund-Aye, Davis-Aye, Steigleder-Aye

Motion Carried

c. Professional Services Agreement with Welch Comer & Assoc - Chase Road, Wheatland to Grange

Rob Palus, City Engineer: With approval, the City will enter into a professional services agreement with Welch Comer & Associates for the design of roadway improvements on Chase Road from Wheatland Ave. to north of Grange Ave., including modifications to the UPRR crossing on Chase Rd. Chase Rd. between Chase Rd. and Grange Ave is currently a 2-lane

roadway with missing urban improvements. There are three roadway intersections in this section, one railroad crossing, and one driveway approach. The roadway intersection at Grange is the only intersection with a marked pedestrian crossing. The railway crossing has actuated gates and lights. Over the past five years, there have been six collisions at Grange Ave. Chase Rd. intersection. Proposed improvements would include: minor grade revisions at the UPRR crossing, installation of curb and gutter, installation of turn pockets on Chase Rd at Grange Ave. extension of pedestrian improvements on the east side only across the UPRR tracks and to Grange Ave installation of roadway illumination and re-marking of Chase Rd. to provide for bicycle lanes. Rectangular rapid flashing beacons would be considered at Wheatland Ave, Cavalry Ln and Grange Ave. Chase Rd would remain as a 2-lane facility between Cavalry Ln. and Grange Rd. Pedestrian improvements are not being included on the west side of the roadway due to rights-of-way and facility impact to the East Greenacres well site. I am asking for \$123,500 with a \$12,350 contingency for a total of \$135,850.

Steigleder: You would be leaving the three existing cross walks there?

Palus: They will stay

Motion by Malloy to approve the professional services agreement with Welch Comer & Assoc - Chase Road, Wheatland to Grange project.

Second by Steigleder.

Vote: Malloy-Aye, Westlund-Aye, Davis-Aye, Steigleder-Aye, Plew-Aye

Motion Carried

d. Contract Amendment for the SH-41 and Poleline Gravity Sewer Replacement

Andrew Arbini, Projects Division Manager: City staff identified a deficiency in 170 feet of existing pipe. Surcharging is occurring in the existing line, impacting flows upstream compounding issues as wastewater flows increase. This is located near the intersection of Poleline and SH-41 on east Poleline. This contract amendment provides for design and engineering services, traffic control plans and project phasing, utility coordination and bidding services. Additionally, the contract scope includes a design task to correct two city utility manholes in the vicinity of this intersection. Including this work in the project will address the city's maintenance responsibilities of these utilities as outlined in the Maintenance Agreement with ITD. Engineering and design services \$60,663 with a \$6,000 contingency for a total of \$66,663.

Westlund: It looks like this section is 20 years old. Is it at the end of its lifetime or an early failure?

Arbini: We hope sewerlines go alot longer than that. We are not sure what caused this. It could be settlement of the material under the line.

Motion by Steigleder to approve the contract amendment for the SH-41 and Poleline Gravity sewer replacement.

Second by Malloy.

Vote: Westlund-Aye, Davis-Aye, Steigleder-Aye, Plew-Aye, Malloy-Aye

Motion Carried

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. I90 and SH41 Interchange Status

Rob Palus, City Engineer: Starting on March 3rd, ITD will be closing Exit 7 on I-90 will be closed till September for the SH41-I90 Interchange project.

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.

Mayor Jacobson: Winter finally made it. Be careful driving and watch out for snow plows.

Malloy: For those of you who know my dad, Pat Malloy, was diagnosed in October 2023 with cancer, he has passed on. Services will be on March 1st at St Maries on Adams in the Valley. Rosary will be at noon with mass at 12:30pm. A reception will follow at 1:30pm. All are welcome.

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. 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.

Canceled

RETURN TO REGULAR SESSION

ADJOURNMENT

8:00 pm



Ronald G. Jacobson, Mayor



Shannon Howard, 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 N. 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, Aaron Plew, Joe Malloy, Nathan Ziegler, Randy Westlund, Ryan Davis

Mission
Building Community.