



**CITY COUNCIL
MEETING MINUTES**

**March 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. CityLink Presentation and Discussion

Chad Ingle, CityLink: Weekdays, three buses depart every hour from the Riverstone Transit Center to travel key routes in Coeur d' Alene, Post Falls, and Hayden from 6:00 am to 6:00 pm. Each bus travels an average of 180 miles every day as we opt for area coverage (over frequency) in order to reach as many businesses and riders as possible. Citylink's fixed route buses are accessible for people with disabilities and are equipped with lifts, as well as destination announcements that are both auditory and visual. Under the Americans with Disabilities Act (ADA), the fixed route service is to be the primary means of public transportation for everyone, including people with disabilities. Paratransit bus service, which provides curb-to-curb service for people with an ADA-eligible, functional limitation that prevents them from using the fixed route buses part, or all of the time, within 3/4 of a mile around the fixed route. Paratransit is not medical transportation or a personalized service, it is public transportation. Paratransit riders must be able to independently access the bus and trace, with or without the help of a personal care attendant; assistance provided is limited to ambulation from the building to the vehicle, boarding, and mobility device securement. Ring-a-ride was started to provide services to seniors and individuals with a disability living outside the 3/4 of a mile area in designated supplemental areas, to bring them into the service area(3/4 of a mile of any fixed route bus route) to access shopping, medical care, etc. 65% of funds spent is reinvested locally. For every \$1 spent locally on public transit, \$5 is returned to the community.

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
All Present

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

ACTION ITEM

None

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 – March 4, 2025, City Council Meeting
- b. Accounts Payable 3.5.25 - 3.19.25
- c. January Cash and Investments Report
- d. Killdeer Annexation (ANNX-24-4) Reasoned Decision
- e. Killdeer Development and Annexation Agreement (ANNX-24-4)
- f. Purchase of (1) JBL 270T Compact Track Loader

Motion by Malloy to accept the Consent Calendar as presented.

Second by Ziegler.

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

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. Post Falls Housing Needs Analysis Report

Robert O'Brien, Camoin Associates: The City of Post Falls has experienced significant population growth. Post Falls' growth since 2000 has far surpassed Kootenai County, Spokane County, Idaho, and the national average. In 2023, 66% of housing units in Post Falls were owner-occupied. 70% of Post Falls homes are less than 35 years old. Commuting patterns show that 61% of Post Falls residents and 62% of workers have commutes of less than 10 miles. Post Falls is expected to gain another 1,500 jobs in five years, adding to the demand for housing in the city. Post Falls' median home value of \$500,000 surpasses most other markets. Asking rents topped off at \$1,474 per month but have leveled off. After several years of low vacancy rates, vacancy rates spiked and developers paused new rentals. Most home prices are far out of reach for Post Falls workers, and rent is just barely affordable. Two-thirds of Post Falls' senior renters are cost-burdened. Nearly 2,400 new housing units are needed in 5 years to accommodate population growth.

Steigleder: I have concerns about using our boomtown predictions, especially since a cooling off of the market is predicted. Is there a way we can use more conservative numbers?

O'Brien: One of the weaknesses of these reports is that they follow trends. Post Falls has a lot of desirable qualities. There is room to build.

Jon Manley, Planning Manager: Since 1990, nothing about Post Falls has been conservative growth. Even with a recession, we still had about 4.5% growth for the decade.

Steigleder: You had a job growth chart of 1,500. What is that based on?

O'Brien: The source is ESRAY which is a database. I would have to dig deeper into the slides to get that answer.

Westlund: The topic of Spokane being so close. What is the effect on our housing market?

O'Brien: I do not think it affects it. It is very easy to move across state lines. I do not think people are picking Spokane because they have to. It's because they want to. In the survey, people said they wanted to live in Post Falls because of the political views, which surprised me.

Motion by Malloy to adopt the Post Falls Housing Needs Analysis Report.

Second by Ziegler.

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

Motion Carried

b. Memorandum of Understanding with East Greenacres Irrigation District for Seltice Way Rehabilitation Project

John Beacham, Public Works Director: In 2024, the City Council authorized design work toward the rehabilitation of Seltice Way between Chase Rd. and McGuire Rd. A major component of this project is to upgrade any pipelines under the roadway while the road is under construction. East Greenacres Irrigation District (EGID) has existing pipelines within our project area. There is a

contract between EGID and the city which outlines responsibilities when a construction project by one entity affects the infrastructure of the other. The entity initiating construction (the City) is responsible to reimburse the other entity for any work necessary to protect their infrastructure during the project. The project will include repairing the road surface and underlying baserock. Installing wastewater collection pipelines and Class A lines. The estimated total construction cost is \$10 million and is budgeted primarily through Wastewater and Streets Capital Improvements budgets. EGID will design and construct the necessary work on their lines prior to or during the City project. The City will reimburse EGID. EGID elected modifications to their lines will be at their expense. This aligns with the 1991 "Crossing Agreement". The next steps are to complete design for City work and EGID work. Review and approve designs. Both entities will bid and construct work with EGID proceeding with work first.

Motion by Malloy to approve the MOU with East Greenacres Irrigation District for Seltice Way Rehabilitation Project.

Second by Westlund.

Vote: Steigleder-Aye, Ziegler-Aye, Plew-Aye, Davis-Aye, Malloy-Aye, Westlund-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. C-PACE Financing Program

Shelly Enderud, City Administrator: As the city explores opportunities for sustainable economic growth and development, we recommend the consideration of the Commercial Property Assessed Capital Expenditure (C-PACE) financing program as a valuable tool. This program, authorized under Idaho Code Chapter 38, Title 67, enables commercial property owners to secure financing for energy efficiency, water conservation, and renewable energy projects through voluntary property tax assessments. The benefit of C-PACE Financing is that it encourages economic development. Supports commercial property improvements, making the city more attractive for business investment. Facilitates renovations and new construction projects, increasing property values and tax revenue. Promotes sustainability and cost savings. Funds projects that reduce energy consumption, lower public health risks, and improve water conservation. Helps businesses achieve long-term cost savings through energy-efficient upgrades. Provides accessible long-term financing. It allows property owners to secure funding with no upfront costs, repaying through their property tax bills. Terms are typically longer than traditional loans, making projects more financially feasible. Minimal risk for local government. The city acts as a facilitator, not a lender. The financing is secured through a lien on the property, ensuring repayment. The city may charge an administrative fee of 1%, providing a revenue stream for program administration. Potential projects and impact. Existing commercial buildings can receive upgrades like new roofing or HVAC improvements. New construction projects can incorporate energy-efficient designs from inception. Companies looking to locate in the city may find C-PACE an attractive incentive for development.

Mayor: So there is no liability to the city. The city is not advancing any funds. All the capital funds come from the lender. The city will be paid an application fee. So the benefit to the city is more

environmentally friendly buildings.

Malloy: Do we have adequate time in the finance department to monitor this?

Enderud: Yes. This would not take much staff time.

Motion by Malloy to direct the city to move forward with the resolution for the C-PACE Financing Program.

Second by Steigleder.

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

Motion Carried

b. Foxtail Park Improvement Agreement

Robbie Quinn, Parks Planner: On August 5, 2008, the city conditionally approved the Preliminary PUD and Subdivision for the Foxtail Subdivision. The parties entered into a subsequent Master Development Agreement incorporating the approvals and confirmed the parties' intention that the approval included the dedication of an 8.3-acre park to the city. The developer, Coeur Development, is submitting construction plans and seeking city approval for the Foxtail 13th Addition, which includes the design and partial construction of improvements, and dedication of the 8.3-acre public park to the city. The parks department desires to have the developer construct certain infrastructure improvements to the park, concurrent to their subdivision infrastructure improvements. In general, the park improvements will include park construction documents, site mass grading, a parking lot with associated landscaping and irrigation, a 10' wide asphalt loop path, and asphalt sports court area, playground curbing and sidewalks, and site utilities. Upon completion, city inspection, and approval of improvements, Coeur Development will dedicate the park to the city, and the city will reimburse the developer \$670,511.01 out of park impact fees. If approved park design will begin spring/summer of 2025, construction spring of 2026 with completion by October of 2026.

Plew: Why asphalt instead of concrete for the courts?

Quinn: Costs.

Motion by Malloy to approve the Foxtail Park Improvement Agreement.

Second by Ziegler.

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

Motion Carried

c. Spokane Mountaineers MOU

Bryan Myers, Parks Manager: The Memorandum of Understanding (MOU) with the Spokane Mountaineers outlines the relationship between the two organizations, providing for the following: 1) Assistance by the Mountaineers to the city with regard to route development and stewardship of climbing and natural resources and 2) Permitting the Mountaineers to offer rock climbing instruction in the Post Falls Community Forest and Q'emiln Park. The City of Post Falls boasts unique natural cliff areas suitable for recreational rock climbing activities within the Post Falls Community Forest and Q'emiln Park. The city has limited resources for the maintenance of access trails, belay areas and rock climbing anchors. To support these activities, individuals and groups have partnered with the city to maintain and further establish trails and install fixed climbing anchors in certain areas of the park to aid in these activities. Additionally, the city has partnered with various concessionaires to offer rock climbing classes and instruction to citizens. The Spokane Mountaineers organization has a history of offering high-quality volunteer-led instructional classes throughout the region, including within Q'emiln Park. This agreement attempts to memorialize these historic activities and define how each entity will work together for

Motion by Malloy to approve the Spokane Mountaineers MOU.

Second by Steigleder.

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

Motion Carried

- d. Professional Service Agreement for 2025 Comprehensive Plan Update with SCJ Alliance

Jon Manley, Planning Manager: The Planning Division is seeking approval of the Professional Service Agreement to complete the Comprehensive Plan update with SCJ Alliance. In 4/11/24 the Community Development Department performed a workshop with City Council to discuss the potential of completing a Housing Needs Assessment (HNA) and a Fiscal Impact Analysis (FIA) as part of a Comprehensive Plan Update. It is standard practice to update the Comprehensive Plan every 5 years, so we are scheduled to update the current 2020 Comprehensive Plan. With the attached Scope of Services, SCJ Alliance intends to provide the following outcomes in 5 phases:

Phase 1 Project Management

Phase 2 Inventory and Analysis

Phase 3 Engagement

Phase 4 Plan Drafting

Phase 5 Plan Finalization and Adoption

The total contract is \$179,600 plus a requested 10% contingency, to be funded by Annexation Fees.

Mayor: If approved tonight how soon would this start?

Manley: Very soon.

Motion by Malloy to approve the Professional Service Agreement for 2025 Comprehensive Plan Update with SCJ Alliance.

Second by Ziegler.

Vote: Malloy-Aye, Westlund-Aye, Steigleder-Aye, Ziegler-Aye, Plew-Aye, Davis-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. Transportation Master Plan - Traffic Planning

Rob Palus, City Engineer: The City of Post Falls is in the process of updating the current (2017) Transportation Master Plan. Completion of the Master Plan update is being tentatively scheduled for consideration/adoption by the Council in October 2025. The Consultant has completed the collection of traffic data and updated existing model data for population and employment demographics. A public open house and Technical Advisory Group meeting were held in late 2023. In the upcoming months, the Consultant will be scheduling and conducting additional meetings with the Technical Advisory Group, Public Open Houses and an additional City Council Workshop. Engineering staff will provide an overview perspective of the City's roadway system and how data is utilized to guide City Council and Planning & Zoning on the potential impacts on the transportation network from proposed annexations and other land development actions.

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. 74-206.(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.

Motion by Malloy to enter into Executive Session pursuant to 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, further that no action will be taken during the session and that the session will last approximately 20 minutes.

Second by Ziegler.

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

Motion Carried

Entered Executive Session at 8:44 pm.

Exited Executive Session at 9:09 pm.

RETURN TO REGULAR SESSION

9. OLD BUSINESS

ACTION ITEMS:

- a. Settlement Authorization City V. GVD Partners and Redtail Construction Litigation

Motion by Malloy to approve Settlement Authorization City V. GVD Partners and Redtasil Construction Litigation as discussed in Executive Session.

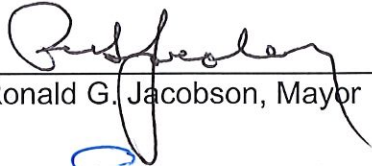
Second by Ziegler.

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

Motion Carried

ADJOURNMENT

9:09 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.