



**CITY COUNCIL
MEETING MINUTES**

**April 15, 2025
6:00 PM**

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

WORKSHOP – 5:00 pm Basement Conference Room

- a. Pleasant View Urban Renewal District Discussion and Discussion of Existing and Potential Districts

Reason for Pleasant View District: Project Drive's HQ and service building project. Crystal Creek's development project. Post Falls School District property infrastructure needs. Higher quality industrial development with access to infrastructure. Protecting three aquifer.

What has changed: Project Drive is on long-term hold. District revenue projections have decreased by 61%. Did not secure RAISE Grant funds. Infrastructure costs have increased. School District short-term needs have changed.

New Financial Scenarios: Required infrastructure ranges from \$6.6 to \$11.1 million. Projected revenue decreased from 2021 to 2025 from \$38.6M to \$15.2M, a drop of \$23.4M, or 61%. Most of the reduction is explained by the change in the levy rate. Total infrastructure costs as estimated by Welch Comer, incorporating standard cost escalations, are \$11.6M in the base case. As of the 2025 update, the district is projected to generate a surplus of \$3.6 million, after revenues of \$15.2 million and costs of \$11.6 million.

Future Actions: No city-led projects, seek other partners to lead construction. Close the district. Build something at a loss with a chance of payoff. Build something smaller.

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

Steigleder, Malloy, Ziegler, Westlund, Davis - Present

Plew - Excused

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

- a. Arbor Day Proclamation
b. Idaho Gives Proclamation

- c. Military Caregivers Proclamation
- d. Military Child Month Proclamation
- e. Appointment of Devon Braithwaite to the Parks and Recreation Commission - **ACTION ITEM**

Motion by Malloy to approve the appointment of Devon Braithwaite to the Parks and Recreation Commission.

Second by Ziegler.

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

Motion Carried

The City of Post Falls has received the Distinguished Budget Presentation Award from the Government Finance Officers Association for the 11th consecutive year. This award reflects our ongoing commitment to transparency and excellence in financial planning. Congratulations to Jason and our Finance team for their outstanding work.

Our annual Easter Egg Extravaganza is this Saturday, April 19th, at Q'emiln Park. Egg hunts are scheduled by age group starting at 1 pm, with chances to find gold ticket prizes hidden in the eggs. Bring your baskets and don't miss your photo with the Easter Bunny - rain, snow, or shine! Visit the City's website at postfalls.gov for more details.

Post Falls has once again been named a Tree City USA by the Arbor Day Foundation. This marks the City's continued dedication to urban forestry and environmental stewardship. Thank you to our Urban Forester, Preston, and his team, for helping keep our community green.

To celebrate Arbor Day, the City is hosting an Arbor Day Celebration on April 26th at Tullamore Park. From 8 am to 12 pm, explore three hands-on stations to learn about tree planting, pruning, and climbing. The first 100 participants who complete all stations will receive a free tree (one per household).

Stop by Post Falls City Hall for Community Recycle Day on Saturday, April 26th, from 10 am to 2 pm. The event includes e-recycling, paper shredding, cardboard disposal, and prescription drug take-back. These free services are available thanks to partnerships with Mountain West Bank, Republic Services, and the Post Falls Police Department.

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.

Item 6b AmeriCorp Grant has been removed from the agenda.

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 – April 1, 2025, City Council Meeting
- b. Minutes - April 4, 2025 Special City Council Meeting
- c. Accounts Payable for 3.21.25 through 4.4.25
- d. February Cash and Investments
- e. Playground Purchase for Warren Field Park
- f. Approval of Draft Area of Impact Map

Mayor: On the minutes for the Special Council meeting please amend them to show I did attend.

Motion by Malloy to approve the Consent Calendar as amended to show change to minutes.

Second by Ziegler.

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

- a. Briner Annexation File No. ANNX-24-7

Public Hearing opened at 6:13 PM.

Staff Report Jon Manley, Planning Manager: The owner is Chris Briner and the Applicant is Dobler Engineering. The applicant is asking the City Council to approve the annexation of approximately 4.63-acres and assign the Single-Family Residential (R1) zoning. Currently, there is a single-family use. Water is provided by the East Greenacres Irrigation District. Wastewater is provided by the City of Post Falls. The City has the capacity to provide service and is willing to serve the property at the requested density. Existing septic systems will be required to be

abandoned and the remaining structures to be connected to the City's Water Reclamation system. Poleline Ave and McGuire Rd are an arterial roadway. Additional rights-of-way and easements would need to be provided as part of annexation.

Steigleder: Just to be clear, Poleline doesn't extend past the railroad?

Manley: Correct.

Applicant Gordon Dobler, Dobler Engineering: We are requesting the annexation of 4.63 acres located on the southwest corner of McGuire and Poleline. The parcel is currently zoned Agriculture in the County and there is an existing single-family residence on the property that will be removed when the property is developed. The parcel is located within the Area of City Impact. The site is level, and it is bordered by similar 5-acre parcels with residences. We are requesting an R1 zoning. There is R1 across the street. We feel that R1 is compatible with the Future Land Use Map. There are 5 parks withing 3/4 miles of the development.

Testimony

In Favor Wade Jacklin: I am planning to attend the Public Hearing. However, I may have a conflict of interest. In the event I cannot attend, I would like to submit a formal comment that I am in favor of this annexation and subdivision request. I am in favor of the Briner annexation and subdivision request. I believe that development to the west of McGuire is a great thing and the time is perfect for it. It will improve McGuire itself, provide a good path to some additional needed residential lots in a very convenient location. With the recent annexation and development on the west side of McGuire just south of this location, it allows for additional continuity and the ability for other developers to do the same and create the opportunity to have McGuire and the roads running west improved. It will be nice to see the corner improved there. It is also not far from the Pleasant View URD and I think this is a positive growth opportunity for the City.

Public Hearing closed at 6:31 PM.

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

Westlund: I am going to argue that, no, it is not in the best interest of the City at this time. I do not see any benefit to existing residents annexing west of McGuire. The argument in favor would be that we are getting right-of-way, but given that Poleline does not go through to the east and the McGuire is likely to be disconnected from 53, I do not see any immediate need to be expanding that road. It is also identified as a commercial node in the future land use map which I think if we build this out as residential, we will regret it in 15 years when the area is built out to support commercial. I would rather hold off on this and evaluate in 5 years.

Steigleder: I agree. I do not see the direct benefit to Post Falls citizens. With Montrose in the same area still building out houses for people to buy, 15 houses is going to create a liability in the infrastructure. I do not know if there would be a benefit to this property, not that there would be one in later years.

Malloy: On the commercial node, with the disconnection of McGuire from 53 it becomes less desirable. With Poleline not going through and probably not for some time, it is probably better suited for residential than commercial. The hard part about small lots is you take them one at a time, and it is tough to tell if it's going to be good for the city or not. On a holistic approach, yes, it makes scene for the city and would benefit the city to annex.

Ziegler: I would echo everyone's comments. This is one that could go either way for me. I would

agree with Joe that we do not know when the other parcels would come in. I like that this is taking the direction of a more residential area. My fallback position is that I would not consider this a county pocket. My position is that it would not benefit the city to be annexed at this time.

Davis: I think one of the biggest things is what is potentially coming. So it's not an if but a when. When I look at this and I look at the long term, I do think it is a good fit and benefits the city and I would support it.

Motion by Westlund to deny the annexation.

Second by Steigleder.

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

Motion Carried

b. Idaho Ranch Annexation File No. ANN-24-8

Public Hearing opened at 6:37 PM.

Staff Report Jon Manley, Planning Manager: The owner of the land is the Jacklin Land Company and the Applicant is Whipple Consulting Engineers. The applicant is asking City Council to approve the 4.81-acre annexation with the Community Commercial Mixed (CCM) zoning designation. The land is vacant undeveloped lot formally part of a larger residential single-family use. The water provider is Ross Point Water District. Wastewater would be provided by the City of Post Falls. This area is subject to the 12th Ave Surcharge for sanitary sewer that supplements the development of sewer forcemains from the 12th Ave Lift Station to the Water Reclamation Facility. The property additionally sits adjacent to the Prairie Trail, a regional multi-modal facility. Pedestrian and bicycle connections from the site to the Prairie Trail would require review and approval by the City of Post Falls Parks Department at the time of future site development.

Rob Palus, City Engineer: Sanitary Sewer is not currently available for development of the site. A sanitary main is located adjacent to the property on Fennecus Rd. however, the line currently terminates at Prairie Ave. Prior to any connections to the sewer, at a minimum, the existing main would need to be extended approximately 2,000 feet southerly and connecting to the sewer main for Foxtail 10th Addition. The City of Post Falls is currently designing and anticipating construction of sewer main repairs at the intersection of Poleline and SH41 in 2025. Upon completion of these repairs, analysis of existing flow rates at SH41 will need to be further evaluated to verify remaining line capacity.

Steigleder: Does this development agreement mirror the restrictions of CCM to the west of it?

Manley: It is not an exact copy.

Malloy: What zoning are they requesting?

Manley: CCM.

Westlund: What is the restrictions in the development agreement to the west?

Manley: Multi-family or residential is prohibited. I would have to look.

Ziegler: How does this make scene? We are wanting to annex land we cannot provide services to?

Manley: I will let the applicant address that.

Applicant Ray Kimball, Whipple Consulting Engineers: Why are we here tonight, and why is the

parcel shaped the way it is? Back when Foxtail came in, there was a plan to provide sewer to this area. This is where the 12th Ave surcharge came from. Pay-to-play deal. We understand there is no connection point. The reason for why this piece now. The plan is for the Jacklins to relocate their corporate office to this location with some local retail. We are proposing a CCM zoning. This does benefit the entire region as a whole.

Malloy: The benefit to this is the money that would come in to complete the sewer line. However, that money does not come in till you get building permits, and you can't get building permits till they start the sewer, right?

Kimball: We have to connect the northern part of the sewer about 3/8 of a mile. That provides sewer service in the short term. The long term is that will comment down Fennecus and go down Horsehaven. There is an interm fix that we know we are just going to have to go do and then the dollars and surcharge goes to the other fixes downstream.

Steigleder: Another option is we annex, and you wait till sewer gets out there.

Kimball: And that is ok.

Steigleder: So, the property to the south is the same owner and the reason that is not included in this request is because they want to put their offices in that location?

Kimball: We want to put our offices in the annexation area. The area you are asking about, we have no plans and do not know what we want to do with it yet.

Steigleder: Would you entertain the same development agreement that was done on the property to the west? As far as not having a freestanding multi-family?

Kimball: I think a horizontal mixed use makes more scene in there than horizontal. We would like to reserve this to have a little more flexibility. The short answer is no.

Malloy: Is part of the reason for not wanting to annex the property to the south is to wait till the highway district does all their improvements on Prairie?

Kimball: No, we are just not ready for it.

Testimony

Mark Hughes In Favor: I wish to support this annexation request. I live across the street. I would like to address the farmers' ethos. Farmers help each other. We think of ourselves as a community. Farming is over. You can't make money farming. The Jacklins have helped this city. The Jacklins have done a very responsible development. The Jacklins are doing a great job and deserve your support.

Rob Elder In support not wanting to speak.

Public Hearing closed at 7:23 PM.

Zone Change and Initial Zoning Review Criteria

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

Malloy: To the extent that the developer is willing to put in sewer, it is in the best interest of the city.

Westlund: I am conflicted on this one. In seeing the sewer lines having unknown capacity, we could put is in a position where we need to build the Meyer Alternative Line, where we would not of had to build it for another 5 to 10 years.

Davis: I think part of our responsibility is to have a vision. When I look at this, it supports community needs. I think it is in the best interest.

Steigleder: A lot of the benefit is we get the Prairie Trail. My concern is the land use itself. If we limit the use to something that has less capacity, the annexation would benefit the city for the sewer.

Ziegler: I think the question is not if annexing this property is in the best interest of the city. I think

why right now. At the same time, there seems to be an interim plan to make it work. At present, I really do not know.

Mayor: I see the activity going on out there. You have a family that has been around forever, and you look at what they have done for the community. They are going to spend the money for the sewer. If the sewer capacity is not there, they will not get permits. I think annexation does make sense.

Motion by Malloy to approve the annexation.

Second by Davis.

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

Motion Carried.

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

Malloy: Yes, it is transitional. The CCM zone is an accommodated zone within that.

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?

Malloy: The connection of infrastructure, water and sewer, is the key here.

Steigleder: The multimodal path.

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?

Davis: None

Motion by Malloy to assign the CCS zone to this parcel.

Second by Davis.

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

Motion Carried

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

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

ACTION ITEMS:

- a. Adoption of Personnel Policy

Motion by Malloy to approve Resolution Adoption of Personnel Policy and to direct the clerk to assign the appropriate number.

Second by Ziegler.

Vote: Steigleder-Aye, Malloy-Aye, Davis-Aye, Ziegler-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. Agreement with OmniaHR to Perform a Salary Survey

Janet Best, Human Resources Director: Over the past several years, the salary landscape in the area has changed significantly, along with the rising cost of living in the area. This changing landscape has created a need to evaluate the city's compensation practices and wages to ensure that the city remains competitive in recruiting and retaining qualified employees. Staff discussed completing a salary survey with the city council during the budgeting workshops for the fiscal year 25 budget. Last fall, the city issued an RFP seeking qualified firms to complete a salary survey for the city. The goal of using a consultant is to provide objectivity, credibility, and access to broader data that city staff may not be able to access. The city received two responses to its RFP. OmniHR, which is located in Coeur d' Alene, was selected because of its local experience over a national firm with a project team located in the southeast. The goal of the project is to obtain comprehensive salary Benchmarking information to inform the city's compensation practices and wage ranges. The estimated timeline for the project is 12–14 weeks. This project is expected to cost \$43,950 and will be funded out of the general fund.

The City Council wants this to look at the whole benefits package and not just wages. Also, they wanted to see if it would be possible to partner with other cities in this study.

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. Westwood Water Distribution Project - Staff Report

Jaxon Fleshman, Project Manager, Public Works: The project is in the area of Pine Villa Subdivision east of Ponderosa Elementary. The total estimated project cost is 2.5 million. 5,680 ft of pipe will be replaced in phase 1 including service and meter replacements. This will go out for bid in the spring of 2025.

- b. AmeriCorp Grant

Removed from the agenda.

7. MAYOR AND COUNCIL COMMENTS

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

8. EXECUTIVE SESSION

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

ACTION ITEMS:

- a. Idaho Code 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- b. Idaho Code 74-206(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student

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. And Idaho Code 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student, further that no action will be taken during to session and that the session will last approximately 10 minutes.

Second by Ziegler.

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

Motion Carried

Entered into Executive Session at 7:59 pm.

RETURN TO REGULAR SESSION

8:09 PM

ADJOURNMENT

8:09 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.