



2014 PAFR

City of Post Falls, Idaho
Popular Annual Financial Report



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Above: Spokane St. Revitalization Project

Cover: Beck Road Interchange Public Art Project

The FY 2014 CAFR can be viewed and downloaded on the City’s website at

<http://www.postfallsidaho.org/ftp/CAFR2014DF.pdf>

Dear Citizens,

For the seventh consecutive year, the City of Post Falls Financial Services Department is proud to present the “popular” form of the City’s Comprehensive Annual Financial Report, the Popular Annual Financial Report (or PAFR) .

The City’s award-winning PAFR is a user friendly report of our City’s financial operations in 2014. The audited financial report of City financials is the City’s CAFR . The average citizen may find it difficult to interpret the vast amount of data in the CAFR. The PAFR is the designed to make the City’s finances easier to understand and to communicate with our citizens where City dollars come from and how they are spent.

Much of the information in the PAFR comes from the City’s FY 2014 CAFR. Under State law, the CAFR is prepared annually by City staff in accordance with Generally Accepted Accounting Principles, or GAAP. The City’s financial statements are then audited by an independent third-party professional accounting firm (Magnuson, McHugh & company, P.A.). This step provides a level of assurance to the Mayor, the City Council, the financial community, and citizens-at-large that these financial statements are free of material misstatement. Based on the audit, Magnuson, McHugh & company, P.A. concluded, in an unqualified opinion (meaning without reservation of any kind), that the City of Post Falls’ financial statements for the fiscal year ended September 30, 2014 are fairly presented and in conformity with GAAP. This opinion, its accompanying financial statements, and its Management Letter, containing a concise statement of areas where financial management practices could be improved, are presented in depth by officials Magnuson, McHugh & company, P.A. to the City’s Finance Department. Subsequently, the audit report is then presented to the Mayor and City Council as part of a regular Council Work Session agenda item.

The PAFR is not intended to supplant the CAFR. It is intended as a supplement for an Executive-Summary-level briefing on City services and the overall financial condition of the City. For a complete review of the City’s financial status for the recently concluded fiscal year, the FY 2014 CAFR and FY2015 budget documents can be found on the City’s website, or copies may be obtained from the Finance and Support Services Department. We will be pleased to respond to any questions on this publication, the CAFR, and current budget documents.

Jason Faulkner
Finance and Support Services Department
Finance Director / Treasurer





Message from Mayor Ron Jacobson



Dear Citizens,

The City Council and I are pleased to present the 2014 Popular Annual Financial Report (PAFR) for the City of Post Falls to our citizens.

This report is an easy to read annual report of our City's financial operations in 2014 and provides a summary of the City's revenue, spending and financial condition.

The PAFR is designed to take information from the Comprehensive Annual Financial Report (CAFR) and display the highlights in a simplified format. Doing so increases the transparency of the City's finances and operations.

The PAFR gives a snapshot of our City's financial health, not only to residents, but also to others outside our community who may be considering relocating their home or business.

Continuing to provide open communication, accountability and transparency in presenting the City's financial reports is a priority for the City Council.



2014 Post Falls City Council: Seated: Mayor Ron Jacobson;
(Front Row L-R) Betty Ann Henderson, Joe Malloy, and Kerri Thoreson;
(Back Row L-R) Linda Wilhelm, Skip Hissong, and Alan Wolfe

A handwritten signature in blue ink that reads "Ron Jacobson".

Ron Jacobson, Mayor

2013 Post Falls City Council and Organization



2014 City Council:
 Seated: Mayor Ron Jacobson.
 (Standing (L-R): Betty Ann Henderson, Linda Wilhelm, Skip Hissong, Joe Malloy, Alan Wolfe, and Kerri Thoreson.

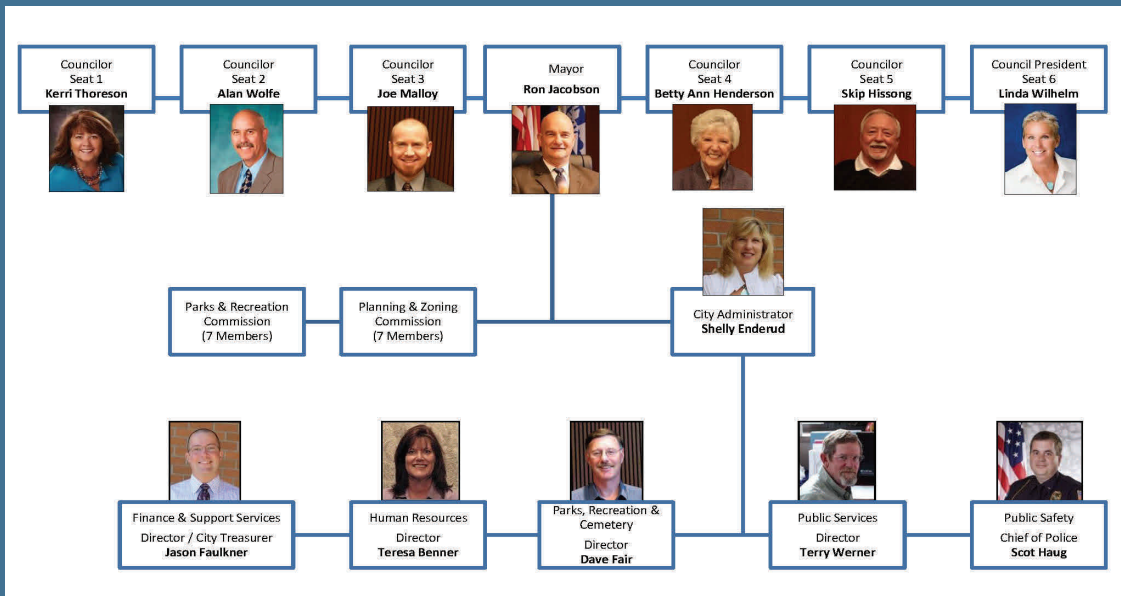
ELECTED OFFICIALS

NAME	OFFICE	OCCUPATION	TERM
Ron Jacobson	Mayor	Senior VP – Inland Northwest Bank	2017
Linda Wilhelm	Council President - Seat 6	Realtor – Coldwell Banker	2017
Kerri Thoreson	Councilor - Seat 1	Self Employed	2015
Alan Wolfe	Councilor - Seat 2	Director of Branches Spokane Teachers Credit Union	2017
Joe Malloy	Councilor - Seat 3	Project Coordinator - Outotec Energy Products	2015
Betty Ann Henderson	Councilor - Seat 4	Retired	2017
Skip Hissong	Councilor - Seat 5	Owner – Summit Equipment	2015

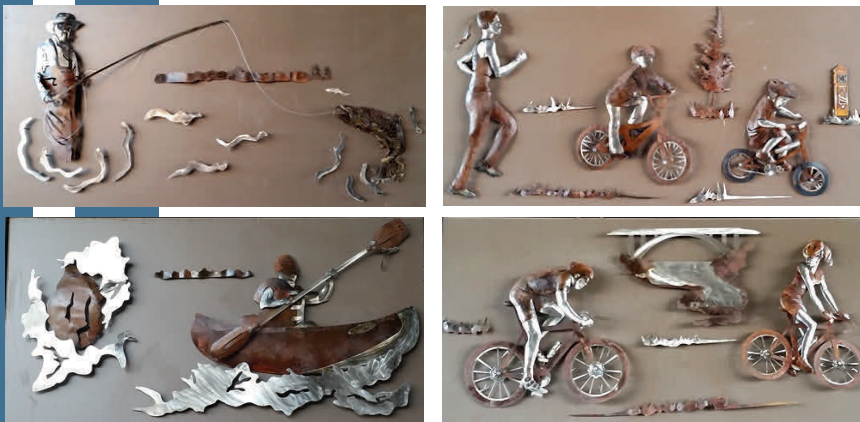
APPOINTED OFFICIALS

Shelly Enderud	City Administrator
Jason Faulkner	Director of Finance
Scot Haug	Chief of Police
David Fair	Parks & Recreation Director
Terry Werner	Public Services Director
Shannon Howard	City Clerk

2014 CITY ORGANIZATIONAL CHART



City Department Listing



Beck Road Interchange– Public Art Project: Grassland Ave. plaques feature recreational activities of the Centennial Trail and Spokane River.

ADMINISTRATION DEPARTMENT

The City Administrator's Department is responsible for administrative direction for all departments of the City, providing budgetary and policy advice to the Mayor and City Council, and implementing City Council goals, budgets, policies and strategic plan. The Administrative Department implements City Council policy direction, direct cost-effective and customer service oriented city services, and ensures compliance with local, state, and federal requirements. Also maintains professional and effective relations with external agencies and the citizens.

Administration Divisions:

The Human Resources Department

I.T. Services Department

The Public Information Office / City Cable 13

FINANCE & SUPPORT SERVICES DEPARTMENT

Incorporates all accounting services for the City, prepares the Annual Budget, a financial report for City auditors, the Comprehensive Annual Financial Report (CAFR) and Annual Financial Highlights (PAFR). Other functions include: Payroll ; Billing and Collections for local improvement districts, utility customers, and miscellaneous services; Accounts Payables; and full-service accounting function for the City.

Finance Divisions:

The Clerk's Department

The Utilities Department

Prosecuting Attorney

PARKS AND RECREATION DEPARTMENT

The Post Falls Parks, Recreation & Cemetery Department strives to provide the community with

high quality, affordable programs and activities for people of all ages and abilities. The department provides recreational services, facilities and parks to our customers and the citizens of Post Falls.

Parks and Recreation Divisions:

Recreation Division

Parks Division

Cemetery Division

Urban Forestry Division

PUBLIC SERVICES DEPARTMENT

Comprised of two divisions, Public Works Division and the Community Development Division. The Public Works Division incorporates services to ensure safe maintained travel ways, operation of the City's water and water reclamation facilities, protection of the environment, and maintenance of city facilities. The Community Development Division incorporates services for planning growth and development, and engineering infrastructure to ensure a well planned and livable community.

Public Works Division:

Facility Maintenance

Fleet Services

The Street Department

Water Department

Storm Water Department

Water Reclamation Department / Facility

Community Development Division:

Building Department

Engineering Department

Planning Department

POST FALLS POLICE DEPARTMENT

The Post Falls Police Department is committed to provide a safe, secure environment for the Community and our employees. The Department is dedicated to the prevention of crime, the protection of life and property, the maintenance of law and order, the enforcement of laws and ordinances, and upholding the constitutional rights of all those within our jurisdiction. The department has three primary divisions and 14 programs.

Police Divisions:

Patrol

Investigations

Communications

Programs: Administration, Patrol, Motorcycle Patrol Unit, Communications, Animal Safety, Investigations, Community Services, Records, Juvenile Investigations/School Resource officers, Crime Victims Advocates, Information Technology, Chaplaincy, Volunteers in Police Service and Volunteers on Patrol

Demographics & Economics

Post Falls is located four miles east of the Washington-Idaho border along Interstate 90 in Kootenai County and is bounded by Coeur d'Alene, Idaho to the east, the State of Washington to the west, the Spokane River to the south and the Rathdrum prairie to the north. Post Falls is 20 miles east of Spokane, Washington and approximately 100 miles south of the Canadian border.

Post Falls, Idaho is an inviting place to live, work and play. Its proximity to numerous lakes, rivers and mountains offers a quality of life that is highly desirable. Just minutes to the east is Coeur d'Alene, ID, with a reputation as a world travel destination due to the five-star Coeur d'Alene Resort and golf course with a floating green. To the west is the largest city in the region, Spokane, WA with a population of approximately 250,000. Post Falls' unique location between these two diverse cities offers Post Falls' residents varied opportunities in their lifestyle, recreation and business opportunities. The I-90 corridor, connecting Spokane and Post Falls/Coeur d'Alene, continues to be a hub of business growth. This is reflected in an increasing number of retail, health care and manufacturing businesses locating in the City.

Traditionally Kootenai County's economy was timber-based, but it has become more diverse. Jobs Plus, Inc., this area's economic development organization has recruited small to medium sized firms to the county. With the assistance of Jobs Plus, Inc. and the Urban Renewal Agency to help build infrastructure, Post Falls was chosen as the location for Kimball Office, Inc., which relocated to nearly seventeen years ago employing a workforce of approximately 270. In 2014, Kimball Office announced it will be closing in several years as an attempt to consolidate operations. Although establishing new tenants in such a large facility will bring challenges, the proximity to Spokane, Coeur d'Alene, nearby natural amenities, and continued communication efforts with Jobs Plus, should help find a new tenant.



Beck Road Interchange
Public Art Project

The Urban Renewal Agency has played a key role in developing and creating jobs. Urban Renewal Agency and Community Development Block Grant funds helped pay for infrastructure in the West Post Falls Urban Renewal District, helping attract Sysco, Cabela's, Wal-Mart and assisting with developing The Pointe at the Post Falls retail area. The joint efforts by Jobs Plus, Inc., Post Falls Urban Renewal Agency, Panhandle Area Council and the City have brought a number of businesses to Post Falls, including Center Partners, Buck Knives, two Wal-Mart stores, ALK-Abello Source Materials, Ground Force Manufacturing, UnderGround Force, Ednetics, C&S Glass, Love's Travel Center, Carl's Jr., Burger King, Subway, and the State of Idaho Dept. of Labor. Additionally, the infrastructure was completed within the City Center on the first phase of the Post Falls Landing project designed to accommodate a mix of uses including commercial, office and residential when developed. A Community Development Block Grant for \$500,000 helped fund public infrastructure to support the new business venture of Ground Force Worldwide, known as UnderGround Force Manufacturing and creating more than 50 manufacturing jobs in Post Falls.

Population

The City of Post Falls has grown from 7,350 residents in 1990 to an estimated 30,774 at the end of 2014. This influx of new residents has resulted in a strong construction industry until the last seven years. Since 2010, Post Falls has grown at a more modest annual growth rate of approximately 2.2% compared to the 4.8% annual growth rate experienced between 2000 and 2010. If Post Falls realizes another approximate 200 single family homes in 2015 in addition to the potential multi-family projects, Post Falls may see the first population bump above 4% since 2010.

City Statistics & History

MISCELLANEOUS STATISTICS

Date of Incorporation	1891
Form of Government	Mayor & Council
Population	30,774
Number of Employees	187
Miles of Streets	158
Police:	
Calls for service	30,959
Burglary	125
Phone harassment	11
Motor Vehicle Theft	57
Municipal Utilities:	
Water Customers	7,133
Wastewater Customers	11,150
Public School Enrollment	5,658

POST FALLS AT A GLANCE

Fiscal Year	2004	2014
City Assessed Valuation	\$1,258,237,363	\$1,969,801,802
Total Tax Levy	\$4,835,070	\$8,739,197
Total Budget	\$22,017,537	\$42,016,795
Outstanding Debt	\$7,876,462	\$8,713,900
Population	21,082	30,774
Employees	153.62	187
Park Acreage	382.62	442.7
Sanitary sewers (miles)	105	166.89
Police Units	43	70
Street Miles	129	156.59

New life to an old street...

Spokane Street Revitalization

This Urban Renewal Agency project has changed the look of one of the City's oldest streets. The new Spokane St. has a lighted entry sign, median planters, bike racks, sidewalk improvements, and the striking blue "candle stick street lights."



Major Initiatives

This is a summary of the City's Major Initiatives, a full detailed list of Major Initiatives and department accomplishments are available in the CAFR.

Economic Development and Growth Management – Ongoing efforts on behalf of the City and the Post Falls Urban Renewal Agency continue to provide for growth and business attraction with the City Center area. The final engineering drawings are being prepared for the Spokane Street improvements south of I-90, with landscape beautification, traffic signalization, Centennial Trail safety

improvements, and spur connections. The traffic signal at Spokane Street and 4th Avenue was started in late 2013, and will be completed in early 2014. The City and Agency are also working on transportation improvements within other areas of the community, including the Greensferry Overpass, Spencer Street, and a multi-use trail along the east side of Highway 41 that received grant funding through the Community Choices for Idaho program. This funding also has matching funds coming from the Urban Renewal Agency. Staff conducted a Vacant Land Analysis in 2013 using GIS data to evaluate the amount of vacant land in the City by zoning district and began assessing property values as part of economic development efforts. In 2014 these results were brought forward to City Council. Staff will continue in 2015 with economic development efforts supporting business recruitment, development of an economic development program for Post Falls. Staff will also be working with city officials to evaluate existing master plans and the City's vision related to growth and desired development patterns.

Public Health/Environment - The goal of effective and timely maintenance and repair of facilities and equipment is one of our highest priorities. We continue to work towards better treatment of all pollutants and provide the best service to our community. Equally important is the effort to assure that the infrastructure constructed by developers, builders and private contractors is constructed to the highest possible standard while complying with recognized standards and specifications.

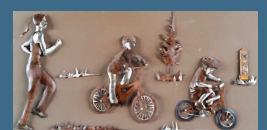
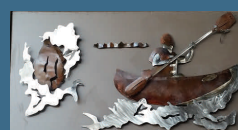
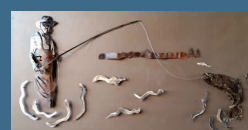
The City has directed greater effort to crack sealing, seal coating and maintenance overlay of streets to preserve current paved surfaces. A program has been initiated to pave or replace badly deteriorated chip sealed streets with new pavement in residential districts. Over the last two years, we invested over \$1,000,000 in this area to improve the traveling service.

The Water Utility Division operates a water system to serve the City which consists of 9 wells and 5 reservoirs. We have a pumping capacity of 14 million gallons a day with reservoir capacity of 6.5 million gallons. The Water Utility Division has installed radio read meters on the majority of residential accounts in the City to reduce labor time needed to read meters for these accounts.

The Water Reclamation Facility has a capacity of 4.1 million gallons a day. The City now maintains 32 lift stations to serve the community.

The Water Reclamation Division has 628 acres for future land application for reclaimed water. In 2014, the City was issued a 5-year NPDES permit with some of the most stringent permit requirements in the nation. Design work began in 2014 and construction is expected in spring of 2015 on the first of several phased upgrades toward future compliance with that permit. The permit contains a ten-year compliance schedule. In 2014, the Water Reclamation Division upgraded the 3rd Avenue Lift Station, a major lift station for our collections system.

Other Community Services – The Parks and Recreation Department is responsible for the operations of the City's Parks, Recreation, Cemetery, and Urban Forestry divisions and assigned general city facilities. The department has made improvements in the following areas: state of the art irrigation systems, ADA compliance, up-graded picnic shelters, modern restroom facilities, trails and pathways, maintenance equipment, trash collection, security cameras, energy efficient lighting, wildlife management, and new playground equipment. In addition, the department continues to emphasize good customer service and maximization of resources as it tries to keep up with public demand for services.





Government Finance Officers Association

Award for Outstanding Achievement in Popular Annual Financial Reporting

Presented to

**City of Post Falls
Idaho**

For its Annual
Financial Report
for the Fiscal Year Ended

September 30, 2013

A handwritten signature in black ink, reading "Jeffrey R. Emer".

Executive Director/CEO



The Popular Annual Financial Report (PAFR), sometimes called the Annual Report to Citizens, is a summary of the financial activities of the City's governmental funds and is drawn from information found in the CAFR. Unlike the CAFR, the PAFR is unaudited and presented on a non-GAAP basis.

The City of Post Falls received the Award for Outstanding Achievement in Popular Annual Financial Reporting from the GFOA for the 2013 PAFR. This was the sixth consecutive year that the city has achieved this award. The award is a prestigious national award that recognizes conformance with the highest standards for preparation of state and local government popular reports. In order to receive this award, a government unit must publish a report, with contents that conform to standards of creativity, presentation, understandability, and reader appeal.

General Financial

The following charts are derived from the City's Governmental Activities statements included in the CAFR. This report provides a detailed account of the revenues (sources of income) and expenses (the use of money) for City operations. It reflects changes in net position that occurred during the fiscal year.

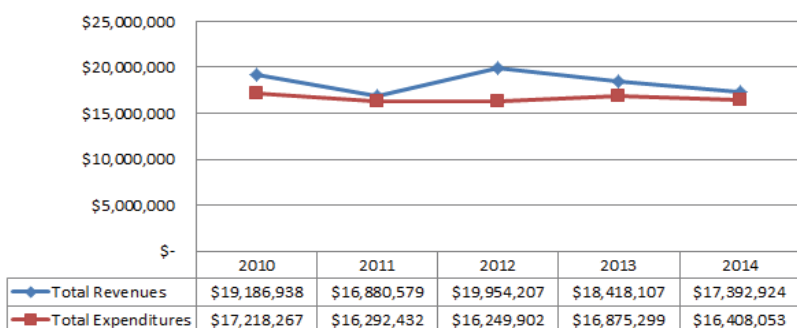
The City's direct charges to users of governmental services made up \$3,175,568 or 17.6 percent of total governmental revenue. These charges are for park rentals, recreation classes, building permits and other fees related to public safety and administration. Public safety includes police, domestic violence assistance, animal control and dispatch services and accounts for \$5,985,540 in expenditures, or 30.8 percent of the total. Highway and public works accounts for \$3,869,930 in expenditures, or 22.7 percent of the total. Culture and recreation accounts for \$1,798,034 in expenditures, or 10.6 percent of the total. General government accounts for \$5,243,100 in expenditures, or 30.8 percent of the total.

	Changes in Net Position Governmental Activities		
	2014	2013	Change
REVENUES			
Program revenues:			
Charges for services	\$3,175,568	\$4,285,441	\$1,109,873
Operating grants and contributions	1,121,500	536,096	-\$585,404
Capital grants and contributions	1,042,294	1,084,241	\$41,947
General revenues:			
Property taxes	8,878,092	8,863,691	-\$14,401
Other taxes	3,583,611	3,607,019	\$23,408
Other	194,823	41,619	-\$153,204
Total revenues	\$17,995,888	\$18,418,107	\$422,219
EXPENSES			
General government	\$5,243,100	\$5,357,269	\$114,169
Public safety	5,985,540	5,691,276	-\$294,264
Highway and public works	3,869,930	3,878,422	\$8,492
Culture and recreation	1,798,034	1,751,145	-\$46,889
Interest on long-term debt	137,296	197,187	\$59,891
Total expenses	\$17,033,900	\$16,875,299	-\$158,601
INCREASE IN NET POSITION BEFORE TRANSFERS	961,988	1,542,808	\$580,820
TRANSFERS IN (OUT)	1,122,509	1,192,248	
INCREASE IN NET POSITION	2,084,497	2,735,056	\$650,559
NET POSITION beginning	73,806,524	71,071,468	-\$2,735,056
NET POSITION ending	\$75,891,021	\$73,806,524	-\$2,084,497

Culture and recreation accounts for \$1,798,034 in expenditures, or 10.6 percent of the total. General government accounts for \$5,243,100 in expenditures, or 30.8 percent of the total.

The majority of the City of Post Falls' governmental activities' revenue is received from property tax (41 percent) with other taxes following at (16 percent). When all taxes are added together, they make up 57 percent of the budget. When revenues are compared to expenses, it shows that none of the City of Post Falls' programs are self-supporting. They all require tax support to continue at their current level of service. Grants and contributions are primarily received by public safety and public works. These grants normally have matching requirements by the City, but allow programs and projects that may not happen without those additional funds.

**Total Revenues & Expenditures
5 Year Trend**



For the most part, increases in expenses closely paralleled inflation and growth in the demand for services. No significant transactions occurred outside of the Major funds for FY 14. No significant losses or revenues were received during the year and building permit revenue has increased significantly during FY 14.

Statement of Net Position

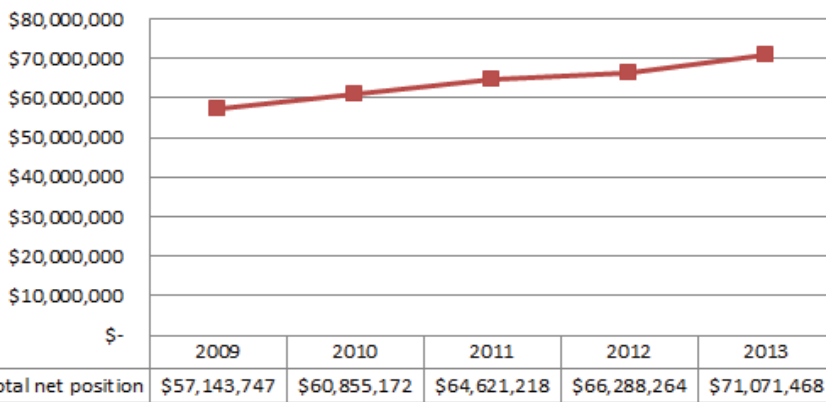
The Statement of Net Position for Governmental Activities reflects the City's net position at the end of the fiscal year. It may serve over time as a useful indicator of a government's financial position. In the case of the City of Post Falls, assets exceeded liabilities by \$188,821,426 at the close of the most recent fiscal year. By far the largest portion of the City of Post Falls' net position (67.5 percent) reflects its investment in capital assets (e.g., land, buildings, machinery, equipment, other improvements, infrastructure, and construction in progress); less any related debt used to acquire those assets that are still outstanding.

The City of Post Falls uses these assets to provide services to citizens; consequently, these assets are not available for future spending. Although the

City of Post Falls' net investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City of Post Falls' net position (14.5 percent) represents recourses that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position (\$33,991,379) may be used to meet the government's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the City of Post Falls is able to report positive balances in all three categories of net position and fund balance, both for the government as a whole, as well as for its separate governmental and business-type activities.

**Total Net Position
5 Year Trend**



**Statement of Net Position
Governmental Activities**

	2014	2013	Change
ASSETS			
Current and other assets	\$23,335,890	\$20,945,523	\$2,390,367
Capital assets	57,564,062	57,484,197	-79,865
Total assets	80,899,952	78,429,720	2,310,502
LIABILITIES			
Long-term liabilities outstanding	1,908,835	1,988,275	79,440
Other liabilities	3,100,096	2,634,921	465,175
Total liabilities	5,008,931	4,623,196	544,615
NET ASSETS			
Net investment in capital assets	55,949,062	55,794,197	154,865
Restricted	5,979,420	5,322,972	656,448
Unrestricted	13,962,539	12,689,355	1,273,184
Total net position	\$75,891,021	\$73,806,524	\$2,084,497

General Fund

The City of Post Falls, like all other governmental entities in Idaho, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The general fund is the chief operating fund of the City of Post Falls.

Fund balance is the difference between fund assets and fund liabilities in a governmental fund. Unassigned fund balance is the portion of total fund balance available for appropriation that is not constrained for any particular purpose at year end. At the end of the current fiscal year, the City of Post Falls' reported a combined ending fund balance of \$19,809,462, an increase of \$2,107,380 in comparison with the prior year. The current fund balance contains \$127,832 of nonspendable dollars, \$5,979,423 of restricted dollars, \$3,211,508 of committed dollars, \$1,405,919 of assigned dollars and the balance of \$9084,783 is unassigned, which is available for spending at the government's discretion.

The general fund is the chief operating fund of the City of Post Falls. At the end of the current fiscal year, unassigned fund balance of the general fund was \$9,260,675 with a total fund balance of \$14,005,934. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 64.2 percent of total general fund expenditures, while total fund balance represents 100.00 percent of that same amount.

General Fund Expenditures by Function

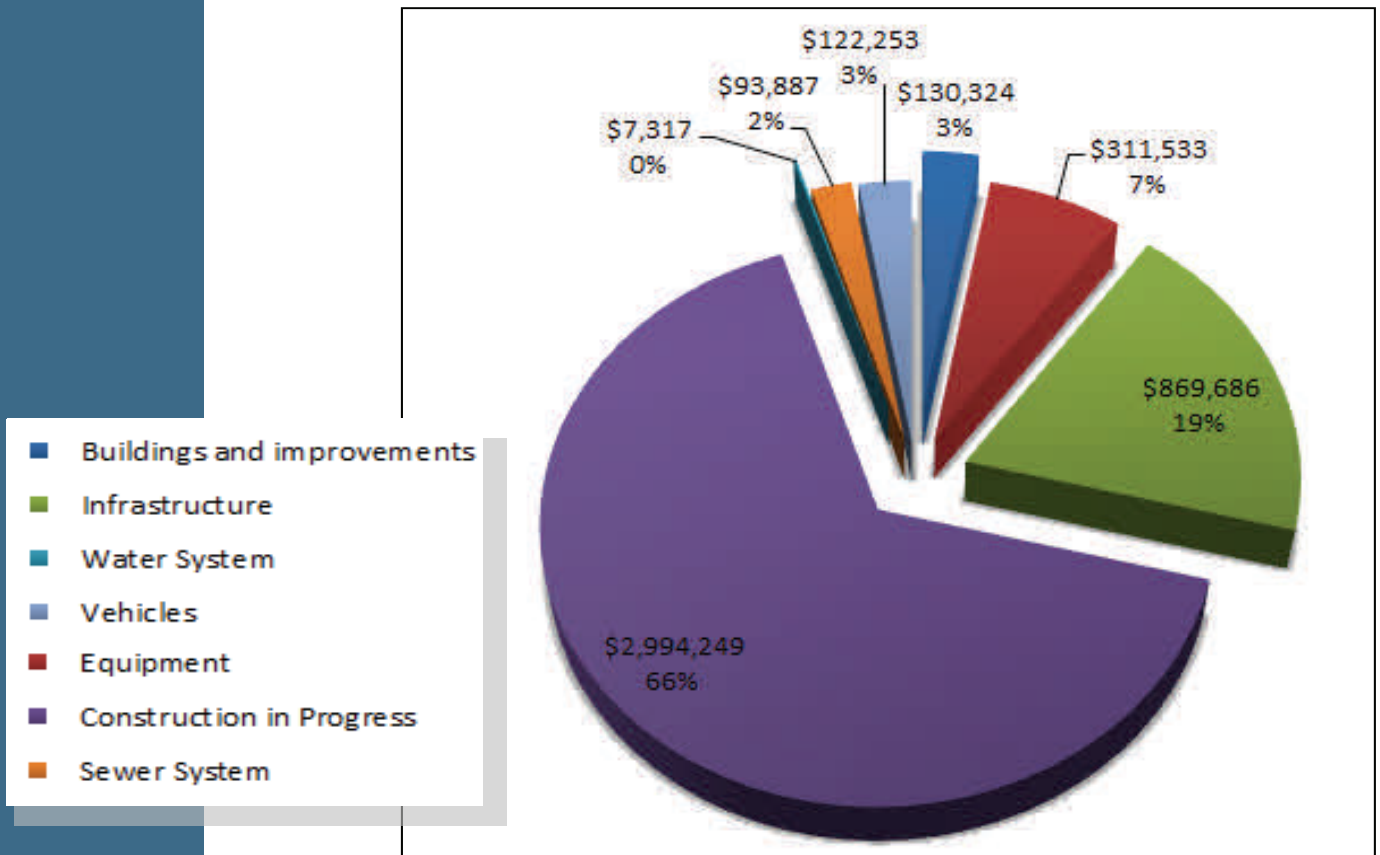


Capital Asset Additions

The City of Post Falls' investment in capital assets for its governmental and business type activities as of September 30, 2014 amounts to \$135,297,044 (net of accumulated depreciation). This investment in capital assets includes land, buildings, machinery, equipment, other improvements, and infrastructure.

Major capital asset events during the current fiscal year included the following:

- Donated capital assets from developers as they develop commercial areas and subdivisions.
- Continued with upgrades in various parks owned by the City.
- Focused on capital street projects during the course of the fiscal year.
- Various Reclaimed Water projects, including a plant upgrade, in an effort to keep up with growth.
- Purchased equipment for Public Safety through the use of federal grants to help keep the community safe.



One of the major sources of the City of Post Falls' business-type activities' revenue is received from charges for services (81 percent). Currently, the City of Post Falls' business-type activities do not use property taxes for any type of funding.

The second major source of revenue is capital construction (17 percent). These contributions are received by water and Reclaimed Water only. The sanitation for the City of Post Falls is contracted out, and the City has no capital investment in that program.

When revenues are compared to expenses, it shows that all of the City of Post Falls' programs are self-supporting. In Reclaimed Water this

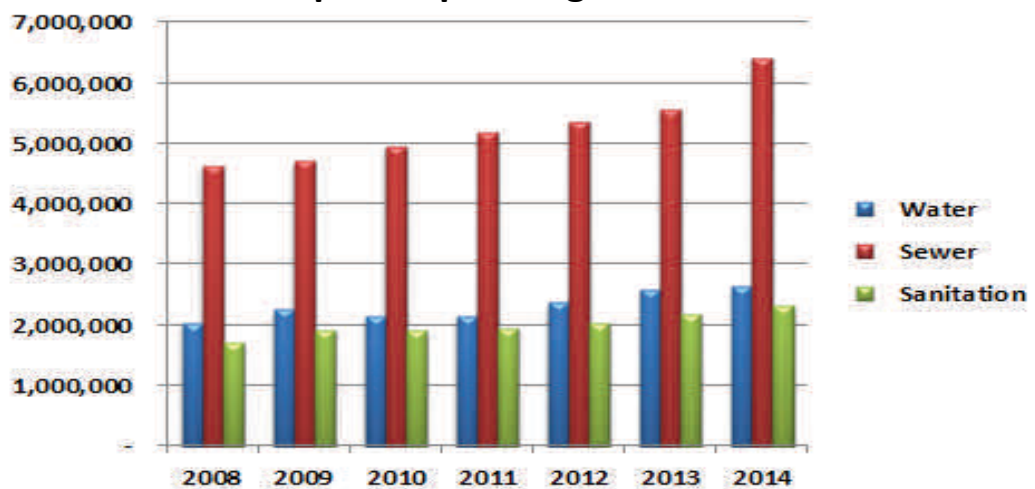
includes capital contributions from developers.

Again, for the most part, increases in expenses closely paralleled inflation and growth in the demand

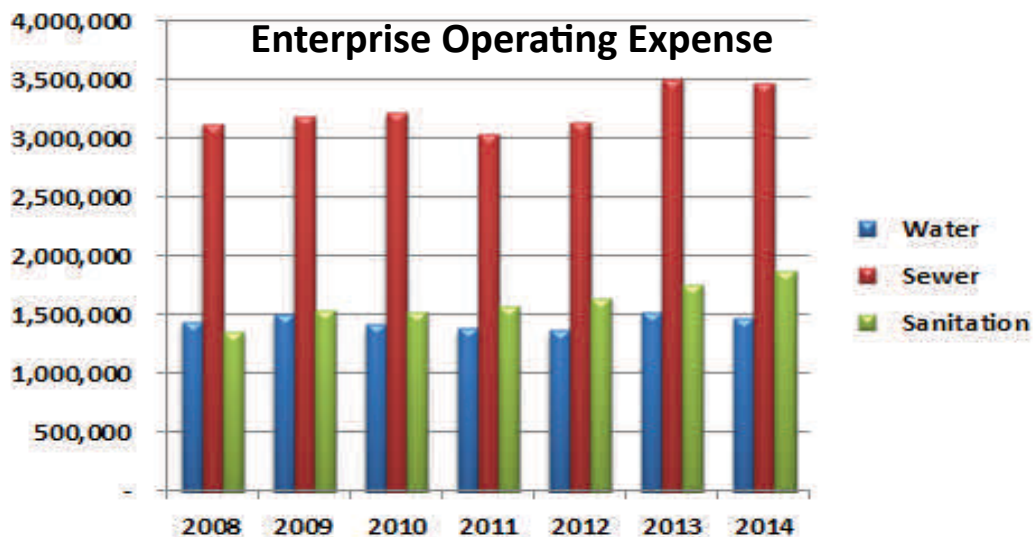
for services. The City had been growing at a very rapid pace and it has slowed considerably over the last several years. The only major transaction during the year was the completion of the Water

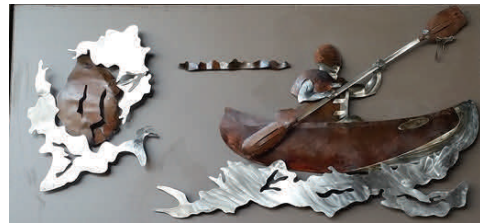
Reclamation Treatment Plant Upgrade in Reclaimed Water. The City is the only Reclaimed Water provider within the City limits and is one of three providers of water within the City limits. All sanitation services are provided through the City.

Enterprise Operating Revenue



Enterprise Operating Expense





The Interstate 90 (I-90), Beck Road Interchange project emerged as a result of future traffic demands associated with growth at the western edge of Post Falls, Idaho near the Washington state border. Consistent with the City of Post Falls Comprehensive Plan, much of this area is being developed as a regional retail and employment center, and is expected to experience increased demand for access to and from I-90. New access to I-90 near Beck Road relieves current and future congestion on adjacent I-90 Interchanges, and surrounding public roads. The overpass opened in the fall of 2012 and the public art was completed in 2014.



City of Post Falls Finance and Support Services

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