



**CITY COUNCIL
MEETING MINUTES**

**November 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. Joint Workshop with City Council and Urban Renewal Agency to Discuss East Seltice Way

Roll Call

**City Council: Mayor Jacobson, Steigleder, Plew, Malloy, Ziegler, Westlund, Davis - Present
Post Falls Urban Renewal: Davis, Hjeltness, Crosby, Coles, Clemensen, Fleischman, Leffel
- Present**

A workshop was held between City Staff, City Council, and the Post Falls Urban Renewal Agency to discuss the potential for an East Seltice Way District, to help enhance the commercial and industrial corridor through investment in public infrastructure.

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

- City Hall and City business offices will be closed Thursday, November 27th, and Friday, November 28th, in observance of Thanksgiving. Police, Fire and rescue services for emergencies may be reached by calling 911. The Police Department will remain open for walk-in emergencies. For water-related emergencies, please call 208-773-3517.
- Congratulations to all the winners in the election.

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 – November 3, 2025 City Council Meeting
- b. Accounts Payable 11.5.25 - 11.18.25
- c. The Arc Subdivision - Final Plat Approval
- d. Early Dawn and Zorros Annexation Grant of Rights-of-Way and Easements (ANNX-24-1)

Motion by Malloy to accept the Consent Calendar as presented.

Second by Ziegler.

Vote: Steigleder-Aye, Davis-Aye, Plew-Aye, Westlund-Aye, Ziegler-Aye, Malloy-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. Echo Estates Annexation (ANNX-24-5)

Public Hearing opened at 6:02 pm.

Staff Report Justin Sauder, Associate Planner: The applicant, Olson Engineering, is requesting the City Council to annex an approximately 9.72 acre parcel, located west of Gabrio Estates Subdivision at the terminus of West Okanogan Street, north of West Echo Drive, and west of North McGuire Road, and zone the property as Medium Density Residential (R2). Currently, each

lot is a single-family use. The water provider is East Greenacres Irrigation District and the wastewater provider is the City of Post Falls. Echo is a local residential roadway. Additional right-of-way and easement would need to be provided as part of annexation. Roadway illumination, ADA ramps and roadway markings/signs will need to comply with City standards. The proposed Medium Density Residential (R2) zone is consistent with the Future Land Use Map. The R2 zone can deliver attainable housing choices for the workforce in the form of a cottage home, tiny home, twin home, or a town home. Diversifying Post Falls housing stock may assist in sustaining a balanced and resilient economy for Post Falls.

Applicant Jeramie Terzulli, Olson Engineering: The proposed subdivision will consist of 53 single family and twin-home lots, including a lot for the existing residence at 2709 W Echo Drive. The average lot size is 5425 SF. The goal of the proposed project is to provide affordable and attractive housing and mobility in the surrounding neighborhood. The lot size allows for small shops on the majority of the lots. The proposed subdivision is compatible with the surrounding land use area in the City and consistent with goals of the Comprehensive Plan.

Testimony

Ryne Stoker, In favor: As the developer he stated he canvassed surrounding residents regarding preferences. He said most of the neighbors opposed small-lot single-family homes and twin homes, they were more open to larger lots. He is willing to be flexible and wanted direction from the Council on preferred density.

Jeremy Voeller, In favor: The City needs additional lots. The proposed twin-home product meets housing demand for owner-occupied attainable units that include shops that many buyers value.

Kathy Bliesner, Opposed: Was opposed primarily based on roadway safety and compatibility. Echo Dr. is narrow with tight intersections at both Corbin Rd. and McGuire Rd. Increased traffic from the proposed development would worsen safety. Echo Dr. is currently impacted by utility construction traffic and that her household has observed approximately 100 vehicles in one hour. She was also concerned about sewer odors from the treatment plant during the summer.

Debi Vocca, Opposed: Questioned why R2 zoning was recommended. Echo Dr. is narrow and lacks lighting, and has a gas line along it which might impact improvements. Medium-density is incompatible with agriculture and large-lot custom homes in the area. Property values could be negatively affected. Questioned whether the Post Falls Highway District understood that Okanogan Ave. could be affected by traffic from the development.

Stephanie Johnson, Opposed: Stated she lives on the last lot on Okanogan Ave. Expressed concern that construction traffic could be rerouted onto Okanogan. Said the developer did not contact her or neighbors on her street. Noted concerns about R2 compatibility, and expressed skepticism that starter home buyers also require accessory shops. Urged the City to deny the annexation or apply R1 zoning.

Shannon Stucki, Opposed: Submitted written testimony opposing median density development stating that higher density tends to attract temporary residents and does not promote the "American dream" of homeownership on larger lots. She supported annexation only if development followed lower density patterns consistent with existing agriculture and large lot residential uses.

Rebuttal Jeramie Terzulli: Said twin homes are free simple single family dwellings sharing a party wall and not a duplex rental product. The applicant intends to restrict multifamily uses through a development agreement. Stated that subdivision approval cannot occur until Echo Dr. is upgraded in cooperation with the Post Falls Highway District and that construction access could be managed to avoid Okanogan Ave.

Public Hearing was closed at 7:08 pm.

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

Motion by Malloy to approve the Echo Estates Annexation.

Second by Westlund.

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

Council was tied Mayor-Aye

Motion Carried

Motion by Malloy to assign the R2 zoning designation to the Echo Estates Annexation.

Second by Westlund.

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

Motion Carried

- b. G2 Development Annexation and Zone Change (ANNX-25-2 & ZC-25-1)

Public Hearing opened at 7:25 pm.

Staff Report Jon Manley, Planning Manager: The applicant, Scott McArthur, is requesting the City Council annex an approximately 10.05 acre parcel and rezone approximately an 8.3 acre parcel, located generally southeast of the intersection of E. Horsehaven Ave. and N. Syringa St., and zone the property as Residential Mixed (RM). The applicant is intending to create a mixed residential community with cottages and traditional single-family homes. The Future Land Use Map classifies this property with the land use designation of Low Density Residential. The water provider would be Ross Point Water District and the wastewater provider would be the City of Post Falls. Horsehaven Ave. is along the northern boundary as a minor collector. Syringa St. is along the western boundary as a minor collector. Additional rights-of-way and easements would need to be provided as part of annexation for Horsehaven Ave.

Applicant Scott McArthur, Scott McArthur Engineering: The zoning map amendment request from R-1 to RM is to allow for a mix of Cottage home lots with typical R-1 single-family residential home lots, through a subdivision request with the property to the east that is currently seeking annexation into the City of Post Falls under the RM zoning designation. The proposed variety of residential housing opportunities are consistent with the existing developments that are adjacent to the subject property.

Testimony None was given.

Public Hearing closed at 7:46 pm.

Motion by Malloy to approve the G2 Development Annexation and Zone Change ANNX-25-2 & ZC-25-1.

Second by Ziegler.

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

Motion Carried

- c. FY2026 Budget Amendment No. 1

Public Hearing opened at 7:51 pm.

Staff Report Jason Faulkner, Finance Director: Staff has provided finance items that are capital related to either one-time purchases or unfinished projects that will be completed in fiscal year 2026:

- fleet maintenance ordered two dump trucks in fiscal year 2025 and will be delivered this fiscal year \$570,232.
- fleet maintenance ordered a sander in fiscal year 2025 and it will be delivered this fiscal year \$30,000.
- parks department ordered equipment related to Q'emlin trails, but it will arrive this fiscal year \$9,910.
- special events fund had ordered a Christmas tree during the prior fiscal year, but it will arrive this fiscal year \$37,867.
- street impact fee fund will be paying for the completion of the Prairie Trail Extension from SH41 to Zorros Rd. \$223,726.
- street impact fee fund plans to complete the I90/SH41 Cycle Track from Ross Point Rd. — 3rd Ave. to 2nd Ave. during the current fiscal year \$146,599.
- parks department is looking to complete the Q'emlin Park well replacement during the current fiscal year, when it was originally budgeted to be completed during the prior fiscal year \$52,855.
- parks department has ordered new vehicles during the fiscal year 2025 but will not take delivery until this fiscal year \$134,300.
- facility reserve fund seeks to rebudget the funds from the prior year to complete the paving of the 3rd Ave. Parking Lot \$700,000.
- black bay boardwalk project will be paid for from parks impact fees during the current fiscal year \$380,000.
- street department had remaining funds related to traffic light repairs that are being requested to roll over to the current fiscal year \$60,000.
- street department would like to use funding to purchase a crash attenuator during the current fiscal year \$24,000.
- parks construction requests funding of \$200,000 to repair and replace the Chase Restrooms, which are money insurance didn't pay for.
- police department is preparing to set funding aside to pay for the body and car cameras, which is about half for this year and the remainder during the next fiscal year \$208,770.
- recreation is requesting a new department copier. The current copier has exceeded its useful life \$8,800.
- parks department is needing to re-key all the buildings and provide additional security \$65,000.
- parks department is asking to purchase survey equipment \$9,000.
- facilities division wants to perform a condition assessment of all the city-owned buildings and devise a plan to implement the suggested recommendations \$35,000.
- remainder of street reconstruction from fiscal year 2025 was carried forward to this current fiscal year \$30,000.
- street department requested to purchase an asphalt hot box which uses carryover funding from fiscal year 2025 \$85,000.
- facilities division requests adding energy efficient tinting to city hall using carryover funding from fiscal year 2025 \$6,000.
- funding for the Americans with Disability Act (ADA) went unspent during fiscal year 2025, and it is proposed to be carried over to the current fiscal year \$40,000.
- water capital fund is requesting to amend the current budget to complete a Master Plan \$250,000.

Public Hearing closed at 8:05 pm.

Council asked to continue the deliberation for more information on the items requested.

Motion by Malloy to continue deliberation for more information.

Second by Ziegler.

Vote: Westlund-Aye, Ziegler-Aye, Malloy-Aye, Steigleder-Aye, Davis-Aye, Plew-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. Ordinance - Idaho Ranch Annexation (ANNX-24-8)

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

Second by Ziegler.

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

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO ANNEXING PROPERTY CONSISTING OF APPROXIMATELY 8.891 ACRES LOCATED ON THE NORTHERN HALF OF 7155 W. PRAIRIE AVENUE; PROVIDING FOR AMENDMENT OF THE OFFICIAL ZONING MAP; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

Motion by Malloy to approve the Ordinance Idaho Ranch Annexation and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Ziegler.

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

Motion Carried

- b. Ordinance - Early Dawn and Zorros Annexation (ANNX-24-1)

Motion by Malloy to place the Ordinance Early Dawn and Zorros Annexation on its first and only reading by title only while under suspension of the rules.

Second by Ziegler.

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

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO ANNEXING PROPERTY CONSISTING OF APPROXIMATELY 9.671 ACRES LOCATED AT 4171 E. EARLY DAWN AVENUE; PROVIDING FOR AMENDMENT OF THE OFFICIAL ZONING MAP; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

Motion by Malloy to approve the Ordinance Early Dawn and Zorros Annexation and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Ziegler.

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

Motion Carried

- c. Ordinance - O'Brien Vacation (VAC-25-1)

Motion by Malloy to place the Ordinance O'Brien Vacation on its first and only reading by title only while under suspension of the rules.

Second by Ziegler.

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

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF A UTILITY EASEMENT SITUATED ON THE WEST TEN FEET OF LOT 15, BLOCK 4 OF THE PLAT OF RIVER PARK PLAZA ADDITION ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK F, PAGE 22, RECORDS OF KOOTENAI COUNTY, IDAHO; LOCATED IN THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 50 NORTH, RANGE 5 WEST, BOISE MERIDIAN AS DESCRIBED HEREIN; PROVIDING FOR DISPOSITION OF THE EASEMENT; PROVIDING REPEAL OF CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; PROVIDING REPEAL OF CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING

- d. Water Reclamation Facility Tertiary Treatment Project – Service Contract and Warranty Terms with Wigen Water Technologies

John Beacham, Public Works Director: On November 6, 2018, the City Council awarded a contract to Wigen Water Technologies to provide the membrane filtration equipment for the City's Tertiary Treatment Project at the Water Reclamation Facility. Under the contract, Wigen would provide the equipment necessary to operate a membrane filtration facility and procure the necessary filter modules from Dow to populate the equipment they provided. The contract with Wigen included a 7-year pro-rated warranty on the membrane modules. This contract was later assigned to Sletten Construction, the eventual General Contractor for the project. At the time of Wigen's bid, they obtained a warranty for the modules through Dow to function as a pass through in the event of a claim; this warranty began when the equipment was delivered to the site. At that time, construction on the project was anticipated to be complete in late 2022. In actuality, the membrane system began operating at the end of March 2025. The membranes are operating as expected and the technical elements of the final testing report confirm the performance data-to-date. Under the procurement contract, the module warranty provided by Wigen started at the time the equipment began operating. This discrepancy leaves Wigen bearing the risk for Dow's membranes to perform properly for 22-months of the warranty. In lieu of providing this warranty beyond the extent of the pass-through warranty provided by Dow, Wigen has offered to provide ongoing technical support and expertise to our Operations staff at a discounted rate. They are offering free remote tech support on an on-call basis, free diagnostic analysis of the systems operational data on a monthly basis, and free adjustments of minor programming matters. They are also offering on-site visits as needed and priority scheduling for both scheduled and unscheduled trips to our site. The value of a full replacement warranty can therefore be

approximated as \$41,250. This value is considerably less when the pro-rated nature of the warranty is considered. For purpose of comparison, the on-call and diagnostic services are worth approximately \$14,160 per year. With an expectation that this contract will run for at least five years, the value of the service contract exceeds \$70,000. There is also significant value in having the vendor who developed the system and software available to assist in operating and troubleshooting it.

Motion by Malloy to approve the Water Reclamation Facility Tertiary Treatment Project — Service Contract and Warranty Terms with Wigen Water Technologies.

Second by Davis and Ziegler.

Vote: Davis-Aye, Plew-Aye, Westlund-Aye, Ziegler-Aye, Malloy-Aye, Steigleder-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. Highlands and Montrose Lift Stations Standby Power Upgrades, Recommendation of Award

Andrew Arbini, Project Division Manager: Upgrades to the Highlands and Montrose lift stations were identified in the 2019 Wastewater Collections System Master Plan. At the Highlands lift station, the existing dedicated standby power generator is an aging unit with a notable decrease in reliability. This unit serves as back-up power to the lift station pumping equipment during emergencies such as a power outage. Similar improvements were identified at the Montrose lift station, which includes the addition of a dedicated standby power generator. These improvements were combined as a single improvement project with design and construction support led by JUB Engineers. These improvements will address future capacity needs for standby power and ensure redundancy of the wastewater collection system. On October 22, 2025, the city received four bids. The low bid of \$175,079 was submitted by Valley Electric Inc. Following review by JUB and the City's Legal Division, City staff recommends the construction contract be awarded to Valley Electric Inc. as the lowest, responsive bidder. Prior to the solicitation of bids, the engineer's estimate for construction was \$212,000. Including the design and construction contracts with all approved contingencies, the project total will be \$242,587. The new generators are identified as a long lead delivery. It is anticipated that the contractor will commence the onsite work once all the equipment and parts are delivered. Project completion is expected by August 7, 2026.

Motion by Malloy to approve the Highlands and Montrose Lift Stations Standby Power Upgrades, Recommendation of Award.

Second by Ziegler.

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

None

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.

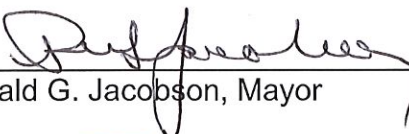
ACTION ITEMS:

None

RETURN TO REGULAR SESSION

ADJOURNMENT

8:42 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.