



**CITY COUNCIL
MEETING MINUTES**

**June 2, 2026
6:00 PM**

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

WORKSHOP – 5:00 pm 2nd Floor Conference Room

a. **Stormwater Utility**

John Beacham, Public Works Director presented on the possibility of establishing a Stormwater Utility Enterprise Fund to fund maintenance of stormwater infrastructure in the city.

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 WESTLUND

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca
Malloy, Ziegler, Lucca, Steigleder: Present
Plew, Mosby: Excused

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

- a. Appointment of Bill Carlson to the Parks, Recreation, and Urban Forestry Commission

Motion by Malloy to approve the appointment of Bill Carlson to the Parks, Recreation, and Urban Forestry Commission.

Second by Ziegler.

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

Motion Carried

- b. Support Local Gems Day Proclamation

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. Approval of City Council Minutes - April 21, 2026
- b. Approval of City Council Minutes - May 19th, 2026
- c. Payables 05/20/2026 - 06/03/2026
- d. March Cash and Investments Report
- e. Approval of U.S. Department of Justice Assistance Grant Application Certifications and Assurances
- f. North Place East 4th Addition Plat Approval
- g. Lucky Larry Estates Subdivision Construction Improvement Agreement
- h. Rosewater Place Master Development Agreement (SUBD-25-10)

Motion by Malloy to approve the Consent Calendar as presented.

Second by Ziegler.

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

None

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 Updating Door-to-Door Solicitation

Field Herrington, City Attorney: The City Council previously reviewed the proposed Door-to-Door Solicitation Ordinance and directed staff to bring the ordinance back for adoption. The proposed ordinance repeals and replaces the existing Chapter 5.20 of the Post Fall Municipal Code. The current code required door-to-door solicitors to register with the City and provide basic information, including a statement about criminal convictions. However, the current code does not establish a background review process or clear standards for when a registration may be denied based on criminal history. This creates a gap where a person with certain convictions that may present a risk in a residential door-to-door setting could still register to engage in door-to-door sales. The proposed ordinance addresses this issue by requiring each commercial door-to-door solicitor to obtain an individual permit. Applicants must submit identifying information, business affiliation, proposed solicitation dates and times, and description of the goods or services to be offered. Applicants must also complete a criminal history background report through the City's contracted background screening provider before the application is considered complete. The ordinance establishes objective standards for permit approval, denial, and revocation. These standards include certain serious convictions, specified felony convictions within the past ten years, specified misdemeanor convictions within the past five years, active warrants for felony or violent misdemeanor offenses, and materially false application information. A permit may not be denied solely because of an arrest that did not result in a conviction or because of dismissed charges. The ordinance also moves the application process to the City's designated permitting platform. This will allow applications to be submitted online through the business licensing portal, rather than requiring applicants to submit paper applications at the Police Department counter. This change is intended to streamline application intake, improve routing to the appropriate departments, and create a more efficient process for applicants and staff. At the prior meeting, the Council requested the issued permits be picked up at the Police Department. Staff addressed this by removing the word "printable" from the permit issuance section of the ordinance. This avoids codifying a specific administrative process while preserving flexibility for staff to require applicants to pick up issued permits at the Police Department front desk. As revised, the ordinance provides that the City will provide a permit displaying the solicitor's name, permit number, affiliated business, and expiration date. The solicitor must have the permit available while engaged in solicitation and provide it upon request. The ordinance also updates operating standards for commercial door-to-door solicitation. Solicitation would be allowed only between 9:00 a.m. and sunset. Solicitors would be prohibited from entering property posted with "No Solicitors," "No Trespassing," or similar language, continuing solicitation after being asked to leave, using fraud or misrepresentation, representing that the City endorses the solicitor or goods or services, or obstructing access to a residence. The ordinance is limited to commercial solicitation. It does not apply to political campaigning, religious proselytizing, distribution of noncommercial literature, nonprofit fundraising, school-sponsored youth fundraising, or other noncommercial expressive activity. These exemptions are intended to

preserve constitutionally protected activity while allowing the City to regulate commercial transactions that involve unsolicited contact at residences.

Motion by Malloy to place the Ordinance Updating Door-to-Door Solicitation on its first and only reading by title only while under suspension of the rules.

Second by Ziegler.

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

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR AMENDMENT OF POST FALLS MUNICIPAL CODE BY REPEALING AND REPLACING CHAPTER 5.20 TO ESTABLISH REGULATIONS FOR COMMERCIAL DOOR-TO-DOOR SOLICITATION; PROVIDING FOR PERMIT PROCESSING; PROVIDING APPLICATION REQUIREMENTS, HOURS OF SOLICITATION, AND CONDUCT STANDARDS; PROVIDING EXEMPTIONS FOR NONCOMMERCIAL AND CONSTITUTIONALLY PROTECTED ACTIVITIES; PROVIDING FOR APPEALS AND PENALTIES; PROVIDING THAT REMAINING SECTIONS OF POST FALLS CITY CODE WILL REMAIN IN EFFECT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

Motion by Malloy to approve the Ordinance Updating Door-to-Door Solicitation 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, Lucca-Aye

Motion Carried

b. Ordinance Providing for Temporary Garbage Service

Chris Gabbert, Deputy City Attorney: The City currently regulates solid waste collection through franchise agreements. These agreements ensure consistent service, public health protection, and system reliability. However, recent changes in state law exclude certain temporary or project-specific waste collection activities. Based on Council discussion, the revised ordinance establishes a definition for "Temporary Project" as an activity lasting no more than two 30-day periods per parcel, in any calendar year. This modification provides some greater flexibility for property owners to utilize outside services for termor projects while still providing an enforceable mechanism for recognizing the city's interests in its current franchise agreement.

Lucca: The way the time frame is written now, I will not support this.

Motion by Malloy to place the Ordinance Providing for Temporary Garbage Service on its first and only reading by title only while under suspension of the rules.

Second by Ziegler

Vote: Malloy-Aye, Steigleder-Aye, Lucca-Nay, Ziegler-Aye

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR AMENDMENT OF POST FALLS MUNICIPAL CODE CHAPTER 13.32 SOLID WASTE COLLECTION AND DISPOSAL BY ADDING A DEFINITION FOR TEMPORARY PROJECTS; PROVIDING FOR EXEMPTIONS FROM MUNICIPAL FRANCHISE REQUIREMENTS; PROVIDING THAT REMAINING

SECTIONS OF POST FALLS CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

Motion by Malloy to approve the Ordinance Providing for Temporary Garbage Service and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by Ziegler.

Vote: Steigleder-Aye, Lucca-Nay, Ziegler-Aye, Malloy-Aye

Motion Carried

4. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

- a. 2026 Resolution adopting All Hazard Mitigation Plan

Chris Schneider, Staff Engineer: The Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan (AHMP) is a 5-year strategic framework designed to identify local hazards, analyst vulnerabilities, and outline actionable projects to minimize disaster risks and secure federal mitigation grant funding. The plan was officially updated by Kootenai County in February 2026 and spans from February 2026 through February 2031. This plan replaces the 2020 plan. Staff was involved in the development of the plan, along with other local jurisdictions, emergency service providers, school districts and health districts. The AHMP is composed of two volumes divided into sections that identify and assess both county-wide and municipal risks and proposed action plans. The plan serves as a tool to help local decision makers in allocating resources for projects that mitigate potential risks. Adoption of the plan by resolution maintains the City's compliance with Federal Emergency Management Agency (FEMA) requirements and eligibility for federal disaster mitigation grants.

Motion by Malloy to approve the Resolution adopting the 2026 All Hazard Mitigation Plan and to direct the clerk to assign the appropriate number.

Second by Ziegler.

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

Motion Carried

WHEREAS, to plan for and protect against man-made and natural hazards within Kootenai County, it was determined that a multi-jurisdictional hazard mitigation plan (AHMP) should be developed; and

WHEREAS, all of Kootenai County has exposure to natural hazards that increase the risk to life, property, the environment, and the County's economy; and

WHEREAS, an All Hazard Mitigation Plan reduces risks from hazards and serves as a guide for decision makers committing resources to reducing the effects of hazards; and, pursuant to 44 C.F. R 201.6 such a Plan serves as the basis for the provision of technical assistance and prioritizing of project funding; and

WHEREAS, the 2026 Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan was

drafted by the Kootenai County Office of Emergency Management with the help of the Kootenai County Local Emergency Planning Committee (LEPC); local municipalities, agencies, and special purpose districts; the All Hazard Mitigation Plan Steering Committee, and

WHEREAS, the 2026 Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan has been subjected to a pre-adoption review by the U.S Department of Homeland Security's Federal Emergency Management Agency (FEMA), has been found to successfully contain the required criteria as outlined in 44 C.F. R 201, and upon adoption by the Kootenai County Board of Commissioners, other municipalities, agencies, and special purpose districts, respectively, the Plan will be formally adopted by FEMA.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Post Falls that:

Section 1. Adopted in its entirety Volume I of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan (AHMP).

Section 2 Adopts the Introductions, Chapter 32 - City of Post Falls Jurisdictional Annex, and the appendices of Volume II of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan (AHMP).

Section 3. Will use the adopted and approved portions of the AHMP to guide pre-and post-disaster mitigation of the hazards identified. A copy of the approved AHMP shall be retained in the Office of the City Clerk.

Section 4. Will coordinate the strategies identified in the AHMP with other planning programs and mechanisms under its jurisdictional authority.

Section 5 Will continue its support of the steering committee and continue to participate in the planning partnership as described by the AHMP.

Section 6 Will help to promote and support the mitigation success of all AHMP planning partners.

b. Ordinance Amending Domestic Animal Regulations

Justin Sauder, Associate Planner: The City of Post Falls regulates domestic animals in city limits through Chapter 6.08 of the Post Falls Municipal Code. Current regulations permit backyard chickens on detached single-family residential lots but do not allow ducks on parcels smaller than one acre. Ducks are allowed on larger acreage properties. The proposed ordinance updates the code to allow ducks on detached single-family residential lots subject to limitations intended to protect public health, sanitation, and neighborhood compatibility. Under the proposed amendments, properties would be permitted to keep a combined total of up to twelve hens and ducks, with no more than six ducks allowed on a property. Roosters would continue to be prohibited within city limits. The ordinance also establishes standards for coops, duck houses, enclosures, feed storage, and similar containment structures. These standards include setback requirements, sanitation requirements, and pest prevention measures intended to minimize potential nuisance conditions and maintain compatibility with surrounding residential uses. In addition to the duck allowance, the proposed ordinance clarifies permitted domestic animals on properties exceeding one acre in size by expanding the list of animals included within the point-based acreage system currently contained in the code. The ordinance also adds adult cats to the number limitations for animals permitted on residential premises to improve consistency and enforcement clarity within the code. The proposed amendments are intended to modernize the city's domestic animal regulations while maintaining safeguards related to sanitation, nuisance prevention, and neighborhood impacts. Staff believes the proposed ordinance provides a balanced approach that recognizes common residential animal keeping practices while preserving reasonable operational standards.

Motion by Malloy to place the Ordinance Amending Domestic Animal Regulations 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, Lucca-Aye

Motion Carried

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR AMENDMENT TO POST FALLS MUNICIPAL CODE CHAPTER 6.08.30 AND 6.08.40 MISCELLANEOUS ANIMAL REGULATIONS BY ADDING AND ALLOWANCE FOR DUCKS TO SINGLE FAMILY DETACHED LOTS; TO INCLUDE ADDITIONAL PERMITTED DOMESTIC ANIMALS IN PROPERTIES EXCEEDING ONE ACRE; PROVIDING FOR AN ALLOWANCE FOR CATE IN PERMITTED ANIMAL LIMITS; PROVIDING THA REMAINING SECTIONS OF POST FALLS CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

Motion by Malloy to approve the Ordinance Amending Domestic Animal Regulations 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, Lucca-Aye, Ziegler-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.

None

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

6:47 PM



Randy Westlund, 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 Randy Westlund

Councilors: Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca

Mission
Building Community.