



**CITY COUNCIL
MEETING MINUTES**

**June 16, 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. Legislative Changes Affecting Land Use Regulations

Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca
– **Present**

Community Development Director, Bob Seale, presented Senate Bill 1352 regarding Starter Home Subdivisions and the steps Post Falls staff are taking to implement the required changes. This new law is effective July 1, 2026, and requires amending our Comprehensive Plan and Ordinances by February 1, 2027. Key components include allowing this designation in all residential zoning districts and all subdivisions over four acres. It also prohibits the city from limiting certain lot sizes and setbacks. Staff's preferred approach to incorporate these changes would be to modify the RM zone. The next steps in this process are to revise the comprehensive plan, revise the zoning code, and address any additional changes needed or found while going through the updates.

Workshop adjourned at 5:55 pm.

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

Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Marc Lucca – **Present**

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

None

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

None

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

None

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – June 2, 2026 City Council Meeting
- b. Payables 06/03/2026 - 06/17/2026
- c. McKinley Meadows Off-site Improvements Construction Improvement Agreement
- d. Rosewater Place Subdivision Construction Improvement Agreement
- e. Klondike Crossing Subdivision Construction Improvement Agreement
- f. Legacy Riverbend Condos Final Plat Approval
- g. Permit Application for Post Falls Parade

Motion by City Councilor Malloy to accept the Consent Calendar as presented.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

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. User Fee Hearing

Public Hearing Opened at 6:05PM

Finance Director Jason Faulkner presented fee changes. Parade fees (as new fees) were reviewed. The Concessionaire Fee is a new \$300 permit fee. The Education and Fitness Activity user fee is also a new fee of \$300 annually. Public Records fees updates were also reviewed. If these are approved, the resolution formalizing the changes will be brought to the next council meeting

Mayor Westlund stated that many of the records requests are coming through AI Chatbots and are bogging down staff.

Councilor Mosby asked about the annual fitness activity permit fee, specifically if there should just be a permit, not an additional fee. Mr. Faulkner responded that this is a fee for For-Profit fitness classes that are organized and run by an outside agency. Councilor Mosby is concerned the fee is high enough that it may deter people from organizing these types of classes.

Councilor Ziegler stated that these fees and permits help to avoid conflicts with too many concessionaires or fitness classes at one place.

Councilor Lucca is concerned that the 15% over \$500 in sales is too restrictive. Parks Director Kris Ammerman stated that the 15% fee is already in place; the \$300 annual permit fee is the only new fee. This fee is requested to capture the staff time that goes into managing these types of park uses.

There was no public comment.

Public Hearing Closed at 6:24pm

Motion by City Councilor Malloy to Approve the new fees.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

- b. Heaven View Annexation and Vacation (ANNX-25-9 & VAC-25-4)

Public Hearing Opened at 6:24pm

Planning Manager Jon Manley presented this annexation and vacation request. The applicant requests 22 acres be annexed with a zoning designation of R1 and 19.52 acres be annexed with a zoning designation of R2, as well as a 0.368 acre vacation. The project is located south of Prairie Avenue and east of Highway 41, north of E Hope Avenue. The surrounding area is zoned mostly R1 and CCS, and includes a school. The zone change comprehensive compatibility was

reviewed. Mr. Manley reviewed the vacation and why the applicant is requesting a vacation.

Councilor Steigleder asked if the city owned the parcel that was being vacated. Deputy City Administrator Warren Wilso explained that the vacated parcel is a dedicated right-of-way parcel owned by the city.

Councilor Plew asked about the property's connection to the city's sewer. City Engineer Robert Palus explained that we are doing a sewer study in that area that should be completed around December 2026 that could verify if there's capacity in the temporary line. If there is not, there are other potential options.

Councilor Lucca had questions about why the right-of-way was dedicated if we don't need it now. Mr. Palus explained that back in the early 1900s there was a power line there and when the current roadways were developed around it, the sewer and water lines were developed along the roadways, making the current right-of-way in this vacation unnecessary.

Brad Marshall from JUB Engineers spoke on behalf of the applicant. Pro Made Homes is a developer out of the Tri-Cities. Pro Made's goal is to develop the property within 5–6 years into a neighborhood with a wide range of detached single-family home floor plans. Zone change review criteria were presented. Mr. Marshall reviewed housing availability and affordability for Kootenai County.

Councilor Steigleder asked if the house plans were all detached. Mr. Marshall explained that it is in the annexation agreement that they are all detached house plans. The roadway plans, including the Fennecus roadway connections were shown.

Public Comment

In Favor: Mark Hughes (Post Falls) — He sold the parcels to Pro Made. He had six interested parties, but chose Pro Made because they liked their plans. They were denied annexation in 2022. He supports the competitive price point that they can provide for this development.

Neutral: None

Opposed: Peter Xhudo (Post Falls) — He is opposed to the lack of amenities that are offered in the proposed development. He does not want the Heaven View development to join with the Fox Tail HOA.

Rebuttal

Mr. Marshall stated they will be paying park impact fees. They have partnered with Architerra, who still controls the HOA and park in Fox Tail.

Public Hearing Closed at 7:07pm

Annexation criteria were discussed by council.

Motion by City Councilor Malloy to Approve the Heaven View Annexation.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

Zone change criteria were discussed by council.

Motion by City Councilor Malloy to Approve the Heaven View Requested R1 and R2 Zoning.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

Motion by City Councilor Malloy to Approve the Heaven View Vacation.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

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 Amending Door-to-Door Permit Issuance Requirements

Motion by City Councilor Malloy to place the Ordinance Door-to-Door Permit Issuance Requirements on its first and only reading by title only while under suspension of the rules.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

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 City Councilor Malloy to Approve the Ordinance Amending Door-to-Door Permit Issuance Requirements and to direct the clerk to assign the appropriate number and that it be published by summary only.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City

**Councilor Ziegler, City Councilor Mosby, City Councilor Lucca
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. Approve Fiscal Year 2025 ACFR

Finance Director Jason Faulkner presented the 2025 ACFR for approval. This involves an annual financial audit by Alpine Summit, an outside auditing agency. Grants are a section they audit and the type of audit depends on how many grant funds we get per fiscal year. For FY2025 we did not have any findings returned. The full report is available on the city's website. Mr. Faulkner went over some of the financials with the council.

Councilors Mosby, Lucca, and Steigleder had questions on specific lines in the report given.

Motion by City Councilor Malloy to Approve the Fiscal Year 2025 ACFR.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

b. Consent to Annexation Agreement for 200 S. Sequoia Court

City Engineer Robert Palus presented. The owners of the property at 200 S. Sequoia Court request to annex into the city as they have a failing septic system. As their property is under four acres, they can join the city wastewater services as an annexed property in the city.

Councilor Steigleder had a question as to the process for them to be officially annexed if this is approved. Mr. Palus answered that once this agreement is executed, the property owners can begin paying the connection fees and have a contractor begin constructing the sewer connection.

Motion by City Councilor Malloy to Approve the Consent to Annexation Agreement for 200 S. Sequoia Court.

Second by City Councilor Ziegler.

Ayes: City Councilor Steigleder, City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby, City Councilor Lucca

Motion Carried

c. Agreement with Urban SDK for Traffic Data Acquisition

City Engineer Rober Palus presented. Mr. Palus reviewed the traditional methods of traffic data acquisition. Traffic data breakdown and its use was discussed. Urban SDK utilizes data from vehicles that have certain types of technology. This data is "washed", meaning there is no identifying information from the vehicles, only counts and speeds. With this agreement, the city would also receive speed data. The contract is for one year of service at a cost of \$32,750 and includes three user seats with training, onboarding, and support.

Councilor Lucca asked if the data we would receive would be in real time or for the past twelve

months. Mr. Palus responded that some would be for the past twelve months, some would be updated to this year. Councilor Lucca was concerned with the number of seats in the contract because it amounted to so much of the contract price. Councilor Lucca asked if Mr. Palus would bring the agreement back with one seat instead of three. Mr. Palus said he would be more comfortable with at least two seats, so there was some redundancy with staff usage. Chief Branti stated that the Police Department didn't need a seat, they could just call Engineering when they needed information.

Motion by City Councilor Malloy to Approve the Agreement with Urban SDK for Traffic Data Acquisition with the expectation that the Engineering Division will save as much money as practical in the agreement.

Second by City Councilor Ziegler.

Ayes: City Councilor Plew, City Councilor Malloy, City Councilor Ziegler, City Councilor Mosby

Nays: City Councilor Steigleder, City Councilor Lucca

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.

Mayor Westlund explained some of the Chapin building history, specifically the lease between the city and the Historical Society, as well as the reasons for the recent request for proposals advertisement.

Cara Dixon - She stated that the Historical Society and the Chapin Building are hidden gems, and that preserving history is of value. She talked about her and her husband's history in the area.

Bill Starkweather (Post Falls) — He owns Post Falls Mini Storage on Seltice. He has concerns regarding permitting for his reader board, sign, and landscaping.

Sheron Alexander (Post Falls) — She is a Historical Society member. She wants growth to slow down. She does not want to lose another historical building.

Vikki Sweeny Eagle — She grew up in Post Falls. She gave the history of the Historical Society taking over the Chapin Building when City Hall was being built. She said they can't keep up with the maintenance.

Gaven Vilareal — He is a volunteer with the Historical Society. He wants to preserve the history of Post Falls and the building.

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.

Mayor Westlund thanked the citizens that came to talk about the Chapin Building and the history of Post Falls.

Councilor Ziegler stated that they need as much information as possible to make decisions. The council's intended efforts are to preserve and save the building, but there has to be a practical plan to make that happen.

Councilor Lucca is dismayed by the accusations of the council's motivations in this issue. He stated the fault is not with people who have moved here recently.

Councilor Steigleder stated this is a difficult conversation and that the council has been elected to make hard decisions on behalf of the citizens. She stated they are not advocating to get rid of the Historical Society.

8. EXECUTIVE SESSION

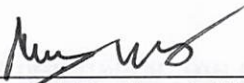
Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session.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

ACTION ITEMS:

RETURN TO REGULAR SESSION

ADJOURNMENT

Meeting adjourned at 9:14pm



Randy Westlund, Mayor



Rhiannon O'Neill, Deputy 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.

