

City of Greenleaf

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CITY COUNCIL MEETING AGENDA

Regular Session – 7:00pm – 02 September 2025 – Greenleaf City Hall

This meeting can be joined via computer, tablet, or smartphone at:

<https://meet.goto.com/CityofGreenleaf/council-mtg>

Via telephone United States: +1 (571) 317-3112 Access Code: 142-571-637

1. Meeting called to order

2. Pledge of Allegiance

3. Roll Call

☐ Seat 1: Ryan Schnuerle

☐ Seat 2: Rob Fisher

☐ Seat 3: Rachel Brobeck

☐ Seat 4: Dan Hyer

☐ Mayor: Brad Holton

☐ Impact Area: Liza Warner

Also Present:

☐ City Clerk

☐ Public Services Director

☐ Police

☐ Fire

☐ City Attorney

☐ City Engineer

☐ City Treasurer

4. Comments to the Council - *This agenda item is reserved for those wishing to address the Council regarding city-related issues. In order to ensure adequate public notice, Idaho law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing, and should not be discussed by Council before the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have a maximum of three (3) minutes. 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. Multiple persons speaking to the same concern will be acknowledged, but only one speaker will be allowed.*

5. Adjustments to meeting agenda [**ACTION ITEM**]

6. **POLICE AND FIRE REPORTS**

6.1 Police Report

6.2 Fire Report

7. **AGENDA ITEMS REQUIRING CONTRACT STAFF INPUT**

7.1 Public Hearing for Resolution #DRAFT 003-FY25 (Adjusting Consolidated Fee Schedule) - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENLEAF, CANYON COUNTY, IDAHO, ADJUSTING THE CONSOLIDATED FEE SCHEDULE BY LESS THAN 5% FOR SPECIFIED WATER, SEWER, AND SOLID WASTE REMOVAL (GARBAGE) UTILITY FEES, AND 5% FOR WATER AND SEWER CONNECTION FEES; ADDING CLARIFYING LANGUAGE; ADDING A NEW FEE FOR CITY PUBLICATIONS ON OTHER MEDIA (USB DRIVES, ETC.); DECLARING THAT ALL PREVIOUS RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT ARE NULL AND VOID; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

7.2 Consideration of Resolution #DRAFT 003-FY25 (Adjusting Consolidated Fee Schedule) [**ACTION ITEM**]

7.3 Consideration of P&Z Recommendation for Canyon County Parcel #36299 Conditional Use Permit (CUP) Application [**ACTION ITEM**] (Clerk's Note: The Clerk requests continuance to the regular October Council Meeting to allow time for ITD Access resolution.

- 7.4 Consideration of adjusting the November meeting date due to 04 Nov 2025 elections **[ACTION ITEM]** *(Clerk's Note: The Clerk respectfully requests that the 2nd Tuesday not be set, as the clerk has taken position as Recording Clerk for the Northwest Yearly Meeting of Friends (NWYM) and has a prior obligation to take minutes for the NWYM Administrative Committee.*
- 7.5 Consideration of implementing benefits increase for full time employees in September **[ACTION ITEM]** *Clerk's note: The new fiscal year begins in October, but the new fiscal year's insurance premiums are collected from full time employee paychecks in September for payment the following month. Providing the FY26 benefit increase a month early both holds full-time employees harmless from risk of reduced wages in September, and simplifies the benefits transition for the City Treasurer. Funds are available in this year's budget to cover this request.*
- 7.6 Consideration of Authorizing Signature on the Idaho Department of Commerce (IDOC) FY26 ED Pro Grant agreement and accompanying Workplan **[ACTION ITEM]** *(Clerk's Note: As the fiscal agent for the Western Alliance for Economic Development, this IDOC grant benefiting the Western Alliance is with the city)*
- 7.7 Consideration of Authorizing Signature on an Idaho Gem Grant Match Documentation Letter **[ACTION ITEM]**
- 7.8 Consideration of Resolution #DRAFT 004-FY25 (Idaho Gem Grant Application – Irrigation Facility Plan) – A RESOLUTION OF THE CITY OF GREENLEAF, CANYON COUNTY, IDAHO, SUPPORTING AND ENDORSING AN IDAHO GEM GRANT APPLICATION FOR THE CITY OF GREENLEAF MUNICIPAL IRRIGATION SYSTEM FACILITY PLAN PROJECT; DECLARING THAT ALL PREVIOUS RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT ARE NULL AND VOID; PROVIDING A SEVERABILITY CLAUSE; DIRECTING THE CLERK TO ASSIGN A RESOLUTION NUMBER AND PROVIDING AN EFFECTIVE DATE. **[ACTION ITEM]**
- 7.9 Projects Report
- 7.10 Other business requiring contract staff input
8. **OTHER REPORTS AND PREVIOUS MEETING MINUTES (CONSENT AGENDA)**
- 8.1 Treasurer's Report and Disbursement List
- 8.2 Public Services Director's report
- 8.3 City Clerk's report
- 8.4 Monthly new construction valuation report
- 8.5 Consideration of consent agenda **[ACTION ITEM]**
9. **OTHER BUSINESS**
- 9.1
10. **MINUTES REVIEW**
- 10.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed
- 10.2 Consideration of minutes for this meeting **[ACTION ITEM]**
11. **ADJOURNMENT**
- 11.1 Adjournment **[ACTION ITEM]**

- Posted physically at the following locations at or before 6:30p 31 Aug 2025:

Greenleaf City Hall (outside bulletin board next to front door)
Greenleaf Post Office (inside lobby bulletin board)

Greenleaf Chevron (in window to right of entry)
Greenleaf Café (outside bulletin board)

- Posted electronically at or before 6:30p 31 Aug 2025 at the city website (greenleaf-idaho.us) and referencing post on the city's Facebook page.

* The meeting may move to an alternate location due to meeting room capacity. ** The Chair may recess the meeting at any time.

This institution is an equal opportunity provider.

Materials are available in Spanish upon request.

Los materiales están disponibles en español a pedido.