

City of Greenleaf

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CITY COUNCIL MEETING AGENDA

Special Session 7:00pm 16 August 2022 at Greenleaf City Hall

*This meeting can be joined via computer, tablet, or smartphone at:
<https://meet.goto.com/454949621>*

Via telephone United States: +1 (571) 317-3122 Access Code: 454-949-621

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 Chief
 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]

6.1 Police Report

6.2 Fire Report

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

7.1 Discussion regarding the Western Alliance for Economic Development (WAED) and efforts toward forming a Federal EDA Economic Development Agency for Idaho Region #3

7.2 Consideration of authorizing Mayor's signature of the Idaho Department of Commerce FY2023 ED Pro Grant Agreement for the WAED [Action Item]

7.3 Executive Session per IC §74-206(1)(f) "To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but immediately likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;" regarding dogs at 20805 Whittier Drive (*Clerk's Note – Legal Counsel may choose to request continuance of this item to the next regular Council meeting*)

7.4 Consideration of actions regarding dogs at 20805 Whittier Drive [Action Item] *(Clerk's Note – Legal Counsel may choose to request continuance of this item to the next regular Council meeting)*

7.5 Consideration of approval of Mayor's signature on a Memorandum of Understanding between the Idaho Transportation Department and the City of Greenleaf, updating and replacing the current 1985 Maintenance Agreement for State Highway 19 (aka Main Street) [ACTION ITEM] *(Clerk's note: Approval was given at the 12 July 2022 Council Meeting, however a revised final draft was received from ITD on 17 July)*

7.6 Consideration of submitting a Letter of Interest (LOI) in the Canyon County Rural Community Planning Program to the Canyon County Development Services Department (CCDSD) regarding Transfer of Development Rights (TDR), and Mayor's signature on an associated Memorandum of Understanding between Canyon County and the City of Greenleaf for Rural Community Planning. [ACTION ITEM] *(Clerk's note: Approval was given at the 12 July 2022 Council Meeting, however a revised letter of interest, which serves as a scope of work, is necessary due to uncertainty at CCDSD due to loss of Director, continued workload pressure and backlog with fewer planners, extended process for adoption of the County's Draft 2030 Comprehensive Plan, and two new County Commissioners expected in January 2023)*

7.7 Recognition of Letter from Canyon County Development Services Department (CCDSD) regarding NFIP Floodplain Recommendations

7.8 Consideration of Resolution Draft FY22-004 – Full-Time Employee Wage Scale – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENLEAF, CANYON COUNTY, IDAHO, ADOPTING A FULL-TIME EMPLOYEE WAGE SCALE; DECLARING THAT ALL PREVIOUS RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT ARE NULL AND VOID; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. [ACTION ITEM] *(Clerk's note: Continued at the 07 June 2022 Council Meeting, continued at the 12 July 2022 Council Meeting)*

7.9 Consideration of Resolution Draft FY22-006 – Consolidated Fee Schedule - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENLEAF, CANYON COUNTY, IDAHO, ADJUSTING THE CONSOLIDATED FEE SCHEDULE; DECLARING THAT ALL PREVIOUS RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT ARE NULL AND VOID; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. [ACTION ITEM] *(Clerk's note: Adjustment to restore note regarding availability of short-term garbage yardage containers and service directly from the service provider, and to allow ongoing service with monthly billing through the city for un-common yardage container sizes – This is prompted by recent request for, and service provider fulfillment of, an odd-sized yardage container not on the city's yardage table)*

7.10 Consideration of authorizing Mayor's signature on the Greenleaf 2022 CPS LHTAC Local Agreement for a \$250,000.00 Children Pedestrian Safety (CPS) grant for sidewalks from the Local Highway Transportation Assistance Council (LHTAC) [Action Item]

7.11 Consideration of authorizing Mayor's signature on a joint applicant letter for the Safe Streets and Roads for All (SS4A) Safety Action Plan grant application for Ada and Canyon Counties [Action Item] *(Clerk's Note: COMPASS is the lead applicant for this grant which would pay for a consultant to write a Safety Action Plan such that the applicant and joint applicants will have access to Federal SS4A funding – the clerk's*

understanding is that SS4A funding will not be available for improvements if they are not joint applicants for the Safety Action Plan grant)

7.12 Recognition of the COMPASS Affordable Housing Subcommittee Greenleaf Affordable Housing Zoning Code Review *(Clerk's Note: The clerk is on this subcommittee, and worked with COMPASS staff for development of a Missing Middle Housing Typology Guidebook and a Zoning Code Review Checklist, along with a test of these resources through an analysis of Greenleaf Code. This report will be shared with P&Z as a resource for consideration of future adjustment of code and comprehensive plan, as deemed appropriate)*

7.13 Consideration of recommendation from the P&Z to the City Council regarding a 20694 Hillcrest Drive Variance Application [Action Item]

7.14 Consideration of approval of Mayor's signature on a letter of support for Southwest District Health efforts for a Canyon County youth crisis center, including pledge of \$981.15. [Action Item]

7.15 Any other agenda items 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 Previous Meeting Minutes (12 Jul 2022)

8.6 Consideration of staff reports and minutes (consent agenda) [ACTION ITEM]

9. OTHER OLD BUSINESS

9.1 Other Old Business

10. OTHER NEW BUSINESS

10.1 Other New Business

11. Adjournment [ACTION ITEM]

(Clerk's Note: Agenda posted 29 July 2022 for meeting on 02 Aug, meeting re-posted 02 Aug and moved to 09 Aug due to scheduling issues and agenda item #7.13 added for consideration of recommendation from the P&Z to the City Council regarding a 20694 Hillcrest Drive Variance Application as an action item, meeting re-posted 09 Aug and moved to 16 Aug due to scheduling issues and agenda spacing reduction to 3 pages, re-posted 12 Aug 2022 to add agenda item #7.14 for SWDH Youth Crisis Center)

- Posted physically at the following locations at or before 5:00p 12 Aug 2022:

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 5:00p 12 Aug 2022 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.

NONDISCRIMINATION STATEMENT: In accordance with Federal law and U.S. Department of Agriculture policy, the City of Greenleaf is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.) If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

SPECIAL ACCOMMODATION: Any person with a disability may request a reasonable accommodation to make it easier to use City facilities or programs, or request that the City provide information in a different way. Details and Reasonable Accommodation Request Forms are available at City Hall (20523 Whittier Dr., Greenleaf, ID 83626). Those who have impaired hearing or speech may contact City Hall utilizing the Idaho Relay Service: TDD: (Toll Free) Dial 1, then 800-377-3529; VOICE: (Toll Free) Dial 1, then 800-377-1363, or 711.