

**City of Greenleaf**  
20523 N. Whittier Drive  
Greenleaf, Idaho 83626  
208/454-0552  
208/454-7994 (fax)  
cityhall@greenleaf-idaho.us

**CITY COUNCIL MEETING AGENDA**  
**Special Session – 7:00pm 13 April 2021 at Greenleaf City Hall**

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

<https://global.gotomeeting.com/join/329528637>

*Via telephone United States: +1 (224) 501-3412 Access Code: 329-528-637*

1. Meeting called to order
2. Pledge of Allegiance
3. Roll Call

Seat 1: Ryan Schnuerle       Seat 2: Rob Fisher       Seat 3: Kurt Kopadt  
 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. Police report

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

7.1 Consideration of Draft Ordinance #FY20-005 (Building and Fire Codes) - AN ORDINANCE OF THE CITY OF GREENLEAF, CANYON COUNTY, IDAHO, AMENDING GREENLEAF CODE §8-8-1 (BUILDING CODES ADOPTED) and 8-1A-1 (FIRE CODES ADOPTED) FOR CLARITY AND IN CONFORMANCE WITH PROVISIONS OF IDAHO CODE §39-4116; PROVIDING A REPEALER CLAUSE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. [ACTION ITEM] (*Clerk's Note: Third reading by title performed by Kurt Kopadt at the 02 Mar 2021 meeting. Continued at the 02 Mar 2021 Council Meeting.*)

7.2 Consideration of additional wastewater equivalent dwelling units (EDUs) allocation for ZoRoCo [ACTION ITEM] (*Clerk's Note: Continued at the 02 Mar 2021 Council Meeting.*)

7.3 Consideration of Draft Resolution #001-FY21 – Personnel Policy - A RESOLUTION OF THE CITY OF GREENLEAF ADOPTING AN UPDATED PERSONNEL AND WORKPLACE HARASSMENT POLICY MANUAL; DECLARING ANY RESOLUTIONS, ORDER, OR PARTS THEREOF IN CONFLICT ARE HEREBY REPEALED, RESCINDED, AND ANNULLED; AND SETTING AN EFFECTIVE DATE. [ACTION ITEM] (*Clerk's Note: Continued at the 02 Mar 2021 Council Meeting.*)

7.4 Consideration of Draft Ordinance #FY21-001 – Amending GC §5-3-5 - AN ORDINANCE OF THE CITY OF GREENLEAF, IDAHO, AMENDING GREENLEAF CODE §5-3-5 TO ALLOW DISCHARGE OF A FIREARM IN LAWFUL DEFENSE OF PROPERTY, EXEMPT DISCHARGE OF STARTER PISTOLS, ALLOW DISCHARGE WITH PERMIT FOR HARVEST OF LIVESTOCK, ALLOW DISCHARGE FOR CEREMONIAL PURPOSES WITH AUTHORIZATION FROM THE POLICE CHIEF OR DESIGNEE, AND CLARIFY THAT NOTHING IN THIS SECTION SHALL BE CONSTRUED TO MODIFY OR AFFECT STATE LAWS OR CITY ORDINANCES GOVERNING THE DISCHARGE OF FIREWORKS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; DIRECTING THE CLERK TO ASSIGN THE NEXT ORDINANCE NUMBER AND SCHEDULE FOR PUBLICATION AND CODIFICATION; AUTHORIZING PUBLICATION BY SUMMARY; AND PROVIDING AN EFFECTIVE DATE. [ACTION ITEM] (*Clerk's Note: Second reading performed by Mayor Holton at the 02 Mar 2021 Council Meeting.*)

7.5 Consideration of Resolution DRAFT FY002-2021 (Surplus Property) A RESOLUTION OF THE CITY OF GREENLEAF, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING THAT CERTAIN ITEMS OF PERSONAL PROPERTY OWNED BY THE CITY BE DECLARED SURPLUS AND SOLD AT AUCTION OR OTHER SALE; PROVIDING THAT ANY ITEMS NOT SOLD AT SALE MAY BE GIVEN TO NON-PROFIT ORGANIZATIONS OR DISCARDED; AND PROVIDING FOR AN EFFECTIVE DATE. [ACTION ITEM]

7.6 Consideration of Ordinance Draft FY19-003 (Manufactured Home Communities – Title 8 and 9 Amendments) AN ORDINANCE OF THE CITY OF GREENLEAF, IDAHO, AMENDING CHAPTER 3, TITLE 8 “MANUFACTURED HOUSING COMMUNITIES” AND AMENDING GREENLEAF CODE CHAPTER 4, TITLE 8 “MANUFACTURED HOME REGULATIONS” TO CLARIFY PURPOSE, AMEND DEFINITIONS, CLARIFY ADMINISTRATION AND ENFORCEMENT STANDARDS, CLARIFY AND AMEND DEVELOPMENT STANDARDS, AND CLARIFY NONCONFORMING MANUFACTURED HOMES STANDARDS; AMENDING GREENLEAF CODE §9-2-2 TO UPDATE, ADD, AND DELETE DEFINITIONS; TO ADJUST RESIDENTIAL USE TABLE §9-3-2 TO ADD LINES FOR MANUFACTURED HOME, MANUFACTURED HOME COMMUNITY AND MOBILE HOMES, AND TO ADD NOTES TO THE TABLE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; DIRECTING THE CLERK TO ASSIGN THE NEXT ORDINANCE NUMBER AND SCHEDULE FOR PUBLICATION AND CODIFICATION; AUTHORIZING PUBLICATION BY SUMMARY; AND PROVIDING AN EFFECTIVE DATE. [ACTION ITEM]

*(Clerk’s Note: Approved by P&Z at the 11 Mar 2021 P&Z meeting with recommendation for the City Council to approve.)*

7.7 Consideration of Purchase and Installation of Pivot at the WasteWater Treatment Plant (WWTP) [ACTION ITEM]

7.8 Consideration of Resolution #DRAFT 003-FY21 (Authorizing Destruction of Semi-Permanent or Temporary Records) A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENLEAF, IDAHO AUTHORIZING DESTRUCTION OF SEMI-PERMANENT OR TEMPORARY RECORDS; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE [ACTION ITEM]

7.9 Consideration of Resolution No. DRAFT 004-FY21 (Adopting the City of Greenleaf 2040 Comprehensive Plan) A RESOLUTION OF THE GREENLEAF CITY COUNCIL, GREENLEAF, CANYON COUNTY, IDAHO ADOPTING THE CITY OF GREENLEAF 2040 COMPREHENSIVE PLAN; AFFIRMING THAT PRESCRIBED NOTICE AND HEARING REQUIREMENTS WERE MET IN ACCORDANCE WITH TITLE 67, CHAPTER 65, IDAHO CODE; AND PROVIDING AN EFFECTIVE DATE. [ACTION ITEM] *(Clerk’s Note: Recommended to the City Council for approval by the Planning and Zoning Commission at the 08 Apr 2021 P&Z Mtg)*

7.10 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 Previous Meeting Minutes (02, 16 Mar 2021)

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

**9. OTHER OLD BUSINESS**

9.2 Other Old Business

**10. OTHER NEW BUSINESS**

10.1 Other New Business

11. Adjournment [ACTION ITEM]

*Clerk’s Note: Agenda originally posted 5:15p 05 April 2021, re-posted to add agenda item #7.9.*

-----  
- Posted physically at the following locations at or before 5:15p 12 April 2021:

Greenleaf City Hall (outside bulletin board next to front door)      Greenleaf Store (in window to right of entry)  
Greenleaf Post Office (inside lobby bulletin board)                      Greenleaf Café (outside bulletin board)

- Posted electronically at or before 5:00p 12 April 2021 at the city website (greenleaf-idaho.us) and referencing post on the city's Facebook page

\* The meeting may move to an alternate location if attendance is over 41 people.

\*\* 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](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](mailto: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.