

City of Greenleaf

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CITY COUNCIL MEETING MINUTES

Special Session – 7:00 p.m. – 18 November 2025 – Greenleaf City Hall

Agenda:

1. Meeting called to order
2. Pledge of Allegiance
3. Roll Call
4. Adjustments to meeting agenda **[ACTION ITEM]**
5. Consideration of the Conditional Use Permit (CUP) Application for a drive through in the Central Business District (CBD) at Canyon County Parcel #36299 (21513 & 20529 Friends Road) - Blondie's Coffee Shop **[ACTION ITEM]**
6. **OTHER BUSINESS**
 - 6.1 Acknowledgement of Receipt of Canvass of Votes from Canyon County for the 04 November 2025 Election **[ACTION ITEM]** (*Clerk's Note: The 2025 AIC Election Manual instructs on p.2 that city responsibilities include, "Ensuring the official vote tally (broken down by precinct, for cities with multiple precincts) is formally accepted by motion of the council and included in the minutes of the council meeting following the canvass of the ballots by the county commissioners."*)
 - 6.2 Any other business
7. **MINUTES REVIEW**
 - 7.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed
 - 7.2 Consideration of minutes for this meeting **[ACTION ITEM]**
8. **ADJOURNMENT**
 - 8.1 Adjournment **[ACTION ITEM]**

1. Meeting called to order

Mayor Brad Holton called the meeting to order at approximately 7:01p.

2. Pledge of Allegiance

Brad Holton led those in attendance in the 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

This meeting was available to be joined via computer, tablet, or smartphone at:

<https://meet.goto.com/CityofGreenleaf/council-mtg>, or via telephone United States: +1 (571)

317-3112 Access Code: 142-571-637

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4. Adjustments to meeting agenda [ACTION ITEM]

There were none.

5. Consideration of the Conditional Use Permit (CUP) Application for a drive through in the Central Business District (CBD) at Canyon County Parcel #36299 (21513 & 20529 Friends Road) - Blondie's Coffee Shop [ACTION ITEM]

The clerk outlined the process and contents of the application binder.

Discussion followed, including the permit packet, focused on a letter dated 12 September 2025 as part of the permit. It was noted that the city could choose to borrow traffic counters and do a traffic study at the Friends Road intersection with SH-19 in the future.

Applicant Cheryl Hall mentioned that ITD has indicated eco-blocks may be used to close the required curb cut, at least temporarily. Discussion followed.

Ryan Schnuerle moved to approve the Conditional Use Permit Application. Rachel Brobeck seconded. A roll call vote was requested. The motion was approved with Ryan Schnurle for the motion, Rob Fisher for the motion, Rachel Brobeck for the motion, and Dan Hyer for the motion.

6. **OTHER BUSINESS**

6.1 Acknowledgement of Receipt of Canvas of Votes from Canyon County for the 04 November 2025 Election [ACTION ITEM] *(Clerk's Note: The 2025 AIC Election Manual instructs on p.2 that city responsibilities include, "Ensuring the official vote tally (broken down by precinct, for cities with multiple precincts) is formally accepted by motion of the council and included in the minutes of the council meeting following the canvass of the ballots by the county commissioners.")*

Council paused to review the County elections paperwork, including number of registered voters and votes cast.

Dan Hyer moved to accept the canvas of votes from Canyon County. Rob Fisher seconded. The motion received unanimous approval. The canvas documents are attached with the minutes.

6.2 Any other business

There was no other business. General discussion followed, including process for the January Council Meeting.

7. **MINUTES REVIEW**

7.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed

No recess was taken.

7.2 Consideration of minutes for this meeting [ACTION ITEM]

Rachel Brobeck moved to approve the minutes. Ryan Schnuerle seconded. The motion received unanimous approval.

8. **ADJOURNMENT**

8.1 Adjournment [ACTION ITEM]

Rachel Brobeck moved to adjourn. Ryan Schnuerle seconded. The motion received unanimous approval, and the meeting adjourned at approximately 7:31p.

Respectfully submitted,

Lee C. Belt
City Clerk
City of Greenleaf

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Materials are available in Spanish upon request.
Los materiales están disponibles en español a pedido.