



## **CITY OF DONNELLY**

169 HALFERTY STREET  
P.O. BOX 725  
DONNELLY, ID 83615  
TELEPHONE (208) 325-8859 FAX (208) 325-4091

### **City Council Meeting**

**Monday, January 23, 2017 at 6:00 pm**

**Donnelly Community Center**

#### **AGENDA**

##### **ROLL CALL**

##### **PLEDGE OF ALLEGIENCE**

##### **CONSENT AGENDA:**

- ✓ Vouchers December 13, 2016 through January 20, 2017
- ✓ City Council Meeting Minutes –October 17 and December 12, 2016

##### **BUSINESS AGENDA:**

**AB 17-13 FY 2016 Audit – Jared Zwygart**

##### **STAFF REPORTS:**

Clerk/Treasurer Report  
Mayor  
Council

**EXECUTIVE SESSION:** Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code §74-206(1) (f)]

**ADJOURN:** Monday, February 13, 2017 at 6:00 p.m.



## City of Donnelly

169 Halferty Street  
P.O. Box 725  
Donnelly, ID 83615  
Telephone (208) 325-8859 Fax (208) 325-4091

### City Council Meeting on Monday, December 12, 2016 at 6:00 pm Donnelly Community Center

#### MINUTES

Meeting called to order: 6:00 p.m.

**Roll Call:** Councilor Stayton, Councilor Davenport, Councilor Minshall and Mayor Koch were present. Councilor Getto was absent. Clerk Hedges also present.

#### Pledge of Allegiance

#### CONSENT AGENDA:

**Motion by Davenport, 2nd Stayton** to approve the vouchers dated November 14, 2016 through December 8, 2016 with the addition of the additional items in the amount of \$9453.81. Motion carried.

**Motion by Davenport, 2nd Minshall** to approve the City Council minutes for September 19, November 2, November 19 and to table minutes from October 17 for correction. Motion carried.

Clerk presented the payroll registers and bank statements for approval. Discussed who would approve prior to processing payroll and who would approve the bank statements. Mayor Koch will approve payroll and Councilor Stayton will review the Bank Statements and reconciliations each month.

#### BUSINESS AGENDA:

##### **AB 17-11 City of Donnelly City Council Meeting Dates for 2017**

Clerk presented a list of all City Council and Planning & Zoning meetings for the year as well as observed Holidays.

**Motion by Stayton, 2nd Davenport** to adopt the City of Donnelly City Council meeting dates for 2017. Motion carried.

##### **AB 17-12 Resolution 2016-008 North Lake Sewer District Agreement Addendum Signature**

Clerk presented the Resolution that the City's Bond Attorney created in order to have the Mayor sign the Addendum to the North Lake Sewer Agreement between the City and District. This Addendum is required by USDA Rural Develop.

**Motion by Stayton, 2nd Minshall** to approve Resolution 2016-008 for North Lake Sewer Agreement Addendum to be signed by Mayor Koch. Motion carried.

## STAFF REPORTS:

City clerk presented her report. Davenport asked about the past due water amounts and how much of that was what the City was proposing to turn off last month. Clerk stated that 2 letters were sent out for shut off, and neither of these were from last month.

Local Option tax funds are up for the year compared to previous years. We are already at 25% of collection of the budget 2 months into the new year.

Council agreed to have the clerk get five \$50 Ridley's gift cards for the employees for Christmas. Mayor Koch asked to set up meetings for next Monday with each employee and he and clerk would present the gift card to the employee.

Idaho Power has requested to remove 2 street lights on North Halferty. Davenport said it is dark within the City but these two lights do not due much. The houses on the street put out more light and don't see an issue in removal. Clerk will see what it costs to keep them and what the cost would be for the new development to place a new light.

Clerk was asked to research the requirements to drive the snow plow, Mayor believes that a Class B CDL license is required. Clerk will look into this and get back with Mayor and Council. Council asked clerk to send out a postcard to residents in regards to parking on the street when it has snowed. There is no parking in the City right of way from 3:00 to 7:00 a.m. and those that are in violation may be towed at their expense.

Clerk is to price out some snow removal equipment and work with public works to find a future solution for the sidewalks and smaller areas.

Gene Tyler (VP of Chamber) thanked the City for providing the facility for Santa and the Chili cook-off for Christmas in Donnelly, and to thank the Council members who came and especially the Mayor for judging the contest. There was great feedback of the event and everyone seemed to like that it was indoors.

**EXECUTIVE SESSION:** Pursuant to Idaho Code 74-206 (1) (a) & (b) consider personnel matters.

**Motion by Davenport, 2nd Minshall** to enter Executive Session pursuant to Idaho Code 74-206 (1) a & b to consider personnel matters. Roll call vote: Mayor Koch (yes), Councilor Stayton (yes), Councilor Davenport (yes) and Councilor Minshall (yes)

Entered Executive Session 7:04 p.m.

Exited Executive Session 7:49 p.m.

## ADJOURN:

**Motion by Davenport, 2<sup>nd</sup> by Minshall** to adjourn at 7:49 p.m. until the next regularly scheduled City Council Meeting on January 23, 2017 at 6:00 p.m. Motion carried.

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 1 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2011	1619M	170 ADOBE SYSTEMS INC.	14.99					
1	071116 12/11/16 pdf solutions		14.99			10 41100	620	10190
		Total for Vendor:	14.99					
2037	1621M	6 AMAZON	65.67					
1	122816 12/28/16 ink for library		65.67			21 41100	605	10190
2042	1623M	6 AMAZON	26.02					
1	121416 12/14/16 stamps		26.02			10 41100	605	10190
		Total for Vendor:	91.69					
2008	12325S	8 ANALYTICAL LABORATORIES, INC	46.00					
1	20937 11/30/16 tests		46.00			51 43400	560	10100
2095		8 ANALYTICAL LABORATORIES, INC	71.00					
1	40935 12/31/16 water tests		46.00			51 43400	560	10100
2	40935 12/31/16 monitoring waiver application		25.00			51 43400	560	10100
		Total for Vendor:	117.00					
2004	12326S	149 BHS SPECIALTY CHEMICALS	78.75					
1	76126 11/14/16 sodium hypochlorite		78.75			51 43400	462	10100
		Total for Vendor:	78.75					
2049	12346S	14 BOISE OFFICE EQUIPMENT	11.39					
1	1075397 12/29/16 maintenance agreement		6.60			10 41100	611	10100
2	1075397 12/29/16 maintenance agreement		2.85			51 41100	611	10100
3	1075397 12/29/16 maintenance agreement		1.94			52 41100	611	10100
		Total for Vendor:	11.39					
2013	12340S	233 C & N ELECTRICAL CONSTRUCTION	353.03					
1	110533 12/17/16 changed out one light to LED		353.03			10 43010	416	10100
		Total for Vendor:	353.03					

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 2 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2054	12347S	150 CABLE ONE	92.26					
1	122316 12/23/16	city hall phone/internet	55.36			10 41100	437	10100
2	122316 12/23/16	city hall phone/internet	27.68			51 41100	437	10100
3	122316 12/23/16	city hall phone/internet	9.22			52 41100	437	10100
2076		150 CABLE ONE	64.75					
1	120116 12/01/16	library internet	64.75			21 41100	417	10100
2077		150 CABLE ONE	72.00					
1	010117 01/01/17	library internet	72.00			21 41100	417	10100
		Total for Vendor:	229.01					
2040	12348S	29 CITY OF DONNELLY - WATER	73.01					
1	122016 12/28/16	library water / sewer	73.01			21 41100	415	10100
2041	12348S	29 CITY OF DONNELLY - WATER	320.00					
1	122016 12/28/16	ddc water/sewer	320.00			10 44300	415	10100
		Total for Vendor:	393.01					
2071		234 CLEARWATER ECONOMIC DEVELOPMENT	7,000.00					
1	17-0105 01/05/17	water system upgrade - grant	7,000.00		CDBG	51 41100	615	10100
		cdbg grant writing						
		Total for Vendor:	7,000.00					
2035		169 CODE PUBLISHING INC.	125.70					
1	55126 12/22/16	ordinance online code update	125.70			10 41100	530	10100
		Total for Vendor:	125.70					
2102		42 DONNELLY ELMENATARY SCHOOL	500.00					
		ski day - community sponsorship						
1	fy17lotawd 01/18/17	LOT AWARD FY17	500.00			15 41100	922	10100
		Total for Vendor:	500.00					

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 3 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2097		48 FRANKLIN BUILDING SUPPLY CO.	22.89					
1	449803 01/04/17 plywood for pump house		22.89			51 43400	433	10100
		Total for Vendor:	22.89					
2027	12341S	49 FRONTIER	61.69					
1	120716 12/07/16 library phone		61.69			21 41100	437	10100
		Total for Vendor:	61.69					
2058	1624M	232 HIGH MOUNTAIN STORAGE	50.00					
1	010117 01/01/17 shop storage		50.00			10 43010	460	10190
		Total for Vendor:	50.00					
2050		58 HONEY DIPPERS	165.00					
1	66069 11/04/16 porta potty at ddc		165.00			10 44300	414	10100
		Total for Vendor:	165.00					
2009	1620M 999999 HP COMPUTERS		994.80					
	clerk desktop computer							
1	371740691 12/13/16 desktop computer		596.88			10 41100	605	10190
2	37174069 12/13/16 desktop computer		298.44			51 41100	605	10190
3	37174069 12/13/16 desktop computer		99.48			52 41100	605	10190
2062	12349S 999999 IBOL		25.00					
1	010417 01/04/17 OIt upgrade ken minshall		25.00			51 41100	551	10100
		Total for Vendor:	1,019.80					
2017	12342S	66 IDAHO POWER	77.91					
1	8211-1216 12/16/16 lightiing cabinet		77.91			10 43010	416	10100
2018	12342S	66 IDAHO POWER	7.78					
1	6560-1216 12/16/16 fire pump		7.78			52 41100	416	10100
2019	12342S	66 IDAHO POWER	186.77					
1	7988-1216 12/16/16 miantenance shop / city hal		108.33			10 41100	416	10100
2	7988-1216 12/16/16 miantenance shop / city hal		46.69			51 41100	416	10100
3	7988-1216 12/16/16 miantenance shop / city hal		31.75			52 41100	416	10100

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 4 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2020	12342S	66 IDAHO POWER	80.45					
1	2555-1216 12/16/16 new well		80.45			52 41100	416	10100
2021	12342S	66 IDAHO POWER	135.40					
1	4223-1216 12/16/16 community center		78.53			10 41100	416	10100
2	4223-1216 12/16/16 community center		33.85			51 41100	416	10100
3	4223-1216 12/16/16 community center		23.02			52 41100	416	10100
2022	12342S	66 IDAHO POWER	158.92					
1	0899-1216 12/16/16 main water system		158.92			51 41100	416	10100
2023	12342S	66 IDAHO POWER	167.04					
1	0078-1216 12/16/16 street lights		167.04			10 43010	416	10100
2024	12342S	66 IDAHO POWER	208.69					
1	0182-1216 12/16/16 library power		208.69			21 41100	416	10100
2025	12342S	66 IDAHO POWER	10.17					
1	3329-1216 12/16/16 gestrin light		10.17			10 43010	416	10100
2026	12342S	66 IDAHO POWER	37.04					
1	3291-1216 12/16/16 water supply		37.04			51 41100	416	10100
2034	12350S	66 IDAHO POWER	6.63					
1	9405-1216 12/21/16 kiosk power		6.63			10 43010	416	10100
		Total for Vendor:	1,076.80					
2064	1625M	202 INCOM	137.75					
1	12 116 12/01/16 telephone		79.89			10 41100	437	10190
2	12 116 12/01/16 telephone		34.44			51 41100	437	10190
3	12 116 12/01/16 telephone		23.42			52 41100	437	10190
2065	1625M	202 INCOM	182.75					
1	122216 12/22/16 telephone		105.99			10 41100	437	10190
2	122216 12/22/16 telephone		45.69			51 41100	437	10190
3	122216 12/22/16 telephone		31.07			52 41100	437	10190
		Total for Vendor:	320.50					

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 5 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2052		74 INTERSTATE ELECTRIC SUPPLY	100.00					
1	100368079. 12/06/16	street lights	100.00			10 43010	416	10100
		Total for Vendor:	100.00					
2083		78 KENNEDY FUEL & FEED SUPPLY	767.15					
1	54983 12/26/16	shop fuel	444.94		bruce	10 41100	416	10100
2	54983 12/26/16	shop fuel	191.79		bruce	51 41100	416	10100
3	54983 12/26/16	shop fuel	130.42		bruce	52 41100	416	10100
2084		78 KENNEDY FUEL & FEED SUPPLY	30.00					
1	PD 12/31/16	past due	17.40			10 41100	416	10100
2	PD 12/31/16	past due	7.50			51 41100	416	10100
3	PD 12/31/16	past due	5.10			52 41100	416	10100
		Total for Vendor:	797.15					
2045	12351S	79 LAKESHORE DISPOSAL	72.15					
1	23476630 01/01/17	ddc trash	72.15			10 44300	414	10100
		Total for Vendor:	72.15					
2057	12352S	165 LAKESHORE DISPOSAL	528.00					
1	1216 12/31/16	december collection	528.00			51 41100	414	10100
		Total for Vendor:	528.00					
2081		80 LES SCHWAB TIRE	26.00					
1	50077 12/14/16	tire repair backhoe	26.00			10 43010	434	10100
2082		80 LES SCHWAB TIRE	39.31					
1	50312 12/16/16	tire repair backhoe	39.31			10 43010	434	10100
		Total for Vendor:	65.31					
2016	12353S	82 LONG VALLEY FARM SERVICE	90.99					
1	170288 12/14/16	blue tractor oil	90.99			10 43010	434	10100
		blue tractor						



01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 6 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2105		82 LONG VALLEY FARM SERVICE	19.29					
1	170518 01/11/17	brake fluid shop	19.29			10 43010	434	10100
		Total for Vendor:	110.28					
2028	12354S	85 MAY HARDWARE	16.16					
1	863063 12/20/16	snpring snap links	16.16			10 43010	460	10100
2067		85 MAY HARDWARE	30.58					
1	864271 01/06/17	flag pole, paper towel holder	30.58			21 41100	420	10100
2068		85 MAY HARDWARE	25.17					
1	864498 01/10/17	soap/t paper holder	25.17			21 41100	420	10100
2096		85 MAY HARDWARE	77.98					
1	864130 01/04/17	milhouse heaters for pump	77.98			51 43400	433	10100
		Total for Vendor:	149.89					
2012	1618M	216 MICROSOFT	66.00					
1	071416 12/14/16	office 365	66.00			10 41100	620	10190
		Total for Vendor:	66.00					
2101		210 MILLINGTON ZWYGART CPAs, PLLC	5,970.00					
1	2987 01/18/17	2016 Audit	3,463.00			10 41100	310	10100
2	2987 01/18/17	2016 Audit	1,493.00			51 41100	310	10100
3	2987 01/18/17	2016 Audit	1,014.00			52 41100	310	10100
		Total for Vendor:	5,970.00					
2001	12327S	153 MOUNTAIN WATERWORKS	250.00					
1	2574 11/30/16	contact	250.00			51 41100	360	10100
2002	12327S	153 MOUNTAIN WATERWORKS	1,050.00					
1	2573 11/30/16	water meeting	1,050.00			51 43400	710	10100

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 7 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2003	12327S	153 MOUNTAIN WATERWORKS	6,142.50					
1	2583 11/30/16	Water Faciility Plan	6,142.50			51 41100	970	10100
2046	12355S	153 MOUNTAIN WATERWORKS	900.00					
1	2601 12/31/16	grant 126.0030 facilty plan	900.00			51 41100	970	10100
2047	12355S	153 MOUNTAIN WATERWORKS	250.00					
1	123116 12/31/16	contract	250.00			51 41100	360	10100
		Total for Vendor:	8,592.50					
2044	12356S	154 NORTH LAKE RECREATIONAL SEWER &	3,200.00					
1	01012017 01/01/17	contract	3,200.00			52 41100	541	10100
		Total for Vendor:	3,200.00					
2107		99 OFFICE SAVERS	144.72					
1	14697 01/12/17	office supplies	83.94			10 41100	605	10100
2	14697 01/12/17	office supplies	36.18			51 41100	605	10100
3	14697 01/12/17	office supplies	24.60			52 41100	605	10100
		Total for Vendor:	144.72					
2032	12357S	111 RIDLEY'S	272.97					
1	121916 12/19/16	christmas gift card	250.00			10 41100	605	10100
2	121916 12/19/16	pail for snow melt	22.97			10 41100	431	10100
2079		111 RIDLEY'S	71.63					
1	430 12/19/16	snow shovel, toliet paper, pap	71.63			10 41100	431	10100
		Total for Vendor:	344.60					
2066		114 ROBERTSON SUPPLY, INC.	63.04					
1	4286560 01/05/17	valve for pump house repair	63.04			51 43400	433	10100
		Total for Vendor:	63.04					
2053		199 SHRED-IT	81.98					
1	8121448757 12/22/16	paper shredding	49.19			10 41100	605	10100
2	8121448757 12/22/16	paper shredding	24.60			51 41100	605	10100
3	81214487 12/22/16	paper shredding	8.19			52 41100	605	10100
		Total for Vendor:	81.98					

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 8 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1992	1626M	120 SINCLAIR FLEET TRACK (STINKER)	48.89					
4	210178 12/05/16	ford fuel	28.36			10 43010	481	10100
5	210178 12/05/16	ford fuel	12.22			51 41100	481	10100
6	210178 12/05/16	ford fuel	8.31			52 41100	481	10100
2015	1626M	120 SINCLAIR FLEET TRACK (STINKER)	66.41					
1	214522 12/12/16	diesel backhoe backhoe	66.41			10 43010	482	10100
2056	1626M	120 SINCLAIR FLEET TRACK (STINKER)	68.35					
1	224599 12/28/16	backhoe	68.35			10 43010	482	10100
2086	1626M	120 SINCLAIR FLEET TRACK (STINKER)	68.32					
1	12/05/16	diesel	68.32			10 43010	482	10100
2087	1626M	120 SINCLAIR FLEET TRACK (STINKER)	63.22					
1	12/09/16	diesel	63.22			10 43010	482	10100
2088	1626M	120 SINCLAIR FLEET TRACK (STINKER)	66.31					
1	12/12/16	diesel	66.31			10 43010	482	10100
2089	1626M	120 SINCLAIR FLEET TRACK (STINKER)	64.27					
1	12/20/16	diesel	64.27			10 43010	482	10100
2090	1626M	120 SINCLAIR FLEET TRACK (STINKER)	70.32					
1	12/24/16	diesel	70.32			10 43010	482	10100
2091	1626M	120 SINCLAIR FLEET TRACK (STINKER)	43.29					
1	122316 12/26/16	ford fuel	27.25			10 43010	481	10100
2	122316 12/26/16	ford fuel	11.74			51 41100	481	10100
3	122316 12/26/16	ford fuel	7.98			52 41100	481	10100
9900	12/31/16	rebate	-3.68			10 43010	482	10100
CI	18							

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 9 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2092	1626M	120 SINCLAIR FLEET TRACK (STINKER)	78.54					
1	120516 12/05/16 diesel		78.54			10 43010	482	10100
2093	1626M	120 SINCLAIR FLEET TRACK (STINKER)	17.17					
1	121216 12/12/16 diesel		17.17			10 43010	482	10100
2094	1626M	120 SINCLAIR FLEET TRACK (STINKER)	12.63					
1	122816 12/28/16 diesel		12.63			10 43010	482	10100
		Total for Vendor:	667.72					
2007	12328S	999999 US BANK - SAFEBOX DEPT	52.40					
1	12/05/16 safety box rental		31.44			10 41100	520	10100
2	12/05/16 safety box rental		15.72			51 41100	520	10100
3	12/05/16 safety box rental		5.24			52 41100	520	10100
		Total for Vendor:	52.40					
2038	1622M	138 USPS	81.00					
1	122816 12/28/16 stamps		46.98			10 41100	614	10190
2	122816 12/28/16 stamps		20.25			51 41100	614	10190
3	122816 12/28/16 stamps		13.77			52 41100	614	10190
		Total for Vendor:	81.00					
2000	12329S	142 VERIZON WIRELESS	80.83					
1	9776229693 12/01/16 maintenance cell phone		46.88			10 41100	436	10100
2	9776229693 12/01/16 maintenance cell phone		20.21			51 41100	436	10100
3	9776229693 12/01/16 maintenance cell phone		13.74			52 41100	436	10100
2073		142 VERIZON WIRELESS	0.00					
1	9777905604 01/01/17 maintenance cell		46.84			10 41100	436	10100
2	9777905604 01/01/17 maintenance cell		20.19			51 41100	436	10100
3	9777905604 01/01/17 maintenance cell		13.73			52 41100	436	10100
9900	9777905604 01/01/17 credit		-60.47			10 41100	436	10100
CI	17							
9901	9777905604 01/01/17 credit		-20.29			51 41100	436	10100
CI	17							
		Total for Vendor:	80.83					

01/19/17  
14:46:06

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 12/12/16 to 01/19/17

Page: 10 of 10  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2060	12358S	220 WELLS FARGO VENDOR FIN SERV	190.00					
1	66144782 12/21/16	copier lease	114.00			10 41100	612	10100
2	66144782 12/21/16	copier lease	57.00			51 41100	612	10100
3	66144782 12/21/16	copier lease	19.00			52 41100	612	10100
		Total for Vendor:	190.00					
2005	12330S	215 WHITE PETERSON	1,753.33					
1	121053 11/30/16	bonaminio violations	1,677.69		BON	10 41100	320	10100
2	121052 11/30/16	research time	75.64			10 41100	320	10100
2075		215 WHITE PETERSON	162.58					
1	24784 12/31/16	city admin	42.00			10 41100	320	10100
2	24784-006 12/31/16	bonaminio violation	120.58		BONIMI	10 41100	320	10100
		Total for Vendor:	1,915.91					
2070		209 YORGASON LAW OFFICES PLLC	675.00					
1	2017 jan 01/05/17	usda issue with NL	675.00		2017 J	51 41100	320	10100
		Total for Vendor:	675.00					
		# of Claims	81	Total:				35,579.73

\*\* This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. \*\*

## Clerk/Treasurer Report – January 23, 2017

### Decision/Discussion

#### Treasurer Report:

- We currently have \$0 over 30 days past due.
- We collected \$4794.54 in lot funds for November Sales

#### Clerk Report:

- Intent to apply for DEQ grant was submitted by Mountain Waterworks.
- W-2 and 1099 will be completed by January 25<sup>th</sup>.
- Annual Road Report was published on January 12<sup>th</sup>
- Alcohol Licenses renewed – 5
- Building Permits – 1
- Sign Permit – 1
- Business Licenses -- 0

#### Information Still Important:

- Chamber Meeting – January 25 @ 5:00 pm

#### Training/Out of Office:

- Office will be closed February 20<sup>th</sup> in observance of President's Day
- We have submitted Ken's certification and waiting to hear back.

#### Planning & Zoning:

- P&Z was cancelled in January due to no quorum, next meeting is February 6, 2017– reviewing signage ordinance revision
- CUP Extension Application was received from Coach Crossing

#### Repairs & Maintenance:

- There is an ice dams on the Office. Ken and Bruce will investigate and see if it is necessary to have snow/ice removed. Currently effecting the soffit.

#### Library:

- Shannon has applied for two additional grants for library addition (this is something that the council does need to discuss)
- See attached information that Clerk compiled from information given by director.

2016 Library Usage

	Members	Non-Members	Children
3/1/2016	109	49	10
4/1/2016	78	13	9
5/1/2016	78	28	5
6/1/2016	227	35	23
7/1/2016	243	54	18
8/1/2016	196	86	11
9/1/2016	134	26	11
10/1/2016	111	69	16
11/1/2016	69	23	8
12/1/2016	52	3	6

Membership (Non-Expired)

Resident (free)

Individual	5
Family	9

Non-Resident

Individual	35
Family	31

\*\*From reports provided by director (recalculated)

Volunteer Hours

Diane	91.75
Pat	106.75
Maggie	202.5



# City of Donnelly

169 Halferty Street  
P.O. Box 725  
Donnelly, ID 83615  
Telephone (208) 325-8859 Fax (208) 325-4091

## City Council

January 23, 6:00 p.m. @ Donnelly Community Center

### EXECUTIVE SESSION MOTION AND ORDER

\_\_\_\_\_ (print name) \_\_\_\_\_ (print title),  
MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE § 74-206, CONVENE IN EXECUTIVE SESSION TO: (identify one or more of the following)

- Consider personnel matter [Idaho Code § 74-206 (1) (a) & (b)]
- Deliberate regarding an acquisition of an interest in real property [Idaho Code §74-206(1) (c)]
- Consider records that are exempt from public disclosure [Idaho Code §74-206(1) (d)]
- Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code §74-206 (1) (e)]
- Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code §74-206(1) (f)]
- Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code §74-206 (1) (i)]

Purpose/Topic summary (required): \_\_\_\_\_  
AND THE VOTE TO DO SO BY ROLL CALL.

CONVENE AT: \_\_\_\_\_ ADJOURN AT: \_\_\_\_\_

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
<b>BRIAN KOCH</b> _____, Mayor (print name)	_____	_____	_____
<b>GABE STAYTON</b> _____, Council (print name)	_____	_____	_____
<b>WENDY DAVENPORT</b> _____, Council (print name)	_____	_____	_____
<b>LESLIE MINSHALL</b> _____, Council (print name)	_____	_____	_____
<b>MALLORIE GETTO</b> _____, Council (print name)	_____	_____	_____



# City of Donnelly

## LOT Actual Dollars Earned per Month

Month	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	% Increase from LY
October	-	3,758.13	3,251.06	3,984.16	5,803.94	3,513.30	3,607.20	4,200.92	4,487.11	5,085.69	13.3%
November	-	268.42	3,046.80	3,211.91	3,330.91	2,658.94	2,865.55	2,906.51	2,356.90	5,410.96	129.6%
December	-	3,128.04	2,231.20	2,164.37	2,150.31	2,085.89	1,969.71	2,928.93	2,764.05	4,794.54	73.5%
January	-	7,517.16	1,772.92	2,607.75	2,078.71	2,420.47	2,616.20	2,540.05	2,775.92		
February	5,068.41	293.34	2,203.45	2,346.53	1,957.49	2,115.85	2,694.07	2,928.97	916.00		
March	6,471.28	4,230.48	1,920.98	2,020.85	1,857.11	2,491.97	2,926.11	2,658.78	3,630.00		
April	4,115.79	2,536.67	1,927.76	1,727.13	1,565.91	2,515.11	2,102.75	2,842.84	2,700.00		
May	2,315.91	1,833.76	1,656.05	1,415.84	126.58	2,033.76	1,988.74	2,295.94	2,043.00		
June	893.62	3,502.39	2,962.68	2,392.50	2,026.88	3,050.44	2,712.14	4,702.65	3,749.95		
July	8,432.87	3,854.73	3,372.45	2,609.42	7,111.05	4,078.08	3,856.99	4,738.66	5,785.51		
August	7,180.47	4,682.87	5,657.05	5,978.87	2,416.71	5,995.34	7,492.76	8,592.25	9,235.85		
September	16,360.63	4,524.84	5,118.40	4,425.35	4,430.56	6,015.16	6,004.02	6,441.56	7,851.76		
<b>Total Dollars Received</b>	<b>50,838.98</b>	<b>40,130.83</b>	<b>35,120.80</b>	<b>34,884.68</b>	<b>34,856.16</b>	<b>38,974.31</b>	<b>40,836.24</b>	<b>47,778.06</b>	<b>48,296.05</b>	<b>15,291.19</b>	
Difference compared to prior year		(10,708.15)	(5,010.03)	(236.12)	(28.52)	4,118.15	1,861.93	6,941.82	517.99		
Budgeted Dollars					34,000.00	34,000.00	34,000.00	36,000.00	40,000.00	45,000.00	

# City of Donnelly

## Our Investments & Cash...

Balances as of December 31, 2016

<u>General Fund - Investments &amp; Cash</u>	
Dec-16	57,338
Dec-15	132,027
<u>Library Fund - Investments &amp; Cash</u>	
Dec-16	57,556
Dec-15	11,123
<u>Water Fund - Investments &amp; Cash</u>	
Dec-16	31,016
Dec-15	64,425
<u>Sewer Fund - Investments &amp; Cash</u>	
Dec-16	84,156
Dec-15	79,806
<u>Local Option Tax Fund</u>	
Dec-16	79,272
Dec-15	86,778

## Our Cash Flows...

		Comparison of YTD%
<u>General Fund Revenues &amp; Expenditures</u>		
Budget	325,892	
Revenues to date	45,077	13.8%
Expenditures to date	133,826	41.1%
**DDC Repairs		
<u>Library Fund Revenues &amp; Expenditures</u>		
Budget	23,594	
Revenues to date	11,817	50.1%
Expenditures to date	5,129	21.7%
<u>Water Fund Revenues &amp; Expenditures</u>		
Budget	160,155	
Revenues to date	40,423	25.2%
Expenditures to date	74,802	46.7%
** Haven't received all grant reimbursements		
<u>Sewer Fund Revenues &amp; Expenditures</u>		
Budget	112,588	
Revenues to date	21,394	19.0%
Expenditures to date	18,206	16.2%
<u>Local Option Tax Fund Revenues &amp; Expenditures</u>		
Budget	45,100	
Revenues to date	15,328	34.0%
Expenditures to date	6,854	15.2%

# City of Donnelly

## Our Cash Flows Prior

YTD Comparison...

Balances as of December 31, 2016

2016

<i>General Fund</i>	Percentage	<i>General Fund</i>	Percentage
Fiscal Year 2017 Budget	338,732	Fiscal Year 2016 Budget	297,957
Revenues to Date	45,077	Revenues to Date	55,570
Expenditures to Date**	133,826	Expenditures to Date	43,482
Revenues over Expenditures	(88,749)	Revenues over Expenditures	12,088
**DDC repairs			
<i>Library Fund</i>			
Fiscal Year 2017 Budget	23,594	Fiscal Year 2016 Budget	20,030
Revenues to Date	11,817	Revenues to Date	166
Expenditures to Date	5,129	Expenditures to Date	3,957
Revenues over Expenditures	6,687	Revenues over Expenditures	(3,791)
<i>Water Fund</i>			
Fiscal Year 2017 Budget	160,155	Fiscal Year 2016 Budget	129,096
Revenues to Date	40,423	Revenues to Date	28,222
Expenditures to Date	74,802	Expenditures to Date	35,125
Revenues over Expenditures	(34,380)	Revenues over Expenditures	(6,903)
** Haven't received all grant reimbursements			
<i>Sewer Fund</i>			
Fiscal Year 2017 Budget	112,588	Fiscal Year 2016 Budget	111,890
Revenues to Date	21,394	Revenues to Date	22,802
Expenditures to Date	18,206	Expenditures to Date	15,843
Revenues over Expenditures	3,187	Revenues over Expenditures	6,959
<i>Local Option Tax Fund</i>			
Fiscal Year 2017 Budget	40,000	Fiscal Year 2016 Budget	40,000
Revenues to Date	15,328	Revenues to Date	9,608
Expenditures to Date	6,854	Expenditures to Date	-
Revenues over Expenditures	8,474	Revenues over Expenditures	9,608