



AGENDA
Donnelly City Council
Regular Meeting
Monday, January 22, 2018 at 6:00 pm
Donnelly Community Center

ROLL CALL

PLEDGE OF ALLEGIENCE

CONSENT AGENDA:

Vouchers December 19th thru January 18th, 2018

City Council Minutes – December 18, 2017

Payroll Summary – December 21, 2017, January 4th, January 5th, January 18th

SWEARING IN ELECTED OFFICIALS

AB 18-18 Installation of newly elected City Council Members: Wendy Davenport, and Rheta Atkinson; and the Election of Council President

PUBLIC HEARING:

AB 18-19 Request to approve Resolution 2018-004 Sanitary Sewer Rate Increase

AB 18-20 Request to approve Amendment of Donnelly City Code 18.70.030C

AB 18-21 Request to approve Conditional Use Permit (CUP) 17-01 Horizon Towers Cell Tower

BUSINESS AGENDA:

AB 18-22 Request to approve the FY17 City of Donnelly Audit performed by Millington Zwygart CPAs, PLLC

AB 18-23 Introduction of lease proposal from Horizon Towers

AB 18-24 Treasurer's Report for December 2017

STAFF REPORTS

ADJOURN: Monday, January 29, 2018 at 5:30 p.m. Workshop

01/17/18
13:07:33

CITY OF DONNELLY
Claim Approval List
For the Accounting Period: 1/18

Page: 1 of 3
Report ID: AP100V

For dates posted from 12/18/17 to 01/17/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3058		1 A-1 HEATING & AIR CONDITIONING	395.00					
		repairs to shop heater						
		362941 12/27/17 heater shop	395.00			10 43010 460		10100
		Total for Vendor:	395.00					
3053		999999 AMERITITLE	125.00					
		Lot book report for USDA Grant						
		108660 12/29/17 Lot Book report	125.00*		USDA	51 41100 341		10100
		Total for Vendor:	125.00					
3060		8 ANALYTICAL LABORATORIES, INC	51.00					
		50052 12/31/17 coliform test	16.00			51 43400 560		10100
		50052 12/31/17 pickup cost	35.00			51 43400 560		10100
		Total for Vendor:	51.00					
3059		150 CABLE ONE	63.75					
		library internet						
		01-2018 01/01/18 library internet	63.75			21 41100 417		10100
		Total for Vendor:	63.75					
3066		38 DIG LINE, INC.	88.60					
		DP City of Donnelly Assessment						
		057643-IN 01/10/18 Annual Membership	88.60			10 43010 520		10100
		Total for Vendor:	88.60					
3056		153 MOUNTAIN WATERWORKS	298.00					
		3103 12/31/17 contract	250.00			51 41100 360		10100
		3103 12/31/17 test for new well pump	48.00			51 43400 560		10100
3069		153 MOUNTAIN WATERWORKS	9,870.50					
		Donnelly Water System Improvements						
		3102 12/31/17 Water Study & Report	4,686.00*			60 43400 352		10125
		3102 12/31/17 Water Preliminary Design	4,731.00*			60 43400 353		10125
		3102 12/31/17 Water Additional Services	453.50*			60 43400 355		10125
		Total for Vendor:	10,168.50					

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CITY OF DONNELLY
Claim Approval List
For the Accounting Period: 1/18

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Report ID: AP100V

For dates posted from 12/18/17 to 01/17/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ***								
3057		261 RANDY MORELL EXCAVATION & 17-1003 12/22/17 snow removal 12/20/17	577.50 577.50*			10 43010	429	10100
		Total for Vendor:	577.50					
*** Claim from another period (12/17) ***								
3033		122 STAR NEWS advertising huck trot and budget publication	504.00					
	50927	08/31/17 huck trot	84.00			10 44100	921	10100
	50927	08/31/17 budget hearing	252.00			10 41100	530	10100
	50927	08/31/17 budget hearing	126.00			51 41100	530	10100
	50927	08/31/17 budget hearing	42.00			52 41100	530	10100
3064		122 STAR NEWS fy2017 Annual Road & Street Report	73.50					
	51522	01/04/18 Road & Street Report	73.50			10 43010	530	10100
3065		122 STAR NEWS Public Hearing Cell Tower CUP & Light Industrial Zone	42.90					
	51520	01/11/18 public hearing	42.90			10 41100	530	10100
		Total for Vendor:	620.40					
3067		219 T.O. ENGINEERS NWP Engineering Review	280.00					
	160057-14	01/09/18 NWP Pass Thr	280.00*		NWP	10 41100	341	10100
		Total for Vendor:	280.00					
3068		237 USA BLUE BOOK water plumbing and safety parts	133.88					
	456957	01/05/18 small parts for repairs	133.88*			51 43400	463	10100
		Total for Vendor:	133.88					
3071		220 WELLS FARGO VENDOR FIN SERV missed invoice from 2016/5 when they went from GE capital to Wells fargo	190.00					
	64891479	05/22/16 copier lease	114.00			10 41100	612	10100
	64891479	05/22/16 copier lease	57.00			51 41100	612	10100
	64891479	05/22/16 copier lease	19.00			52 41100	612	10100
		Total for Vendor:	190.00					

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CITY OF DONNELLY
Claim Approval List
For the Accounting Period: 1/18

Page: 3 of 3
Report ID: AP100V

For dates posted from 12/18/17 to 01/17/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3054		209 YORGASON LAW OFFICES PLLC	45.00					
		bond project emails						
		2017DEC 01/02/18 review bond project emails	45.00*		USDA	51 41100	341	10100
		Total for Vendor:	45.00					
		# of Claims 15	Total:	12,738.63				



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 18, 2017 at 6:00 pm Donnelly Community Center

MINUTES

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

Roll Call: Councilor Minshall, Councilor Atkinson, Councilor Davenport and Councilor Stayton were present. Clerk Hedges was also present. Mayor Koch was absent. Visitors included: Ken Minshall, Gene Keyes, Steve Kimball, Susan Jenkins, Jeff Abrams, Deirdre Abrams, Gene Tyler, Cecilia Tyler

Pledge of Allegiance

CONSENT AGENDA:

Vouchers: November 20, 2017 thru December 14th

Clerk asked to add vouchers received after December 18, 2017, – Petty Cash Reimbursement \$108.56, T.O. Engineers \$595.00, Frontier \$42.67 total of \$746.23

Motion by Davenport, 2nd by Minshall to approve the vouchers with the added \$746.23 read into record. Motion carried.

City Council Minutes – November 20, 2017

Motion by Minshall, 2nd by Davenport to approve the City Council minutes. Motion carried.

Councilman Stayton asked for any public comments.

Clerk stated that this was not a public hearing on the Cell Tower Application and that would be held on January 22nd. Also, any written comments will need to be remitted for record and urged them to come to the public hearing.

Gene Keyes urged the city to look at health concerns of having a cell tower near schools and homes and radiation concerns. Safety studies have been done. Homeowners property values will decline and stated that a friend of hers declined to purchase a home in Donnelly due to the proposed cell tower in town.

Steve Kimball is a resident that moved into Donnelly 4 years ago. He picked Donnelly because it was low key, quaint atmosphere and there was not a lot of attention. The village of Donnelly is simple, quaint which adds value. Does not want a beast to come to town. The ugly fake tree over towering this little simple quaint village. He also came for the excellent school and the uncertainty of the radiation that will come from the tower within 1/3rd mile from the school. The health risks of the residents, and students. Why move forward without studies of the health impacts.

Jeff Abrahams lives off of Farm to Market road and is happy to see that the city is having a public hearing in January. Would like the city to do their research and homework? Would not recommend amending zoning to accommodate the tower in the light industrial zone until the city added to their current code. Code in other areas have parts that have a code of the least intrusive means and narrow means. Nevada City states to have site alternatives and allows them to review these alternatives. Also believes there may be a conflict of interest of a P&Z Commissioner that the city needs to consider. Also, the lease income should not be a deciding factor for the City.

Susan Jenkins shares the same concerns about radiation. Donnelly is a unique community and camouflage trees don't fit the esthetics of the city. During the proposed cell tower in McCall it had notations of possible decline in property values. How will this impact the property values?

Deirdre Abrams is a teacher at the elementary school. There are so many unknowns about radiation impacts from cell towers and would want to err on the side of caution. There are studies in the UK and there are 70% of people by towers have some type of malignancy in the children and their skulls are thinner than adults which make them more susceptible to radiation. She is also concerned for her own health.

Councilman Stayton closed the public comment period.

BUSINESS AGENDA:

AB 18-09 Resolution 2018-005 Request to approve Resolution 2018-004 to pass through the NLSD rate increase through the sewer reduction resolution.

December 1, 2017 North Lake Sewer increase their rate by \$4 per EDU. Currently the City has adopted a Sewer Reduction Resolution charging a flat fee with no usage. Clerk stated that instead of adjusting the resolution a Public Hearing should be held to increase the flat rate by this amount. If not done now would need do eventually. Council agreed and did not adopt the presented resolution and asked Clerk to perform the necessary notifications for a public hearing to increase the flat rate by \$4.00. This public hearing will be held at the next regular scheduled meeting. C

AB 18-10 Request to Adopt Resolution 2018-005 to name the new road that intersects SH55 and Halferty Street

Clerk presented new resolution to council. Clerk explained the options of Everett Lane and Needles View were both okay with Valley County and dispatch. p

Motion by Stayton, 2nd by Minshall to approve Resolution 2018-005 Naming the new street that intersects SH 55 and Halferty Street "EVERETT LANE". Motion carried.

AB 18-11 Request to Adopt Resolution 2018-006 for the Ratification of the 2017 General Election Results

Clerk presented the General Election results to the Council that were certified from the Valley County Commissioners. The City of Donnelly had two seats up for elections and two candidates were elected. Wendy Davenport and Rheta Atkinson (write-in) to fill four-year terms.

Motion by Davenport, 2nd by Atkinson to adopt Resolution 2018-006 for the ratification of the 2017 General Election Results. Motion carried.

AB 18-12 Request to approve the purchase of Cabinets and Countertops for the Community Center.

Clerk received a quote from Pro-Build to match the existing cabinets and countertop in the bathroom and from Home Depot which had similar cabinets. These are to replace the two red cabinets along the

South wall of the community center. While presenting this quote Clerk also stated that it would be an improvement if they would consider allowing for some electrical work to be completed along that wall to install additional outlets and increase amps since where there is an event that requires crockpots the breaker trips frequently.

Motion by Davenport, 2nd by Atkinson to allow the purchase of new cabinets and counter tops from Home Depot and to install additional outlets not to exceed the total improvement cost of \$1500. Motion carried.

AB18-14 Approve FY17 Annual Road and Street Report

Each year the City is required to submit an annual road and street report to the state controller. This report is due by December 31st of each year and is to be published January before the 15th.

Motion by Stayton, 2nd by Davenport to approve the FY17 Annual Road and Street report. Motion carried.

AB 18-15 Approve Treasurer's Report for the months of October 2017 and November 2017

Motion by Stayton, 2nd by Atkinson to approve the Treasurer's report for the months of October and November 2017. Motion carried.

AB 18-16 Request to Approve the Tree City USA's Application and Certification for 2017

This is the City of Donnelly's sixth year applying for the Tree City USA certification.

Motion by Minshall, 2nd by Davenport to approve the Tree City USA's application and Certification for 2017. Motion carried.

AB 18-17 Review the Contractor Lease Review or Negotiation Proposal from Tower Genius

As this may pertain to an upcoming public hearing this will not be discussed until further notice.

STAFF REPORTS:

Clerk's report was included in packet and discussed. Clerk presented additional items pertaining to the Lake Shore Disposal contract and proposed rate increase. Lake shore has contacted the City and would like to present a contract and increase at the January meeting. The proposed increase would be \$2.40 plus \$1.00 each month that would include a provided trash can. They would like to increase the rate beginning April 1st, however a public hearing will be needed to adopt or approve, and nothing will be done until a contract is presented and accepted by the City. Also, Mountain Waterworks is requesting a workshop meeting pertaining to the water improvement project the second week of January. We hold this on the 10th at 5:30 p.m.

Councilor Atkinson attended the District training in Nampa along with four of the five Planning & Zoning Commissioners. She said it was very informative and was good to attend.

Adjourn @ 7:26 pm

Motion by Davenport, 2nd by Stayton to adjourn until the next City Council meeting workshop on January 10th at 5:30 p.m. Motion Carried.

Approved:

01/17/18
13:15:18

CITY OF DONNELLY
Payroll Summary For Payrolls from 12/21/17 to 12/21/17

Page: 1 of 2
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
J001 HOURS (ROAD&STREET)	19.00		365.85
J003 HOURS (WATER OPERATOR)	50.00		953.28
J006 HOURS (SNOW REMOVAL)	18.00		345.90
J009 HOURS (AIRPORT)	53.00		1,015.77
REG HOURS (Regular Time)	156.50		2,541.00
SICK HOURS (Sick Time)	20.00		379.20

GROSS PAY	5,601.00	0.00
NET PAY	4,096.10	0.00
AFLAC	21.84	0.00
DENTAL INS	0.00	55.50
FIT	324.38	0.00
HEALTH INS	0.00	804.00
IDAHO SIT	275.00	0.00
MEDICARE	80.90	80.90
PERSI	356.87	594.98
PERSI CHOICE 40	100.00	0.00
SOCIAL SECURITY	345.91	345.91
UNEMPL. INSUR.	0.00	8.15
VISION	0.00	12.00
ID FIRST BANK	1,680.68	0.00
STERLING SAVING	1,127.40	0.00
US BANK	1,288.02	0.00
FIT/SIT BASE	5,144.13	0.00
MEDICARE BASE	5,579.16	0.00
PERS BASE	5,256.00	0.00
SOC SEC BASE	5,579.16	0.00
UN BASE	5,601.00	0.00
WC BASE	5,256.00	0.00

Total 1,901.44
Total Payroll Expense (Gross Pay + Employer Contributions): 7,502.44

Check Summary

Payroll Checks Prev. Out.	\$2,558.34
Payroll Checks Issued	\$571.00
Payroll Checks Redeemed	\$3,129.34
Payroll Checks Outstanding	\$0.00
Electronic Checks	\$7,783.36

	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	691.82	878.94	1570.76	21702
Medicare	161.80	205.58	367.38	21702
Unempl. Insur.	8.15		8.15	21713
Workers' Comp	0.00			21700
FIT	324.38	372.89	697.27	21701

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CITY OF DONNELLY
Payroll Summary For Payrolls from 12/21/17 to 12/21/17

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IDAHO SIT	275.00	296.00	571.00		21703
PERSI	951.85		951.85		21704
AFLAC	21.84			21.84	21707
DENTAL INS	55.50			55.50	21706
HEALTH INS	804.00			804.00	21705
VISION	12.00			12.00	21705
PERSI CHOICE 40	100.00		100.00		21704
Total Ded.	3406.34	1753.41	4258.26	901.49	

*** Carried Forward column only correct if report run for current period.

01/17/18
13:15:42

CITY OF DONNELLY
Payroll Summary For Payrolls from 01/04/18 to 01/04/18

Page: 1 of 2
Report ID: F130

Total for Payroll Checks

	Employee	Employer	Amount
COMP HOURS (Comp Time Used)	1.50		28.94
HOL HOURS (Holiday Pay)	24.00		492.00
J001 HOURS (ROAD&STREET)	14.00		269.07
J003 HOURS (WATER OPERATOR)	31.00		591.06
J006 HOURS (SNOW REMOVAL)	51.50		985.85
J009 HOURS (AIRPORT)	18.00		344.58
REG HOURS (Regular Time)	147.00		2,349.00
VACA HOURS (Vacation Time Used)	28.00		534.51
GROSS PAY	5,595.01	0.00	
NET PAY	4,095.36	0.00	
AFLAC	21.84	0.00	
DENTAL INS	0.00	55.50	
FIT	321.02	0.00	
HEALTH INS	0.00	804.00	
IDAHO SIT	276.00	0.00	
MEDICARE	80.82	80.82	
PERSI	354.43	590.90	
PERSI CHOICE 40	100.00	0.00	
SOCIAL SECURITY	345.54	345.54	
UNEMPL. INSUR.	0.00	65.91	
VISION	0.00	12.00	
ID FIRST BANK	1,706.38	0.00	
STERLING SAVING	1,127.41	0.00	
US BANK	1,261.57	0.00	
FIT/SIT BASE	5,140.58	0.00	
MEDICARE BASE	5,573.17	0.00	
PERS BASE	5,220.01	0.00	
SOC SEC BASE	5,573.17	0.00	
UN BASE	5,595.01	0.00	
WC BASE	5,220.01	0.00	

Total 1,954.67
Total Payroll Expense (Gross Pay + Employer Contributions): 7,549.68

Check Summary

Payroll Checks Prev. Out.	\$0.00
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$0.00
Electronic Checks	\$4,095.36

	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Deductions Accrued				
Social Security	691.08	691.08	1382.16	21702
Medicare	161.64	161.64	323.28	21702
Unempl. Insur.	65.91	65.91	131.82	21713

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CITY OF DONNELLY
Payroll Summary For Payrolls from 01/04/18 to 01/04/18

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Workers' Comp	0.00			21700
FIT	321.02	321.02	642.04	21701
IDAHO SIT	276.00	276.00	552.00	21703
PERSI	945.33		945.33	21704
AFLAC	21.84		21.84	21707
DENTAL INS	55.50		55.50	21706
HEALTH INS	804.00		804.00	21705
VISION	12.00		12.00	21705
PERSI CHOICE 40	100.00		100.00	21704
Total Ded.	3454.32	1515.65	0.00	4969.97

**** Carried Forward column only correct if report run for current period.

01/17/18
13:15:51

CITY OF DONNELLY
Payroll Summary For Payrolls from 01/05/18 to 01/05/18

Page: 1 of 1
Report ID: P130

Total for Payroll Checks

	Employee -----	Employer -----	Amount -----
REG HOURS (Regular Time)	800.00		1,600.00
GROSS PAY	1,600.00	0.00	
NET PAY	1,037.68	0.00	
FIT	50.00	0.00	
IDAHO SIT	25.00	0.00	
MEDICARE	23.20	23.20	
PERSI	81.48	135.84	
PERSI CHOICE 40	250.00	0.00	
PERSI-2	33.44	46.64	
SOCIAL SECURITY	99.20	99.20	
CAPED FCU	256.68	0.00	
STERLING SAVING	342.64	0.00	
US BANK	438.36	0.00	
FIT/SIT BASE	1,235.08	0.00	
MEDICARE BASE	1,600.00	0.00	
PERS BASE	1,600.00	0.00	
SOC SEC BASE	1,600.00	0.00	
WC BASE	1,300.00	0.00	

Total 304.88
Total Payroll Expense (Gross Pay + Employer Contributions): 1,904.88

Check Summary

Payroll Checks Prev. Out.	\$0.00
Payroll Checks Issued	\$1,743.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$1,743.00
Electronic Checks	\$2,916.27

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
-----	-----	-----	-----	-----
Social Security 198.40	889.48		1087.88	21702
Medicare 46.40	208.04		254.44	21702
Workers' Comp 0.00				21700
FIT 50.00	371.02		421.02	21701
IDAHO SIT 25.00	301.00		326.00	21703
PERSI 217.32	945.33	1162.65		21704
PERSI-2 80.08		80.08		21704
PERSI CHOICE 40 250.00	100.00	350.00		21704
Total Ded. 867.20	2814.87	1592.73	2089.34	

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01/17/18
13:16:01

CITY OF DONNELLY
Payroll Summary For Payrolls from 01/18/18 to 01/18/18

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Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
HOL HOURS (Holiday Pay)	24.00		492.00
J001 HOURS (ROAD&STREET)	64.00		1,227.63
J003 HOURS (WATER OPERATOR)	11.00		208.89
J006 HOURS (SNOW REMOVAL)	8.00		154.32
J013 HOURS (WATER MONITORIN)	23.00		438.72
REG HOURS (Regular Time)	149.00		2,254.00
SICK HOURS (Sick Time)	8.00		186.00
VACA HOURS (Vacation Time Used)	38.00		724.44

GROSS PAY	5,686.00	0.00
NET PAY	4,242.52	0.00
AFLAC	21.84	0.00
DENTAL INS	0.00	55.50
FIT	253.45	0.00
HEALTH INS	0.00	804.00
IDAHO SIT	278.00	0.00
MEDICARE	82.14	82.14
PERSI	356.87	594.98
PERSI CHOICE 40	100.00	0.00
SOCIAL SECURITY	351.18	351.18
UNEMPL. INSUR.	0.00	66.99
VISION	0.00	12.00
ID FIRST BANK	1,762.99	0.00
STERLING SAVING	1,153.69	0.00
US BANK	1,325.84	0.00
FIT/SIT BASE	5,229.13	0.00
MEDICARE BASE	5,664.16	0.00
PERS BASE	5,256.00	0.00
SOC SEC BASE	5,664.16	0.00
UN BASE	5,686.00	0.00
WC BASE	5,686.00	0.00

Total	1,966.79
Total Payroll Expense (Gross Pay + Employer Contributions):	7,652.79

Check Summary

Payroll Checks Prev. Out.	\$1,743.00
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$1,743.00
Electronic Checks	\$5,294.37

	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Deductions Accrued				
Social Security	702.36	1591.84	2294.20	21702
Medicare	164.28	372.32	536.60	21702
Unempl. Insur.	66.99	132.90	199.89	21713

01/17/18
13:16:01

CITY OF DONNELLY
Payroll Summary For Payrolls from 01/18/18 to 01/18/18

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Workers' Comp	0.00				21700
FIT	253.45	624.47		877.92	21701
IDAHO SIT	278.00	579.00		857.00	21703
PERSI	951.85		951.85		21704
AFLAC	21.84	21.84		43.68	21707
DENTAL INS	55.50	55.50		111.00	21706
HEALTH INS	804.00	804.00		1608.00	21705
VISION	12.00	12.00		24.00	21705
PERSI CHOICE 40	100.00		100.00		21704
Total Ded.	3410.27	4193.87	1051.85	6552.29	

**** Carried Forward column only correct if report run for current period.

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-18

Meeting Date 01/22/18

AGENDA ITEM INFORMATION

SUBJECT:		Department Approvals	Initials	Originator or Supporter
Installation of newly elected City Council Members: Wendy Davenport, and Rheta Atkinson; and the Election of Council President		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:				
FUNDING SOURCE:	General			
TIMELINE:				

SUMMARY STATEMENT:

As stated in Idaho Code 50-702, each Council Member elected at a general city election, shall be installed at the first meeting in January following the election. The incumbents shall meet and conduct such business as may be necessary to conclude the fiscal matters of the preceding year; the newly elected shall then subscribe to the oath of office, assume the duties of their position, and conduct such business as may be necessary, one item to be the election of a member as President of the Council.

RECOMMENDED ACTION:

1. Oaths of office to be administered by the City Clerk
2. Elect a Council President for the term of January 2018 through December 2019

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-19

Meeting Date 01/22/18

AGENDA ITEM INFORMATION

SUBJECT:		Department Approvals	Initials	Originator or Supporter
Resolution 2018-004 Sanitary Sewer Rate Increase		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:				
FUNDING SOURCE:	Sewer Fund			
TIMELINE:				

SUMMARY STATEMENT:

On Friday, November 17, 2017 North Lake Sewer district held a public hearing to increase the sewer rates for monthly rate of \$4.00 per EDU, as well as connection fees. The City received the December 2017 billing with the \$4.00 per EDU increase which took effect on December 1, 2017.

RECOMMENDED ACTION:

1. *Hold a public Hearing*
2. *Approve Resolution 2018-004*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

RESOLUTION NO. 2018-004
SEWER BASE RATE

A RESOLUTION OF THE COUNCIL OF THE CITY OF DONNELLY, COUNTY OF VALLEY, STATE OF IDAHO, APPROVING AND AUTHORIZING A SEWER BASE RATE INCREASE; AND PROVIDING AN EFFECT DATE.

WHEREAS, the Mayor and Council of the City of Donnelly deem it advisable to increase the sewer base rate per EDU;

WHEREAS, a public hearing was held pursuant to Idaho Code § 63-1311A after which the Council considered input given by the public; and,

WHEREAS, the Mayor and Council of the City of Donnelly, by this Resolution, desires to amend and update only those fees and charges contained within this Resolution, while continuing and approving of other fees lawfully charged by the City that are contained elsewhere and not within this Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE COUNCIL OF THE CITY OF DONNELLY, COUNTY OF VALLEY, STATE OF IDAHO, as follows:

Section 1: That the City of Donnelly shall hereby increase the Sewer Base Rate by \$4.00 (four dollars) per EDU.

	<u>Previous Rate</u>	<u>New Rate:</u>
Sewer Base Rate:	\$27	\$31
Sewer Improvement:	\$5	\$5
Sewer Usage per 1,000 gal	\$2.50	\$2.50

Section 2: That this Resolution amends all previous Resolutions and Ordinances regarding to Sewer fees charged by the City;

Section 3: That any Resolution or provision thereof that is inconsistent with this Resolution is hereby repealed.

Section 4: That this resolution shall be in full force and effective immediately upon its adoption.

PASSED by the City Council this _____ day of _____, 2018.

Brian Koch, Mayor

Attest:

Cami Hedges, City Clerk Treasurer

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-20

Meeting Date 01/22/18

AGENDA ITEM INFORMATION				
SUBJECT: <i>Request to Approve Ordinance 237 Amending the Donnelly City Code Section 18.70.030.C to allow free-standing telecommunication towers as a Conditional Permitted Use within the Light Industrial Zone</i>		Department Approvals	Initials	Originator or Supporter
		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
COST IMPACT:	N/A			
FUNDING SOURCE:				
TIMELINE:				
SUMMARY STATEMENT: At its December 4, 2017 regularly scheduled meeting, the Donnelly Planning & Zoning Commission recommended the Amendment to the Donnelly City Code Section 18.70.030.C for approval to City Council. Attached is the proposed Ordinance amending the Light Industrial District to allow freestanding towers in accordance with Chapter 18.105.				
RECOMMENDED ACTION: <ol style="list-style-type: none">1. <i>Hold a public hearing</i>2. <i>Adopt Ordinance 237 as recommended by the Donnelly Planning & Zoning Commission</i>				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

ORDINANCE NO. 237

AN ORDINANCE AMENDING THE ZONING ORDINANCE FOR THE CITY OF DONNELLY, IDAHO TO REMOVE PROHIBITION OF FREESTANDING TOWERS AND THEREBY ALLOWING FREESTANDING TOWERS AS A CONDITION USE WITHIN THE LIGHT INDUSTRIAL ZONED PROPERTIES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DONNELLY, IDAHO:

Section 1. AMENDMENTS. The City of Donnelly hereby amends Donnelly Zoning Ordinance 230, adopted on February 22, 2016, with reference to Section numbers as follows:

Light Industrial District (LI)

Section 18.70.030 Conditional Uses.

- a. Veterinary clinics and animal hospitals
- b. Indoor recreational facilities primarily for instruction.
- c. Personal Wireless Service Facilities or Wireless Communication Facilities, ~~excluding freestanding towers, in accordance with Chapter 18.105 DCC (freestanding towers are prohibited).~~
- d. Temporary structures.

Section 2. SEVERABILITY. If any one or more of the sections of this Ordinance or the application thereof shall be held by a Court of competent jurisdiction to be invalid, the remaining section of the Ordinance shall not be affected.

Section 3. EFFECTIVE DATES. This Ordinance shall be in full force and effect after its passage, approval and publication.

PASSED AND APPROVED this _____ day of _____ 2018.

CITY OF DONNELLY, VALLEY COUNTY, IDAHO

Brian Koch, Mayor

ATTEST:

Cami Hedges, City Clerk Treasurer

169 Halferty Street
Donnelly, Idaho 83615

MEETING DATE	ACTION



**City of Donnelly Planning and Zoning Commission
Administrator Staff Report**

Verizon Wireless Cell Tower
N. Corbett Lane

January 22, 2018

Applicant: Horizon Towers
117 Town and Country Dr., Suite A
Danville, CA 94526

Property Owner: City of Donnelly

Property Location: Amd. Tax No. 52, situate in SE1/4, SW1/4, Section 10, T. 16 N., R3E., City of Donnelly, Valley County, Idaho.

Application: Conditional Use Permit (CUP)

Zoning: Light Industrial (LI)

Code Discussion:

1. The proposed freestanding wireless communications tower is not permitted within the underlying LI -Light Industrial Zone (DCC 18.70.030.C) of the proposed site. However, a code amendment to allow freestanding towers within this zone has been recommended for approval by the Planning and Zoning Commission to City Council. Approval of this CUP should be contingent upon Council's adoption of this zoning code amendment.
2. The Federal Telecommunications Act of 1996 does not give local communities the authority to deny a communications tower on the sole basis of health concerns. Section 704 of the Act states "No State or local government or instrumentality thereof may regulate the placement, construction, and modification of personal wireless facility on the basis of the environmental effects of radio frequency emissions to the extent that such facilities comply with the [federal – FCC] regulations concerning such emissions." The section then goes on to define "personal wireless services" to include commercial mobile services.

Procedural History: At its November 6, 2017 regularly scheduled meeting, the Planning and Zoning Commission held a properly noticed public hearing, received public testimony, closed the public hearing and continued discussion and decision on the application until such time as the applicant provided more information regarding site drainage, site snow storage, generator noise levels, utility installation, and monopine design details. At its December 4, 2017, regularly scheduled meeting the Commission reviewed additional information provided by the applicant and recommended the Conditional Use Permit to City Council for approval subject to the Conditions of Approval listed below.

Project Summary: The proposed project as illustrated in the submitted updated plan set dated November 21, 2017, includes the following:

- A. Install a wireless communications tower of "monopine" design that will accommodate antenna for up to three wireless providers and resemble a pine tree. The upper-most antenna array is proposed to be installed at 85 feet in height. The monopine branches will

extend above the antenna array creating a total unknown height. The applicant proposes to utilize foliage “socks” on the antenna array to camouflage the antenna within the monopine. The monopole will be clad with an exterior bark simulated surface for the first 20 feet in height, then painted a brown color above. The first “branches” of the monopine will begin at 20 feet and extend upward. The density of these “branches” per vertical foot is unclear. The diameter of the pole structure tapers from 36 inches at the base to no greater than 28 inches at the top of the monopine.

- B. Placement of a 11 ft. 7 in. by 22 ft. 1 in. equipment base (“skid”) on which equipment and power cabinets will be mounted. Also mounted on the equipment skid will be a 20 Kw back up power generator to be used in the event of a power outage. It is unclear how often the generators will be tested. Sites are indicated for siting of equipment bases and generators for up to two other co-located service providers.
- C. Underground power is proposed to be extended from the City well site to the lease area.
- D. Construction of a chain link fence around the perimeter of the 50 ft. by 50 ft. lease area. Site obscuring slats will be installed within the chain link fencing.
- E. Construction of a 12 ft. wide graveled access drive within a 15 ft. wide access easement beginning at the westerly terminus of State Street and extending north to the proposed lease site. A turn around area is proposed at the project site. The access will be maintained in the winter months by the applicant. A snow storage area is indicated to the west of the lease area.

Findings and Conclusions:

1. The applicant has submitted a Conditional Use Permit application in accordance with the application requirements of Donnelly City Code (DCC 18.110).
2. DCC 18.10.020 defines a Freestanding Tower as “a tower standing without external supports.”
3. DCC 18.105 permits wireless telecommunications facilities within “districts” where they are permitted by conditional use.
4. The proposed freestanding wireless communications tower is currently not permitted within the LI -Light Industrial Zone (DCC 18.70.030.C). However, a code amendment to allow freestanding towers within this zone is being concurrently considered by City Council.
5. The January 22, 2018 public hearing was properly noticed in accordance with DCC 18.125.
6. Compliance with the Conditional Use Permit Criteria (18.110.040) is as follows:

A. Will, in fact, constitute a conditional use as established for the zoning district involved. This condition has not been met. *The proposed freestanding wireless communications tower is not permitted within the LI -Light Industrial Zone (DCC 18.70.030.C). However, a code amendment to allow freestanding towers within this zone is being concurrently considered by City Council.*

B. Will be harmonious with and in accordance with the general objectives or any specific objective of the comprehensive plan and this title. *The Donnelly Comprehensive Plan (2014)*

states a policy to "Coordinate with utility providers to identify the general siting locations of future facilities and infrastructure to minimize visual impact." The proposed project is sited appropriately within a City-owned parcel dedicated to city facilities and the proposed monopine design is intended to minimize visual impact of the proposed telecommunications tower.

C. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. *The proposed monopine design is intended to minimize visual impact of the telecommunications tower.*

D. Will not be hazardous or disturbing to existing or future neighboring uses. *Telecommunication towers are regulated by the FCC regarding impacts to health and safety, so consideration of health and safety issues is not within the City's jurisdiction (see Code Discussion above). However, the proposed back-up generators (up to three at build out) may emit noise, vibration, and pollution and, therefore, should be used only in case of a power outage. Routine testing of the generator(s) should be minimized and should only occur at times and for durations as to minimize impacts to neighboring properties.*

E. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structures. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service. *The proposed project will be adequately serviced by public facilities. However, the site is shared by the Fire Department, so concurrence from the Fire Department that no conflicts with fire services operations will result from the project should be obtained prior to finalization of any permitting. Preliminary drainage plans have been submitted. These plans should be approved by the City Engineer prior to permitting. The updated site plan indicates a snow storage area to the west of the proposed lease and turn-around areas.*

F. Will not create excessive additional requirements at public cost for public facilities and services. *The project is not anticipated to create any additional need for public facilities and services. The proposed location is within City-owned property and, therefore, the terms of a lease agreement with adequate lease payment terms should be executed prior to finalization of any permitting for the proposed project.*

G. Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards. *Telecommunication towers are regulated by the FCC regarding impacts to health and safety, so these issues are not within the City's jurisdiction (see Code Discussion above). However, the proposed back-up generators (up to three at build out) may emit noise, vibration, and pollution and, therefore, should be used only in case of a power outage. Routine testing of the generator(s) should be minimized and should only occur at times and for durations that minimize impacts to neighboring properties.*

H. Will have vehicular approaches to the property which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares. *The proposed drive access does not create interference with public thoroughfares. However, the site is shared by the Fire Department, so concurrence from the Fire Department that no conflicts with fire services operations will result from the project should be obtained prior to finalization of any permitting.*

I. Will not result in the destruction, loss, or damage of a natural, scenic, or historic feature. The proposed project will not result in the loss, damage or destruction of any historic features. *Although located more than 500 feet from the Payette River National Scenic Byway, the proposed telecommunications tower will be visible from the scenic byway and neighboring residential properties.*

7. Compliance with the applicable General Development Standards General Requirements (DCC 18.30) is as follows:

Fire hazards: *The project does not include storage or distribution of flammable materials.*

Radioactivity or Electrical Disturbances: *Telecommunication towers are regulated by the FCC regarding impacts to health and safety, so these issues are not within the City's jurisdiction (see Code Discussion above).*

Noise: *The proposed back-up generators (up to three at build out) may emit noise, vibration, and pollution and, therefore, should be used only in case of a power outage. Routine testing of the generator(s) should be minimized and should only occur at times and for durations as to minimize impacts to neighboring properties.*

Vibration: *The proposed back-up generators (up to three at build out) may emit noise, vibration, and pollution and, therefore, should be used only in case of a power outage. Routine testing of the generator(s) should be minimized and should only occur at times and for durations as to minimize impacts to neighboring properties.*

Air and Water Pollution: *The proposed back-up generators (up to three at build out) may emit noise, vibration, and pollution and, therefore, should be used only in case of a power outage. Routine testing of the generator(s) should be minimized and should only occur at times and for durations as to minimize impacts to neighboring properties.*

Glare: *No direct or reflected glare will be created by the project.*

Erosion: *The applicant has submitted plans for erosion control during construction. These plans should be reviewed and approved by the City Engineer prior to any permitting for the project.*

Objectionable Odors: *It is not anticipated that the project will create objectionable odors other than exhaust created during use of the backup power generators.*

Drainage: *Preliminary drainage plans have been submitted. These plans should be reviewed and approved by the City Engineer prior to final permitting for the project.*

Sediment and Erosion Control: *The applicant has submitted plans for erosion control during construction. These plans should be reviewed and approved by the City Engineer prior to final permitting for the project.*

Infrastructure: *Utility plans indicate that underground power will be extended to service the site. No utility easements have been identified.*

Landscaping: *No landscaping is proposed. However, minimization of the visual impact of the proposed monopine is best accomplished if there are nearby natural evergreens.*

Therefore, a minimum of two natural pine trees should be planted in close proximity to the monopine site.

Fire Hazard Mitigation: The project does not include vegetation that is prone to fire or heavy vegetative fuels. However, concurrence from the Fire Department that no additional fire mitigation measures are needed should be obtained prior to finalization of any permitting.

Outdoor Lighting: No outdoor lighting is proposed and none should be permitted, except as may be required by the FAA.

Sidewalk, Curb and Gutter and/or Pathways (DCC 18.30.120): This project is not a destination for pedestrians and will not have employees or customers on site daily. Therefore, no pedestrian facilities such as sidewalk or pathways are warranted.

8. Compliance with the application requirements for Wireless Communications Facilities (DCC 18.105.030) is as follows:

1. A statement of compliance with regulations administered and enforced by the Federal Aviation Administration (FAA). *This has not yet been provided.*
2. Documentation from a licensed engineer showing that the proposed facility will be in compliance with the Federal Communications Commission (FCC) regulations. *This has not yet been provided.*
3. A report by a licensed structural engineer which describes the tower in height and design. The report shall include a description of the tower's capacity regarding the number and types of antennas it can accommodate and what precautions the applicant will take to avoid interference with public safety telecommunication. The report must be stamped by a structural engineer. *The submitted plans do not appear to be stamped or prepared by a structural engineer. Plans stamped by a structural engineer and an analysis to determine that the communications tower will not interfere with public safety telecommunications should be required prior to consideration of the application by the Donnelly City Council.*
4. A letter of intent committing the tower owner and any successors to allow the shared use of the tower, if an additional user agrees in writing to meet reasonable terms and conditions for shared use. *This has not been submitted to date.*
5. A written analysis demonstrating that the proposed site is the most appropriate site within the immediate area. The analysis shall include but is not limited to the following:
 - a. Description of the surrounding area, including topography.
 - b. Natural and manmade impediments, if any, that would obstruct adequate cellular telephone transmissions.
 - c. Physical site constraints, if any, that would preclude construction of a PWSF at another location.
 - d. Technical limitations of the system that limit site options.

The submitted application includes site plans only for the proposed site on city-owned light industrially zoned property and does not include the analysis described above.

9. Compliance with the criteria for review of Wireless Telecommunications Facilities (DCC 18.105.040) is as follows:
- A. A site drawing of all equipment on existing street poles or buildings is encouraged. *No siting is proposed on street poles or buildings.*
 - B. Towers and antennas shall be required to blend into the surrounding environment through the use of color and camouflaging architectural treatment, except in instances where the color is dictated by federal or state authorities such as the Federal Aviation Administration (FAA). *The proposed monopine is intended to camouflage the proposed communications tower. However, this camouflage approach is successful only if carefully designed regarding branch density, bark simulation, and antenna placement and treatments.*
 - C. The equipment shall not cause interference with any public service or emergency telecommunication.
 - 1. No part of any antenna, disk, array, or other such attached item shall overhang a right-of-way or property line. *The proposed monopine and antenna do not overhang a right-of-way or property line.*
 - 2. Lighting of, or on, the tower is prohibited unless required by the Federal Aviation Administration (FAA). *No lighting is proposed.*
 - D. Towers must be designed to allow for future rearrangement of antennas upon the tower and to accept antennas mounted at varying heights. *The proposed tower will accommodate up to three antenna arrays at varying heights with a maximum antenna installation height of 85 feet.*
 - E. Personal wireless facility towers shall be of a monopole design unless a determination is made that an alternative design would better blend into the surrounding environment. *The proposed facility tower is of a monopole design.*
 - F. Every tower affixed to the ground shall be protected to discourage climbing of the tower by unauthorized persons. The climbing pegs within the bottom 20 feet of the tower shall be removed and shall only be used when the tower is being serviced. *The site is proposed to be fenced with slatted chainlink and security wire to discourage trespass into the site. Additionally, the monopine design does not propose climbing pegs.*
 - G. Metal towers shall be constructed of, or treated with, corrosive-resistant material. *The monopine will be painted to simulate bark color.*
 - H. Wood poles shall be impregnated with rot-resistant substances. *The proposed monopine is not constructed of wood.*
 - I. Towers shall be constructed to the Telecommunications Industry Association/Electronic Industries Association (TIA/EIA) 222 revision F standards entitled "Structural Standards for Steel Antenna Supporting Structures" or as hereinafter may be amended. *No information has been provided to demonstrate compliance with this provision.*
 - J. Freestanding towers shall be located a minimum of one foot for each 10 feet of height from all property lines (the fall zone). No storage or structures other than the accessory utility buildings are permitted in the fall zone, except as may be specifically permitted

through the conditional use process. *The center of the proposed monopine tower is located approximately 31 feet from the westerly property line, approximately 47 feet from the northerly property line, and in excess of 100 feet from any other property lines. It appears that the storage structure on the adjacent private property to the west is less than 100 feet from the proposed tower.*

- K. Towers shall not be located between a principal structure and a public street. *The proposed tower is not located between a principal structure and a public street.*
- L. No antenna or tower shall have affixed or attached to it in any way, except during time of repair or installation, any stationary lights, strobe lights, reflectors, flashers, or other illuminating device, except as specifically required by the Federal Aviation Administration, Federal Communications Commission, or other federal or state authority. *No outdoor lights are proposed.*
- M. When incorporated into the approved design of the tower, light fixtures used to illuminate ball fields, parking lots, or similar areas may be attached to the tower. *No outdoor light fixtures are proposed.*
- N. The use of any portion of a tower for signs, other than warning or equipment information signs, is prohibited. *No signage is proposed.*
- O. No tower shall have constructed thereon, or attached thereto, in any way, any platform, catwalk, crow's nest, or like structure, except during periods of construction or repair. *No platforms, crow's nests, catwalks or like structures are proposed.*

10. Compliance with the applicable Parking and Loading standards (DCC 18.90) is as follows:

Location of Parking: *The proposed turn around area near the exterior fence line will accommodate parking of one service vehicle.*

Loading Space: *No loading spaces are proposed.*

Maintenance: *The terms of the lease agreement with the property owner (City) should include provisions requiring maintenance of the access and parking area by the lessee.*

Surfacing and Construction: *The parking and drive areas are proposed to be surfaced with gravel.*

Drainage: *Preliminary drainage plans have been submitted. Final drainage plans should be approved by the City Engineer prior to final permitting of the telecommunications tower.*

Lighting: *No outdoor lighting is proposed.*

Access: *The parking area and access is designed so that vehicles entering or exiting the property are traveling in a forward motion.*

Screening and Landscaping: *The parking area does not contain more than two parking spaces, therefore landscape screening of the parking area is not required.*

Snow storage: *A snow storage area is proposed to the west of the turn-around and lease areas.*

Wheel blocks: *The parking area does not extend to a property line, therefore wheel blocks are not required.*

Minimum Distance Setbacks: *The parking area is not located immediately adjacent to a dwelling unit, school, or hospital.*

Parking Space Requirements (DCC18.90.030): *One parking space is required and one has been provided.*

Required Disability Parking (DCC 18.90.050): *No public access is permitted at the communications tower site, therefore no ADA parking spaces are required.*

Parking Facility Dimensions (DCC 18.90.060): *The proposed parking/turn around area is of sufficient size.*

11. Compliance with Fences and Signs (DCC 18.95) is as follows:

Fences: *The proposed fence is a chainlink fence with slats and 6 ft. in height with security wire on top. This meets the requirements for fencing within industrial areas.*

Signs: *No signs are proposed.*

Recommended Conditions:

1. Prior to issuance of a building permit, the applicant shall provide grading and drainage plans and report, prepared by a registered professional engineer, for review and approval by the City Engineer (DCC 5.2.1).
2. Prior to issuance of a building permit, the applicant shall submit final plans for erosion control and dust abatement during construction for review and approval by the City Engineer (DCC 5.1.g).
3. Prior to issuance of a building permit, the applicant shall provide access and construction plans for review and approval by the City Engineer and Public Works Director.
4. Prior to issuance of a building permit, the applicant shall obtain approval of the site plan, drive access, and fire suppression plans from the Donnelly Fire District.
5. The monopole and upper most antenna array shall not exceed 85 feet in height. Camouflaging monopine branches may extend higher as needed to create a naturally tapering tree appearance.
6. The monopine branches shall have a density of not less than three branches for each one vertical foot of pole.
7. The monopine branches shall begin at no greater than 20 feet above finished grade and continue to the top of the pole.

8. All branches shall be arranged in a natural order with the widest branches at the lowest portion of the monopine tapering to the shortest branches at the top of the monopine.
9. Antennas shall be mounted within the foliage of the monopine and all branches at the height of the antennas shall extend beyond the panels and mounting hardware;
10. All antennas shall have camouflaged foliage covers with needles and branches to provide maximum camouflage.
11. A minimum of two pine trees shall be planted near the site. Each pine tree shall be a minimum height of 20 feet at the time of planting and must be of a species that will grow to a minimum height of 50 feet. These trees shall be maintained in a state of good health at all times. A landscaping plan shall be submitted by the applicant and approved by staff prior to issuance of a building permit.
12. Maintenance or testing that requires startup of the backup generator(s) on site shall occur only during weekdays between the hours of 9:00 a.m. and 5:00 p.m. and occur not more than once per month.
13. The facility shall not be operated until all conditions of approval have been met and all required building permits have received final inspection.
14. Conditional Use Permit approval shall be contingent upon the execution of a mutually agreeable lease agreement between the applicant and the property owner. The lease area shall include areas to be used for snow storage.
15. Conditional Use Permit approval shall be contingent upon the approval by the City Council of an amendment to Donnelly City Code allowing free standing towers within the Light Industrial zone.



City of Donnelly

169 Halferty Street
P.O. Box 725
Donnelly, ID 83615

Telephone (208) 325-8859 Fax (208) 325-4091

Planning & Zoning Commission Meeting

Monday, November 6, 2017 at 6:00 pm

AT

Donnelly Community Center
MINUTES

Roll Call: 6:00 p.m. Sally Gilbert, Gene Tyler, and Maggie Bryant. George Dorris arrived at 6:05 p.m. Larry Mangum was absent. Quorum exists. Clerk Cami Hedges and Administrator Delta James were present.

Previous Minutes – October 2, 2017

Motion by Bryant, 2nd by Tyler to approve the minutes as corrected. Motion carried.

PUBLIC HEARING:

Conditional Use Permit (CUP) 17-01 Horizon Towers Cell Tower

Application calls for the installation of a 100-foot mono-pine wireless cell tower. The proposed location is 550' West of Highway 55/Main Street, know as N Corbett Street on City of Donnelly owned property.

Administrator went over staff report in packet. Administrator asked that applicant give additional information that was requested. Administrator advised that staff create an amendment to the Light Industrial zone to include free standing cell towers to the code with a conditional use permit. Gilbert added that our code 18.37.040 requires underground power and would like that to be added to requirements.

Application – Zack Williams, representing Horizon Towers

Went over conditions of approval and staff recommendations to include that the following be made upon condition of approval: grading and drainage plans and report prepared by registered professional engineer, erosion control and dust abatement during construction, construction plans, & fire suppression plans. Initially proposed 100 ft to optimize coverage but if need be they can reduce the size to 85 ft, which staff recommended 75 ft. The structure will have a tapering structure and will be revised in submitted plans. Asking to move cladding to begin at 21 ft and branches at 20 ft, which is different than staff recommendation. Branch density will be as recommended at one at every 1 vertical foot. They agree on placing socks on antennas and the structure will have no climbing pegs. The entire pole will be painted and agree on planting 2 additional pine trees that are 20 ft in initial height. Testing on will between 9 and 5 pm. And not more than once per month. Applicant is oaky to add the underground

power. Applicant indicated that each service provider will have its own generator therefore it is possible to have 3 generators.

Commissioner Tyler asked applicant what the decibel rating was on each generator. Applicant did not have this information and would provide to Commission.

Dorris would like to see a noise footprint to know what the noise would be with all 3 generators running at this time.

Administrator asked if they could coordinate all 3 carriers to test the generators at the same time each quarter.

PUBLIC TESTIMONY:

Commissioner Gilbert asked for those IN FAVOR to speak:

Susan Dorris – Eld, Donnelly - Resident, business owner – is great for a the industrial setting and interconnected with technology. It will increase reception for businesses, residents and visitors. Tried to go with another carrier and went back to Verizon. Family has problems connecting when in the area. Would be nice to have better reception.

Scott Pressman – Homer, Donnelly - Arrowhead Point Area Resident – Representing the homeowners in the area which include about 40 properties. There are more full-timers now which meant that the internet use increase and the reception decreased. Summer times are bad. They appreciate the tower proposal and with the pine tree to blend in is good.

Liz Jones – Norwood, Donnelly – Likes the idea to help keep technology ahead instead of behind of times, especially during tourist season. She sees people walk around when they can't get service and sees them get frustrated. Would like to see the expanded services. Also as a previous disease investigator, she provided documents from the Cancers society that shares information that cell towers are not dangerous to your health.

Commissioner Gilbert asked for those that are NEUTRAL to speak: There were none.

Commissioner Gilbert asked for those that are AGAINST to speak:

Jean Keyes – Black Pine Road, McCall – Acknowledge the need of the additional tower in the area. She has 2 children in the Donnelly Elementary school. Her concerns are who regulates the towers and look at them in regard to height and enhancements to the tower. In general, what the health impacts within 400 meters of homes have caused been known to cause cancer and has documentation to support this. The elementary is just under a ¼ mile from the proposed tower and her children attend the school Monday through Friday from 8 to 3. She realizes the need just would like to see a different location that is not close to schools or housing communities.

Clerk read written comments into record:

John Lance – Payette Street, Donnelly – I am in favor of the new cellphone tower in Donnelly, the tree design I think will fit the area. It will make our reception better. If other carriers use it, it will give us more variety in choice of cell phone providers.

Julie Shain – Wagon Wheel, Donnelly – Please vote yes. I live in Wagon Wheel and would greatly appreciate increased cell service in our area.

Cec Lojek – Donnelly – Although we are not full-time residents of Donnelly, we do own property and pay taxes there. We are very much in favor of the cell tower as improvement in this service allows us to spend more time at our second home as it is easier to conduct business. We have seen a cell tower “tree” in Boise and for a cell tower it is quite well done. One yes on the cell tower!

Bruce Anderson – Arrowhead Point Homeowners Assoc. – As President of the Arrowhead Point Homeowners Association, and representing those 40 property owners, I fully support the erection of a cell tower in the described location in Donnelly. We look forward to improved cell service for the entire area.

Mark Johnson – Main Street, Donnelly – Asked the question if it is worth consideration of the cell tower to provide the City with temp power during Idaho Power outage.

Commissioner Gilbert asked for Applicants Response:

Applicant responded. Horizon’s towers are regulated by the FRAA and FCC. Donnelly Planning & Zoning controls all of the process and design. As part of the coverage, even though it may seem better to have the tower further away, it needs to be where the people need it that is why they chose the Donnelly location. All emissions are federally regulated.

Administrator added that the towers are regulated by the FCC and it prohibits Cities to use health concerns as a factor in a reason for denial. Secondly, you could place a condition that the tower is inspected every so often to make sure that it is maintained, if this is a concern to the Commission. Also, all additional providers will have to abide by the conditional use permissions.

Commissioner Tyler stated that the company is responsible for the tower and are liable. Tyler built communication towers for his job and he has a NIH study that states that they can not be linked to cancer.

Commissioner Gilbert closed the public hearing at 6:46 p.m.

Administrator recommends that the Commissioners continue the application until the next meeting with the additional information to be provided from the applicant and to request staff

to draft an amendment to the Light Industrial Zone section to include free standing cell towers as a conditional use.

Commissioner Dorris asked Clerk if the Water Engineers has approved the location of the proposed cell tower. Also, would like to require the applicant provide a decibel noise circle for the generator uses. Also asked Administrator if there was any restriction for the Scenic Byway.

Administrator responded that there are not any restrictions to having a tower, however should be considered and with the mono-pine design it does conform in design.

Motion by Dorris, 2nd by Bryant to table CUP 17-01 Horizon Cell Tower Application until the applicant provides the additional information requested.

Discussion: Commissioner Tyler asked if the commission was okay with the concept. So that the applicant doesn't have to jump through hoops and get denied. Administrator does not recommend making that determination until additional information was provided to commission. Commissioner Dorris said that the Commission had previously approved a cell tower application a few years back that did not move forward. Administrator does not believe that the Commission should make a land use decision without going through the correct process. **Motion carried.**

General Business:

2018 Planning & Zoning Calendar

Motion by Tyler, 2nd by Dorris to approve the 2018 Planning & Zoning Calendar. Motion carried.

Staff Updates:

City Clerk Treasurer – Public notice from Valley County Planning & Zoning on updating their code to include Tiny Houses. They are adopting the International Building Code. December 13, AIC training for elected and appointed officials. Temporary Occupancy to the apartments this week for 12 units. Also North Lake Sewer District will be holding a public hearing on November 17th in regards to a sewer rate increase.

Tyler – Chamber Christmas in Donnelly, Saturday December 2nd at 4:30 – 6:30 p.m. at the Community Center. Santa, Chili Cookoff, Cookie Decorating. Also, the kids at the elementary will be designing ornaments for the tree at the Festival of Trees in McCall. There will be an awards presentation at the school. Halloween in Donnelly had over 300 participants and Karen Smith won the best decorated trunk. There were a haunted alley and a haunted entry way which the haunted entry way would have won, however she would not accept.

Administrator – Reviewing a sign application for NWP Apartments.

ADJOURN

Motion by Bryant, 2nd by Tyler to adjourn until the next regular scheduled meeting at 6:00 p.m.
December 4, 2017. Motion carried.

Adjourned: 7:25 p.m.

Approved: December 4, 2017



City of Donnelly

169 Halferty Street
P.O. Box 725
Donnelly, ID 83615

Telephone (208) 325-8859 Fax (208) 325-4091

Planning & Zoning Commission Meeting

Monday, December 4, 2017 at 6:00 pm

AT

Donnelly Community Center

MINUTES

Roll Call: 6:00 p.m. Sally Gilbert, Gene Tyler, Maggie Bryant and Larry Mangum were present. Quorum exists. George Dorris was absent. Clerk Cami Hedges and Administrator Delta James were present.

Previous Minutes – November 6, 2017

Administrator James noted a correction in the minutes on page 3 last paragraph was missing “to be”

Motion by Gilbert, 2nd by Tyler to approve minutes as corrected. Motion carried.

PUBLIC HEARING

Amendment of Donnelly City Code 18.70.030.C –

Amendment of the DCC 18.70.030.C would allow free standing telecommunications towers as a conditional permitted use within the Light Industrial zone.

Chairman Mangum opened the public hearing at 6:08 p.m.

Mangum asked for any testimony supporting: There were none.

Mangum asked for any testimony that was neutral: There were none.

Mangum asked for any testimony that was against:

Steve Kimball – Payette Street, Donnelly. Donnelly has a quaint characteristic and you are able to see remnants of history in the area. Restriction of height, etc. should be considered. It would be a negative change to bring in a cell tower. Donnelly would lose its character with this step and is against anything to allow this and would like the commission and council to look at other areas.

No other comments.

Mangum closed the public hearing at 6:11 p.m.

Comments from Commission:

Tyler is okay with this ordinance change and believes it is good and other than putting antennas in trees this is needed for growth and proper growth. The number 1 complaint in the area is the lack of cell service. Telecommunication is lacking in the area and hurting businesses.

Gilbert indicated that this is not changing the heights of buildings and this change is only for telecommunications.

Mangum agrees with Tyler's comments.

Motion by Tyler, 2nd by Gilbert to recommend the Amendment to DCC 18.70.030.C to the City Council.
Motion carried.

GENERAL BUSINESS:

Conditional Use Permit (CUP 17-01) Horizon Towers Cell Tower

Administrator James, presented staff report and findings of additional information provided by application as requested by the Commission at the November 6th meeting.

Commissioner Gilbert would like to add decibel levels of the generators as a condition for approval.

Mangum would like to see where the additional trees will be located. Administrator indicated that a landscape plan would be required for staff approval prior to building permit issuance.

Tyler does have an issue with the Commissions requested decrease in height from 100 ft to 85 ft. Studies show that they lose 12.5 miles of signal strength by reducing height. Buildings, foliage, etc. could decrease the signal strength even more. Tyler would like to Commission to look at future growth and sustainability in the area. At what point is Donnelly going to be more business friendly instead of impeding businesses and growth. Look at the infrastructure in the Valley. Someone is proposing to come in and improve the telecommunication and infrastructure in the valley. Having the applicant reduce the height is a less friendly approach, where the City had previous approved a much taller larger structure in the past.

Administrator James indicated that a 70-ft. structure is known to be standard in a municipality location, and the Donnelly City Code does allow to ask for a study analysis.

Gilbert stated that the applicant immediately presented 85-ft structure when the staff report indicated asking for a shorter structure.

Application was represented by Steve from Power River development (Horizon Towers). Applicant indicated that the decibel reading from the generators is at 69 which you could possibly hear at 20 feet or a little more because of the open area. Applicant agreed with Commissioner Tyler regarding the height decreasing the signal strength. Also said that other carriers would possibly ask to erect another tower near help with signal strength.

There were no more questions for the Commission to the applicant.

Motion by Gilbert, 2nd by Mangum to recommend to City Council CUP17-01 Horizon Towers Cell Tower to the City Council with an additional condition of a landscaping plan. Motion carried.

Staff Updates:

Administrator James received a Sign Permit application from Northwest Passages and is waiting for additional information.

Clerk reported that NWP has more occupancy but is waiting for additional information from them for final approval.

ADJOURN

Motion by Gilbert, 2nd by Tyler to adjourn until the next regular scheduled meeting at 6:00 p.m. January 8, 2017. Motion carried.

Adjourned: 7:11 p.m.

Approved:



CITY OF DONNELLY
P.O. Box 725
169 HALFERTY STREET
DONNELLY, IDAHO 83615
PHONE (208) 325-8859 - FAX (208) 325-4091

CONDITIONAL USE APPLICATION SHEET

Applicant Information

1. Applicant (print): Horizon Towers
Mailing Address: 117 Town & Country Suite# A Street Address: 117 Town & Country Suite# A
City: Danville State: CA Zip Code: 94526 Contact Name and Title: Zack Williams- Site Acquisition agent
Phone: 208-963-4026 Alt. Phone: 208-938-8844 E-mail: zachary.williams@powderriverdev.com

2. Is Applicant the owner of the Subject Property? Yes ☐ No ☒ If not, please state the name and address of the owner together with the relationship of the applicant to the owner.
City of Donnelly- PO Box 725 Donnelly, ID 83615

Applicant is a Lessee of the owners property.

3. Proof Of Legal Interest In Subject Property: _____
4. Address and Legal Description of Subject Property: N Corbett Lane Donnelly, ID 83615
AMD TAX NO. 52 IN SE4 SW4, S10 T16N R3E;

5. Name of Registered Surveyor/Engineer: Ambit Consulting
Mailing Address: 245 Saint Helens Ave Street Address: 245 Saint Helens Ave
City: Tacoma State: WA Zip Code: 98402 Contact Name and Title: _____
Phone: 253-572-9181 Alt. Phone: _____ E-mail: _____

6. Description of Proposed Use: Proposing to install a wireless communication tower on City of Donnelly owned property. This tower will be used for wireless communication companies to locate wireless communication antennas and equipment to help improve the coverage in the City of Donnelly year round.

7. Current and Proposed Zoning of Subject Property: R-5 - Rural fire Department and Strip mall- per Valley County GIS.

8. **Description of Proposed Conditional Use:** Install a wireless communication tower on City of Donnelly property zoned R-5. This tower will be used for wireless communication companies to locate antennas and equipment to better serve the City of Donnelly community.

9. **Proposed Site Plans for the Conditional Use including at least the following items:**

- a. *Location of All Buildings;*
- b. *Parking and Loading Areas;*
- c. *Snow Storage Areas;*
- d. *Traffic Access and Traffic Circulation;*
- e. *Open Spaces;*
- f. *Easements;*
- g. *Existing and Proposed Grade;*
- h. *Landscaping;*
- i. *Exterior Lighting;*
- j. *Refuse and Service Areas;*
- k. *Utilities;*
- l. *Signs;*
- m. *Property Lines;*
- n. *North arrow; and,*
- o. *Rendering of Building Exteriors.*

10. **Narrative Statement Evaluating the Effects on Adjoining Property (including, but not limited to , the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property):** _____

There will not be any noise, glare, odor, fumes, or vibration from the facility in daily use. The facility will produce noise, fumes, odor, and vibration when the back up power generator is used to power the site till power is restored in area

11. **Narrative Statement Identifying Surrounding Land Uses And Discussing the General Compatibility of the Proposed Use with Adjacent and Other Properties in the Area:** _____

The tower will be located 550' West of Highway 55/ Main St. near two outside storage areas.

The tower will also be in close proximity to the restaurants and commercial businesses in Donnelly.

12. **Narrative Statement Discussing the Relationship of the Proposed Use to the Comprehensive Plan:** _____

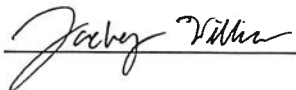
With the new construction in the City of Donnelly along Highway 55 the proposed tower will provide the City of Donnelly better coverage as well as create better coverage along highway 55 North to McCall and South to Cascade,

13. **A List of Name and Addresses of All Property Owners and Residents Within Three Hundred (300) Feet of the External Boundaries of the Land Being Considered (including Owners and Residents Addresses Typed on Mailing Labels):** _____

14. Fee as Established by City Council Resolution: _____ Date Paid: _____

15. Eight (8) Copies of the Application and One (1) Electronic Version.

Submitted By: Zachary Williams

Signature:  Title: Site Acq Agent Date: 9/28/17

Internal Use Only:

Application No. : _____

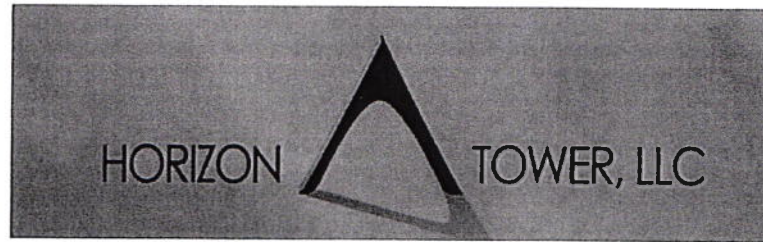
Date Received by Clerk: _____

Application: Complete / Incomplete

Date Completed: _____

Date File Transferred to P&Z Admin.: _____

Date Completed P&Z Admin: _____



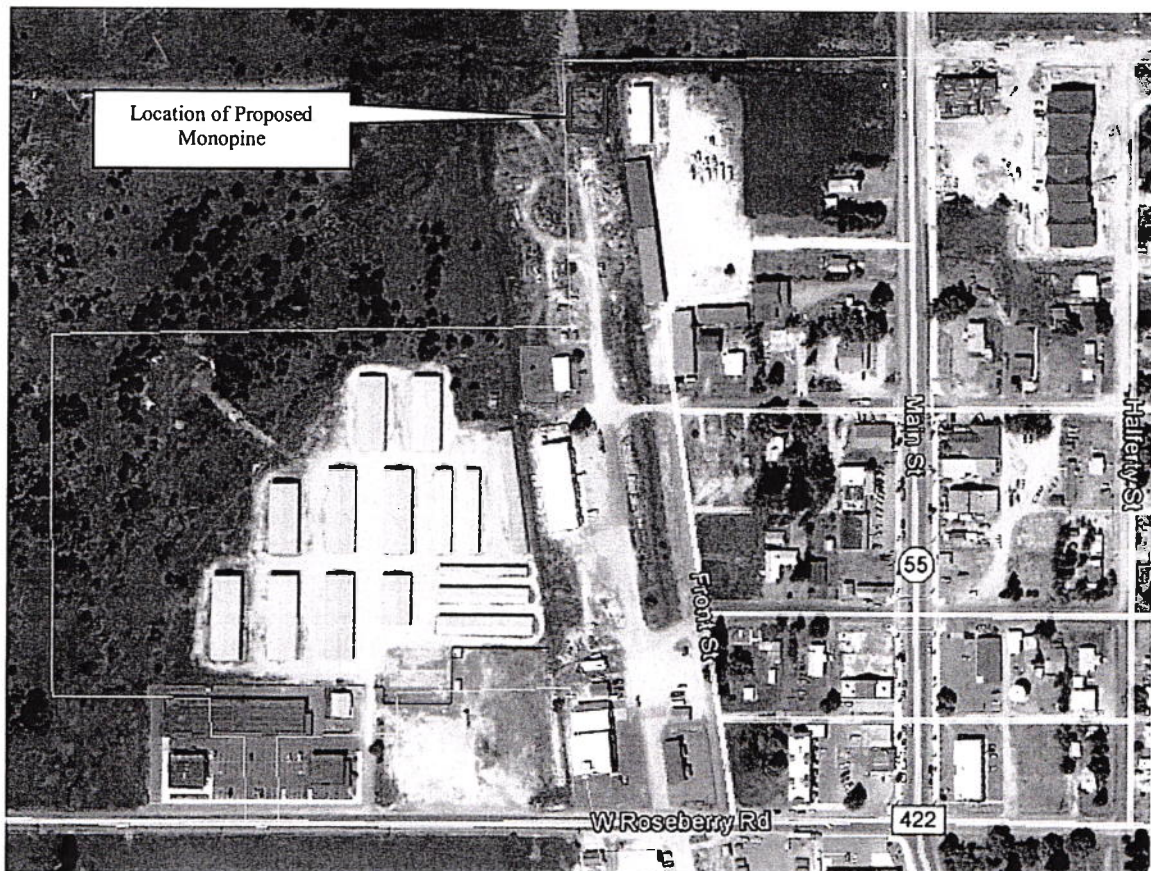
Narrative Report

Site Name: Donnelly

Site Type: New Site Build

Site Address:

North Corbett Ln. Donnelly, ID 83615



Submitted by:

Zack Williams

Powder River Development Services, LLC

219 S Wooddale Ave. Eagle, ID 83616

(208) 963-4026 - Office

Date: September 28, 2017

I. PURPOSE OF REQUEST

Horizon Towers is seeking approval to install a 100' Monopine on City of Donnelly owned property West of Highway 55 and North of State Street. The proposed 100' tower height will allow up to 3 wireless carriers to locate their antennas and equipment on the tower. With this tower proposal we have one initial carrier that will be locating there equipment on the tower. With this location carriers will be able to cover the City of Donnelly as well as improve coverage North and South along Highway 55 which is a high traffic route between McCall and the Boise area.

II. DESCRIPTION OF PROPOSAL

As set forth above, Horizon Towers is proposing a tower at 100' to allow 3 wireless carriers to locate their antennas and equipment on the tower. The equipment that will be located on the tower will be painted to match the tower. The proposed tower is set back 550' from Highway 55 behind storage buildings which will screen the ground equipment from view. This area of Donnelly has many businesses, commercial buildings, restaurants, and a few residences. The properties adjoining the proposed tower location are commercially used or vacant land. The wireless carriers may install back-up power generators at the site that will turn on when the area has a power outage and will turn off once the power has been restored. When the generator is going it will emit noise, odor, fumes, and vibration. When the power is restored and the generator is no longer on the site will not emit noise, smoke, odor, fumes, vibration or glare.

III. CONCLUSION

The City of Donnelly is in a popular recreational area between McCall and the City of Boise. There are 2 ski resorts, 2 major lakes, and lots of hiking trails in close proximity to the Donnelly area which make it a great location for camping and recreational activities. With the continued growth of Donnelly with new businesses, new homes, and more recreational opportunities in is imperative to keep people connected and provide great cell coverage. The proposed tower location is located on a property that is proposed to be zoned industrial per the 2014 Comprehensive Plan making it a great place for the tower since the other uses surrounding the property are industrial in nature as well. The proposed tower would also be centrally located for the future growth as laid out in the 2014 Comprehensive Plan with a commercial downtown core that will be surrounded by residential zones R-1, R_4, and R-8. Access to the proposed communication facility will be limited to routine maintenance, or in case of any technical breakdown.

City of Donnelly: Noise Level Chart Comparisons for Generator

Level 2 Acoustic Generac Generator 69 DB

Noise Level Chart

A noise level chart showing examples of sounds with dB levels ranging from 0 to 180 decibels.

dB	Example	Home & Yard Appliances	Workshop & Construction
0	healthy hearing threshold		
10	a pin dropping		
20	rustling leaves		
30	whisper		
40	babbling brook	computer	
50	light traffic	refrigerator	
60	conversational speech	air conditioner	
70	shower	dishwasher	
75	toilet flushing	vacuum cleaner	
80	alarm clock	garbage disposal	
85	passing diesel truck	snow blower	
90	squeeze toy	lawn mower	arc welder
95	inside subway car	food processor	belt sander
100	motorcycle (riding)		handheld drill
105	sporting event		table saw
110	rock band		jackhammer
115	emergency vehicle siren		riveter
120	thunderclap		oxygen torch
125	balloon popping		
130	peak stadium crowd noise		
135	air raid siren		
140	jet engine at takeoff		

Sound sources (noise) Examples with distance	Sound pressure Level L_p dB SPL
Jet aircraft, 50 m away	140
Threshold of pain	130
Threshold of discomfort	120
Chainsaw, 1 m distance	110
Disco, 1 m from speaker	100
Diesel truck, 10 m away	90
Curbside of busy road, 5 m	80
Vacuum cleaner, distance 1 m	70
Conversational speech, 1 m	60
Average home	50
Quiet library	40
Quiet bedroom at night	30
Background in TV studio	20
Rustling leaves in the distance	10
Hearing threshold	0



Cellular Phones

Cellular (cell) phones first became widely available in the United States in the 1990s, but their use has increased dramatically since then. Along with the large and still growing number of cell phone users (both adults and children), the amount of time people spend on their phones has also risen sharply in recent decades.

Cell phones (including smartphones) give off a form of energy known as radiofrequency (RF) waves (</cancer/cancer-causes/radiation-exposure/radiofrequency-radiation.html>), so some concerns have been raised about the safety of cell phone use. With respect to cancer, concern focuses on whether cell phones might increase the risk of brain tumors or other tumors in the head and neck area.

How do cell phones work?

Cell phones work by sending signals to (and receiving them from) nearby cell towers (</cancer/cancer-causes/radiation-exposure/cellular-phone-towers.html>) (base stations) using RF waves. This is a form of electromagnetic energy that falls between FM radio waves and microwaves. Like FM radio waves, microwaves, visible light, and heat, RF waves are a form of *non-ionizing radiation*. They don't have enough energy to cause cancer by directly damaging the DNA inside cells. RF waves are different from stronger (ionizing) types of radiation such as x-rays, gamma rays, and ultraviolet (UV) light, (</cancer/cancer-causes/radiation-exposure/x-rays-gamma-rays.html>) which can break the chemical bonds in DNA.

At very high levels, RF waves can heat up body tissues. (This is the basis for how microwave ovens work.) But the levels of energy given off by cell phones are much lower, and are not enough to raise temperatures in the body.

How are people exposed?

The RF waves from cell phones come from the antenna, which is part of the body of a hand-held phone. The waves are strongest at the antenna and lose energy quickly as they travel away from the phone. The phone is typically held against the side of the head when in use. The closer the antenna is to the head, the greater a person's expected exposure to RF energy. The body tissues closest to the phone absorb more energy than tissues farther away.

Many factors can affect the amount of RF energy to which a person is exposed, including:

- **The amount of time the person is on the phone.**
- **Whether or not the person is using the speaker mode on the phone or a hands-free device.** Using one of these allows the phone to be held away from the head.
- **The distance and path to the nearest cell phone tower.** Cell phones adjust their power to use the minimum amount for a good signal. Being farther away from the tower requires more energy to get a good signal, as does being inside a building.
- **The amount of cell phone traffic in the area at the time.** Higher traffic may require more energy to get a good signal.
- **The model of phone being used.** Different phones give off different amounts of energy.

What is the specific absorption rate (SAR) of a cell phone?

The amount of RF energy absorbed from the phone into the user's body is known as the *specific absorption rate* (SAR). Different cell phones have different SAR levels. Cell phone makers are required to report the maximum SAR level of their product to the US Federal Communications Commission (FCC). This information can often be found on the manufacturer's website or in the user manual for the phone. The upper limit of SAR allowed in the United States is 1.6 watts per kilogram (W/kg) of body weight.

But according to the FCC, comparing SAR values between phones can be misleading. The listed SAR value is based only on the phone operating at its highest power, not on what users would typically be exposed to with normal phone use. The actual SAR value during use varies based on a number of factors, so it's possible that a phone with a lower listed SAR value might actually expose a person to more RF energy than one with a higher listed SAR value in some cases.

Do cell phones cause tumors?

Because cell phones usually are held near the head when being used, the main concern has been whether they might cause or contribute to tumors in this area, including:

- Malignant (cancerous) brain tumors (</cancer/brain-spinal-cord-tumors-adults.html>) such as gliomas
- Non-cancerous tumors of the brain such as meningiomas
- Non-cancerous tumors of the nerve connecting the brain to the ear (vestibular schwannomas, also known as acoustic neuromas)
- Non-cancerous tumors of the salivary glands

A few studies have also looked at possible links to other types of cancer, such as skin cancer (</cancer/skin-cancer.html>) and testicular cancer (</cancer/testicular-cancer.html>).

Researchers use 2 main types of studies to try to determine if something might cause cancer.

Lab studies: Lab studies usually expose animals to something like RF energy to see if it causes tumors or other health problems. Researchers might also expose normal cells in a lab dish to RF energy to see if it causes the types of changes that are seen in cancer cells. It's not always clear if the results from these types of studies will apply to humans, but lab studies allow researchers to carefully control for other factors that might affect the results and to answer some basic science questions.

Studies in people: Another type of study looks at cancer rates in different groups of people. Such a study might compare the cancer rate in a group exposed to something like cell phone use to the rate in a group not exposed to

it, or compare it to what the expected cancer rate would be in the general population. But sometimes it can be hard to know what the results of these studies mean, because many other factors that might affect the results are hard to account for.

In most cases neither type of study provides enough evidence on its own to show if something causes cancer in people, so researchers usually look at both lab-based and human studies.

What do lab studies suggest?

As noted above, the RF waves given off by cell phones don't have enough energy to damage DNA directly or to heat body tissues. Because of this, it's not clear how cell phones might be able to cause cancer. Most studies done in the lab have supported the idea that RF waves do not cause DNA damage.

Some scientists have reported that the RF waves from cell phones produce effects in human cells (in lab dishes) that might possibly help tumors grow. However, several studies in rats and mice have looked at whether RF energy might promote the development of tumors caused by other known carcinogens (cancer-causing agents). These studies did not find evidence of tumor promotion.

A large study by the US National Toxicology Program (NTP) exposed large groups of lab rats and mice to RF energy over their entire bodies for about 9 hours a day, starting before birth and continuing for up to 2 years. The NTP recently released partial findings from this study, focusing on gliomas and on schwannomas of the heart (tumors related to vestibular schwannomas) in rats. The study found increased (although still low) risks of these tumors in male rats exposed to RF radiation, although there was no increased risk among female rats. Some aspects of this study make it hard to know just how well these results might be applied to people. For example, the doses of RF radiation in the study were generally higher than those from cell phones (ranging from 1.5 W/kg to 6 W/kg), and the amount of time the rats were exposed was longer than most people typically spend on the phone each day. Still, the results add to the evidence that cell phone signals might potentially impact human health.

A recent small study in people has shown that cell phones may also have some other effects on the brain, although it's not clear if they're harmful. The study found that when people had an active cell phone held up to their ear for 50 minutes, brain tissues on the same side of the head as the phone used more glucose than did tissues on the other side of the brain. Glucose is a sugar that

normally serves as the brain's fuel. Glucose use goes up in certain parts of the brain when it is in use, such as when we are thinking, speaking, or moving. The possible health effect, if any, from the increase in glucose use from cell phone energy is unknown.

What do studies in humans suggest?

Several dozen studies have looked at possible links between cell phone use and tumors. Most of these studies have focused on brain tumors. Many of these have been case-control studies, in which patients with brain tumors (cases) were compared to people free of brain tumors (controls), in terms of their past cell phone use.

These studies have had mixed results:

- In most studies patients with brain tumors do not report more cell phone use overall than the controls. This finding is true when all brain tumors are considered as a group, or when specific types of tumors are considered.
- Most studies do not show a “dose-response relationship,” which would be a tendency for the risk of brain tumors to be higher with increasing cell phone use. This would be expected if cell phone use caused brain tumors.
- Most studies do not show that brain tumors occur more often on the side of the head where people hold their cell phones. This might also be expected if cell phone use caused brain tumors.
- Some studies have found a possible link. For example, several studies published by the same research group in Sweden have reported an increased risk of tumors on the side of the head where the cell phone was held, particularly with 10 or more years of use. It is hard to know what to make of these findings because most studies by other researchers have not had the same results, and there is no overall increase in brain tumors in Sweden during the years that correspond to these reports.

Three large studies deserve special mention:

The INTERPHONE study

The 13-country INTERPHONE study, the largest case-control study done to date, looked at cell phone use among more than 5,000 people who developed brain tumors (gliomas or meningiomas) and a similar group of people without tumors. Overall, the study found no link between brain tumor risk and the

frequency of calls, longer call time, or cell phone use for 10 or more years. There was a suggestion of a possible increased risk of glioma, and a smaller suggestion of an increased risk of meningioma, in the 10% of people who used their cell phones the most. But this finding was hard to interpret because some people in the study reported implausibly high cell phone use, as well as other issues. The researchers noted that the shortcomings of the study prevented them from drawing any firm conclusions, and that more research was needed.

Another part of the INTERPHONE study compared more than 1,000 people with acoustic neuromas to more than 2,000 people without tumors, who served as matched controls. As with gliomas and meningiomas, there was no overall link between cell phone use and acoustic neuromas. There was again a suggestion of a possible increased risk in the 10% of people who used their cell phones the most, but this was hard to interpret because some people reported implausibly high cell phone use, as well as other issues.

The Danish cohort study

A large, long-term study has been comparing all of the people in Denmark who had a cell phone subscription between 1982 and 1995 (about 400,000 people) to those without a subscription to look for a possible increase in brain tumors. The most recent update of the study followed people through 2007. Cell phone use, even for more than 13 years, was not linked with an increased risk of brain tumors, salivary gland tumors, or cancer overall, nor was there a link with any brain tumor subtypes or with tumors in any location within the brain.

This type of study (following a large group of people going forward in time and not relying on people's memories about cell phone use) is generally thought to be stronger than a case-control study.

But this study also has some drawbacks. First, it is based only on whether or not people had a cell phone subscription at the time. It didn't measure how often these people used their phones (if at all), or if people who didn't have a subscription used someone else's phone. There are also limits as to how well this study might apply to people using cell phones today. For example, while the cell phones used at the time of the study tended to require more power than modern cell phones, people also probably used the phones quite a bit less than people use their phones today.

The Million Women Study

A large prospective (forward-looking) study of nearly 800,000 women in the UK examined the risk of developing brain tumors over a 7-year period in relation to self-reported cell phone use at the start of the study. This study found no link between cell phone use and brain tumors overall or several common brain tumor subtypes, but it did find a possible link between long-term cell phone use and acoustic neuromas.

All studies done so far have limitations

In summary, most studies of people published so far have not found a link between cell phone use and the development of tumors. However, these studies have had some important limitations that make them unlikely to end the controversy about whether cell phone use affects cancer risk.

First, studies have not yet been able to follow people for very long periods of time. When tumors form after a known cancer-causing exposure, it often takes decades for them to develop. Because cell phones have been in widespread use for only about 20 years in most countries, it is not possible to rule out future health effects that have not yet appeared.

Second, cell phone usage is constantly changing. People are using their cell phones much more than they were even 10 years ago, and the phones themselves are very different from what was used in the past. This makes it hard to know if the results of studies looking at cell phone use in years past would still apply today.

Third, most of the studies published so far have focused on adults, rather than children. (One case-control study looking at children and teens did not find a significant link to brain tumors, but the small size of the study limited its power to detect modest risks.) Cell phone use is now widespread even among younger children. It is possible that if there are health effects, they might be more pronounced in children because their bodies might be more sensitive to RF energy. Another concern is that children's lifetime exposure to the energy from cell phones will be greater than adults', who started using them at a later age.

Finally, the measurement of cell phone use in most studies has been crude. Most have been case-control studies, which have relied on people's memories about their past cell phone use. In these types of studies, it can be hard to interpret any possible link between cancer and an exposure. People with

cancer are often looking for a possible reason for it, so they may sometimes (even subconsciously) recall their phone usage differently than people without cancer.

With these limitations in mind, it is important that the possible risk of cell phone exposure continue to be researched using strong study methods, especially with regard to use by children and longer-term use.

What do expert agencies say?

Several national and international agencies study different exposures and substances in the environment to determine if they can cause cancer. (Something that causes cancer or helps cancer grow is called a *carcinogen*.) The American Cancer Society looks to these organizations to evaluate the risks based on evidence from laboratory and human research studies.

Based on the available evidence, some of these expert agencies have evaluated the cancer-causing potential of cell phones and RF waves. In general, they agree that the evidence of a possible link is limited, and more research is needed to look at possible long-term effects.

The **International Agency for Research on Cancer (IARC)** is part of the World Health Organization (WHO). Its major goal is to identify causes of cancer. The IARC has classified RF fields as “possibly carcinogenic to humans,” based on limited evidence of a possible increase in risk for brain tumors among cell phone users, and inadequate evidence for other types of cancer. (For more information on the IARC classification system, see *Known and Probable Human Carcinogens*. ([/cancer/cancer-causes/general-info/known-and-probable-human-carcinogens.html](http://cancer/cancer-causes/general-info/known-and-probable-human-carcinogens.html)))

The other main agencies that classify cancer-causing exposures (carcinogens), including the US Environmental Protection Agency (EPA) and the National Toxicology Program (NTP), have not formally classified cell phones as to their cancer-causing potential. However, several other agencies have commented on the possible risks.

According to the **Food and Drug Administration (FDA)**, which regulates the safety of radiation-emitting devices such as cell phones in the United States:

“The majority of studies published have failed to show an association between exposure to radiofrequency from a cell phone and health problems.”

According to the **Federal Communications Commission (FCC)**:

“There is no scientific evidence that proves that wireless phone usage can lead to cancer or a variety of other problems, including headaches, dizziness or memory loss. However, organizations in the United States and overseas are sponsoring research and investigating claims of possible health effects related to the use of wireless telephones.”

According to the **Centers for Disease Control and Prevention (CDC)**:

“At this time we do not have the science to link health problems to cell phone use. Scientific studies are underway to determine whether cell phone use may cause health effects.”

According to the **National Institute of Environmental Health Sciences (NIEHS)**, which is conducting studies of the possible health effects of cell phones:

“Current scientific evidence has not conclusively linked cell phone use with any adverse health problems, but more research is needed.”

According to the **National Cancer Institute (NCI)**:

“Studies thus far have not shown a consistent link between cell phone use and cancers of the brain, nerves, or other tissues of the head or neck. More research is needed because cell phone technology and how people use cell phones have been changing rapidly.”

Do cell phones cause any other health problems?

A few other health concerns have been raised about cell phone use. One has been whether the RF waves from cell phones might interfere with medical devices such as heart pacemakers. According to the FDA, cell phones should not pose a major risk for the vast majority of pacemaker wearers. Still, people with pacemakers may want to take some simple precautions to help ensure that their cell phones don't cause a problem, such as not putting the phone in a shirt pocket close to the pacemaker.

Several studies have found that people who use cell phones while driving are more likely to be in car accidents. It is not clear if hands-free phones are safer than hand-held phones when it comes to driving.

Can I lower my exposure to RF waves from cell phones?

It is not clear at this time that RF waves from cell phones cause harmful health effects in people, but studies now being done should give a clearer picture of the possible health effects in the future. Until then, there are several things that people who are concerned about RF waves can do to limit their exposure.

Use the speaker mode on the phone or a hands-free device such as a corded or cordless earpiece. This moves the antenna away from your head, which decreases the amount of RF waves that reach the head. Corded earpieces emit virtually no RF waves (although the phone itself still emits small amounts of RF waves that can reach parts of the body if close enough, such as on the waist or in a pocket). Bluetooth® earpieces have an SAR value of around 0.001 watts/kg (less than one thousandth the SAR limit for cell phones as set by the FDA and FCC).

Texting instead of talking on the phone may be another option to reduce your exposure. But it may not be a good option in some situations, especially if you are driving. For safety reasons, it is especially important to limit or avoid the use of cell phones while driving.

Limit your (and your children's) cell phone use. This is one of the most obvious ways to limit your exposure to RF waves from cell phones. You may want to use your cell phone only for shorter conversations, or use it only when a conventional phone is not available. Parents who are concerned about their children's exposure can limit how much time they spend on the phone.

Some people might consider choosing a phone with a low SAR value. Different models of phones can give off different levels of RF waves. But as noted above, according to the FCC the SAR value is not always a good indicator of a person's exposure to RF waves during normal cell phone use. One way to get information on the SAR level for a specific phone model is to visit the phone maker's website. The FCC has links to some of these sites here:
www.fcc.gov/encyclopedia/specific-absorption-rate-sar-cellular-telephones
(<http://www.fcc.gov/encyclopedia/specific-absorption-rate-sar-cellular->

telephones). If you know the FCC identification (ID) number for a phone model (which can often be found somewhere on the phone or in the user manual), you can also go to the following web address: www.fcc.gov/oet/ea/fccid. (<https://www.fcc.gov/>) On this page, you will see instructions for entering the FCC ID number.

What about cordless phones?

Cordless phones, commonly used in homes, have base units that are plugged into telephone jacks and wired to a local telephone service. They are not considered “cell” phones. Cordless phones operate at about 1/600 the power of cell phones, so they are much less likely to be a concern in terms of health effects.

Written by Additional resources References



The American Cancer Society medical and editorial content team

([/cancer/acs-medical-content-and-news-staff.html](http://cancer/acs-medical-content-and-news-staff.html)) Our team is made up of doctors and master's-prepared nurses with deep knowledge of cancer care as well as journalists, editors, and translators with extensive experience in medical writing.

Last Medical Review: December 4, 2014 | Last Revised: August 4, 2016

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Breast Cancer

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View All Cancer Types

Electromagnetic fields (EMF)

Electromagnetic fields and public health

Base stations and wireless technologies

Backgrounder

May 2006

Mobile telephony is now commonplace around the world. This wireless technology relies upon an extensive network of fixed antennas, or base stations, relaying information with radiofrequency (RF) signals. Over 1.4 million base stations exist worldwide and the number is increasing significantly with the introduction of third generation technology.

Other wireless networks that allow high-speed internet access and services, such as wireless local area networks (WLANs), are also increasingly common in homes, offices, and many public areas (airports, schools, residential and urban areas). As the number of base stations and local wireless networks increases, so does the RF exposure of the population. Recent surveys have shown that the RF exposures from base stations range from 0.002% to 2% of the levels of international exposure guidelines, depending on a variety of factors such as the proximity to the antenna and the surrounding environment. This is lower or comparable to RF exposures from radio or television broadcast transmitters.

There has been concern about possible health consequences from exposure to the RF fields produced by wireless technologies. This fact sheet reviews the scientific evidence on the health effects from continuous low-level human exposure to base stations and other local wireless networks.

Health concerns

A common concern about base station and local wireless network antennas relates to the possible long-term health effects that whole-body exposure to the RF signals may have. To date, the only health effect from RF fields identified in scientific reviews has been related to an increase in body temperature ($> 1^{\circ}\text{C}$) from exposure at very high field intensity found only in certain industrial facilities, such as RF heaters. The levels of RF exposure from base stations and wireless networks are so low that the temperature increases are insignificant and do not affect human health.

The strength of RF fields is greatest at its source, and diminishes quickly with distance. Access near base station antennas is restricted where RF signals may exceed international exposure limits. Recent surveys have indicated that RF exposures from base stations and wireless technologies in publicly accessible areas (including schools and hospitals) are normally thousands of times below international standards.

In fact, due to their lower frequency, at similar RF exposure levels, the body absorbs up to five times more of the signal from FM radio and television than from base stations. This is because the frequencies used in FM radio (around 100 MHz) and in TV broadcasting (around 300 to 400 MHz) are lower than those employed in mobile telephony (900 MHz and 1800 MHz) and because a person's height makes the body an efficient receiving antenna. Further, radio and television broadcast stations have been in operation for the past 50 or more years without any adverse health consequence being established.

While most radio technologies have used analog signals, modern wireless telecommunications are using digital transmissions. Detailed reviews conducted so far have not revealed any hazard specific to different RF modulations.

Cancer: Media or anecdotal reports of cancer clusters around mobile phone base stations have heightened public concern. It should be noted that geographically, cancers are unevenly distributed among any population. Given the widespread presence of base stations in the environment, it is expected that possible cancer clusters will occur near base stations merely by chance. Moreover, the reported cancers in these clusters are often a collection of different types of cancer with no common characteristics and hence unlikely to have a common cause.

Scientific evidence on the distribution of cancer in the population can be obtained through carefully planned and executed epidemiological studies. Over the past 15 years, studies examining a potential relationship between RF transmitters and cancer have been published. These studies have not provided evidence that RF exposure from the transmitters increases the risk of cancer. Likewise, long-term animal studies have not established an increased risk of cancer from exposure to RF fields, even at levels that are much higher than produced by base stations and wireless networks.

Other effects: Few studies have investigated general health effects in individuals exposed to RF fields from base stations. This is because of the difficulty in distinguishing possible health effects from the very low signals emitted by base stations from other higher strength RF signals in the environment. Most studies have focused on the RF exposures of mobile phone users. Human and animal studies examining brain wave patterns, cognition and behaviour after exposure to RF fields, such as those generated by mobile phones, have not identified adverse effects. RF exposures used in these studies were about 1000 times higher than

those associated with general public exposure from base stations or wireless networks. No consistent evidence of altered sleep or cardiovascular function has been reported.

Some individuals have reported that they experience non-specific symptoms upon exposure to RF fields emitted from base stations and other EMF devices. As recognized in a recent WHO fact sheet "Electromagnetic Hypersensitivity", EMF has not been shown to cause such symptoms. Nonetheless, it is important to recognize the plight of people suffering from these symptoms.

From all evidence accumulated so far, no adverse short- or long-term health effects have been shown to occur from the RF signals produced by base stations. Since wireless networks produce generally lower RF signals than base stations, no adverse health effects are expected from exposure to them.

Protection standards

International exposure guidelines have been developed to provide protection against established effects from RF fields by the International Commission on Non-Ionizing Radiation Protection (ICNIRP, 1998) and the Institute of Electrical and Electronic Engineers (IEEE, 2005).

National authorities should adopt international standards to protect their citizens against adverse levels of RF fields. They should restrict access to areas where exposure limits may be exceeded.

Public perception of risk

Some people perceive risks from RF exposure as likely and even possibly severe. Several reasons for public fear include media announcements of new and unconfirmed scientific studies, leading to a feeling of uncertainty and a perception that there may be unknown or undiscovered hazards. Other factors are aesthetic concerns and a feeling of a lack of control or input to the process of determining the location of new base stations. Experience shows that education programmes as well as effective communications and involvement of the public and other stakeholders at appropriate stages of the decision process before installing RF sources can enhance public confidence and acceptability.

Conclusions

Considering the very low exposure levels and research results collected to date, there is no convincing scientific evidence that the weak RF signals from base stations and wireless networks cause adverse health effects.

WHO Initiatives

WHO, through the International EMF Project, has established a programme to monitor the EMF scientific literature, to evaluate the health effects from exposure to EMF in the range from 0 to 300 GHz, to provide advice about possible EMF hazards and to identify suitable mitigation measures. Following extensive international reviews, the International EMF Project has promoted research to fill gaps in knowledge. In response national governments and research institutes have funded over \$250 million on EMF research over the past 10 years.

While no health effects are expected from exposure to RF fields from base stations and wireless networks, research is still being promoted by WHO to determine whether there are any health consequences from the higher RF exposures from mobile phones.

The International Agency for Research on Cancer (IARC), a WHO specialized agency, is expected to conduct a review of cancer risk from RF fields in 2006-2007 and the International EMF Project will then undertake an overall health risk assessment for RF fields in 2007-2008.

Further Reading

ICNIRP (1998) www.icnirp.org/documents/emfgdl.pdf

IEEE (2006) IEEE C95.1-2005 "IEEE Standard for Safety Levels with Respect to Human Exposure to Radio Frequency Electromagnetic Fields, 3 kHz to 300 GHz"

Related links

Base stations & wireless networks: Exposures & health consequences

Fact sheet: Electromagnetic fields and public health: Electromagnetic Hypersensitivity

WHO handbook on "Establishing a Dialogue on Risks from Electromagnetic Fields"

2006 WHO Research Agenda for Radio Frequency Fields
pdf, 100kb

For more information contact:

WHO Media centre

Telephone: +41 22 791 2222

E-mail: mediainquiries@who.int



Donnelly Rural Fire Protection District

P.O. Box 1178 Donnelly, Idaho 83615

208-325-8619 Fax 208-325-5081

January 16, 2018

City of Donnelly
P.O. Box 725
Donnelly, Idaho 83615

RE: C.U.P. 17-01

Prior to building permits being issued, a complete set of construction documents shall be submitted for review and approval.

Please call 208-325-8619 with any questions.

Jess Ellis

A handwritten signature in blue ink, appearing to read "Jess Ellis".

Fire Marshal
Donnelly Fire Department

McCall-Donnelly Joint School District No. 421



120 Idaho Street • McCall, Idaho 83638 • (208) 634-2161 • FAX (208) 634-4075 • www.mdsd.org

December 18, 2017

Donnelly City Council
169 Halferty Street; P.O. Box 725
Donnelly, Idaho 83615

To: Members of the Donnelly City Council

Re: Proposed Cell Phone Tower

On behalf of the McCall-Donnelly School District, please consider this letter regarding the proposed cell phone tower in the city of Donnelly. Our understanding is that the proposed tower would be located less than a mile away from Donnelly Elementary School and a similar distance from several year-round residents.

Recognizing that cell phone towers are relatively ubiquitous in modern society, the school district is hearing mixed perceptions, as well as some highly consistent remarks. Beginning with the highly consistent remarks, everyone is concerned for the safety of our neighbors and there is a heightened concern for the safety of children. Donnelly Elementary, located at 327 East Roseberry Drive, currently supports more than 160 children, 20 staff and countless volunteers on a daily basis. Children are in school approximately 175 days per year, for approximately 7 hours per day.

There is also fairly consistent feedback that "we trust the Donnelly City Council" and that any decision made in terms of the placement of a cell phone tower will have been thoroughly considered and properly vetted in ways that ensure the safety of community members and children at the school in proximity to the proposed tower.

Having said that, we have also heard several questions which I feel compelled to share with you, for consideration:

- What is the compelling reason for the current suggested placement? Are there options further away from the school and town center?
- What does the city of Donnelly gain from the proposed placement?
- Is the radiation emitted from cell phone towers harmless, regardless of proximity to people?
- Does the radiation from cell phone towers impact children in different ways than it impacts adults?
- Is the increase in cell phone use and technology impacting the amount of radiation being emitted from towers? If so, does this represent an increase or decrease in radiation being transmitted?
- If it represents an increase, is the proposed tower anticipated to become more harmful in the future? (If it represents a decrease, this is moot.)

"Developing Lifelong Learners Today"

Barbara R. Morgan Elementary School Donnelly Elementary School Payette Lakes Middle School
Heartland High School McCall-Donnelly High School

McCall-Donnelly Joint School District No. 421



120 Idaho Street • McCall, Idaho 83638 • (208) 634-2161 • FAX (208) 634-4075 • www.mdsd.org

Ultimately, the concerns we are hearing are consistent. Members of the community simply want to ensure the safety of the community and its children. We have the utmost respect for the Council and trust that you are working diligently to make the best possible decision, without compromising the health and safety of the community. Thank you for considering these thoughts and questions.

Respectfully,

A handwritten signature in cursive script, reading "Jim Foudy", written over the printed name and title.

Jim Foudy
Superintendent
McCall-Donnelly School District

"Developing Lifelong Learners *Today*"

Barbara R. Morgan Elementary School Donnelly Elementary School Payette Lakes Middle School
Heartland High School McCall-Donnelly High School

TO: P+Z

I AM IN FAVOR OF THE
NEW CELLPHONE TOWER IN DOWNEY,
THE TREE DESIGN I THINK WILL
FIT THE AREA.

IT WILL MAKE OUR RECEPTION
BETTER. IF OTHER CARRIERS
USE IT IT WILL GIVE US MORE
VARIETY IN CHOICE OF CELLPHONE
PROVIDERS

THANK YOU

John Lane

DOWNEY RESIDENT.

441 PAXTON

From: Julie Stauts <julie@emulateproducts.com>
Sent: Thursday, October 5, 2017 9:19:59 PM
To: Cami Hedges
Subject: Re: **PUBLIC HEARING** Donnelly Cell Tower

Would like to be there, but will be out of town. I would tend to vote Yes if it affects Verizon service. Thank you.

Julie Stauts
Founder & President
Cell: 208-283-0438
Phone Orders: 208-854-1067
www.emulateproducts.com

On Oct 5, 2017, at 2:31 PM, Cami Hedges <chedges@cityofdonnelly.org> wrote:

Dear Donnelly Resident/Business Owner:

The city has received an Conditional Use Application from Horizon Towers to place a Cell Tower on City owned land here in Donnelly. As a courtesy I am notifying you of the Public Hearing to be held on November 6, 2016 at the Donnelly City Planning and Zoning Meeting. I have attached the notice for your information. All applications and additional information is available for you to review at City Hall as well as the City website at www.cityofdonnelly.org.

Please feel free to give me a call if you have any question

REMINDER - Winter hours are Monday through Thursday from 9 a.m. to 5 p.m.

Cami Hedges
City Clerk Treasurer
City of Donnelly
PO Box 725
Donnelly, ID 83615
Ph: 208-325-8859

ARROWHEAD POINT HOMEOWNERS ASSOCIATION

P O Box 1017, Donnelly, ID 83615

Donnelly Planning and Zoning Commission

Donnelly, ID 83615

Dear Commissioners:

As President of the Arrowhead Point Homeowners Association, and representing those 40 property owners, I fully support the erection of a cell tower in the described location in Donnelly. We look forward to improved cell service for the entire area. Please contact me if you have questions or need further information.

Sincerely,

A handwritten signature in cursive script that reads "Bruce W. Anderson". The signature is fluid and written in dark ink.

Bruce W. Anderson, President

Board of Directors

Arrowhead Point Homeowners Assn.



Liz Jones

Cellular Phone Towers

Cellular (cell) phones first became widely available in the United States in the 1990s, but since then their use has increased dramatically. The widespread use of cell phones has led to cell phone towers being placed in many communities. These towers, also called *base stations*, have electronic equipment and antennas that receive and transmit radiofrequency (RF) signals.

How do cellular phone towers work?

Cell phone base stations may be free-standing towers or mounted on existing structures, such as trees, water tanks, or tall buildings. The antennas need to be high enough to adequately cover the area. Base stations are usually from 50-200 feet high.

Cell phones communicate with nearby cell towers mainly through radiofrequency (RF) waves, a form of energy in the electromagnetic spectrum between FM radio waves and microwaves. Like FM radio waves, microwaves, visible light, and heat, they are forms of **non-ionizing radiation**. This means they do not directly damage the DNA inside cells, which is how stronger (**ionizing**) types of radiation such as x-rays, gamma rays, and ultraviolet (UV) light are thought to be able to cause cancer.

At very high levels, RF waves can heat up body tissues. (This is the basis for how microwave ovens work.) But the levels of energy used by cell phones and towers are much lower.

When a person makes a cell phone call, a signal is sent from the phone's antenna to the nearest base station antenna. The base station responds to this signal by assigning it an available radiofrequency channel. RF waves transfer the voice information to the base station. The voice signals are then sent to a switching center, which transfers the call to its destination. Voice signals are then relayed back and forth during the call.

How are people exposed to the energy from cellular phone towers?

As people use cell phones to make calls, signals are transmitted back and forth to the base station. The RF waves produced at the base station are given off into the environment, where people can be exposed to them.

The energy from a cellular phone tower antenna, like that of other telecommunication antennas, is directed toward the horizon (parallel to the ground), with some downward scatter. Base station antennas use higher power levels than other types of land-mobile antennas, but much lower levels than those from radio and television broadcast stations. The amount of energy decreases rapidly as the distance from the antenna increases. As a result, the level of exposure to radio waves at ground level is very low compared to the level close to the antenna.

Public exposure to radio waves from cell phone tower antennas is slight for several reasons. The power levels are relatively low, the antennas are mounted high above ground level, and the signals are transmitted intermittently, rather than constantly.

At ground level near typical cellular base stations, the amount of RF energy is thousands of times less than the limits for safe exposure set by the US Federal Communication Commission (FCC) and other regulatory authorities. It is very unlikely that a person could be exposed to RF levels in excess of these limits just by being near a cell phone tower.

When a cellular antenna is mounted on a roof, it is possible that a person on the roof could be exposed to RF levels greater than those typically encountered on the ground. But even then, exposure levels approaching or exceeding the FCC safety guidelines are only likely to be found very close to and directly in front of the antennas. If this is the case, access to these areas should be limited.

The level of RF energy inside buildings where a base station is mounted is typically much lower than the level outside, depending on the construction materials of the building. Wood or cement block reduces the exposure level of RF radiation by a factor of about 10. The energy level *behind* an antenna is hundreds to thousands of times lower than in front. Therefore, if an antenna is mounted on the side of a building, the exposure level in the room directly behind the wall is typically well below the recommended exposure limits.

Do cellular phone towers cause cancer?

Some people have expressed concern that living, working, or going to school near a cell phone tower might increase the risk of cancer or other health problems. At this time, there is very little evidence to support this idea. In theory, there are some important points that would argue against cellular phone towers being able to cause cancer.

First, the energy level of radiofrequency (RF) waves is relatively low, especially when compared with the types of radiation that are known to increase cancer risk, such as gamma rays, x-rays, and ultraviolet (UV) light. The energy of RF waves given off by cell phone towers is not enough to break chemical bonds in DNA molecules, which is how these stronger forms of radiation may lead to cancer.

A second issue has to do with wavelength. RF waves have long wavelengths, which can only be concentrated to about an inch or two in size. This makes it unlikely that the energy from RF waves could be concentrated enough to affect individual cells in the body.

Third, even if RF waves were somehow able to affect cells in the body at higher doses, the level of RF waves present at ground level is very low – well below the recommended limits. Levels of energy from RF waves near cell phone towers are not significantly different from the background levels of RF radiation in urban areas from other sources, such as radio and television broadcast stations.

Studies in people

Very few human studies have focused specifically on cellular phone towers and cancer risk.

In one large study, British researchers compared a group of more than 1,000 families of young children with cancer against a similar group of families of children without cancer. They found no link between a mother's exposure to the towers during pregnancy (based on the distance from the home to the nearest tower and on the amount of energy given off by nearby towers) and the risk of early childhood cancer.

In another study, researchers compared a group of more than 2,600 children with cancer to a group of similar children without cancer. They found that those who lived in a town that could have exposed them to higher than average RF radiation from cellular phone towers in the previous 5 years had a slightly higher risk of cancer, although not of any certain type of cancer (like leukemia or brain tumors). This study estimated the children's possible exposure based on the number of towers in their town and how

strong the signals were from the towers. It did not look at actual exposure of any individual child based on how far their home or school was from a tower. This limitation reduces confidence in the results of the study.

One study looked for signs of DNA and cell damage in blood cells as a possible indicator of cancer-causing potential. They found that the damage was no worse in people who lived near a cell phone tower as compared with those didn't.

The amount of exposure from living near a cell phone tower is typically many times lower than the exposure from using a cell phone. About 30 studies have looked at possible links between cell phone use and tumors in people. Most studies to date have not found a link between cell phone use and the development of tumors, although these studies have had some important limitations. This is an area of active research. For more information, see *Cellular Phones* (</cancer/cancer-causes/radiation-exposure/cellular-phones.html>).

Studies done in the lab

Laboratory studies have looked at whether the types of RF waves used in cell phone communication can cause DNA damage. Most of these studies have supported the idea that the RF waves given off by cell phones and towers don't have enough energy to damage DNA directly. Because of this, it's not clear how cell phones and towers might be able to cause cancer, but research in this area continues.

Some scientists have reported that RF waves may produce other effects in human cells (in lab dishes) that might possibly help tumors grow. However, these studies have not been verified, and these effects weren't seen in a study that looked at the blood cells from people living near a cellular phone tower.

Several studies in rats and mice have looked at whether RF energy might promote the development of tumors caused by other known carcinogens (cancer-causing agents). These studies did not find evidence of tumor promotion, but this is still an area of research.

A large study by the US National Toxicology Program (NTP) exposed groups of lab rats and mice to RF energy over their entire bodies for about 9 hours a day, starting before birth and continuing for up to 2 years. The NTP recently released partial findings from this study, which found increased (although still low) risks of brain and heart tumors in male rats exposed to RF radiation, although there was no increased risk among female rats. Some aspects this study, such as the high doses of RF radiation and the long amount of time the rats were exposed to it, make it hard to know just how well these results might be applied to people. Still, the results add evidence to the idea that the signals used in cell phone communication might potentially impact human health.

What expert agencies say

About cell phone towers

The 3 expert agencies that usually classify cancer-causing exposures (carcinogens) – the International Agency for Research on Cancer (IARC), the National Toxicology Program (NTP), and the US Environmental Protection Agency (EPA) – have not classified cell phone towers specifically as to their cancer-causing potential.

The **US Federal Communications Commission** (FCC) has said this about cell phone towers near homes or schools:

“Radiofrequency emissions from antennas used for cellular and PCS [personal communications service] transmissions result in exposure levels on the ground that are typically thousands of times below safety limits. These safety limits were adopted by the FCC based on the recommendations of expert organizations and endorsed by agencies of the Federal Government responsible for health and safety. Therefore, there is no reason to believe that such towers could constitute a potential health hazard to nearby residents or students.”

About RF radiation

Some of the agencies that classify cancer-causing exposures have, however, made statements about radiofrequency radiation.

The **International Agency for Research on Cancer (IARC)** has classified RF fields as “possibly carcinogenic to humans,” based on limited evidence of a possible increase in risk for brain tumors among cell phone users, and inadequate evidence for other types of cancer. (For more information on the IARC classification system, see *Known and Probable Human Carcinogens* (</cancer/cancer-causes/general-info/known-and-probable-human-carcinogens.html>).) IARC also noted that exposure to the brain from RF fields from cell phone base stations (mounted on roofs or towers) is less than 1/100th the exposure to the brain from mobile devices such as cell phones.

The **Environmental Protection Agency** (EPA) states:

“At very high levels, RF energy is dangerous. It can heat the body's tissues rapidly. However, such high levels are found only near certain equipment, such as powerful long-distance transmitters. Cellphones and wireless networks produce RF, but not at levels that cause significant heating. In addition, RF energy decreases quickly over distance. At ground level, exposure to RF from sources like cellphone towers is usually very low.

Some people are concerned about potential health effects, especially on the developing brains and bodies of children. Some studies suggest that heavy long-term use of cellphones could have health effects. Other studies don't find any health effects from

cellphone use. Long-term studies on animals exposed to the RF found in wireless networks (Wi-Fi) have, so far, found no health effects. Scientists continue to study the effects of long-term exposure to low levels of RF.”

Can I limit my exposure?

Cell phone towers are not known to cause any health effects. But if you are concerned about possible exposure from a cell phone tower near your home or office, you can ask a government agency or private firm to measure the RF field strength near the tower (where a person could be exposed) to ensure that it is within the acceptable range.

What should I do if I’ve been exposed to cellular phone towers?

There is no test to measure whether you have been exposed to RF radiation from cellular phone towers. But as noted above, most researchers and regulatory authorities do not believe that cell phone towers pose health risks under ordinary conditions. If you have additional health concerns, you might want to talk with your doctor.

Written by Additional resources Resources

The American Cancer Society medical and editorial content team



(</cancer/acs-medical-content-and-news-staff.html>) Our team is made up of doctors and master’s-prepared nurses with deep knowledge of cancer care as well as journalists, editors, and translators with extensive experience in medical writing.

Last Medical Review: December 2, 2014 | Last Revised: May 31, 2016

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Cami Hedges

From: usa 1 vette <usa_1_vette@frontier.com>
Sent: Thursday, January 18, 2018 8:34 AM
To: Cami Hedges
Subject: Cell Tower

To whom it should concern, I am a local and am very much "In Favor" of the new cell tower to be located at Donnelly. Thank You!

Get [Outlook for iOS](#)

Cami Hedges

From: steve@fredhealthins.com
Sent: Thursday, January 18, 2018 9:14 AM
To: Cami Hedges
Subject: Cell Tower

I am in full support of adding a cell tower in Donnelly as the extra bandwidth will help us all, especially when there are lots of people in town. Thank you for any support that you are willing to put towards this project.

Steve Fredriksen
Donnelly
208-484-0152

Cami Hedges

From: mtnfrog@aol.com
Sent: Wednesday, January 17, 2018 9:50 PM
To: Cami Hedges
Subject: Cell tower

We are definitely in favor of another cell tower. Internet is impossible on weekends and some evenings. As someone who needs the internet for work, we definitely need another tower. There have been instances in our area where there was an emergency and cell phones would not work. The person ran to other homes to find a phone that worked. You want people to come and spend dollars in Valley county.....well those people need cell phone service or they will find other places to recreate.

Joe and Patti Ledgerwood
12703 Hereford Rd
Donnelly

Sent from my iPad

Cami Hedges

From: Cec Lojek <dwlcsl07@gmail.com>
Sent: Monday, November 6, 2017 2:31 PM
To: Cami Hedges
Subject: Horizon Towers Conditional Use Permit Application C.U.P.

Although we are not full time residents of Donnelly, we do own property and pay taxes there. We are very much in favor of the cell tower as any improvement in this service allows us to spend more time at our second home as it is easier to conduct business. We have seen a cell owner "tree" in Boise and for a cell tower it is quite well done. One Yes on the cell tower!

Donald and Cecelia Lojek

Cami Hedges

From: Nancy Sommerwerck <njsnomad@msn.com>
Sent: Thursday, January 18, 2018 10:05 AM
To: Cami Hedges
Subject: Cell tower proposal

Hi Cami. I can't attend the meeting later in the month but would like to express my "yes" vote/support for having a cell tower in Donnelly.

Thank you.

Nancy Sommerwerck
208-861-6484

Cami Hedges

From: Michelle Basye <mbasye@frontier.com>
Sent: Thursday, January 18, 2018 10:19 AM
To: Cami Hedges
Subject: in favor of the cell tower.

To the City Council.

As a business owner in Donnelly, I am very much in favor of a new cell tower being constructed. We need the better quality service.

thank you.

Michelle Basye
Broker
Brundage Realty
cell 208.630.4702

Cami Hedges

From: JULIE SHAIN <julieshain@msn.com>
Sent: Friday, November 3, 2017 5:42 PM
To: Cami Hedges
Subject: Proposed Cell tower

Please vote yes. I live in Wagon Wheel and would greatly appreciate increased cell service in our area.

Thank you

Julie Shain
Sent from my iPhone

Cami Hedges

From: Paula Stevens <bnps76@yahoo.com>
Sent: Tuesday, October 10, 2017 10:58 AM
To: Cami Hedges
Subject: Horizon Towers Appilicatoin #C.U.P. 17-01

My name is William L. Stevens, and I am one of 5 equal owners on property on W. Roseberry Rd.

I have no problem with this application being accepted by the City of Donnelly. It's on the city owned property and will be, as stated, protected within a fenced area. The tower will benefit many people in the surrounding area; first and foremost the emergency services which in turn help the public. With the thousands of visitors coming and going in the area as well as the people who live in Donnelly, this could help in many ways with communication and internet services.



Virus-free. www.avast.com

Cami Hedges

From: Callie Smith <fcsmith42@gmail.com>
Sent: Tuesday, January 16, 2018 4:54 PM
To: Cami Hedges
Subject: C. U. P. Cell tower

Hi Cami,

We are in Arizona until April, but I wanted to email for about the cell tower. Fred and I are FOR the construction of the cell tower. We approve not only for the increased service it will afford, but as a new source of income for the City of Donnelly.

Callie and Fred Smith

Fly Trap Antiques

Callie

Cami Hedges

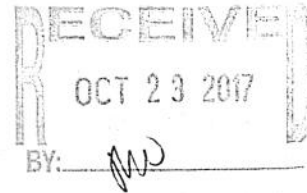
From: Mark S Johnson <seasport@aol.com>
Sent: Friday, November 3, 2017 3:29 PM
To: Cami Hedges
Subject: cell tower

Is it worth consideration of the cell tower to provide the city with temp power during idaho power outage.

Mark Johnson
951 295-6429

October 22, 2017

Kristal Kangas-Hanes and Kipton C. (K.C.) Hanes
P.O. Box 94
Donnelly, Idaho 83615-0094
Physical Address: 157 W. State Street, Donnelly, ID 83615
Donnelly: 208-325-8136
Bruneau: 208-845-2126



City of Donnelly Planning and Zoning Commission
C/O Cami Hedges, City Clerk Treasurer, City of Donnelly
P.O. Box 725
Donnelly, ID 83615-0725

RE: Proposed CUP 17-01 to install a wireless communication facility described as 100' mono-pine cell tower

We received the Notice of Public Hearing dated October 4, 2017 and would like to express our reserved support for the installation of the above mentioned cell tower as proposed on the property.

Below is a history of the impact of decisions of your board and the impact of the value of our home since we purchased it in 1982. Please take a few minutes and review this, as your decisions last much longer than your term of service:

- We purchased our home at 157 W. State Street in June 1981. It had been vacant for nearly 20 years and it was a "fixer-upper". The appraised value at the time was \$20,000.00. We immediately began renovations. Shortly after we purchased, the property adjoining ours on the west was approved by your board for "low income" housing that included an agreement from the property owner that it would be run with strict CC&Rs that would enhance the values in our neighborhood. There was a small home to our east which was undergoing major renovation and was an income property intended to be rented or leased. The two dwellings to our north and east were owned and occupied by retirees. Our neighborhood was pleasant. Your board did not perform due diligence (yes, I realize no presently seated members were on the board), the property owner to our west developed and maintained the property so poorly that by the fall of 1983 **we lost half the value in our home despite the improvements we made, and this downward value affected its value through numerous owners and until the recent removal of the derelict dwellings this year.**
- I cannot recall the date, but sometime around 2000 this block was rezoned for commercial growth. It made sense, the economy was under a false boom and it was apparent that to plan for a growing city, more commercial growth was needed. The false economy of the time is now in the history books, but you need to know that the **zoning of this property as commercial has limited the ability of the homeowners to secure residential mortgages; making the selling, purchasing, maintenance, or improvement of the residential properties impossible for those who own the properties or wish to purchase them.** This block of Donnelly, which once was the home for young families and retirees and were neatly groomed and cared for homes with gardens and picket fences, is now empty and unkempt, with K.C. and I the only residents. A huge impact none of us foresaw came from the advice we received from a mortgage lender a few years ago that we would not be able to secure a residential loan on this property as long as it is zoned commercial. That has impacted improvements because now we must pay higher interest/points and are only able to secure short commercial loans on our property. I believe that is the reason this block is in decline. Once again, the decisions of the City of Donnelly

Planning and Zoning Board have negatively affected this neighborhood and the investment our family has made in our home and community.

- After owning this home since 1982, in this beautiful valley, the County assessed our home and property at **\$40,000. Our investment in Donnelly over the past 35 years has netted us a total of 20,000, the price of a moderately priced new car; it has been costly, and much of that cost has been because of decisions your board has made that impacted our property value for decades.**

Please ask yourselves what, if any impact would there be in making this decision for the values of the properties in the vicinity of this proposed tower, please make sure you have investigated this impact thoroughly before proceeding with your decision. ***If you have not, we request you table the decision until such time as this question has been answered. Our neighborhood cannot take any more devaluation of the properties.*** Further concerns are:

- We recognize that modern communications are dependent on cell towers. I want great service, but I am reluctant to be excited about a cell tower in my neighborhood. I applaud the camouflaging effect of the "mono-pine" design, and I have researched evidence found online that states neighbors of these towers find they are not highly offensive after some time and adjustment. **Please make sure if the decision proceeds that this is a condition of the installation.**
- I am concerned that there are **no possible adverse health effects** for the small children at the WICAP Center. Please complete your due diligence in this matter for the children; as I am discovering conflicting information, depending on the funding source of the available research.
- Thank you for your diligence in mitigating the adverse aesthetic impact by considering a "mono-pine" design which hopefully will reflect our alpine environment.

We have been in your shoes, sitting on Planning and Zoning and in the City Council as well as KC, who served a term as Mayor in Donnelly. We know you do your best to represent your community well, and that your volunteer hours are a sign of dedication to Donnelly. But you must also consider the strain the past decisions of the Donnelly Planning and Zoning and City Councils have placed on the owners of properties in this neighborhood.

Thank you for considering our view. Thank you for your unending volunteer hours dedicated to creating the best community Donnelly can be.

Please feel free to contact us by phone: KC Hanes 208.325-8136 or Kristal Kangas-Hanes 208-845-2126 in the evenings.

Sincerely,



Kipton C. Hanes
Kristal Kangas-Hanes
157 W. State Street

Donnelly, Idaho 83615

Cami Hedges

From: jean@theyogamomma.com
Sent: Tuesday, January 16, 2018 3:58 PM
To: Cami Hedges
Subject: Cell Tower Proposal - Ltr. for Board Packets

Cami,
Hello! Below is my letter of concern re: Cell Tower Proposal for the Board Member Packets... Please let me know if you have any questions. Thank you!

Namaste-
Jean

--

Dear Mayor Koch and City Council Members,

I am deeply concerned about the proposed cell tower in downtown Donnelly. I have two children attending Donnelly Elementary School, which is within close proximity to the tower. I am also in the process of opening my wellness business in town, also close to the tower.

I understand some people have a need for additional cell coverage, but I believe there are other solutions away from schools and homes. This proposal will lower Donnelly property values, and threatens the health of our children, interferes with our rural values and the beauty of our scenic byway. This cell tower is a threat to our unique quality of life and should not be placed within close proximity to homes or a school.

PROTECT HOMEOWNERS & RESIDENTS

Donnelly is a small town, and as such every single homeowner and resident will be impacted. The unsightliness of cell towers – even the ones that look like trees – will have a negative impact on property values. Whether or not radiation emissions from these antennas are harmful is irrelevant. The perceived threat alone would lower property values. The U.S. Department of Housing and Urban Development (HUD) guidelines categorize cell towers with “hazard and nuisances,” and HUD requires its certified appraisers to take the presence of nearby cell towers into consideration when determining the value of single-family residential properties. Studies have shown that proximity to a cell tower can lower property values from 5-20%. I personally have a friend who recently decided against putting an offer in on a home in Donnelly because of the potential for this cell tower. For some additional information on this topic, please take a look at this link: <https://www.parealtor.org/justlisted/cell-towers-impact-property-values/>

PRESERVE OUR RURAL VALUES & SCENIC BYWAY

People live here because of the natural beauty and our recreation and tourist based economy depends on this. No matter how much care is given to the aesthetics of the tower, it will stick out as an unnatural feature.

PROTECT DONNELLY KIDS & FAMILIES

I am aware that you are not legally allowed to reject this proposal based upon health reasons. That said, I believe you should be made aware of the fact that there are many health risks associated with exposure to wireless emissions. In fact, the safety of cell towers has never been shown. The EPA and FDA have never done a comprehensive review of safety. Bottom line: the US government really has no safety standards at all.

The FCC is tasked with regulating cell towers, but the FCC is not a health and safety agency nor are they comprised of medical staff. The FCC has adopted “allowable radiation exposure levels” which were last reviewed 19 years ago. These levels are based entirely on the heating of tissue and do not take into account the accumulating research showing serious biological effects at low level “non-thermal” radiation levels. Damage includes brain tumors, cancer, weakened immune function, childhood leukemia, reduced sperm count, ovarian follicles, sleep disturbance, etc.

There is a growing body of independent research demonstrating the negative health impacts of radiation from cell towers. In May 2001, the World Health Organization (WHO) classified the type of radiation that cell towers emit as a Class 2B carcinogen, meaning "possibly carcinogenic to humans," the same category as lead and DDT.

The American Association of Pediatrics raises concerns that children may be more vulnerable than adults "because of the potentially greater susceptibility of their developing nervous systems; in addition, their brain tissue is more conductive, radio frequency radiation penetration is greater relative to head size, and they will have a longer lifetime of exposure than adults. Donnelly Elementary has a growing number of students, plus educators and staff, who will be put at increased risk of radiation exposure on a daily basis for years if this cell tower is approved.

With such conflicting opinions as to the safety of wireless emissions, and with the long-term health effects of cell tower exposure unknown, allowing a cell site close to a school and homes seems an irresponsible and foolish risk to take with the health and safety of our children.

I urge you to protect Donnelly kids & homeowners – Vote NO on proposed cell tower.

Sincerely,
Jean Keese
208-315-7137
13395 Black Pine Rd., Donnelly ID
Parent of two Donnelly Elementary School Children
Small Business Owner, downtown Donnelly (beginning in 2018)
Board of Trustees, Donnelly Public Library
208-315-7137

Subject: Cell Tower Proposal

I am writing to ask you to not approve the proposed location for an 85-foot, fake tree cell tower in the light industrial area so close to Donnelly's business and residential areas. The tower will be highly unsightly and degrade the scenic and historic assets of the town. This tower will appear tall and artificial and be seen from throughout the business and residential areas. It will detract greatly from the genuine, authentic historic character of the town that we value so highly now. There is also uncertainty about the safety of a structure emitting strong radiation so closely to people, including businesses, residents, and students.

The proposed tower location does not fit with the goals in the Donnelly Comprehensive Plan or the goals for the Payette River Scenic Byway.

Please consider these statements and goals from the Donnelly Comprehensive Plan:

- *Within the City, the appreciation of the surrounding environment comes from its strong presence through scenic viewsheds and transportation corridors. As the City grows, it must balance its desires for compact development with preservation of its natural viewsheds.*
- *Preserve and enhance the landscape views around the City.*
 - *Utilities shall be installed underground whenever possible to minimize visual impacts.*
- *All new development and redevelopment projects shall comply with the tall building ordinance.*
- *Sign height shall conform to City's sign ordinance.*
- *Maintain public services, utilities and facilities to meet current and future needs of the community and create a safe and healthy environment*
- *Protect human life, health and property from the impact of natural and manmade hazards*

In developing and approving the Comprehensive Plan, clearly the visual and historic character of the town was valued and the intention was to preserve these assets. The attention to restricting building and sign height shows a conscious appreciation of these values and intent to keep human development at a low level vertically, such has been the case historically in this town since its origin.

Tourism and destination visitation is and will continue to be the main economic driver of the town. Showcasing the historic and scenic assets should be the highest priority in considering additions and development. An 85-foot artificial tree near the town's core center would definitely be visible and display the message that the town places a higher value on technology than on scenic and historic.

Also please consider the goals of the Payette River Scenic Byway (PRSB) which include:

....preserve valued assets including natural, cultural, and historic locales
(from the DOT website info on the PRSB)

Finally, there is the question of potential hazard to residents, visitors, businesses, and Donnelly Elementary school children from radiation of the tower. My review of the research shows it to be inconclusive and inadequate to inform a decision of this nature. I would say that the safety of the tower would be a question until more conclusive information is available. To the demographic represented by several of us in town, this would be a strong enough issue to cause us to choose not to purchase property near in the village residential area and not to send our children to the school. As parents we just can't take a chance on such an uncertainty but with potential to cause harm. It just isn't worth taking the chance. So I would say a decision for the proposed tower location will almost certainly deter some people from moving in and/or enrolling their children in the school. That would be a huge shame as we believe the Donnelly School offers the best elementary education in the state. The quality of the school was the main reason we chose Donnelly to live and raise our children.

In summary, the proposed location for the 85-foot fake tree cell tower is just too close to the center of Donnelly and the degradation of the scenic and historic character of the town would be a highly negative outcome. And the uncertainty of the potential hazard to those living and going to school here just isn't worth any benefit this location would provide. I urge you to look for a different location that is not so close to people and one of the more authentic, historical, genuine, beautiful small town villages in Idaho.

Sincerely,

/s/ Steve Kimball
Donnelly Resident

Cami Hedges

From: susan bliss <sbwild2000@hotmail.com>
Sent: Tuesday, January 16, 2018 9:11 PM
To: Cami Hedges
Cc: Brian Koch; S2
Subject: Fwd: Letter of Opposition to the Proposed Cellular Tower-Letter to th e Council

All-

It would certainly help if I typed Donnelly correctly in the email!

Begin forwarded message:

From: susan bliss <sbwild2000@hotmail.com>
Date: January 16, 2018 at 8:20:29 PM MST
To: "bkoch@cityofdonnelly.org" <bkoch@cityofdonnelly.org>, S2 <stephnk@hotmail.com>
Subject: Fw: Letter of Opposition to the Proposed Cellular Tower-Letter to th e Council

My email to the City Clerk continues to be rejected; I'm sending this to the mayor and to you, Steve.

Sent from [Outlook](#)

From: susan bliss
Sent: Tuesday, January 16, 2018 7:02 PM
To: chedges@cityofdonnelly.org
Subject: Letter of Opposition to the Proposed Cellular Tower-Letter to th e Council

Dear Council Members:

I am writing to voice my opposition to the placement of a cell tower within the City of Donnelly, even if such a tower is disguised to look like a tree. Having viewed these types of disguised cell towers in other areas, I can attest that they are unsightly, despite the best efforts of the designers that try to make them blend in with the surrounding environment. Owing to the overwhelming height of this type of structure, the camouflaging never looks convincing against the natural vegetation that surrounds them.

When visitors come to town, the sign that they see is that Donnelly is the "Crossroads of Recreation", implying a natural setting that is visually pleasing. A cell tower such as this counters the pictorial view that we should be presenting. These structures are notoriously unattractive and hardly convincing to any viewer. Is this type of fake structure really what we want travelers of the Payette River Scenic Byway to see when they travel through our community?

Even if this cell tower is placed in the zoned "industrial area", the sheer size and unnatural appearance may have ramifications for homeowners that live within the City Limits. In reading the comments that were offered up when a similar proposal for a cell tower was brought forward for the City of McCall, many residents opposed it because it was unknown how such a structure would

impact property values. I also oppose this type of structure within the City of Donnelly for these same reasons.

Thank you,

Susan Jenkins

Cami Hedges

From: Lisa Marie <lisamarieflows@gmail.com>
Sent: Friday, December 15, 2017 1:41 PM
To: Cami Hedges
Subject: cell tower

Hello City of Donnelly

I wanted to let you know that my husband and I have been looking at houses to purchase in Donnelly. After finding out about the cell tower that the city plans to put in in downtown Donnelly we have reconsidered buying a house in the city.

The health impact of a tower has been proven to affect within 300 yards. Two years ago my mother died of a glioblastoma brain tumor. She grew up under a huge tower and I do believe the impact of radiation impacted her health. I hope you consider not just the ugliness of a tower in a small down town but also the health impacts for the children, pets, and families of donnelly idaho.

I don't know if this would impact your decision about putting up a tower in your town but I would hope you would consider how it can change your health in the long run.

Thank you,

Lisa Marie
208-315-3717

Cami Hedges

From: Karen T <karent76@yahoo.com>
Sent: Wednesday, December 20, 2017 9:24 PM
To: Cami Hedges
Subject: Downtown Donnelly Cell Tower

To Whom It May Concern at Donnelly City Council,

Instead of putting a cell tower in downtown Donnelly, please consider putting it a bit south or a bit north of town, so that it's not near homes, nor near an elementary school.

Even if one doesn't think that the frequency emitted from a cell tower could cause any problems, there's enough research to suggest it does, and therefore, I think it warrants erroring on the side of caution, by putting the tower far away from downtown Donnelly and far from any homes, schools or places of work.

Thank-you,

-Karen Torgerson
210 Wildwood Drive
Donnelly, Id 83615

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-22

Meeting Date 01/22/18

AGENDA ITEM INFORMATION				
SUBJECT: <i>Approve FY17 Financial Audit Jarden Zwygart, Millington Zwygart CPAS</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:				
FUNDING SOURCE:				
TIMELINE:				
SUMMARY STATEMENT: On December 4 and 5, 2017 Millington, Zwygart CPAs performed an onsite audit of the City of Donnelly's Fiscal Year 2017 Financials.				
RECOMMENDED ACTION: <i>1. Approve FY17 City of Donnelly's Financial Audit</i>				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

Draft

CITY OF DONNELLY, IDAHO

Report on Audited
Basic
Financial Statements
and
Supplemental Information

For the Year Ended September 30, 2017

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City of Donnelly, Idaho
Statement of Net Position
September 30, 2017

	Primary Government		
	Governmental Activities	Business-type Activities	Total
Assets			
Current Assets:			
Cash and Cash Equivalents	\$ 245,303	\$ 136,981	\$ 382,284
Receivables, Net:			
Property Taxes	12,115	-	12,115
Accounts Receivable	-	17,130	17,130
Intergovernmental	2,449	-	2,449
Interfund Balances	15,000	-	15,000
Noncurrent Assets:			
Restricted Cash	-	40,099	40,099
Capital Assets:			
Land and Nondepreciable Infrastructure	115,052	3,503	118,555
Buildings, Net	646,364	6,080	652,444
Improvements, Net	17,334	504,689	522,023
Equipment, Net	96,794	37,461	134,255
Total Capital Assets	<u>875,544</u>	<u>551,733</u>	<u>1,427,277</u>
Total Assets	<u>1,150,411</u>	<u>745,943</u>	<u>1,896,354</u>
Deferred Outflows			
Pension Related Items	<u>16,567</u>	<u>11,867</u>	<u>28,434</u>
Total Deferred Outflows	<u>16,567</u>	<u>11,867</u>	<u>28,434</u>
Liabilities			
Current Liabilities:			
Accounts Payable	18,593	1,466	20,059
Salaries and Benefits Payable	2,007	1,128	3,135
Security Deposits	3,550	-	3,550
Interfund Balances	15,000	-	15,000
Accrued Interest	310	5,931	6,241
Long-Term Liabilities:			
Due within One Year:			
Compensated Absences	2,774	1,448	4,222
Bonds and Notes Payable	12,127	25,864	37,991
Due in More than One Year:			
Bonds and Notes Payable	31,765	193,987	225,752
Net Pension Liability	<u>47,697</u>	<u>33,567</u>	<u>81,264</u>
Total Liabilities	<u>133,220</u>	<u>263,391</u>	<u>396,611</u>
Deferred Inflows			
Pension Related Items	<u>6,630</u>	<u>5,560</u>	<u>12,190</u>
Total Deferred Inflows	<u>6,630</u>	<u>5,560</u>	<u>12,190</u>
Net Position			
Invested in Capital Assets, Net of Related Debt	831,652	331,882	1,163,534
Restricted	170,274	40,099	210,373
Unrestricted (Deficit) Surplus	<u>25,202</u>	<u>116,878</u>	<u>142,080</u>
Total Net Position	<u>\$ 1,027,128</u>	<u>\$ 488,859</u>	<u>\$ 1,515,987</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Statement of Activities
For the Year Ended September 30, 2017

	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government	
					Governmental Activities	Business-type Activities
Primary Government:						
Governmental Activities:						
General and Administrative	\$ 200,522	\$ 34,699	\$ 27,450	\$ -	\$ (138,373)	\$ -
Public Safety	2,878	-	-	-	(2,878)	-
Highways and Streets	90,060	-	-	-	(90,060)	-
Parks and Recreation	19,273	-	-	-	(19,273)	-
Depot	15,234	-	-	-	(15,234)	-
Total Governmental Activities	327,967	34,699	27,450	-	(265,818)	-
Business-type Activities:						
Water	194,140	185,376	30,272	-	-	21,508
Sewer	107,113	78,786	-	-	-	(28,327)
Total Business-type Activities	301,253	264,162	30,272	-	-	(6,819)
Total Primary Government	\$ 629,220	\$ 298,861	\$ 57,722	\$ -	(265,818)	(6,819)
General Revenues:						
Property Taxes					92,438	-
Local Option Tax					72,487	-
State Sources					61,775	-
Other					68,420	-
Unrestricted Investment Earnings					1,174	805
Gain(Loss) on Sale of Assets					4,900	-
Total General Revenues and Special Items					301,194	805
Change in Net Position					35,376	(6,014)
Net Position, Beginning of Year					991,752	494,873
Net Position, End of Year					\$ 1,027,128	\$ 488,859

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Balance Sheet -
Governmental Funds
September 30, 2017

	General	Local Option Tax	Library	Total Governmental Funds
Assets				
Cash and Cash Equivalents	\$ 89,804	\$ 91,003	\$ 64,496	\$ 245,303
Receivables, Net:				
Property Taxes	12,115	-	-	12,115
Intergovernmental	2,449	-	-	2,449
Interfund Balance	-	15,000	-	15,000
Total Assets	<u>\$ 104,368</u>	<u>\$ 106,003</u>	<u>\$ 64,496</u>	<u>\$ 274,867</u>
Liabilities				
Accounts Payable	\$ 18,519	\$ -	\$ 74	\$ 18,593
Interfund Balance	15,000	-	-	15,000
Salaries and Benefits Payable	1,856	-	151	2,007
Security Deposits	3,550	-	-	3,550
Total Liabilities	<u>38,925</u>	<u>-</u>	<u>225</u>	<u>39,150</u>
Deferred Inflows				
Unavailable Revenue - Property Taxes	11,906	-	-	11,906
Total Deferred Inflows	<u>11,906</u>	<u>-</u>	<u>-</u>	<u>11,906</u>
Fund Balances				
Nonspendable	-	-	-	-
Restricted for:				
Local Option Tax	-	106,003	-	106,003
Library	-	-	64,271	64,271
Unassigned	53,537	-	-	53,537
Total Fund Balances	<u>53,537</u>	<u>106,003</u>	<u>64,271</u>	<u>223,811</u>
Total Liabilities, Deferred Inflows and Fund Balances	<u>\$ 104,368</u>	<u>\$ 106,003</u>	<u>\$ 64,496</u>	<u>\$ 274,867</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Reconciliation of the Balance Sheet of the
Governmental Funds to the Statement of Net Position
September 30, 2017

Total Fund Balances - Governmental Funds \$ 223,811

Amounts reported for governmental activities in the Statement of Net Position are different because of the following:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds. The cost of assets consist of:

Land	\$	115,052	
Buildings, net of \$381,751 accumulated depreciation		646,364	
Improvements, net of \$20,750 accumulated depreciation		17,334	
Equipment, net of \$25,530 accumulated depreciation		96,794	
			875,544

Property taxes receivable will be collected this year, but are not available soon enough to pay for current period's expenditures, and, therefore, are deferred in the funds. 11,906

Long-term liabilities, applicable to the City's governmental activities, are not due and payable in the current period and, accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities - both current and long-term - are reported in the Statement of Net Position.

Compensated Absences	\$	(2,171)	
Accrued Interest		(310)	
Municipal Lease Payable		(43,892)	
			(46,373)

The District participates in the Public Employer Retirement System of Idaho, which is a cost-sharing plan. As a participant they are required to report their share of the Net Pension Liability and the related deferred inflows and outflows on their Statement of Net Position.

Net Pension Liability	\$	(47,697)	
Pension Related Deferred Inflows		(6,630)	
Pension Related Deferred Outflows		16,567	
			(37,760)

Net Position of Governmental Activities \$ 1,027,128

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Statement of Revenues, Expenditures, and
Changes in Fund Balances -
Governmental Funds
For the Year Ended September 30, 2017

	General	Local Option Tax	Library	Total Governmental Funds
Revenues				
Taxes	\$ 92,209	\$ 72,487	\$ -	\$ 164,696
Licenses and Permits	19,264	-	-	19,264
Intergovernmental	62,975	-	26,250	89,225
Charges for Services	14,292	-	1,143	15,435
Other	64,211	582	4,801	69,594
Total Revenues	<u>252,951</u>	<u>73,069</u>	<u>32,194</u>	<u>358,214</u>
Expenditures				
Current:				
General and Administrative	94,683	67,863	18,413	180,959
Public Safety	2,878	-	-	2,878
Roads and Streets	123,994	-	-	123,994
Parks and Recreation	30,864	-	-	30,864
Depot Expense	87,092	-	-	87,092
Total Expenditures	<u>339,511</u>	<u>67,863</u>	<u>18,413</u>	<u>425,787</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(86,560)</u>	<u>5,206</u>	<u>13,781</u>	<u>(67,573)</u>
Other Financing Sources (Uses)				
Debt Proceeds	22,020	-	-	22,020
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>22,020</u>	<u>-</u>	<u>-</u>	<u>22,020</u>
Net Change in Fund Balances	<u>(64,540)</u>	<u>5,206</u>	<u>13,781</u>	<u>(45,553)</u>
Fund Balances - Beginning	<u>118,077</u>	<u>100,797</u>	<u>50,490</u>	<u>269,364</u>
Fund Balances - Ending	<u>\$ 53,537</u>	<u>\$ 106,003</u>	<u>\$ 64,271</u>	<u>\$ 223,811</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Reconciliation of the Statement of Revenues,
Expenditures, and Changes in Fund Balances of the
Governmental Funds to the Statement of Activities
For the Year Ended September 30, 2017

Total Net Change in Fund Balance - Governmental Funds \$ (45,553)

Amounts reported for governmental activities in the Statement of Activities are different because of the following:

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their useful lives as depreciation expense. In the current period these amounts are:

Capital Outlay	\$ 131,246	
Depreciation Expense	<u>(38,512)</u>	
		92,734

In the Statement of Activities, the net gain (loss) on the sale/disposal of capital assets is reported, whereas in the governmental funds, only the proceeds from the sale of capital assets is recorded as a financial resource. Thus, the change in net assets differs from the change in fund balance by the cost of the assets sold or disposed of.

4,900

Long-term liabilities, including municipal leases payable, are not due and payable in the current period and, therefore, are not reported as liabilities in the funds. Changes in long-term liabilities at year-end consist of:

Issuance of Municipal Lease	\$ (22,020)	
Municipal Lease Payment	<u>6,694</u>	
		(15,326)

Because some property taxes will not be collected for several months after the City's fiscal year ends, they are not considered as "available" revenues in the governmental funds and are, instead, counted as deferred tax revenues. They are, however, recorded as revenues in the Statement of Activities.

229

Compensated absences reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. This amount represents the net change in compensated absences.

221

The District participates in the Public Employer Retirement System of Idaho, which is a cost-sharing plan. As a participant they are required to report their share of the Net Pension Liability and the related deferred inflows and outflows on their Statement of net Position. The changes in the Net Pension Liability and the related deferred inflows and outflows does not affect the governmental funds, but are reported in the Statement of Activities.

(1,829)

Change in Net Position of Governmental Activities

\$ 35,376

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Statement of Net Position -
Proprietary Funds
September 30, 2017

	Water	Sewer	Total
Assets			
Current Assets:			
Cash and Cash Equivalents	\$ 77,341	\$ 59,640	\$ 136,981
Receivables, Net	10,445	6,685	17,130
Noncurrent Assets:			
Restricted Cash	22,400	17,699	40,099
Capital Assets:			
Land and Nondepreciable Infrastructure	3,503	-	3,503
Buildings, Net	2,891	3,189	6,080
Improvements, Net	211,997	292,692	504,689
Equipment, Net	24,552	12,909	37,461
Total Assets	<u>353,129</u>	<u>392,814</u>	<u>745,943</u>
Deferred Outflows			
Pension Related Items	7,300	4,567	11,867
Total Deferred Outflows	<u>7,300</u>	<u>4,567</u>	<u>11,867</u>
Liabilities			
Current Liabilities:			
Accounts Payable	1,437	29	1,466
Salaries and Benefits Payable	872	256	1,128
Accrued Interest	3,051	2,880	5,931
Compensated Absences	1,086	362	1,448
Current Portion Long-term Debt	13,973	11,891	25,864
Total Current Liabilities	<u>20,419</u>	<u>15,418</u>	<u>35,837</u>
Long-term Liabilities:			
Bonds and Notes Payable	98,873	95,114	193,987
Net Pension Liability	21,730	11,837	33,567
Total Liabilities	<u>141,022</u>	<u>122,369</u>	<u>263,391</u>
Deferred Inflows			
Pension Related Items	1,948	3,612	5,560
Total Deferred Inflows	<u>1,948</u>	<u>3,612</u>	<u>5,560</u>
Net Position			
Invested in Capital Assets,			
Net of Related Debt	130,097	201,785	331,882
Restricted for Debt Service	22,400	17,699	40,099
Unrestricted	64,962	51,916	116,878
Total Net Position	<u>\$ 217,459</u>	<u>\$ 271,400</u>	<u>\$ 488,859</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Statement of Revenues, Expenses, and Changes
in Fund Net Position - Proprietary Funds
For the Year Ended September 30, 2017

	Water	Sewer	Total
Operating Revenues			
Charges for Services	\$ 185,376	\$ 78,786	\$ 264,162
Total Operating Revenues	<u>185,376</u>	<u>78,786</u>	<u>264,162</u>
Operating Expenses			
Wages	42,350	14,596	56,946
Payroll Taxes and Benefits	15,940	4,890	20,830
Utilities	4,959	672	5,631
Professional Services	4,051	5,173	9,224
Maintenance and Operations	92,041	42,053	134,094
Depreciation	30,177	35,325	65,502
Total Operating Expenses	<u>189,518</u>	<u>102,709</u>	<u>292,227</u>
Operating Income (Loss)	<u>(4,142)</u>	<u>(23,923)</u>	<u>(28,065)</u>
Nonoperating Revenues (Expenses)			
Grant Revenue	30,272	-	30,272
Interest Earned	377	428	805
Interest Expense	(4,622)	(4,404)	(9,026)
Total Nonoperating Revenues (Expenses)	<u>26,027</u>	<u>(3,976)</u>	<u>22,051</u>
Income (Loss) Before Transfers	<u>21,885</u>	<u>(27,899)</u>	<u>(6,014)</u>
Transfers In	-	-	-
Transfers Out	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	21,885	(27,899)	(6,014)
Net Position - Beginning, Restated	<u>195,574</u>	<u>299,299</u>	<u>494,873</u>
Net Position - Ending	<u>\$ 217,459</u>	<u>\$ 271,400</u>	<u>\$ 488,859</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Statement of Cash Flows -
Proprietary Funds
For the Year Ended September 30, 2017

	Water	Sewer	Total
Cash Flows From Operating Activities			
Receipts from Customers	\$ 184,224	\$ 74,483	\$ 258,707
Receipts from Interfund Services	-	-	-
Payments to Suppliers	(104,523)	(47,925)	(152,448)
Payments to Employees	(57,162)	(19,440)	(76,602)
Payments for Interfund Services	-	-	-
Net Cash Provided (Used) by Operating Activities	<u>22,539</u>	<u>7,118</u>	<u>29,657</u>
Cash Flows From Noncapital Financing Activities			
Transfers In (Out)	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	<u>-</u>	<u>-</u>	<u>-</u>
Cash Flows From Capital and Related Financing Activities			
Purchase of Capital Assets	(11,010)	(3,670)	(14,680)
Proceeds from Issuance of Capital Debt	11,010	3,670	14,680
Principal Paid on Capital Debt	(10,877)	(10,563)	(21,440)
Operating Grant Funds Received	30,272	-	30,272
Interest Paid on Capital Debt	(5,020)	(4,750)	(9,770)
Net Cash Used by Capital and Related Financing Activities	<u>14,375</u>	<u>(15,313)</u>	<u>(938)</u>
Cash Flows From Investing Activities			
Interest and Dividends	377	428	805
Net Cash Provided (Used) by Investing Activities	<u>377</u>	<u>428</u>	<u>805</u>
Net Change in Cash and Cash Equivalents	37,291	(7,767)	29,524
Cash and Cash Equivalents - Beginning	62,450	85,106	147,556
Cash and Cash Equivalents - Ending	<u>\$ 99,741</u>	<u>\$ 77,339</u>	<u>\$ 177,080</u>
Displayed As:			
Cash and Cash Equivalents	\$ 77,341	\$ 59,640	\$ 136,981
Restricted Cash	22,400	17,699	40,099
	<u>\$ 99,741</u>	<u>\$ 77,339</u>	<u>\$ 177,080</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Statement of Cash Flows -
Proprietary Funds (continued)
For the Year Ended September 30, 2017

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:			
Operating Income (Loss)	\$ (4,142)	\$ (23,923)	\$ (28,065)
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:			
Depreciation	30,177	35,325	65,502
Changes in Assets and Liabilities:			
(Increase) Decrease in Accounts Receivable	(1,152)	(4,303)	(5,455)
(Increase) Decrease in Interfund Balances	-	-	-
(Increase) Decrease in Deferred Outflows	11,986	3,995	15,981
Increase (Decrease) in Accounts Payable	(3,472)	(27)	(3,499)
Increase (Decrease) in Salaries and Benefits Payable	66	18	84
Increase (Decrease) in Compensated Absences	147	(276)	(129)
Increase (Decrease) in Net Pension Liability	(5,090)	(1,697)	(6,787)
Increase (Decrease) in Deferred Inflows	(5,981)	(1,994)	(7,975)
Net Cash Provided (Used) by Operating Activities	<u>\$ 22,539</u>	<u>\$ 7,118</u>	<u>\$ 29,657</u>

The accompanying notes are an integral
part of the financial statements.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The accompanying financial statements present the activities of the City of Donnelly, Idaho (the City), which has responsibility and control over all activities related to public safety, highways and streets, parks and recreation, planning and zoning, and water and sewer services within the City. The City receives funding from local, state, and federal government sources and must comply with all of the requirements of these funding source entities. However, the City is not included in any other governmental reporting entity as defined by generally accepted accounting principles. Board members are elected by the public and have decision-making authority, the power to designate management, the ability to significantly influence operations, and the primary accountability for fiscal matters. In addition, the City's reporting entity does not contain any component units as defined in Governmental Accounting Standards.

B. Basis of Presentation, Basis of Accounting

Basis of Presentation

Government-wide Statements: The Statement of Net Position and the Statement of Activities display information about the financial activities of the City, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for each identifiable activity of the business-type activities of the City and for each function of the City's governmental activities.

- Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function.
- Indirect expenses are expenses of the general government related to the administration and support of the City's programs, such as personnel and accounting (but not interest on long-term debt) and are allocated to programs based on their percentage of total primary government expenses. Interest expenses are allocated to the programs that manage the capital assets financed with long-term debt.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

- Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes and state formula aid, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the City's funds. Separate statements for each fund category — *governmental and proprietary* — are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

The City reports the following major governmental funds:

- *General fund.* This is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.
- *Local Option Tax fund.* This fund was established to account for the revenue and expenditures of the Local Option Tax.
- *Depot Center fund.* This fund was established to operate and maintain the City's depot center. The revenue it reports includes rents collected from tenants at the City's depot center.
- *Library fund.* This fund accounts for the operation of the City's library. The revenues it reports include fees for copies and book fines, grants and contributions to be used for the library, and various miscellaneous items.

Proprietary fund operating revenues and expenses are related to providing water and sewer services to the residents and businesses of the City and providing services to other parts of the City government. Revenues and expenses that arise from capital and non-capital financing activities and from investing activities are presented as non-operating revenues or expenses.

The City has the following major enterprise funds:

- *Water fund.* This fund accounts for the activities of the City's water supply system, pumping stations, and collection systems.
- *Sewer fund.* This fund accounts for the activities of the City's sewage treatment plant and collection systems.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Accounting

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, and claims and judgments, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term liabilities and acquisitions under capital leases are reported as other financing sources.

Fund Balance Reporting in Governmental Funds

Different measurement focuses and bases of accounting are used in the government-wide Statement of Net Position and in the governmental fund Balance Sheet.

The City uses the following fund balance categories in the governmental fund financial statements:

- *Nonspendable.* Prepaid items that are permanently precluded from conversion to cash.
- *Restricted.* Balances constrained to a specific purpose by enabling legislation, external parties, or constitutional provisions.
- *Unassigned.* Balances available for any purpose.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The remaining fund balance classifications (committed, and assigned) are either not applicable or no formal policy has yet been established to be able to utilize such classifications of fund balance. However, if there had been committed funds, these amounts would have been decided by the City Council, the City's highest level of decision making authority, through a formal action. The City Council would also have the authority to assign funds or authorize another official to do so.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position/fund balances available to finance the program. When both restricted and unrestricted resources are available for use, it is the government's intent to use restricted resources first, then unrestricted resources as they are needed.

There is also no formal policy regarding the use of committed, assigned, or unassigned fund balances. However, it is the City's intent that when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts, and then unassigned amounts.

C. Assets and Liabilities

Cash Equivalents

Cash received by the City is deposited into the various cash and investment accounts for each fund and is presented as "Cash and Cash Equivalents" on the Statement of Net Position and governmental fund Balance Sheet by activity or fund.

For presentation in the financial statements, investments in the investment pool and others with an original maturity of three months or less at the time they are purchased by the City are considered to be cash equivalents.

Property Tax Calendar

The City levies its real property taxes through the county on or before the 2nd Monday of September. One-half of the real property taxes are due on or before the 20th of December. The remaining one-half of the real property tax is due on or before June 20th the following year. Property taxes are considered delinquent on January 1 and July 1, at which time the property is subject to lien.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Capital Assets

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed assets are reported at estimated fair value at the time received.

Capitalization thresholds (the dollar value above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets reported in the government-wide statements and proprietary funds are shown below:

	Capitalization <u>Policy</u>	Depreciation <u>Method</u>	Estimated <u>Useful Life</u>
Buildings and Improvements	\$5,000	Straight-Line	15 – 47 Years
Equipment and Vehicles	\$5,000	Straight-Line	5 – 15 Years

General infrastructure assets acquired prior to October, 2003 are not reported in the basic financial statements. General infrastructure assets include all roads and bridges and other infrastructure assets acquired subsequent to October 1, 2003.

Depreciation is used to allocate the actual or estimated historical cost of all capital assets over their estimated useful lives.

Accounts Receivable

The City has created an allowance for doubtful accounts for water and sewer balances deemed uncollectible. The amount in the allowance is currently \$0.

Accounts Payable

Accounts payable represent debts that will be paid in the next billing cycle. Accounts payable are not over 60 days past due.

Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. CASH AND INVESTMENTS

Deposits

As of September 30, 2017, the carrying amount of the City's deposits was \$162,254 and the respective bank balances totaled \$170,747. The entire bank balance was insured or collateralized with pool securities held by the pledging institution in the name of the City.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned. As of September 30, 2017, all of the City's deposits were covered by the federal depository insurance or by collateral held by the City's agent or pledging financial institution's trust department or agent in the name of the City, and thus were not exposed to custodial credit risk. The City does not have a formal policy limiting its exposure to custodial credit risk for deposits. The City had \$537 of cash on hand at the end of the year.

Custodial Credit Risk – Investments

Custodial credit risk is the risk that an issuer or other counter party to an investment will not fulfill its obligations. The City does not have a formal policy limiting its custodial credit risk for investments.

Interest Rate Risk

The City does not have a formal policy limiting investment maturities that would help manage its exposure to fair value losses from increasing interest rates.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

2. CASH AND INVESTMENTS (continued)

Investments

The City voluntarily participates in the State of Idaho Investment Pool which is not rated. The pool is not registered with the Securities and Exchange Commission or any other regulatory body. Oversight of the pool is with the State Treasurer, and Idaho Code defines allowable investments. The fair value of the City's investment in the pool is the same as the value of the pool shares.

The City follows Idaho Statute that outlines qualifying investment options as follows:

Idaho Code authorizes the City to invest any available funds in obligations issued or guaranteed by the United States Treasury, the State of Idaho, local Idaho municipalities and taxing districts, the Farm Credit System, or Idaho public corporations, as well as time deposit accounts and repurchase agreements.

The City's investments at September 30, 2017, are summarized below:

Investment	Fair Value	Investment Maturities (in Years)	
		Less than 1	1 - 5
External Investment Pool	\$ 270,943	\$ 270,943	\$ -

At year-end, the deposits and investments were reported in the basic financial statements in the following categories:

	Governmental Activities	Business-type Activities	Total
Cash and cash equivalents	\$ 94,780	\$ 68,011	\$162,791
Investments categorized as deposits	150,523	109,069	259,592
	<u>\$ 245,303</u>	<u>\$ 177,080</u>	<u>\$422,383</u>

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

3. COMPENSATED ABSENCES

The City presently accumulates unused vacation days and sick leave calculated on an individual basis according to an employee's total years worked and total hours-per-week worked. In the event of termination, an employee is reimbursed for accumulated leave. A summary of the current year activity and year-end liability for the government-wide financial statements is as follows:

	<u>9/30/2016</u>	<u>Increase</u>	<u>Decrease</u>	<u>9/30/2017</u>	<u>Current Portion</u>
Governmental Activities	\$ 2,392	\$ 4,135	\$ (4,356)	\$ 2,171	\$ 2,171
Business-type Activities	<u>1,577</u>	<u>2,756</u>	<u>(2,885)</u>	<u>1,448</u>	<u>1,448</u>
	<u>\$ 3,969</u>	<u>\$ 6,891</u>	<u>\$ (7,241)</u>	<u>\$ 3,619</u>	<u>\$ 3,619</u>

4. PROPERTY TAXES

The City receives property tax revenue from Valley County. The County is responsible for property valuation and collection of tax levies. The taxes that have not been remitted to the City by the County as of September 30, 2017, are considered by the City as a receivable. Taxes not collected within 60 days after September 30, 2017, are not considered available for use by the City and are recorded as deferred revenue.

5. PENSION PLAN

Plan Description

The City of Donnelly, Idaho contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

5. PENSION PLAN (continued)

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Pension Benefits

The Base Plan provides retirement, disability, death and survivor benefits of eligible members or beneficiaries. Benefits are based on members' years of service, age, and highest average salary. Members become fully vested in their retirement benefits with five years of credited service (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police/firefighters) of the average monthly salary for the highest consecutive 42 months.

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

Member and Employer Contributions

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation and earnings from investments. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) if current rates are actuarially determined to be inadequate or in excess to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of the employer rate for general employees and 72% for police and firefighters. As of June 30, 2017 it was 6.79% for general employees and 8.36% for police and firefighters. The employer contribution rate as a percent of covered payroll is set by the Retirement Board and was 11.32% for general employees and 11.66% for police and firefighters. The City of Donnelly, Idaho's contributions were the year ended September 30, 2017.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2017, the City of Donnelly, Idaho reported a liability for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date, the City of Donnelly, Idaho's proportion of the net pension liability was based on the City of Donnelly, Idaho's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2017, the City of Donnelly, Idaho's proportion was 0.0051699 percent.

For the year ended September 30, 2017, the City of Donnelly, Idaho recognized pension expense/(revenue) of . At September 30, 2017, the City of Donnelly, Idaho reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 11,257	\$ 7,321
Changes in assumptions or other inputs	1,503	-
Net difference between projected and actual earnings on pension plan investments	-	4,869
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions	-	10,967
City of Donnelly, Idaho's contributions subsequent to the measurement date	4,707	-
Total	\$ 17,467	\$ 23,157

\$4,707 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending September 30, 2017.

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2016, the beginning of the measurement period ended June 30, 2017, is 4.9 and 5.5 for measurement period June 30, 2016.

5. PENSION PLAN (continued)

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

For the Year Ended September 30:	PERSI
2018	\$ 4,813
2019	107
2020	12,159
2021	6,690

Actuarial Assumptions

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.25%
Salary increases	4.25 – 10.00%
Salary inflation	3.75%
Investment rate of return	7.10%, net of investment expense
Cost-of-living	1.0%

Mortality rates were based on the RP – 2000 combined table for healthy males or females as appropriate with the following offsets:

1. Set back 3 years for teachers
2. No offset for male fire and police
3. Forward one year for female fire and police
4. Set back one year for all general employees and all beneficiaries

An experience study was performed for the period July 1, 2007 through June 30, 2013 which reviewed all economic and demographic assumptions other than mortality. Mortality and all economic assumptions were studied in 2014 for the period from July 1, 2009 through June 30, 2013. The Total Pension Liability as of June 30, 2017 is based on the results of an actuarial valuation date of July 1, 2017.

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The capital market assumptions are as of January 1, 2017.

Asset Class	Expected Return	Expected Risk	Strategic Normal	Strategic Ranges
Equities			70%	66% - 77%
Broad Domestic Equity	9.15%	19.00%	55%	50% - 65%
International	9.25%	20.20%	15%	10% - 20%
Fixed Income	3.05%	3.75%	30%	23% - 33%
Cash	2.25%	90.00%	0%	0% - 5%
Total Fund	Expected Return	Expected Inflation	Expected Real Return	Expected Risk
Actuary	7.00%	3.25%	3.75%	N/A
Portfolio	6.58%	2.25%	4.33%	12.67%
* Expected arithmetic return net of fees and expenses				
Assumed Inflation - Mean				3.25%
Assumed Inflation - Standard Deviation				
Portfolio Arithmetic Mean Return				2.00%
Portfolio Standard Deviation				8.42%
Portfolio Long-Term Expected Geometric Rate of Return				7.50%
Assumed Investment Expenses				0.40%
Long-Term Expected Geometric Rate of Return, Net of Investment Expenses				7.10%

5. PENSION PLAN (continued)

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Discount Rate

The discount rate used to measure the total pension liability was 7.10%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate.

The following presents the Employer's proportionate share of the net pension liability calculated using the discount rate of 7.10 percent, as well as what the Employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.10 percent) or 1-percentage-point higher (8.10 percent) than the current rate:

	1% Decrease (6.10%)	Current Discount Rate (7.10%)	1% Increase (8.10%)
Employer's proportionate share of the net pension liability	\$ 188,869	\$ 81,262	\$ (8,163)

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

6. **RESTRICTED ASSETS**

As of September 30, 2017, \$40,099 was restricted for debt service.

7. **DUE FROM OTHER GOVERNMENTAL UNITS**

Amounts due from other governmental units (State of Idaho) consist of state revenue sharing of \$2449.

8. **RISK MANAGEMENT**

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

The City is exposed to a considerable number of risks of loss including, but not limited to, a) damage to and loss of property and contents, b) employee torts, c) professional liabilities, i.e. errors and omissions, d) environmental damage, e) worker's compensation, i.e. employee injuries, and f) medical insurance costs of its employees. Commercial insurance policies are purchased to transfer the risk of loss for property and content damage, employee torts, and professional liabilities.

9. LEASE COMMITMENTS

The City leases land from the McCall-Donnelly Joint School District. The lease period is for ten years at \$1 per year, which was payable in full at the inception of the lease in March 2003. Use of the land will revert back to the school district at the end of the lease.

The City began leasing a copier in March 2013. The lease period is for five years at \$190 per month. The copier will be returned at the end of the lease. Future minimum lease payments are as follows:

<u>Year Ending</u> <u>September 30,</u>	<u>Amount</u>
2018	<u>\$ 1,330</u>

Rent expenditures for the year ended September 30, 2017, were \$2,090.

10. CAPITAL ASSETS

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Capital asset activity for the fiscal year ended September 30, 2017, was as follows:

	Balance 9/30/2016	Additions	Disposals	Balance 9/30/2017
<u>Governmental Activities:</u>				
Capital Assets Not Being Depreciated:				
Land	\$ 115,052	\$ -	\$ -	\$ 115,052
Capital Assets Being Depreciated:				
Buildings	952,712	75,403	-	1,028,115
Improvements	38,084	-	-	38,084
Equipment	71,281	63,043	12,000	122,324
Total Depreciable Assets	<u>1,062,077</u>	<u>138,446</u>	<u>12,000</u>	<u>1,188,523</u>
Less: Accumulated Depreciation				
Buildings	352,592	29,159	-	381,751
Improvements	18,211	2,539	-	20,750
Equipment	28,416	6,814	9,700	25,530
Total Acc. Depr.	<u>399,219</u>	<u>38,512</u>	<u>9,700</u>	<u>428,031</u>
Net Depreciable Assets	<u>662,858</u>	<u>99,934</u>	<u>2,300</u>	<u>760,492</u>
Governmental Activities				
Capital Assets – Net	<u>\$ 777,910</u>	<u>\$ 99,934</u>	<u>\$ 2,300</u>	<u>\$ 875,544</u>
<u>Business-type Activities:</u>				
Capital Assets Not Being Depreciated:				
Land	\$ 3,503	\$ -	\$ -	\$ 3,503
Capital Assets Being Depreciated:				
Buildings	160,125	-	-	160,125
Improvements	2,145,314	-	-	2,145,314
Equipment	86,525	14,680	-	101,205
Total Depreciable Assets	<u>2,391,964</u>	<u>14,680</u>	<u>-</u>	<u>2,406,644</u>
Less: Accumulated Depreciation				
Buildings	149,990	4,054	-	154,044
Improvements	1,581,943	58,683	-	1,640,626
Equipment	60,979	2,765	-	63,744
Total Acc. Depr.	<u>1,792,912</u>	<u>65,502</u>	<u>-</u>	<u>1,858,414</u>
Net Depreciable Assets	<u>599,052</u>	<u>(50,822)</u>	<u>-</u>	<u>548,230</u>
Business-type Activities				
Capital Assets – Net	<u>\$ 602,555</u>	<u>\$ (50,822)</u>	<u>\$ -</u>	<u>\$ 551,733</u>

10. CAPITAL ASSETS (continued)

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Depreciation expense was charged to the functions of the City as follows:

Governmental Activities:	
General and Administrative	\$ 23,108
Highways and Streets	7,702
Parks and Recreation	7,702
	<u>\$ 38,512</u>

11. LONG-TERM OBLIGATIONS

Business-type Activities:

Bonds and notes payable have been issued to provide funds for water and sewer improvement projects.

In 2016 the City leased a John Deere backhoe under a long-term lease agreement. This lease has been recorded as a municipal lease and has been split between the Water, Sewer, and General funds. The municipal lease consists of:

Equipment	\$ 99,625
Less: accumulated amortization (listed as depreciation on the accompanying financial statements)	<u>(8,696)</u>
	<u>\$ 90,929</u>

Changes in long-term obligations for the year ended September 30, 2017, are as follows:

Description	Maturity	Rate	Required Reserve	9/30/2016	Increase	Decrease	9/30/2017	Current Portion
<u>Governmental Activities:</u>								
Deer Credit, Inc	2020	4.25%	N/A	\$ 28,566	\$ -	\$ 6,694	\$ 21,872	\$ 6,984
DLL Finance LLC	2020	4.55%	N/A	-	22,020	-	22,020	5,143
				<u>\$ 28,566</u>	<u>\$ 22,020</u>	<u>\$ 6,694</u>	<u>\$ 43,892</u>	<u>\$ 12,127</u>
<u>Business-Type Activities</u>								
1998 Revenue Bonds	2026	5.00%	\$ 13,012	\$ 100,401	\$ -	\$ 7,992	\$ 92,409	\$ 8,391
1998 Revenue Bonds	2026	4.50%	13,349	105,526	-	8,601	96,925	8,987
Deer Credit, Inc	2020	4.25%	N/A	12,312	-	2,885	9,427	3,010
Deer Credit, Inc	2020	4.25%	N/A	8,372	-	1,961	6,411	2,047
Deer Credit, Inc	2020	4.55%	N/A	-	11,010	-	11,010	2,572
Deer Credit, Inc	2020	4.55%	N/A	-	3,670	-	3,670	857
				<u>\$ 26,361</u>	<u>\$ 226,611</u>	<u>\$ 14,680</u>	<u>\$ 219,852</u>	<u>\$ 25,864</u>

11. LONG-TERM OBLIGATIONS (continued)

City of Donnelly, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2017

Debt service requirements on long-term debt at September 30, 2017, are as follows:

Year Ending September 30,	Business-type Activities				Governmental Activities	
	Bonds and Notes		Municipal Lease		Municipal Lease	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	\$ 17,379	\$ 8,982	\$ 8,486	\$ 1,354	\$ 12,127	\$ 1,949
2019	18,203	8,158	8,861	979	12,663	1,413
2020	19,066	7,295	9,253	587	13,224	852
2021	19,970	6,391	3,918	178	5,878	267
2022	20,917	5,444	-	-	-	-
2023-2026	93,799	11,644	-	-	-	-
	<u>\$ 189,334</u>	<u>\$ 47,914</u>	<u>\$ 30,518</u>	<u>\$ 3,098</u>	<u>\$ 43,892</u>	<u>\$ 4,481</u>

Interest incurred on long-term obligations totaled \$11,160 , all of which was expensed. No interest was capitalized during the year.

12. LESSOR AGREEMENTS

The City leases business space known as the Donnelly Depot Center to various business owners. All leases are month to month.

Lease income for the year ended September 30, 2017 was \$35,335 .

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REQUIRED SUPPLEMENTARY INFORMATION

City of Donnelly, Idaho
Budgetary (GAAP Basis) Comparison Schedule
General Fund
For the Year Ended September 30, 2017

	Budgeted Amounts			
	Original	Final	Actual	Variance
Revenues				
Taxes	\$ 92,941	\$ 92,941	\$ 92,209	\$ (732)
Licenses and Permits	19,670	19,670	19,264	(406)
Intergovernmental	50,761	50,761	62,975	12,214
Charges for Services	8,000	8,000	14,292	6,292
Other	38,770	38,770	64,211	25,441
Total Revenues	<u>210,142</u>	<u>210,142</u>	<u>252,951</u>	<u>42,809</u>
Expenditures				
Current:				
General and Administrative	127,151	127,151	94,683	32,468
Public Safety	5,000	5,000	2,878	2,122
Roads and Streets	112,157	112,157	123,994	(11,837)
Parks and Recreation	47,787	47,787	30,864	16,923
Depot Expense	33,797	33,797	87,092	(53,295)
Total Expenditures	<u>325,892</u>	<u>325,892</u>	<u>339,511</u>	<u>(13,619)</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(115,750)</u>	<u>(115,750)</u>	<u>(86,560)</u>	<u>29,190</u>
Other Financing Sources (Uses)				
Debt Proceeds	-	-	22,020	22,020
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>22,020</u>	<u>22,020</u>
Net Change in Fund Balances	<u>(115,750)</u>	<u>(115,750)</u>	<u>(64,540)</u>	<u>51,210</u>
Fund Balances - Beginning	<u>115,750</u>	<u>115,750</u>	<u>118,077</u>	<u>2,327</u>
Fund Balances - Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 53,537</u>	<u>\$ 53,537</u>

City of Donnelly, Idaho
Budgetary (GAAP Basis) Comparison Schedule
Local Option Tax
For the Year Ended September 30, 2017

	Budgeted Amounts			
	Original	Final	Actual	Variance
Revenues				
Taxes	\$ 86,900	\$ 86,900	\$ 72,487	\$ (14,413)
Other	100	100	582	482
Total Revenues	87,000	87,000	73,069	(13,931)
Expenditures				
Current:				
General and Administrative	45,100	87,000	67,863	19,137
Total Expenditures	45,100	87,000	67,863	19,137
Excess (Deficiency) of Revenues Over Expenditures	41,900	-	5,206	5,206
Other Financing Sources (Uses)				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balances	41,900	-	5,206	5,206
Fund Balances - Beginning	-	-	100,797	100,797
Fund Balances - Ending	\$ 41,900	\$ -	\$ 106,003	\$ 106,003

City of Donnelly, Idaho
Budgetary (GAAP Basis) Comparison Schedule
Library
For the Year Ended September 30, 2017

	Budgeted Amounts		Actual	Variance
	Original	Final		
Revenues				
Taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental	10,900	10,900	26,250	15,350
Charges for Services	1,200	1,200	1,143	(57)
Other	2,834	2,834	4,801	1,967
Total Revenues	14,934	14,934	32,194	17,260
Expenditures				
Current:				
General and Administrative	23,594	23,594	18,413	5,181
Total Expenditures	23,594	23,594	18,413	5,181
Excess (Deficiency) of Revenues Over Expenditures	(8,660)	(8,660)	13,781	22,441
Other Financing Sources (Uses)				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balances	(8,660)	(8,660)	13,781	22,441
Fund Balances - Beginning	8,660	8,660	50,490	41,830
Fund Balances - Ending	\$ -	\$ -	\$ 64,271	\$ 64,271

City of Donnelly, Idaho
Notes to Required Supplementary Information
For the Year Ended September 30, 2017

1. BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. Prior to September 1, the City Clerk, Mayor, and City Council prepare a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- B. Public hearings are conducted at the City Hall to obtain taxpayer comments.
- C. Prior to October 1, the budget is legally enacted through passage of an ordinance.
- D. The City is authorized to transfer budgeted amounts between departments within any fund; however, no revision can be made to increase the overall tax supported funds except when federal or state grants are approved. The City, however, must follow the same budgetary procedures as they followed when the original budget was approved. The budget for enterprise funds may also be revised in the same manner as those situations involving federal and state grants.
- E. Formal budgetary integration is employed as a management control device during the year for the General fund and Special Revenue funds.

City of Donnelly, Idaho
Schedule of the City's Proportionate Share of the
Net Pension Liability

Public Employees Retirement System of Idaho

Last 10 - Fiscal Years*

	<u>2017</u>	<u>2016</u>	<u>2015</u>
City's proportion of the net pension liability (asset)	0.0051699%	0.0048457%	0.0040252%
City's proportionate share of the net pension liability (asset)	\$ 81,264	\$ 98,230	\$ 53,006
City's covered-employee payroll	\$ 157,940	\$ 157,573	\$ 111,406
City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	51.45%	62.34%	47.58%
Plan fiduciary net position as a percentage of the total pension liability	87.26%	82.26%	91.38%

* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Donnelly will present information for those years for which information is available.

Data reported is measured as of June 30, 2017

City of Donnelly, Idaho
Schedule of City Contributions

Public Employees Retirement System of Idaho

Last 10 - Fiscal Years*

	2017	2016	2015
Contractually required contributions	\$ 17,895	\$ 17,852	\$ 12,623
Contributions in relation to the contractually required contribution	<u>17,895</u>	<u>17,852</u>	<u>12,623</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered-employee payroll	\$ 157,940	\$ 157,573	\$ 111,406
Contributions as a percentage of covered-employee payroll	11.33%	11.33%	11.33%

* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Donnelly will present information for those years for which information is available.

Data reported is measured as of September 30, 2017

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SUPPLEMENTAL INFORMATION

City of Donnelly, Idaho
Supplemental Schedule of Revenues by Source -
Budget (GAAP Basis) and Actual - General Fund
For the Year Ended September 30, 2017

	Budget	Actual	Variance
Taxes			
Property Taxes	\$ 86,222	\$ 86,616	\$ 394
Franchise Fees	6,719	5,593	(1,126)
Total Taxes	<u>92,941</u>	<u>92,209</u>	<u>(732)</u>
Licenses & Permits			
Licenses & Permits	500	25	(475)
Business License	900	1,550	650
Alcohol Permits	1,100	950	(150)
Catering Permits	60	20	(40)
Community Center Rental	750	765	15
Building Permits	16,000	15,624	(376)
Dog Licenses	60	115	55
Sign Permits	300	215	(85)
Total Licenses and Permits	<u>19,670</u>	<u>19,264</u>	<u>(406)</u>
Intergovernmental			
Grant Revenue	-	1,200	1,200
State Revenue Sharing	7,880	8,335	455
County Revenue Sharing	6,031	6,158	127
State Highway Users	6,300	6,833	533
State Liquor Fees	29,600	39,552	9,952
Airport Revenue	950	897	(53)
Total Intergovernmental	<u>50,761</u>	<u>62,975</u>	<u>12,214</u>
Charges for Services			
Development Fees	400	853	453
Parks and Rec Fees	7,600	13,439	5,839
Total Other	<u>8,000</u>	<u>14,292</u>	<u>6,292</u>
Other			
Interest Income	300	592	292
Depot Rental	36,300	34,075	(2,225)
City Administration	-	-	-
Reimbursement	-	-	-
Land Lease	670	510	(160)
Miscellaneous	1,500	29,034	27,534
Total Other	<u>38,770</u>	<u>64,211</u>	<u>25,441</u>
Total Revenue	<u>\$ 210,142</u>	<u>\$ 252,951</u>	<u>\$ 42,809</u>

City of Donnelly, Idaho

**Supplemental Schedule of Expenditures by Object of Expenditure -
Budget (GAAP Basis) and Actual - General Fund
For the Year Ended September 30, 2017**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
General and Administrative			
Personnel	\$ 59,535	\$ 59,791	\$ (256)
Administration	67,616	34,892	32,724
Total General and Administrative	<u>127,151</u>	<u>94,683</u>	<u>32,468</u>
 Public Safety	 <u>5,000</u>	 <u>2,878</u>	 <u>2,122</u>
 Roads and Streets	 <u>112,157</u>	 <u>123,994</u>	 <u>(11,837)</u>
 Parks and Recreation	 <u>47,787</u>	 <u>30,864</u>	 <u>16,923</u>
 Depot Expenses	 <u>33,797</u>	 <u>87,092</u>	 <u>(53,295)</u>
 Total Expenditures	 <u>\$ 325,892</u>	 <u>\$ 339,511</u>	 <u>\$ (13,619)</u>

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FEDERAL REPORTS



Millington Zwygart

CERTIFIED PUBLIC ACCOUNTANTS

1803 Ellis Ave, Caldwell, Idaho 83605
PH: 208-459-4649 | FAX: 208-454-9091
www.MZcpas.com

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Honorable Mayor
and City Council
Donnelly, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Donnelly, Idaho, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the City of Donnelly, Idaho's basic financial statements and have issued our report thereon dated January 17, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Donnelly, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Donnelly, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Donnelly, Idaho's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the following paragraph that we consider to be significant deficiencies.

2017-001: Segregation of Duties:

Inherent in an adequate internal control structure is a segregation of duties governing the overall administration and stewardship of assets. The City lacks a segregation of duties over cash and cash equivalents and the reporting of transactions in these accounts. This is a result of oversights and staffing limitations necessitated by budget constraints common to a city of this size. The lack of an ideal segregation of duties may increase the risk that loss of assets would not be detected and prevented in a timely manner and in the normal course of operations. Management should look into the cost benefit of implementing oversight and realigning job descriptions and duties to accomplish proper internal control procedures over cash and cash equivalents and the related transactions and implement these changes accordingly, if possible.

Draft

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Donnelly, Idaho's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City of Donnelly, Idaho's Response to Findings

The City of Donnelly, Idaho's response to the findings identified in our audit is described in the accompanying management's response to findings. The City of Donnelly, Idaho's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Millington Zwysart CPAs, PLLC

Caldwell, Idaho

January 17, 2017

City of Donnelly, Idaho
Management's Response to Findings
For the Year Ended September 30, 2017

2017-001: Segregation of Duties

As soon as possible, the City will look into realigning job duties and/or adding mitigating controls to accomplish proper internal control procedures over cash and cash equivalents and the related transactions and implement these changes according, if possible.

If there are any questions on management's response to findings please contact the city at (208) 325-8859

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-23

Meeting Date 01/22/2018

AGENDA ITEM INFORMATION				
SUBJECT: <i>Introduction of Land Lease Proposal from Horizon Towers</i>		Department Approvals	Initials	Originator or Supporter
		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:				
FUNDING SOURCE:	General			
TIMELINE:				
SUMMARY STATEMENT: Horizon towers presented a draft lease for review from Mayor and City Council.				
RECOMMENDED ACTION:				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

LEASE AGREEMENT

THIS LEASE AGREEMENT ("**Agreement**"), dated as of the date below, is entered into by the City of Donnelly, having a mailing address of PO Box 725, Donnelly ID 83615 (hereinafter referred to as "**Landlord**") and Horizon Tower Limited Partnership-II, a Kansas Limited Partnership, by Horizon Tower, LLC, its Operations Partner, having a mailing address of 117 Town & Country Drive, Suite A, Danville, CA 94526 (hereinafter referred to as "**Tenant**").

BACKGROUND

Landlord owns that certain plot, parcel or tract of land, together with all rights and privileges arising in connection therewith, located at (North Corbett (street address to be determined), City of Donnelly, in the County of Valley, State of Idaho (collectively, the "**Property**"). Tenant desires to use a [fifty foot by fifty foot leased area] portion of the Property in connection with its intention to build a tower structure, provide antenna locations and sublease ground space to federally licensed communications businesses. Landlord desires to grant to Tenant the right to use a portion of the Property ("**Premises**") in accordance with this Agreement.

The parties agree as follows:

1. **PERMITTED USE.** Tenant may use the Premises for the construction of a tower structure that will provide antenna locations for the transmission and reception of communications signals and the installation, construction, maintenance, operation, repair, replacement and upgrade of communications fixtures and related equipment, cables, accessories and improvements, which may include any suitable support structure, associated antennas, equipment shelters or cabinets and fencing and any other items necessary to the successful and secure use of the Premises (collectively, the "**Communication Facility**"), as well as the right to test, survey and review title on the Property; Tenant or its Subtenants further have the right to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including, but not limited to, emergency 911 communication services, at no additional cost to Landlord (collectively, the "**Permitted Use**"). Landlord and Tenant agree that any portion of the Communication Facility that may be conceptually described on **Exhibit 1** will not be deemed to limit Tenant's Permitted Use. If **Exhibit 1** includes drawings of the initial installation of the Communication Facility, Landlord's execution of this Agreement will signify Landlord's approval of **Exhibit 1**. Tenant or its Subtenants shall have the right to install and operate transmission cables from the equipment shelter or cabinet to the antennas, electric lines from the main feed to the equipment shelter or cabinet and communication lines from the main entry point to the equipment shelter or cabinet, and to make Property improvements, alterations, upgrades or additions appropriate for Tenant's or Subtenants use ("**Tenant Changes**"). Tenant Changes include the right to construct a fence around the Premises and undertake any other appropriate means to secure the Premises. Tenant agrees to comply with all applicable governmental laws, rules, statutes and regulations, relating to its use of the Communication Facility on the Property. Tenant or its Subtenants shall have the right to modify, supplement, replace, upgrade, expand the equipment, increase the number of antennas or relocate the Communication Facility within the Premises at any time during the term of this Agreement. Tenant or its Subtenants will be allowed to make such alterations to the Property in order to accomplish Tenant's Changes or to insure that Tenant's or Subtenants' Communication Facility complies with all applicable federal, state or local laws, rules or regulations.

2. TERM.

(a) The initial lease term will be five (5) years ("**Initial Term**"), commencing upon the Commencement Date, as defined below. The Initial Term will terminate on the last day of the month in which the fifth (5th) annual anniversary of the Commencement Date occurs.

(b) This Agreement will automatically renew for six (6) additional five (5) year term(s) (each five (5) year term shall be defined as the "**Extension Term**"), upon the same terms and conditions unless the Tenant notifies the Landlord in writing of Tenant's intention not to renew this Agreement at least sixty (60) days prior to the expiration of the existing Term.

(c) If Tenant remains in possession of the Premises after the termination or expiration of this Agreement then Tenant will be deemed to be occupying the Premises on a month to month basis (the "**Holdover Term**"), subject to the terms and conditions of this Agreement.

(d) The Initial Term, the Extension Term and the Holdover Term are collectively referred to as the Term ("**Term**").

3. RENT.

(a) Commencing on the date that Tenant commences construction (the "**Commencement Date**"), Tenant will pay the Landlord a monthly rental payment of Seven Hundred Fifty Dollars (\$750.00) ("**Rent**"), including the first provider tenant and an additional Two Hundred Fifty (\$250.00) for each subsequent provider tenant at the address set forth above on or before the fifth (5th) day of each calendar month in advance. Rent will be prorated for any partial month. The initial Rent payment will be forwarded by Tenant to Landlord within thirty (30) days after the Commencement Date.

(b) In year one (1) of each Extension Term, the monthly Rent will increase by ten (10 %) over the Rent paid during the previous Term.

4. APPROVALS.

(a) Landlord agrees that Tenant's ability to use the Premises is contingent upon the suitability of the Premises for Tenant's Permitted Use and Tenant's ability to obtain all Government Approvals. Landlord authorizes Tenant to prepare, execute and file all required applications to obtain Government Approvals for Tenant's Permitted Use under this Agreement and agrees to reasonably assist Tenant with such applications.

(b) Tenant has the right to obtain a title report or commitment for a leasehold title policy from a title insurance company of its choice and to have the Property surveyed by a surveyor of Tenant's choice. In the event Tenant determines, in its sole discretion, due to the title report results or survey results, that the condition of the Premises is unsatisfactory, Tenant will have the right to terminate this Agreement upon notice to Landlord.

(c) Tenant may also perform and obtain, at Tenant's sole cost and expense, soil borings, percolation tests, engineering procedures, environmental investigation or other tests or reports on, over, and under the Property, necessary to determine if the Tenant's use of the Premises will be compatible with Tenant's engineering specifications, system, design, operations or Government Approvals.

5. TERMINATION. This Agreement may be terminated, without penalty or further liability, as follows:

(a) by either party on thirty (30) days prior written notice, if the other party remains in default under Paragraph 14 Default and Right to Cure of this Agreement after the applicable cure periods;

(b) by Tenant upon written notice to Landlord, if Tenant is unable to obtain, or maintain, any required approval(s) or the issuance of a license or permit by any agency, board, court or other governmental authority necessary for the construction or operation of the Communication Facility as now

and hereafter intended by Tenant; or if Tenant determines in its sole discretion that the cost of obtaining or retaining the same is commercially unreasonable; or

(c) by Tenant on sixty (60) days prior written notice for any reason, so long as Tenant pays Landlord a termination fee equal to three (3) months Rent, at the then current rate, provided, however, that no such termination fee will be payable on account of the termination of this Agreement by Tenant under any one or more of Paragraphs 4(b) Approvals, 5(a) Termination, 5(b) Termination, 7 Interference, 10(d) Environmental, 17 Severability, 18 Condemnation or 19 Casualty of this Agreement.

6. **INSURANCE.** Tenant will carry during the Term, at its own cost and expense, the following insurance: (i) "All Risk" property insurance for its property's replacement cost; (ii) commercial general liability insurance with a minimum limit of liability of \$2,000,000 combined single limit for bodily injury or death/property damage arising out of any one occurrence; and (iii) Workers' Compensation Insurance as required by law. It is understood and agreed that the coverage afforded by Tenant's commercial general liability insurance also applies to Landlord as an additional insured, but only with respect to Landlord's liability arising out of its interest in the Property.

7. **INTERFERENCE.**

(a) Where there are existing radio frequency user(s) on the Property, the Landlord will provide Tenant with a list of all existing radio frequency user(s) on the Property to allow Tenant to evaluate the potential for interference. Tenant warrants that its or its Subtenants use of the Premises will not interfere with existing radio frequency user(s) on the Property so disclosed by Landlord, as long as the existing radio frequency user(s) operate and continue to operate within their respective frequencies and in accordance with all applicable laws and regulations.

(b) Landlord will not grant, after the date of this Agreement, a lease, license or any other right to any third party for the use of the Property, if such use may in any way adversely affect or interfere with Tenant's Communication Facility, including its Tower Structure. Landlord will notify Tenant in writing prior to granting any third party the right to install and operate communications equipment on the Property. Nothing contained herein will restrict Tenant nor its successors and assigns or Subtenants from installing and modifying its communications equipment.

(c) Landlord will not use, nor will Landlord permit its employees, tenants, licensees, invitees or agents to use, any portion of the Property in any way which interferes with the operations of Tenant or the rights of Tenant under this Agreement. Landlord will cause such interference to cease within twenty-four (24) hours after receipt of notice of interference from Tenant. In the event any such interference does not cease within the aforementioned cure period then the parties acknowledge that Tenant will suffer irreparable injury, and therefore, Tenant will have the right, in addition to any other rights that it may have at law or in equity, for Landlord's breach of this Agreement, to elect to enjoin such interference or to terminate this Agreement upon notice to Landlord.

8. **INDEMNIFICATION.**

(a) Tenant agrees to indemnify, defend and hold Landlord harmless from and against any and all injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) arising directly from the installation, use, maintenance, repair or removal of the Communication Facility or Tenant's breach of any provision of this Agreement, except to the extent attributable to the negligent or intentional act or omission of Landlord, its employees, agents or independent contractors.

(b) Landlord will not grant or convey after the date of this Agreement, a lease, license or any other right to any third party for the use of the Property, if such use may in any way affect, interfere or compete with Tenant's Communication Facility or Tenant's purpose or intent, including its Tower Structure. Landlord will notify Tenant in writing prior to granting any third party the right to install and

operate communications equipment on the Property. Nothing contained herein will restrict Tenant nor its successors and assigns or Subtenants from installing and modifying its communications equipment.

(c) Notwithstanding anything to the contrary in this Agreement, Tenant and Landlord each waive any claims that each may have against the other with respect to consequential, incidental or special damages.

9. WARRANTIES.

(a) Tenant and Landlord each acknowledge and represent that it is duly organized, validly existing and in good standing and has the right, power and authority to enter into this Agreement and bind itself hereto through the party set forth as signatory for the party below.

(b) Landlord represents and warrants that: (i) Landlord solely owns the Property as a legal lot in fee simple, or controls the Property by lease or license; (ii) the Property is not encumbered by any liens, restrictions, mortgages, covenants, conditions, easements, leases, or any other agreements of record or not of record, which would adversely affect Tenant's Permitted Use and enjoyment of the Premises under this Agreement; (iii) as long as Tenant is not in default then Landlord grants to Tenant sole, actual, quiet and peaceful use, enjoyment and possession of the Premises; (iv) Landlord's execution and performance of this Agreement will not violate any laws, ordinances, covenants or the provisions of any mortgage, lease or other agreement binding on the Landlord; and (v) if the Property is or becomes encumbered by a deed to secure a debt, mortgage or other security interest, Landlord will use best efforts to provide promptly to Tenant a mutually agreeable Subordination, Non-Disturbance and Attornment Agreement.

10. ENVIRONMENTAL.

(a) Landlord represents and warrants that the Property is free of hazardous substances as of the date of this Agreement, and, to the best of Landlord's knowledge, the Property has never been subject to any contamination or hazardous conditions resulting in any environmental investigation, inquiry or remediation. Landlord and Tenant agree that each will be responsible for compliance with any and all environmental and industrial hygiene laws, including any regulations, guidelines, standards, or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene condition or other matters as may now or at any time hereafter be in effect, that are now or were related to that party's activity conducted in or on the Property.

(b) Landlord and Tenant agree to hold harmless and indemnify the other from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of the indemnifying party for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding which is related to the indemnifying party's failure to comply with any environmental or industrial hygiene law, including without limitation any regulations, guidelines, standards or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene conditions or matters as may now or hereafter be in effect. Landlord agrees to hold harmless and indemnify the Tenant from, and to assume all duties, responsibilities and liabilities at its sole cost and expense for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding which is related to any environmental or industrial hygiene conditions that arise out of or are in any way related to the condition of the Property, except to the extent that any such environmental or other conditions are caused by the Tenant.

(c) The indemnifications of this Paragraph 10 Environmental specifically include reasonable costs, expenses and fees incurred in connection with any investigation of Property conditions or any clean-up, remediation, removal or restoration work required by any governmental authority. The provisions of this Paragraph 10 Environmental will survive the expiration or termination of this Agreement.

(d) In the event Tenant becomes aware of any hazardous materials on the Property, or any environmental or industrial hygiene condition or matter relating to the Property that, in Tenant's sole determination, renders the condition of the Premises or Property unsuitable for Tenant's use, or if Tenant believes that the leasing or continued leasing of the Premises would expose Tenant to undue risks of government action, intervention or third-party liability, Tenant will have the right, in addition to any other rights it may have at law or in equity, to terminate the Agreement upon notice to Landlord.

11. ACCESS. At all times throughout the Term of this Agreement, and at no additional charge to Tenant, Tenant and its employees, agents, Subtenants and subcontractors, will have twenty-four (24) hour per day, seven (7) day per week pedestrian and vehicular access to and over the Property, from an open and improved public road to the Premises, for the installation, maintenance and operation of the Communication Facility and any utilities serving the Premises and Landlord grants to Tenant an easement for such access. Upon Tenant's request, Landlord will execute a separate recordable easement evidencing this right. In the event any public utility is unable to use the access or easement provided to Tenant then the Landlord agrees to grant additional access or an easement either to Tenant or to the public utility, for the benefit of Tenant, at no cost to Tenant.

12. REMOVAL/RESTORATION. All portions of the Communication Facility brought onto the Property by Tenant or its Subtenants will be and remain Tenant's or its Subtenants personal property and, at Tenant's or its Subtenants option, may be removed by Tenant or its Subtenants at any time during the Term. Landlord covenants and agrees that no part of the Communication Facility constructed, erected or placed on the Premises by Tenant or its Subtenants will become, or be considered as being affixed to or a part of, the Property, it being the specific intention of the Landlord that all improvements of every kind and nature constructed, erected or placed by Tenant or its Subtenants on the Premises will be and remain the property of the Tenant and its Subtenants and may be removed by Tenant or its Subtenants at any time during the Term. Notwithstanding the foregoing, at the earlier of the expiration or termination of this Agreement, Tenant will not be responsible for the replacement of any trees, shrubs, or other vegetation, nor will Tenant be required to remove from the Premises or the Property any foundations, underground utilities, or any part of the Communication Facility.

13. MAINTENANCE/UTILITIES.

(a) Tenant will keep and maintain the Premises in good condition, reasonable wear and tear and damage from the elements excepted. Landlord will maintain and repair the Property and access thereto, in good and tenantable condition, subject to reasonable wear and tear and damage from the elements.

(b) Tenant will be responsible for paying on a monthly or quarterly basis if necessary, all utilities charges for electricity, telephone service or any other utility used or consumed by Tenant on the Premises. In the event Tenant cannot secure its own metered electrical supply, Tenant will have the right, at its own cost and expense, to submeter from the Landlord. When submetering is necessary and available, Landlord will read the meter on a monthly or quarterly basis and provide Tenant with the necessary usage data in a timely manner to enable Tenant to compute such utility charges. Failure by Landlord to perform this function will limit utility fee recovery by Landlord to a 12-month period. Landlord will fully cooperate with any utility company requesting an easement over, under and across the Property in order for the utility company to provide service to the Tenant. Landlord will not be responsible for interference with, interruption of or failure, beyond the reasonable control of Landlord, of such services to be furnished or supplied by Landlord.

(a) The following will be deemed a default by Tenant and a breach of this Agreement: (i) non-payment of Rent if such Rent remains unpaid for more than thirty (30) days after receipt of written notice from Landlord of such failure to pay; or (ii) Tenant's failure to perform any other term or condition under this Agreement within forty-five (45) days after receipt of written notice from Landlord specifying the failure. No such failure, however, will be deemed to exist if Tenant has commenced to cure such default within such period and provided that such efforts are prosecuted to completion with reasonable diligence. Delay in curing a default will be excused if due to causes beyond the reasonable control of Tenant. If Tenant remains in default beyond any applicable cure period, Landlord will have the right to exercise any and all rights and remedies available to it under law and equity.

15. **ASSIGNMENT/SUBLEASE.** Tenant will have the unrestricted right to assign this Agreement or sublease the Premises and its rights herein, in whole or in part, without the Landlord's consent. Upon notification to Landlord of such assignment, Tenant will be relieved of all future performance, liabilities and obligations under this Agreement. Additionally, Landlord agrees that Tenant may mortgage, hypothecate or grant a security interest in the Agreement and the Communication Facilities, and may assign the Agreement or any rights therein and the Communication Facilities to any mortgagees or holders of security interests, including their successors or assigns (collectively "Mortgagees"), provided such Mortgagees interests in the Agreement are subject to any and all of the terms and provisions of the Agreement. In such event, Landlord shall execute such consent or acknowledgements to leasehold financing as may reasonably be required by Mortgagees. Execution of any Mortgagee required documents shall not be unreasonably withheld, conditioned or delayed.

If to Tenant: Horizon Tower Limited Partnership-II
c/o Horizon Tower, LLC, its Operations Partner
Attn: Lease Administration
Re: Site # ; Site Name: Donnelly
117 Town & Country Drive, Suite A
Danville, CA 94526

If to Landlord: City of Donnelly
PO Box 725,
Donnelly ID 83615

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

17. **SEVERABILITY.** If any term or condition of this Agreement is found unenforceable, the remaining terms and conditions will remain binding upon the parties as though said unenforceable provision were not contained herein. However, if the invalid, illegal or unenforceable provision materially affects this Agreement then the Agreement may be terminated by either party on ten (10) business days prior written notice to the other party hereto.

18. **CONDEMNATION.** In the event Landlord receives notification of any condemnation proceedings affecting the Property, Landlord will provide notice of the proceeding to Tenant within forty-eight (48) hours. If a condemning authority takes all of the Property, or a portion sufficient, in Tenant's reasonable determination, to render the Premises unsuitable for Tenant, this Agreement will terminate as of the date the title vests in the condemning authority. The parties will each be entitled to pursue their own separate awards in the condemnation proceeds, which for Tenant will include, where applicable, the value of its Communication Facility, moving expenses, prepaid Rent, and business dislocation expenses, provided that any award to Tenant will not diminish Landlord's recovery. Tenant will be entitled to reimbursement for any prepaid Rent on a prorata basis.

19. **CASUALTY.** Landlord will provide notice to Tenant of any casualty affecting the Property within forty-eight (48) hours of the casualty. If any part of the Communication Facility or Property is damaged by fire or other casualty so as to render the Premises unsuitable, in Tenant's sole determination, then Tenant may terminate this Agreement by providing written notice to the Landlord, which termination will be effective as of the date of such damage or destruction. Upon such termination, Tenant will be entitled to collect all insurance proceeds payable to Tenant on account thereof and to be reimbursed for any prepaid Rent on a prorata basis.

20. **WAIVER OF LANDLORD'S LIENS.** Landlord waives any and all lien rights it may have, statutory or otherwise, concerning the Tenant's and its Subtenants Communication Facility or any portion thereof, including the Tower Structure. The Communication Facility shall be deemed personal property for purposes of this Agreement, regardless of whether any portion is deemed real or personal property under applicable law, and Landlord consents to Tenant's and its Subtenants right to remove all or any portion of the Communication Facility from time to time in Tenant's and its Subtenants sole discretion and without Landlord's consent.

21. **MISCELLANEOUS.**

(a) **Amendment/Waiver.** This Agreement cannot be amended, modified or revised unless done in writing and signed by an authorized agent of the Landlord and an authorized agent of the Tenant. No provision may be waived except in a writing signed by both parties.

(b) **Memorandum/Short Form Lease.** Either party will, at any time upon fifteen (15) business days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum or Short Form of Lease. Either party may record this Memorandum or Short Form of Lease at any time, in its absolute discretion.

(c) **Bind and Benefit.** The terms and conditions contained in this Agreement will run with the Property and bind and inure to the benefit of the parties, their respective heirs, executors, administrators, successors and assigns.

(d) **Entire Agreement.** This Agreement and the exhibits attached hereto, all being a part hereof, constitute the entire agreement of the parties hereto and will supersede all prior offers, negotiations and agreements with respect to the subject matter of this Agreement.

(e) **Governing Law.** This Agreement will be governed by the laws of the state in which the Premises are located, without regard to conflicts of law.

(f) **Interpretation.** Unless otherwise specified, the following rules of construction and interpretation apply: (i) captions are for convenience and reference only and in no way define or limit the construction of the terms and conditions hereof; (ii) use of the term "including" will be interpreted to mean "including but not limited to"; (iii) whenever a party's consent is required under this Agreement, except as otherwise stated in the Agreement or as same may be duplicative, such consent will not be unreasonably withheld, conditioned or delayed; (iv) exhibits are an integral part of the Agreement and are incorporated by reference into this Agreement; (v) use of the terms "termination" or "expiration" are interchangeable; and (vi) reference to a default will take into consideration any applicable notice, grace and cure periods.

(g) **Estoppel.** Either party will, at any time upon twenty (20) business days prior written notice from the other, execute, acknowledge and deliver to the other a statement in writing (i) certifying that this Agreement is unmodified and in full force and effect (or, if modified, stating the nature of such modification and certifying this Agreement, as so modified, is in full force and effect) and the date to which the Rent and other charges are paid in advance, if any, and (ii) acknowledging that there are not, to such party's knowledge, any uncured defaults on the part of the other party hereunder, or specifying such defaults if any are claimed. Any such statement may be conclusively relied upon by any prospective purchaser or encumbrancer of the Premises. The requested party's failure to deliver such a statement within such time will be conclusively relied upon by the requesting party that (i) this Agreement is in full force and effect, without modification except as may be properly represented by the requesting party, (ii) there are no uncured defaults in either party's performance, and (iii) no more than one month's Rent has been paid in advance.

(h) **No Electronic Signature/No Option.** The submission of this Agreement to any party for examination or consideration does not constitute an offer, reservation of or option for the Premises based on the terms set forth herein. This Agreement will become effective as a binding Agreement only upon the handwritten legal execution, acknowledgment and delivery hereof by Landlord and Tenant.

(i) **Ground Lease - First Right of Refusal.** Tenant shall have the First Right of Refusal to purchase this underlying Lease Agreement if a third party makes a written offer of purchase to Landlord. Tenant shall have twenty (20) business days upon receipt of written notice by Landlord to meet any legitimate offer made for the purchase of this Agreement and all rights and interest herein. If Tenant does not respond in writing within said twenty (20) days, then Tenant shall have waived its First Right of Refusal.

(j) **Exclusivity.** The Landlord will not enter into, or permit an affiliate of the Landlord to enter into, a lease, license or other agreement during the term hereof with another party, which agreement permits on the Property or on adjacent property owned, controlled or managed by Landlord or any affiliate of Landlord, the uses permitted herein or similar thereto.

[SIGNATURES APPEAR ON THE NEXT PAGE.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be effective as of the last date written below.

“LANDLORD”

City of Donnelly

By: _____

Print Name: _____

Its: _____

Date: _____

By: _____

Print Name: _____

Its: _____

Date: _____

“TENANT”

Horizon Tower Limited Partnership-II, a
Kansas limited partnership

By: Horizon Tower, LLC, its Operations
Partner

By: _____

Print Name: _____

Its: _____

Date: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page ____ of ____

to the Agreement dated _____, 201__, by and between City of Donnelly,
as Landlord, and Horizon Tower Limited Partnership-II, a Kansas Limited Partnership, by Horizon
Tower, LLC, its Operations Partner, as Tenant.

The Premises are described and/or depicted as follows:

[INSERT SITE SKETCH]

Notes:

1. This Exhibit may be replaced by a land survey and/or construction drawings of the Premises once received by Tenant.
2. Any setback of the Premises from the Property's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The type, number and mounting positions and locations of antennas and transmission lines are illustrative only. Actual types, numbers and mounting positions may vary from what is shown above.

MEMORANDUM OF LEASE

[FOLLOWS ON NEXT PAGE]

Return to:

Horizon Tower, LLC
117 Town & Country Drive, Suite A
Danville, CA 94526

Site Name: Donnelly

Site No.: _____

State: Idaho

County: Valley

MEMORANDUM OF LEASE

This Memorandum of Lease is entered into on this ____ day of _____, 201__, by and between City of Donnelly, a _____, having a mailing address of PO Box 725, Donnelly ID 83615 (hereinafter referred to as "Landlord") and Horizon Tower Limited Partnership-II, a Kansas Limited Partnership, by Horizon Tower, LLC, its Operations Partner, with an office at 117 Town & Country Drive, Suite A, Danville, CA 94526 (hereinafter referred to as "Tenant").

1. Landlord and Tenant entered into a certain Lease Agreement ("Agreement") on the ____ day of _____, 201__, for the purpose of installing, operating and maintaining a communications facility and other improvements. All of the foregoing are set forth in the Agreement.
2. The term of the Agreement is for an Initial Term of five (5) years commencing on the date that Tenant commences construction and ending on the last day of the month in which the fifth (5th) anniversary of the Commencement Date occurs, with six (6) successive five (5) year options to renew.
3. The portion of the land being leased to Tenant (the "Premises") is described in **Exhibit 1** annexed hereto.
4. The Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Lease as of the day and year first above written.

"LANDLORD"

City of Donnelly

By: _____

Print Name: _____

Its: _____

Date: _____

"TENANT"

Horizon Tower Limited Partnership-II, a
Kansas Limited Partnership

By: Horizon Tower, LLC, its Operations
Partner

By: _____

Print Name: _____

Its: _____

Date: _____

LANDLORD ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) ss:
COUNTY OF _____)

On the ____ day of _____, 201____, before me personally appeared _____, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

TENANT ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss:
COUNTY OF CONTRA COSTA)

On the ____ day of _____, 201____, before me, _____, Notary Public, personally appeared John Kapulica, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

EXHIBIT 1

DESCRIPTION OF PREMISES

Page ____ of ____

to the Agreement dated _____, 20__, by and between City of Donnelly,
as Landlord, and Horizon Tower Limited Partnership-II, a Kansas Limited Partnership, by Horizon
Tower, LLC, its Operations Partner, as Tenant.

The Premises are described and/or depicted as follows: (See attached drawings)

Notes:

1. This Exhibit may be replaced by a land survey and/or construction drawings of the Premises once received by Tenant.
2. Any setback of the Premises from the Property's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The type, number and mounting positions and locations of antennas and transmission lines are illustrative only. Actual types, numbers and mounting positions may vary from what is shown above.

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-24

Meeting Date 01/22/2018

AGENDA ITEM INFORMATION

SUBJECT:		Department Approvals	Initials	Originator or Supporter
Treasurer's Report as Required by IC50-208		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:				
FUNDING SOURCE:	General			
TIMELINE:				

SUMMARY STATEMENT:

Treasurer's report of accountns and activity of office during the month of December O 2017 rearding care, management or disposition of moneys or business of the City

RECOMMENDED ACTION:

The City Council shall examine the report and determine whether additional information from the Clerk Treasurer is needed.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Our Investments & Cash...

Balances as of December 31, 2017

General Fund - Investments & Cash

Dec-17	60,795
Dec-16	30,706

Local Option Tax Fund

Dec-17	113,564
Dec-16	104,514

Library Fund - Investments & Cash

Dec-17	8,966
Restricted	50,000
Dec-16	59,427

Water Fund - Investments & Cash

Dec-17	63,830
Restricted	22,467
Dec-16	38,357

Water System Improvement Fund

Dec-17	920
Dec-16	-

Sewer Fund - Investments & Cash

Dec-17	66,126
Restricted	17,752
Dec-16	83,317

Our Cash Flows...

General Fund Revenues & Expenditures YTD%

Budget	298,184	
Cash Carryover	89,804	
Revenues to date	38,106	12.8%
Expenditures to date	46,712	15.7%
Revenues over Expenditures	81,198	

Local Option Tax Fund Revenues & Expenditures

Budget	55,000	
Cash Carryover	91,003	
Revenues to date	18,811	34.2%
Expenditures to date	-	0.0%
Revenues over Expenditures	109,814	

Library Fund Revenues & Expenditures

Budget	18,295	
Cash Carryover	64,496	
Revenues to date	64,796	354.2%
Expenditures to date	6,350	34.7%
Revenues over Expenditures	122,942	

Water Fund Revenues & Expenditures

Budget	132,126	
Cash Carryover	76,341	
Revenues to date	24,587	18.6%
Expenditures to date	38,618	29.2%
Revenues over Expenditures	62,311	

Water System Improvement Fund

Budget	1,496,000	
Revenues to date	60,095	4.0%
Expenditures to date	67,570	4.5%
Revenues over Expenditures	(7,475)	

Sewer Fund Revenues & Expenditures

Budget	78,480	
Cash Carryover	59,640	
Revenues to date	22,901	29.2%
Expenditures to date	15,041	19.2%
Revenues over Expenditures	67,500	

Prior Year Comparison

2017 (Includes Cash Carryover)

General Fund		Percentage
Fiscal Year 2017 Budget	325,892	
Revenues to Date	161,859	49.7%
Expenditures to Date	133,786	41.1%
Revenues over Expenditures	28,073	

Local Option Tax Fund

Fiscal Year 2017 Budget	87,000	
Revenues to Date	15,328	17.6%
Expenditures to Date	6,854	7.9%
Revenues over Expenditures	8,475	

Library Fund

Fiscal Year 2017 Budget	23,594	
Revenues to Date	12,597	53.4%
Expenditures to Date	5,129	21.7%
Revenues over Expenditures	7,468	

Water Fund

Fiscal Year 2017 Budget	160,155	
Revenues to Date	63,460	39.6%
Expenditures to Date	74,802	46.7%
Revenues over Expenditures	(11,342)	

**some exp to be reimbursed by grant

Water System Improvement Fund

Budget	-	
Revenues to date	-	
Expenditures to date	-	

Sewer Fund

Fiscal Year 2017 Budget	112,588	
Revenues to Date	60,932	54.1%
Expenditures to Date	18,206	16.2%
Revenues over Expenditures	42,726	

City of Donnelly

LOT Actual Dollars Earned per Month

Month	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	% Increase from LY	Increase YTD
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	7,164.19	40.9%	
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	6,187.60	14.4%	21.4%
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	5,230.22	9.1%	17.7%
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	3,809.23		-100.0%	-2.8%
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	4,910.57		-100.0%	-29.2%
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	3,143.28		-100.0%	-46.1%
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	3,348.48		-100.0%	-64.2%
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	3,527.00		-100.0%	-83.1%
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	7,215.00		-100.0%	-122.0%
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	8,326.42		-100.0%	-166.8%
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	12,015.17		-100.0%	-231.4%
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	10,876.88		-100.0%	-328.5%
Total Dollars Received	50,838.98	40,130.83	35,120.80	34,884.68	34,856.16	38,974.31	40,836.24	47,778.06	48,296.05	72,486.41			
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	24,190.36			
Budgeted Dollars					34,000.00	34,000.00	34,000.00	36,000.00	40,000.00	45,100.00	55,000.00		



City of Donnelly

169 Halferty Street

P.O. Box 725

Donnelly, ID 83615

Telephone (208) 325-8859 Fax (208) 325-4091

To: Mayor & City Council

From: Cami Hedges, City Clerk Treasurer

Re: Staff Report

Date: January 17, 2018

Water Accounts: As of Wednesday, January 17, 2018 we have \$328.73 past due in water billings. Turn off letters have been sent to receive payment by noon January 22, 2018.

Local Option Tax: Our local option tax receipts for sales in November were \$5230.22 which is an increase from last year. We are currently up 17.7% in collection for this fiscal year compared to last year. I am considering how other Cities with this tax deal with past due and non-remittance from local businesses to collect and enforce.

Planning & Zoning: Next meeting will be held on Monday, February 5th. Commission Chairman will be elected at that time. They are planning on revisiting off-premise signage and way finding signs.

Road & Streets: Received a quote to upgrade the heating unit in the shop. We have replaced the pump and it seems to be working at this time. We will be getting a cost for propane in the Spring to see if it is a feasible replacement. With this weather we are noticing where the road needs to be built up from use. The road surfaces were previously done in 2008 or 2009. Therefore, there is not much layers left to grade and smooth the pot holes. Ken has identified that Front Street between Roseberry and Jordan will need to be fixed first and then Jordan Street from Main to Halferty. We will need to make sure that the Water project will not be tearing up these streets first. Bruce verbally indicated that he will be retiring on March 3rd, 2018.

Office Closed / Vacation: The office will be closed Monday, February 19th for Presidents Day. I will be out of the office on February 8th and April 9 - 13th. Ken will be attending the IRWA Conference in Boise in March.

Upcoming Meeting Dates: Monday, January 29, 2018 @ 5:30 – Special City Council Workshop on the Water Improvement Project. Monday, February 26, 2018 @ 6:00 – City Council Regular Meeting.