



AGENDA
Donnelly City Council
Monday, November 19, 2018 at 5:30 pm
Donnelly Community Center

ROLL CALL

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

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: *(one motion needed for the Consent Agenda)*

Vouchers October 11, 2018 thru November 15, 2018

Payroll Summary – October 25, November 5, November 8, 2018

PUBLIC COMMENT:

At this time, the Mayor will call for any comments from the public on any subject whether or not it is on the agenda for any item(s) the public may wish to bring forward and discuss. Please limit comments to three (3) minutes. **The City Council does not take any action or make any decisions during public comment.** To request Council action during the Business portion of a Council meeting, contact City Clerk at least one week in advance of a meeting.

BUSINESS AGENDA:

AB 18-89 Nancy Moudy, Ranch Hand Buffet & Catering Alcohol Permit (ACTION ITEM)

AB 19-00 Idaho Parks & Recreation RV Grant Discussion for Camp Host spot at Campground

AB 19-01 Business License Ordinance Review – Penalties (ACTION ITEM)

AB 19-02 Adopt 2019 City Council Calendar (ACTION ITEM)

AB 19-03 Request to Approve FY18 Annual Road & Street Report (ACTION ITEM)

AB 19-04 Request to Approve the Tree City USA Application and Certification (ACTION ITEM)

AB 19-05 Resolution 2019-001 Americans with Disabilities Act of 1990 (ACTION ITEM)

STAFF REPORTS:

ADJOURN: Monday, December 17, 2018 at 6:00 p.m.

11/15/18
16:24:51

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 10/15/18 to 11/15/18

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3775	13123S	1 A-1 HEATING & AIR CONDITIONING	4,395.00					
	new shop heater							
1	382668 10/18/18	new shop heater	4,395.00			10 43010	700	10100
		Total for Vendor:	4,395.00					
3796	-99859E	170 ADOBE SYSTEMS INC.	14.99					
1	071116 11/11/18	pdf solutions	14.99			10 41100	620	10190
		Total for Vendor:	14.99					
3791	-99863E	6 AMAZON	21.18					
	file folders							
1	102418 10/24/18	file folders	13.70			10 41100	605	10190
2	102418 10/24/18	file folders	6.36			51 41100	605	10190
3	102418 10/24/18	file folders	1.12			52 41100	605	10190
		Total for Vendor:	21.18					
3767	13124S	8 ANALYTICAL LABORATORIES, INC	51.00					
	monthly tests							
1	56953 09/30/18	monthly tests	16.00			51 43400	560	10100
2	56953 09/30/18	pickup	35.00			51 43400	560	10100
3823		8 ANALYTICAL LABORATORIES, INC	51.00					
	october test							
1	57732 10/31/18	coliform	16.00			51 43400	560	10100
2	57732 10/31/18	pickup	35.00			51 43400	560	10100
		Total for Vendor:	102.00					
3757	13078S	10 ASSOCIATION OF IDAHO CITIES	400.00					
	2019 AIC MEMBERSHIP DUES							
1	9127 07/01/18	FY19 AIC Membership dues	400.00			10 41100	520	10100
		Total for Vendor:	400.00					
3759	13082S	14 BOISE OFFICE EQUIPMENT	40.00					
	MONTHLY SERVICE FEE							
1	IN1777267 10/01/18	maintenance fee	26.00			10 41100	611	10100
2	IN1777267 10/01/18	maintenance fee	12.00			51 41100	611	10100

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3	IN1777267	10/01/18 maintenance fee	2.00			52 41100	611	10100
3811	13125S	14 BOISE OFFICE EQUIPMENT	40.00					
maintenance agreement								
1	IN1810197	11/01/18 copier maintenance	24.00			10 41100	611	10100
2	IN1810197	11/01/18 copier maintenance	12.00			51 41100	611	10100
3	IN1810197	11/01/18 copier maintenance	4.00			52 41100	611	10100
Total for Vendor:			80.00					
3770	13126S	106 BUILDERS FIRSTSOURCE	56.55					
1	1063019	10/22/18 snow markers	11.38			10 43010	460	10100
2	1063019	10/22/18 counter community center	11.93			10 41100	431	10100
3	1063019	10/22/18 sign post	33.24			10 43010	460	10100
Total for Vendor:			56.55					
3779	13127S	150 CABLE ONE	93.65					
1	10-2018	10/23/18 internet	60.86			10 41100	437	10100
2	10-2018	10/23/18 internet	28.10			51 41100	437	10100
3	10-2018	10/23/18 internet	4.69			52 41100	437	10100
Total for Vendor:			93.65					
3772	13128S	257 CASCADE HARDWARE	14.76					
banner links								
1	123434	10/16/18 banner links	14.76			10 43010	460	10100
3814	13128S	257 CASCADE HARDWARE	3.00					
finance charge								
1	103118	10/31/18 finance charge	3.00			10 43010	460	10100
3836		257 CASCADE HARDWARE	30.98					
hardware for signs								
1	126417	11/07/18 sign hardware	30.98			10 43010	460	10100
3843		257 CASCADE HARDWARE	19.98					
SHOP SUPPLIES								
1	127431	11/15/18 shop supplies	19.98			10 43010	460	10100
Total for Vendor:			68.72					

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3819	13140M	23 CASH *	115.90					
	petty cash reimbursement							
1	110118 11/01/18	petty cash reimbruse	115.90			10 10199		10100
		Total for Vendor:	115.90					
3785	-99860E	29 CITY OF DONNELLY - WATER	340.00					
1	2018-10 10/25/18	ddc water/sewer	340.00			10 44300	415	10100
		Total for Vendor:	340.00					
3826		169 CODE PUBLISHING INC.	100.50					
	ordinance upload 238-243							
1	61655 11/06/18	ordinance upload	100.50			10 41100	605	10100
		Total for Vendor:	100.50					
3820		270 COYLEMOOR LLC	660.00					
	lhtac applicaitons and park & rec app							
1	2 10/31/18	grant writing	660.00			10 41100	615	10100
		Total for Vendor:	660.00					
3769	-99862E	202 CTC BUSINESS	84.07					
	telephone							
1	110118 11/01/18	telephone	54.65			10 41100	437	10100
2	110118 11/01/18	telephone	25.22			51 41100	437	10100
3	110118 11/01/18	telephone	4.20			52 41100	437	10100
		Total for Vendor:	84.07					
3758	13079S 999999	DIANNE L O'KEEFFE	10.43					
	lot tax refund							
1	090318 09/03/18	lot tax refund	10.43			15 31110		10100
	CUSTOMER WAS CHARGED LOT TAX WHEN NOT IN CITY LIMITS							
		Total for Vendor:	10.43					
3829		272 DRAKE DIVERSIFIED LLC	405.00					
	Hydrant flushing							
1	364 10/01/18	hydrant flushing	405.00			51 41100	360	10100
		Total for Vendor:	405.00					

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3828		149 DUBOIS	105.00					
		chemical						
1	IN-1771434	11/07/18 stericlean 15 g 3	105.00			51 43400	462	10100
		Total for Vendor:	105.00					
3773	13130S	46 ED STAUB & SONS	2,445.26					
		new propane tank install for shop						
1	319-IN 10/24/18	propane tank install for shop	605.00			15 41100	700	10100
2	319-IN 10/24/18	propane tank install for shop	1,840.26			10 43010	700	10100
3774	13130S	46 ED STAUB & SONS	572.60					
		propane						
1	020920 10/19/18	propane	372.19			10 43010	416	10100
2	020920 10/19/18	propane	200.41			51 41100	416	10100
		Total for Vendor:	3,017.86					
3817	1777M 999999	FRED MEYER	45.40					
		ICCTFOA Raffle Items						
1	091818 09/19/18	Raffle Items	45.40			10 41100	605	10199
		Total for Vendor:	45.40					
3838		57 HIGH MOUNTIAN NURSERY, INC.	125.00					
		winterize sprinklers						
1	33152 10/26/18	winterize sprinklers	125.00			10 43010	454	10100
		Total for Vendor:	125.00					
3771	1776M 999999	HOME DEPOT - EAGLE	77.36					
		hand truck to move chemicals in distribution pump house						
1	032174 10/18/18	hand truck	77.36			51 43400	463	10190
		Total for Vendor:	77.36					
3832	1779M 999999	HOME DEPOT ONLINE	55.56					
		Tree lights for street scape						
1	42722598 11/13/18	tree lights	55.56			10 43010	454	10190
		Total for Vendor:	55.56					

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3733	1778M	66 IDAHO POWER	62.56					
179		Halferty - Community Center						
1	4223-0517	10/18/18 community center	40.67			10 41100	416	10100
2	4223-0517	10/18/18 community center	18.76			51 41100	416	10100
3	4223-0517	10/18/18 community center	3.13			52 41100	416	10100
3734	1778M	66 IDAHO POWER	10.02					
159		Gestrin Road - Street Light						
1	3329-1018	10/18/18 Gestrin Street Light	10.02			10 43010	416	10100
3735	1778M	66 IDAHO POWER	86.10					
		Main Street lights						
1	8211-1018	10/18/18 main street lightening cabi	86.10			10 43010	416	10100
3736	1778M	66 IDAHO POWER	165.03					
		Street lights						
1	0078-1018	10/18/18 street lights	165.03			10 43010	416	10100
3737	1778M	66 IDAHO POWER	34.29					
317		N Corbet Lane						
1	3291-1018	10/18/18 water supply	34.29			51 41100	416	10100
3738	1778M	66 IDAHO POWER	7.33					
		fire pump						
1	6560-1018	10/18/18 fire pump	7.33			51 41100	416	10100
3739	1778M	66 IDAHO POWER	110.02					
153		E Jordan Pump House						
1	0899-1018	10/18/18 pump house	110.02			51 41100	416	10100
3740	1778M	66 IDAHO POWER	114.11					
		North Corbett - newwell						
1	2555-1018	10/18/18 new well	114.11			51 41100	416	10100

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3741	1778M	66 IDAHO POWER	105.42					
1	7988-1018	10/18/18 city hall / shop	68.53			10 41100	416	10100
2	7988-1018	10/18/18 city hall / shop	31.61			51 41100	416	10100
3	7988-1018	10/18/18 city hall / shop	5.28			52 41100	416	10100
3744	1778M	66 IDAHO POWER	6.33					
1	9405-1018	10/23/18 kiosk/rest area	6.33			10 43010	416	10100
		Total for Vendor:	701.21					
3809	13131S	79 LAKESHORE DISPOSAL	98.04					
	ddc trash service							
1	24354871	11/01/18 ddc trash	98.04			10 44300	414	10100
		Total for Vendor:	98.04					
3840		165 LAKESHORE DISPOSAL	692.21					
	October Trash Collection							
1	10-2018	10/31/18 trash collection	692.21			51 41100	414	10100
		Total for Vendor:	692.21					
3841		999999 LOCAL HIGHWAY TECHNICAL	60.00					
	SNOW REMOVAL TRAILING CLASS							
1	110218-36	11/02/18 snow removal training class	60.00			10 41100	551	10100
		Total for Vendor:	60.00					
3776	13132S	85 MAY HARDWARE	22.47					
	shop wal repair from removal of old furnace							
1	926507	10/22/18 shop wall repair	22.47			10 43010	460	10100
3777	13132S	85 MAY HARDWARE	28.32					
1	925358	10/10/18 community center smoke detecto	8.53			10 41100	431	10100
2	925358	10/10/18 cast iron damper for cc	8.59			10 41100	431	10100
3	925358	10/10/18 blue marking paint	13.98			51 43400	463	10100
9900	100118	10/01/18 overpayment	-2.78			10 41100	431	10100
CI	48							

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3831		85 MAY HARDWARE	21.66					
	Shop & Backhoe supplies							
1	928039 11/07/18	equipment main	9.58			10 43010	434	10100
2	928039 11/07/18	shop supplies	12.08			10 43010	461	10100
		Total for Vendor:	72.45					
3839		86 MCCALL DELIVERY SERVICE	75.00					
	chemical pickup							
1	2018-0925 11/13/18	chemical pickup	75.00			51 43400	462	10100
		Total for Vendor:	75.00					
3714	13080S	87 MCCALL RENTALS INC.	90.00					
	community center paint/stain							
1	119413 09/19/18	community center paint/stain	90.00			10 41100	431	10100
		Total for Vendor:	90.00					
3812	13133S	88 MCCI	477.70					
	laserfische support							
1	15342 10/08/18	laserfische support	310.51			10 41100	621	10100
2	15342 10/08/18	laserfische support	143.30			51 41100	621	10100
3	15342 10/08/18	laserfische support	23.89			52 41100	621	10100
		Total for Vendor:	477.70					
3804	-99858E	216 MICROSOFT	30.00					
	business essential email - mayor & council members							
1	11-2018 11/05/18	email service	30.00			10 41100	620	10190
3805	-99857E	216 MICROSOFT	25.25					
	email and software for office employees							
1	11-2018 11/05/18	office 365 subscription	25.25			10 41100	620	10190
		Total for Vendor:	55.25					
3755	13081S	153 MOUNTAIN WATERWORKS	250.00					
	water treatment operation - contract							
1	3672 09/30/18	water operator contract	250.00			51 41100	360	10100

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3782	11019M	153 MOUNTAIN WATERWORKS	5,934.96					
Charges not covered by CDBG but USDA								
1	3152	10/01/18 Inv 3152	3,750.00			60 43400	356	10125
2	3300	10/01/18 Inv 3300	1,432.50			60 43400	356	10125
3	3399	10/01/18 Inv 3399	752.46			60 43400	356	10125
3792	11019M	153 MOUNTAIN WATERWORKS	6,155.41					
USDA Pay Reqeust #08								
1	3676	09/30/18 Water Bidding & Negotiation	2,585.41		USDA	60 43400	356	10125
2	3676	09/30/18 Construction	1,270.00		USDA	60 43400	356	10125
3	3676	09/30/18 Post Construction	45.00		USDA	60 43400	356	10125
4	3676	09/30/18 Additional Services	2,255.00		USDA	60 43400	355	10125
3795	13134S	153 MOUNTAIN WATERWORKS	250.00					
contract								
1	3729	10/31/18 backup water operator	250.00			51 41100	360	10100
Total for Vendor:			12,590.37					
3780	13135S	154 NORTH LAKE RECREATIONAL SEWER &	4,800.00					
sewer contract								
1	110118	11/01/18 sewer contract	4,800.00			52 41100	541	10100
Total for Vendor:			4,800.00					
3830		115 ROCKY MOUNTAIN SIGNS & APPAREL,	519.50					
snow parking signs								
1	16817	11/12/18 snow parking signs	519.50			10 43010	430	10100
Total for Vendor:			519.50					
3810	13136S	199 SHRED-IT	87.67					
shredding service								
1	8125842015	10/22/18 shredding service	56.99			10 41100	605	10100
2	8125842015	10/22/18 shredding service	26.28			51 41100	605	10100
3	8125842015	10/22/18 shredding service	4.40			52 41100	605	10100
Total for Vendor:			87.67					

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3768	13137S	120 SINCLAIR FLEET TRACK (STINKER)	58.85					
ford f150 fuel								
1	212065	10/23/18 Ford Fuel 166714	38.25		Ken	10 43010	481	10100
2	212065	10/23/18 Ford Fuel 166714	17.66		Ken	51 41100	481	10100
3	212065	10/23/18 Ford Fuel 166714	2.94		Ken	52 41100	481	10100
3788	13137S	120 SINCLAIR FLEET TRACK (STINKER)	54.22					
skidsteer fuel								
1	10/26/18	skidsteer fuel	54.22		199	10 43010	483	10100
3789	13137S	120 SINCLAIR FLEET TRACK (STINKER)	86.29					
airport cleanup								
1	845417	10/30/18 backhoe fuel	87.29		782	10 43010	483	10100
9900	10/31/18	rebate	-1.00			10 43010	483	10100
CI	49							
Total for Vendor:			199.36					
3790	13138S	122 STAR NEWS	165.00					
Ordinance 241 Publication								
1	52767	10/31/18 Ordinance 241 Publciation	165.00			10 41100	530	10100
3842		122 STAR NEWS	54.72					
ordinance 244 Parking								
1	52840	11/15/18 Parking Ord 244	54.72			10 41100	530	10100
Total for Vendor:			219.72					
3824		219 T.O. ENGINEERS	267.50					
LHTAC pathway plan grant								
1	160057-20	11/06/18 lhtac grant plan	267.50		LHTAC	10 41100	615	10100
Total for Vendor:			267.50					
3816	-99861E	138 USPS	170.50					
stamps								
1	092718	09/27/18 stamps	85.00			10 41100	614	10199
2	102518	10/25/18 stamps	35.00			10 41100	614	10199
3	101818	10/18/18 stamps	50.00			10 41100	614	10199

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4	091118 09/11/18 stamp		0.50			10 41100	614	10199
		Total for Vendor:	170.50					
3825	141 VALLEY COUNTY TAX COLLECTOR		255.00					
	ddc solid waste tax							
1	121758 11/05/18 solid waste tax		255.00			10 44300	960	10100
		Total for Vendor:	255.00					
3760	1775M 171 VALLEY COUNTY TRANSFER STATION		12.00					
	shop appliance removal							
1	51442 10/17/18 shop appliance removal		12.00			10 43010	430	10190
		Total for Vendor:	12.00					
3821	215 WHITE PETERSON		210.00					
	moudy alcohol permit							
1	10/31/18 ranch hand alcohol permit		210.00		130864	10 41100	320	10100
3822	215 WHITE PETERSON		352.79					
	Moudy Lot issue							
1	130863 10/31/18 Moudy Lot Issue		352.79			10 41100	320	10100
		Total for Vendor:	562.79					
3783	13139S 209 YORGASON LAW OFFICES PLLC		345.00					
	october charges							
1	2018-Oct 11/01/18 ordinance review		345.00			10 41100	320	10100
3784	11020M 209 YORGASON LAW OFFICES PLLC		525.00					
	october charges - water project							
1	Oct 2018 11/01/18 contract review		525.00			60 43400	359	10125
		Total for Vendor:	870.00					
		# of Claims	69	Total:				33,250.44
		Total Electronic Claims						685.99
		Total Non-Electronic Claims						32564.45

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

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CITY OF DONNELLY
Payroll Summary For Payrolls from 10/25/18 to 10/25/18

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Total for Payroll Checks

	Employee	Employer	Amount
COMP HOURS (Comp Time Used)	8.00		158.96
HOL HOURS (Holiday Pay)	8.00		140.00
J001 HOURS (ROAD&STREET)	67.50		1,304.49
J002 HOURS (PARKS)	16.00		289.48
J013 HOURS (WATER MONITORIN)	25.00		456.46
J015 HOURS (SHOP/OFFICE)	27.50		481.25
REG HOURS (Regular Time)	72.00		1,758.24
SICK HOURS (Sick Time)	8.00		195.36
VACA HOURS (Vacation Time Used)	8.00		158.96

GROSS PAY	4,943.20	0.00
NET PAY	3,558.26	0.00
DENTAL INS	19.50	55.50
FIT	411.64	0.00
HEALTH INS	0.00	852.00
IDAHO SIT	236.00	0.00
MEDICARE	71.68	71.68
PERSI	335.64	559.57
SOCIAL SECURITY	306.48	306.48
UNEMPL. INSUR.	0.00	24.09
VISION	4.00	12.50
ID FIRST BANK	1,340.37	0.00
STERLING SAVING	1,184.20	0.00
UMPQUA	1,033.69	0.00
FIT/SIT BASE	4,607.56	0.00
MEDICARE BASE	4,943.20	0.00
PERS BASE	4,943.20	0.00
SOC SEC BASE	4,943.20	0.00
UN BASE	4,943.20	0.00
WC BASE	4,943.20	0.00

Total	1,881.82
Total Payroll Expense (Gross Pay + Employer Contributions):	6,825.02

Check Summary

Payroll Checks Prev. Out.	\$1,791.00
Payroll Checks Issued	\$1,887.00
Payroll Checks Redeemed	\$1,791.00
Payroll Checks Outstanding	\$1,887.00
Electronic Checks	\$7,582.19

	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	612.96	811.36	1424.32	21702
Medicare	143.36	189.76	333.12	21702
Unempl. Insur.	24.09	51.12	75.21	21713
Workers' Comp	0.00			21700

11/15/18
16:25:25

CITY OF DONNELLY
Payroll Summary For Payrolls from 10/25/18 to 10/25/18

Page: 2 of 2
Report ID: P130

FIT	411.64	461.64	873.28	21701
IDAHO SIT	236.00	262.00	498.00	21703
PERSI	895.21		895.21	21704
DENTAL INS	75.00	75.00	150.00	21706
HEALTH INS	852.00	852.00	1704.00	21705
VISION	16.50	16.50	33.00	21705
PERSI CHOICE 40	0.00			21704
Total Ded.	3266.76	2719.38	5910.93	75.21

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

11/15/18
16:25:43

CITY OF DONNELLY
Payroll Summary For Payrolls from 11/05/18 to 11/05/18

Page: 1 of 1
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
MCC HOURS (Mayor & City Council)	400.00		1,600.00
GROSS PAY	1,600.00	0.00	
NET PAY	1,036.68	0.00	
FIT	50.00	0.00	
IDAHO SIT	26.00	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	
UNEMPL. INSUR.	0.00	2.42	
STERLING SAVING	342.64	0.00	
US BANK	694.04	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	
UN BASE	300.00	0.00	
WC BASE	1,600.00	0.00	

Total 307.30
Total Payroll Expense (Gross Pay + Employer Contributions): 1,907.30

Check Summary

Payroll Checks Prev. Out. \$1,887.00
Payroll Checks Issued \$0.00
Payroll Checks Redeemed \$0.00
Payroll Checks Outstanding \$1,887.00
Electronic Checks \$1,584.08

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security 198.40	198.40		396.80	21702
Medicare 46.40	46.40		92.80	21702
Unempl. Insur. 2.42	53.54		55.96	21713
Workers' Comp 0.00				21700
FIT 50.00	50.00		100.00	21701
IDAHO SIT 26.00	26.00		52.00	21703
PERSI 217.32		217.32		21704
PERSI-2 80.08		80.08		21704
PERSI CHOICE 40 250.00		250.00		21704
Total Ded. 870.62	374.34	547.40	697.56	

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

11/15/18
16:26:19

CITY OF DONNELLY
Payroll Summary For Payrolls from 11/08/18 to 11/08/18

Page: 1 of 2
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
J001 HOURS (ROAD&STREET)	52.50		988.67
J002 HOURS (PARKS)	17.00		297.50
J009 HOURS (AIRPORT)	37.00		692.53
J013 HOURS (WATER MONITORIN)	12.00		236.07
J015 HOURS (SHOP/OFFICE)	33.50		634.84
REG HOURS (Regular Time)	80.00		1,953.60
SICK HOURS (Sick Time)	8.00		140.00
GROSS PAY	4,943.21	0.00	
NET PAY	3,558.27	0.00	
DENTAL INS	19.50	55.50	
FIT	411.64	0.00	
HEALTH INS	0.00	852.00	
IDAHO SIT	236.00	0.00	
MEDICARE	71.68	71.68	
PERSI	335.64	559.57	
SOCIAL SECURITY	306.48	306.48	
UNEMPL. INSUR.	0.00	24.09	
VISION	4.00	12.50	
ID FIRST BANK	1,340.37	0.00	
STERLING SAVING	1,184.21	0.00	
UMPQUA	1,033.69	0.00	
FIT/SIT BASE	4,607.57	0.00	
MEDICARE BASE	4,943.21	0.00	
PERS BASE	4,943.21	0.00	
SOC SEC BASE	4,943.21	0.00	
UN BASE	4,943.21	0.00	
WC BASE	4,943.21	0.00	

Total 1,881.82
Total Payroll Expense (Gross Pay + Employer Contributions): 6,825.03

Check Summary

Payroll Checks Prev. Out.	\$1,887.00
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$1,887.00
Electronic Checks	\$4,453.48

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security 612.96	811.36		1424.32	21702
Medicare 143.36	189.76		333.12	21702
Unempl. Insur. 24.09	77.63		101.72	21713
Workers' Comp 0.00				21700
FIT 411.64	461.64		873.28	21701
IDAHO SIT 236.00	262.00		498.00	21703

11/15/18
16:26:19

CITY OF DONNELLY
Payroll Summary For Payrolls from 11/08/18 to 11/08/18

Page: 2 of 2
Report ID: P130

PERSI	895.21		895.21		21704
DENTAL INS	75.00	75.00		150.00	21706
HEALTH INS	852.00	852.00		1704.00	21705
VISION	16.50	16.50		33.00	21705
PERSI CHOICE 40	0.00				21704
Total Ded.	3266.76	2745.89	895.21	5117.44	

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

City of Donnelly Treasurer's Report

Oct-18

Our Investments & Cash...

Balances of October 31, 2018

General Fund - Investments & Cash

Sep-18	60,344
Sep-17	75,583

Local Option Tax Fund

Sep-18	105,371
Sep-17	99,494

Water Fund - Investments & Cash

Sep-18	94,683
Restricted	22,796
Sep-17	99,194

Water System Improvement Fund

Sep-18	6,428
Sep-17	-

Sewer Fund - Investments & Cash

Sep-18	77,750
Restricted	18,012
Sep-17	78,390

Our Cash Flows...

General Fund Revenues & Expenditures % of Budget

Budget	382,536	
Cash Carryover		
Revenues to date	19,242	5.0%
Expenditures to date	25,704	6.7%
Revenues over Expenditures	(6,462)	

Local Option Tax Fund Revenues & Expenditures

Budget	70,350	
Cash Carryover		
Revenues to date	9,730	13.8%
Expenditures to date	605	0.9%
Revenues over Expenditures	9,125	

Water Fund Revenues & Expenditures

Budget	158,730	
Cash Carryover		
Revenues to date	9,036	5.7%
Expenditures to date	8,767	5.5%
Revenues over Expenditures	268	

Water System Improvement Fund

Budget	1,200,000	
Revenues to date	16,096	1.3%
Expenditures to date	12,615	1.1%
Revenues over Expenditures	3,481	

Sewer Fund Revenues & Expenditures

Budget	142,485	
Cash Carryover		
Revenues to date	8,605	6.0%
Expenditures to date	953	0.7%
Revenues over Expenditures	7,652	

Prior Year Comparison

2018 (Includes Cash Carryover)

General Fund % of Budget

Fiscal Year 2017 Budget	298,184	
Revenues to Date	109,786	36.8%
Expenditures to Date	16,149	5.4%
Revenues over Expenditures	93,637	

Local Option Tax Fund

Fiscal Year 2017 Budget	88,600	
Revenues to Date	7,241	8.2%
Expenditures to Date		0.0%
Revenues over Expenditures	7,241	

Water Fund

Fiscal Year 2017 Budget	1,628,126	
Revenues to Date	83,930	5.2%
Expenditures to Date	11,348	0.7%
Revenues over Expenditures	72,582	

-- some exp to be reimbursed by grant

Water System Improvement Fund

Budget	-	
Revenues to date	-	
Expenditures to date	37,923	

Sewer Fund

Fiscal Year 2017 Budget	78,480	
Revenues to Date	66,032	84.1%
Expenditures to Date	5,627	7.2%
Revenues over Expenditures	60,404	

City of Donnelly

LOT Actual Dollars Earned per Month

Month	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	% Increase from LY	LY YTD	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	9,569.43	33.6%		
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		-100.0%	13,351.79	-39.5%
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		-100.0%	18,582.01	-94.2%
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	4,045.28		-100.0%	22,627.29	-136.5%
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	4,951.66		-100.0%	27,578.95	-188.2%
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	4,936.35		-100.0%	32,515.30	-239.8%
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	3,950.94		-100.0%	36,466.24	-281.1%
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	4,102.85		-100.0%	40,569.09	-323.9%
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	5,452.92		-100.0%	46,022.01	-380.9%
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	7,734.23		-100.0%	53,756.24	-461.7%
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	13,255.76		-100.0%	67,012.00	-600.3%
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	8,717.14		-100.0%	75,729.14	-691.4%
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	76,730.98				
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	4,244.57				
Budgeted Dollars					34,000.00	34,000.00	34,000.00	36,000.00	40,000.00	45,100.00	55,000.00				

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 18-89

Meeting Date 11/19/18

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Alcohol Permit</i> <i>Nancy Moudy, Ranch Hand Buffet & Catering</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:	Unknown			

SUMMARY STATEMENT:

Nancy Moudy has applied for a Beer/Wine licence from the City of Donnelly

At the 10/31 Council meeting the City Council tabled the decision to the November Meeting.

RECOMMENDED ACTION:

- 1. Approve or Deny application*

RECORD OF COUNCIL ACTION

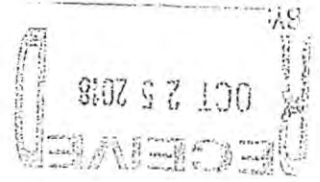
MEETING DATE	ACTION



City of Donnelly

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

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



APPLICATION FOR RETAIL ALCOHOL LICENSE

Pursuant to law, I (we) hereby make application for a license to sell alcoholic beverages under the provisions of Idaho Code Section 23-916 et seq., and under the provisions of Ordinance 218 of the City of Donnelly, County of Valley, Idaho.

I, (we) do hereby enclose a copy of my (our) State of Idaho, Department of Law Enforcement Retail Alcohol License and a copy of my (our) Valley County Retail Alcohol License. The legal name, description and business street address of room or building in which said business will be conducted as follows:

Name:

Nancy Mondy - Ranch Hand Buffet & Catering

Physical Address:

472 W. Roseberry, Donnelly

State License # 24526

Expires: Aug 31st 2019

Valley County # 75

Expires: Dec 31st 2018

Please select which you are applying for:

☒ Beer - (\$100.00) to be consumed **on premises** and/or

☐ Beer - (\$50.00) **Not** to be consumed on premises

☒ Wine - (\$50.00) to be consumed **on premises** and/or

☐ Wine - (\$50.00) **Not** to be consumed on premises

☐ Liquor - (\$225.00) Retail and/or by the drink

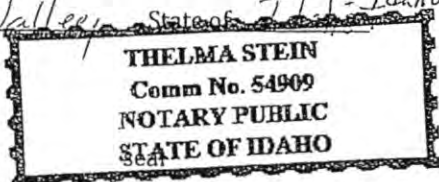
Signed

Nancy Mondy

Address

P.O. Box 635
Donnelly, Idaho 83615

Subscribed and sworn to before me in my presence, this 24th day of October, 2018 a Notary Public in and for the County of Valley, State of Idaho



Thelma Stein
Notary Public
Residing at Valley County, Idaho
Commission Expires: 08/17/21

For Office Use Only:

City Clerk/Treasurer: [Signature]

License # _____

Issue Date: _____

Fee Paid: \$150.00

CASH

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-00

Meeting Date 11/19/18

AGENDA ITEM INFORMATION				
SUBJECT: <i>Idaho Parks & Recreation Grant Discussion for Camp Host Spot at Campground</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
COST IMPACT:				
FUNDING SOURCE:				
TIMELINE:	Unknown			
Carol Coyle attended a training for the Idaho Department of Parks & Recreation Grant opportunities. The IDPR provides grant funding through the Recreations Vehicle Fund for facilities and services that promote health, safety, and enjoyment of RV users. The funding is from the sale of RV registrations throughout the state. IDPR has approximately \$4.5 million available this year. After several discussions we believe that applying for this grant for a camp host location at the Donnelly Campground would be good. Ken has begun gathering quotes for a well, sewer hookup, power and asphalt pad.				
RECOMMENDED ACTION: <i>Additional Ideas</i>				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-01

Meeting Date 11/19/18

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Ordinance #245 Amendment to DCC 5.05 Business License Add to Violation Section</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:	Unknown			

SUMMARY STATEMENT:

Proposed Ordinance 245 states that any person (s) who operates a business without a license, fails to renew the license, or otherwise in violation to Donnelly City Code 5.05 shall be guilty of a misdemeanor and shall be punished by a fine not to exceed \$1,000 or imprisonment .

RECOMMENDED ACTION:

- 1. Adopt Ordinance #245*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

ORDINANCE NO. 245

AN ORDINANCE OF THE CITY OF DONNELLY, VALLEY COUNTY, IDAHO, AMENDING CHAPTER 5.05 OF THE DONNELLY CITY CODE TO ADD A NEW SECTION RELATING TO PENALTIES FOR OPERATING A BUSINESS WITHOUT A LICENSE OR WITH A SUSPENDED LICENSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Section 1. Chapter 5.05 of the Donnelly City Code is hereby amended to add a new Section 5.05.095 Violations; as follows:

5.05.095 Violations. Any person who operates a business a) without a license; or b) after non-renewal, suspension or revocation of a license, or c) otherwise in violation of this chapter shall be guilty of a misdemeanor and shall be punished by a fine not to exceed \$1,000.00 or imprisonment in the city or county jail of not more than six (6) months or by both such fine and imprisonment.

Section 2. Effective Date: That this ordinance shall take effect and be in full force upon its passage, approval and publication of the same in accordance with Idaho law.

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

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DONNELLY, IDAHO
THIS 19th DAY OF November, 2018

Brian Koch, Mayor

Attest:

Cami Hedges, City Clerk Treasurer

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-02

Meeting Date 11/19/18

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Adopt 2019 City Calendar</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		Koch
		Clerk/Treasurer		
		Public Works		
COST IMPACT:				
FUNDING SOURCE:				
TIMELINE:	Unknown			

SUMMARY STATEMENT:

Each year the City Council adopts the proposed meeting schedule for the upcoming year or makes changes to date and/or time of their meetings. Council will need to decide which day they would like to hold the January and February meetings as these fall on Holidays.

RECOMMENDED ACTION:

1. *Select dates for January & February Meetings and adopt calendar*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

City of Donnelly 2019

JANUARY

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	11
12	13	14	15	1	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY

s	m	t	w	t	f	s
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE

s	m	t	w	t	f	s
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Office Closed – Holiday
Planning & Zoning Meetings
City Council Meetings



DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-03

Meeting Date 11/19/18

Action Item

AGENDA ITEM INFORMATION				
SUBJECT: <i>Approve FY18 Annual Road & Street Report</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:	Unknown			
SUMMARY STATEMENT: Each year the City is required to file it's annual Road & Street Report by December 31, 2018.				
RECOMMENDED ACTION: <i>1. Review and Approve Annual Road & Street Report for FY18 and authorize mayor to sign all necessary documents.</i>				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

Annual Road and Street Financial Report

Page 1 of 3

Reporting Entity Name, Mailing Address and Contact Phone Number:		Please return, not later than December 31 , to:	
CITY OF DONNELLY		BRANDON D. WOOLF IDAHO STATE CONTROLLER ATTN: HIGHWAY USERS STATEHOUSE MAIL BOISE, ID 83720	
Address PO BOX 725			
City State Zip DONNELLY, ID 83615			
Contact/Phor 208-325-8859	Contact/Email: chedges@cityofdonnelly.org		

This certified report of dedicated funds is hereby submitted to the State Controller as required by 40-708, *Idaho code*.

Dated this _____ day of _____, _____	Commissioner Signature
ATTEST:	Commissioner Signature
	Mayor or Commissioner Signature
Clerk/Treasurer Signature	
City Clerk/County Clerk/District Secretary (type or print name & sign) AND	Commissioners or Mayor (type or print name & sign)

FOR THE FISCAL YEAR ENDING SEPTEMBER 30, _____ **2018**

Line 1 BEGINNING BALANCE AS OF OCTOBER 1 PREVIOUS YEAR 0

RECEIPTS

LOCAL FUNDING SOURCES

Line 2	Property tax levy (for roads, streets and bridges)	
Line 3	Sale of assets	
Line 4	Interest income	
Line 5	Fund transfers from non-highway accounts.	104055
Line 6	Proceeds from sale of bonds (include LIDs)	
Line 7	Proceeds from issue of notes (include loans)	
Line 8	Local impact fees	
Line 9	Local option registration fee	
Line 10	All other LOCAL receipts or transfers in.	74634
Line 11	Total Local Funding (sum lines 2 through 10).	178689

STATE FUNDING SOURCES

Line 12	Highway user revenue	7,068
Line 13	Sales tax/Inventory replacement tax	2,276
Line 14	Sales tax/Revenue sharing	11052
Line 15	State Exchanged funds.	
Line 16	All other STATE receipts or transfers.	
Line 17	Total State Funding (sum lines 12 through 16).	20396

FEDERAL FUNDING SOURCES

Line 18	Secure Rural Schools	
Line 19	Federal-aid Bridge.	
Line 20	Federal-aid Rural.	
Line 21	Federal-aid Urban.	
Line 22	Federal Lands Access Funds and All other FEDERAL receipts or transfers	
Line 23	Total Federal Funding (sum lines 18 through 22)	0

Line 24 TOTAL RECEIPTS (sum lines 11, 17, 23) 199085

REPORTING ENTITY NAME:

FISCAL YEAR:

Page 2 of 3

DISBURSEMENTS

NEW CONSTRUCTION (include salary and benefits on each line)		
Line 25	Roads	
Line 26	Bridges, culverts and storm drainage	
Line 27	RR Crossing	
Line 28	Other (signs, signals or traffic control).	
Line 29	Total New Construction (sum lines 25 through 28).	
RECONSTRUCTION/REPLACEMENT/REHABILITATION (include salary and benefits on each line)		
Line 30	Roads (rebuilt, realign, or overlay upgrade).	
Line 31	Bridges, culverts and storm drainage	
Line 32	RR Crossing.	
Line 33	Other (signs, signals or traffic control).	1938
Line 34	Total Reconstruction/Replacement (sum lines 30 through 33).	1938
ROUTINE MAINTENANCE (include salary and benefits on each line)		
Line 35	Chip sealing or seal coating. dust abatement	17746
Line 36	Patching	
Line 37	Winter Maintenance	14414
Line 38	Grading/blading	6595
Line 39	Bridge.	
Line 40	Other (signs, signals or traffic control).	51277
Line 41	Total Routine Maintenance (sum lines 35 through 40)	90033
EQUIPMENT		
Line 42	Equipment purchase - automotive, heavy, other.	29783
Line 43	Equipment lease/purchase	14076
Line 44	Equipment maintenance.	2823
Line 45	Other (specify).	
Line 46	Total Equipment (sum lines 42 through 45)	46682
ADMINISTRATION		
Line 47	Administrative salaries and expenses.	8501
OTHER EXPENDITURES		
Line 48	Right-of-way and property purchases	
Line 49	Property leases	
Line 50	Street lighting	3266
Line 51	Professional services - audit, clerical, and legal.	5313
Line 52	Professional services - engineering.	
Line 53	Interest - bond (include LIDs).	
Line 54	Interest - notes (include loans).	
Line 55	Redemption - bond (include LIDs)	
Line 56	Redemption - notes (include loans)	
Line 57	Payments to other local government.	
Line 58	Fund transfers to non-highway accounts.	
Line 59	All other local expenditures	
Line 60	Total Other (sum lines 48 through 59)	8479
Line 61	TOTAL DISBURSEMENTS (sum lines 29, 34, 41, 46, 47, 60).	155633
Line 62	RECEIPTS OVER DISBURSEMENTS (line 24 - line 61).	43452
Line 63	OTHER ADJUSTMENTS (Audit adjustment and etc.).	0
Line 64	CLOSING BALANCE (sum lines 1, 62, 63)	43,452
Line 65	Funds on Line 64 obligated for specific future projects & reserves.	43452
Line 66	Funds on Line 64 retained for general funds and operations.	0
Line 67	ENDING BALANCE (line 64 minus the sum of lines 65, 66)	0

**DONNELLY CITY COUNCIL
AGENDA BILL**

Number AB 19-04

Meeting Date 11/19/18

169 Halferty Street
Donnelly, Idaho 83615

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Approve the Tree City USA Application and Certification</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:	Unknown			

SUMMARY STATEMENT:

The Annual Tree City USA Application and Certification is due on December 15, 2018. This

RECOMMENDED ACTION:

- 1. Approve Application and Authorize mayor to sign all necessary documents.*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Tree City USA

2018 Application for Certification



The Tree City USA award is in recognition of work completed by the community during the 2018 calendar year.

As Mayor or Equivalent of the Community of Donnelly

I herewith make application for this community to be officially certified/recertified as a Tree City USA for 2018, having achieved the standards set forth by the Arbor Day Foundation as noted below.

Standard 1: A Tree Board or Department

Community has a Tree Board only

Tree Board Chair

Cami Hedges City Administrator 208-325-8859 chedges@cityofdonnelly.org

Standard 2: A Community Tree Ordinance

✓ Our community ordinance is on record

Standard 3: A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita

Total Community Forestry Expenditures	\$1031.90
Community Population	227
Per Capita Spending	\$4.55

Standard 4: An Arbor Day Observance and Proclamation

✓ Official Arbor Day proclamation is on record

Mayor or Equivalent Signature

Title

Date

Application Certification

To Be Completed By The State Forester:

Donnelly

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2018 calendar year, having in my opinion met the four standards required for recognition.

State Forester Signature

Title

Date



DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-05

Meeting Date 11/19/18

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Resolution 2019-001</i> <i>Americans with Disabilities Act</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:	Unknown			

SUMMARY STATEMENT:

We are required by the CDBG grant to update our Resolution for the American's with Disabilities Act.

RECOMMENDED ACTION:

- 1. Adopt Resolution 2019-001 and authorize Mayor to sign all necessary documents.*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

RESOLUTION NO. 2019-001

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990, the City of Donnelly will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The City of Donnelly does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the Americans with Disabilities Act (ADA).

Effective Communication: The City of Donnelly will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in its programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City of Donnelly will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all its programs, services, and activities. For example, individuals with service animals are welcomed in City of Donnelly offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City of Donnelly program, service, or activity, should contact the office of Cami Hedges, City Clerk-Treasurer as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the City of Donnelly to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a City of Donnelly program, service, or activity is not accessible to persons with disabilities should be directed to Cami Hedges, City Clerk- Treasurer by phone at (208) 325-885 or at 169 Halferty Street Donnelly, ID 83615.

The City of Donnelly will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Se le puede proveer esta notificación en un format accesible para las personas discapacidades y/o personas con conocimientos limitados del inglés a pedido.

APPROVED by the City Council on this 19th day of November 2018.

DATED this 19th day of November 2018.

CITY OF DONNELLY
Valley County, Idaho

By _____
Brian Koch, Mayor

ATTEST:

Cami Hedges, City Clerk Treasurer

(S E A L)



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: November 15, 2018

Water Accounts: As of Thursday, November 15, 2018 we have \$1147.54 past due 30 days or more, in water billings. They have been notified for disconnection on the 20th if payment has not been received. (1 account is turned off – this unit is empty and has is up in the air. Charges continue to accrue.)

Local Option Tax: Our local option tax receipts for sales in September were \$9,569.43 which is up 33.6% in collection for this fiscal year compared to last year. We currently have 3 past due accounts and have been notified. 9 Past due for Huckleberry Festival Vendors.

Clerk Report: Hired a part-time on call person. She will begin working this week and a few days a week until up to speed. I would like to attend more trainings and classes to fulfill my Certification. Would like to give employees \$50 gift card to Ridley's again this year. The Visa card was not well received as it was a pain to use.

Jared Zwygart conducted the Audit of the financial records on November 15 & 16TH

Parks & Recreation: Closed for Season

Water System Improvement Progress Report: Going as scheduled. New well house is under construction and parts for booster station upgrades have been ordered. This will be a slow process during the winter.

Planning & Zoning: The November meeting was held but did not have any agenda items. Cell tower has Permit and has indicated they are still moving forward.

Road & Streets: No Parking signs have been located through-out town. NWP has been notified twice about parking. We placed a notice on each car. We will begin towing the week of November 26th. We just want them to know we are serious about their parking.

Office Closed / Vacation: November 22 & 23rd in observation of Thanksgiving. I will be out of the office on December 6th for Clerk training in Caldwell. Vacation Monday December 10th to 15th.

Upcoming Meeting Dates: Planning & Zoning, Monday, December 3rd, City Council December 17th.



City of Donnelly

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

City Council

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

EXECUTIVE SESSION MOTION AND ORDER

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

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

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

CONVENE AT: _____

ADJOURN AT: _____

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

Ordinance—Motions

1st Motion:

Council member makes the following motion—“I make a motion pursuant to Idaho Code Section 50-902 that the proposed ordinance No. _____ pass its first reading by title only.”

Somebody seconds the motion.

Roll Call Vote.

Gabe Stayton _____

Wendy Davenport _____

Leslie Minshall _____

Jacquelyn Hoogendyk _____

2nd Motion:

Council member makes the following motion—“I make a motion, pursuant to Idaho Code section 50-902, that the rule requiring ordinances to be read on three different days with one reading to be in full to be dispensed with and that proposed ordinance No. _____ be considered read, passed and adopted after being read by title only.”

Somebody seconds the motion.

Roll Call Vote b.

Gabe Stayton _____

Wendy Davenport _____

Leslie Minshall _____

Jacquelyn Hoogendyk _____