

AGENDA
Donnelly City Council
Monday, May 20, 2019 at 6:00 pm
Donnelly Community Center

ROLL CALL

PLEDGE OF ALLEGIENCE

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

City Council Minutes – April 22, 2019

Vouchers – April 22, 2019 through May 16, 2019

Treasurer's Report – April 2019

Payroll Summary – April 25 through May 9th

PUBLIC COMMENT:

At this time, the Mayor will call for any comments from the public on any subject whether 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 19-31 Valley County Pathways (Action Item)

AB 19-32 Valley County Pickleball (Action Item)

AB 19-33 Pedestrian Crossing Painting (Action Item)

AB 19-34 Idaho Power Easement (Action Item)

AB 19-35 City Hall Phones (Action Item)

AB 19-36 Capital Improvements – Vision for City Improvements

AB 19-37 Planning & Zoning Absorption (Action Item)

STAFF REPORTS:

ADJOURN: Monday, June 17, 2019 at 6:00 p.m.

05/15/19
13:56:03

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 04/22/19 to 05/15/19

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4193		2 ABC STAMP, SIGNS & AWARDS	30.59					
	notary stamp							
1	530528 05/06/19 notary stamp replacement		30.59			10 41100 605		10100
	Total for Vendor:		30.59					
4142 -99814E		170 ADOBE SYSTEMS INC.	14.99					
1	071116 04/11/19 pdf solutions		14.99			10 41100 620		10190
4209 -99813E		170 ADOBE SYSTEMS INC.	14.99					
1	051119 05/11/19 pdf solutions		14.99			10 41100 620		10190
	Total for Vendor:		29.98					
4164 -99818E		6 AMAZON	24.98					
	decorateions for arbor day							
1	7289019 04/18/19 decor		24.98			10 41100 605		10190
4165 -99817E		6 AMAZON	17.99					
	decorations for arobr day							
1	4456242 04/18/19 decoration		17.99			10 41100 605		10190
4214 -99810E		6 AMAZON	147.30					
	transfer pump for water treatment							
1	5524256 04/30/19 tranfer pump		147.30			51 43400 463		10190
4240	E	6 AMAZON	179.14					
	Modem / Router							
1	9885058 05/14/19 WiFi Router / Modem		116.43			10 41100 605		10190
2	9885058 05/14/19 WiFi Router / Modem		53.75			51 41100 605		10190
3	9885058 05/14/19 WiFi Router / Modem		8.96			52 41100 605		10190
	Total for Vendor:		369.41					
4200		8 ANALYTICAL LABORATORIES, INC	51.00					
	coliform bacteria							
1	62065 04/30/19 coliform tests		16.00			51 43400 560		10100
2	62065 04/30/19 delivery		35.00			51 43400 560		10100
	Total for Vendor:		51.00					

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4201	14 BOISE OFFICE EQUIPMENT		40.00					
	copier maintenance							
1	IN1984845 05/01/19 copier maintenace		26.00			10 41100	611	10100
2	IN1984845 05/01/19 copier maintenace		12.00			51 41100	611	10100
3	IN1984845 05/01/19 copier maintenace		2.00			52 41100	611	10100
	Total for Vendor:		40.00					
4176	1812M 18 C&M LUMBER		63.94					
	Fence repair at Kiosk							
1	882963 04/24/19 fence repair		63.94			10 44100	453	10190
4205	18 C&M LUMBER		73.98					
	Stain for sign posts							
1	379288 05/07/19 stain		73.98			10 43010	454	10100
4221	18 C&M LUMBER		141.44					
	sign posts							
1	379466 05/08/19 Sign Posts		141.44			10 43010	460	10100
	Total for Vendor:		279.36					
4197	150 CABLE ONE		84.81					
1	050119 05/01/19 internet		55.13			10 41100	437	10100
2	050119 05/01/19 internet		25.44			51 41100	437	10100
3	050119 05/01/19 internet		4.24			52 41100	437	10100
	Total for Vendor:		84.81					
4220	999998 CAMI HEDGES		283.04					
	mileage to District 3 Clerk meeting, District 3 Quarterly Conference, & Cascade							
	x 2							
1	050119 05/01/19 mileage		283.04			10 41100	550	10100
	Total for Vendor:		283.04					
4237	999998 CAMI HEDGES		582.99					
	Epson Projector for Community Center							
1	042419 04/24/19 projector		582.99			10 41100	605	10100
	Total for Vendor:		582.99					

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4238		999998 CAMI HEDGES	32.07					
	Rite Aid - Planterres							
1	051519 05/15/19	Planters for City Hall	32.07			10 41100	920	10100
		Total for Vendor:	32.07					
4215		257 CASCADE HARDWARE	1.99					
	keys for rest area and campground							
1	05/06/19	keys	1.99		144648	10 44100	451	10100
4216		257 CASCADE HARDWARE	50.05					
1	144646 05/06/19	Grass Seed	28.99			10 44100	452	10100
2	144646 05/06/19	Supplie8es	20.07			10 43010	461	10100
3	144646 05/06/19	O-Rings	0.99			51 43400	463	10100
		Total for Vendor:	52.04					
4217		999998 CHELSEA BERGQUIST	34.80					
1	042619 04/26/19	decor for arbor day	34.80			10 41100	605	10100
		Total for Vendor:	34.80					
4167	13237S	240 CONSOLIDATED ELECTRICAL	31.55					
	Parts to fix tree plug ins							
1	4438-49052 04/19/19	repair to street scape	31.55			10 43010	454	10100
		Total for Vendor:	31.55					
4175	E	202 CTC BUSINESS	84.24					
	telephone							
1	050119 05/01/19	telephone	54.76			10 41100	437	10100
2	050119 05/01/19	telephone	25.27			51 41100	437	10100
3	050119 05/01/19	telephone	4.21			52 41100	437	10100
		Total for Vendor:	84.24					
4204		272 DRAKE DIVERSIFIED LLC	250.00					
	Backup water operator							
1	435 05/01/19	backup water operator	250.00			51 41100	360	10100
		Total for Vendor:	250.00					

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4239		176 FILTRATION TECHNOLOGY	950.00					
AQUA MAG								
1	S7772 05/13/19 2-30 GAL Aqua Mag		950.00			51 43400	462	10100
	Total for Vendor:		950.00					
4180		48 FRANKLIN BUILDING SUPPLY CO.	199.90					
railroad ties for parking at rest area								
1	372759 04/23/19 rest area parking		199.90			10 44100	453	10100
4212		48 FRANKLIN BUILDING SUPPLY CO.	41.94					
1	380724 05/01/19 Banner posts		41.94			10 43010	460	10100
2	380724 05/01/19 Treated post (returned)		76.64			10 43010	460	10100
9900	050119 05/01/19 treated post return		-76.64			10 43010	460	10100
CI	60							
	Total for Vendor:		241.84					
4170	13239S 999999 HARTWELL CORPORATION		40.00					
Lori Notary								
1	9592 04/04/19 Notary bond		40.00			10 41100	605	10100
	Total for Vendor:		40.00					
4194		55 HEADY'S POWER PRODUCTS	42.99					
1" WATER PUMP								
1	15411 04/30/19 water pump repairs		42.99			51 43400	463	10100
	Total for Vendor:		42.99					
4168	1813M 999999 HOME DEPOT		31.76					
Wheelbarrow handles								
1	7787 04/18/19 repairs		31.76			10 43010	434	10190
	Total for Vendor:		31.76					
4143		66 IDAHO POWER	10.02					
159 Gestrin Road - Street Light								
1	3329-0517 04/18/19 Gestrin Street Light		10.02			10 43010	416	10100

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4144		66 IDAHO POWER	85.99					
	Main Street lights							
1	8211-0419 04/18/19 main street lightening cabi		85.99			10 43010	416	10100
4145		66 IDAHO POWER	165.03					
	Street lights							
1	0078-0419 04/18/19 street lights		165.03			10 43010	416	10100
4146		66 IDAHO POWER	268.36					
	317 N Corbet Lane							
1	3291-0419 04/18/19 water supply		268.36			51 41100	416	10100
4147		66 IDAHO POWER	282.45					
	fire pump							
1	6560-0419 04/18/19 fire pump		282.45			51 41100	416	10100
4148		66 IDAHO POWER	19.77					
	153 E Jordan Pump House							
1	0899-0419 04/18/19 pump house		19.77			51 41100	416	10100
4149		66 IDAHO POWER	105.00					
	North Corbett - newwell							
1	2555-0419 04/18/19 new well		105.00			51 41100	416	10100
4152		66 IDAHO POWER	6.33					
1	9405-0419 04/24/19 kiosk/rest area		6.33			10 43010	416	10100
4153		66 IDAHO POWER	204.19					
	179 Halferty - Community Center							
1	2019-04 04/18/19 community center		132.72			10 41100	416	10100
2	2019-04 04/18/19 community center		61.26			51 41100	416	10100
3	2019-04 04/18/19 community center		10.21			52 41100	416	10100

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4154	66 IDAHO POWER	108.75					
1	4223-0419 04/18/19 city hall / shop	70.68			10 41100	416	10100
2	4223-0419 04/18/19 city hall / shop	32.63			51 41100	416	10100
3	4223-0419 04/18/19 city hall / shop	5.44			52 41100	416	10100
	Total for Vendor:	1,255.89					
4171	13240S 999999 IDAHO SECRETARY OF STATE	30.00					
	Lori Notary License						
1	040119 04/01/19 License	30.00			10 41100	605	10100
	Total for Vendor:	30.00					
4243	279 INLAND MARINE LLC	1,708.54					
	boat dock float repairs						
1	051419 05/14/19 boat dock float repairs	1,708.54			10 44100	451	10100
	Total for Vendor:	1,708.54					
4227	230 IRMINGER CONSTRUCTION INC	80,412.35					
	Payment Request #4 Wtaer Improvement Project						
1	#4 03/25/19 Water Improvement Project	80,412.35			60 43400	358	10125
	CDBG Funds						
	Total for Vendor:	80,412.35					
4226	1815M 999999 JACKS SMALL ENGINE	88.21					
	Lawnmower repair parts						
1	1254823612 04/19/19 lawnmower	88.21			10 43010	434	10190
	Total for Vendor:	88.21					
4182	243 JOHN DEERE FINANCIAL	13,674.64					
	310 backhoe payment						
1	050119 05/01/19 backhoe payment	7,931.29			10 43010	435	10100
2	050119 05/01/19 backhoe payment	3,418.66			51 41100	435	10100
3	050119 05/01/19 backhoe payment	2,324.69			52 41100	435	10100
	Total for Vendor:	13,674.64					

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4219	999998 KENNETH MINSHALL		118.32					
	mileage to IRW Conference							
1	050119 05/01/19 mileage		118.32			51 41100 550		10100
	Total for Vendor:		118.32					
4174	165 LAKESHORE DISPOSAL		915.42					
	trash pickup service							
1	043019 04/30/19 trash pickup		915.42			51 41100 414		10100
	Total for Vendor:		915.42					
4199	79 LAKESHORE DISPOSAL		110.60					
	DDC trash							
1	24582809 05/01/19 ddc trash		110.60			10 44300 416		10100
	Total for Vendor:		110.60					
4166 13238S	85 MAY HARDWARE		2.68					
	Couplings for Well Vent							
1	941545 04/19/19 parts		2.68			51 43400 463		10100
4202	85 MAY HARDWARE		35.97					
	Padlocks							
1	943250 05/07/19 padlocks		35.97			10 43010 460		10100
	Total for Vendor:		38.65					
4183	87 MCCALL RENTALS INC.		165.00					
	Sweeper attachment for street cleaning							
1	123782 04/25/19 street cleaning		165.00			10 43010 430		10100
	Total for Vendor:		165.00					
4210 -99812E	216 MICROSOFT		35.00					
	business essential email - mayor & council members							
1	05-2019 05/05/19 email service		35.00			10 41100 620		10190

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4211	-99811E	216 MICROSOFT	37.88					
		email and software for office employees						
1	05-2019 05/05/19	office 365 subscription	37.88			10 41100	620	10190
		Total for Vendor:	72.88					
4207		153 MOUNTAIN WATERWORKS	3,950.00					
		WATER SYSTEM Improvement Project						
1	4029 04/30/19	Final design	1,182.50			60 43400	356	10125
2	4029 04/30/19	Construction	2,260.00			60 43400	358	10125
3	4029 04/30/19	Additional Services	507.50			60 43400	355	10125
		Total for Vendor:	3,950.00					
4235		96 NEWMAN TRAFFIC SIGNS	177.25					
		Speed Bumps Ahead						
1	12138 05/09/19	signs	177.25			10 43010	460	10100
		Total for Vendor:	177.25					
4173		154 NORTH LAKE RECREATIONAL SEWER &	4,800.00					
1	0519 05/01/19	contract	4,800.00			52 41100	541	10100
4224		154 NORTH LAKE RECREATIONAL SEWER &	2,173.50					
		1/2 of fix at Hooper Resident sewer issue January 2019						
1	041919 04/19/19	Sewer Repairs	2,173.50			52 41100	340	10100
		Total for Vendor:	6,973.50					
4195		114 ROBERTSON SUPPLY, INC.	66.98					
1	490739 04/30/19	backflow box kiosk area	66.98			51 43400	463	10100
4196		114 ROBERTSON SUPPLY, INC.	321.54					
		KIOSK REST AREA INSTALL OF BACKFLOW DEVICE						
1	576513 04/27/19	blackflow device	321.54			51 43400	463	10100
4241		114 ROBERTSON SUPPLY, INC.	20.29					
		Rest area water line fix						
1	3224 05/03/19	parts	20.29			51 43400	463	10100
		Total for Vendor:	408.81					

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4185	1811M	120 SINCLAIR FLEET TRACK (STINKER)	74.04					
		backhoe diesel						
1	974184	04/10/19 backhoe	74.04			10 43010	483	10100
1164		Hrs						
4186		120 SINCLAIR FLEET TRACK (STINKER)	0.00					
		small engines						
1	972898	04/08/19 small engine	19.38			10 44100	452	10100
9900	043019	04/30/19 credit	-19.38			10 43010	482	10100
CI	58							
4187		120 SINCLAIR FLEET TRACK (STINKER)	0.00					
		dodge truck						
1	983926	04/26/19 dodge truck	81.01			10 43010	481	10100
2053		miles						
2	983926	04/26/19 dodge truck	37.39			51 41100	481	10100
3	983926	04/26/19 dodge truck	6.23			52 41100	481	10100
9900	043019	04/30/19 credit	-124.63			10 43010	482	10100
CI	58							
4188		120 SINCLAIR FLEET TRACK (STINKER)	0.00					
1	975154	04/12/19 Dodge Truck	54.76			10 43010	481	10100
1733		miles						
2	975154	04/12/19 Dodge Truck	25.27			51 41100	481	10100
3	975154	04/12/19 Dodge Truck	4.21			52 41100	481	10100
9900	043019	04/30/19 credit	-84.24			10 43010	482	10100
CI	58							
4189		120 SINCLAIR FLEET TRACK (STINKER)	0.00					
		skidsteer						
1	982508	04/24/19 skidsteer fuel	40.77			10 43010	483	10100
491		hrs						
9900	043019	04/30/19 credit	-40.77			10 43010	482	10100
CI	58							

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4192	1811M	120 SINCLAIR FLEET TRACK (STINKER)	514.48					
1	040119	04/01/19 overcharge will receive credit overcharge	514.48			10 43010	482	10100
4222		120 SINCLAIR FLEET TRACK (STINKER)	0.00					
		backhoe						
1	986646	04/30/19 backhoe fuel	88.02			10 43010	460	10100
		1177 hrs						
9900	043019	04/30/19 credit	-88.02			10 43010	482	10100
CI	58							
4223		120 SINCLAIR FLEET TRACK (STINKER)	0.00					
1	987946	05/02/19 ford fuel	30.67			10 43010	481	10100
		167495 miles						
2	987946	05/02/19 ford fuel	14.15			51 41100	481	10100
3	987946	05/02/19 ford fuel	2.36			52 41100	481	10100
9900	043019	04/30/19 credit	-47.18			10 43010	482	10100
CI	58							
		Total for Vendor:	588.52					
4229		219 T.O. ENGINEERS	550.00					
		Enginnering for March and April						
1	160057-23	05/07/19 Pathway to Boat Dock	550.00			10 41100	340	10100
		Total for Vendor:	550.00					
4225	1814M	999999 TRAFFIC SAFETY STORE	1,759.85					
		online order for speed bumps						
1	509831184	05/09/19 18 speed bumps	1,759.85			10 43010	430	10190
		Total for Vendor:	1,759.85					
4230		237 USA BLUE BOOK	43.13					
		water pump transfer connections						
1	886109	05/03/19 water pump parts	43.13			51 43400	463	10100

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4231		237 USA BLUE BOOK	119.74					
		water pump chemical transfer pump parts						
1	887394	05/06/19 transfer pump parts	119.74			51 43400	463	10100
		Total for Vendor:	162.87					
4178 -99816E		138 USPS	35.00					
		stamps for billings						
2	042919	04/29/19 stamps for postcards	35.00			51 41100	614	10190
4179 -99815E		138 USPS	110.00					
1	042419	04/24/19 stamps	71.50			10 41100	614	10190
2	042419	04/24/19 stamps	33.00			51 41100	614	10190
3	042419	04/24/19 stamps	5.50			52 41100	614	10190
		Total for Vendor:	145.00					
4233		215 WHITE PETERSON	728.00					
		Moudy Failure to Remit Lot						
1	133824	04/30/19 moudy lot issue	728.00			10 41100	320	10100
		Total for Vendor:	728.00					
4206		273 ZIONS BANK - PUBLIC FINANCE	7,823.25					
		interest on Bond Anticipation Note						
1	050319	05/03/19 interest exp	7,823.25			60 43400	359	10125
		Total for Vendor:	7,823.25					
		# of Claims	74	Total:				125,400.02
		Total Electronic Claims						701.51
		Total Non-Electronic Claims						124698.51

** 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. **

City of Donnelly Treasurer's Report

Apr-19

Our Investments & Cash...

Balances of April 30, 2019

General Fund - Investments & Cash

Apr-19	131,739
Apr-18	95,884

Local Option Tax Fund

Apr-19	138,489
Apr-18	136,294

Water Fund - Investments & Cash

Apr-19	91,527
Restricted	23,073
Apr-18	72,192
Bond Payable	

Water System Improvement Fund

Apr-19	1,000
Apr-18	1,000

Sewer Fund - Investments & Cash

Apr-19	84,139
Restricted	18,231
Apr-18	77,836
Bond Payable	

Our Cash Flows...

General Fund Revenues & Expenditures % of Budget

Budget	382,536	
Cash Carryover	58,114	
Revenues to date	219,648	57.4%
Expenditures to date	146,581	38.3%
Revenues over Expenditures	131,182	

Local Option Tax Fund Revenues & Expenditures

Budget	70,350	
Cash Carryover	95,641	
Revenues to date	45,953	65.3%
Expenditures to date	3,105	4.4%
Revenues over Expenditures	138,489	

Water Fund Revenues & Expenditures

Budget	158,730	
Cash Carryover	91,302	
Revenues to date	65,105	41.0%
Expenditures to date	59,133	37.3%
Revenues over Expenditures	97,274	

Water System Improvement Fund

Budget	1,200,000	
Revenues to date	87,626	7.3%
Expenditures to date	34,373	2.9%
Revenues over Expenditures		

Sewer Fund Revenues & Expenditures

Budget	142,485	
Cash Carryover	69,986	
Revenues to date	61,610	43.2%
Expenditures to date	38,549	27.1%
Revenues over Expenditures	93,047	

Prior Year Comparison

2018 (Includes Cash Carryover)

General Fund % of Budget

Fiscal Year 2018 Budget	298,184	
Revenues to Date	232,879	78.1%
Expenditures to Date	109,043	36.6%
Revenues over Expenditures	123,836	

Local Option Tax Fund

Fiscal Year 2017 Budget	88,600	
Revenues to Date	37,040	41.8%
Expenditures to Date	500	0.6%
Revenues over Expenditures	36,540	

Water Fund

Fiscal Year 2017 Budget	1,628,126	
Revenues to Date	132,854	8.2%
Expenditures to Date	73,299	4.5%
Revenues over Expenditures	59,555	

***some exp to be reimbursed by grant

Water System Improvement Fund

Budget	-	
Revenues to date	79,250	
Expenditures to date	105,779	

Sewer Fund

Fiscal Year 2017 Budget	78,480	
Revenues to Date	117,583	149.8%
Expenditures to Date	44,327	56.5%
Revenues over Expenditures	73,256	

CITY OF DONNELLY
Financial Report
Ended April 30, 2019

GENERAL FUND	YEAR TO DATE	BUDGET	% BUDGET
BEGINNING BALANCE:	58,114.36		
RECEIPTS:	182,943.53	382,536.00	63%
EXPENDITURES:			
PERSONNEL	38,727.97	57,826.00	67%
ADMINISTRATION	29,851.06	67,889.00	44%
PUBLIC SAFETY	135.66	3,500.00	4%
ROADS & STREET	69,413.75	173,746.00	40%
PARKS & RECREATION	4,895.89	71,175.00	7%
DEPOT CENTER	3,556.67	8,400.00	42%
	146,581.00	382,536.00	
ENDING BALANCE:	94,476.89		

LOCAL OPTION TAX FUND	YEAR TO DATE	BUDGET	% BUDGET
BEGINNING BALANCE:	95,641.12		
RECEIPTS:	45,952.63	70,350.00	201%
EXPENDITURES:			
ADMINISTRATION	3,150.00	70,350.00	4%
	3,150.00	70,350.00	
ENDING BALANCE:	138,443.75		

WATER FUND	YEAR TO DATE	BUDGET	% BUDGET
BEGINNING BALANCE	91301.58		
RECEIPTS:	65104.97	158,730.00	99%
EXPENDITURES:			
PERSONNEL	29048.15	53,013.00	55%
ADMINISTRATION	28533.65	82,592.00	35%
PUBLIC SAFETY	0	125.00	0%
WATER SYSTEM	1550.91	23,000.00	7%
	59,132.71	158,730.00	37%
ENDING BALANCE	97,273.84		

SEWER FUND	YEAR TO DATE	BUDGET	% BUDGET
BEGINNING BALANCE	69986.16		
RECEIPTS:	61610.43	142,485.00	92%
EXPENDITURES:			
PERSONNEL	3476.9	5,826.00	60%
ADMINISTRATION	35072.42	136,659.00	26%
	38,549.32	142,485.00	27%
ENDING BALANCE	93,047.27		

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
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	5,687.66	-8.1%	13,351.79
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	4,832.86	-7.6%	18,582.01
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	6,015.85	48.7%	22,627.29
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	6,083.03	22.8%	27,578.95
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	5,113.41	3.6%	32,515.30
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	6,653.09	68.4%	36,466.24
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
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
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
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
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
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	43,955.33		
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			

05/15/19

14:42:18

CITY OF DONNELLY
Payroll Summary For Payrolls from 04/25/19 to 04/25/19

Page: 1 of 2
Report ID: P130

Total for Payroll Checks

	Employee -----	Employer -----	Amount -----
COMP HOURS (Comp Time Used)	4.00		72.80
HOL HOURS (Holiday Pay)	48.00		1,231.20
J001 HOURS (ROAD&STREET)	72.00		1,427.88
J013 HOURS (WATER MONITORIN)	20.00		417.40
J014 HOURS (EQUIP MAINT)	32.00		582.40
J015 HOURS (SHOP/OFFICE)	16.00		333.92
REG HOURS (Regular Time)	96.00		1,780.80
VACA HOURS (Vacation Time Used)	16.00		291.20
 GROSS PAY	 6,137.60	 0.00	
NET PAY	4,332.22	0.00	
DENTAL INS	19.50	55.50	
FIT	500.62	0.00	
HEALTH INS	0.00	828.00	
IDAHO SIT	295.00	0.00	
MEDICARE	88.99	88.99	
PERSI	416.74	694.78	
PERSI CHOICE 40	100.00	0.00	
SOCIAL SECURITY	380.53	380.53	
UNEMPL. INSUR.	0.00	46.21	
VISION	4.00	12.50	
ID FIRST BANK	1,330.29	0.00	
STERLING SAVING	1,240.15	0.00	
UMPQUA	1,072.80	0.00	
US BANK	688.98	0.00	
FIT/SIT BASE	5,620.86	0.00	
MEDICARE BASE	6,137.60	0.00	
PERS BASE	6,137.60	0.00	
SOC SEC BASE	6,137.60	0.00	
UN BASE	6,137.60	0.00	
WC BASE	6,137.60	0.00	

Total	2,106.51
Total Payroll Expense (Gross Pay + Employer Contributions):	8,244.11

Check Summary

Payroll Checks Prev. Out.	\$1,839.00
Payroll Checks Issued	\$1,839.00
Payroll Checks Redeemed	\$1,839.00
Payroll Checks Outstanding	\$1,839.00
Electronic Checks	\$9,202.16

		Carried Forward From Previous Month -----	Deduction Checks Issued -----	Difference -----	Liab Account -----
Deductions Accrued					
Social Security	761.06	929.70	1690.76		21702
Medicare	177.98	217.42	395.40		21702
Unempl. Insur.	46.21	90.61		136.82	21713

05/15/19
14:42:18

CITY OF DONNELLY
Payroll Summary For Payrolls from 04/25/19 to 04/25/19

Page: 2 of 2
Report ID: P130

Workers' Comp	0.00			21700
FIT	500.62	490.64	991.26	21701
IDAHO SIT	295.00	286.00	581.00	21703
PERSI	1111.52		1111.52	21704
DENTAL INS	75.00	75.00	150.00	21706
HEALTH INS	828.00	828.00	1656.00	21705
VISION	16.50	16.50	33.00	21705
PERSI CHOICE 40	100.00		100.00	21704
Total Ded.	3911.89	2933.87	6708.94	136.82

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

05/15/19
14:42:27

CITY OF DONNELLY
Payroll Summary For Payrolls from 05/06/19 to 05/06/19

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	1,111.68	0.00	
IDAHO SIT	1.00	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	
RADIUS	256.68	0.00	
STERLING SAVING	342.64	0.00	
US BANK	512.36	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	1,600.00	0.00	
Total		304.88	
Total Payroll Expense (Gross Pay + Employer Contributions):		1,904.88	

Check Summary

Payroll Checks Prev. Out.	\$1,839.00
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$1,839.00
Electronic Checks	\$1,659.08

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
Workers' Comp 0.00				21700
IDAHO SIT 1.00	1.00		2.00	21703
PERSI 217.32		217.32		21704
PERSI-2 80.08		80.08		21704
PERSI CHOICE 40 250.00		250.00		21704
Total Ded. 793.20	245.80	547.40	491.60	

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

05/15/19
14:42:36

CITY OF DONNELLY
Payroll Summary For Payrolls from 05/09/19 to 05/09/19

Page: 1 of 2
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
COMP HOURS (Comp Time Used)	5.00		104.35
J001 HOURS (ROAD&STREET)	59.00		1,140.55
J002 HOURS (PARKS)	50.00		974.08
J013 HOURS (WATER MONITORIN)	25.00		503.06
J014 HOURS (EQUIP MAINT)	6.00		109.20
J015 HOURS (SHOP/OFFICE)	15.00		294.36
REG HOURS (Regular Time)	137.00		2,821.80
SICK HOURS (Sick Time)	8.00		205.20

GROSS PAY	6,152.60	0.00
NET PAY	4,342.37	0.00
DENTAL INS	19.50	55.50
FIT	502.30	0.00
HEALTH INS	0.00	828.00
IDAHO SIT	296.00	0.00
MEDICARE	89.21	89.21
PERSI	417.76	696.48
PERSI CHOICE 40	100.00	0.00
SOCIAL SECURITY	381.46	381.46
UNEMPL. INSUR.	0.00	46.32
VISION	4.00	12.50
ID FIRST BANK	1,330.29	0.00
STERLING SAVING	1,240.15	0.00
UMPQUA	1,072.80	0.00
US BANK	699.13	0.00
FIT/SIT BASE	5,634.84	0.00
MEDICARE BASE	6,152.60	0.00
PERS BASE	6,152.60	0.00
SOC SEC BASE	6,152.60	0.00
UN BASE	6,152.60	0.00
WC BASE	6,152.60	0.00

Total	2,109.47
Total Payroll Expense (Gross Pay + Employer Contributions):	8,262.07

Check Summary

Payroll Checks Prev. Out.	\$1,839.00
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$1,839.00
Electronic Checks	\$5,556.61

	Carried Forward	Deduction	Difference	Liab Account
	From Previous Month	Checks Issued		
	-----	-----	-----	-----
Deductions Accrued				
Social Security	762.92	961.32	1724.24	21702
Medicare	178.42	224.82	403.24	21702
Unempl. Insur.	46.32	136.93	183.25	21713

05/15/19

14:42:36

CITY OF DONNELLY
Payroll Summary For Payrolls from 05/09/19 to 05/09/19

Page: 2 of 2
Report ID: P130

Workers' Comp	0.00				21700
FIT	502.30	502.30		1004.60	21701
IDAHO SIT	296.00	297.00		593.00	21703
PERSI	1114.24		1114.24		21704
DENTAL INS	75.00	75.00		150.00	21706
HEALTH INS	828.00	828.00		1656.00	21705
VISION	16.50	16.50		33.00	21705
PERSI CHOICE 40	100.00		100.00		21704
Total Ded.	3919.70	3041.87	1214.24	5747.33	

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

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-31

Meeting Date 05/20/19

Action Item

AGENDA ITEM INFORMATION				
SUBJECT: <i>Valley County Pathways Brett Shepherd</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: Presentation of the funding proposal for the pathway from Donnelly to the Donnelly Boat Dock. Valley County Pathways is wanting to know how the City would like to proceed with Right of Way, Easemenst, Property Owner Agreements along the pathway.				
RECOMMENDED ACTION: <i>1. Instruct Staff on how to proceed.</i>				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

Donnelly Pathways Project Plan - Phase 1

Project Plan Index:

- i) Overview
- ii) Entities involved
- iii) Agreements required
- iv) Funding Sources
- v) Description of Donnelly Pathway Phase 1
 - (a) Summary Description
 - (b) Description by section
- vi) Project Permitting and Utility Right of Way Information
- vii) Cost Estimates
- viii) Ongoing Maintenance Plan
- ix) Timeline

Overview

Donnelly Pathway Phase 1 will connect the city with one of its premier assets, the Donnelly Beach Park/Boat Docks. This project is the first pathways step in the vision of the 2014 City Comprehensive Plan to enhance quality of life, highlight our natural surroundings and drive economic development.

This showcase piece to the pathway puzzle will help drive enthusiasm for future pathway development by providing an amenity for residents and visitors alike to enjoy. It is designed to make our roadways safer and drive tourism dollars to the town.

See GPS map on Plats here:

<http://arcg.is/1nfnTG>

See GPS on Google Maps here:

<https://drive.google.com/open?id=1BvX4eDKq8Gc-IJ1TAEVREptLLk2sOL5X&usp=sharing>

Entities City of Donnelly is primary entity.

Valley County

Private landowners

Valley County Pathways

Utility ROW (on Dawn Dr. and W. Roseberry): Cable One, City of Donnelly, Frontier Communications, Idaho Power, North Lake Sewer District

Agreements

City-County ROW agreement

Utility Easement Agreement

City Maintenance Agreement

Landowner Pathway Easement

Funding Sources

Grants:

RTP

October XX, 201X - IDPR Grant writing workshop. Eagle ID

November 201X: Write preliminary Grant application.

Donnelly City Council Meeting –Grant application approval.

December 201X: IDPR preliminary review of draft applications.

January XX, 201X: RTP Grant Deadline. 5pm.

Local

Tiger Grants – DOT - bikeleague.org

Idaho Walk Bike Alliance

Subaru

TAP

Matching Funds:

Valley County Pathways

Corporate Sponsors

Description of Donnelly Pathway Phase 1

The trail pathway will connect the city of Donnelly to its City Park and Beach. This will allow area residents and visitors a recreational opportunity; pedestrians a safer route away from the West Roseberry roadway; and tie a key recreational area to downtown businesses.



The pathway concept is an 8 foot (narrowing to 6 feet as needed) pathway, with a 5 foot (minimum 3 foot) break between the path and roadway. The pathway surface may consist of $\frac{3}{4}$ inch or less gravel and/or possibly Crusher Stone material.

Distance/material summary:

Total: 6882'
 Gravel: 5582'
 Asphalt: 75' at beginning, 340' at dirt parking area.
 Existing asphalt: 885'
 Striping 1300' of striping from Hwy 55 to end of Roseberry Plaza.
 Crosswalk Striping 48"

Except where otherwise noted, the pathway will utilize one side of the existing 50 foot City or County held Transportation Right of Way.

All sections along roadways will incorporate a Federal Highway Administration "Sidepath" - style Design.

Sidepath – Geometric Design (Source- Federal Highway Administration):



Widths and design details of sidepath elements may vary in response to the desire for increased user comfort and functionality, the available right-of-way, and the need to preserve natural resources.

PATHWAY

Sidepath width impacts user comfort and path capacity. As user volumes or the mix of modes increases, additional path width is necessary to maintain comfort and functionality.

In low-volume situations and constrained conditions, the minimum sidepath width is 8 ft (2.4 m)

Provide a minimum of 2 ft (0.6 m) clearance to signposts or vertical elements.

ROADWAY SEPARATION

Separation from the roadway should be informed by the speed and configuration of the adjacent roadway and by available right-of-way.

Preferred minimum separation width is 6.5 ft (2.0 m). Minimum separation distance is 5 ft (1.5 m).

Separation narrower than 5 ft is not recommended, although may be accommodated with the use of a physical barrier between the sidepath and the roadway

(bottom Figure 4-9).

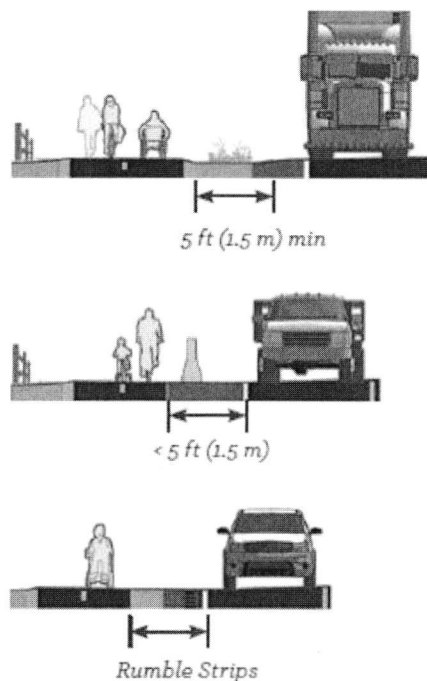


Figure 4-9. Where a minimum of 5 ft (1.5 m) unpaved separation cannot be provided (top), A physical barrier may be used between the sidepath and the roadway (center). In extremely constrained conditions for short distances, on-roadway rumble strips may be used as a form of separation (bottom).

After crossing W Roseberry Rd, the pathway continues for ~500 feet.

Then the pathway meanders ~.7 miles (3696 ft) through the wooded area east of the airport.

Next , the pathway proceeds in open terrain and along the ROW on the east side of Dawn Drive for 1000ft to the entrance of the Donnelly Park/Boat docks parking lot.

Painted crosswalks and pedestrian caution signage should be placed crossing W Roseberry to airport and Dawn Drive into the Donnelly Boat Docks/Park.

Pathway description by section

The project will be described in sections as can be seen here:



The pathway ends at the Donnelly Beach/Boat Docks/Park parking lot. A painted cross walk should be added over Dawn Drive into the Park entrance.



Project Permitting and Utility ROW Information

Government Agencies:

- a. Army Corp of Engineers 208-433-4464

1-3-2019: Biljan, Megan CIV USARMY CENWW (US) <Megan.Biljan@usace.army.mil>

I reviewed the information you provided, and would like to point out where a 404 permit may be required for construction of the pathway. ...In terms of the 404 permit, there is no application or permitting fee that would be associated with the

project...

Section A: If the existing culvert needs replacement, or if the build-out plan over the culvert would result in the discharge of any fill material within the drainage channel/potential abutting wetland a 404 permit will be required.

Section B: This area has the potential for more impacts to waters. Prior to any final construction plans I would highly recommend that a Wetland Delineation be carried out for this area (see attached picture for approximate location). New culverts or culvert replacements will require a permit and there's a possibility that the fill required for the pathway would be within wetland(s) as well. We have on file, from around 2006, that a delineation was carried out for a portion of that land and in the report there were numerous wetlands in the area. Those delineation reports are accepted for a 5 year period, and if plans change or the work isn't carried out until a much later date, then a new delineation will need to be completed. The delineation report helps determine the boundaries and extent of any wetlands located within the project area so that impacts can be accurately recorded and calculated.

Sections D & C: These areas appear to be within uplands and there does not seem to be any streams/drains/or wetlands within the pathway so a 404 permit most likely would not be required through these areas.

As for the wetland delineation, applicants normally hire an environmental consulting firm and/or environmental engineering firm who specialize or has experience in doing them, and the last time I saw a cost sheet report it was around \$3,000. Sometimes the cost is greater, but I think it depends on the size of the area they are delineating. There are also individuals out there who only do delineations so they wouldn't be associated with a large company or anything like that. I have had past applicants let me know they called around and received quotes from different people.

Megan Biljan
Regulatory Project Manager

U.S. Army Corps of Engineers
Walla Walla District
Regulatory Division
720 Park Blvd., Suite 245
Boise, ID 83712
p (208) 433-4469

b. Idaho Dept of Water Resources 208-287-4800

12-4-2018: Jones, Cass Cass.Jones@idwr.idaho.gov

After a quick review of your project proposal it does not appear that any work will be done within a perennial stream channel. If this is the case an IDWR permit will not be required. If you would like an official determination from the department, and a letter stating that no permit is required, please submit a joint application for permits, and the \$20 processing fee, for our full review process.

After looking through the pictures it does appear that some of this area could be in wetlands so I urge you to work with the US Army Corps of Engineers on whether they would need to permit your project.

Cass Jones
Stream Channel Protection Specialist
Idaho Department of Water Resources

Public Utilities:

- a. Idaho Power – Ethan Morgan; EMorgan@idahopower.com

1/29/2019: To your specific questions, the interactions you describe will not require an agreement. The Idaho Statute 40 Chapter 2 (40-210) gives utilities the right to occupy the public ROW. Since none of the Idaho Power Facilities would be affected and we are not required to move there would not be a relocating agreement required, only the notification letter.



- b. Cable One – Brett Pike; Brett.Pike@cableone.biz

2/6/2019: As you point out in your plans, there is a conflict with one of our pedestals in section D. A solution would be to replace the upright pedestal with a flush mount traffic rated vault. If that will work for you, let me know the time frame for the project. I believe it would be best to place the new vault at a time when the final grade is known. I would want to place the vault as flush as possible to keep the transition over it as smooth as possible.

There are some underground plant facilities along other parts of the path, but it doesn't sound like you will be performing any excavating in those areas. My concern there would be new substrate/backfill requiring compaction leads to the possibility of crushing the conduit and fiber underneath.

- c. North Lake Sewer – 2/2019: Was verbally told they didn't see any issues with the pathway at the Dawn Drive cleanouts.
d. Frontier Communications – 3/2019: Was verbally told they would donate any pedestals as adjustments needed for the project.

Project cost – by Estimates by Task: **\$191,259**

1. Engineering (+10%): \$27,665
 - a. T-O Engineering (City of Donnelly Engineering firm)

2. Permitting (+10%): \$3320
 - a. Army Corp of Engineers & Idaho Dept of Water Resources

3. Build cost Estimate (+10%): \$156,474
 - a. Curvert build costs
 - b. Rock base build costs
 - c. Surface and hardpack build
 - i. Asphalt (+10%): \$23,760
Inline Asphalt, Bob Sisk, Sweet ID, 208-369-0583

4. Lane Sharrows and striping costs (+10%): \$2200

Stripe-King.com 208-392-0058

PavementSpecialties.com 208-322-7000

5. Signage: Pedestrian signage at 2 crosswalks: \$1000

6. Traffic Control during construction phases (+10%): \$600

Train 6 volunteers @\$90/each & use City/County flag equipment.
Rip Martin @ Trafficoinc.com 208-3756-7117

Estimate 1: YRU Contracting Inc. – Build

YRU Contracting Inc
2900 Farm to Market Rd.
Midvale, ID 83645
Ivan Wolfe – President
Cell: 208-550-2454

Mobilization	\$ 2,000.00
Gravel Trail 5,582ft 3/4 minus Crushed gravel	\$13,815.00
330ft low area X 4ft Deep X 6ft wide trail 810ton of pit run @ \$6.00 per ton	\$ 4,860.00
Asphalt 3 inches depth 415ft X 8ft wide	\$21,600.00
Striping	\$ 1,000.00
Poly Culverts, two 3ft X 20ft	\$ 1,500.00
Rock wall for Culverts	\$ 1,200.00
Labor	\$71,200.00
Profit 20%	\$23,435.00
Tax 6%	\$ 2,639.00
Total	\$143,249.00

Alternatives:

330ft low area 3ft deep X 6ft wide 572ton of pit run @ \$6.00 per ton	\$ 3,432.00
Poly Culverts – Three 2ft X 20ft	\$ 1,200.00

¾ minus crushed rock from Clear water pit in McCall Idaho.

Pit run from Clear water pit at Lake Fork.

Side slopes of gravel at a 2:1 slope

Rock retaining Wall around culverts

This is not a Bid: just an estimate.

Estimate 2: Cuddy Mountain Trail Co. - Build

If you go 8' wide on the road right of way the price would be more in the \$20 per foot range. There would be more material cost, but somewhat less labor as you could use bigger equipment to haul and spread.

For the trail on the airport property I would recommend six inches of 3/4" road mix. A five foot wide trail should run \$11 to \$12 per lineal foot. The finished trail should be compacted with a 2" crown minimum. For the right of way and especially the wet areas I would recommend a heavy non woven fabric with six inches of base rock (¾ minus) with a 3" inch crowned surface of ¾ minus road mix. The cost per lineal foot should be about \$14 to \$15 dollars.

Total (not including striping, asphalt, culverts, and rock wall) \$111,640

Ongoing Maintenance

Typically 5% of capital costs (source: IMBA Solutions- Valley County Singletrack Sidewalk Feasibility Study)

City of Donnelly & LOT Funds

Valley County Pathways Annual Spring Cleanup

Timeline

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-32

Meeting Date 05/20/19

Action Item

AGENDA ITEM INFORMATION			
SUBJECT: <i>Valley County Pickleball Larry Keene</i>	Department Approvals	Initials	Originator or Supporter
	Mayor / Council		
	Clerk/Treasurer		Cami
	Public Works		
COST IMPACT:	N/A		
FUNDING SOURCE:			
TIMELINE:	Unknown		

SUMMARY STATEMENT:

Valley County Pickleball would like to request to create 4 pickleball courts on West court. This would keep the Tennis lines and current pickleall lines but allow them to have 4 courts of play instead of two also leaving the East Tennis court untouched. Portable nets would be used and then removed to the fence when not in use.

Clerk has not been able to get in touch with contractor for updated quote to paint additional lines, however with talking with the pickleball group it should be well under \$2K and they would be willing to pay for this through the City.

From the previous meetings last fall, the School District and Tennis Club were both in agreement that it would be acceptable if the City was in agreement as well.

Pickleball also indicated that they would be willing to contribute at least \$500 per year to the on-going maintenance for the courts.

RECOMMENDED ACTION:

Approve or Deny the painting of the lines for the one pickleball court.

RECORD OF COUNCIL ACTION	
MEETING DATE	ACTION

To the Donnelly City Council,

I would like to be put on the agenda for the May 20, 2019 City Council Meeting. I would like to discuss pickleball with the City Council.

I realize that our request to build four Pickleball Courts on the west court at the Donnelly Courts was voted down at a city council meeting in October 2018. I would like to try to come up with a solution that would be satisfactory to the city council that would allow for better pickleball play and at the same time improve the situation for tennis players.

My compromise solution would be to paint lines on the west court for four pickleball courts. We would request that the tennis court remain as it currently is with permanent pickleball lines placed over the tennis court. Currently, permanent lines are in place for one pickleball court on the west court.

This compromise solution would still allow for tennis play on the west court. This solution would prevent pickleball players from ever playing on the east tennis court. This solution would eliminate the need for taped lines that are time consuming if put up and removed on a daily basis. This solution would prevent the use of messy and unsightly chalk used for temporary lines.

We are open to suggestions from the city council on ways to improve pickleball and tennis at the Donnelly courts.

Sincerely,

Larry Keene

President of the Valley County Pickleball Club

**DONNELLY CITY COUNCIL
AGENDA BILL**

Number

AB 19-33

Meeting Date 05/20/19

169 Halferty Street
Donnelly, Idaho 83615

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Pedestrian Crosswalk Painting Curtis Clean Sweep</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:				
\$3274.00				
FUNDING SOURCE:				
General Fund / Public Safety				
TIMELINE:				
ASAP				

SUMMARY STATEMENT:

Each year we have the pedestrian cross walks painted. This year our crosswalks again need painted and would like to do it in the new style to be noticable for the traffic. The quote on this is 3,274 which includes traffic control while painting the lines.

RECOMMENDED ACTION:

- 1. Approve or Deny and Authorize Mayor to sign proposal.***

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION



PROPOSAL

P.O. Box 44112 Boise, ID 83711

PHONE: (208)343-7600

FAX: (208)343-2159

Idaho Public Works - 13294-A- 4 (09950, 02761, 02785, 01570, 18800, 02890)

Oregon Construction License - 129615

DBE Authority - 49 CFR 26

RCE - 1922

PROPOSAL SUBMITTED TO

City of Donnelly

STREET

169 Halferty Street

CITY, STATE, ZIP CODE

Donnelly, ID 83615

CONTACT

Lori Clemens

PHONE

(208) 325-8859

JOB NAME

Crosswalk Painting - 2019

JOB LOCATION

Donnelly, Idaho

EMAIL

lclemens@cityofdonnelly.org

DATE

5/8/2019

ITEM #	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	BID AMOUNT
1	LAYOUT AND PAINT CROSSWALK PAVEMENT MARKINGS AS PER THE ATTACHED DIAGRAM.	1,116.0	SQFT	\$1.50	\$1,674.00
2	MOBILIZATION	1.0	TRIP	\$400.00	\$400.00
3	PROVIDE TRAFFIC CONTROL AS NEEDED - 2 FLAGGERS & SIGNS AS NEEDED.	1.0	DAY	\$1,200.00	\$1,200.00

SPECIAL NOTES:

- 1 This bid may expire if notice of intent is not given within **30** days of the bid opening.
- 2 These prices reflect all line items as a total package, if items are broken up individually then a new price quote is required.
- 3 This is a unit price proposal. This contract is based on estimated quantities. Actual payment will be based on final quantities completed.
- 4 Bid Bond not included in price. If required add 3% to overall quote total.

We propose hereby to furnish material and labor - complete in accordance with the above specification's for the sum of: **\$3,274.00**

Payment is to be made as follows: **UPON INVOICE**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature:


CORY ZUBIZARETA

Note: This proposal will be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as specified above

SIGNATURE: _____

DATE: _____



Painting Diagram

P.O. Box 44112 Boise, ID 83711

PHONE: (208)343-7600

FAX: (208)343-2159

Idaho Public Works - 13294-A- 4 (09950, 02761, 02785, 01570, 18800, 02890)

Oregon Construction License - 129615

DBE Authority - 49 CFR 26

RCE - 1922

PROPOSAL SUBMITTED TO

City of Donnelly

STREET

169 Halferty Street

CITY, STATE, ZIP CODE

Donnelly, ID 83615

CONTACT

Lori Clemens

PHONE

(208) 325-8859

JOB NAME

Crosswalk Painting - 2019

JOB LOCATION

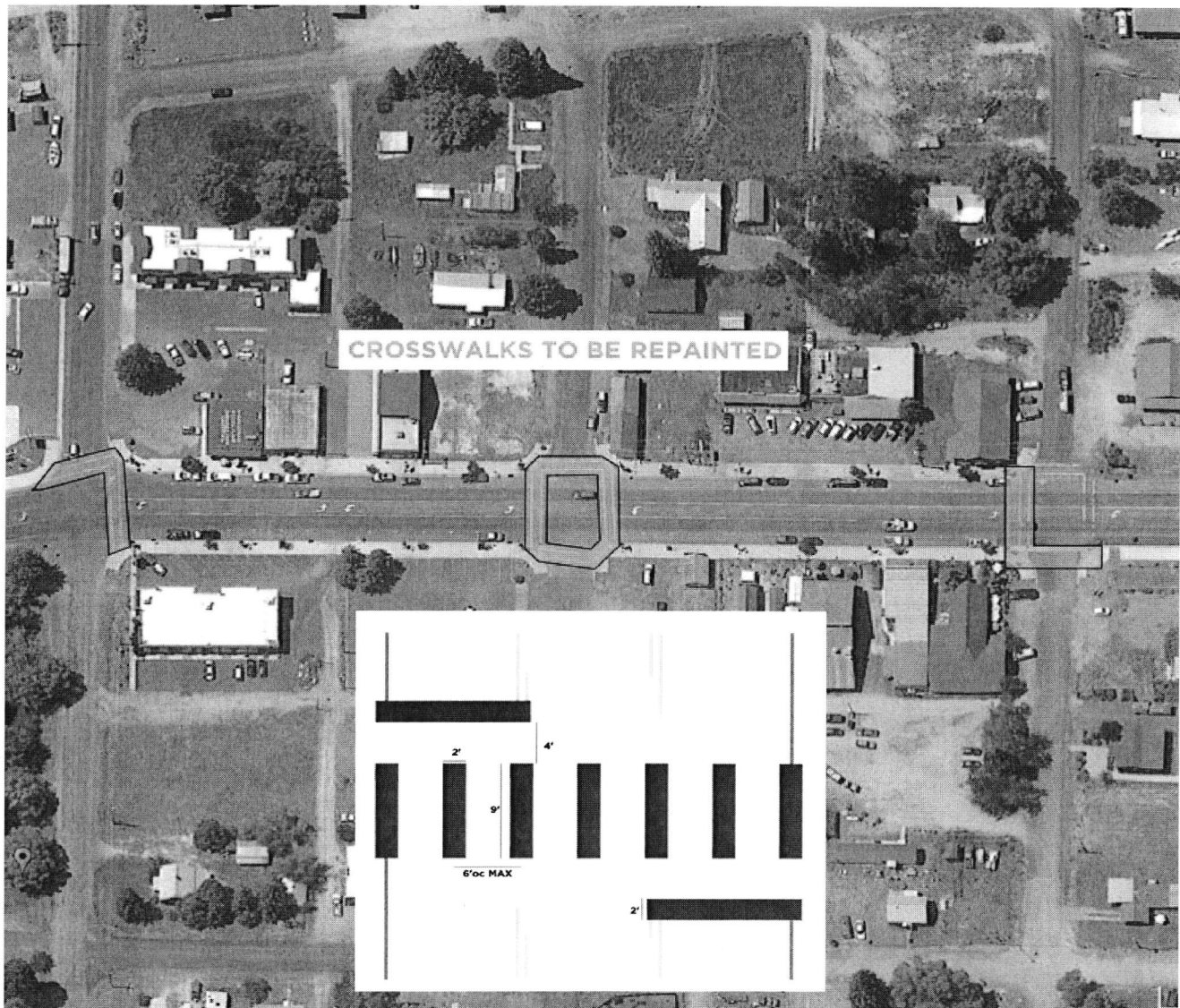
Donnelly, Idaho

EMAIL

lclemens@cityofdonnelly.org

DATE

5/8/2019



Acceptance of Proposal - The prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work as specified. Payment will be made as specified above

SIGNATURE: _____

DATE: _____

**DONNELLY CITY COUNCIL
AGENDA BILL**

Number AB 19-34
Meeting Date 05/20/19

169 Halferty Street
Donnelly, Idaho 83615

Action Item

AGENDA ITEM INFORMATION				
SUBJECT: <i>Idaho Power Easement</i> <i>Horizon Cell Tower</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		Cami
		Public Works		
COST IMPACT:	n/a			
FUNDING SOURCE:				
TIMELINE:	ASAP			

SUMMARY STATEMENT:

Idaho power is asking for an easement to bury power service to the Cell Tower across our lot. This does not affect our Well Project.

RECOMMENDED ACTION:

- 1. Approve Easement and Authorize Mayor to sign all necessary documents.*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION



For County Recorder's Use Only

PLEASE RETURN TO:

1221 W. Idaho St. (83702)
P.O. Box 70
Boise, ID 83707

Easement—Organization

City of Donnelly

“Grantor(s)”, of _____ Valley _____ County, State of _____ Idaho _____, do hereby grant and convey to IDAHO POWER COMPANY, a Corporation, with its principal office located at 1221 W. Idaho Street, Boise, Idaho, 83702 (P.O. Box 70, Boise, ID 83707), its licensees, successors, and assigns, (collectively, “Grantee”), for One Dollar and other valuable considerations, the receipt and sufficiency of which is hereby acknowledged, a permanent and perpetual easement and right of way, at all times sufficient in width for the installation, erection, continued operation, maintenance, repair, alteration, inspection, and/or replacement of the following:

Combination Facilities:

- (i) Overhead electrical transmission, distribution and communication lines, including fiber optics, and circuits of Grantee, attached to poles or other supports, together with guys, cross-arms, supports, stabilizers, and
- (ii) underground electrical power line or lines generally including, but not limited to, buried power lines and wires, above-ground pad-mounted transformers, junction boxes, cables, conduits, communication lines, including fiber optics, other equipment, and all related appurtenances, any of which may extend above ground, in certain locations to be determined by Grantee at Grantee’s sole and absolute discretion, and
- (iii) any other attachments, appurtenances and incidental equipment relating to the items described in subclause (i) or (ii) above.

All of the foregoing items described in subclause (i), (ii) and (iii) are collectively referred to herein as the “Facilities”. Grantee shall also have the right to permit the attachment and/or use or placement of the wires, fixtures, cables and conduits of other companies or parties (all of the same being included within the definition of “Facilities”).

The easement and right of way granted herein shall be over, on, and across the premises belonging to Grantor(s) in _____ Valley _____ County, State of _____ Idaho _____, in the location described below:

Grantee is hereby also granted the perpetual right of ingress and egress over Grantor’s other property necessary for the full and complete use, occupation, and enjoyment of the easement hereby granted, and together with all rights and privileges incident thereto, including, but not limited to, (i) the right, at Grantee’s expense, to cut, trim, and remove trees, brush, bushes, sod, flowers, shrubbery, overhanging branches and other obstructions and improvements which may injure or interfere with Grantee’s use, occupation, or enjoyment of this easement, (ii) the right, at Grantee’s expense, to excavate and refill ditches and trenches for the location of the Facilities, and (iii) the right, at Grantee’s expense, to install, construct, operate, inspect, alter, maintain, replace, improve and repair any and all aspects of Grantee’s Facilities on, over, through, under and across the lands subject to this easement.

The location of the easement and right of way granted herein is described as follows:

In Exhibit ‘A’ Legal Description and shown on Exhibit ‘B’ Survey Map attached hereto and made a part hereof.

Grantor shall not alter the grade or elevation of the land within the right-of-way existing on the date hereof through excavations, grading, installation of berms, or other activities without the prior written approval of Grantee. Grantor shall not place or build any structure(s) within the easement area except fences and except as otherwise approved by Grantee in writing.

This Easement shall run with the land and be binding upon the parties’ successors and assigns.

Checked by: John Gentry
Work Order #: 27528631

(Signature page immediately follows)

Executed and delivered this _____ day of _____, _____.

Signature(s) of Grantor(s) *(Include title where applicable)*:

Corporate Verification

STATE OF _____ }
COUNTY OF _____ } ss.

I, _____ *(Notary's Name)*, a notary public, do hereby certify that on this _____
day of _____, 20____, personally appeared before me _____

(Individual's Name Including Title) and _____ *(Individual's*

Name Including Title), who, being by me first duly sworn, declared that he/she/they are respectively the duly authorized person(s) of

_____ *(Organization Name)*, that he/she/they

signed the foregoing document, and acknowledged to me that he/she/they executed the same as the free act and deed on behalf of said
organization.

(NOTARY SEAL)

Notary Public
My Commission Expires on _____



1515 S. SHOSHONE ST.
BOISE, ID 83705
208.342.7957
www.foxlandsurveys.com

EXHIBIT "A"
LEGAL DESCRIPTION
CITY OF DONNELLY

A strip of land 12-feet-wide, within the Southeast quarter of the Southwest quarter of Section 10, Township 16 North, Range 3 East, Boise Meridian, Valley County, Idaho, being a portion of Grantor's parcel (granted under QUITCLAIM DEED Instrument No. 143232) lying 6 feet left and right of the center line more particularly described as follows:

COMMENCING at the Southwest corner of Section 10 monumented by a found 2 ½" aluminum cap as described in Corner Record Instrument No. 346829 in the center of W. Roseberry Road, thence along the south boundary of the section, South 88°58'48" East, 2056.99 feet to an extension of Grantor's westerly boundary line; from which the ¼ Corner to Sections 10 & 15 monumented by a found 2" brass cap as described in Corner Record Instrument No. 2016022217 at the intersection of W. Roseberry Road and State Highway 55 bears South 88°58'48" East, 604.12 feet;

Thence along Grantor's westerly boundary line and the center line of an Idaho Power Company easement Instrument No. 197863, North 07°29'30" West, 1210.98 feet to an existing utility pole and the **POINT OF BEGINNING**;

Thence North 81°23'21" East, 72.71 feet to the center of a utility pole;

Thence North 70°36'57" East, 118.04 feet to the westerly edge of a lease site and the **POINT OF TERMINUS**, from which a found 5/8-inch rebar with cap "FLSI PLS8575" marking the Southwest corner of the lease site bears, South 07°29'24" East, 6.13 feet.

The sidelines of said strip are to be lengthened or shortened to form a closed figure.

Containing 2,289 square feet more or less.

Refer to the attached "EXHIBIT B" Survey Map.

END OF DESCRIPTION

Prepared by:

Ronald M. Hodge, PLS

Senior Project Manager

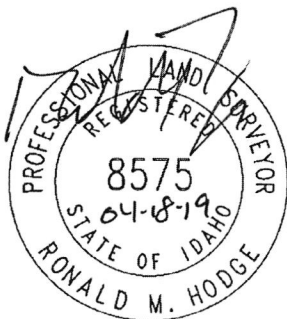
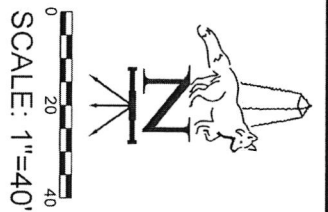


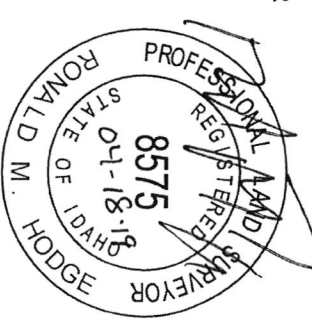
EXHIBIT 'B'

SURVEY MAP



LEGEND

- LEASE SITE
- SECTION
- NEW EASEMENT
- RECORD EASEMENT
- PARENT PARCEL
- FOUND 1/2" REBAR MARKED AS SHOWN
- FOUND 5/8" REBAR, PLASTIC CAP "FLSI PLS8575"
- CALCULATION POINT
- EASEMENT AREA
- CR
- CORNER RECORD INSTRUMENT NUMBER
- POB
- POINT OF BEGINNING



W. ROSEBERRY ROAD

C.R. 346829

9 | 10

16 | 15

2056.99'

604.12'

S88°58'48"E

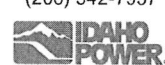
2661.11'

BASIS OF BEARINGS

C.R. 352761

10 | 15

NOTE: THIS DRAWING IS A VISUAL REFERENCE ONLY.

DS.RMH	SCALE: 1"=40'	DATE: 04/17/2019	CITY OF DONNELLY VALLEY COUNTY, IDAHO SEC.10, T.16N, R.3E, B.M.	FOX LAND SURVEYS INC. (208) 342-7957  An IDACORP Company
DR.TRC	SHT. 1/1	19013-07MS.DWG		
SV.RMH				

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-35

Meeting Date 5/20/19

Action Item

AGENDA ITEM INFORMATION			
SUBJECT: <i>City Hall Phones</i>	<i>Department Approvals</i>		<i>Initials</i>
			<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		Cami
	Public Works		
COST IMPACT:			
FUNDING SOURCE:	General/Water/Sewer		
TIMELINE:	June 1		

SUMMARY STATEMENT:

Would like to look into a new telephone provider for City Hall and to add an additional line for Shop. With this change the City would be paying see a savings of \$44.49 per month.

RECOMMENDED ACTION:

- 1. Approve or Deny request*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION



Proposal Prepared for:

Date: 5/14/2019

City of Donnelly

Configuration - Monthly Recurring Charges	Cost	Qty	MRC
Physical Phone Extensions	\$19.95	3	\$59.85
Virtual Extensions	\$19.95		\$0.00
Physical Fax Extensions	\$19.95		\$0.00
Additional Phone Number	\$9.95		\$0.00
Taxes & Fees - Estimated	\$0.00		\$0.00
Rental Options			
2-Line Yealink-SIP T21P E2	\$4.00	3	\$12.00
3-Line Yealink SIP-T23G	\$5.00		\$0.00
6-Line Yealink SIP-T27G	\$7.00		\$0.00
T27G Expansion Module	\$6.00		\$0.00
2-Line Yealink Cordless W60P w/base	\$8.00		\$0.00
Additional Yealink Cordless w56H handset	\$6.00		\$0.00
Total - Monthly Recurring Charge:			\$71.85
Equipment & One Time Charges	Cost	Qty	Charge
IP Telephony			
2-Line Yealink SIP-T21P E2	\$69.99		\$0.00
3-Line Yealink SIP-T23G	\$99.99		\$0.00
6-Line Yealink SIP-T27G	\$149.99		\$0.00
T27G Expansion Module	\$129.99		\$0.00
3-Line Cisco SPA303	\$109.99		\$0.00
4-Line Cisco SPA504G	\$129.99		\$0.00
Conference Phone Yealink CP920	\$399.99		\$0.00
Cordless/Wireless Telephony Options			
2-Line Yealink Wireless DP1 desk phone	\$89.99		\$0.00
2-Line Yealink Cordless W60P w/base	\$199.99		\$0.00
Additional Yealink Cordless w56H handset	\$129.99		\$0.00
Analog Telephony Options			
Base Unit (No Linx)	\$109.99		\$0.00
Base Unit + 1 Linx	\$119.99		\$0.00
Base Unit + 2 Linx	\$139.99		\$0.00
Expansion Unit	\$79.99		\$0.00
Linx	\$49.99		\$0.00
Free Linx	\$0.00		\$0.00
Install / Activation			
Self Install	\$0.00	1	\$0.00
Professional Install	\$149.99		\$0.00
Professional Install (Waived)	\$0.00		\$0.00
Activation Fee (No Base or Linx)	\$29.95	1	\$29.95
Total - One Time Charge:			\$29.95



12301 W Explorer Dr, Suite 200, Boise, Idaho 98713
t. 208-229-9000 f. 208-299-1002

QUOTE

Q-00082

Quoted To:

CITY OF DONNELLY

CAMI HEDGES

169 HALFERTY ST

DONNELLY, ID 83615

Phone (208) 325-8859

Fax

Prepared By:

James Wescott

VP, Customer Service &

Business Development

jwescott@ctctele.com

(208) 257-8239

This quote expires on: 6/8/2019

Terms: 12 months

Monthly Recurring Charges

Description	Unit Price	Qty	Ext. Price
Premium w/ unlimited L.D (US and Canada)	\$32.95	1.00	\$32.95
	\$0.00	1.00	\$0.00
Monthly Recurring Charges TOTAL:			\$32.95

2 lines + 83.39

Non Recurring Charges

Description	Unit Price	Qty	Ext. Price
Polycom VVX310	\$148.95	1.00	\$148.95
Estimated Tax	\$8.94	1.00	\$8.94
Non Recurring Charges TOTAL:			\$157.89

Comments:

\$116.34/mo

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives on the dates set forth below.

ORGANIZATION: _____

BY _____
(Authorized Signature)

NAME: _____

TITLE: _____

DATE: _____

CTC TELECOM, INC.

BY _____
(Authorized Signature)

NAME: James Wescott

TITLE: Controller

DATE: _____

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-36

Meeting Date 5/20/19

AGENDA ITEM INFORMATION			
SUBJECT: <i>Capital Improvements Vision for City Improvements</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: Attached is a copy of the projects that have been discussed as part of the capital improvements over the next 5 years. Clerk is asking Council to give vision on what they want to see in Donnelly improvements for the next 5 years.			
RECOMMENDED ACTION: <i>1. Discussion</i>			
RECORD OF COUNCIL ACTION			
MEETING DATE	ACTION		

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-37

Meeting Date 5/20/2019

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Planning & Zoning Absorption</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:

Donnelly Planning & Zoning has not had any items on the agenda since June 2018. Therefore Clerk would like to present the option to absorb Planning & Zoning into the City Council. This process would require a Public Hearing to change the Ordinance and 2nd City Council Meeting each month.

Many small city councils do the work of the Planning & Zoning with the assistance to a P&Z Administrator which the City already contracts with. Also Donnelly's P&Z allows anyone that is a resident of Valley County to apply for a seat on P&Z. Donnelly's P&Z is currently a Volunteer position.

RECOMMENDED ACTION:

1. Discussion

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Public Works Report May 2019

Water

New pressure pumps are being utilized as of May 15th. Water pressure has been increased about 8 psi. Wells and well house will be connected in June. Last phases to sync the wells, booster station, and chemical feeds will take place at that time. Flushing strategic points to remove discolored water.

Roads and Streets

Intersections and sidewalks were cleaned in April. ITD should be cleaning Main St. soon. End parking spaces have been removed at Main Street Pizza and Post Office to help improve visibility for cross traffic. Electronic Speed Limit sign is being installed at north end of city. Speed bumps on all side streets are pending. Does anyone care if the roads are oiled before or after the speed bumps are installed?

Parks

All parks are open. Cascade Reservoir is still too low to install docks. Three docks have ice damage and are pending repair via Inland Marine. Rest Area had minor water damage from a broken valve and has been repaired. Tennis Courts are open!

Airport

Community service work has helped cleanup from typical winter tree damage. Fences are being evaluated by Lakefork Fence Co. to establish more support from snow damage.

Other

The city storm drains were able to handle the April flooding overflow from north of the city with minor damage to W. State street. That area has been repaired. Cami's resolving a solution with the property owners north of the city to prevent future issues.\



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: May 20, 2019

Water Accounts: As of Thursday, May 16, 2019 we have \$766.68 past due 30 days or more, in water billings. Disconnection notices were sent on the 13th, they have 10 days to avoid disconnection.

Local Option Tax: Our local option tax receipts for sales in March were \$6653.09. We currently have 1 past due account and have been notified. 5 Past due for Huckleberry Festival Vendors, these vendors are not allowed to return unless paid plus penalties. Will continue to work with Chamber to ensure they are not allowed until past due is paid in full plus penalties. We received 40 Local Option Tax Funding Applications and they were presented on May 14th and will be deliberated on May 20th. Council will see these applications in June for funding.

VOTE May 21st for Renewal

Clerk Report: AIC Conference in Boise June 19-21, ATP Training July 14-17.

City had City Park property surveyed to ensure that the new fence that was proposed to be constructed this summer was on City Property and did not encroach onto adjacent properties. Surveyor indicated that our fence is not on our property line to the South and should be 30 ft further out. Therefore the adjacent property owner has encroached his belonging approximately 30 ft into the City Park. City Attorney is preparing a letter to the property owner and giving a timeframe to remove his belongings from this area.

Ken and I met with Kasey from TO engineers about three issues.

1. Flooding in the Donnelly Storage. A letter will be sent to the property owners to fix the culvert issue that failed and needs fixed.
2. We need to put together a property owner meeting with Valley Soil and Water Conservation about the flooding north of town. The big ditch that goes around the City is overgrown and needs to be cleaned, however this is on personal property and not in the City limits. Kasey said that it would be a combined effort to pay for the work and it since it would help the City they could contribute as well. Let's discuss this.
3. We also looked at the drainage at the lot behind the library. He believes that we can tie into the City Storm drain and is working on a plan.

Parks & Recreation: We are in the process of receiving bids on the shade sail project. City staff will install.

Water System Improvement Progress Report: They are hoping to have the new well online in June and the pump station is up and running since May 14th.

Planning & Zoning: The May meeting was held; there were no agenda items for May but a meeting was still held.

Road & Streets: Sidewalks and Main Street gutters are planned to be swept in the next couple of weeks. Sidewalk, Curb Gutter and Tree assessment will be done by May 1st.

Office Closed / Vacation: Memorial Day, May 27th.

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