

AGENDA
Donnelly City Council
Monday, August 19, 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 – July 15, 2019, July 25, 2019, July 31, 2019

Vouchers July 12 through August 15, 2019

Treasurer's Report for June 2019, July 2019

Payroll Summary – July 18th, August 1st, August 5th, August 15th

PUBLIC HEARING:

AB 19-65 FY20 Budget (ACTION ITEM)

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.

DISCUSSION ITEMS:

Mosquito Abatement – Sally Gilbert

Stibnite Advisory Council / Huckleberry Festival – Gene Tyler

Western Central Mountains Economic Development Council – Andrew Mentzer

Donnelly Library Land Use – Sherry Scheline

Continuous Usage Water Policy – Ken Minshall

BUSINESS AGENDA: (Action Items)

AB 19-66 Boat Dock Parking – Eric Engberg

AB 19-67 Valley County Pathways Agreement Review/Dates for Open House – Brett Shepherd

STAFF REPORTS:

ADJOURN: Monday, September 16, 2019 at 6:00 p.m.

Any person needing special accommodation to participate in the above noticed meeting should contact the City Clerk's Office at, 325-8859, at least 24 hours in advance of the meeting date.



City of Donnelly

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

City Council Meeting on Monday, July 15, 2019 at 6:00 p.m. Donnelly Community Center

MINUTES

Meeting called to order by Mayor Dorris at 6:00 p.m.

Roll Call: Councilmember Davenport, Councilmember Minshall, and Councilmember Bergquist present. Councilmember Hoogendyk absent. Mayor Dorris and City Clerk Clemens also present.

Pledge of Allegiance

Consent Agenda

Motion by Minshall, 2nd by Davenport to accept the consent agenda minus the Treasure Report. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

Public Comment

Mayor Dorris asked for any public comment

Gene Tyler, Stibnite Advisory Council, presented July 11, 2019 Meeting Summary. Routine business currently. Asked that while processing the budget the City continues to support the Western Central Mountains Economic Development Council.

BUSINESS AGENDA: (Action Items)

AB 19-57 City Boat Docks/Racquet Court Parking Signs

Eric Engberg presented. Discussed "No Parking" signs around the corner on Gestrin St., "Rest Area Parking Only" and parking down the east side of Gestrin St. for the racquet court area. 4 - "Rest Area Parking Only" / 3 - "Park This Side Of Road". There are no signs at the Boat Docks indicating parking areas. Create a committee/group to access the area and create designated parking with sign placement.

Motion by Minshall, 2nd by Davenport to purchase and placement of signs. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

AB 19-58 Letter of Support for Valley County Pathways & Western Central Mountains Economic Development Council.

Andrew Mentzer presented. Discussed Pathways ranking from Surveys (1) Roseberry-Norwood-Heinrich (rail trail) (2) Roseberry-West Mtn-(both) North & South (3) Roseberry- Farm to Market Requested Letter of Support from City

Motion by Davenport, 2nd by Bergquist to write a letter of support. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

AB 19-59 ADA Transition Plan

Angela Edwards presented. 2019 Updated Transition Plan for Accessibility. A 4-year plan to transition City Public Facilities to ADA. Community Center is exempt currently. Purchasing ADA tables for Boat Docks and Campground.

Motion by Minshall, 2nd by Davenport to accept with changes and authorize Mayor to sign. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

AB 19-60 Donnelly Safe Routes to School

TO Engineering -Levi Howell & Kasey Ketterling presented. Levi Howell gave update on project, ready to go out for bid to begin construction. Kasey Ketterling discussed water drainage problem on the south of the Northwest Passage Apartments and by Fire Department. Sending designs to resolve drainage issues. Transportation Plan Grant Funding in September.

Motion by Davenport, 2nd by Bergquist to move forward with the bidding process on the Donnelly Safe Route to School. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

AB 19-61 Retaining Wall Blocks Located at Airport

Blocks went out to surplus for \$2,600, no bids. City received an offer of \$2,300.

Motion by Davenport, 2nd by Minshall to allow purchase of blocks for \$2,300. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

AB 19-62 2020 Fireworks Purchase

City will receive a discount if preorder/purchase the 2020 fireworks before December 31, 2019.

Motion by Minshall, 2nd by Bergquist to purchase fireworks before December 31, 2019 deadline. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

AB 19-63 Temporary Vendor Application

Douglas Smith, Buck & Sassy's Western Grill, presented. Requesting a Vendor Permit. Mayor Dorris discussed trash concerns.

Motion by Davenport, 2nd by Minshall to allow permit for 2-weeks, vendor will supply garbage cans, with option for 6-month permit. Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

DISCUSSION ITEMS

III-A Annual Report- Amy Manning, Executive Director. Presented the 2017-2018 Plan Year.

Donnelly Pathways Phase I Landowner Easement Agreement & City/County MOU (examples), Brett Shepard. Discussion of pathway plan-West Roseberry (north side) to City Boat Docks. Summer maintenance would be done by the City. Discussed agreements that would need to be made between Landowners/City and the County/City.

FY20 BUDGET WORKSHOP

STAFF REPORT

ADJOURN:

Motion by Davenport, 2nd by Minshall to adjourn until Budget Workshop, July 25, 2019.
Davenport (yes), Minshall (yes), Bergquist (yes). Motion carried.

Adjourned at 8:24 p.m.

Approved:



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City Council Special Meeting on Thursday, July 25, 2019 at 6:00 p.m. Donnelly Community Center

MINUTES

Meeting called to order by Mayor Dorris at 6:00 p.m.

Roll Call: Councilmember Davenport, Councilmember Minshall, and Councilmember Henggeler present. Councilmember Bergquist absent. Mayor Dorris and City Clerk Clemens also present.

Pledge of Allegiance

Public Comment

Mayor Dorris asked for any public comment. There was none.

BUSINESS AGENDA: (Action Items)

AB 19-64 FY20 Proposed Budget Approval

Motion by Minshall, 2nd by Henggeler to approve the FY20 Budget. Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

ADJOURN:

Motion by Davenport, 2nd by Minshall to adjourn until our next regular scheduled meeting, August 19, 2019. Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

Adjourned at 7:30 p.m.

Approved:



City of Donnelly

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City Council Special Meeting on Wednesday, July 31, 2019 at 5:00 p.m. Donnelly Community Center

MINUTES

Meeting called to order by Mayor Dorris at 5:00 p.m.

Roll Call: Councilmember Davenport, Councilmember Minshall, Councilmember Henggeler and Councilmember Bergquist present. Mayor Dorris and City Clerk Clemens also present.

Pledge of Allegiance

Public Comment

Mayor Dorris asked for any public comment. There was none.

EXECUTIVE SESSION:

Executive Session per Idaho Code 74-206 1(b)- "to consider the evaluation, dismissal or disciplining of, or to hear complaints of charges brought against, a public officer, employee, staff member or individual agent, or public school student" - Personnel

Motion by Davenport, 2nd by Henggeler to enter Executive Session. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

Entered Executive Session at 5:08 p.m.

Exited Executive Session 5:35 p.m.

Roll Call: Dorris (yes), Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes)

The council made the decision per Executive Session per Idaho Code 74-206 1(b) – Personnel, to follow up with a letter making changes to an employee's position with the City. The position went from Full Time to Part Time due to budget restraints and reduction in force based on the fact that there is insufficient amount of work to accommodate two full time employees in the maintenance department and the office department. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

ADJOURN:

Motion by Davenport, 2nd by Minshall to adjourn until our next regular scheduled meeting, August 19, 2019. Davenport (yes), Minshall (yes), Henggeler (yes) Bergquist (yes). Motion carried.

Adjourned at 7:30 p.m.

Approved:

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-65

Meeting Date 08/19/19

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>FY20 Budget</i>	Department Approvals		Initials	Originator or Supporter
	Mayor / Council			
	Clerk/Treasurer			
	Public Works			
COST IMPACT:				
FUNDING SOURCE:				
TIMELINE:				

SUMMARY STATEMENT:

Public Hearing
Acceptance of Budget

RECOMMENDED ACTION:

1. *Approve or Deny*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

NOTICE OF PUBLIC HEARING ON PROPOSED FY 2020 BUDGET CITY OF DONNELLY, IDAHO

A public hearing will be held for the consideration of the proposed budget for the fiscal year from October 1, 2019 to September 30, 2020. The hearing will be held at the Donnelly Community Center, Donnelly, Idaho at 6:00 p.m.

Monday, August 19, 2019. All interested persons are invited to appear and show cause, if any, why such budget should or should not be adopted. Copies of the proposed City budget in detail are available at City Hall during regular office hours (9 am to 5 pm, Mon - Thur). Anyone desiring accommodations for disabilities related to the hearing, contact the City Hall at 325-8859, at least 48 hours prior to the public hearing.

PROPOSED EXPENDITURES			
Fund Name	FY 2018 Actual Expenditures	FY 2019 Budgeted Expenditures	FY 2020 Proposed Expenditures
GENERAL FUND			
Personnel	55,920	57,826	70,402
Administrative	30,013	67,889	67,568
Public Safety	47	3,500	3,000
Roads & Streets	123,522	173,746	163,598
Parks & Recreation	50,229	71,175	150,897
Depot	11,274	8,400	8,400
General Fund Total Expenditures	271,005	382,536	463,865
LOCAL OPTION TAX FUND	87,093	70,350	86,500
LIBRARY FUND	18,295		
WATER FUND	132,161	158,730	173,048
WATER IMPROVEMENT FUND	619,729	1,954,101	1,373,397
SEWER FUND	113,350	142,485	119,784
Grand Total Expenditures All Funds	1,241,633	2,708,202	2,216,594
PROPOSED REVENUE			
Fund Name	FY 2018 Actual Revenue	FY 2019 Budgeted Revenue	FY 2020 Proposed Revenue
PROPERTY TAX FUNDED REVENUE			
General Fund	90,144	105,886	117,171
Grand Total Tax Funded Revenue	90,144	105,886	117,171
NON TAX FUNDED REVENUE			
GENERAL FUND			
Taxes Previous Year/Late Fees/Inter	10,640	8,275	8,350
Franchise Fees	6,182	7,475	7,650
Licenses & Permits	7,599	8,935	7,125
Grant Revenue	21,257	50,000	65,000
State Revenue Sharing	9,330	9,200	10,786
County Revenue Sharing	4,289	4,269	6,938
Highway User Revenue	7,068	6,956	7,109
Liquor Apportionment	40,362	39,730	40,465
Airport Revenue	897	1,100	900
Development Fees	110	200	-
Parks & Recreation	13,674	8,750	9,300
Interest Income	1,363	1,000	1,000
DDC Rental Revenue	37,075	39,300	43,800
Lot Administration Fee	9,053	7,540	9,107
Land Lease	660	12,670	12,670
Misc Income	13,463	7,500	5,000
Cash Carryover	89,804	63,750	111,494
General Fund Non-Tax Total Revenue	272,826	276,650	346,694
LOCAL OPTION TAX FUND	167,734	70,350	86,500
LIBRARY FUND	18,295	-	-
WATER FUND	211,976	158,730	173,048
WATER IMPROVEMENT FUND	1,093,127	1,954,101	1,373,397
SEWER FUND	163,751	142,485	119,784
Grand Total Non Tax Funded Revenue All F	1,927,709	2,602,316	2,099,423

The proposed expenditures and estimated revenues for fiscal year 2019-2020 (FY20) have been tentatively adopted by the City Council and entered in detail in the Journal of Preceedings.

Lori Clemens, City Clerk/Treasurer

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-66

Meeting Date 008/19/2019

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Boat Dock Parking</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Eric Engberg discuss parking at Boat Docks / purchasing of signs

RECOMMENDED ACTION:

1. *Approve or Deny*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-67

Meeting Date 08/19/2019

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Valley County Pathways Agreement Review/Dates for Open House</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Brett Shepherd review Agreements and MOU presented to the Council at July 15, 2019 meeting

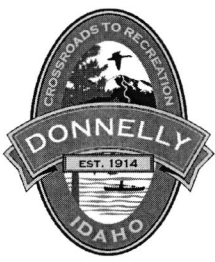
Discuss Open House Dates

RECOMMENDED ACTION:

1.

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

To: Mayor & City Council

From: Lori Clemens

Re: Staff Report

Date: August 14, 2019

Water Accounts: As of Thursday, August 12th, 2019 we have \$2,798.43 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 July were \$11,033.16. We currently have 0 past due accounts.

Parks & Recreation: Working with Justina Thorsen with BOR to get the NEPA documents to begin construction of Camp Host Site.

Airport: Fence is almost completed. Sign on entrance has been repainted by Ron Keller. Ron Keller also donated material for the runway.

Water System Improvement Progress Report: Idaho Power should be connected to new well on August 20th.

Road & Streets: Signs are up at Rest Area/Racquet Courts to define parking

Clerk: Upcoming ICCTFOA Conference
Letter form Citizen concerning dog
Dog Waste at Park – Citizen Concern
Huck Trot – 101 participants
2019 General City Election

Office Closure: September 2nd / Labor Day
ICCTFOA Conference is September 18th – 20th

Upcoming Meeting Dates: Planning & Zoning, Monday, September 9th, City Council September 16th.