

AGENDA
Donnelly City Council
Monday, October 21, 2019 at 6:00 pm
Donnelly Community Center

ROLL CALL

PLEDGE OF ALLEGIANCE

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

City Council Minutes – September 16, 2019

Vouchers September 12, 2019 thru October 18, 2019

Treasurer Report – September 2019

Payroll Summary – September 26th, October 5th and October 10th

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:

Donnelly Pathways Update – Brett Shepherd

Recycle Center Garbage

BUSINESS AGENDA: (Action Items)

AB 19-71 Donnelly Pathways Letter of Support

AB 19-72 Water Project Update/Contractor Payment

AB 19-73 Transportation Plan Scope of Work/Contract

AB 19-74 Donnelly Chamber Vendor Fee – Christmas in Donnelly

AB 19-75 DDC Usage/Rates

AB 19-76 Resolution 2019-007 Surplus Motor Grader

STAFF REPORTS:

ADJOURN: Monday, November 18, 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, 208-325-8859, at least 24 hours in advance of the meeting date.

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-71

Meeting Date 10/21/19

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Donnelly Pathways Letter of Support</i>	Department Approvals	Initials	Originator or Supporter
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Valley County Pathways is asking for a letter of support for the Donnelly Pathway Project.

RECOMMENDED ACTION:

Approve Letter of Support and Mayor to sign

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-72

Meeting Date 10/21/19

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Water Project Update/Contractor Payment</i>	Department Approvals	Initials	Originator or Supporter
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Mike Woodworth will be providing the latest pay application and update on the Water Project.

RECOMMENDED ACTION:

Approve the Payment and Mayor to sign

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number

AB 19-73

Meeting Date 10/21/19

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Transportation Plan Scope of Work/Contract</i>	Department Approvals	Initials	Originator or Supporter
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

City of Donnelly Transportation Master Plan was last completed in 2006. The City received a LRHIP Grant to update this plan. TO Engineers has completed the scope of work and submitted to LHTAC for approval.

Agreement for Professional Services with TO Engineers to continue the City of Donnelly Transportation Master Plan.

RECOMMENDED ACTION:

Approve Scope of work and Mayor to sign Agreement for Services

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**T-O ENGINEERS, INC.
AGREEMENT FOR PROFESSIONAL SERVICES**

T-O Engineers, Inc. Project Number: M19307

Date: October 11, 2019

THIS AGREEMENT is between **The City of Donnelly**, hereinafter referred to as "**Client**" and **T-O Engineers, Inc.**, an Idaho Corporation, hereinafter referred to as "**Consultant**". The Client and Consultant in consideration of their mutual covenants herein contract and agree as follows:

The Client intends to Update the Donnelly Transportation Plan, hereinafter referred to as the "Project".

A) CLIENT INFORMATION AND RESPONSIBILITIES

1. The Client shall timely provide to Consultant a complete description of the Project including: Client's requirements for the Project, objectives and constraints, capacity and performance requirements, flexibility and expandability needs, any budgetary limitations, and all design and construction criteria which Client requires be incorporated into the Project.

2. Client shall timely provide to Consultant all associated or applicable project information including: data and documents prepared by others, soil and subsurface explorations, hydrologic information, laboratory tests, inspection reports, environmental assessments, title reports, records of survey, warranty deeds, and land use restrictions, all of which Consultant may use and rely upon, without liability, in performing services under this Agreement.

3. The Client shall timely obtain permission for Consultant to enter upon public and private property as required for Consultant to perform services under this Agreement.

B) SERVICES TO BE PERFORMED BY CONSULTANT

Consultant shall provide the following generally described services under this Agreement: See Exhibit B.

C) BASIS OF FEE AND BILLING SCHEDULE

The Client shall timely pay Consultant for services set forth and provided under this Agreement. Client shall timely pay Consultant for additional services authorized by written amendment to this Agreement.

1. Hourly Rates

Compensation shall be timely made for all hourly charges and direct expenses during the performance of work described herein. Hourly charges are the product of actual time expended on the Project multiplied by the hourly billing rate for that employee classification as shown on the Fee Schedule, attached as Exhibit A. Direct expenses are the sum of all expenditures attributable to the Project that are not labor charges, including subconsultant fees. Hourly and direct expense rates are subject to annual review and revision by Consultant.

2. Lump Sum

The lump sum fee for services to be provided is included in the scope of work attached as Exhibit B. The portion of the lump sum that is invoiced monthly will be based on Consultant's estimate of percentage of scope of work completed.

TERMS AND CONDITIONS

1) GENERAL

a. Consultant shall provide professional services for the Client on the Project described in this Agreement. These services shall be performed in accordance with generally accepted professional practices and standards of care and skill ordinarily used in Consultant's profession under similar circumstances. Consultant makes no warranty, either expressed or implied, as to performance of professional services.

b. Consultant shall not be responsible for acts or omissions of any other party involved in the Project.

c. Consultant has not been retained to supervise, direct or have control over the work of any construction

contractor or their subcontractor or supplier, hereinafter referred to collectively as "Contractor". Consultant does not have authority over, or responsibility for: Contractor's means, methods, techniques, sequences or procedures of construction, safety precautions and programs incident to the work of Contractor, or for any failure of Contractor to comply with applicable laws and regulations.

d. Consultant can neither guarantee the performance of any Contractor nor assume responsibility for Contractor's failure to furnish and perform work in accordance with any construction contract documents or recommendations issued by Consultant.

e. The Client understands and agrees that subsurface and soils characteristics may vary greatly between successive test points and sample intervals. Consultant makes no warranties, expressed or implied, as to the services or data furnished by professionals providing soils testing or geotechnical advice.

2) OPINIONS OF COST

a. Consultant may be asked to provide opinions of probable construction or Project costs as part of the professional services under this Agreement. The Client understands and agrees that: Consultant has no control over the cost of labor or materials furnished by others or market conditions, Consultant's opinions of probable cost are based on Consultant's experience and judgment, Consultant does not guarantee or warrant that bids or estimates prepared by Contractors will not deviate from opinions of probable cost provided by Consultant, and Consultant is not responsible for variations between actual construction bids or costs and Consultant's opinions regarding probable construction costs.

3) REUSE AND OWNERSHIP OF DOCUMENTS

a. All work product including documents prepared by the Consultant under this Agreement are proprietary instruments of the Consultant's professional service and shall remain the sole property of the Consultant and no work product shall be used or reused by the Client other than for the construction, operation and maintenance of the Project, without specific prior written permission of Consultant.

b. Client agrees that: authorized use of Consultant's work product on the Project is subject to full payment for Consultant's services related to preparation of the product, work product is not suitable for use on the Project unless completed by the Consultant for the specific purpose intended, and any other use of Consultant's work product by Client will be at Client's sole risk without liability of Consultant.

c. The Client shall timely pay, assume, defend, indemnify and hold Consultant harmless from any claims, damages, losses and expenses, including attorney's fees, arising from unauthorized reuse of all work product prepared by Consultant.

4) GOVERNING LAW

a. The laws of the State of Idaho shall govern the validity of this Agreement, its interpretation and performance, and all remedies for breach of contract or any other claims related to this Agreement.

5) SUCCESSORS AND ASSIGNS

a. Client and Consultant are hereby bound, and their partners, successors, executors, administrators and legal representatives are likewise bound, to the other party to this Agreement, in respect of all covenants, agreements and obligations of this Agreement.

b. Neither Client nor Consultant may assign or transfer any rights, duties or responsibilities under this Agreement without prior written consent of the other party.

c. Nothing under this Agreement shall be construed to provide any rights or benefits in this Agreement to anyone other than Client and Consultant, and all duties and responsibilities undertaken pursuant to this Agreement shall be for the sole and exclusive benefit of Client and Consultant and not for the benefit of any other party.

6) TIMES OF PAYMENTS

a. Consultant shall submit monthly invoices for services rendered and for direct expenses incurred. Client shall timely make monthly payments. Invoices are due and payable within thirty (30) days of the date of the invoice.

b. All account balances not paid in full within thirty (30) days of the date when first invoiced are overdue and subject to interest at the rate of twelve (12) percent (%) per annum compounded monthly from the date when first invoiced until paid in full. Any payments received shall be credited first to accrued interest and then to principal.

c. All fees and costs incurred by Consultant to collect overdue account balances shall be added to the account

balance.

7) SUSPENSION OR TERMINATION

- a. Consultant may, at its sole discretion, after giving seven (7) days written notice to Client, suspend or terminate service if undisputed charges are not paid within forty-five (45) days of receipt of Consultant's invoice and Client hereby waives any claim against Consultant, and shall timely pay, assume, defend, indemnify, and hold Consultant harmless from and against any claims arising from Consultant's suspension or termination of services due to Client's failure to make timely payment.
- b. Any charges in dispute shall be called to Consultant's attention, in writing, within ten (10) days of receipt of Consultant's invoice, and Client and Consultant shall work together in good faith to resolve any such disputes. If Client and Consultant are unable to resolve said disputes within twenty (20) days, Consultant may suspend or terminate service.
- c. The obligation to perform under this Agreement may be terminated by either party upon thirty (30) days written notice. Such termination shall be based upon substantial lack of performance by the other party under the Terms and Conditions of this Agreement.
- d. Consultant may terminate services under this agreement upon seven (7) days written notice if Client requires or demands that Consultant perform services in conflict with Consultant's professional responsibilities and Client hereby waives any and all claims against Consultant for such termination.
- e. If this Agreement is terminated by either party, Consultant shall be timely paid for services rendered and for direct expenses incurred to the date of such termination plus close-out or suspension costs including but not limited to document management, rescheduling or re-assignment of personnel, and documentation as to status of work tasks.

8) RISK ALLOCATION AND REMEDY

- a. Client agrees to limit T-O's total aggregate liability to Client and all third parties arising from any and all injuries, damages, claims, losses, expenses or claim expenses, including attorney's fees and costs, arising out of or relating to this agreement based on any cause or any theory of liability, including, but not limited to negligence, errors or omissions, strict liability, breach of contract, breach of warranty, and claims for indemnification or contribution, such that T-O's total aggregate liability, including but not limited to attorney's fees and costs, shall not exceed the percentage share of T-O's fee as it relates to the Client's total fee, or in the case of an owner, the total project value, up to a maximum of one hundred thousand dollars (\$100,000).
- b. Client and Consultant hereby waive any and all claims for special, incidental, indirect or consequential damages arising out of or in any way related to the Project.
- c. Client and Consultant hereby contract and agree that any and all demands, mediation, arbitration, or lawsuits brought to enforce this Service Agreement shall be brought only against the parties hereto and shall not be brought individually against any shareholders, members, employees, directors, officers, partners, or agents of either of the parties to this Service Agreement. Client and Consultant further contract and agree that no rights, claims, or benefits shall arise or accrue to any party or entity not an express party to this Service Agreement, without the express written consent of both of the parties hereto.

9) HAZARDOUS ENVIRONMENTAL CONDITIONS OR MATERIALS

- a. Consultant's services exclude any services related to hazardous materials or a hazardous environmental condition, including hazardous materials as defined by federal, state and local law. Discovery of hazardous materials after the date of execution of this Agreement mandates renegotiation of Consultant's scope of work or suspension or termination of services.
- b. The Client hereby waives any claim against Consultant, and shall timely pay, assume, defend, indemnify, and hold Consultant harmless from any claim or liability for injury, loss, damages or expenses arising from hazardous materials.

10) DISPUTE RESOLUTION

- a. All claims or disputes arising out of this Agreement shall first be addressed through non-binding mediation and no litigation or arbitration shall occur unless said mediation is unsuccessful in resolving any such claims or disputes.

11) RECOVERY OF DISPUTE RESOLUTION COSTS

a. In the event that legal action is brought by either party against the other, the prevailing party shall be reimbursed by the other party for the prevailing party's legal costs, in addition to whatever other judgment settlement sums, if any, may be due. Such legal costs shall include, but not be limited to, reasonable attorney fees, court costs, expert witness fees and other documented expenses, as well as the value of time spent by the prevailing party and its employees in defense of the legal action, including researching the issues in question, discussing matters with attorneys and others, preparing for depositions and hearings, responding to interrogatories and requests for production of documents, and so on.

b. The value of time spent and the expenses incurred shall, on Consultant's part, be computed based on Consultant's prevailing fee schedule and expense reimbursement policy.

12) EXTENT OF AGREEMENT AND AMENDMENTS

a. This Agreement, including any attachments and the Terms and Conditions, represents the entire agreement between the Client and Consultant and supersedes all prior negotiations, representations or agreements, written or oral.

b. Client may furnish to Consultant a signed copy of this Agreement by scanned or facsimile media and Consultant may rely upon the authority of such media.

c. A signed Agreement constitutes a notice to proceed in the absence of any written directive otherwise from Client.

d. This Agreement may be amended only by written instrument duly executed by both Client and Consultant. For purposes of signatures on any amendments, Client and Consultant agree that e-mail directives, or scanned or faxed signatures are acceptable and that each party may rely upon the authority of such communications.

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

CLIENT: City of Donnelly
ADDRESS: 169 Halferty Street
P.O. Box 725
Donnelly, ID 83615

T-O Engineers, Inc.
332 N Broadmore Way
Nampa, Idaho 83687

BY: Susan Dorris
TITLE: Mayor

BY: Kasey Ketterling, P.E.
TITLE: Project Manager

SIGNATURE: _____

SIGNATURE: 

DATE: _____

DATE: 10-15-2019

EXHIBIT "A"
FUNCTIONAL FEE SCHEDULE
PROFESSIONAL SERVICES
Effective February 1, 2019

I. PERSONNEL	
Principal /Project Manager	\$190.00 - \$230.00 /hour
Project Manager	\$140.00 - \$200.00 /hour
Project Engineer	\$110.00 - \$150.00 /hour
Environmental Specialist	\$105.00 - \$165.00 /hour
Construction Manager	\$90.00 - \$150.00 /hour
Staff Engineer	\$90.00 - \$115.00 /hour
GIS Specialist	\$80.00 - \$130.00 /hour
Inspector/Technician	\$70.00 - \$115.00 /hour
Information Technology	\$70.00 - \$115.00 /hour
Administrative	\$50.00 - \$120.00 /hour
II. LANDSCAPE ARCHITECT	
Landscape Architect	\$100.00 - \$130.00 /hour
III. SURVEYING	
Survey Manager	\$150.00 - \$170.00 /hour
Staff Surveyor	\$100.00 - \$130.00 /hour
Survey Technician	\$80.00 - \$105.00 /hour
IV. SURVEY EQUIPMENT	
GPS or Robotic Survey Equipment	\$65.00 /hour
Conventional Survey Equipment	\$25.00 /hour
GIS Data Logger	\$15.00 /hour
UAV Flight Charge	\$75.00 /hour
Drill and Generator	\$80.00 /day
V. COMPUTER SOFTWARE	
Property Database Research	\$50.00 /hour
CADD and Other Technical Software	\$10.00 /flight
VI. REPRODUCTION	
In-House Reproduction	Hourly Labor Rates Apply
Outside Reproduction	Actual Cost + 10%
VII. MILEAGE	
Vehicle	0.55 - 0.65 /mile
ATV Vehicle	\$20.00 /hour
VIII OTHER DIRECT CHARGES	
Direct costs for material or services incurred for the project	Actual Cost + 10%

Notes: 1. When employees perform work that requires overtime, the billing rate for that overtime work will be increased to 130% of the rate established above. Overtime shall be defined as any work required of an employee in excess of 40 hours per week.

2. This fee schedule is subject to periodic adjustment.

© 2019 T-O Engineers, Inc. This instrument is the property of T-O Engineers, Inc. Any reproduction, reuse or modification of this instrument or its contents without specific written permission of T-O Engineers, Inc. is strictly prohibited.

Exhibit B - Scope of Work

Date: October 11, 2019

Task Order Number:

Project Number: M19307

Project Name: Donnelly Transportation Plan

Consultant Company Address: T-O Engineers, 332 Broadmore Way, Nampa, Idaho 83687

Contract Amount: \$30,000.00 (Lump Sum)

Project Description and Assumptions:

The City of Donnelly is updating their existing transportation plan. This Transportation Plan is being developed to evaluate compatibility with the city's existing transportation plan and anticipated future growth patterns.

The City's current transportation plan was completed in 2006. This plan will be used as a starting point, with the understanding that some factors, including anticipated growth patterns, have changed since the previous plan was completed. T-O will coordinate with the City of Donnelly staff, Valley County Roadway Department, and the Idaho Transportation Department (ITD) throughout the planning process.

Project specifics include:

- Research and Evaluation of Data
- Public Outreach
- Report Preparation

This scope of work assumes the following general assumptions based on discussions with City staff and other available information.

General Assumptions:

- a. Planning documents will be available from the city.
- b. No traffic counts will be conducted. (publicly available data from ITD and Valley County may be referenced)
- c. No boundary Surveys, temporary easements, permanent easements, or legal descriptions will be necessary to complete this project.



T-O ENGINEERS

The tasks outlined in the Scope of Work (SOW) will include three (6) main categories.

Task 1 – Research and Gathering of Existing Data

1.1 Identify and assemble existing plans and reports

T-O will compile existing transportation plan documents, available studies, ordinances, and comprehensive planning components from pertinent agencies: City of Donnelly, Valley County, and ITD. T-O will prepare a summary of information received by agencies to be considered for integration with the Transportation Plan.

1.2 Assemble and evaluate traffic information

Collect existing traffic volume data from ITD and Valley County to include in the transportation plan. Average daily traffic, peak hour traffic volumes, operations and level of service for roads and intersections inside city limits and within the city's Area of Impact will be analyzed and included in the transportation plan. Traffic counts will not be preformed in this scope.

1.3 Assemble and review traffic safety data

Collect and evaluate the crash information available from ITD and the Valley County Police Department. Analyze key crash areas and provide remediation recommendations as appropriate. Evaluate areas of concern relating to geometry and sight distance.

1.4 Gather Future Growth Information

Assemble the City's and County's future Land Uses and comprehensive plans. Coordinate with Valley County on projected growth within the impact area.

1.5 Gather existing roadway data

Gather an understanding of the City's roadway maintenance plan. The City maintains the roadways on a consistent basis the maintenance schedule will be incorporated into the Plan.

Task 2 – Evaluation of Data

2.1 Define Goals and Objectives of City

Define priorities and set goals for transportation plan. These will be discussed in the kickoff meeting with City staff.

2.2 Review City transportation budgets and technical data

Review street budget, possible funding sources and most immediate needs within city limits and impact areas.

2.3 Examine & include the City's existing Bicycle and Pedestrian Plan

Meet with City staff to discuss existing trail system, future trail plan and possible treatments and challenges between trail plan, roadway plans and intersection plans. This scope does not include public transit, airport facilities, but mainly focuses on pedestrians, bicyclists and car traffic. The Valley County Pathway plan will be incorporated.



T-O ENGINEERS

Task 3 – Draft Plan Preparation

3.1 Draft Transportation Plan

Assemble and draft a transportation plan with all attachments and maps and will provide copies to city staff to distribute to the Planning and Zoning Commission and City Council to review and comment.

3.2 Draft Capital Improvement Plan

Develop priority list of near term (within 10 years) and long-range projects along with budgets for each. Potential funding sources will be identified.

Task 4 – Public Involvement

4.1 Meetings with City Staff

This scope assumes 2 meetings with City staff: 1 Kick-off and goals meeting, and 1 Planning and Zoning meeting to discuss future .

4.2 City Council Meetings

T-O will provide a presentation at two City Council meetings: the first to present the draft transportation plan and the second for the final transportation plan.

4.3 Public Open House Meeting

Advertise and complete one public open house meeting to display the draft Transportation Plan. City will be responsible for advertisement of Open House. T-O will provide 2 large graphic displays for the meeting.

Task 5 – Final Plan Preparation

5.1 Final Transportation Plan

T-O will incorporate staff, council and public comments and complete the final transportation plan. Plan will include all attachments and maps. T-O will provide copies to city staff to distribute to the Planning and Zoning Commission and City Council for approval.

5.2 Final Capital Improvement Plan

After reviewing with staff and incorporating comments, T-O will finalize the Capital Improvement Plan, including development of planning level project budgets and funding source requirements.

Task 6 – Project Management

6.1 Project Tracking

Apprise staff of project milestones and track progress and timelines for project. These updates will contain project budget updates and timeline updates.



T-O ENGINEERS

Project Schedule

(To include Kick-Off Meeting, Design meeting, Construction Start, Construction Completion and Other Milestone Dates)

Notice to Proceed:	October 21, 2019
Kick-Off Meeting:	November 2019
Data Collection:	November 2019 – January 2020
Draft Report:	April 2020
Public Meeting:	May 2020
Final Report:	July 2020

Cost of Services

The cost for this project Services will be on a Lump Sum (LS) Basis.

**Local Highway Technical
Assistance Council**

3330 Grace Street
Boise, Idaho 83703

Phone 208.344.0565
Fax 208.344.0789
Toll Free 1.800.259.6841

www.lhtac.org



Diana Thomas
Chairman

Gilbert Hofmeister
Vice Chairman

Todd Smith
Secretary/Treasurer

Jeff R. Miles, P.E.
Administrator

April 19, 2019

RE: Local Rural Highway Investment Program FY 2020 LRHIP Grant

Dear Sir or Madam,

Congratulations! Your application for a FY 2020 Local Rural Highway Investment Program (LRHIP) grant has been approved for funding by the Local Highway Technical Assistance Council (LHTAC).

To receive funds please submit a written request to LHTAC via email or mail. Transportation Plan scopes must be approved prior to funds being issued. Keep in mind any funds received by any one (1) Jurisdiction in an amount greater than \$50,000 shall be used for contracting out to private enterprise for the work or project to be accomplished. You also must comply with Idaho Code Sec. 67-2309, 67-2320, 67-2803 to 67-2808 and Title 54, Chapter 19. Funds cannot be used for wages, purchase of property, engineering services (except Transportation Plan projects) or equipment purchases/reimbursement.

Funds granted shall be spent in the year they are applied for and on the project specified in the application. You may begin work at the beginning of the Fiscal Year, October 1, 2019. Recipients will be required to notify LHTAC in the event that project expenditures require modification and differ from that shown on the approved application. Project Document Summaries (PDS) including before/after photos are due at the end of the project by the end of fiscal year, September 30, 2020. If your project is not complete, please submit a written extension request by September 30th. Jurisdictions who do not submit PDS documents or extensions may be required to repay funds. They will also be ineligible to apply for future funds until all documentation has been submitted. The PDS document is available online at www.lhtac.org.

LHTAC has a responsibility to report to the IT Board and evaluate the LRHIP program. The local jurisdiction must adhere to the following requirements:

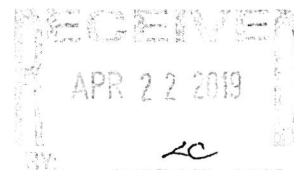
- 1) Recipients will be required to provide documents on project expenditures and activities if requested.
- 2) Recipients will be required to provide before and after digital photos.
- 3) Recipients may be requested to provide on-site project review with LHTAC staff.

Any excess funds that cannot be used on eligible expenses must be returned to LHTAC. If you receive any other grants or reimbursements on this project along with the LRHIP grant that are in excess of the total cost of the project, then these excess funds also need to be returned to LHTAC.

If you have any questions, please contact Laila Kral (lkral@lhtac.org).

Sincerely,

Laila Kral, PE
LRHIP Administrator



Council Members

Association of Idaho Cities
Mayor Mac Pooler
City of Kellogg

Mayor Robert Berlin
City of Roberts

Mayor Diana Thomas
City of Weiser

Idaho Association of Highway Districts
Commissioner Neal Gier
Buhl Highway District

Commissioner Terry Werner
Post Falls Highway District

Commissioner Gilbert Hofmeister
Power County Highway District

Idaho Association of Counties
Commissioner Phil Lampert
Benewah County

Commissioner Mark Rekow
Gem County

Commissioner Todd Smith
Madison County

Ex-Officio Members
Jessica Harrison, Executive Director
Association of Idaho Cities

Nick Veldhouse, Executive Director
Idaho Association of Highway Districts

Seth Grigg, Executive Director
Idaho Association of Counties

Construction Grants

C #	Local Sponsor	Score	Req. \$
C51	City of McCall	298	\$ 100,000
C27	Fenn Hwy Dist	292	\$ 100,000
C50	City of Oakley	292	\$ 85,000
C5	City of Cottonwood	291	\$ 100,000
C49	City of Salmon	287	\$ 100,000
C13	Power County Hwy Dist	286	\$ 100,000
C44	East Side Hwy Dist	282	\$ 100,000
C45	Bonner County	281	\$ 100,000
C28	Murtaugh Hwy Dist	276	\$ 100,000
C25	City of Dubois	276	\$ 100,000
C20	City of Hagerman	275	\$ 100,000
C46	Nez Perce County	275	\$ 100,000
C6	City of Craigmont	273	\$ 100,000
C43	City Of Ririe	269	\$ 100,000
C21	City of Ashton	265	\$ 95,000
C48	City of Bonners Ferry	262	\$ 99,400
C2	South Latah Hwy Dist	261	\$ 100,000
C35	City of American Falls	255	\$ 100,000
C30	City of Malta	251	\$ 60,000
C31	Lost River Hwy Dist	249	\$ 100,000
C34	City of Menan	248	\$ 100,000
C14	Benewah County	248	\$ 100,000
C7	City of Clifton	247	\$ 100,000
C33	City of Shelley	246	\$ 100,000
C26	City of Grace	244	\$ 100,000
C1	Homedale HD	241	\$ 100,000
C22	City of Midvale	240	\$ 100,000
C39	Filer Hwy Dist	239	\$ 100,000
C36	City of Aberdeen	238	\$ 100,000
C47	Evergreen Hwy Dist	237	\$ 100,000
C15	Blaine County	231	\$ 100,000
C24	Madison County	231	\$ 100,000
C4	Jerome Hwy Dist	227	\$ 100,000
C19	City of Buhl	226	\$ 100,000
C10	City of Driggs	225	\$ 100,000
C9	City of Lapwai	224	\$ 100,000
C8	City of Peck	223	\$ 100,000
C42	City of Plummer	222	\$ 100,000
C32	City of Paris	219	\$ 100,000
C3	North Latah Hwy Dist	218	\$ 100,000
C38	Gooding Hwy Dist	214	\$ 100,000
C18	City of Dayton	214	\$ 100,000
C37	City of Roberts	211	\$ 100,000
C29	Butte County R&B	210	\$ 100,000
C11	City of Idaho City	197	\$ 100,000
C16	City of Mullan	196	\$ 100,000
C23	City of Marsing	189	\$ 100,000
C12	Notus Parma Hwy Dist 2	186	\$ 100,000
C40	Hillsdale Hwy Dist	0	\$ 100,000
C17	Shoshone County	0	\$ 100,000
C41	City of New Plymouth	0	\$ 100,000

Federal-aid Match Grants

FA #	Local Sponsor	Score	Req. \$
F1	Oakley Hwy Dist	144	\$ 73,400
F2	Idaho County R&B	115	\$ 100,000

Transportation Plan Grants

T#	Local Sponsor	Score	Req. \$
T20	West Point Hwy Dist	276	\$ 30,000
T21	City of New Meadows	264	\$ 30,000
T16	Bannock County	239	\$ 30,000
T9	Custer Co R&B	201	\$ 30,000
T6	Bonneville County	192	\$ 50,000
T17	Bingham County	185	\$ 50,000
T5	City of Cascade	179	\$ 30,000
T3	City of Donnelly	178	\$ 30,000
T25	City of East Hope	172	\$ 25,000
T7	Clearwater Hwy Dist	171	\$ 40,000
T12	Clark County R&B	165	\$ 35,000
T19	Hagerman Hwy Dist	164	\$ 30,000
T11	Washington County R&B	158	\$ 30,000
T22	Boundary County R&B	158	\$ 30,000
T15	Atomic City	150	\$ 40,000
T24	City of Preston	149	\$ 50,000
T1	City of Weippe	145	\$ 50,000
T13	Owhee County R&B	140	\$ 30,000
T10	Weiser Valley Hwy Dist	138	\$ 50,000
T23	City of Moyie Springs	138	\$ 50,000
T14	City of Firth	116	\$ 30,000
T2	City of Challis	113	\$ 30,000
T18	City of Montpelier	113	\$ 30,000
T4	City of Pottlatch	79	\$ 30,000
T8	City of St. Maries	72	\$ 30,000

Sign Replacement Grants

S#	Local Sponsor	Score	Req. \$
S8	Glenns Ferry Hwy Dist	321	\$ 30,000
S7	Shoshone Hwy Dist	316	\$ 30,000
S9	Notus Parma Hwy Dist #2	314	\$ 30,000
S13	City of Nezperce	291	\$ 25,453
S3	Post Falls Hwy Dist	255	\$ 24,170
S4	City of Pinehurst	240	\$ 35,000
S11	City of Glenns Ferry	229	\$ 28,000
S2	City of Pierce	218	\$ 7,000
S12	Plummer Gateway Hwy Dist	207	\$ 23,250
S1	City of Fairfield	197	\$ 23,960
S6	City of Eden	173	\$ 30,000
S5	City of Castleford	125	\$ 2,500
S10	City of Troy	100	\$ 10,000

Projects above the solid dark line were approved for funding

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-74

Meeting Date 10/21/19

AGENDA ITEM INFORMATION				
SUBJECT: <i>Donnelly Chamber Vendor Fee – Christmas in Donnelly</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: Belinda Provancher would like the Vendor Fee waived or reduced for the Christmas in Donnelly Event				
RECOMMENDED ACTION:				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-74

Meeting Date 10/21/19

AGENDA ITEM INFORMATION

SUBJECT: <i>Donnelly Chamber Vendor Fee – Christmas in Donnelly</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
<i>COST IMPACT:</i>				
<i>FUNDING SOURCE:</i>				
<i>TIMELINE:</i>				
<i>TIMELINE:</i>				

SUMMARY STATEMENT:

Belinda Provancher would like the Vendor Fee waived or reduced for the Christmas in Donnelly Event

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

<i>MEETING DATE</i>	<i>ACTION</i>

**DONNELLY CITY COUNCIL
AGENDA BILL**

Number

AB 19-75

Meeting Date 10/21/19

169 Halferty Street
Donnelly, Idaho 83615

Action Item

AGENDA ITEM INFORMATION				
SUBJECT: <i>Donnelly Depot Center Usage/Rates</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: City property around the DDC is being used for storage of trailers, job materials, etc. Winter snow removal will be an issue.				
RECOMMENDED ACTION:				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 19-76

Meeting Date 10/21/2019

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Resolution 2019-007 Surplus Motor Grader</i>	Department Approvals	Initials	Originator or Supporter
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

The City's Motor Grader will cost a minimum of \$30,000 to get operational. It is outdated and the City would be better to put those funds toward other equipment. Contracting grade work would be more cost effective.

Recommendation to surplus.

RECOMMENDED ACTION:

- 1. Adopt Resolution 2019-007 Surplus Motor Grader*

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

CITY OF DONNELLY

RESOLUTION 2019-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DONNELLY, IDAHO RELATING TO SURPLUS PERSONAL PROPERTY; DECLARING PERSONAL PROPERTY SURPLUS; AUTHORIZING AND DIRECTING THE DISPOSAL OF SURPLUS PROPERTY; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City of Donnelly, Idaho has acquired certain personal property for the purpose of carrying out services in the public interest;

WHEREAS, the City Council has deemed it unnecessary to maintain ownership of surplus personal property of the City of Donnelly; and

WHEREAS, the City Council, desires to sell as surplus the following property:

(a) CATERPILLAR MOTOR GRADER 70D852

NOW THEREFORE BE IT RESOLVED that the City Council of Donnelly, Idaho as follows:

Section 1: The City Council finds and declares that the City no longer has a use for the surplus property listed above.

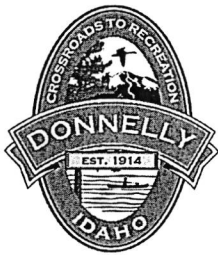
Section 2: The City Clerk is authorized and directed to sell and or dispose of the surplus property above.

Section 3: This Resolution shall take effect and be in force immediately upon its passage and approval

Passed and approved this 21st day of October 2019

Susan Dorris, Mayor

ATTEST: _____
Lori Clemens, City Clerk



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: October 18, 2019

Water Accounts: As of Thursday, August 12th, 2019 we have \$1,096.38 - (5) past due 30 days or more/\$2,289.74 - shut off, in water billings. Disconnection notices were sent on the 16th, they have 10 days to avoid disconnection.

Local Option Tax: Our local option tax receipts for sales in September were \$13,683.93. We currently have 2 past due account.

Parks & Recreation: Campground RV Host Grant – Received NEPA documents to move forward. Late in the season to start project, will be asking for an extension.

Water: DEQ has to improve the Operation and Maintenance Manual, then can issue an official Operation of Use.

Road & Streets: Snowplow for Dodge 3500

North West Passage drainage issue has been addressed and should not impede Halferty Street.

Clerk: Overtime/Comp time

Citizen complaint about neighbors yard

Property Purchase Policy

ICCTFOA Conference overview

Public Records & Open Meetings overview/books

Office Closure: Oct.23-25, 2019

Upcoming Meeting Dates: Planning & Zoning, Monday, November 4th, City Council, Monday, Nov. 18th