



AGENDA
Donnelly City Council
Monday, January 13, 2020 at 5:30 pm
Donnelly Community Center

CALL TO ORDER

SWEARING IN ELECTED OFFICIALS

Susan Dorris, Mayor

Leslie Minshall, City Council Member

Chelsea Bergquist, City Council Member

ROLL CALL

PLEDGE OF ALLEGIANCE

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

City Council Minutes – December 9, 2019

Vouchers December 6, 2019 thru January 9, 2020

Treasurer Report – December 2019

Payroll Summary – December 19, 2019, January 2, 2020 and January 5, 2020

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:

Stibnite Advisory Committee-Gene Tyler

Local Option Tax

BUSINESS AGENDA: (Action Items)

AB 20-01 Appointment of Council President

AB 20-02 Annual Audit Presentation-Jared Zwygart

AB 20-03 Donnelly Depot Center Lease Termination-Tyler Crockett

AB 20-04 Ordinance No. 249 Racquet Court Regulations

AB 20-05 Resolution 2020-001, Adopt City Council Calendar 2020

AB 20-06 Bennett Court PVT Road Validation

EXECUTIVE SESSION:

Executive Session per Idaho Code 74-206 (1) (c) To acquire an interest in real property not owned by a public agency.

STAFF REPORTS:**ADJOURNMENT:****NEXT MEETING DATE:**

Monday, February 10, 2020

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.



City of Donnelly

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

City Council Meeting on **Monday, December 09, 2019 at 5:30 p.m.** Donnelly Community Center

MINUTES

Meeting called to order by Mayor Dorris at 5:30 p.m.

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

Mayor Dorris lead Pledge of Allegiance

CONSENT AGENDA

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

PUBLIC COMMENT

Mayor Dorris asked for any public comment
No Public Comment

DISCUSSION ITEMS

Stibnite Advisory Council-Gene Tyler discussed his duties as the City of Donnelly's Stibnite Advisory Council Community Representative.

West Central Mountains Economic Development Council (WCMEDC)-Gene Tyler
Donnelly is allowed two representatives within the WCMEDC, one from the Chamber and one from the City. Donnelly Chamber of Commerce appointed Gene Tyler for their representative. Currently the City does not have a representative.

BUSINESS AGENDA: (Action Items)

AB 19-80 Ordinance No. 249 Racquet Court Regulations

Discussion about section 12.15.010 Use of Courts.

Motion by Minshall, 2nd by Henggeler to table and update section 12.15.010 Use of Courts to include animals being prohibited on the racquet courts. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 19-81 Resolution 2019-008 Cross Connection Control Policy

Ken Minshall presented the Cross Connection Control Policy that was discussed in the November 18th, 2019 meeting.

Motion by Davenport, 2nd by Bergquist to adopt Resolution 2019-008 Cross Connection Control Policy. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 19-82 Resolution 2019-009 Ratification of General Election Results

The results of the two open City Council seats (four-year terms) are Leslie Minshall and Chelsea Bergquist. The result of the Mayor (four-year term) is Susan Dorris

Motion by Davenport, 2nd by Henggeler to adopt Resolution 2019-009 Ratification of the General Election Results. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 19-83 FY19 Annual Road & Street Financial Report

2019 funding and expenditures used for streets within the City. Annual report that is due December 31st each year.

Motion by Davenport, 2nd by Minshall to approve the FY19 Annual Road & Street Report and authorize the Mayor to sign any necessary documents. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 19-84 Tree City USA Application and Certification

The City has been recognized as part of Tree City USA for the past 7 years. Annual application and certification are required to maintain this recognition.

Motion by Minshall, 2nd by Bergquist to approve the application and certification for Tree City USA and authorize the Mayor to sign any necessary documents. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 19-85 2020 City Calendar

Proposed 2020 City Council Meeting schedule. January and February regular meetings fall on Holidays, request for Council to select alternate dates for these two months.

Motion by Henggeler, 2nd by Bergquist to approve City Council Meeting Calendar with January's meeting being held on January 13th and February's meeting being held on February 10th. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 19-86 Stibnite Advisory Council Community Representative

Nomination for new City Representative on the Stibnite Advisory Council.

Motion by Davenport, 2nd by Minshall to nominate Gene Tyler for the City Representative on the Stibnite Advisory Council. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

STAFF REPORT

Staff report was included with packet

ADJOURNMENT

Motion by Minshall, 2nd by Davenport to adjourn until next scheduled meeting January 13, 2020 at 5:30 p.m. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

Adjourned at 7:04 p.m.

ATTEST:

Lori Clemens, City Clerk

DRAFT

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 1 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4611	-99728E	170 ADOBE SYSTEMS INC.	14.99					
		PDF Solutions						
1	1119882199	12/15/19 December Service	14.99			10 41100	620	10190
4643	-99720E	170 ADOBE SYSTEMS INC.	14.99					
		PDF Solutions						
1	1133582382	01/08/20 January Service	14.99			10 41100	620	10190
		Total for Vendor:	29.98					
4616	13502S	206 ALPINE AUTOMOTIVE	678.28					
		Ball joints Front Lower						
1	17788	12/11/19 ford repairs	678.28			10 43010	434	10100
		Total for Vendor:	678.28					
4605	13503S	8 ANALYTICAL LABORATORIES, INC	51.00					
		Sample Pickup/Collect						
1	67919	11/30/19 Total Coliform Bacteria	16.00			51 43400	560	10100
2	67919	11/30/19 Pickup/Collect	35.00			51 43400	560	10100
4629	13528S	8 ANALYTICAL LABORATORIES, INC	51.00					
		Total Coliform Bacteria						
		Sample Pickup/Collect						
1	68611	12/31/19 Total Coliform Bacteria	16.00			51 43400	560	10100
2	68611	12/31/19 Pickup/Collect	35.00			51 43400	560	10100
		Total for Vendor:	102.00					
4630	13529S	14 BOISE OFFICE EQUIPMENT	44.00					
		Copier Maintenance						
1	IN2212480	01/02/20 copier maintenace - January	28.60			10 41100	611	10100
2	IN2212480	01/02/20 copier maintenace - January	13.20			51 41100	611	10100
3	IN2212480	01/02/20 copier maintenace - January	2.20			52 41100	611	10100
		Total for Vendor:	44.00					

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 2 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4631	13530S	257 CASCADE HARDWARE	55.00					
Billing-December								
1	1912184854	12/17/19 Ice Melt 50lbs	29.98			10 43010	429	10100
2	1912198454	12/17/19 Shop Hangers and Hooks/Too	40.01			10 43010	461	10100
3	1912184856	12/17/19 Over Charge - Ice Melt	-14.99			10 43010	429	10100
		Total for Vendor:	55.00					
4626	13517S	202 CTC BUSINESS	83.64					
telephone								
1	010120	01/01/20 telephone-January	54.31			10 41100	437	10100
2	010120	01/01/20 telephone-January	25.07			51 41100	437	10100
3	010120	01/01/20 telephone-January	4.26			52 41100	437	10100
		Total for Vendor:	83.64					
4606	13506S	38 DIG LINE, INC.	17.90					
Monthly contract fee								
1	0061822-N	11/30/19 December contract fee	17.90			51 41100	520	10100
Monthly CONTRACT FEE								
		Total for Vendor:	17.90					
4632	13531S	272 DRAKE DIVERSIFIED LLC	375.00					
Drinking Water System Operational Services								
1	567	01/01/20 Water System Services December	375.00			51 41100	351	10100
		Total for Vendor:	375.00					
4620	13518S	149 DUBOIS	115.52					
sodhypo								
1	IN-1917777	12/17/19 chemical	115.52			51 43400	462	10100
		Total for Vendor:	115.52					
4614	-99726E	306 ENABLING ELEMENTS, INC	61.43					
Broad Band Internet Service/Pump System								
1	D160144	12/10/19 December Service	61.43			51 41100	437	10190
		Total for Vendor:	61.43					

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 3 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4633	13532S	277 FIREWORKS AMERICA	7,000.00					
Fireworks Display July 4th 2020								
1	19656	01/02/20 FY20 Lot Award Fireworks	7,000.00			15 41100	923	10100
		Total for Vendor:	7,000.00					
4634	13533S	48 FRANKLIN BUILDING SUPPLY CO.	80.47					
Snow Removal -Concrete Bags								
1	592489-521	12/18/19 Concrete Bags-weight	80.47			10 43010	429	10100
		Total for Vendor:	80.47					
4607	13507S	255 GRANITE EXCAVATION INC	33,385.46					
Donnelly Safe Routes/Grant Payment #2								
1	19063-2	12/08/19 Safe Routes Grant	33,385.46			10 43010	970	10173
		Total for Vendor:	33,385.46					
4608	13508S	151 H.D. FOWLER COMPANY	965.80					
Meter Replacement/Freight								
1	I5345624	11/27/19 Meter	945.80			51 43400	710	10100
2	I5345624	11/27/19 Freight	20.00			51 43400	710	10100
		Total for Vendor:	965.80					
4609	13509S	66 IDAHO POWER	600.00					
Child Safety Lights Service Request-Engineering								
1	2270680081	11/28/19 New Line Installation-Engi	600.00			10 41100	340	10100
4621	13519S	66 IDAHO POWER	1,061.14					
Power Billing - Dec								
1	2200853329	12/19/19 Gestrin Street Light	9.80			10 43010	416	10100
2	2205677988	12/19/19 City Hall / Maintenance	107.05			10 41100	416	10100
3	2205677988	12/19/19 City Hall / Maintenance	49.41			51 41100	416	10100
4	2205677988	12/19/19 City Hall / Maintenance	8.22			52 41100	416	10100
5	2204034223	12/19/19 Community Center	130.90			10 41100	416	10100
6	2201629405	12/19/19 Kiosk / Rest Area	6.64			10 43010	416	10100
8	2206076560	12/19/19 Fire Pump	275.45			51 41100	416	10100
9	2200223291	12/19/19 Water Supply	5.19			51 41100	416	10100
10	2201910078	12/19/19 Street Lights	161.71			10 43010	416	10100

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 4 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
11	2206228211	12/19/19 Main Street Lights	91.06			10 43010	416	10100
12	2207365186	12/19/19 NW Pump	215.71			51 41100	416	10100
		Total for Vendor:	1,661.14					
4610	13510S 999998	KENNETH MINSHALL	25.83					
Meal Reimbursement								
1	1327 12/09/19	Dodge Boise for Plow	25.83			10 41100	552	10100
		Total for Vendor:	25.83					
4627	13520S 165	LAKESHORE DISPOSAL	935.05					
trash pickup service								
1	123019 12/30/19	December trash pickup	929.29			51 41100	414	10100
2	24813754 12/30/19	Trash Overage	5.76			51 41100	414	10100
		Total for Vendor:	935.05					
4622	13521S 999999	LHTAC	687.00					
CPS 19-301 Donnelly Safe Routes to School/Unused funds								
1	12/16/19 12/26/19	CPS 19-301-unused funds	687.00			10 43010	970	10100
		Total for Vendor:	687.00					
4623	13522S 86	MCCALL DELIVERY SERVICE	65.00					
chemical pickup / empty containers drop off Dubois								
1	2019-1021 12/17/19	pickup chemicals-4 containe	65.00			51 43400	462	10100
		Total for Vendor:	65.00					
4635	-99722E 216	MICROSOFT	25.25					
business essential email - mayor & council members								
1	E01009XTID 01/04/20	email service	25.25			10 41100	620	10190
4636	-99721E 216	MICROSOFT	25.00					
email and software for office employees								
1	E01009XZAL 01/04/20	office 365 subscription	25.00		0	10 41100	620	10190
		Total for Vendor:	50.25					

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 5 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4637	13534S	154 NORTH LAKE RECREATIONAL SEWER & Contract Sewer Service	4,800.00					
1	01012020	01/01/20 Contract January	4,800.00			52 41100	541	10100
		Total for Vendor:	4,800.00					
4612	13512S	99 OFFICE SAVERS paper	133.93					
1	989	12/05/19 paper	87.06			10 41100	605	10100
2	989	12/05/19 paper	40.18			51 41100	605	10100
3	989	12/05/19 paper	6.69			52 41100	605	10100
4624	13523S	99 OFFICE SAVERS envelopes/ mailing labels	68.13					
1	1126	12/18/19 envelopes/labels	44.29			10 41100	605	10100
2	1126	12/18/19 envelopes/labels	20.44			51 41100	605	10100
3	1126	12/18/19 envelopes/labels	3.40			52 41100	605	10100
		Total for Vendor:	202.06					
4617	-99724E	111 RIDLEY'S gift cards	150.00					
1	458394	12/14/19 gift cards	97.50			10 41100	605	10190
2	458394	12/14/19 gift cards	45.00			51 41100	605	10190
3	458394	12/14/19 gift cards	7.50			52 41100	605	10190
4619	-99723E	111 RIDLEY'S gift cards Airel Barlow	25.00					
1	620446	12/20/19 gift cards	25.00			10 41100	605	10190
		Total for Vendor:	175.00					
4644		999999 ROCKY MOUNTAIN PRINT SOLUTIONS W2 Forms	36.17					
1	4176229323	12/31/19 W2 Forms	36.17			10 41100	605	10190
		Total for Vendor:	36.17					

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 6 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4638	13535S	120 SINCLAIR FLEET TRACK (STINKER)	670.65					
Fuel								
1	123119	12/25/19 Backhoe	200.07			10 43010	483	10100
2	123119	12/25/19 Skid Steer	150.92			10 43010	483	10100
3	123119	12/25/19 Dodge 3500	323.03			10 43010	481	10100
6	010120	01/01/20 Credit	-3.37			10 43010	481	10100
Total for Vendor:			670.65					
4628	13527S	150 SPARKLIGHT	83.70					
Internet Services								
1	122319	01/01/19 internet-Dec/Jan	54.40			10 41100	437	10100
2	122319	01/01/19 internet-Dec/Jan	25.11			51 41100	437	10100
3	122319	01/01/19 internet-Dec/Jan	4.19			52 41100	437	10100
Total for Vendor:			83.70					
4625	13524S	219 T.O. ENGINEERS	1,352.30					
City Engineer								
1	190531-2	12/10/19 Engineering Transportation P	630.00			10 41100	340	10100
2	190178-6	12/10/19 Engineering Safe Routes to S	722.30			10 41100	340	10100
Total for Vendor:			1,352.30					
4604	-99729E	138 USPS	55.00					
Postage								
1	482-008569	12/05/19 postage	55.00			10 41100	605	10190
4613	-99727E	138 USPS	3.50					
Certified Letter-DDC #5 Tyler Crocket / CC Painting								
1	2521064-2	12/11/19 Postage Certified Letter-DD	3.50			10 41100	614	10190
4618	-99725E	138 USPS	55.00					
Postage								
1	568-008659	12/12/19 postage	55.00			10 41100	605	10190
Total for Vendor:			113.50					

01/09/20
09:05:11

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 7 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4615	13514S 999999 UTILITY TRUCK EQUIPMENT		9,132.00					
10'	Snow Plow/Back Drag Edge							
1	18061 12/10/19 Snow Plow/Back Drag Edge		9,132.00			10 43010	429	10100
	Total for Vendor:		9,132.00					
4639	13536S 999999 UTILITY TRUCK EQUIPMENT		62.50					
	Hyd-Oil for Snow Plow							
1	49142PB 12/31/19 Snow Plow Hyd Oil		62.50			10 43010	429	10100
	Total for Vendor:		62.50					
4642	13537S 209 YORGASON LAW OFFICES PLLC		255.00					
	Legal Services							
2	2019-Dec 01/03/20 Misc. Phone/Email Correspond		255.00			10 41100	320	10100
	Total for Vendor:		255.00					
4641	13538S 210 ZWYGART JOHN & ASSOCIATES PLLC		6,270.00					
	City Audit							
1	145 01/06/20 FY19 Audit		4,075.50			10 41100	310	10100
2	145 01/06/20 FY19 Audit		1,881.00			51 41100	310	10100
3	145 01/06/20 FY19 Audit		313.50			52 41100	310	10100
	Total for Vendor:		6,270.00					
	# of Claims	40	Total:	69,571.63				
	Total Electronic Claims			430.16				
	Total Non-Electronic Claims			69141.47				

** 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. **

01/09/20
09:05:11

CITY OF DONNELLY
Fund Summary for Claims by CL Posted Date
For Claims from 12/06/19 to 01/09/20

Page: 8 of 8
Report ID: AP110

Fund/Account	Amount
10 GENERAL	
10100 Idaho First - Checking	\$18,450.35
10173 LHTAC Child Pedestrian Grant	\$33,385.46
10190 Idaho First - Expense Account	\$352.40
15 LOT FUND	
10100 Idaho First - Checking	\$7,000.00
51 WATER	
10100 Idaho First - Checking	\$5,127.03
10190 Idaho First - Expense Account	\$106.43
52 SEWER	
10100 Idaho First - Checking	\$5,142.46
10190 Idaho First - Expense Account	\$7.50
Total:	\$69,571.63

01/09/20
09:07:41

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 1 of 8
Report ID: B100

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	2,378.32	6,424.97	37,941.00	37,941.00	31,516.03	17 %
111	Council Wages	780.00	2,340.00	9,360.00	9,360.00	7,020.00	25 %
112	Mayor Wages	260.00	780.00	3,120.00	3,120.00	2,340.00	25 %
210	Health	395.23	34.56	9,000.00	9,000.00	8,965.44	%
211	Vision	0.00	-248.09	295.00	295.00	543.09	-84 %
220	Social Security/Medicare	261.48	730.09	3,755.00	3,755.00	3,024.91	19 %
230	PERSI	381.07	1,112.56	5,860.00	5,860.00	4,747.44	19 %
250	Unemployment Insurance	17.91	48.39	279.00	279.00	230.61	17 %
260	Workers Compensation	0.00	0.00	127.00	127.00	127.00	%
290	Dental	24.70	184.15	665.00	665.00	480.85	28 %
	Account Total:	4,498.71	11,406.63	70,402.00	70,402.00	58,995.37	16 %
41100 Administration							
310	Audit & Accounting Services	0.00	0.00	4,076.00	4,076.00	4,076.00	%
320	Attorney/Legal Fees	405.00	2,317.00	8,000.00	8,000.00	5,683.00	29 %
321	Economic Development	0.00	0.00	2,000.00	2,000.00	2,000.00	%
330	Contract - Planning & Zoning	345.00	345.00	3,600.00	3,600.00	3,255.00	10 %
340	Contract Labor	8,469.85	10,400.90	15,000.00	15,000.00	4,599.10	69 %
341	Pass Thru Charges	0.00	1,875.19	0.00	0.00	-1,875.19	%
414	Solid Waste Collection	0.00	6.30	0.00	0.00	-6.30	%
416	Electric & Gas	426.36	563.68	4,500.00	4,500.00	3,936.32	13 %
431	City Hall Repair & Maint	310.65	310.65	3,700.00	3,700.00	3,389.35	8 %
436	Cell Phone Mayor/Maintenance	0.00	0.00	1,500.00	1,500.00	1,500.00	%
437	Telephone, Telecommunications	217.42	435.06	1,600.00	1,600.00	1,164.94	27 %
510	Insurance - Liability	0.00	2,370.88	4,742.00	4,742.00	2,371.12	50 %
520	Dues & Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	%
530	Publications- Newspaper	0.00	0.00	900.00	900.00	900.00	%
550	Travel Reimbursed	0.00	0.00	1,500.00	1,500.00	1,500.00	%
551	Training & Educationa	0.00	0.00	1,500.00	1,500.00	1,500.00	%
552	Meals & Entertainment	25.83	25.83	250.00	250.00	224.17	10 %
605	Office Supplies	399.45	647.91	2,500.00	2,500.00	1,852.09	26 %
611	Copier Maintenance	56.98	114.18	500.00	500.00	385.82	23 %
613	IT - Computer	0.00	0.00	500.00	500.00	500.00	%
614	Postage	73.50	163.50	700.00	700.00	536.50	23 %
615	Grant Writing	0.00	0.00	3,000.00	3,000.00	3,000.00	%
620	Software - New	60.40	209.29	2,000.00	2,000.00	1,790.71	10 %
621	Software Maintenance Fees	0.00	309.60	4,500.00	4,500.00	4,190.40	7 %
930	Reconciliation Discrepancies	-32.61	-32.61	0.00	0.00	32.61	%
	Account Total:	10,757.83	20,062.36	67,568.00	67,568.00	47,505.64	30 %
	Account Group Total:	15,256.54	31,468.99	137,970.00	137,970.00	106,501.01	23 %
42000 Public Safety							
42000 Public Safety							
900	Public Safety	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	Account Total:	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	Account Group Total:	0.00	0.00	3,000.00	3,000.00	3,000.00	%

01/09/20
09:07:41

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 2 of 8
Report ID: B100

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
43000	Public Works						
43010	Roads and Streets						
116	Roads & Street Wages	990.20	5,185.89	29,718.00	29,718.00	24,532.11	17 %
118	Snow Removal Wages	2,145.32	2,807.89	12,454.00	12,454.00	9,646.11	23 %
210	Health	438.04	1,040.95	7,626.00	7,626.00	6,585.05	14 %
220	Social Security/Medicare	239.87	611.56	3,227.00	3,227.00	2,615.44	19 %
230	PERSI	303.34	768.50	5,200.00	5,200.00	4,431.50	15 %
250	Unemployment Insurance	4.97	41.54	700.00	700.00	658.46	6 %
260	Workers Compensation	0.00	0.00	1,192.00	1,192.00	1,192.00	%
290	Dental	27.37	65.06	554.00	554.00	488.94	12 %
340	Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	%
416	Electric & Gas	522.24	771.98	4,500.00	4,500.00	3,728.02	17 %
429	Snow Removal Maintenance	9,187.11	9,257.75	17,500.00	17,500.00	8,242.25	53 %
430	Road & Street Maintenance	0.00	0.00	8,000.00	8,000.00	8,000.00	%
432	Building Repairs & Maintenance	80.68	80.68	5,000.00	5,000.00	4,919.32	2 %
434	Equip. Maintenance	678.28	873.18	3,100.00	3,100.00	2,226.82	28 %
435	Equipment Lease Payment	0.00	0.00	14,077.00	14,077.00	14,077.00	%
454	Street Scape	0.00	215.00	2,000.00	2,000.00	1,785.00	11 %
455	Sidewalk, Curb, Gutter Maintenance	0.00	0.00	6,500.00	6,500.00	6,500.00	%
460	Small Tools, Equipmen	24.98	81.79	2,500.00	2,500.00	2,418.21	3 %
461	Shop Misc Supplies	0.00	0.00	500.00	500.00	500.00	%
470	Dust Abatement	0.00	0.00	14,000.00	14,000.00	14,000.00	%
481	Fuel for Pickup	75.74	343.88	1,000.00	1,000.00	656.12	34 %
482	Diesel - Winter	0.00	0.00	4,000.00	4,000.00	4,000.00	%
483	Diesel - Summer	147.56	189.49	1,000.00	1,000.00	810.51	19 %
520	Dues & Fees	0.00	0.00	100.00	100.00	100.00	%
530	Publications- Newspaper	0.00	0.00	150.00	150.00	150.00	%
553	Clothing Reimbursement	0.00	0.00	500.00	500.00	500.00	%
700	Capital Improvements	0.00	1,177.50	17,500.00	17,500.00	16,322.50	7 %
970	Grant Expense	34,072.46	71,569.50	75,300.00	75,300.00	3,730.50	95 %
	Account Total:	48,938.16	95,082.14	238,898.00	238,898.00	143,815.86	40 %
	Account Group Total:	48,938.16	95,082.14	238,898.00	238,898.00	143,815.86	40 %
44000	OTHER						
44100	Parks and Recreation						
117	Park & Rec Wages	35.00	872.43	22,620.00	22,620.00	21,747.57	4 %
119	Airport Maint Wages	52.50	52.50	3,600.00	3,600.00	3,547.50	1 %
210	Health	0.00	154.35	3,960.00	3,960.00	3,805.65	4 %
220	Social Security/Medicare	6.70	70.76	1,731.00	1,731.00	1,660.24	4 %
230	PERSI	0.00	58.20	2,701.00	2,701.00	2,642.80	2 %
250	Unemployment Insurance	0.66	6.97	172.00	172.00	165.03	4 %
260	Workers Compensation	0.00	0.00	916.00	916.00	916.00	%
290	Dental	0.00	9.64	297.00	297.00	287.36	3 %
438	City Park Improvements	0.00	0.00	11,000.00	11,000.00	11,000.00	%
450	Raquet Court Maintenance	14.36	14.36	2,000.00	2,000.00	1,985.64	1 %
451	Campground/Boatdock Maintenance	0.00	0.00	6,500.00	6,500.00	6,500.00	%
452	City Park Maintenance	0.00	39.57	1,000.00	1,000.00	960.43	4 %
453	Rest Area/Kiosk Maintenance	0.00	0.00	900.00	900.00	900.00	%
460	Small Tools, Equipmen	0.00	0.00	2,000.00	2,000.00	2,000.00	%
700	Capital Improvements	0.00	0.00	85,000.00	85,000.00	85,000.00	%
900	Public Safety	0.00	0.00	3,000.00	3,000.00	3,000.00	%

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
	921 Huckleberry Trot Exp	0.00	0.00	2,500.00	2,500.00	2,500.00	%
	925 Aiport Maintenance	0.00	500.63	1,000.00	1,000.00	499.37	50 %
	Account Total:	109.22	1,779.41	150,897.00	150,897.00	149,117.59	1 %
44300 Depot							
	414 Solid Waste Collection	0.00	0.00	1,600.00	1,600.00	1,600.00	%
	415 Water and Sewer	340.00	1,025.00	4,100.00	4,100.00	3,075.00	25 %
	416 Electric & Gas	0.00	0.00	200.00	200.00	200.00	%
	432 Building Repairs & Maintenance	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	960 Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	340.00	1,025.00	8,400.00	8,400.00	7,375.00	12 %
	Account Group Total:	449.22	2,804.41	159,297.00	159,297.00	156,492.59	2 %
	Fund Total:	64,643.92	129,355.54	539,165.00	539,165.00	409,809.46	24 %

01/09/20
09:07:41

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 4 of 8
Report ID: B100

15 LOT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000	GENERAL GOVERNMENT						
41100	Administration						
	922 Local Option Tax Expense	9,132.00	9,132.00	86,500.00	86,500.00	77,368.00	11 %
	Account Total:	9,132.00	9,132.00	86,500.00	86,500.00	77,368.00	11 %
	Account Group Total:	9,132.00	9,132.00	86,500.00	86,500.00	77,368.00	11 %
	Fund Total:	9,132.00	9,132.00	86,500.00	86,500.00	77,368.00	11 %

01/09/20
09:07:41

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 5 of 8
Report ID: B100

51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,097.69	2,965.19	17,511.00	17,511.00	14,545.81	17 %
111	Council Wages	360.00	1,080.00	4,320.00	4,320.00	3,240.00	25 %
112	Mayor Wages	120.00	360.00	1,440.00	1,440.00	1,080.00	25 %
115	Water & Sewer Wages	1,548.56	5,656.22	15,730.00	15,730.00	10,073.78	36 %
210	Health	349.36	1,742.09	7,010.00	7,010.00	5,267.91	25 %
220	Social Security/Medicare	239.18	769.76	2,911.00	2,911.00	2,141.24	26 %
230	PERSI	291.85	936.07	4,542.00	4,542.00	3,605.93	21 %
250	Unemployment Insurance	12.91	57.90	249.00	249.00	191.10	23 %
260	Workers Compensation	0.00	0.00	641.00	641.00	641.00	%
290	Dental	21.84	108.89	483.00	483.00	374.11	23 %
Account Total:		4,041.39	13,676.12	54,837.00	54,837.00	41,160.88	25 %
41100 Administration							
310	Audit & Accounting Services	0.00	0.00	2,195.00	2,195.00	2,195.00	%
320	Attorney/Legal Fees	0.00	0.00	2,000.00	2,000.00	2,000.00	%
351	Maintenance Contractor	375.00	1,125.00	2,000.00	2,000.00	875.00	56 %
360	Water Operator	0.00	125.00	4,500.00	4,500.00	4,375.00	3 %
414	Solid Waste Collection	1,864.34	2,779.76	13,260.00	13,260.00	10,480.24	21 %
416	Electric & Gas	1,107.87	1,590.56	7,392.00	7,392.00	5,801.44	22 %
435	Equipment Lease Payment	0.00	0.00	6,492.00	6,492.00	6,492.00	%
436	Cell Phone Mayor/Maintenance	0.00	0.00	240.00	240.00	240.00	%
437	Telephone, Telecommunications	161.79	342.25	820.00	820.00	477.75	42 %
481	Fuel for Pickup	0.00	0.00	500.00	500.00	500.00	%
510	Insurance - Liability	0.00	1,094.25	2,554.00	2,554.00	1,459.75	43 %
520	Dues & Fees	17.90	652.90	1,300.00	1,300.00	647.10	50 %
530	Publications- Newspaper	0.00	0.00	575.00	575.00	575.00	%
550	Travel Reimbursed	0.00	0.00	900.00	900.00	900.00	%
551	Training & Educationa	0.00	25.00	1,000.00	1,000.00	975.00	3 %
605	Office Supplies	109.59	139.41	1,000.00	1,000.00	860.59	14 %
611	Copier Maintenance	13.20	39.60	280.00	280.00	240.40	14 %
614	Postage	0.00	0.00	525.00	525.00	525.00	%
615	Grant Writing	0.00	0.00	1,000.00	1,000.00	1,000.00	%
620	Software - New	0.00	0.00	250.00	250.00	250.00	%
621	Software Maintenance Fees	0.00	142.89	4,950.00	4,950.00	4,807.11	3 %
810	Bond Payments	0.00	0.00	4,820.00	4,820.00	4,820.00	%
910	Depreciation	0.00	0.00	31,190.00	31,190.00	31,190.00	%
Account Total:		3,649.69	8,056.62	89,743.00	89,743.00	81,686.38	9 %
Account Group Total:		7,691.08	21,732.74	144,580.00	144,580.00	122,847.26	15 %
42000 Public Safety							
42000 Public Safety							
900	Public Safety	0.00	0.00	125.00	125.00	125.00	%
Account Total:		0.00	0.00	125.00	125.00	125.00	%
Account Group Total:		0.00	0.00	125.00	125.00	125.00	%

01/09/20

09:07:41

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 6 of 8
Report ID: B100

51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
43000 Public Works							
43400 Water System							
	433 Repairs & Maint to Water	100.21	163.89	7,500.00	7,500.00	7,336.11	2 %
	434 Equip. Maintenance	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	462 Chemicals	180.52	205.52	5,500.00	5,500.00	5,294.48	4 %
	463 Small tools and supplies for Water	67.40	114.25	7,825.00	7,825.00	7,710.75	1 %
	560 Tests	51.00	87.03	1,518.00	1,518.00	1,430.97	6 %
	710 Meter Equipment Purchased	3,668.08	4,268.56	5,000.00	5,000.00	731.44	85 %
	Account Total:	4,067.21	4,839.25	28,343.00	28,343.00	23,503.75	17 %
	Account Group Total:	4,067.21	4,839.25	28,343.00	28,343.00	23,503.75	17 %
	Fund Total:	11,758.29	26,571.99	173,048.00	173,048.00	146,476.01	15 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

52 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000 GENERAL GOVERNMENT							
41010 Personnel							
	110 Office Wages	182.74	493.59	2,919.00	2,919.00	2,425.41	17 %
	111 Council Wages	60.00	180.00	720.00	720.00	540.00	25 %
	112 Mayor Wages	20.00	60.00	240.00	240.00	180.00	25 %
	115 Water & Sewer Wages	17.54	46.43	3,432.00	3,432.00	3,385.57	1 %
	210 Health	33.37	148.05	1,690.00	1,690.00	1,541.95	9 %
	220 Social Security/Medicare	21.45	59.70	735.00	735.00	675.30	8 %
	230 PERSI	31.38	91.03	1,149.00	1,149.00	1,057.97	8 %
	250 Unemployment Insurance	1.39	3.95	47.00	47.00	43.05	8 %
	260 Workers Compensation	0.00	0.00	116.00	116.00	116.00	%
	290 Dental	2.09	9.26	160.00	160.00	150.74	6 %
	Account Total:	369.96	1,092.01	11,208.00	11,208.00	10,115.99	10 %
41100 Administration							
	310 Audit & Accounting Services	0.00	0.00	314.00	314.00	314.00	%
	320 Attorney/Legal Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	340 Contract Labor	0.00	0.00	3,200.00	3,200.00	3,200.00	%
	416 Electric & Gas	15.11	20.54	535.00	535.00	514.46	4 %
	435 Equipment Lease Payment	0.00	0.00	3,348.00	3,348.00	3,348.00	%
	437 Telephone, Telecommunications	16.80	33.54	128.00	128.00	94.46	26 %
	481 Fuel for Pickup	0.00	0.00	78.00	78.00	78.00	%
	510 Insurance - Liability	0.00	182.37	365.00	365.00	182.63	50 %
	520 Dues & Fees	0.00	0.00	30.00	30.00	30.00	%
	530 Publications- Newspaper	0.00	0.00	100.00	100.00	100.00	%
	541 Monthly Service Agreement-NLSD	4,800.00	14,400.00	57,600.00	57,600.00	43,200.00	25 %
	605 Office Supplies	18.24	23.21	250.00	250.00	226.79	9 %
	611 Copier Maintenance	2.20	6.60	85.00	85.00	78.40	8 %
	614 Postage	0.00	0.00	80.00	80.00	80.00	%
	620 Software - New	0.00	0.00	125.00	125.00	125.00	%
	621 Software Maintenance Fees	0.00	23.81	997.00	997.00	973.19	2 %
	810 Bond Payments	0.00	0.00	4,682.00	4,682.00	4,682.00	%
	910 Depreciation	0.00	0.00	35,659.00	35,659.00	35,659.00	%
	Account Total:	4,852.35	14,690.07	108,576.00	108,576.00	93,885.93	14 %
	Account Group Total:	5,222.31	15,782.08	119,784.00	119,784.00	104,001.92	13 %
	Fund Total:	5,222.31	15,782.08	119,784.00	119,784.00	104,001.92	13 %

01/09/20
09:07:41

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 8 of 8
Report ID: B100

60 WATER SYSTEM IMPROVEMENT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000	GENERAL GOVERNMENT						
41100	Administration						
354	Grant Administrator	0.00	9,000.00	0.00	0.00	-9,000.00	%
	Account Total:	0.00	9,000.00	0.00	0.00	-9,000.00	%
	Account Group Total:	0.00	9,000.00	0.00	0.00	-9,000.00	%
43000	Public Works						
43400	Water System						
355	Additional Services	7,823.25	8,403.25	0.00	0.00	-8,403.25	%
357	Engineering - Bidding & Negotiation	0.00	8,166.94	0.00	0.00	-8,166.94	%
358	Water System Construction	36,919.50	130,759.00	530,200.00	530,200.00	399,441.00	25 %
	Account Total:	44,742.75	147,329.19	530,200.00	530,200.00	382,870.81	28 %
	Account Group Total:	44,742.75	147,329.19	530,200.00	530,200.00	382,870.81	28 %
	Fund Total:	44,742.75	156,329.19	530,200.00	530,200.00	373,870.81	29 %
	Grand Total:	135,499.27	337,170.80	1,448,697.00	1,448,697.00	1,111,526.20	23 %

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 20-01

Meeting Date 01/13/2020

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Appointment of Council President</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:	n/a		
FUNDING SOURCE:	n/a		
TIMELINE:			

SUMMARY STATEMENT:

Appoint Council President

RECOMMENDED ACTION:

Nominate and Appoint Council President

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

DONNELLY CITY COUNCIL

169 Halferty Street

AGENDA BILL

Donnelly, Idaho 83615

Number

AB 20-02

Meeting Date 01/13/2020

*Action Item***AGENDA ITEM INFORMATION****SUBJECT:***Annual Audit Presentation**Department Approvals**Initials**Originator
or
Supporter*

Mayor / Council

Clerk/Treasurer

Public Works

COST IMPACT:**FUNDING****SOURCE:****TIMELINE:****SUMMARY STATEMENT:**

Jared Zwuygart will present the 2019 Annual Audit Report

RECOMMENDED ACTION:**RECORD OF COUNCIL ACTION****MEETING DATE****ACTION**

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 20-03

Meeting Date 01/13/2020

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Donnelly Depot Center Lease Termination</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
COST IMPACT:	n/a			
FUNDING SOURCE:	n/a			
TIMELINE:				

SUMMARY STATEMENT:

Rediscuss the Lease Termination of DDC Unit #5, per request of Lessee.

RECOMMENDED ACTION:

Approve or deny request to not terminate lease

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 20-04

Meeting Date 01/13/2020

Action Item

AGENDA ITEM INFORMATION

SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<i>Ordinance No. 249 Racquet Court Regulations</i>		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
<i>COST IMPACT:</i>	n/a			
<i>FUNDING SOURCE:</i>	n/a			
<i>TIMELINE:</i>				

SUMMARY STATEMENT:

Ordinance No. 249 amends Donnelly City Code Chapter 12.15 Racquet Sport Courts

RECOMMENDED ACTION:

Adopt Ordinance No. 249

RECORD OF COUNCIL ACTION

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

Ordinance No. _____

Motion by _____, 2nd by _____ pursuant to Idaho Code Section 50-902 that the proposed Ordinance No. ____ pass its first reading by title only.

Roll Call Vote:

Motion by _____, 2nd by _____ pursuant to Idaho Code Section 50-902, that the rule requiring ordinances to be read on three different days with one reading to be in full to be dispensed with and that proposed Ordinance No. _____ be considered read, passed and adopted after being read by title only.

Clerk read Ordinance No. _____ by title only into record.

Roll Call Vote:

ORDINANCE NO. 249

AN ORDINANCE OF THE CITY OF DONNELLY, VALLEY COUNTY, IDAHO, AMENDING CHAPTER 12.15 OF THE DONNELLY CITY CODE TO UPDATE REGULATIONS REGARDING CITY-OWNED RACQUET SPORT COURTS; AND PROVIDING AN EFFECTIVE DATE.

Section 1. Chapter 12.15 of the Donnelly City Code is hereby amended to read as follows:

12.15.010 Use of courts.

The racquet sport courts are the property of the city of Donnelly and are for the use and enjoyment of the residents of Donnelly and surrounding area. The courts are open to public play to play singles or doubles matches during daylight hours.

Parking for the racquet sport courts is on the northeast side of FW Gestrin Street. Lawn chairs, and any other items not necessary for pickle ball or tennis matches, are prohibited on the racquet sport courts. Users are expected to use the provided benches.

Animals are prohibited from being on the racquet sport courts at any time.

12.15.020 Reservation of the courts.

Any person, persons or groups desiring to reserve the courts in advance for play shall contact the City Hall of Donnelly to make such reservation. Reservations must be made at least 72 hours in advance and shall be subject to a \$10.00 nonrefundable fee per reservation. Reservations shall be limited to two hours per reservation-. Persons making such reservation shall obtain from City Hall a notice of such reservation and place it on the notice board at the courts.

Tournaments/clinics/events will be charged a \$25.00 nonrefundable fee for up to six hours a day for a maximum of two days. Anyone wishing to give lessons on the courts must receive authorization from the city and pay, in advance, a \$5.00 fee per individual lesson. Other uses may be permitted by resolution from the city council. Reservations of racquet courts is prohibited during holiday weekends and community events.

Occupancy of seventeen (17) or more pickle ball players on the racquet sport courts will constitute an event. Occupancy of nine (9) or more tennis players will constitute an event. Any advertising or congregation of clubs or groups constitutes an event. Single family groups are excluded from event registration rules.

12.15.030 Rules of play.

Players must use only approved shoes that do not leave marks on the court surface. No food or drinks, except water and sports drinks, are allowed on the courts. All trash must be placed in the receptacles provided. No profanity or loud noise will be allowed. Normal rules of proper tennis etiquette and attire shall be observed. The east court shall not be striped for pickleball.

12.15.040 Time of play.

Time of play is limited to two hours per match or six hours per day per event if other players are waiting to play. However, players are allowed to complete their set or match before giving up the court. Players waiting to use the racquet sport courts shall refrain from entering onto the courts or otherwise interfering with players completing their set and/or match.

12.15.050 Restrictions on use.

The racquet sport courts are for tennis and pickleball only. No skateboards, bicycles, roller blades or any other recreational devices shall be allowed.

12.15.060 Ball machine.

In the event that the city of Donnelly purchases a tennis ball machine, it shall be used for free by individual members of the Donnelly tennis club and if the machine is used for lessons, the machine will be rented from the city of Donnelly at a rate of \$5.00 per lesson. In the event that a nonmember rents the machine, it shall be rented at a rate of \$5.00 per hour.

12.15.090 Violations

Persons found violating this chapter will be subject to a fine not to exceed \$100.00 or by imprisonment in the county jail for not more than five days or by both such fine and imprisonment. Persons in violation of this chapter more than once shall be subject to double fines and imprisonment. In addition to fines and imprisonment, persons violating this chapter may also be banned from using the racquet sport courts.

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

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

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY
OF DONNELLY, IDAHO THIS 13th DAY OF JANUARY 2020.

Susan Dorris, Mayor

Attest:

Lori Clemens, City Clerk/Treasurer

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 20-05

Meeting Date 01/13/2020

AGENDA ITEM INFORMATION

SUBJECT:		Department Approvals	Initials	Originator or Supporter
Resolution 20-01 City Calendar 2020		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
COST IMPACT:	n/a			
FUNDING SOURCE:	n/a			
TIMELINE:				

SUMMARY STATEMENT:

Review City Calendar 2020

RECOMMENDED ACTION:

Approve, Adopt and Authorize Mayor to sign necessary documents

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

RESOLUTION NO. 2020-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DONNELLY, IDAHO, ADOPTING THE DONNELLY CITY COUNCIL 2020 REGULAR MEETING SCHEDULE; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, THE Donnelly City Code §2.05.010 states that regular meetings of the Council shall be held on the third Monday of each and every month at the Donnelly Community Center, 169 Halferty, Donnelly, Idaho, unless otherwise fixed by the Council; and

WHEREAS, the purpose of the Donnelly City Council meetings is to make a decision or to deliberate toward a decision for the business of the City of Donnelly in accordance to the Open Meeting Law described in Idaho Code Title 67.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Donnelly that:

Section 1: The Schedule for the regular meetings of the Donnelly City Council for the months of March thru December 2020 will be the third Monday of each month at 6:00 p.m. at the Donnelly Community Center.

Section 2: The Schedule for the regular meeting of the Donnelly City Council for the months of January and February 2020 will be held the second Monday of the month at the Donnelly Community Center, to accommodate for holidays.

Section 3: This resolution shall be in full force and effect on January 13, 2020.

PASSED by the City Council this 13th day of January 2020.

CITY OF DONNELLY
Valley County, Idaho

By _____
Susan Dorris, Mayor

ATTEST:

Lori Clemens, City Clerk/Treasurer

(S E A L)

City of Donnelly Calendar

2020

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September							
S	M	T	W	T	F	S	S
		1	2	3	4	5	6
6	7	8	9	10	11	12	13
13	14	15	16	17	18	19	20
20	21	22	23	24	25	26	25
27	28	29	30				

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

USA HOLIDAYS AND OBSERVANCES – OFFICE CLOSED
 PLANNING & ZONING MEETINGS
 CITY COUNCIL MEETINGS

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 20-06

Meeting Date 01/13/2020

Action Item

AGENDA ITEM INFORMATION

SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
Bennett Court PVT Road Validation		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
COST IMPACT:	n/a			
FUNDING SOURCE:	n/a			
TIMELINE:				

SUMMARY STATEMENT:

Valley County has requested the Donnelly City Council to approve the validation and naming of this road for addressing and emergency purposes.

There will be a public heraring by Valley County Commissioners on February 3, 2020 at 1:15 pm.

RECOMMENDED ACTION:

Concurrent with Valley County

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Resolution No. 20-__
Bennett Court PVT
Road Validation

Whereas, there are multiple parcels accessing from the shared driveway that runs north from West Roseberry RD, a public road, as shown on the attached map.

Whereas, this driveway pre-dates the 1991 ordinance amendment that does not allow shared driveways;

Whereas, shared driveways are periodically validated as private roads and named for ease of locating and addressing for emergency purposes;

Whereas, this is being proposed at the request of Valley County Dispatch due to difficulty in located residences along this currently shared driveway;

Whereas, this driveway weaves into and out of the City of Donnelly on a 70' Easement #128623, the Donnelly City Council will also approve and recognize this private road;

Whereas, the current action is to notify the public and agencies that Bennett Court is validated as a private road and is the official name of the road;

Whereas, this action does not give any property rights to allow future platting or splits;

Whereas, the current action is to validate Bennett Court as a private road and to show it in the Official Road Name List and Maps.

Therefore, the Board of County Commissioners hereby validate Bennett Court as shown on the attached; and it shall henceforth be a part of the Official Road Name List and Maps.

Approved by the Board of County Commissioners of the County of Valley, State of Idaho, on this 3rd day of February, 2020.

Board of Valley County Commissioners

Elting Hasbrouck, Chairman

State of Idaho)
)SS
County of Valley)

On this ____ day of _____, 2020, before me, _____, the undersigned, a Notary Public in and for said State, personally appeared _____ known to be the person whose name subscribed to the within Instrument, and acknowledged to me that he, she, they executed the same.

Notary Public, Residing at Cascade, Idaho My Commission Expires: _____



Cynda Herrick, AICP, CFM
VALLEY COUNTY
IDAHO

Planning & Zoning Administrator
Floodplain Coordinator

PO Box 1350
219 North Main Street
Cascade, Idaho 83611-1350

Phone: 208.382.7115
FAX: 208.382.7119
Email: cherrick@co.valley.id.us

STAFF REPORT
Private Road Validation
and Naming of Bennett Court

HEARING DATE: February 3, 2020
TO: Board of County Commissioners
STAFF: Cynda Herrick, AICP, CFM

BACKGROUND:

It is proposed to validate an existing shared driveway as a private road and assign Bennett Court as the road name. The proposed road is an easement located north of West Roseberry Road. It is located in Section 9, T. 16N, R.3E, Boise Meridian, Valley County, Idaho. The easement is 70' and recorded as Instrument # 128623. The actual travelled way appears to be in the City of Donnelly and Valley County.

It is proposed to validate this as a private road for ease of locating and addressing for emergency purposes at the request of Valley County Dispatch. It will then be added to the Official Road Name List and Maps and parcels would be readdressed.

Attached are:

- applicable Valley County Code
- a vicinity map
- Assessor's plat information
- responses received
- proposed resolution

If approved, road signs will be ordered and address change notification letters will be sent to property owners and applicable agencies.

The public hearing notice was published in the Star News on January 9 and January 16, 2020. Potentially affected agencies were notified on January 2, 2020. Property owners along the shared driveway were notified on January 3, 2020. On January 3, 2020, the notice was added to the Valley County website under "Board of County Commissioners Meetings" and posted in the Valley County Courthouse. The site was posted on January 22, 2020.

5-4-4: DESIGNATION OF ROAD NAMES:

- A. Applicability; Official Road Name List: It is hereby established in the unincorporated areas of the county that the following rules and regulations for the naming of roads shall apply. The board shall, by resolution, establish the official road name list. Thereafter, all new roads shall be established in accordance with the standards hereinafter set forth. It is anticipated that the incorporated cities will cooperate with standards and approval processes established for the sake of public safety and operation of the 911 system.
- B. Standards For Determining And Approving Road Dedications: The following standards shall be
- 8. Obvious Change In Direction: If the Planning and Zoning administrator determines that a road makes a very obvious change in direction, a new road name shall be assigned except as herein provided. Whenever this situation occurs, the change of the road name shall occur at the intersection rather than the point where the direction changes. (Ord. 90-2, 7-23-1990; amd. 2011 Code)
 - 9. Limited To Ten Letters: In general, road names shall not be over ten (10) letters in length including spaces, unless otherwise approved by the board. All road names shall conform to this limitation except where existing names are to be continued due to alignments.
 - 10. Lack Of Compliance: Any lack of compliance for the initial maps and road names adopted shall be permitted.
- C. Suffixes: The following suffixes shall be used in designating road names:
- 4. Court: A dead end cul-de-sac connecting to a road at one end only, runs generally north or south, which provides vehicular and/or pedestrian access to adjacent properties, the dedication of which has been accepted by the board.

5-4-5: PRIVATE LANES:

- A. Application For Private Road Names: Private roads shall be approved by the board. Applications for private road names shall be made to the Planning and Zoning Administrator or their designee. Road names must be approved by the Planning and Zoning Administrator. Officially accepted private roads shall be listed on the official road name list with the accompanying designation "Pvt". Private road names shall be in full compliance with this chapter. (Ord. 90-2, 7-23-1990; amd. 2011 Code)
- B. Installation And Maintenance Of Signs: The Board shall install and maintain private road signs within the public right of way and shall only install signs for those private roads which intersect public roads. The applicant will be charged a fee by the Board to manufacture and install said signs. Required interior private road signs for mobile home courts, etc., shall not be installed or maintained by the Board. In those cases, the applicant shall obtain the road signs from private sources and shall be responsible for their installation and maintenance. All private road signs shall conform to the standards of subsection 5-4-7.E of this chapter.
- C. Indication Of Private Road: All private roads shall have signs indicating that it is a "private" road with "PVT" in two inch (2") letters following the name in white letters on blue background. (Ord. 90-2, 7-23-1990)

5-4-7: CHANGES IN ROAD NAMES AND PUBLIC/PRIVATE DECLARATION:

- A. Application: Where necessary or desirable, any person may make application to the Planning and Zoning Administrator to change a road name, or the Planning and Zoning Administrator may do so for reasons of duplication, similar pronunciation or spelling or for other reasons relating to public safety or convenience. The Board shall not change signs without compensation or agreement from the applicant.
- C. Public Hearings: The board shall hold public hearings on this matter. All property owners and residents having frontage on the affected road shall be notified by mail under the following procedures:
 - 1. The applicant shall submit a list of addresses of all dwellings located on the affected road to the planning and zoning administrator or his designee along with a fee as adopted by resolution.
 - 2. The Planning and Zoning Administrator or their designee shall compare the submitted list to the land ownership records and mail notification to all affected residents and property owners.
 - 3. The Planning and Zoning Administrator shall mail notification to political subdivisions, other interested parties, and publish in the newspaper a minimum of 15 days prior to the hearing.
 - 4. The Planning and Zoning Administrator shall also place a sign on the road at least one week prior to the hearing if it is reasonable to do so.
 - 5. The board shall hold a public hearing on the road name change thirty (30) to forty five (45) days after the receipt and acceptance of the road name change application.
 - 6. Failure of the planning and zoning administrator or his designee to mail said notice to all residents and property owners in no way shall affect the validity of such procedures; provided, that such failure shall have occurred in good faith. (Ord. 90-2, 7-23-1990; amd. 2011 Code)
- D. Manner Of Making Changes: All changes shall be made in such a manner as to create the least possible inconvenience to residents and property owners in the area.
 - 1. No change shall become effective for at least fifteen (15) days after official action by the board.
 - 2. No change shall become effective until the road sign is changed or installed.
 - 3. All residents and property owners shall be mailed notification of the board's final decision within seven (7) days of said action. Notice shall state that the name change is not official until the sign is placed.
 - 4. The Planning and Zoning Administrator shall make the change in the Official Road Name List and on the Official Road Name Map when the change is effective.
- E. Location Of Signs: All road name signs shall be located in such a manner as to be clearly visible to persons operating vehicles on the road. The minimum letter size shall be four inches (4") in height and placed on a six inch (6" x variable length) blank. Existing names exceeding the ten (10) letter length restriction shall use four inch (4") lettering, if deemed necessary by the board.

All signs shall be reflectorized or illuminated in addition to having contrasting colors. All dedicated road signs shall be green, all private road signs shall be blue, all lettering shall be white. All road name signs shall have the names lettered on both sides and shall be positioned so that the name is visible from both directions of the road. (Ord. 90-2, 7-23-1990)

END OF STAFF REPORT

**A COMPLETE COPY OF THE RECORD IS AVAILABLE FOR REVIEW
AT THE PLANNING AND ZONING COMMISSION OFFICE.**



Valley County Board of County Commissioners Invites You to a PUBLIC HEARING

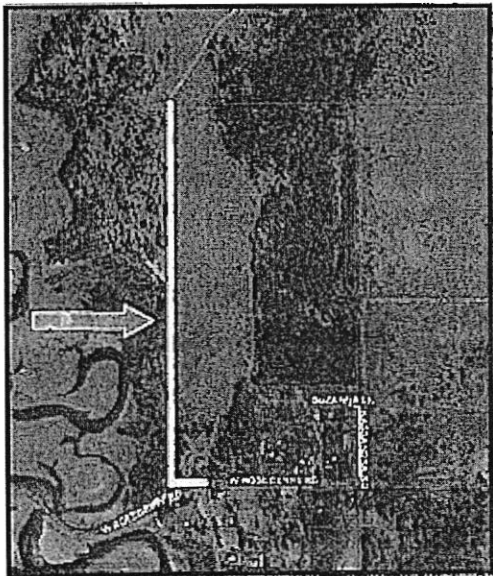
Private Road Validation and Naming of Bennett Court

It is proposed to validate an existing shared driveway as a private road and assign Bennett Court as the road name. The proposed road is an easement located north of West Roseberry Road. It is located in Section 9, T. 16N, R.3E, Boise Meridian, Valley County, Idaho.

It is proposed to validate this as a private road for ease of locating and addressing for emergency purposes. It will then be added to the Official Road Name List and Maps and parcels would be readdressed.

If approved, address change notification letters will be sent.

Applications and the contents of the files can be reviewed at the Planning and Zoning office located in the Valley County Courthouse at 219 North Main Street in Cascade, Idaho. Meeting minutes and agendas are posted on the Valley County website: www.co.valley.id.us.



PUBLIC HEARING

Feb 3, 2020

1:15 p.m.

**Courthouse Building
2nd Floor
219 North Main Street
Cascade, ID**

You are welcome to attend the public hearing and/or comment on this proposal. Our office would appreciate your comments in person or by mail, fax, email, or phone call. Written comments must be received at least seven days prior to the public hearing.

You may also speak during the public hearing. If you do not submit a comment, we will assume you have no objections to the application.

Applications and the contents of the files can be reviewed at the Planning and Zoning office located in the Valley County Courthouse at 219 North Main Street in Cascade, Idaho. Meeting minutes and agendas are posted on the Valley County website: www.co.valley.id.us.

Direct questions & comments to:

Cynda Herrick, AICP, FPM
Planning & Zoning Administrator
PO Box 1350
Cascade, ID 83611
208-382-7115
cherrick@co.valley.id.us

Proposed Bennett Court (private)



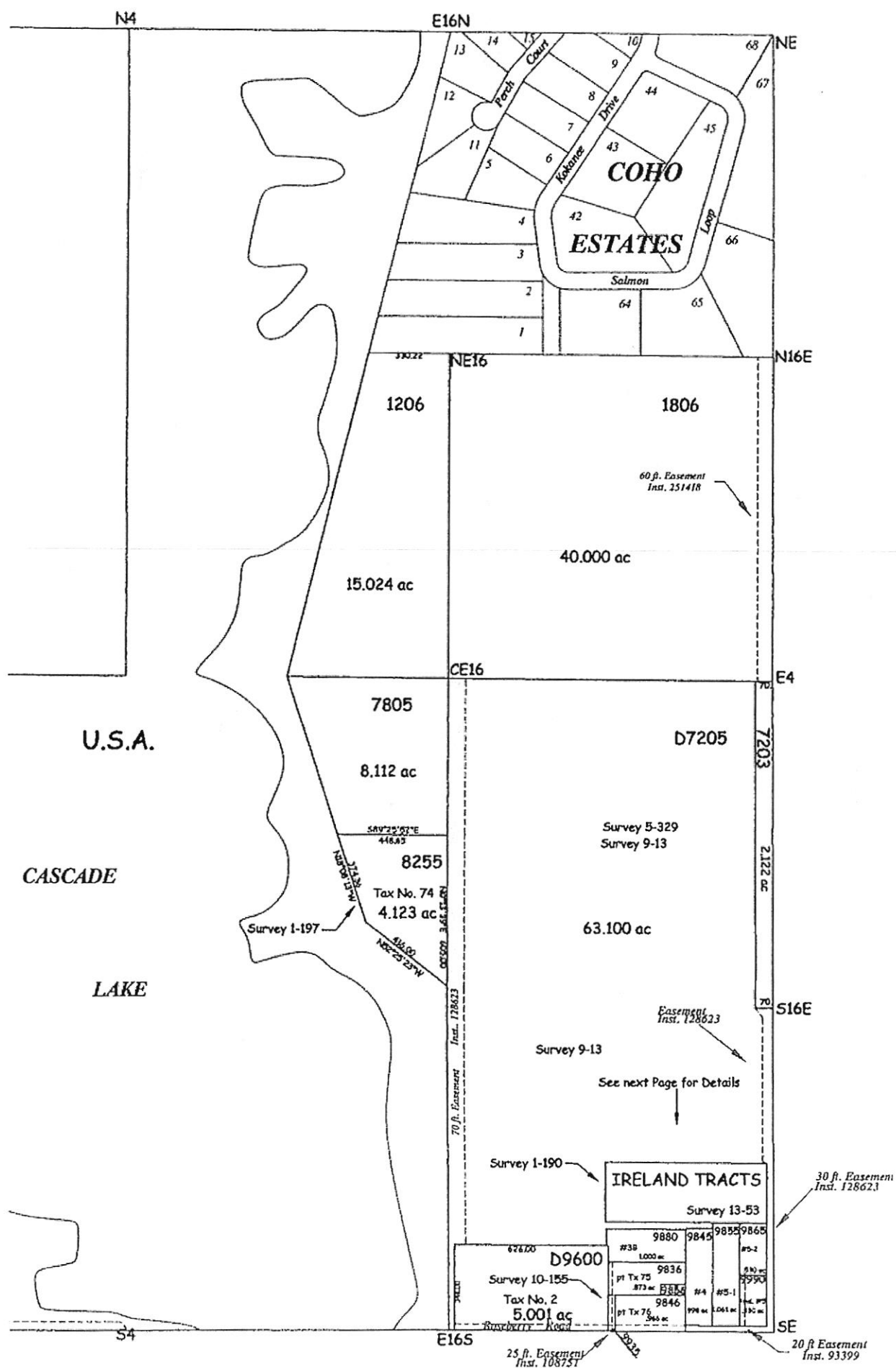
11/13/2019 3:14:34 PM

Parcel Boundaries

 URBAN/RURAL
 PRIVATE
 COLLECTOR

1:9,028
 0 0.05 0.1 0.2 mi
 0 0.07 0.15 0.3 km

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





City of Donnelly

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

To: Mayor & City Council

From: Lori Clemens

Re: Staff Report

Date: January 13, 2020

Utility Billings: As of Friday, January 10, 2020 there is \$1,227.42 - (8) past due 30 days or more/\$1,162.58 - (1) shut off, in water billings.

Local Option Tax: Our local option tax receipts for sales in December are just starting to come in, they have until the 20th of January.

Airport: Aeronautics Grant Application

Clerk: Child Pedestrian Safety Pathway – Signals are complete, reminder of work to be completed in the spring.

Short-term Rentals-workshop

Web Site Proposal

Perch 55

Donnelly Depot Center: Vacancy

Parks & Recreation: Closed for Season

Road & Streets: Snow Management

Water:

Office Closure: January 20, 2020

Upcoming Meeting Dates: Planning & Zoning, Monday, February 3, 2020