



AGENDA
Donnelly City Council
Monday, May 18, 2020 at 6:00pm
Donnelly Community Center

The City Council meeting will be held at the Community Center or you may call through a Free Conference Call system.

1. *Dial the dial in number 701.802.5074*
2. *When prompted, enter the access code 3042801#*
3. *Guests introduce themselves and then enter *6 to mute.*

Each person calling in will be asked to introduce themselves once connected.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

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

City Council Minutes – April 20, 2020

Vouchers – April 11, 2020 thru May 12, 2020

Treasurer Report – April 2020

Payroll Summary – April 23, 2020 May 5, 2020 and May 7, 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:

Mountain Waterworks Phase II – Mike Woodworth

North Lake Sewer/Water – Larry Mangum

Code Enforcement Officer

BUSINESS AGENDA: (Action Items)

AB 20-18 Valley County Weed Department Agreement of Understanding Service Contract

STAFF REPORTS:

ADJOURNMENT:

NEXT MEETING DATE:

Monday, June 15, 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, April 20, 2020 at 6:00 p.m. Donnelly Community Center

MINUTES

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

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

Mayor Dorris lead Pledge of Allegiance

CONSENT AGENDA

Motion by Minshall, 2nd by Henggeler 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

Donnelly Recycling Center-Barb Dixon discussion on Valley County proposal to move the county recycling facilities to one central location. Concerns on the impact of not having a recycle center in Donnelly.

Short Term Rental Ordinance-discussion and review of proposed Ordinance created by Planning and Zoning.

Property south of 180 Payette Street-2005 sewer connection/improvement

BUSINESS AGENDA: (Action Items)

AB 20-16 City Public Facilities

Currently the Boat Dock, Campground, Racquet Court and Kiosk/Rest Area are closed to the public. City to follow the guidelines of the State and open accordingly. Bathroom facilities will remain closed until further notice.

Motion by Minshall, 2nd by Henggeler to continue with closures at City Facilities per Governor Little's recommendation. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

AB 20-17 TO Engineering Agreement Professional Services

Agreement to do the engineering for the pathway from the school crossing to Payette Street.

Motion by Davenport, 2nd by Minshall to approve and authorize the Mayor to sign contract with TO Engineering on Pathway Extension. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

STAFF REPORT

Staff report was included with packet

ADJOURNMENT

Motion by Davenport, 2nd by Minshall to adjourn until next scheduled meeting May 18, 2020 at 6:00 p.m. Davenport (yes), Minshall (yes), Bergquist (yes), Henggeler (yes). Motion carried.

Adjourned at 7:24 p.m.

ATTEST:

Lori Clemens, City Clerk

05/12/20
15:21:06

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 04/11/20 to 05/12/20

Page: 1 of 7
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
4799	-99680E	170 ADOBE SYSTEMS INC.	14.99					
		PDF Solutions						
1	1191837609	05/08/20 May Service	14.99			10 41100	620	10190
		Total for Vendor:	14.99					
4776	-99687E	6 AMAZON	32.77					
		Binder Clips/Adding Machine Rolls						
1	3676215	04/30/20 Adding Machine Roll	10.99			10 41100	605	10190
2	3676215	04/30/20 Binder Clips	19.92			10 41100	605	10190
3	3676215	04/30/20 Tax	1.86			10 41100	605	10190
4777	-99686E	6 AMAZON	374.16					
		Blueprint Mobile Center/Hanging Clamps - Water/Roads						
1	0392258	05/05/20 Blue Print Center/Clamps	88.25			10 43010	461	10190
2	0392258	05/05/20 Blue Print Center/Clamps	264.73			51 41100	605	10190
3	0392258	05/05/20 Tax	21.18			51 41100	605	10190
		Total for Vendor:	406.93					
4767	13634S	8 ANALYTICAL LABORATORIES, INC	51.00					
		Total Coliform Bacteria						
1	70589	03/31/20 Total Coliform Bacteria	51.00			51 43400	560	10100
		Total for Vendor:	51.00					
4768	13635S	14 BOISE OFFICE EQUIPMENT	44.00					
		Copier Maintenance						
1	IN2297536	04/01/20 copier maintenace - April	28.60			10 41100	611	10100
2	IN2297536	04/01/20 copier maintenace - April	13.20			51 41100	611	10100
3	IN2297536	04/01/20 copier maintenace - April	2.20			52 41100	611	10100
4791	13650S	14 BOISE OFFICE EQUIPMENT	44.00					
		Copier Maintenance						
1	IN2317503	05/01/20 copier maintenace - May	28.60			10 41100	611	10100
2	IN2317503	05/01/20 copier maintenace - May	13.20			51 41100	611	10100
3	IN2317503	05/01/20 copier maintenace - May	2.20			52 41100	611	10100
		Total for Vendor:	88.00					

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CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 04/11/20 to 05/12/20

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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4778	13651S	257 CASCADE HARDWARE	13.92					
Billing								
1	2004-19644	04/20/20 Clamps-water	13.92			51 43400	433	10100
		Total for Vendor:	13.92					
4779	-99685E	29 CITY OF DONNELLY - WATER	340.00					
Water Billing								
1	04272020	04/27/20 April	340.00			10 44300	415	10100
		Total for Vendor:	340.00					
4780	13652S	202 CTC BUSINESS	83.65					
telephone								
1	05012020	05/01/20 telephone-May	54.52			10 41100	437	10100
2	05012020	05/01/20 telephone-April	25.07			51 41100	437	10100
3	05012020	05/01/20 telephone-April	4.06			52 41100	437	10100
		Total for Vendor:	83.65					
4781	13653S	272 DRAKE DIVERSIFIED LLC	375.00					
Drinking Water System Operational Services								
1	638	05/01/20 Water System Services April	375.00			51 41100	351	10100
		Total for Vendor:	375.00					
4782	13654S	311 DYRUD CONSTRUCTION	7,112.29					
Emergency Water Leaks-Hwy 55/Pump House								
1	2020-243	05/06/20 Water Leak Hwy 55	4,767.66			51 43400	433	10100
2	2020-244	05/06/20 WaterLeak Pump Housee	2,344.63			51 43400	433	10100
		Total for Vendor:	7,112.29					
4798	-99681E	306 ENABLING ELEMENTS, INC	40.00					
Broad Band Internet Service/Pump System								
1	D161922	05/10/20 May Service	40.00			51 41100	437	10190
		Total for Vendor:	40.00					

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4783	13655S	300 FERGUSON WATERWORKS #1701	9.60					
		Water Leak Pump House						
1	8203775	04/30/20 Water Leak Pump House	9.60			51 43400	433	10100
		Total for Vendor:	9.60					
4774	-99689E	310 FIRST AMERICAN TITLE	89,984.54					
		Purchase of Church Property thru First American Title Company						
1	Cashier Ck	04/24/20 Church Property Purchase	89,984.54			10 44100	700	10100
		Total for Vendor:	89,984.54					
4784	-99684E	53 GO-DADDY	79.99					
		Website Repairs/Upgrade						
1	05052020	05/05/20 Web Repairs/Upgrade	79.99			10 41100	620	10190
		Support						
		Total for Vendor:	79.99					
4772	13636S	66 IDAHO POWER	846.37					
		Power Billing - April						
1	2200853329	04/17/20 Gestrin Street Light	9.82			10 43010	416	10100
2	2205677988	04/17/20 City Hall / Maintenance	77.46			10 41100	416	10100
3	2205677988	04/17/20 City Hall / Maintenance	35.75			51 41100	416	10100
4	2205677988	04/17/20 City Hall / Maintenance	5.95			52 41100	416	10100
5	2204034223	04/17/20 Community Center	87.39			10 41100	416	10100
6	2201629405	04/17/20 Kiosk / Rest Area	7.05			10 43010	416	10100
8	2206076560	04/17/20 Fire Pump	241.10			51 41100	416	10100
9	2200223291	04/17/20 Water Supply	5.19			51 41100	416	10100
10	2201910078	04/17/20 Street Lights	127.61			10 43010	416	10100
11	2206228211	04/17/20 Main Street Lights	70.41			10 43010	416	10100
12	2207365186	04/17/20 NW Pump	172.57			51 41100	416	10100
13	2207408630	04/17/20 Traffic Control Signal	0.00			10 44100	900	10100
14	2202080178	04/17/20 DDC	0.00			10 41100	416	10100
15	2201173198	04/17/20 DDC-3	6.07			10 41100	416	10100

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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4773	13643S	66 IDAHO POWER	6,525.00					
Service to Campground Host Site/Design No. 0000136685/PWM3252								
1	27533427	04/24/20 New Line Installation-Engine	6,525.00			10 44100	700	10100
Total for Vendor:			7,371.37					
4790	13656S	999999 JASON PAGE	5.00					
Day Pass Refund 05/03/2020								
1	05032020	05/03/20 Day Pass Refund	5.00			10 44100	451	10100
Total for Vendor:			5.00					
4769	13637S	243 JOHN DEERE FINANCIAL	13,674.64					
310 backhoe payment								
1	2322376	04/17/20 backhoe payment	7,931.29			10 43010	435	10100
2	2322376	04/17/20 backhoe payment	3,418.66			51 41100	435	10100
3	2322376	04/17/20 backhoe payment	2,324.69			52 41100	435	10100
Total for Vendor:			13,674.64					
4765	13638S	999999 KELLER ASSOCIATES	3,500.00					
Donnelly Campground STEP Tank PER-Project No. 220006-000								
1	000003	04/13/20 Donnelly Campground STEP	3,500.00			10 44100	700	10100
Total for Vendor:			3,500.00					
4785	13657S	165 LAKESHORE DISPOSAL	1,240.73					
Trash Services								
1	05072020	05/07/20 Mar/Apr trash pickup	1,128.28			51 41100	414	10100
2	24968122	05/01/20 Mar/Apr DDC trash	112.45			10 44300	414	10100
Total for Vendor:			1,240.73					
4786	-99683E	216 MICROSOFT	37.88					
business essential email - mayor & council members								
1	E0100AXCV5	05/04/20 email service	37.88			10 41100	620	10190
4787	-99682E	216 MICROSOFT	25.00					
email and software for office employees								
1	E0100AXTAT	05/04/20 office 365 subscription	25.00		0	10 41100	620	10190
Total for Vendor:			62.88					

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CITY OF DONNELLY
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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4788	13658S	154 NORTH LAKE RECREATIONAL SEWER & Contract Sewer Service	4,800.00					
1	05012020	05/01/20 Contract May	4,800.00			52 41100	541	10100
		Total for Vendor:	4,800.00					
4789	13659S	99 OFFICE SAVERS paper	83.98					
1	2369	05/05/20 paper	54.59			10 41100	605	10100
2	2369	05/05/20 paper	25.20			51 41100	605	10100
3	2369	05/05/20 paper	4.19			52 41100	605	10100
		Total for Vendor:	83.98					
4797	13664S	999999 POWER SYSTEMS WEST, IDAHO Generator Maintenance	590.00					
1	W200MZ	05/04/20 KG 40REOZK Generator	295.00			51 43400	434	10100
2	W200MY	05/04/20 kg 60REOZK Generator	295.00			51 43400	434	10100
		Total for Vendor:	590.00					
4771	13639S	261 RANDY MORELL EXCAVATION & 3/4" Gravel Road Mix	1,112.00					
1	20-2395	04/13/20 3/4" Gravel Road Mix	1,112.00			10 43010	700	10100
		Total for Vendor:	1,112.00					
4796	13665S	999999 RJ THOMAS MFG. CO., INC campground/boat dock tables	2,659.00					
1	190746	05/04/20 3-tables	2,198.00			10 44100	451	10100
2	190746	05/04/20 freight	461.00			10 44100	451	10100
		Total for Vendor:	2,659.00					
4795	13660S	120 SINCLAIR FLEET TRACK (STINKER) Fuel	216.12					
1	0410-29202	04/10/20 Backhoe	128.25			10 43010	483	10100
2	04132020	04/13/20 Dodge 3500	70.51			10 43010	481	10100
6	04292020	04/29/20 Small Engine	18.89			10 43010	481	10100
7	04302020	04/30/20 Credit	-1.53			10 43010	481	10100
		Total for Vendor:	216.12					

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CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 04/11/20 to 05/12/20

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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4792	13661S	150 SPARKLIGHT	83.70					
Internet Services								
1	05072020	05/07/20 internet-Apr/May	54.40			10 41100	437	10100
2	05072020	05/07/20 internet-Apr/May	25.11			51 41100	437	10100
3	005072020	05/07/20 internet-Apr/May	4.19			52 41100	437	10100
Total for Vendor:			83.70					
4770	13640S	219 T.O. ENGINEERS	8,077.50					
City Engineer								
1	190531-6	04/13/20 Engineering Transportation P	6,400.00			10 41100	340	10100
2	160057-26	04/13/20 Engineering P&Z	1,677.50			10 41100	341	10100
Total for Vendor:			8,077.50					
4764	13641S	999999 UI PITKIN FOREST NURSERY	51.00					
Shipping on Arbor Day Trees for Students								
1	04222020	04/22/20 Shipping-Trees	51.00			10 44100	452	10100
Total for Vendor:			51.00					
4766	13642S	237 USA BLUE BOOK	133.97					
Meter Wrench/Adapter Meter								
1	196104	04/03/20 Meter Wrench and Adapter	119.80			51 43400	463	10100
2	196104	04/03/20 Freight	14.17			51 43400	463	10100
4793	13662S	237 USA BLUE BOOK	91.80					
Adapter Meter								
1	208865	04/16/20 Adapter	91.80			51 43400	463	10100
Total for Vendor:			225.77					
4775	-99688E	138 USPS	70.00					
Postage								
2	009619	04/28/20 Post Card Postage	70.00			10 41100	614	10190
Total for Vendor:			70.00					

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CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 04/11/20 to 05/12/20

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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4794	13663S	209 YORGASON LAW OFFICES PLLC	255.00					
Legal Services								
2	2020-Apr	05/01/20 Misc. Phone/Email Correspond	255.00			10 41100	320	10100
Total for Vendor:			255.00					
# of Claims			36	Total:				142,678.60
Total Electronic Claims								90,999.33
Total Non-Electronic Claims								51679.27

** 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. **

05/12/20
15:20:37

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 20

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Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 GENERAL							
41000 GENERAL GOVERNMENT							
41010 Personnel							
	110 Office Wages	2,357.95	16,985.76	37,941.00	37,941.00	20,955.24	45 %
	111 Council Wages	780.00	5,460.00	9,360.00	9,360.00	3,900.00	58 %
	112 Mayor Wages	260.00	1,820.00	3,120.00	3,120.00	1,300.00	58 %
	210 Health	395.20	1,615.45	9,000.00	9,000.00	7,384.55	18 %
	211 Vision	0.00	-248.09	295.00	295.00	543.09	-84 %
	220 Social Security/Medicare	259.92	1,856.02	3,755.00	3,755.00	1,898.98	49 %
	230 PERSI	372.52	2,696.94	5,860.00	5,860.00	3,163.06	46 %
	250 Unemployment Insurance	17.75	72.94	279.00	279.00	206.06	26 %
	260 Workers Compensation	0.00	0.00	127.00	127.00	127.00	0 %
	290 Dental	24.70	282.95	665.00	665.00	382.05	43 %
	Account Total:	4,468.04	30,541.97	70,402.00	70,402.00	39,860.03	43 %
41100 Administration							
	310 Audit & Accounting Services	0.00	4,075.50	4,076.00	4,076.00	0.50	100 %
	320 Attorney/Legal Fees	510.00	3,622.00	8,000.00	8,000.00	4,378.00	45 %
	321 Economic Development	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
	330 Contract - Planning & Zoning	0.00	765.00	3,600.00	3,600.00	2,835.00	21 %
	340 Contract Labor	6,400.00	30,615.90	15,000.00	15,000.00	-15,615.90	204 %
	341 Pass Thru Charges	1,677.50	2,084.69	0.00	0.00	-2,084.69	*** %
	414 Solid Waste Collection	0.00	6.30	0.00	0.00	-6.30	*** %
	416 Electric & Gas	446.53	2,046.28	4,500.00	4,500.00	2,453.72	45 %
	431 City Hall Repair & Maint	41.87	452.32	3,700.00	3,700.00	3,247.68	12 %
	436 Cell Phone Mayor/Maintenance	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	437 Telephone, Telecommunications	108.79	761.43	1,600.00	1,600.00	838.57	48 %
	510 Insurance - Liability	0.00	4,741.76	4,742.00	4,742.00	0.24	100 %
	520 Dues & Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	530 Publications- Newspaper	0.00	77.00	900.00	900.00	823.00	9 %
	550 Travel Reimbursed	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	551 Training & Educationa	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	552 Meals & Entertainment	0.00	25.83	250.00	250.00	224.17	10 %
	605 Office Supplies	355.09	1,271.09	2,500.00	2,500.00	1,228.91	51 %
	611 Copier Maintenance	28.60	286.53	500.00	500.00	213.47	57 %
	613 IT - Computer	0.00	0.00	500.00	500.00	500.00	0 %
	614 Postage	70.00	523.50	700.00	700.00	176.50	75 %
	615 Grant Writing	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	620 Software - New	77.87	746.70	2,000.00	2,000.00	1,253.30	37 %
	621 Software Maintenance Fees	312.00	4,675.65	4,500.00	4,500.00	-175.65	104 %
	930 Reconciliation Discrepancies	0.00	-32.61	0.00	0.00	32.61	*** %
	Account Total:	10,028.25	58,744.87	67,568.00	67,568.00	8,823.13	87 %
	Account Group Total:	14,496.29	89,286.84	137,970.00	137,970.00	48,683.16	65 %
42000 Public Safety							
42000 Public Safety							
	900 Public Safety	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	Account Total:	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	Account Group Total:	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 20

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 GENERAL							
43000 Public Works							
43010 Roads and Streets							
	116 Roads & Street Wages	2,405.88	10,669.10	29,718.00	29,718.00	19,048.90	36 %
	118 Snow Removal Wages	558.96	12,594.55	12,454.00	12,454.00	-140.55	101 %
	210 Health	435.08	2,789.54	7,626.00	7,626.00	4,836.46	37 %
	220 Social Security/Medicare	226.80	1,779.73	3,227.00	3,227.00	1,447.27	55 %
	230 PERSI	299.67	2,188.44	5,200.00	5,200.00	3,011.56	42 %
	250 Unemployment Insurance	22.32	233.87	700.00	700.00	466.13	33 %
	260 Workers Compensation	0.00	0.00	1,192.00	1,192.00	1,192.00	0 %
	290 Dental	27.19	174.33	554.00	554.00	379.67	31 %
	340 Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	416 Electric & Gas	478.44	1,778.93	4,500.00	4,500.00	2,721.07	40 %
	429 Snow Removal Maintenance	0.00	9,415.71	17,500.00	17,500.00	8,084.29	54 %
	430 Road & Street Maintenance	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
	432 Building Repairs & Maintenance	0.00	80.68	5,000.00	5,000.00	4,919.32	2 %
	434 Equip. Maintenance	116.32	1,697.41	3,100.00	3,100.00	1,402.59	55 %
	435 Equipment Lease Payment	7,931.29	7,931.29	14,077.00	14,077.00	6,145.71	56 %
	454 Street Scape	0.00	614.00	2,000.00	2,000.00	1,386.00	31 %
	455 Sidewalk, Curb, Gutter Maintenance	0.00	0.00	6,500.00	6,500.00	6,500.00	0 %
	460 Small Tools, Equipmen	0.00	87.78	2,500.00	2,500.00	2,412.22	4 %
	461 Shop Misc Supplies	0.00	77.00	500.00	500.00	423.00	15 %
	470 Dust Abatement	0.00	0.00	14,000.00	14,000.00	14,000.00	0 %
	481 Fuel for Pickup	-0.78	861.88	1,000.00	1,000.00	138.12	86 %
	482 Diesel - Winter	117.20	1,466.69	4,000.00	4,000.00	2,533.31	37 %
	483 Diesel - Summer	0.00	540.48	1,000.00	1,000.00	459.52	54 %
	520 Dues & Fees	0.00	0.00	100.00	100.00	100.00	0 %
	530 Publications- Newspaper	0.00	0.00	150.00	150.00	150.00	0 %
	553 Clothing Reimbursement	0.00	0.00	500.00	500.00	500.00	0 %
	700 Capital Improvements	1,112.00	4,523.95	17,500.00	17,500.00	12,976.05	26 %
	970 Grant Expense	0.00	71,569.50	75,300.00	75,300.00	3,730.50	95 %
	Account Total:	13,730.37	131,074.86	238,898.00	238,898.00	107,823.14	55 %
	Account Group Total:	13,730.37	131,074.86	238,898.00	238,898.00	107,823.14	55 %
44000 OTHER							
44100 Parks and Recreation							
	117 Park & Rec Wages	21.92	894.35	22,620.00	22,620.00	21,725.65	4 %
	119 Airport Maint Wages	35.00	87.50	3,600.00	3,600.00	3,512.50	2 %
	210 Health	3.81	158.16	3,960.00	3,960.00	3,801.84	4 %
	220 Social Security/Medicare	4.36	75.12	1,731.00	1,731.00	1,655.88	4 %
	230 PERSI	2.62	60.82	2,701.00	2,701.00	2,640.18	2 %
	250 Unemployment Insurance	0.43	720.45	172.00	172.00	-548.45	419 %
	260 Workers Compensation	0.00	0.00	916.00	916.00	916.00	0 %
	290 Dental	0.24	9.88	297.00	297.00	287.12	3 %
	438 City Park Improvements	0.00	0.00	11,000.00	11,000.00	11,000.00	0 %
	450 Raquet Court Maintenance	0.00	14.36	2,000.00	2,000.00	1,985.64	1 %
	451 Campground/Boatdock Maintenance	0.00	106.00	6,500.00	6,500.00	6,394.00	2 %
	452 City Park Maintenance	51.00	90.57	1,000.00	1,000.00	909.43	9 %
	453 Rest Area/Kiosk Maintenance	0.00	0.00	900.00	900.00	900.00	0 %
	460 Small Tools, Equipmen	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	700 Capital Improvements	100,009.54	101,259.54	85,000.00	85,000.00	-16,259.54	119 %

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10 GENERAL							
900	Public Safety	259.00	299.00	3,000.00	3,000.00	2,701.00	10 %
921	Huckleberry Trot Exp	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
925	Aiport Maintenance	2,939.99	3,440.62	1,000.00	1,000.00	-2,440.62	344 %
	Account Total:	103,327.91	107,216.37	150,897.00	150,897.00	43,680.63	71 %
44300 Depot							
414	Solid Waste Collection	177.37	177.37	1,600.00	1,600.00	1,422.63	11 %
415	Water and Sewer	340.00	2,385.00	4,100.00	4,100.00	1,715.00	58 %
416	Electric & Gas	0.00	0.00	200.00	200.00	200.00	0 %
432	Building Repairs & Maintenance	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
960	Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	0 %
	Account Total:	517.37	2,562.37	8,400.00	8,400.00	5,837.63	31 %
	Account Group Total:	103,845.28	109,778.74	159,297.00	159,297.00	49,518.26	69 %
50000 Transfers In/Out							
50000	Transfers In/Out						
999	Transfers In/Out	0.00	-118,898.23	0.00	0.00	118,898.23	*** %
	Account Total:	0.00	-118,898.23	0.00	0.00	118,898.23	*** %
	Account Group Total:	0.00	-118,898.23	0.00	0.00	118,898.23	*** %
	Fund Total:	132,071.94	211,242.21	539,165.00	539,165.00	327,922.79	39 %
15 LOT FUND							
41000 GENERAL GOVERNMENT							
41100 Administration							
922	Local Option Tax Expense	0.00	24,034.36	86,500.00	86,500.00	62,465.64	28 %
923	LOT - Fireworks	0.00	7,000.00	0.00	0.00	-7,000.00	*** %
	Account Total:	0.00	31,034.36	86,500.00	86,500.00	55,465.64	36 %
	Account Group Total:	0.00	31,034.36	86,500.00	86,500.00	55,465.64	36 %
50000 Transfers In/Out							
50000	Transfers In/Out						
999	Transfers In/Out	0.00	118,898.23	0.00	0.00	-118,898.23	*** %
	Account Total:	0.00	118,898.23	0.00	0.00	-118,898.23	*** %
	Account Group Total:	0.00	118,898.23	0.00	0.00	-118,898.23	*** %
	Fund Total:	0.00	149,932.59	86,500.00	86,500.00	-63,432.59	173 %
51 WATER							
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,088.25	7,839.26	17,511.00	17,511.00	9,671.74	45 %
111	Council Wages	360.00	2,520.00	4,320.00	4,320.00	1,800.00	58 %
112	Mayor Wages	120.00	840.00	1,440.00	1,440.00	600.00	58 %
115	Water & Sewer Wages	1,815.44	12,327.08	15,730.00	15,730.00	3,402.92	78 %
210	Health	351.51	3,136.30	7,010.00	7,010.00	3,873.70	45 %

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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
51 WATER							
	220 Social Security/Medicare	258.87	1,799.93	2,911.00	2,911.00	1,111.07	62 %
	230 PERSI	288.42	2,188.10	4,542.00	4,542.00	2,353.90	48 %
	250 Unemployment Insurance	21.88	539.95	249.00	249.00	-290.95	217 %
	260 Workers Compensation	0.00	0.00	641.00	641.00	641.00	0 %
	290 Dental	21.97	196.04	483.00	483.00	286.96	41 %
	Account Total:	4,326.34	31,386.66	54,837.00	54,837.00	23,450.34	57 %
41100 Administration							
	310 Audit & Accounting Services	0.00	1,881.00	2,195.00	2,195.00	314.00	86 %
	320 Attorney/Legal Fees	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	351 Maintenance Contractor	375.00	2,625.00	2,000.00	2,000.00	-625.00	131 %
	360 Water Operator	0.00	125.00	4,500.00	4,500.00	4,375.00	3 %
	414 Solid Waste Collection	0.00	6,164.60	13,260.00	13,260.00	7,095.40	46 %
	416 Electric & Gas	1,008.43	3,905.35	7,392.00	7,392.00	3,486.65	53 %
	435 Equipment Lease Payment	3,418.66	3,418.66	6,492.00	6,492.00	3,073.34	53 %
	436 Cell Phone Mayor/Maintenance	0.00	0.00	240.00	240.00	240.00	0 %
	437 Telephone, Telecommunications	90.18	652.79	820.00	820.00	167.21	80 %
	481 Fuel for Pickup	0.00	0.00	500.00	500.00	500.00	0 %
	510 Insurance - Liability	0.00	2,188.50	2,554.00	2,554.00	365.50	86 %
	520 Dues & Fees	0.00	838.90	1,300.00	1,300.00	461.10	65 %
	530 Publications- Newspaper	0.00	0.00	575.00	575.00	575.00	0 %
	550 Travel Reimbursed	0.00	386.46	900.00	900.00	513.54	43 %
	551 Training & Educationa	0.00	325.00	1,000.00	1,000.00	675.00	33 %
	605 Office Supplies	509.73	709.82	1,000.00	1,000.00	290.18	71 %
	611 Copier Maintenance	13.20	119.15	280.00	280.00	160.85	43 %
	614 Postage	0.00	0.00	525.00	525.00	525.00	0 %
	615 Grant Writing	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	620 Software - New	0.00	25.20	250.00	250.00	224.80	10 %
	621 Software Maintenance Fees	144.00	2,157.99	4,950.00	4,950.00	2,792.01	44 %
	810 Bond Payments	0.00	4,620.46	4,820.00	4,820.00	199.54	96 %
	910 Depreciation	0.00	0.00	31,190.00	31,190.00	31,190.00	0 %
	Account Total:	5,559.20	30,143.88	89,743.00	89,743.00	59,599.12	34 %
	Account Group Total:	9,885.54	61,530.54	144,580.00	144,580.00	83,049.46	43 %
42000 Public Safety							
	42000 Public Safety						
	900 Public Safety	0.00	0.00	125.00	125.00	125.00	0 %
	Account Total:	0.00	0.00	125.00	125.00	125.00	0 %
	Account Group Total:	0.00	0.00	125.00	125.00	125.00	0 %
43000 Public Works							
	43400 Water System						
	433 Repairs & Maint to Water	0.00	163.89	7,500.00	7,500.00	7,336.11	2 %
	434 Equip. Maintainance	0.00	100.00	1,000.00	1,000.00	900.00	10 %
	462 Chemicals	0.00	1,327.86	5,500.00	5,500.00	4,172.14	24 %
	463 Small tools and supplies for Water	2,833.97	3,164.16	7,825.00	7,825.00	4,660.84	40 %
	560 Tests	51.00	2,046.03	1,518.00	1,518.00	-528.03	135 %
	710 Meter Equipment Purchased	1,415.69	7,752.23	5,000.00	5,000.00	-2,752.23	155 %
	Account Total:	4,300.66	14,554.17	28,343.00	28,343.00	13,788.83	51 %

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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
51 WATER							
	Account Group Total:	4,300.66	14,554.17	28,343.00	28,343.00	13,788.83	51 %
	Fund Total:	14,186.20	76,084.71	173,048.00	173,048.00	96,963.29	44 %
52 SEWER							
41000 GENERAL GOVERNMENT							
41010 Personnel							
	110 Office Wages	181.30	1,304.98	2,919.00	2,919.00	1,614.02	45 %
	111 Council Wages	60.00	420.00	720.00	720.00	300.00	58 %
	112 Mayor Wages	20.00	140.00	240.00	240.00	100.00	58 %
	115 Water & Sewer Wages	0.00	170.18	3,432.00	3,432.00	3,261.82	5 %
	210 Health	30.40	284.55	1,690.00	1,690.00	1,405.45	17 %
	220 Social Security/Medicare	20.00	155.81	735.00	735.00	579.19	21 %
	230 PERSI	28.65	227.64	1,149.00	1,149.00	921.36	20 %
	250 Unemployment Insurance	1.36	65.82	47.00	47.00	-18.82	140 %
	260 Workers Compensation	0.00	0.00	116.00	116.00	116.00	0 %
	290 Dental	1.90	17.80	160.00	160.00	142.20	11 %
	Account Total:	343.61	2,786.78	11,208.00	11,208.00	8,421.22	25 %
41100 Administration							
	310 Audit & Accounting Services	0.00	313.50	314.00	314.00	0.50	100 %
	320 Attorney/Legal Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	340 Contract Labor	0.00	0.00	3,200.00	3,200.00	3,200.00	0 %
	416 Electric & Gas	14.16	86.72	535.00	535.00	448.28	16 %
	435 Equipment Lease Payment	2,324.69	2,324.69	3,348.00	3,348.00	1,023.31	69 %
	437 Telephone, Telecommunications	8.25	58.68	128.00	128.00	69.32	46 %
	481 Fuel for Pickup	0.00	0.00	78.00	78.00	78.00	0 %
	510 Insurance - Liability	0.00	364.74	365.00	365.00	0.26	100 %
	520 Dues & Fees	0.00	0.00	30.00	30.00	30.00	0 %
	530 Publications- Newspaper	0.00	0.00	100.00	100.00	100.00	0 %
	541 Monthly Service Agreement-NLSD	4,800.00	33,600.00	57,600.00	57,600.00	24,000.00	58 %
	605 Office Supplies	0.00	33.29	250.00	250.00	216.71	13 %
	611 Copier Maintenance	2.20	19.84	85.00	85.00	65.16	23 %
	614 Postage	0.00	0.00	80.00	80.00	80.00	0 %
	620 Software - New	0.00	4.19	125.00	125.00	120.81	3 %
	621 Software Maintenance Fees	24.00	359.66	997.00	997.00	637.34	36 %
	810 Bond Payments	0.00	4,361.65	4,682.00	4,682.00	320.35	93 %
	910 Depreciation	0.00	0.00	35,659.00	35,659.00	35,659.00	0 %
	Account Total:	7,173.30	41,526.96	108,576.00	108,576.00	67,049.04	38 %
	Account Group Total:	7,516.91	44,313.74	119,784.00	119,784.00	75,470.26	37 %
	Fund Total:	7,516.91	44,313.74	119,784.00	119,784.00	75,470.26	37 %

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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 WATER SYSTEM IMPROVEMENT FUND							
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	0.00	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	0.00	144,517.75	530,200.00	530,200.00	385,682.25	27 %
	Account Total:	0.00	161,087.94	530,200.00	530,200.00	369,112.06	30 %
	Account Group Total:	0.00	161,087.94	530,200.00	530,200.00	369,112.06	30 %
	Fund Total:	0.00	170,087.94	530,200.00	530,200.00	360,112.06	32 %
	Grand Total:	153,775.05	651,661.19	1,448,697.00	1,448,697.00	797,035.81	45 %

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CITY OF DONNELLY
Payroll Summary For Payrolls from 04/11/20 to 05/12/20

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Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	2.25		
J001 HOURS (ROAD&STREET)	63.50		1,316.78
J002 HOURS (PARKS)	14.00		306.88
J003 HOURS (WATER OPERATOR)	135.50		2,718.22
J009 HOURS (AIRPORT)	4.00		78.84
J015 HOURS (SHOP/OFFICE)	19.00		416.48
MCC HOURS (Mayor & City Council)	400.00		1,600.00
REG HOURS (Regular Time)	186.50		3,597.50

GROSS PAY	10,034.70	0.00
NET PAY	7,641.72	0.00
DENTAL INS	0.00	76.00
FIT	460.52	0.00
HEALTH INS	0.00	1,192.00
IDAHO SIT	420.00	0.00
MEDICARE	145.51	145.51
PERSI	594.80	991.88
PERSI CHOICE 40	150.00	0.00
SOCIAL SECURITY	622.15	622.15
UNEMPL. INSUR.	0.00	63.98
VISION	0.00	24.00
GDB	361.08	0.00
RADIUS	255.57	0.00
STERLING SAVING	2,956.51	0.00
UMPQUA	340.76	0.00
US BANK	3,727.80	0.00
FIT/SIT BASE	9,289.90	0.00
MEDICARE BASE	10,034.70	0.00
PERS BASE	8,307.20	0.00
SOC SEC BASE	10,034.70	0.00
UN BASE	8,434.70	0.00
WC BASE	10,034.70	0.00

Total 3,115.52
Total Payroll Expense (Gross Pay + Employer Contributions): 13,150.22

Check Summary

Payroll Checks Prev. Out.	\$1,292.00
Payroll Checks Issued	\$1,942.45
Payroll Checks Redeemed	\$1,520.45
Payroll Checks Outstanding	\$1,714.00
Electronic Checks	\$11,378.82

	Carried Forward	Deduction	Difference	Liab Account
Deductions Accrued	From Previous Month	Checks Issued		
Social Security 1244.30	732.04	1248.02	728.32	21702
Medicare 291.02	171.20	291.88	170.34	21702

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Payroll Summary For Payrolls from 04/11/20 to 05/12/20

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Unempl. Insur.	63.98	257.57	228.45	93.10	21713
Workers' Comp	0.00				21700
FIT	460.52	242.76	460.52	242.76	21701
IDAHO SIT	420.00	227.00	422.00	225.00	21703
PERSI	1586.68		1586.68		21704
DENTAL INS	76.00		76.00		21706
HEALTH INS	1192.00		1192.00		21705
VISION	24.00		24.00		21705
PERSI CHOICE 40	150.00		150.00		21704
Total Ded.	5508.50	1630.57	5679.55	1459.52	

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

DONNELLY CITY COUNCIL
AGENDA BILL

169 Halferty Street
Donnelly, Idaho 83615

Number AB 20-18

Meeting Date 05/18/2020

Action Item

AGENDA ITEM INFORMATION

SUBJECT: <i>Valley County Weed Department Agreement of Understanding Service Contract</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
COST IMPACT:	\$1,200.00			
FUNDING SOURCE:	General Funds			
TIMELINE:	June 1, 2020 through September 30, 2020			

SUMMARY STATEMENT:

Valley County Weed Department provides professional service to spray the noxious weeds on City lands.

RECOMMENDED ACTION:

Approve and Authorize the Mayor to sign Agreement

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

AGREEMENT AND MEMORANDUMS OF UNDERSTANDING SERVICES CONTRACT

This Professional Personal Service Contract made this ____ day of _____, by and between the City of Donnelly (hereinafter "the City" and Valley County Weed and Pest Control (hereinafter "the County").

WHEREAS, the City has need of the personal services of the County in the profession of Weed Control and the County desires to provide those services to the City.

Now, THEREFORE, in consideration for the items, conditions, and promises as hereinafter set forth, the City and the County agree as follows:

1. Purpose. The purpose of this contract is to provide the City with the professional personal service of the County in order to do the following; spray of noxious weeds on the City lands.
2. The County's Duties: In order to fulfill the purpose of this contract, the County agrees and promises to carry out the following duties. Spray of noxious weeds on the City lands and such other related tasks as necessary to fulfill this contract.
3. Compensation. The City agrees and promises to pay the County compensation as follows: maximum compensation not to exceed \$1,200.00 Payment for partial performance of any service under this contract may not be made prior to approval of that performance by City Council. Final payment under this contract may not be made until all services required under this contract and all applicable items of the contract have been met.
4. Performance Schedule. The term of this contract is from June 1, 2020 through September 30, 2020.
5. Liaison. The City Council designates Mayor, as liaison under this agreement. The County agrees to make all official contacts with the City with this designee or such other person as the City Council appoints.

6. City Assistance. The City agrees and promises to provide assistance to the County by providing a detailed description of spraying location(s) as necessary.
7. Ownership and Publication of Material. Unless specifically set forth in this item, the City retains ownership for all purposes of the working papers, working products, and end products resultant from partial or full performance under this contract. The County agrees and promises to have all information concerning activities; under this contract approved by the designated liaison prior to release of that information.
8. Independent the County. This contract is with the County as an independent contractor and does not establish an employer-employee relationship with the County or any person employed by him for any purpose. In this regard, the County agrees to pay all state, federal, or local taxes, fees, or other assessments related to employment of himself or any person or individual employed by him as necessary in fulfillment of the contract.
 - a. The County agrees to obtain in full force and effort, without any periods of lapse, worker's compensation insurance on all employees of the County. This insurance coverage shall be continuous during the entire term of this contract. As an alternative to maintaining effective worker's compensation insurance coverage on all employees of the County.
9. Special Conditions. The County agrees and promises to perform the special conditions under his agreement as follows: Use caution when spraying along water's edge.
10. Records by the County. The County agrees and promises to keep and maintain reasonable records of activities performed under this contract.
11. Access to Records. As required by law, the County agrees to permit access to those the County's records as may be necessary for legislative post-audit and analysis purposes in determining compliance with the terms of this contract.

12. Termination and Default. This contract may be terminated by notice in writing to the opposite at its address as set forth herein at least 7 days prior to the effective date of termination. Upon default by either the City or the County, the non-defaulting party may terminate this contract as set forth in this item. If default is remedied prior to the effective date of termination, the non-defaulting party may elect not to terminate this contract. Upon termination, the City agrees and promises to pay the County for work performed up to and including the termination date, and the County agrees and promises to return all materials supplied by the City except those used in performance of this contract as well as working papers, working products, and end products resulting from this agreement.
13. Venue. The City and the County agrees that the venue for any court action arising under this agreement shall be in the Fourth Judicial District in and for Valley County, Idaho, Further, the City and the County agree that this contract shall be interpreted according to the law of Idaho.
14. Assignment. The City and the County agree that as this contract is for the personal service of the County, this contract is not assignable, may not be transferred, nor may a subcontract be let hereunder unless both parties agree in writing prior to any such action.
15. Entire Agreement – Modification. This writing contains the entire agreement between the City and the County on the subject matter of this contract, statements, promises, or inducements made by either party or agents of either party, which are not contained in this agreement, are not valid or binding. No modifications, enlargement, or alteration of this contract is valid or binding except upon written agreements signed by all parties to this contract.

16. Equal Employment Opportunity. No part of this agreement shall be performed in a manner which discriminates against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental handicap, or natural origin by the persons performing the agreement. Any hiring shall be on the basis of merit and qualifications directly related to the requirements of the particular position being filled. Fair Labor Standards. The County agrees to comply with all federal and state wages and hour rules, statutes and regulations, and warrants that all applicable federal and state labor standards provisions will be complied with, both by the County, in the event the subcontracted services to fulfill the terms and conditions of the agreement are agreed upon by the City and the County.
17. Inability to Fulfill Contract. It is understood that the County will notify the liaison of the City immediately upon determination that any malady or occurrence has taken place which would, in any way affect or alter the duties, responsibilities, authorities, relationships, or ability of the County to fulfill the provisions of this agreement in a timely manner and as prescribed herein.
18. Liability. Each party shall bear its own liability and responsibility for the actions of its employees, officers, agents, and assigns in connection with performance of this agreement. Each party shall carry its own insurance in appropriate amounts as required by law and sufficient to meet the minimum requirements of the Idaho Tort Claims Act.
19. Execution. Each party has full power and authority to enter into and perform this agreement, and the person signing this agreement, understands it and agrees to be bound by it.

IN WITNESS WHEREOF, the undersigned parties to this contract caused this contract to be entered into on the date first written.

Dated this ____ of _____, 2020

City of Donnelly

By: Susan Dorris, Mayor

Dated this ____ of _____, 2020

Valley County Board of County Commissioners

By: Elting Hasbrouck, Chairman, BOCC



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: May 13, 2020

Utility Billings: As of Wednesday, May 13, 2020 there is \$2,528.79 - (16) past due 30 days or more/\$2,476.92 – (3) shut off, in water billings.

Local Option Tax: Our local option tax receipts for April were \$5,041.18

Airport: Mower Deck purchased/received-Grant Reimbursement. Next purchase a Harrow-grant funds available.

Clerk: Local Option Tax Applications Fy2021
Short Term Rental Ordinance
Property South 180 Payette Street
Budget
Pickleball Reservations

Donnelly Depot Center: Unit #3 (City Storage)

Parks & Recreation: Opened/no bathroom facilities
Campground Host Grant

Road & Streets:

Water: Leak off Hwy 55/Pump House-completed

Planning & Zoning: Meeting held on the 4th of May discussion on Short-Term Rentals

Office Closures:

Upcoming Meeting Dates: Planning & Zoning, Monday, June 1, 2020