



AGENDA
Donnelly City Council
Monday, October 19, 2020 at 6:00pm
Donnelly Community Center
169 Halferty Street, Donnelly

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

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

City Council Minutes – September 21, 2020

Vouchers – September 17, 2020 thru October 14, 2020

Treasurer Report – September 2020

Payroll Summary – September 24, 2020, October 5, 2020, and October 8, 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:

Airport Access-Demar Burnett, Josh Murrey

Stibnite Advisory Committee-Gene Tyler

PUBLIC HEARING

Short Term Rental Property Ordinance

BUSINESS AGENDA (Action Items)

AB 20-40 Request to Adopt Ordinance on Short Term Rental Properties

EXECUTIVE SESSION:

Land Acquisition - Pursuant to Idaho Code 74-206 (1) (c) To acquire an interest in real property not owned by a public agency.

Action Item: Roll call vote to go into Executive Session

Time went into Executive Session

Time coming out of Executive Session

Roll Call

Action Item: Action or direction of topic discussed in Executive Session (as warranted)

STAFF REPORTS:

ADJOURNMENT:

NEXT MEETING DATE:

Monday, November 16, 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, September 21, 2020 at 6:00p.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 Henggeler, Councilmember Bergquist, and City Clerk Clemens present.

ACTION ITEM

Motion by Bergquist, 2nd by Davenport to approve amended agenda. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

Mayor Dorris lead Pledge of Allegiance

CONSENT AGENDA

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

PUBLIC COMMENT

Mayor Dorris asked for any public comment
No Public Comment

DISCUSSION ITEMS

Idaho Transportation Department Hwy 55 Smith Ferry to Rainbow Bridge Project.
1-mile section of road north of Smith Ferry. Road work to be completed: two – 12' lanes, 4' shoulders on each side of roadway, straightening and new guardrail. Monday – Thursday closure 10:00 am to 2:00 pm. Weekend flaggers. Hwy 95 official detour route.

West Central Mountains Economic Development Council-Andrew Mentzer
Highlighted achievements of 2020: new housing report, grants awarded, pathways/single-track sidewalks. Economic Summit has been cancelled.

Short Term Rental Ordinance

P&Z reviewed, held public hearing, and passed ordinance to City Council for review. Public Hearing will be held on October 19, 2020 through City Council.

BUSINESS AGENDA: (Action Items)

AB 20-35 Stibnite Letter of Support

Letter in support of the Stibnite Gold Project and Midas Gold's efforts to restore the Stibnite mining area.

Motion by Minshall, 2nd by Henggeler to authorize the Mayor to sign letter of support on behalf of the City of Donnelly. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

AB 20-36 Donnelly Public Library use of City Property

Library Representative not present

Motion by Henggeler, 2nd by Minshall to table discussion. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

AB 20-37 Transportation Plan

New Donnelly Transportation Plan completed by TO Engineering. Plan has been reviewed by P&Z and is being recommended to the City Council for approval.

Motion by Bergquist, 2nd by Davenport to approve and adopt the 2020 City of Donnelly Transportation Plan. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

AB 20-38 Designation of Fair Housing Resource Person

Update City of Donnelly Compliance Records Fair Housing Resource Person.

Motion by Minshall, 2nd by Henggeler to designate City Clerk, Lori Clemens as Fair Housing Resource Person. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

AB 20-39 Designation of 504/ADA Coordinator

Update City of Donnelly Compliance Records 504/ADA Coordinator.

Motion by Minshall, 2nd by Bergquist to designate City Clerk, Lori Clemens as 504/ADA Coordinator. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

EXECUTIVE SESSION

Pursuant to Idaho Code 74-206 (1) (C) "to acquire an interest in real property not owned by a public agency".

Motion by Davenport, 2nd by Minshall to enter Executive Session pursuant to Idaho Code 74-206 (1) (c) to acquire an interest in real property not owned by a public agency. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

Entered Executive Session at 6:50 pm

Exited Executive Session at 7:20 pm

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

Action taken based on Executive Session per Idaho Code 7-206 (1) (c) to acquire an interest in real property not owned by a public agency

Motion by Henggeler, 2nd by Bergquist to authorize the Mayor to purchase property discussed in executive session, with the cap amount discussed in the executive session. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

STAFF REPORT

Staff report was included with packet

ADJOURNMENT

Motion by Davenport, 2nd by Minshall to adjourn next regularly scheduled meeting October 19, 2020 at 6:00 p.m. Davenport (yes), Minshall (yes), Henggeler (yes), Bergquist (yes). Motion carried.

Adjourned at 7:47 p.m.

ATTEST:

Lori Clemens, City Clerk

DRAFT

10/14/20
12:30:24

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 09/17/20 to 10/14/20

Page: 1 of 7
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5031	-99626E	170 ADOBE SYSTEMS INC.	14.99					
	PDF Solutions							
1	1273708650 10/08/20	October Service	14.99			10 41100	620	10190
		Total for Vendor:	14.99					
5003	13807S	314 ALLISON HATZENBUHLER	315.00					
	Planning and Zoning Administration							
1	092420 09/30/20	Administration July-Sept	315.00			10 41100	330	10100
		Total for Vendor:	315.00					
5014	13822S	8 ANALYTICAL LABORATORIES, INC	361.00					
	Testing							
1	75403 09/30/20	Testing-Copper/Lead	361.00			51 43400	560	10100
		Total for Vendor:	361.00					
5009	13823S	9 ASSOC. OF IDAHO PUBLIC WORKS	10.00					
	2020 AIPW Membership - Ken Minshall							
1	2020 10/01/20	membership	10.00			51 41100	520	10100
		Total for Vendor:	10.00					
5010	13824S	14 BOISE OFFICE EQUIPMENT	50.60					
	Copier Maintenance							
1	IN2422680 10/01/20	copier maintenace - Sept	32.89			10 41100	611	10100
2	IN2422680 10/01/20	copier maintenace - Sept	15.18			51 41100	611	10100
3	IN2422680 10/01/20	copier maintenace - Sept	2.53			52 41100	611	10100
		Total for Vendor:	50.60					
5011	13825S	257 CASCADE HARDWARE	105.57					
	Billing							
1	2009-23000 09/18/20	Couplings/markings paint	105.57			51 43400	463	10100
		Total for Vendor:	105.57					
5030	-99627E	29 CITY OF DONNELLY - WATER	376.00					
	Water Billing/Sewer-370 N. Main-249 Corbet Lane							
1	09282020 09/28/20	September	340.00			10 44300	415	10100
2	09282020 09/28/20	September-370 n. Main	36.00			10 44300	415	10100
		Total for Vendor:	376.00					

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CITY OF DONNELLY
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5002	13808S	236 COASTLINE EQUIPMENT	76.67					
		JD Backhoe 1500hr Service						
1	729547	09/17/20 HYD/TRANS Oil Backhoe	76.67			10 43010	434	10100
		Total for Vendor:	76.67					
5012	13826S	240 CONSOLIDATED ELECTRICAL	43.42					
		Campground-electrical RV Host						
1	4438-50349	09/25/20 Conduit	43.42		2	10 44100	700	10100
		Total for Vendor:	43.42					
4992	-99629E	318 Critical Tool	119.90					
		Safety Jackets-Bruce/Ken						
1	7268067	09/16/20 Jackets	119.90			10 43010	553	10190
		Total for Vendor:	119.90					
5013	13827S	202 CTC BUSINESS	83.90					
		telephone						
1	10012020	10/01/20 telephone-Oct	54.54			10 41100	437	10100
2	10012020	10/01/20 telephone-Oct	25.17			51 41100	437	10100
3	10012020	10/01/20 telephone-Oct	4.19			52 41100	437	10100
		Total for Vendor:	83.90					
5015	13828S	38 DIG LINE, INC.	10.92					
		Monthly contract fee						
1	0064286-IN	09/30/20 September contract fee	10.92			51 41100	520	10100
		Monthly CONTRACT FEE						
		Total for Vendor:	10.92					
5006	13809S	999999 DR. PIPELINE LLC	33,993.00					
		Step Tank Installation/Campground Host						
1	569	09/28/20 Campground Host Step Tank Inst	33,993.00			10 44100	700	10100
		Total for Vendor:	33,993.00					

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5016	13829S	272 DRAKE DIVERSIFIED LLC	375.00					
		Monthly Water System Operational Services						
1	822	01/01/20 Water System Services Septembe	375.00			51 41100	351	10100
		Monthly CONTRACT FEE						
		Total for Vendor:	375.00					
5017	13830S	149 DUBOIS	118.40					
		sodhypo						
1	IN-2019249	09/14/20 chemical	118.40			51 43400	462	10100
		Total for Vendor:	118.40					
5032	-99625E	306 ENABLING ELEMENTS, INC	34.00					
		Broad Band Internet Service/Pump System						
1	D163987	10/10/20 October Services	34.00			51 41100	437	10190
		Total for Vendor:	34.00					
5018	13831S	300 FERGUSON WATERWORKS #1701	25.38					
		Billing						
1	8611721	09/21/20 Couplers	25.38			51 43400	433	10100
		Total for Vendor:	25.38					
5019	13832S	255 GRANITE EXCAVATION INC	28,667.53					
		Campground/Pathway Paving						
1	11769	10/09/20 Campground paving	13,927.57			10 44100	700	10173
2	11770	10/09/20 Pathway paving	14,739.96			10 44100	700	10100
		Total for Vendor:	28,667.53					
5020	13833S	151 H.D. FOWLER COMPANY	245.77					
		Manhole Ring						
1	I5602890	10/02/20 Man Hole Ring	245.77			51 43400	433	10100
		Total for Vendor:	245.77					
5008	13820S	63 ICRMP	3,757.00					
		FY 2021 1st payment						
1	02044-2021	10/01/20 general liability	2,442.05			10 41100	510	10100
2	02044-2021	10/01/20 general liability	1,127.10			51 41100	510	10100

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3	02044-2021	10/01/20 general liability	187.85			52 41100	510	10100
		Total for Vendor:	3,757.00					
5021	13834S	66 IDAHO POWER	770.53					
Power Billing - September								
2	2205677988	09/18/20 City Hall / Maintenance	43.89			10 41100	416	10100
3	2205677988	09/18/20 City Hall / Maintenance	20.26			51 41100	416	10100
4	2205677988	09/18/20 City Hall / Maintenance	3.37			52 41100	416	10100
5	2204034223	09/18/20 Community Center	11.35			10 41100	416	10100
6	2201629405	09/18/20 Kiosk / Rest Area	7.36			10 43010	416	10100
8	2206076560	09/18/20 Fire Pump	235.88			51 41100	416	10100
9	2200223291	09/18/20 Water Supply	5.19			51 41100	416	10100
10	2201910078	09/18/20 Street Lights	128.05			10 43010	416	10100
11	2206228211	09/18/20 Main Street Lights	68.40			10 43010	416	10100
12	2207365186	09/18/20 NW Pump	240.46			51 41100	416	10100
13	2201173198	09/18/20 DDC #3	6.32			10 44300	416	10100
		Total for Vendor:	770.53					
5022	13835S	165 LAKESHORE DISPOSAL	1,291.25					
Trash Services								
1	10012020	10/01/20 Aug/Sept trash pickup	1,178.80			51 41100	414	10100
2	25121647	10/01/20 Aug/Sept DDC trash	112.45			10 44300	414	10100
		Total for Vendor:	1,291.25					
5036	13843S	281 LORI CLEMENS	209.30					
Mileage Reimbursement - Boise Analytical Labs Water Samples (182 miles per trip) 9/17 & 10/13								
1	10142020	10/14/20 Mileage Reimbursement	209.30			10 41100	550	10100
		Total for Vendor:	209.30					
5000	13810S	86 MCCALL DELIVERY SERVICE	80.00					
Delivery Service								
1	2020-0750	09/12/20 Dubois Chemical Containers	80.00		0	51 43400	462	10100
		Total for Vendor:	80.00					

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5001	13811S	88 MCCI	476.30					
	Laserfiche Support Renewal 2020							
1	RNW001159 10/01/20	laserfische supporrt	309.60			10 41100	621	10100
2	RNW001159 10/01/20	laserfische support	142.89			51 41100	621	10100
3	RNW001159 10/01/20	laserfische support	23.81			52 41100	621	10100
	Total for Vendor:		476.30					
5033	-99624E	216 MICROSOFT	37.88					
	business essential email - mayor & council members							
1	E0100C9USU 10/04/20	email service	37.88			10 41100	620	10190
5034	-99623E	216 MICROSOFT	25.00					
	email and software for office employees							
1	E0100C9TV1 10/04/20	office 365 subscription	25.00		0	10 41100	620	10190
	Total for Vendor:		62.88					
4999	13812S	99 OFFICE SAVERS	20.99					
	envelopes							
1	3327 09/11/20	envelopes	20.99			10 41100	605	10100
5023	13836S	99 OFFICE SAVERS	43.17					
	Manila File Folders							
1	3490 09/30/20	File Folders	43.17			10 41100	605	10100
	Total for Vendor:		64.16					
4998	13813S	261 RANDY MORELL EXCAVATION &	750.00					
	3/4" Gravel Road Mix							
1	20-2537 09/15/20	3/4" Gravel Road Mix	750.00			10 43010	700	10100
5024	13837S	261 RANDY MORELL EXCAVATION &	750.00					
	3/4" Gravel Road Mix							
1	20-2551 10/12/20	3/4" Gravel Road Mix-Streets	375.00			10 43010	700	10100
2	20-255 10/12/20	3/4" Gravel Road Mix-Campgroun	375.00			10 44100	700	10100
	Total for Vendor:		1,500.00					

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4997	13814S	111 RIDLEY'S	13.77				
	Office Cleaning Supplies						
1	00101 08/31/20 Paper Towels, Clorax wipes, ha	13.77			10 41100	431	10100
	Total for Vendor:	13.77					
5025	13838S	115 ROCKY MOUNTAIN SIGNS	85.96				
	Signs						
1	19945 09/10/20 Camp Host	39.98			10 44100	456	10100
2	19945 09/10/20 Racquet Court Signs	45.98			10 44100	456	10100
	Total for Vendor:	85.96					
5027	13839S	120 SINCLAIR FLEET TRACK (STINKER)	209.48				
	Fuel						
2	226578 09/18/20 Dodge 3500	120.24			10 43010	481	10100
7	184585 09/23/20 Backhoe	67.76			10 43010	483	10100
8	234404 09/24/20 Skidsteer	22.94			10 43010	483	10100
10	09302020 09/30/20 Credit	-1.46			10 43010	481	10100
	Total for Vendor:	209.48					
5026	13840S	150 SPARKLIGHT	83.70				
	Internet Services						
1	10062020 10/06/20 internet-Sept/Oct	54.40			10 41100	437	10100
2	10062020 10/06/20 internet-Sept/Oct	25.11			51 41100	437	10100
3	10062020 10/06/20 internet-Sept/Oct	4.19			52 41100	437	10100
	Total for Vendor:	83.70					
4996	13815S	122 STAR NEWS	660.00				
	Publications						
1	55306 08/06/20 Budget publication	660.00			10 41100	530	10100
	Total for Vendor:	660.00					
4995	13816S	219 T.O. ENGINEERS	545.00				
	City Engineer						
4	200222-3 09/08/20 Engineering Pathway	545.00			10 44100	700	10100

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5028	13841S	219 T.O. ENGINEERS	889.35					
City Engineer								
2	160057-30	10/08/20 Engineering P&Z	151.25			10 41100	341	10100
3	190531-9	10/08/20 Engineering Transportation P	738.10			10 41100	341	10100
Total for Vendor:			1,434.35					
4994	13817S	237 USA BLUE BOOK	203.40					
Billing								
1	73111	08/31/20 3/4' Meter Adapter	110.94			51 43400	463	10100
2	88394	08/31/20 Thru Bolt Ratchet Wrench	80.95			51 43400	463	10100
3	08312020	08/31/20 Freight	11.51			51 43400	463	10100
Total for Vendor:			203.40					
5007	-99628E	138 USPS	125.00					
Postage								
1	556	09/29/20 Postage	55.00			51 41100	614	10190
2	556	09/29/20 Post Card Postage	70.00			51 41100	614	10190
Total for Vendor:			125.00					
4993	13818S	302 VALLEY COUNTY WEED CONTROL	986.82					
2020 Noxious Weed Control Roadside, Airport, Boat Docks, City Property								
2	DN2020	09/30/20 Noxious Weed Control-Parks	394.73			10 44100	452	10100
3	DN2020	09/30/20 Noxious Weed Control-Streets	592.09			10 43010	340	10100
Total for Vendor:			986.82					
5029	13842S	209 YORGASON LAW OFFICES PLLC	525.00					
Legal Services								
2	2020-Sept	10/01/20 Email/Correspondence	525.00			10 41100	320	10100
Total for Vendor:			525.00					
# of Claims			42	Total:	77,565.95			
Total Electronic Claims			732.77					
Total Non-Electronic Claims			76833.18					

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 9 / 20

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000	GENERAL GOVERNMENT						
41010	Personnel						
110	Office Wages	2,558.68	30,760.95	37,941.00	37,941.00	7,180.05	81 %
111	Council Wages	780.00	9,360.00	9,360.00	9,360.00	0.00	100 %
112	Mayor Wages	260.00	3,120.00	3,120.00	3,120.00	0.00	100 %
210	Health	395.25	3,393.88	9,000.00	9,000.00	5,606.12	38 %
211	Vision	0.00	-248.09	295.00	295.00	543.09	-84 %
220	Social Security/Medicare	275.27	3,307.42	3,755.00	3,755.00	447.58	88 %
230	PERSI	397.38	4,776.88	5,860.00	5,860.00	1,083.12	82 %
250	Unemployment Insurance	19.54	313.72	279.00	279.00	-34.72	112 %
260	Workers Compensation	0.00	0.00	127.00	127.00	127.00	%
290	Dental	24.69	394.07	665.00	665.00	270.93	59 %
	Account Total:	4,710.81	55,178.83	70,402.00	70,402.00	15,223.17	78 %
41100	Administration						
310	Audit & Accounting Services	0.00	4,075.50	4,076.00	4,076.00	0.50	100 %
320	Attorney/Legal Fees	450.00	6,108.60	8,000.00	8,000.00	1,891.40	76 %
321	Economic Development	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
330	Contract - Planning & Zoning	315.00	1,590.00	3,600.00	3,600.00	2,010.00	44 %
340	Contract Labor	0.00	30,615.90	15,000.00	15,000.00	-15,615.90	204 %
341	Pass Thru Charges	0.00	8,074.69	0.00	0.00	-8,074.69	%
414	Solid Waste Collection	0.00	25.92	0.00	0.00	-25.92	%
416	Electric & Gas	56.15	2,414.66	4,500.00	4,500.00	2,085.34	54 %
431	City Hall Repair & Maint	13.77	466.09	3,700.00	3,700.00	3,233.91	13 %
436	Cell Phone Mayor/Maintenance	1,260.00	1,260.00	1,500.00	1,500.00	240.00	84 %
437	Telephone, Telecommunications	108.65	1,306.02	1,600.00	1,600.00	293.98	82 %
510	Insurance - Liability	0.00	4,741.76	4,742.00	4,742.00	0.24	100 %
520	Dues & Fees	0.00	553.60	1,000.00	1,000.00	446.40	55 %
530	Publications- Newspaper	660.00	737.00	900.00	900.00	163.00	82 %
550	Travel Reimbursement	0.00	0.00	1,500.00	1,500.00	1,500.00	%
551	Training & Education	0.00	224.00	1,500.00	1,500.00	1,276.00	15 %
552	Meals & Entertainment	0.00	25.83	250.00	250.00	224.17	10 %
590	Late Fee	0.00	5.00	0.00	0.00	-5.00	%
605	Office Supplies	113.08	2,742.25	2,500.00	2,500.00	-242.25	110 %
611	Copier Maintenance	137.58	636.44	500.00	500.00	-136.44	127 %
613	IT - Computer	0.00	610.00	500.00	500.00	-110.00	122 %
614	Postage	0.00	853.55	700.00	700.00	-153.55	122 %
615	Grant Writing	0.00	0.00	3,000.00	3,000.00	3,000.00	%
620	Software - New	77.87	1,216.04	2,000.00	2,000.00	783.96	61 %
621	Software Maintenance Fees	309.60	5,663.85	4,500.00	4,500.00	-1,163.85	126 %
930	Reconciliation Discrepancies	0.00	-33.78	0.00	0.00	33.78	%
999	Transfers In/Out	0.00	0.24	0.00	0.00	-0.24	%
	Account Total:	3,501.70	75,913.16	67,568.00	67,568.00	-8,345.16	112 %
	Account Group Total:	8,212.51	131,091.99	137,970.00	137,970.00	6,878.01	95 %
42000	Public Safety						

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10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
42000	Public Safety						
	900 Public Safety	44.97	329.75	3,000.00	3,000.00	2,670.25	11 %
	Account Total:	44.97	329.75	3,000.00	3,000.00	2,670.25	11 %
	Account Group Total:	44.97	329.75	3,000.00	3,000.00	2,670.25	11 %
43000	Public Works						
43010	Roads and Streets						
	116 Roads & Street Wages	1,467.95	18,575.89	29,718.00	29,718.00	11,142.11	63 %
	118 Snow Removal Wages	46.84	13,477.05	12,454.00	12,454.00	-1,023.05	108 %
	210 Health	224.74	3,699.85	7,626.00	7,626.00	3,926.15	49 %
	220 Social Security/Medicare	115.86	2,452.11	3,227.00	3,227.00	774.89	76 %
	230 PERSI	165.41	3,080.19	5,200.00	5,200.00	2,119.81	59 %
	250 Unemployment Insurance	11.55	500.52	700.00	700.00	199.48	72 %
	260 Workers Compensation	0.00	0.00	1,192.00	1,192.00	1,192.00	%
	290 Dental	14.03	231.19	554.00	554.00	322.81	42 %
	340 Contract Labor	592.09	592.09	1,000.00	1,000.00	407.91	59 %
	416 Electric & Gas	195.61	2,574.46	4,500.00	4,500.00	1,925.54	57 %
	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	3,492.48	8,000.00	8,000.00	4,507.52	44 %
	432 Building Repairs & Maintenance	0.00	80.68	5,000.00	5,000.00	4,919.32	2 %
	434 Equip. Maintenance	76.67	2,612.66	3,100.00	3,100.00	487.34	84 %
	435 Equipment Lease Payment	0.00	14,076.26	14,077.00	14,077.00	0.74	100 %
	454 Street Scape	0.00	874.00	2,000.00	2,000.00	1,126.00	44 %
	455 Sidewalk, Curb, Gutter Maintenance	0.00	0.00	6,500.00	6,500.00	6,500.00	%
	460 Small Tools, Equipmen	135.71	279.15	2,500.00	2,500.00	2,220.85	11 %
	461 Shop Misc Supplies	11.99	239.09	500.00	500.00	260.91	48 %
	470 Dust Abatement	0.00	9,738.75	14,000.00	14,000.00	4,261.25	70 %
	481 Fuel Gas	238.22	1,554.64	1,000.00	1,000.00	-554.64	155 %
	482 Diesel - Winter	0.00	1,466.69	4,000.00	4,000.00	2,533.31	37 %
	483 Diesel - Summer	68.17	858.41	1,000.00	1,000.00	141.59	86 %
	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	261.36	388.51	500.00	500.00	111.49	78 %
	700 Capital Improvements	750.00	5,273.95	17,500.00	17,500.00	12,226.05	30 %
	970 Grant Expense	0.00	75,300.15	75,300.00	75,300.00	-0.15	100 %
	Account Total:	4,376.20	170,834.48	238,898.00	238,898.00	68,063.52	72 %
43400	Water System						
	520 Dues & Fees	0.00	25.00	0.00	0.00	-25.00	%
	Account Total:	0.00	25.00	0.00	0.00	-25.00	%
	Account Group Total:	4,376.20	170,859.48	238,898.00	238,898.00	68,038.52	72 %
44000	OTHER						
44100	Parks and Recreation						
	117 Park & Rec Wages	1,436.79	9,020.37	22,620.00	22,620.00	13,599.63	40 %
	119 Airport Maint Wages	453.15	1,703.86	3,600.00	3,600.00	1,896.14	47 %
	210 Health	216.61	1,155.72	3,960.00	3,960.00	2,804.28	29 %
	220 Social Security/Medicare	144.59	820.40	1,731.00	1,731.00	910.60	47 %
	230 PERSI	159.39	894.15	2,701.00	2,701.00	1,806.85	33 %
	250 Unemployment Insurance	14.44	930.42	172.00	172.00	-758.42	541 %
	260 Workers Compensation	0.00	0.00	916.00	916.00	916.00	%

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Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
290	Dental	13.55	72.25	297.00	297.00	224.75	24 %
438	City Park Improvements	0.00	0.00	11,000.00	11,000.00	11,000.00	%
450	Racquet Court Maintenance	0.00	144.36	2,000.00	2,000.00	1,855.64	7 %
451	Campground/Boatdock Maintenance	2,350.00	13,004.50	6,500.00	6,500.00	-6,504.50	200 %
452	City Park Maintenance	586.53	1,455.97	1,000.00	1,000.00	-455.97	146 %
453	Rest Area/Kiosk Maintenance	0.00	0.00	900.00	900.00	900.00	%
460	Small Tools, Equipmen	25.61	469.36	2,000.00	2,000.00	1,530.64	23 %
700	Capital Improvements	38,154.01	161,834.68	85,000.00	85,000.00	-76,834.68	190 %
900	Public Safety	0.00	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	%
925	Aiport Maintenance	0.00	3,507.57	1,000.00	1,000.00	-2,507.57	351 %
	Account Total:	43,554.67	195,312.61	150,897.00	150,897.00	-44,415.61	129 %
44300	Depot						
414	Solid Waste Collection	112.45	739.62	1,600.00	1,600.00	860.38	46 %
415	Water and Sewer	376.00	4,229.00	4,100.00	4,100.00	-129.00	103 %
416	Electric & Gas	6.11	24.59	200.00	200.00	175.41	12 %
432	Building Repairs & Maintenance	0.00	137.16	2,000.00	2,000.00	1,862.84	7 %
960	Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	494.56	5,130.37	8,400.00	8,400.00	3,269.63	61 %
	Account Group Total:	44,049.23	200,442.98	159,297.00	159,297.00	-41,145.98	126 %
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:	56,682.91	383,825.97	539,165.00	539,165.00	155,339.03	71 %

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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	52,486.36	91,124.86	86,500.00	86,500.00	-4,624.86	105 %
	923 LOT - Fireworks	0.00	7,000.00	0.00	0.00	-7,000.00	%
	Account Total:	52,486.36	98,124.86	86,500.00	86,500.00	-11,624.86	113 %
	Account Group Total:	52,486.36	98,124.86	86,500.00	86,500.00	-11,624.86	113 %
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:	52,486.36	217,023.09	86,500.00	86,500.00	-130,523.09	251 %

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51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,180.80	14,196.72	17,511.00	17,511.00	3,314.28	81 %
111	Council Wages	360.00	4,320.00	4,320.00	4,320.00	0.00	100 %
112	Mayor Wages	120.00	1,440.00	1,440.00	1,440.00	0.00	100 %
115	Water & Sewer Wages	1,735.59	21,924.63	15,730.00	15,730.00	-6,194.63	139 %
210	Health	346.96	4,776.63	7,010.00	7,010.00	2,233.37	68 %
220	Social Security/Medicare	259.85	3,204.17	2,911.00	2,911.00	-293.17	110 %
230	PERSI	304.49	3,843.17	4,542.00	4,542.00	698.83	85 %
250	Unemployment Insurance	22.30	887.77	249.00	249.00	-638.77	357 %
260	Workers Compensation	0.00	0.00	641.00	641.00	641.00	%
290	Dental	21.68	298.56	483.00	483.00	184.44	62 %
Account Total:		4,351.67	54,891.65	54,837.00	54,837.00	-54.65	100 %
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	%
351	Maintenance Contractor	375.00	4,500.00	2,000.00	2,000.00	-2,500.00	225 %
360	Water Operator	0.00	125.00	4,500.00	4,500.00	4,375.00	3 %
414	Solid Waste Collection	1,176.63	12,005.91	13,260.00	13,260.00	1,254.09	91 %
416	Electric & Gas	533.58	5,767.11	7,392.00	7,392.00	1,624.89	78 %
435	Equipment Lease Payment	0.00	6,491.15	6,492.00	6,492.00	0.85	100 %
436	Cell Phone Mayor/Maintenance	240.00	240.00	240.00	240.00	0.00	100 %
437	Telephone, Telecommunications	84.15	1,092.07	820.00	820.00	-272.07	133 %
481	Fuel Gas	0.00	0.00	500.00	500.00	500.00	%
510	Insurance - Liability	0.00	2,188.50	2,554.00	2,554.00	365.50	86 %
520	Dues & Fees	650.00	1,843.90	1,300.00	1,300.00	-543.90	142 %
530	Publications- Newspaper	0.00	0.00	575.00	575.00	575.00	%
550	Travel Reimbursement	0.00	386.46	900.00	900.00	513.54	43 %
551	Training & Education	0.00	325.00	1,000.00	1,000.00	675.00	33 %
605	Office Supplies	29.59	1,124.74	1,000.00	1,000.00	-124.74	112 %
611	Copier Maintenance	63.50	280.65	280.00	280.00	-0.65	100 %
614	Postage	125.00	164.00	525.00	525.00	361.00	31 %
615	Grant Writing	0.00	0.00	1,000.00	1,000.00	1,000.00	%
620	Software - New	0.00	25.20	250.00	250.00	224.80	10 %
621	Software Maintenance Fees	1,342.89	4,258.47	4,950.00	4,950.00	691.53	86 %
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	%
Account Total:		4,620.34	47,319.62	89,743.00	89,743.00	42,423.38	53 %
Account Group Total:		8,972.01	102,211.27	144,580.00	144,580.00	42,368.73	71 %
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	%

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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	2,875.00	13,146.87	7,500.00	7,500.00	-5,646.87	175 %
434	Equip. Maintainance	0.00	750.49	1,000.00	1,000.00	249.51	75 %
462	Chemicals	80.00	2,834.66	5,500.00	5,500.00	2,665.34	52 %
463	Small tools and supplies for Water	589.56	4,208.64	7,825.00	7,825.00	3,616.36	54 %
560	Tests	2,099.00	6,792.03	1,518.00	1,518.00	-5,274.03	447 %
710	Meter Equipment Purchased	0.00	8,678.58	5,000.00	5,000.00	-3,678.58	174 %
	Account Total:	5,643.56	36,411.27	28,343.00	28,343.00	-8,068.27	128 %
	Account Group Total:	5,643.56	36,411.27	28,343.00	28,343.00	-8,068.27	128 %
	Fund Total:	14,615.57	138,622.54	173,048.00	173,048.00	34,425.46	80 %

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52 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	196.52	2,363.58	2,919.00	2,919.00	555.42	81 %
111	Council Wages	60.00	720.00	720.00	720.00	0.00	100 %
112	Mayor Wages	20.00	240.00	240.00	240.00	0.00	100 %
115	Water & Sewer Wages	12.88	271.06	3,432.00	3,432.00	3,160.94	8 %
210	Health	32.44	429.92	1,690.00	1,690.00	1,260.08	25 %
220	Social Security/Medicare	22.17	275.24	735.00	735.00	459.76	37 %
230	PERSI	32.07	399.60	1,149.00	1,149.00	749.40	35 %
250	Unemployment Insurance	1.61	131.18	47.00	47.00	-84.18	279 %
260	Workers Compensation	0.00	0.00	116.00	116.00	116.00	%
290	Dental	2.05	26.93	160.00	160.00	133.07	17 %
Account Total:		379.74	4,857.51	11,208.00	11,208.00	6,350.49	43 %
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	%
340	Contract Labor	0.00	0.00	3,200.00	3,200.00	3,200.00	%
416	Electric & Gas	3.37	104.24	535.00	535.00	430.76	19 %
435	Equipment Lease Payment	0.00	3,348.84	3,348.00	3,348.00	-0.84	100 %
437	Telephone, Telecommunications	8.35	100.41	128.00	128.00	27.59	78 %
481	Fuel Gas	0.00	0.00	78.00	78.00	78.00	%
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	%
530	Publications- Newspaper	0.00	0.00	100.00	100.00	100.00	%
541	Monthly Service Agreement-NLSD	4,800.00	57,600.00	57,600.00	57,600.00	0.00	100 %
605	Office Supplies	4.93	52.12	250.00	250.00	197.88	21 %
611	Copier Maintenance	10.58	46.75	85.00	85.00	38.25	55 %
614	Postage	0.00	6.50	80.00	80.00	73.50	8 %
620	Software - New	0.00	4.19	125.00	125.00	120.81	3 %
621	Software Maintenance Fees	323.81	735.67	997.00	997.00	261.33	74 %
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	%
Account Total:		5,151.04	67,038.61	108,576.00	108,576.00	41,537.39	62 %
Account Group Total:		5,530.78	71,896.12	119,784.00	119,784.00	47,887.88	60 %
Fund Total:		5,530.78	71,896.12	119,784.00	119,784.00	47,887.88	60 %

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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						
	320 Attorney/Legal Fees	0.00	12,000.00	0.00	0.00	-12,000.00	%
	355 Additional Services	0.00	16,226.50	0.00	0.00	-16,226.50	%
	357 Engineering - Bidding & Negotiation	0.00	8,166.94	0.00	0.00	-8,166.94	%
	358 Water System Construction	0.00	658,363.56	530,200.00	1,373,397.00	715,033.44	48 %
	Account Total:	0.00	694,757.00	530,200.00	1,373,397.00	678,640.00	51 %
	Account Group Total:	0.00	694,757.00	530,200.00	1,373,397.00	678,640.00	51 %
	Fund Total:	0.00	703,757.00	530,200.00	1,373,397.00	669,640.00	51 %
	Grand Total:	129,315.62					
			0.00				
			1,515,124.72	1,448,697.00	2,291,894.00	776,769.28	66 %

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CITY OF DONNELLY
Payroll Summary For Payrolls from 09/24/20 to 10/08/20

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Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
COMA HOURS (Comp Time Accumulated)	3.75		
COMP HOURS (Comp Time Used)	2.00		46.84
HOL HOURS (Holiday Pay)	16.00		363.36
J001 HOURS (ROAD&STREET)	54.25		1,255.78
J002 HOURS (PARKS)	48.00		1,089.72
J003 HOURS (WATER OPERATOR)	94.00		1,965.32
J009 HOURS (AIRPORT)	25.50		508.65
J015 HOURS (SHOP/OFFICE)	4.25		99.54
MCC HOURS (Mayor & City Council)	400.00		1,600.00
REG HOURS (Regular Time)	188.00		3,920.00

GROSS PAY	10,849.21	0.00
NET PAY	7,598.17	0.00
DENTAL INS	29.50	76.00
FIT	522.66	0.00
HEALTH INS	599.00	1,198.00
IDAHO SIT	476.00	0.00
MEDICARE	157.32	157.32
PERSI	634.90	1,058.74
PERSI CHOICE 40	150.00	0.00
SOCIAL SECURITY	672.66	672.66
UNEMPL. INSUR.	0.00	70.66
VISION	9.00	24.00
GDB	531.92	0.00
RADIUS	255.57	0.00
STERLING SAVING	3,021.66	0.00
UMPQUA	340.76	0.00
US BANK	3,448.26	0.00
FIT/SIT BASE	10,064.31	0.00
MEDICARE BASE	10,849.21	0.00
PERS BASE	8,867.21	0.00
SOC SEC BASE	10,849.21	0.00
UN BASE	9,249.21	0.00
WC BASE	10,849.21	0.00

Total	3,257.38
Total Payroll Expense (Gross Pay + Employer Contributions):	14,106.59

Check Summary

Payroll Checks Prev. Out.	\$2,594.08
Payroll Checks Issued	\$2,550.38
Payroll Checks Redeemed	\$2,594.08
Payroll Checks Outstanding	\$2,550.38
Electronic Checks	\$11,599.95

	Carried Forward	Deduction	Difference	Liab Account
	From Previous Month	Checks Issued		
	-----	-----	-----	-----

Deductions Accrued

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CITY OF DONNELLY
Payroll Summary For Payrolls from 09/24/20 to 10/08/20

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Social Security	1345.32	761.94	1325.48	781.78	21702
Medicare	314.64	178.20	310.00	182.84	21702
Unempl. Insur.	70.66	104.16	138.88	35.94	21713
Workers' Comp	0.00				21700
FIT	522.66	273.83	522.66	273.83	21701
IDAHO SIT	476.00	288.00	476.00	288.00	21703
PERSI	1693.64		1693.64		21704
DENTAL INS	105.50		105.50		21706
HEALTH INS	1797.00		1797.00		21705
VISION	33.00		33.00		21705
PERSI CHOICE 40	150.00		150.00		21704
Total Ded.	6508.42	1606.13	6552.16	1562.39	

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

CITY OF DONNELLY ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF DONNELLY, VALLEY COUNTY, IDAHO, TO IMPLEMENT REASONABLE REGULATIONS TO SAFEGUARD THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE IN ORDER TO PROTECT THE INTEGRITY OF RESIDENTIAL NEIGHBORHOODS BY REQUIRING ADEQUATE WATER, SEWER, AND GARBAGE COLLECTION; ADDRESSING PARKING; ALLOWING USE AS SOLELY RESIDENTIAL AND NOT COMMERCIAL; REGULATING LIGHTING; CAMP FIRE MANAGEMENT; NOISE; LIMITS ON OCCUPANCY NUMBERS; LOT COVERAGE; ENFORCEMENT AS AN INFRACTION; AND, PROVIDING THE EFFECTIVE DATE THEREFORE.

WHEREAS, the Idaho legislature passed Idaho Code §67-6539 LIMITATIONS ON REGULATION OF SHORT-TERM RENTALS AND VACATION RENTALS which states, “a county or city may implement such reasonable regulations as it deems necessary to safeguard the public health, safety and general welfare in order to protect the integrity of residential neighborhoods in which short-term rentals or vacation rentals operate”; and

WHEREAS, City of Donnelly has health, safety and welfare concerns with occupancies that exceed the limitations and capacities of a single-family residential use and operate in a manner similar to a commercial hotel or motel; and

WHEREAS, City of Donnelly strives to strike a balance between short-term rentals and traditional single-family use; and

WHEREAS, this ordinance is not intended to negate neighborhood CCR’s and/or other homeowner’s associations rules regulations.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DONNELLY, IDAHO, AS FOLLOWS:

Section 1: Title 18, Chapter 18.10 of the Donnelly City Code is hereby amended to add the following definitions:

“Short-term Rental” or “vacation rental” means any individually or collectively owned single-family house or dwelling unit or any unit or group of units in a condominium, cooperative or timeshare, or owner-occupied residential home that is offered for a fee and for less than thirty (30) days. Short-term rental or vacation rental does not include a unit that is used for any retail, restaurant, banquet space, event center, hotel/motel type lodging, or another similar use.

“Short-term rental marketplace” means a person that provides a platform through which a lodging operator, or the authorized agent of the lodging operator, offers a short-term rental or vacation rental to a prospective lessee.

Section 2: Title 18 of the Donnelly City Code is hereby amended to add a new Section 18.160 Short Term Rentals

18.160 SHORT-TERM RENTALS:

18.160.010 Purpose: This ordinance shall be called the "Short-term Rental Ordinance". The purpose of the Short-term Rental Ordinance is to implement reasonable regulations to safeguard the public health, safety and general welfare in order to protect the integrity of residential neighborhoods in Donnelly, Idaho, as allowed by Idaho Code §67-6539.

18.160.020 Short-term Rental (STR), as defined in this title shall obtain a business license and shall be a permitted use in all zones that permit residential use within the City of Donnelly subject to the following conditions and standards listed in this section 18.160. At no time shall an existing STR be considered a "grandfathered" use.

18.160.030 STR Conditions and Standards:

1. Number of Units: One STR unit is allowed on a parcel with a business license, along with a fee as adopted by resolution that meets the requirements described in this section. More than one STR or more than one residential use on a parcel will require a conditional use permit in accordance with 18.110 of this title.
2. Water, Sewer, and Garbage
 - a. The STR must meet all requirements of Idaho Central District Health (CDH) with respect to the provision of individual potable water (approved water system) and be served by a central sewage treatment facility.
 - b. The STR cannot be serviced by porta potties for any portion of the approval including overflow in the number of occupants.
 - c. The STR must contract for garbage pickup with the local provider. STR property management is responsible for garbage removal daily.
3. Parking: Parking of vehicles shall not be in a road traffic lane. The parking areas must be clearly defined so that there is not a haphazard parking over landscaped area. All parking for the unit is contained on the site and not less than one (1) parking space per bedroom provided.
4. The STR may be used for residential purposes only. It cannot be used as a wedding venue, corporate retreat, seminars, team-building events, or other use that requires a conditional use permit.
5. On-site Lighting: Must comply with City of Donnelly lighting ordinance (18.30.070).

6. Campfire Management: All campfires must be in an approved fire pit as determined by the Fire Department. A fire extinguisher and/or water hose must be accessible. Fire pits shall comply with all setbacks. Consideration should be given to smoke impacting neighbors.
7. Safety Monitors and Information: Each STR shall provide and maintain appropriate smoke detectors, carbon monoxide detectors, liquified petroleum detector, etc. for the occupancy type of the property.
8. Outdoor amplified sound, other than household speakers, shall not be allowed at any time.
9. Occupancy: There shall be no associated RV's or tents used to supplement the maximum occupancy. It will be limited to legal bedrooms with proper egress windows. At no time shall occupancy exceed 4 people/bedroom up to a maximum of 12 people unless a conditional use permit is obtained.
10. Lot Coverage: Shall be in accordance with Chapter 18.
11. Outbuildings are allowed but shall not be used for sleeping or any human habitation.
12. Posting of Rules On-site: Rules covering regulations within this section and emergency contact numbers shall be posted on-site, including an emergency exit plan.
13. Consideration of Neighbors:
 - a. Quiet Hours: Must observe quiet hours from 10:00 p.m. to 7:00 a.m.
 - b. Must observe local ordinances in the use of recreational vehicles such as ATV's, UTV's and snowmobiles.
 - c. Shall limit the number of trips through the neighborhood by recreational vehicles.

18.160.040 STR Administrative Permit Process:

1. Application package shall be submitted to the City of Donnelly Clerk and will be reviewed by Planning & Zoning Administrator with the appropriate fee as adopted by resolution.

2. Application package shall include the following:
 - a. Completed City of Donnelly application form.
 - b. Site plan showing structures, parking, lighting, fire pits, etc.
 - c. Operation Plan that includes Compliance with Tax Requirements: Shall submit with the application proof of compliance with payment of sales tax, local option tax, bed tax, through the STR marketplace or provide the Employee Identification Number for the self-managed STR. Sales tax paid will need to be in accordance with Idaho State Code, Chapter 36, Title 63.
 - d. Proof of central water and sewer connection.
 - e. Rules that will be posted on-site.
 - f. Garbage pick-up agreement.
 - g. Declaration as to whether this is a part-time STR or a full-time STR. If part-time, number of months it will be used as a rental.
 3. Notice to Adjacent Property Owners: The administrator shall notify property owners within three hundred feet (300') and/or active homeowner's association upon issuance of the business license.
 4. Property manager or owner shall file an annual report with the fee as adopted by resolution, as follows:
 - a. Due date (renewal date) is August 31 of each year.
 - b. Shall show compliance with all requirements of original license.
 - c. State intent for the current upcoming year.
 - d. List any changes that were made to operations and/or facilities. If changes are made to the structure, use, number of occupants, etc., a new license will be required with the updated information.
 - e. Business license shall be revoked if not submitted within 30 days of the renewal date.
 5. Staff can inspect the interior and exterior of the STR if complaints are received or there is a reason to believe the structure has been modified to accommodate a greater occupancy than allowed.
- 18.160.050 Failure to obtain a Business License for an STR or violation of the Business License shall be cause for revocation of the license and shall be subject to enforcement and penalties.

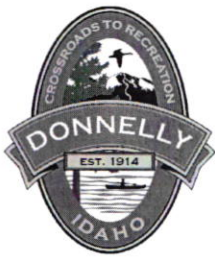
Section 3: This ordinance shall take effect and be in full force upon its passage, approval and publication of the same in accordance with Idaho law.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DONNELLY, IDAHO
THIS _____ DAY OF _____, 2020

Susan Dorris, Mayor

Attest:

Lori Clemens, City Clerk/Treasurer



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: October 15, 2020

Utility Billings: As of Thursday, October 15, 2020 there is \$3,157.37- (11) past due 30 days or more, in water billings.

Local Option Tax: Receipts for September were \$18,987.07.

Airport:

Clerk: Virtual ICCTFOA Conference

Donnelly Depot Center:

Parks & Recreation: Campground Host Update
Racquet Court
Boat Dock Trees

Road & Streets: Routine Maintenance
Pathway Extension

Water: Update Emergency Contact System
Construction on Phase II, Water Improvement System

Planning & Zoning: Cancelled

Office Closures: November 26, 2020

Upcoming Meeting Dates: P&Z November 2, 2020