



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

## AGENDA CITY COUNCIL MEETING

**Monday, February 27, 2023, at 6:00 PM**  
**Donnelly Community Center**

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### **CALL TO ORDER**

### **ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

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

City Council Minutes – January 23<sup>rd</sup>, 2023

Vouchers – January 20<sup>th</sup> thru February 22<sup>nd</sup>, 2023

Treasurer Report – January 2023

Payroll Summary – January 26<sup>th</sup>, February 5<sup>th</sup>, 9<sup>th</sup>, and 23<sup>rd</sup>, 2023

### **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 ITEM:**

### **BUSINESS AGENDA (Action Items)**

AB 23-04 Donnelly Public Library District-Amendment to Warranty Deed

AB 23-05 Resolution 23-001 Destruction of Certain Records

AB 23-06 Resolution 23-002 Fair Housing Month Proclamation

AB 23-07 General Fund Transfer to LGIP Account

AB 23-08 Office Copier Contract Renewal

### **STAFF REPORTS:**

### **ADJOURNMENT:**

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.



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# CITY COUNCIL

## Monday, January 23<sup>rd</sup>, 2023, at 6:00 PM

### Donnelly Community Center

### MINUTES

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

**Roll Call:** Mayor Dorris, Councilmember Davenport, Councilmember Henggeler, Councilmember Spade, and Clerk Clemens present. Councilmember Minshall (6:15pm)

Mayor Dorris lead Pledge of Allegiance.

#### CONSENT AGENDA

**Motion by Davenport, 2<sup>nd</sup> by Henggeler** to accept the consent agenda as written. Davenport (yes), Henggeler (yes), Spade (yes). Motion carried.

#### PUBLIC COMMENT

Mayor Dorris asked for any public comment.

No public comment

#### BUSINESS AGENDA: (Action Items)

##### AB 23-01 Stibnite Foundation Board-Donnelly City

- Appoint Liz Jones for the City Seat on the Stibnite Foundation Board for the term of February 1, 2023, through January 31, 2024.

**Motion by Davenport, 2<sup>nd</sup> by Henggeler** to accept, approve, and authorize the Mayor to sign necessary documents to appoint Liz Jones as Stibnite Foundation Board Member. Davenport (yes), Henggeler (yes), Spade (yes). Motion carried.

##### AB 23-02 Stibnite Advisory Council Community Representative

- Nomination for City Representative on the Stibnite Advisory Council, John Sommerwerck.

**Motion by Henggeler, 2<sup>nd</sup> by Davenport** nominate John Sommerwerck and accept, approve, and authorize the Mayor to sign necessary documents for John Sommerwerck to be the City Representative Stibnite Advisory Council. Davenport (yes), Henggeler (yes), Spade (yes). Motion carried.



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## CITY COUNCIL

Monday, January 23<sup>rd</sup>, 2023, at 6:00 PM

Donnelly Community Center

### MINUTES

#### AB 23-03 Idaho Resort Cities Coalition

- Idaho Resort Cities Coalition Membership Memorandum of Understanding

**Motion by Henggeler, 2<sup>nd</sup> by Spade** to join Idaho Resort Cities Coalition for a one-year term.

Authorize Mayor to sign MOU with Ketchum. Davenport (yes), Henggeler (yes), Spade (yes).

Motion carried.

#### WORKSHOP

##### Water Rates, 101 Infrastructure Funding

Tim Farrell, Mountain Waterworks, discussed city rates, infrastructure, and future needs of the city water system.

A rate study would help to determine where the city is currently and what is needed for future growth. The rate amount collected from customers should cover total revenue requirements: system operations, maintenance of the system, develop utility infrastructure, and capital projects.

Kristina Gillespie discussed the City of Donnelly, FY24 Letter of Interest for an Idaho Department of Environmental Quality Drinking Water Planning Grant Amendment.

#### STAFF REPORT

Staff report was included with packet.

Comprehensive Plan needs to be revised/amended to reflect changes due to growth within the city and the surrounding areas.

#### ADJOURNMENT

**Motion by Minshall, 2<sup>nd</sup> by Henggeler** to adjourn meeting. Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

Adjourned at 7:41 p.m.

ATTEST: Lori Clemens, City Clerk

02/22/23  
14:37:45

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 01/20/23 to 02/22/23

Page: 1 of 7  
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
5972	-99408E	170 ADOBE SYSTEMS INC.	14.99						
Adobe Service									
1	2375847040	02/08/23 Service	14.99			10 41100	620		10190
Total for Vendor:			14.99						
5947	-99413E	6 AMAZON	10.59						
office supplies									
1	2492237	01/23/23 2023 Calendar	10.59			10 41100	605		10190
5973	-99407E	6 AMAZON	213.92						
office supplies									
1	5081807	02/08/23 Binder Dividers	15.89			10 41100	605		10190
2	7745046	02/01/23 Shelving Pump House	54.13			10 41100	605		10190
3	misc	02/08/23 Office/CC Cleaning Supplies	143.90			10 41100	605		10190
Total for Vendor:			224.51						
5977	14623S	8 ANALYTICAL LABORATORIES, INC	54.00						
Total Coliform Bacteria									
1	2300276	01/31/23 Total Coliform Bacteria	19.00			51 43400	560		10100
2	2300276	01/31/23 Sample Collection	35.00			51 43400	560		10100
Total for Vendor:			54.00						
5948	14601S	14 BOISE OFFICE EQUIPMENT	66.92						
Copier Maintenance									
1	IN3176779	01/03/23 copier maintenace Jan	43.50			10 41100	611		10100
2	IN3176779	01/03/23 copier maintenace Jan	20.08			51 41100	611		10100
3	IN3176779	01/03/23 copier maintenace Jan	3.34			52 41100	611		10100
5978	14624S	14 BOISE OFFICE EQUIPMENT	66.92						
Copier Maintenance									
1	IN3240286	02/03/23 copier maintenace	43.50			10 41100	611		10100
2	IN3240286	02/03/23 copier maintenace	20.08			51 41100	611		10100
3	IN3240286	02/03/23 copier maintenace	3.34			52 41100	611		10100
Total for Vendor:			133.84						



02/22/23  
14:37:45

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 01/20/23 to 02/22/23

Page: 2 of 7  
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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5955	14602S	17 BURKS TRACTOR	3,429.89						
Services									
1	NW49434	01/06/23 valves/harness/filters/labor	3,429.89			10 43010	434		10100
		Total for Vendor:	3,429.89						
5961	14610S	257 CASCADE HARDWARE	29.98						
Billing									
1	2301-10246	01/04/23 Office Supplies-ice melt	29.98			10 41100	605		10100
		Total for Vendor:	29.98						
5957	-99412E	29 CITY OF DONNELLY - WATER	381.00						
Utilities									
1	Jan2023	01/26/23 January	345.00			10 44300	415		10100
2	Jan2023	01/26/23 370 N Main Street	36.00			10 44300	415		10100
		Total for Vendor:	381.00						
5954	14608S	349 CITY OF KETCHUM	250.00						
2023 Resort Cities Lobbyist Contributions									
1	6201	11/22/22 2023 Dues	250.00			10 41100	520		10100
		Total for Vendor:	250.00						
5949	14603S	202 CTC BUSINESS	84.37						
telephone									
1	035401	02/01/23 telephone- Feb	54.84			10 41100	437		10100
2	035401	02/01/23 telephone- Feb	25.32			51 41100	437		10100
3	035401	02/01/22 telephone- Feb	4.21			52 41100	437		10100
		Total for Vendor:	84.37						
5950	14604S	38 DIG LINE, INC.	93.50						
contract fee									
1	0070629-IN	01/10/23 Fee	5.00			51 41100	520		10100
Monthly CONTRACT FEE									
2	0070629-IN	01/10/23 Annual 50 Contract Fee	88.50			51 41100	520		10100
		Total for Vendor:	93.50						

02/22/23  
14:37:45

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5965	14611S	42 DONNELLY ELEMENTARY SCHOOL Community Sponsorship - 5th grade ski	1,353.00						
1	23-09	02/01/23 Community Scholarship FY23 ski scholarships for 5th grade	1,353.00			15 41100	922		10100
5970	14619S	42 DONNELLY ELEMENTARY SCHOOL Local Option Tax Award 23-10 Run Dragons Run	700.00						
1	23-10	02/01/23 LOT Award ski scholarships for 5th grade	700.00			15 41100	922		10100
Total for Vendor:			2,053.00						
5971	14620S	276 DONNELLY FARMERS MARKET FY23 Local Option Tax Award	4,500.00						
1	23-01	02/02/23 23-01 Nutrition Incentive Prog FY19 Award - Farmers Market	4,500.00			15 41100	922		10100
Total for Vendor:			4,500.00						
5962	14612S	272 DRAKE DIVERSIFIED LLC Monthly Water System Operational Services	375.00						
1	1563	02/01/23 Water System Services Monthly CONTRACT FEE	375.00			51 41100	360		10100
Total for Vendor:			375.00						
5951	14605S	149 DUBOIS sodhypo	239.36						
1	IN-3008179	01/24/22 chemical	239.36			51 43400	462		10100
Total for Vendor:			239.36						
5952	14606S	46 ED STAUB & SONS Propane	526.75						
1	8676930	01/17/23 propane-169 Halferty	526.75			10 41100	416		10100
5963	14613S	46 ED STAUB & SONS Propane	322.29						
2	8740566	01/31/23 propane-265 N Corbet Ln	322.29			10 44300	416		10100
Total for Vendor:			849.04						

02/22/23  
14:37:45

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Page: 4 of 7  
Report ID: AP100V

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5974	-99406E	306 ENABLING ELEMENTS, INC	34.00						
		Broad Band Internet Service/Pump System							
1	D176151	02/10/23 Services	34.00			51 41100	437		10190
		Total for Vendor:	34.00						
5979	14625S	277 FIREWORKS & STAGE FX AMERICA	9,500.00						
		Fireworks Display July 4th 2023							
1	21207	01/17/23 FY23 Lot Award Fireworks	9,500.00			15 41100	922		10100
		Total for Vendor:	9,500.00						
5958	-99411E	53 GO-DADDY	179.88						
		website hosting							
1	23864148	01/31/23 website hosting 12 months 20	179.88			10 41100	620		10190
		Total for Vendor:	179.88						
5975	-99405E	325 Idaho Division Occupational	30.00						
		Ken License #DWT1-201680							
1	2023	02/13/23 License Renewal	30.00			51 41100	520		10190
		Total for Vendor:	30.00						
5953	14607S	66 IDAHO POWER	1,167.14						
		Power Billing							
1	2205677988	01/19/23 City Hall / Maintenance	112.26			10 41100	416		10100
2	2205677988	01/19/23 City Hall / Maintenance	51.81			51 41100	416		10100
3	2205677988	01/19/23 City Hall / Maintenance	8.63			52 41100	416		10100
4	2204034223	01/19/23 Community Center	176.46			10 41100	416		10100
5	2201629405	01/23/23 Kiosk / Rest Area	7.45			10 43010	416		10100
6	2206076560	01/19/23 Fire Pump	349.74			51 41100	416		10100
7	2200223291	01/19/23 Water Supply	5.21			51 41100	416		10100
8	2201910078	01/19/23 Street Lights	131.07			10 43010	416		10100
9	2206228211	01/19/23 Main Street Lights	37.18			10 43010	416		10100
10	2207365186	01/19/23 NW Pump	282.17			51 41100	416		10100
11	2207493590	01/21/23 Camp Host Site	5.16			10 44100	451		10100
		Total for Vendor:	1,167.14						

02/22/23  
14:37:45

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Page: 5 of 7  
Report ID: AP100V

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5980	14626S	165 LAKESHORE DISPOSAL	1,751.70						
Trash Services									
1	23Jan 01/31/23	Trash Collection	1,618.50			51 41100	414		10100
2	26079783S2 02/01/23	DDC Trash	133.20			10 44300	414		10100
		Total for Vendor:	1,751.70						
5981	14627S	80 LES SCHWAB TIRE	193.98						
Tire Repair									
1	1250098418 01/31/23	Backhoe Tire	193.98			10 43010	430		10100
		Total for Vendor:	193.98						
5964	14614S	86 MCCALL DELIVERY SERVICE	91.00						
Delivery Service									
1	2023-0077 01/25/23	Dubois empty chemical barre	91.00		0	51 43400	463		10100
		Total for Vendor:	91.00						
5976	-99404E	216 MICROSOFT	67.88						
Internet									
1	E0100LYDOK 02/04/23	Email Service	37.88			10 41100	620		10190
2	E0100LYJCN 02/04/23	office 365	30.00			10 41100	620		10190
		Total for Vendor:	67.88						
5956	14609S	263 MID STATE FIRE PROTECTION	141.60						
annual extinguisher services/ new extinguishers									
1	23-2145 01/18/23	extinguisher service	141.60			10 43010	434		10100
		Total for Vendor:	141.60						
5966	14615S	154 NORTH LAKE RECREATIONAL SEWER &	8,400.00						
Contract Sewer Service									
1	95-10-00 02/01/23	Contract Services	8,400.00			52 41100	541		10100
		Total for Vendor:	8,400.00						
5967	14616S	120 SINCLAIR FLEET TRACK (STINKER)	645.82						
Fuel									
1	682607 01/11/23	Skid Steer	73.20			10 43010	482		10100
2	668318 12/31/22	Dodge 3500	144.90			10 43010	481		10100



02/22/23  
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Page: 6 of 7  
Report ID: AP100V

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Claim/ line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	01.2023	01/31/23 Backhoe	431.64			10 43010	482		10100
4	Credit	01/31/23 Credit	-3.92			10 43010	481		10100
Total for Vendor:			645.82						
5968	14617S	150 SPARKLIGHT	115.40						
Internet Services									
1	112446547	01/31/23 internet	75.01			10 41100	437		10100
2	112446547	01/31/23 internet	34.62			51 41100	437		10100
3	112446547	01/31/23 internet	5.77			52 41100	437		10100
Total for Vendor:			115.40						
5959	-99410E	162 USDA Rural Development	13,012.00						
Annual Loan Payment #91-02									
1	91-02.23	02/01/23 Interest Payment	2,295.72			51 41100	810		10100
USDA Bond Payment									
2	91-02.23	02/01/23 Principle Payment	10,716.28			51 22400			10100
USDA Bond Payment									
5960	-99409E	162 USDA Rural Development	13,349.00						
Annual Bond Payment #92-04									
1	92-04.23	02/01/23 Interest Payment	2,143.23			52 41100	810		10100
USDA Loan Payment									
2	92-04.23	02/01/23 Principle Payment	11,205.77			52 22410			10100
USDA Loan Payment									
Total for Vendor:			26,361.00						
5969	14618S	209 YORGASON LAW OFFICES PLLC	345.00						
Legal Services									
1	2023-Jan	02/01/23 Email/Correspondence	345.00			10 41100	320		10100
Total for Vendor:			345.00						
5982	14628S	210 ZWYGART JOHN & ASSOCIATES PLLC	7,400.00						
City Audit									
1	2160	02/16/23 FY22 Audit	4,810.00			10 41100	310		10100
2	2160	02/16/23 FY22 Audit	2,220.00			51 41100	310		10100
3	2160	02/16/23 FY22 Audit	370.00			52 41100	310		10100
Total for Vendor:			7,400.00						
# of Claims			36	Total:	69,136.88	# of Vendors		23	
Total Electronic Claims					27,293.26				

Total Non-Electronic Claims 41843.62

\*\* 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. \*\*

02/22/23

14:38:15

## CITY OF DONNELLY

## Statement of Expenditure - Budget vs. Actual Report

For the Accounting Period: 1 / 23

Page: 1 of 7

Report ID: B100

## 10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	2,898.14	13,446.89	57,460.00	57,460.00	44,013.11	23 %
111	Council Wages	780.00	3,120.00	9,360.00	9,360.00	6,240.00	33 %
112	Mayor Wages	260.00	1,040.00	3,120.00	3,120.00	2,080.00	33 %
210	Health	436.24	1,768.23	15,120.00	15,120.00	13,351.77	12 %
211	Vision	8.43	34.11	432.00	432.00	397.89	8 %
220	Social Security/Medicare	301.25	1,346.89	7,439.00	7,439.00	6,092.11	18 %
230	PERSI	426.84	1,858.58	11,611.00	11,611.00	9,752.42	16 %
250	Unemployment Insurance	14.03	61.65	573.00	573.00	511.35	11 %
260	Workers Compensation	0.00	123.50	581.00	581.00	457.50	21 %
290	Dental	26.00	104.01	1,044.00	1,044.00	939.99	10 %
961	Taxes	0.00	0.00	1,000.00	1,000.00	1,000.00	%
Account Total:		5,150.93	22,903.86	107,740.00	107,740.00	84,836.14	21 %
41100 Administration							
310	Audit & Accounting Services	0.00	0.00	4,810.00	4,810.00	4,810.00	%
320	Attorney/Legal Fees	75.00	855.00	25,000.00	25,000.00	24,145.00	3 %
321	Economic Development	0.00	0.00	2,000.00	2,000.00	2,000.00	%
330	Contract - Planning & Zoning	540.00	540.00	12,500.00	12,500.00	11,960.00	4 %
340	Contract Labor	0.00	0.00	23,000.00	23,000.00	23,000.00	%
341	Pass Thru Charges	0.00	0.00	16,500.00	16,500.00	16,500.00	%
414	Solid Waste Collection	0.00	67.44	250.00	250.00	182.56	27 %
416	Electric & Gas	815.47	1,834.95	4,800.00	4,800.00	2,965.05	38 %
431	City Hall Repair & Maint	0.00	364.80	4,500.00	4,500.00	4,135.20	8 %
436	Cell Phone Mayor/Maintenance	0.00	0.00	1,800.00	1,800.00	1,800.00	%
437	Telephone, Telecommunications	197.06	499.48	1,750.00	1,750.00	1,250.52	29 %
456	Signs	0.00	0.00	1,000.00	1,000.00	1,000.00	%
510	Insurance - Liability	0.00	2,640.95	5,282.00	5,282.00	2,641.05	50 %
520	Dues & Fees	250.00	250.00	1,250.00	1,250.00	1,000.00	20 %
530	Publications- Newspaper	0.00	22.80	900.00	900.00	877.20	3 %
550	Travel Reimbursement	0.00	0.00	750.00	750.00	750.00	%
551	Training & Education	0.00	0.00	1,500.00	1,500.00	1,500.00	%
552	Meals & Entertainment	0.00	0.00	450.00	450.00	450.00	%
605	Office Supplies	10.59	509.87	2,500.00	2,500.00	1,990.13	20 %
611	Copier Maintenance	43.50	217.44	1,500.00	1,500.00	1,282.56	14 %
613	IT - Computer	0.00	0.00	500.00	500.00	500.00	%
614	Postage	0.00	120.00	500.00	500.00	380.00	24 %
615	Grant Writing	0.00	0.00	7,500.00	7,500.00	7,500.00	%
620	Software - New	82.87	331.48	2,000.00	2,000.00	1,668.52	17 %
621	Software Maintenance Fees	0.00	73.62	6,250.00	6,250.00	6,176.38	1 %
700	Capital Improvements	0.00	0.00	4,000.00	4,000.00	4,000.00	%
930	Reconciliation Discrepancies	0.00	0.00	25.00	25.00	25.00	%
970	Grant Expense	0.00	0.00	500.00	500.00	500.00	%
Account Total:		2,014.49	8,327.83	133,317.00	133,317.00	124,989.17	6 %
Account Group Total:		7,165.42	31,231.69	241,057.00	241,057.00	209,825.31	13 %

02/22/23  
14:38:15

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 23

Page: 2 of 7  
Report ID: B100

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
42000	Public Safety						
42000	Public Safety						
456	Signs	0.00	0.00	500.00	500.00	500.00	%
900	Public Safety	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	0.00	5,500.00	5,500.00	5,500.00	%
	Account Group Total:	0.00	0.00	5,500.00	5,500.00	5,500.00	%
43000	Public Works						
43000	Public Works						
700	Capital Improvements	0.00	0.00	18,000.00	18,000.00	18,000.00	%
	Account Total:	0.00	0.00	18,000.00	18,000.00	18,000.00	%
43010	Roads and Streets						
116	Roads & Street Wages	764.00	6,404.97	36,696.00	36,696.00	30,291.03	17 %
118	Snow Removal Wages	3,420.00	10,247.11	18,841.00	18,841.00	8,593.89	54 %
210	Health	434.03	1,728.83	6,300.00	6,300.00	4,571.17	27 %
211	Vision	8.40	33.46	180.00	180.00	146.54	19 %
220	Social Security/Medicare	320.06	1,273.89	4,251.00	4,251.00	2,977.11	30 %
230	PERSI	358.38	1,544.27	4,890.00	4,890.00	3,345.73	32 %
250	Unemployment Insurance	20.25	60.79	478.00	478.00	417.21	13 %
260	Workers Compensation	0.00	456.00	2,324.00	2,324.00	1,868.00	20 %
290	Dental	25.87	102.36	435.00	435.00	332.64	24 %
340	Contract Labor	4,828.50	5,241.00	22,500.00	22,500.00	17,259.00	23 %
416	Electric & Gas	175.70	675.07	3,500.00	3,500.00	2,824.93	19 %
429	Snow Removal Maintenance	0.00	127.22	5,500.00	5,500.00	5,372.78	2 %
430	Road & Street Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
432	Building Repairs & Maintenance	0.00	0.00	3,500.00	3,500.00	3,500.00	%
434	Equip. Maintainance	3,571.49	3,715.44	12,500.00	12,500.00	8,784.56	30 %
435	Equipment Lease Payment	0.00	0.00	6,146.00	6,146.00	6,146.00	%
454	Street Scape	0.00	0.00	3,750.00	3,750.00	3,750.00	%
455	Sidewalk, Curb, Gutter	0.00	0.00	6,000.00	6,000.00	6,000.00	%
456	Signs	0.00	0.00	2,300.00	2,300.00	2,300.00	%
460	Small Tools, Equipmen	0.00	171.54	3,750.00	3,750.00	3,578.46	5 %
461	Shop Misc Supplies	0.00	0.00	750.00	750.00	750.00	%
470	Dust Abatement	0.00	0.00	13,000.00	13,000.00	13,000.00	%
481	Fuel Gas	169.43	431.61	3,250.00	3,250.00	2,818.39	13 %
482	Diesel - Winter	838.09	942.98	5,250.00	5,250.00	4,307.02	18 %
483	Diesel - Summer	0.00	0.00	6,000.00	6,000.00	6,000.00	%
520	Dues & Fees	0.00	0.00	100.00	100.00	100.00	%
530	Publications- Newspaper	0.00	0.00	250.00	250.00	250.00	%
553	Clothing Reimbursement	0.00	0.00	600.00	600.00	600.00	%
700	Capital Improvements	0.00	0.00	25,000.00	25,000.00	25,000.00	%
900	Public Safety	0.00	0.00	5,000.00	5,000.00	5,000.00	%
970	Grant Expense	0.00	0.00	15,000.00	15,000.00	15,000.00	%
	Account Total:	14,934.20	33,156.54	233,041.00	233,041.00	199,884.46	14 %
	Account Group Total:	14,934.20	33,156.54	251,041.00	251,041.00	217,884.46	13 %

02/22/23  
14:38:15

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 23

Page: 3 of 7  
Report ID: B100

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
44000 OTHER							
44100 Parks and Recreation							
117	Park & Rec Wages	0.00	1,171.38	17,684.00	17,684.00	16,512.62	7 %
119	Airport Maint Wages	0.00	1,516.51	4,156.00	4,156.00	2,639.49	36 %
210	Health	0.00	278.53	3,360.00	3,360.00	3,081.47	8 %
211	Vision	0.00	5.29	96.00	96.00	90.71	6 %
220	Social Security/Medicare	0.00	205.61	1,671.00	1,671.00	1,465.39	12 %
230	PERSI	0.00	193.67	2,608.00	2,608.00	2,414.33	7 %
250	Unemployment Insurance	0.00	14.83	166.00	166.00	151.17	9 %
260	Workers Compensation	0.00	202.50	885.00	885.00	682.50	23 %
290	Dental	0.00	15.64	232.00	232.00	216.36	7 %
438	City Park Improvements	0.00	0.00	12,500.00	12,500.00	12,500.00	%
450	Racquet Court Maintenance	0.00	0.00	20,000.00	20,000.00	20,000.00	%
451	Campground/Boatdock	5.16	137.61	4,250.00	4,250.00	4,112.39	3 %
452	City Park Maintenance	0.00	195.28	1,250.00	1,250.00	1,054.72	16 %
453	Rest Area/Kiosk Maintenance	0.00	0.00	500.00	500.00	500.00	%
456	Signs	0.00	0.00	725.00	725.00	725.00	%
460	Small Tools, Equipmen	0.00	0.00	1,000.00	1,000.00	1,000.00	%
700	Capital Improvements	0.00	1,621.68	10,000.00	10,000.00	8,378.32	16 %
900	Public Safety	0.00	0.00	3,000.00	3,000.00	3,000.00	%
925	Aiport Maintenance	0.00	375.00	3,500.00	3,500.00	3,125.00	11 %
Account Total:		5.16	5,933.53	87,583.00	87,583.00	81,649.47	7 %
44300 Depot							
414	Solid Waste Collection	133.20	532.80	2,250.00	2,250.00	1,717.20	24 %
415	Water and Sewer	381.00	1,524.00	4,750.00	4,750.00	3,226.00	32 %
416	Electric & Gas	0.00	263.92	1,000.00	1,000.00	736.08	26 %
432	Building Repairs & Maintenance	0.00	0.00	7,500.00	7,500.00	7,500.00	%
700	Capital Improvements	0.00	0.00	3,500.00	3,500.00	3,500.00	%
960	Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	%
Account Total:		514.20	2,320.72	19,500.00	19,500.00	17,179.28	12 %
Account Group Total:		519.36	8,254.25	107,083.00	107,083.00	98,828.75	8 %
Fund Total:		22,618.98	72,642.48	604,681.00	604,681.00	532,038.52	12 %



02/22/23  
14:38:15

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 23

Page: 4 of 7  
Report ID: B100

15 LOT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41100 Administration							
	922 Local Option Tax Expense	0.00	13,200.00	227,500.00	227,500.00	214,300.00	6 %
	Account Total:	0.00	13,200.00	227,500.00	227,500.00	214,300.00	6 %
	Account Group Total:	0.00	13,200.00	227,500.00	227,500.00	214,300.00	6 %
	Fund Total:	0.00	13,200.00	227,500.00	227,500.00	214,300.00	6 %

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 23

51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,337.33	6,205.41	26,520.00	26,520.00	20,314.59	23 %
111	Council Wages	360.00	1,440.00	4,320.00	4,320.00	2,880.00	33 %
112	Mayor Wages	120.00	480.00	1,440.00	1,440.00	960.00	33 %
115	Water & Sewer Wages	2,128.00	8,083.70	38,220.00	38,220.00	30,136.30	21 %
210	Health	431.98	1,507.90	10,920.00	10,920.00	9,412.10	14 %
211	Vision	8.39	29.11	312.00	312.00	282.89	9 %
220	Social Security/Medicare	301.87	1,240.11	5,394.00	5,394.00	4,153.89	23 %
230	PERSI	387.44	1,448.53	8,418.00	8,418.00	6,969.47	17 %
250	Unemployment Insurance	16.78	63.46	459.00	459.00	395.54	14 %
260	Workers Compensation	0.00	398.00	1,496.00	1,496.00	1,098.00	27 %
290	Dental	25.75	88.72	754.00	754.00	665.28	12 %
	Account Total:	5,117.54	20,984.94	98,253.00	98,253.00	77,268.06	21 %
41100 Administration							
310	Audit & Accounting Services	0.00	0.00	2,220.00	2,220.00	2,220.00	%
320	Attorney/Legal Fees	0.00	0.00	15,000.00	15,000.00	15,000.00	%
351	Maintenance Contractor	0.00	0.00	6,500.00	6,500.00	6,500.00	%
360	Water Operator	375.00	1,125.00	7,250.00	7,250.00	6,125.00	16 %
414	Solid Waste Collection	1,514.13	5,995.90	17,500.00	17,500.00	11,504.10	34 %
416	Electric & Gas	688.93	2,343.18	7,000.00	7,000.00	4,656.82	33 %
435	Equipment Lease Payment	0.00	0.00	3,076.00	3,076.00	3,076.00	%
436	Cell Phone Mayor/Maintenance	0.00	0.00	240.00	240.00	240.00	%
437	Telephone, Telecommunications	124.96	365.96	1,000.00	1,000.00	634.04	37 %
481	Fuel Gas	0.00	0.00	600.00	600.00	600.00	%
510	Insurance - Liability	0.00	1,218.90	2,438.00	2,438.00	1,219.10	50 %
520	Dues & Fees	93.50	134.64	950.00	950.00	815.36	14 %
530	Publications- Newspaper	0.00	0.00	400.00	400.00	400.00	%
550	Travel Reimbursement	0.00	0.00	500.00	500.00	500.00	%
551	Training & Education	0.00	0.00	1,500.00	1,500.00	1,500.00	%
590	Late Fee	5.00	5.00	0.00	0.00	-5.00	%
605	Office Supplies	29.52	187.58	750.00	750.00	562.42	25 %
611	Copier Maintenance	20.08	113.72	1,000.00	1,000.00	886.28	11 %
614	Postage	0.00	176.00	450.00	450.00	274.00	39 %
615	Grant Writing	0.00	0.00	15,000.00	15,000.00	15,000.00	%
620	Software - New	480.00	480.00	1,500.00	1,500.00	1,020.00	32 %
621	Software Maintenance Fees	1,280.00	1,313.98	4,650.00	4,650.00	3,336.02	28 %
810	Bond Payments	0.00	0.00	22,445.00	22,445.00	22,445.00	%
	Account Total:	4,611.12	13,459.86	111,969.00	111,969.00	98,509.14	12 %
	Account Group Total:	9,728.66	34,444.80	210,222.00	210,222.00	175,777.20	16 %
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	%

02/22/23  
14:38:15

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 23

51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43000 Public Works							
43400 Water System							
433	Repairs & Maint to Water	0.00	148.09	45,000.00	45,000.00	44,851.91	%
434	Equip. Maintainance	0.00	2,697.88	4,750.00	4,750.00	2,052.12	57 %
462	Chemicals	239.36	478.72	7,500.00	7,500.00	7,021.28	6 %
463	Small tools and supplies for	0.00	132.00	6,225.00	6,225.00	6,093.00	2 %
560	Tests	54.00	162.00	5,000.00	5,000.00	4,838.00	3 %
700	Capital Improvements	0.00	11,922.20	28,500.00	28,500.00	16,577.80	42 %
710	Meter Equipment Purchased	0.00	454.83	10,500.00	10,500.00	10,045.17	4 %
	Account Total:	293.36	15,995.72	107,475.00	107,475.00	91,479.28	15 %
	Account Group Total:	293.36	15,995.72	107,475.00	107,475.00	91,479.28	15 %
49000							
49999 Depreciation Expense							
910	Depreciation	0.00	0.00	47,750.00	47,750.00	47,750.00	%
	Account Total:	0.00	0.00	47,750.00	47,750.00	47,750.00	%
	Account Group Total:	0.00	0.00	47,750.00	47,750.00	47,750.00	%
	Fund Total:	10,022.02	50,440.52	365,572.00	365,572.00	315,131.48	14 %

02/22/23

14:38:15

## CITY OF DONNELLY

Statement of Expenditure - Budget vs. Actual Report

Page: 7 of 7

Report ID: B100

For the Accounting Period: 1 / 23

## 52 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	222.25	1,032.38	4,420.00	4,420.00	3,387.62	23 %
111	Council Wages	60.00	240.00	720.00	720.00	480.00	33 %
112	Mayor Wages	20.00	80.00	240.00	240.00	160.00	33 %
115	Water & Sewer Wages	43.50	157.38	819.00	819.00	661.62	19 %
210	Health	39.75	156.51	625.00	625.00	468.49	25 %
211	Vision	0.78	3.03	60.00	60.00	56.97	5 %
220	Social Security/Medicare	26.46	115.52	1,038.00	1,038.00	922.48	11 %
230	PERSI	37.96	161.57	1,621.00	1,621.00	1,459.43	10 %
250	Unemployment Insurance	1.28	5.33	91.00	91.00	85.67	6 %
260	Workers Compensation	0.00	0.00	265.00	265.00	265.00	%
290	Dental	2.38	9.27	145.00	145.00	135.73	6 %
	Account Total:	454.36	1,960.99	10,044.00	10,044.00	8,083.01	20 %
41100 Administration							
310	Audit & Accounting Services	0.00	0.00	370.00	370.00	370.00	%
320	Attorney/Legal Fees	0.00	0.00	3,500.00	3,500.00	3,500.00	%
340	Contract Labor	0.00	0.00	2,225.00	2,225.00	2,225.00	%
416	Electric & Gas	8.63	26.43	400.00	400.00	373.57	7 %
435	Equipment Lease Payment	0.00	0.00	1,028.00	1,028.00	1,028.00	%
437	Telephone, Telecommunications	15.15	37.85	200.00	200.00	162.15	19 %
481	Fuel Gas	0.00	0.00	50.00	50.00	50.00	%
510	Insurance - Liability	0.00	203.15	407.00	407.00	203.85	50 %
520	Dues & Fees	0.00	0.00	30.00	30.00	30.00	%
530	Publications- Newspaper	0.00	0.00	50.00	50.00	50.00	%
541	Monthly Service Agreement-NLSD	8,400.00	33,600.00	100,800.00	100,800.00	67,200.00	33 %
605	Office Supplies	0.00	21.79	75.00	75.00	53.21	29 %
611	Copier Maintenance	3.34	3.34	100.00	100.00	96.66	3 %
614	Postage	0.00	0.00	150.00	150.00	150.00	%
620	Software - New	0.00	0.00	100.00	100.00	100.00	%
621	Software Maintenance Fees	0.00	5.65	875.00	875.00	869.35	1 %
810	Bond Payments	0.00	0.00	2,600.00	2,600.00	2,600.00	%
	Account Total:	8,427.12	33,898.21	112,960.00	112,960.00	79,061.79	30 %
	Account Group Total:	8,881.48	35,859.20	123,004.00	123,004.00	87,144.80	29 %
49000							
49999 Depreciation Expense							
910	Depreciation	0.00	0.00	33,750.00	33,750.00	33,750.00	%
	Account Total:	0.00	0.00	33,750.00	33,750.00	33,750.00	%
	Account Group Total:	0.00	0.00	33,750.00	33,750.00	33,750.00	%
	Fund Total:	8,881.48	35,859.20	156,754.00	156,754.00	120,894.80	23 %
	Grand Total:	41,522.48	0.00				
			172,142.20	1,354,507.00	1,354,507.00	1,182,364.80	13 %

Total for Payroll Checks  
-----

	Employee -----	Employer -----	Amount -----
COMA HOURS (Comp Time Accumulated)	3.00		
COMP HOURS (Comp Time Used)	1.50		36.56
HOL HOURS (Holiday Pay)	16.00		426.96
J001 HOURS (ROAD&STREET)	9.00		157.50
J003 HOURS (WATER OPERATOR)	92.50		2,563.50
J006 HOURS (SNOW REMOVAL)	121.00		3,305.00
J015 HOURS (SHOP/OFFICE)	48.50		1,406.50
MCC HOURS (Mayor & City Council)	400.00		1,600.00
REG HOURS (Regular Time)	260.50		6,009.75
SICK HOURS (Sick Time)	27.50		707.22
VACA HOURS (Vacation Time Used)	1.50		36.56
GROSS PAY	16,249.55	0.00	
NET PAY	11,929.50	0.00	
NET PAY (CHECKS)	145.45		
NET PAY (DIRECT DEPOSIT)	11,784.05		
DENTAL INS	0.00	120.00	
FIT	977.77	0.00	
HEALTH INS	0.00	2,013.00	
IDAHO SIT	823.00	0.00	
MEDICARE	235.62	235.62	
PERSI	1,031.66	1,720.41	
PERSI CHOICE 40	225.00	0.00	
SOCIAL SECURITY	1,007.50	1,007.50	
UNEMPL. INSUR.	0.00	70.92	
VISION	19.50	39.00	
GDB	835.05	0.00	
STERLING SAVING	5,172.70	0.00	
UMPQUA	340.76	0.00	
US BANK	5,435.54	0.00	
FIT/SIT BASE	14,992.89	0.00	
MEDICARE BASE	16,249.55	0.00	
PERS BASE	14,408.82	0.00	
SOC SEC BASE	16,249.55	0.00	
UN BASE	14,649.55	0.00	
WC BASE	16,249.55	0.00	

Total5,206.45

Total Payroll Expense (Gross Pay + Employer Contributions):21,456.00

Check Summary  
-----

Payroll Checks Prev. Out.	\$2,800.27
Payroll Checks Issued	\$2,790.45
Payroll Checks Redeemed	\$2,800.27
Payroll Checks Outstanding	\$2,790.45
Electronic Checks	\$19,678.18

Carried Forward

Deduction

Difference

Liab Account



02/22/23  
14:40:25

CITY OF DONNELLY  
Payroll Summary For Payrolls from 01/26/23 to 02/23/23

Page: 2 of 2  
Report ID: P130

Deductions Accrued		From Previous Month	Checks Issued		
-----		-----	-----	-----	-----
Social Security	2015.00	856.32	2871.32		21702
Medicare	471.24	200.28	671.52		21702
Unempl. Insur.	70.92	52.34		123.26	21713
Workers' Comp	0.00				21700
FIT	977.77	396.45	1374.22		21701
IDAHO SIT	823.00	361.00	1184.00		21703
PERSI	2752.07		2752.07		21704
DENTAL INS	120.00		80.00	40.00	21706
HEALTH INS	2013.00		1342.00	671.00	21705
VISION	58.50		39.00	19.50	21705
PERSI CHOICE 40	225.00		225.00		21704
Total Ded.		1866.39	10539.13	853.76	

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

**DONNELLY CITY COUNCIL  
AGENDA BILL**

**Number** AB 23-04  
**Meeting Date** 02/27/2023

169 Halferty Street  
Donnelly, Idaho 83615

*Action Item*

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Donnelly Public Library District Amendment to Warranty Deed</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
<b>COST IMPACT:</b>	n/a			
<b>FUNDING SOURCE:</b>				
<b>TIMELINE:</b>				

**SUMMARY STATEMENT:**

Donnelly Public Library District is asking to have an amendment made to the Warranty Deed concerning the library property at 150 East State Street, Donnelly. Library is requesting the City amend the Deed to exclude the 2<sup>nd</sup> restriction (see attached letter and warranty deed).

**RECOMMENDED ACTION:**

**RECORD OF COUNCIL ACTION**

<b>MEETING DATE</b>	<b>ACTION</b>

25 January 2023

Subject: Amendment to the Warranty Deed with Restrictions for the Donnelly Public Library District:

Background: The City of Donnelly transferred the lot with the library building to the Donnelly Public Library District in 2018 subject to certain restrictions with the goal of the library remaining in Donnelly. Subsequently, the Donnelly Public Library District acquired the neighboring lot which has no restrictions. The District plans to expand the current library building and remain in the current location. The first step to facilitate this is to merge the two lots and the District seeks to strike the current restrictions which were specifically put into place in case "the existing library outgrows the Library Property" and needed to move which will not apply due to the acquisition of the neighboring lot which enables the library to remain in the same location and expand.

Acting for the Donnelly Public Library District, I request the City amend the Deed to exclude the 2nd restriction, which states:

Property as granted herein shall be subject to certain restrictions as follows:

(2) If the existing library outgrows the Library Property, the Donnelly Public Library District can only sell the Library Property to a third-party buyer if ten percent (10%) of the sale proceeds are paid to the City of Donnelly and if all remaining proceeds of such sale are used solely to fund a larger library. The City of Donnelly shall also have a right of first refusal to purchase the Library Property of the value of the improved asset less ten percent (10%), and the City of Donnelly shall have 30 days to elect to purchase upon notice from Donnelly Public District. The Library Property will not be sold for at least ten years from the date of recording this instrument.

With our intent to merge the restricted property with the lot owned outright by the Library, the restriction is not in the best interest of the Library or the City.

We believe Mr. Johnson and Mr. Milam, the donors of the property, would approve of this request, as it does not change the intent to keep the entire property a library in Donnelly.

Sincerely,

*Heather Larronde*

Heather Larronde, Clerk  
Trustee of the Donnelly Public Library District



## WARRANTY DEED WITH RESTRICTIONS

FOR VALUE RECEIVED, the CITY OF DONNELLY, a municipality incorporated under the laws of the State of Idaho, (hereinafter "Grantor"), whose current address is P.O. Box 725, Donnelly, Idaho 83615, hereby grants, releases, and conveys unto the DONNELLY PUBLIC LIBRARY DISTRICT (hereinafter "Grantee"), whose current address is P.O. Box 403, Donnelly, Idaho 83615, all of Grantor's right, title and interest, together with all right, title and interest hereafter acquired by Grantor subject to the restrictions set forth in this deed, in the following premises located in Valley County, Idaho, to-wit property described as:

A parcel of land being situated in Section 10, Township 16 North, Range 3 East, Boise Meridian, Township of Donnelly, County of Valley, State of Idaho; said parcel being a portion of the "Resulting Westerly Parcel" as shown on the map of the Cooper Boundary Line Adjustment, recorded as Instrument No. 316469 of the Valley County records, and being more particularly described as follows:

Commencing at the Northeast corner of the Townsite of Donnelly; Thence South 89°56'34" West a distance of 625.54 feet to a rebar and cap at the Southwest corner of said "Resulting Westerly Parcel," the True Point of Beginning; Thence North 00°05'57" West along the Westerly line of said parcel, a distance of 100.00 feet to a rebar and cap at the Northwest corner of said parcel; Thence North 89°56'34" East along the Northerly line of said parcel, a distance of 67.79 feet; Thence South 00°03'09" West a distance of 100.00 feet to the Southerly line of said parcel; Thence South 89°56'34" West along said Southerly line, a distance of 67.52 feet to the True Point of Beginning.

("Library Property").

To have and to hold the said premises, together with improvements and appurtenances, unto the said Grantee, their heirs and assigns forever subject to the restrictions set forth in this deed. And the said Grantor hereby covenants to and with said Grantee, that they are the owners in fee simple of the Library Property; that the Library Property is free from all encumbrances except current year's taxes; and, that they will warrant and defend the same from all lawful claims whatsoever.

WARRANTY DEED WITH RESTRICTIONS

Grantor and Grantee hereby covenant and agree that the conveyance of the Library Property as granted herein shall be subject to certain restrictions, as follows:

- (1) The Library Property will continue to be used as a library.
- (2) If the existing library outgrows the Library Property, the Donnelly Public Library District can only sell the Library Property to a third-party buyer if ten percent (10%) of the sale proceeds are paid to the City of Donnelly and if all remaining proceeds of such sale are used solely to fund a larger library. The City of Donnelly shall also have a right of first refusal to purchase the Library Property for the value of the improved asset less ten percent (10%), and the City of Donnelly shall have 30 days to elect to purchase upon notice from the Donnelly Public Library District. The Library Property will not be sold for at least ten years from the date of recording this instrument.
- (3) If at any time the Donnelly Public Library District is dissolved, the title and interest in the Library Property reverts to the City of Donnelly or a successor as may be designated by the City of Donnelly, only for use as a library, prior to the entry of the county commissioner's order dissolving the Donnelly Public Library District.

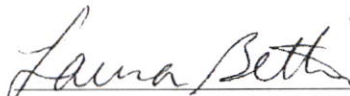
The parties, by their signatures below, hereby covenant, agree to, and accept said covenants and restrictions. The covenants and restrictions shall constitute a covenant benefiting, burdening and running with the Library Property. The covenants and restrictions do not bind future owners so long as the conditions herein are complied with.

DATED this 18 day of June, 2018.

GRANTOR:

GRANTEE:

  
CITY OF DONNELLY  
MAYOR BRIAN KOCH

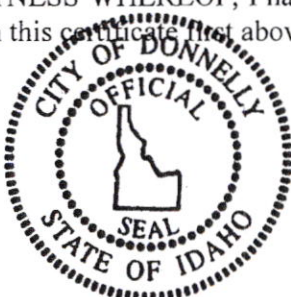
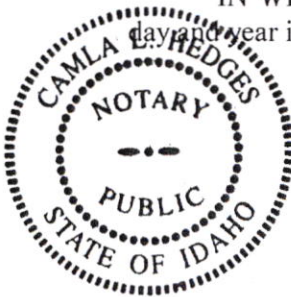
  
DONNELLY PUBLIC LIBRARY DISTRICT  
LAURA BETTIS, CHAIR  
BOARD OF TRUSTEES OF THE  
DONNELLY PUBLIC LIBRARY DISTRICT




STATE OF IDAHO )  
 ) ss.  
County of Valley )

On this 18 day of June, 2018, before me, a Notary Public in and for said State, personally appeared Brian Koch, known or identified to me to be the City of Donnelly Mayor whose name is subscribed to the within instrument, and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

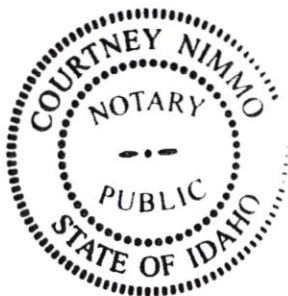


  
NOTARY PUBLIC FOR IDAHO  
My Commission Expires: 5-17-2019

STATE OF IDAHO )  
 ) ss.  
County of Valley )

On this 26<sup>th</sup> day of June, 2018, before me, a Notary Public in and for said State, personally appeared Laura Bettis, known or identified to me to be the Chair of the Board of Trustees of the Donnelly Public Library District whose name is subscribed to the within instrument, and acknowledged to me that she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.



  
NOTARY PUBLIC FOR IDAHO  
My Commission Expires: 12-29-23

**DONNELLY CITY COUNCIL  
AGENDA BILL**

**Number**

**AB 23-05**

**Meeting Date 02/27/2023**

169 Halferty Street  
Donnelly, Idaho 83615

***Action Item***

**AGENDA ITEM INFORMATION**

***SUBJECT:***

***Resolution 23-001***

***Destruction of Certain Records***

*Department Approvals*

*Initials*

*Originator  
or  
Supporter*

Mayor / Council

Clerk/Treasurer

Public Works

***COST IMPACT:*** n/a

***FUNDING  
SOURCE:***

***TIMELINE:***

***SUMMARY STATEMENT:***

A Resolution providing for the destruction of certain records (semi-permanent and temporary) that have been kept for five (5) years after the date of issuance or completion of the matter contained within the record.

City Attorney has reviewed the list of documents for destruction.

***RECOMMENDED ACTION:***

***Approve, Adopt and Authorize Mayor to sign Resolution 23-001 Destruction of Certain Records***

**RECORD OF COUNCIL ACTION**

***MEETING DATE ACTION***

CITY OF DONNELLY  
RESOLUTION 23-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DONNELLY, IDAHO,  
PROVIDING FOR THE DESTRUCTION OF CERTAIN RECORDS; AND PROVIDING AN  
EFFECTIVE DATE

WHEREAS, Idaho Code §50-907 outlines the procedures by which semi-permanent and temporary records may be destroyed; and

WHEREAS, the City Council deems that certain records of the City of Donnelly are semi-permanent or temporary records and are only required to be kept for a maximum of five (5) years after the date of issuance or completion of the matter contained within the record; and

WHEREAS, records may only be destroyed by resolution of the City Council after regular audit, which resolution shall list in detail the records to be destroyed; and

WHEREAS, the disposition is to be under the direction of the City Clerk; and

WHEREAS, the Idaho State Historical Society is empowered under Idaho Code §67-4126(8) to require that cities deposit official documents not in current use that are of definite historical importance with the Society for preservation;

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

Section 1: The City Clerk is hereby authorized to destroy the records described in Exhibit A, attached hereto.

Section 2: This Resolution shall take effect and be in force immediately upon its passage and approval.

PASSED BY THE COUNCIL OF THE CITY OF DONNELLY, IDAHO, this 27<sup>th</sup> day of February 2023.

CITY OF DONNELLY

\_\_\_\_\_  
Susan Dorris, Mayor

ATTEST:

\_\_\_\_\_  
Lori Clemens, City Clerk



**DONNELLY CITY COUNCIL  
AGENDA BILL**

**Number**

**AB 23-06**

**Meeting Date 02/27/2023**

169 Halferty Street  
Donnelly, Idaho 83615

*Action Item*

**AGENDA ITEM INFORMATION**

***SUBJECT:***

***Resolution 23-002***

***Fair Housing Month Proclamation***

*Department Approvals*

*Initials*

*Originator  
or  
Supporter*

Mayor / Council

Clerk/Treasurer

Public Works

***COST IMPACT:*** \$250.00

***FUNDING  
SOURCE:***

General Funds

***TIMELINE:***

***SUMMARY STATEMENT:***

City of Donnelly Resolution proclaiming that April is to be Fair Housing Month.

***RECOMMENDED ACTION:***

***Approve, Adopt and Authorize Mayor to sign Resolution 23-002 Fair Housing Month Proclamation***

**RECORD OF COUNCIL ACTION**

***MEETING DATE***

***ACTION***

CITY OF DONNELLY  
RESOLUTION 2023-002  
FAIR HOUSING MONTH PROCLAMATION

WHEREAS, April 2023 marks the 55th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act; and

WHEREAS, the Idaho Human Rights Commission Act has prohibited discrimination in housing since 1969; and

WHEREAS, equal opportunity for all-regardless of race, color, religion, sex, disability, familial status or national origin-is a fundamental goal of our nation, state and city; and

WHEREAS, equal access to housing is an important component of this goal-as fundamental as the right to equal education and employment; and

WHEREAS, housing is a critical component of family and community health and stability and

WHEREAS, housing choice impacts our children's access to education, our ability to seek and retain employment options, the cultural benefits we enjoy, the extent of our exposure to crime and drugs, and the quality of health care we receive in emergencies; and

WHEREAS, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing; and

WHEREAS, ongoing education, outreach and monitoring are key to raising awareness of fair housing principles, practices, rights and responsibilities; and

WHEREAS, only through continued cooperation, commitment and support of all Idahoans can barriers to fair housing be removed;

NOW, THEREFORE, I, Susan Dorris, Mayor of the City of Donnelly, do hereby proclaim April 2023 to be

FAIR HOUSING MONTH

In the City of Donnelly, Valley County, Idaho.

PASSED by the City Council this 27<sup>th</sup> day of February 2023.

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Susan Dorris, Mayor

Attest:

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Lori Clemens, City Clerk/Treasurer



**DONNELLY CITY COUNCIL**  
**AGENDA BILL**

**Number**

**AB 23-07**

**Meeting Date** 02/27/2023

169 Halferty Street  
Donnelly, Idaho 83615

*Action Item*

**AGENDA ITEM INFORMATION**

**SUBJECT:**

*General Fund Transfer to LGIP Account*

*Department Approvals*

*Initials*

*Originator  
or  
Supporter*

Mayor / Council

Clerk/Treasurer

Public Works

**COST IMPACT:**

**FUNDING**

**SOURCE:**

**TIMELINE:**

**SUMMARY STATEMENT:**

To transfer funds from the general account to the LGIP Savings Accounts.

**RECOMMENDED ACTION:**

*Approve and Authorize Clerk to make fund transfers*

**RECORD OF COUNCIL ACTION**

**MEETING DATE** **ACTION**

**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number AB 23-08**

**Meeting Date 02/27/23**

***Action Item***

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<b>Office Copier Contract Renewal/Equipment Purchase</b>		Mayor / Council		
		Clerk/Treasurer		
		Public Works		
<b>COST IMPACT:</b>	\$231.25 monthly			
<b>FUNDING SOURCE:</b>	General Funds – Copier Maintenance/Capital Improvements			
<b>TIMELINE:</b>	60-Month Contract			

**SUMMARY STATEMENT:**

Current Contract with Boise Office Equipment/Xerox expires in May.

Kyocera copier is no longer manufactured and parts are unavailable. Would like to purchase a new copier to replace Kyocera copier. City would retain smaller Xerox copier, with maintenance contract only.

New Payment: \$231.25 per month for service on new copier and Xerox 6600 copier, plus purchase of new copier

Current Service \$98.00 per month for service on your Kyocera and Xerox 6600

**Difference with New Copier \$133.25 per month**

**RECOMMENDED ACTION:**

*Approve and Authorize Mayor to sign New Maintenance/Equipment Contract with BOE/Xerox*

**RECORD OF COUNCIL ACTION**

<b>MEETING DATE</b>	<b>ACTION</b>



## City of Donnelly

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

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To: Mayor & City Council  
From: Lori Clemens, City Clerk  
Re: Staff Report  
Date: February 23, 2023

**Utility Billings:** As of Thursday, February 23, 2023, there is \$536.33(4) past due 30 days or more, in water billings.

**Local Option Tax:** January Receipts (December Tax) \$18,342.72

**Airport:** Closed for Season

**Clerk:** 2022 Audit Presentation March 13, 2023  
Comprehensive Plan RFP, deadline March 9, 2023

**Donnelly Depot Center:**

**Parks & Recreation:** Campground Fee  
City Signs-City Hall/Community Center

**Road & Streets:** Main Street and East Jordan

**Water:** Mountain Waterworks / Merrick & Company

**Office Closures:** March 20 – 23, 2023

**Upcoming Meeting Dates:** City Council March 13, 2023