



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

# AGENDA CITY COUNCIL MEETING

**Monday, March 13, 2023, at 6:00 PM**  
**Donnelly Community Center**

## **CALL TO ORDER**

## **ROLL CALL**

## **PLEDGE OF ALLEGIENCE**

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

City Council Minutes – February 27<sup>th</sup>, 2023

Vouchers – February 23<sup>rd</sup> thru March 8<sup>th</sup>, 2023

Treasurer Report – February 2023

Payroll Summary –February 5<sup>th</sup> and 9<sup>th</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:**

West Central Mountain Economic Development Council (WCMEDC)

Valley County Pathways-Donnelly Flyway Trail Project

Comprehensive Plan Consultant Services-Bid Openings

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

AB 23-09 Annual Audit Presentation-Zwygart John & Associates, PLLC

AB 23-10 Resolution 23-003 Arbor Day Proclamation

AB 23-11 Appointment of City Council President

## **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, February 27<sup>th</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 Minshall, Councilmember Henggeler, Councilmember Spade, and Clerk Clemens present.

Mayor Dorris lead Pledge of Allegiance.

**CONSENT AGENDA**

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

**PUBLIC COMMENT**

Mayor Dorris asked for any public comment.  
No public comment

**BUSINESS AGENDA: (Action Items)**

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

- Donnelly Public Library wants to combine 150 East State Street with the lot directly to the east (owned by the Library District). Prior to combining the 2 lots, the Donnelly Public Library District is requesting that the City of Donnelly amend the 2018 Warranty Deed associated with 150 East State Street, Donnelly. The request is to exclude the 2<sup>nd</sup> restriction, which states, "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 let 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".
- The council members discussed the warranty deed and why it was put in place. Removing the second restriction would not benefit the city.



## CITY COUNCIL

Monday, February 27<sup>th</sup>, 2023, at 6:00 PM

Donnelly Community Center

### MINUTES

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**Motion by Minshall, 2<sup>nd</sup> by Davenport** to not amend the 2018 Warranty Deed, 150 East State Street, Donnelly. Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

#### **AB 23-05 Resolution 23-001 – Destruction of Certain Records**

- 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.

**Motion by Henggeler, 2<sup>nd</sup> by Minshall** to Approve, Adopt and Authorize Mayor to sign Resolution 23-001 Destruction of Certain Records. Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

#### **AB 23-06 Resolution 23-002 – Fair Housing Month Proclamation**

- City of Donnelly Resolution Proclaiming that April be Fair Housing Month.

**Motion by Henggeler, 2<sup>nd</sup> by Davenport** to Approve, Adopt and Authorize Mayor to sign Resolution 23-002 Fair Housing Month Proclamation. Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

#### **AB 23-07 General Fund Transfer to LGIP Account**

- Transferring funds from the general account to the LGIP Savings Accounts.

**Motion by Minshall, 2<sup>nd</sup> by Henggeler** to Approve and Authorize Clerk to make fund transfers. Davenport (yes), Minshall (yes), Henggeler (yes), and Spade (yes). Motion carried.

#### **AB 23-08 Office Copier Contract Renewal/Equipment Lease**

- City currently contracts a Kyocera copier from Boise Office Equipment. This contract is due to expire in May and the equipment is no longer manufactured and parts are unavailable.
- This contract would provide a new copier along with maintenance for a term of 5 years.

**Motion by Minshall, 2<sup>nd</sup> by Henggeler** to approve and authorize the leasing of new copier equipment with BOE/Xerox. Davenport (yes), Minshall (yes), Henggeler (yes), and Spade (yes). Motion carried.





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**Donnelly Community Center**  
**MINUTES**

**STAFF REPORT**

Staff report was included with packet.

**ADJOURNMENT**

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

Adjourned at 6:42 p.m.

ATTEST: Lori Clemens, City Clerk



03/06/23

12:28:23

CITY OF DONNELLY  
 Claim Details by Posted Date  
 For Claims from 02/23/23 to 03/08/23

Page: 1 of 3  
 Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5983	14629S	1 A-1 HEATING & AIR CONDITIONING	282.00						
City Shop									
1	534025 02/20/23	City Shop Vent/Tube	282.00			10 43010	432		10100
		Total for Vendor:	282.00						
5984	14630S	8 ANALYTICAL LABORATORIES, INC	54.00						
Total Coliform Bacteria									
1	2301007 02/23/23	Total Coliform Bacteria	19.00			51 43400	560		10100
2	2301007 02/23/23	Sample Collection	35.00			51 43400	560		10100
		Total for Vendor:	54.00						
5985	14631S	257 CASCADE HARDWARE	17.45						
Billing									
1	2302-10636 02/01/23	Brackets Pump House	17.45			10 43010	432		10100
		Total for Vendor:	17.45						
5986	14632S	202 CTC BUSINESS	84.71						
telephone									
1	035401 03/01/23	telephone- March	55.18			10 41100	437		10100
2	035401 03/01/23	telephone- March	25.32			51 41100	437		10100
3	035401 03/01/22	telephone- March	4.21			52 41100	437		10100
		Total for Vendor:	84.71						
5987	14633S	258 DALE'S PUMP WORKS INC	199.50						
#4 well									
1	16393 02/24/23	Pump repair	199.50			51 43400	433		10100
Grant Reimbursement Eligible									
		Total for Vendor:	199.50						
5988	14634S	272 DRAKE DIVERSIFIED LLC	375.00						
Monthly Water System Operational Services									
1	1580 03/01/23	Water System Services	375.00			51 41100	360		10100
Monthly CONTRACT FEE									
		Total for Vendor:	375.00						

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Page: 2 of 3  
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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5989	14635S	311 DYRUD CONSTRUCTION	1,353.00						
DDC Snow Removal									
Hwy 55/Roseberry									
Pile Removal									
1	2023.20	01/31/23 Snow Removal	1,353.00			10 43010	340		10100
Total for Vendor:			1,353.00						
5990	14636S	46 ED STAUB & SONS	505.47						
Propane									
1	8870185	02/27/23 propane-169 Halferty	505.47			10 41100	416		10100
Total for Vendor:			505.47						
5991	14637S	66 IDAHO POWER	1,085.41						
Power Billing									
1	2205677988	02/17/23 City Hall / Maintenance	93.73			10 41100	416		10100
2	2205677988	02/17/23 City Hall / Maintenance	43.26			51 41100	416		10100
3	2205677988	02/17/23 City Hall / Maintenance	7.21			52 41100	416		10100
4	2204034223	02/17/23 Community Center	183.73			10 41100	416		10100
5	2201629405	02/23/23 Kiosk / Rest Area	7.33			10 43010	416		10100
6	2206076560	02/17/23 Fire Pump	315.62			51 41100	416		10100
7	2200223291	02/17/23 Water Supply	5.21			51 41100	416		10100
8	2201910078	02/17/23 Street Lights	131.07			10 43010	416		10100
9	2206228211	02/17/23 Main Street Lights	29.84			10 43010	416		10100
10	2207365186	02/17/23 NW Pump	263.25			51 41100	416		10100
11	2207493590	02/23/23 Camp Host Site	5.16			10 44100	451		10100
Total for Vendor:			1,085.41						
5992	14638S	999999 MICHAEL MCKENZIE INC	446.25						
Website Refresh									
1	1191	03/01/23 Website	446.25			10 41100	620		10100
Total for Vendor:			446.25						
5993	14639S	154 NORTH LAKE RECREATIONAL SEWER &	8,400.00						
Contract Sewer Service									
1	95-10-00	03/01/23 Contract Services	8,400.00			52 41100	541		10100
Total for Vendor:			8,400.00						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5994	14640S	120 SINCLAIR FLEET TRACK (STINKER)	336.81						
Fuel									
1	725496	02/13/23 Skid Steer	63.27			10 43010	482		10100
2	739085	02/24/23 Dodge 3500	151.47			10 43010	481		10100
3	726289	02/14/23 Backhoe	124.15			10 43010	482		10100
4	Credit	02/28/23 Credit	-2.08			10 43010	481		10100
Total for Vendor:			336.81						
5995	14641S	150 SPARKLIGHT	105.40						
Internet Services									
1	112446547	02/28/23 internet	68.51			10 41100	437		10100
2	112446547	02/28/23 internet	31.62			51 41100	437		10100
3	112446547	02/28/23 internet	5.27			52 41100	437		10100
Total for Vendor:			105.40						
5996	14642S	123 STATE INSURANCE FUND	962.00						
installment for work comp									
1	307170	03/01/23 work comp-9102	140.50			10 44100	260		10100
2	307170	03/01/23 work comp-8810/8811-6	54.50			10 41010	260		10100
3	307170	03/01/23 work comp-7520	338.00			51 41010	260		10100
4	307170	03/01/23 work comp-9410-9402	370.00			10 43010	260		10100
5	307170	03/01/23 Fees	59.00			10 41010	260		10100
Total for Vendor:			962.00						
5997	14643S	209 YORGASON LAW OFFICES PLLC	375.00						
Legal Services									
1	2023-Feb	03/01/23 Email/Correspondence	375.00			10 41100	320		10100
Total for Vendor:			375.00						
# of Claims			15	Total:	14,582.00	# of Vendors		15	

\*\* 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. \*\*



03/06/23  
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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	2,926.54	16,373.43	57,460.00	57,460.00	41,086.57	28 %
111	Council Wages	780.00	3,900.00	9,360.00	9,360.00	5,460.00	42 %
112	Mayor Wages	260.00	1,300.00	3,120.00	3,120.00	1,820.00	42 %
210	Health	436.19	2,204.42	15,120.00	15,120.00	12,915.58	15 %
211	Vision	8.45	42.56	432.00	432.00	389.44	10 %
220	Social Security/Medicare	303.43	1,650.32	7,439.00	7,439.00	5,788.68	22 %
230	PERSI	426.81	2,285.39	11,611.00	11,611.00	9,325.61	20 %
250	Unemployment Insurance	14.16	75.81	573.00	573.00	497.19	13 %
260	Workers Compensation	0.00	123.50	581.00	581.00	457.50	21 %
290	Dental	26.00	130.01	1,044.00	1,044.00	913.99	12 %
961	Taxes	0.00	0.00	1,000.00	1,000.00	1,000.00	%
Account Total:		5,181.58	28,085.44	107,740.00	107,740.00	79,654.56	26 %
41100 Administration							
310	Audit & Accounting Services	4,810.00	4,810.00	4,810.00	4,810.00	0.00	100 %
320	Attorney/Legal Fees	345.00	1,200.00	25,000.00	25,000.00	23,800.00	5 %
321	Economic Development	0.00	0.00	2,000.00	2,000.00	2,000.00	%
330	Contract - Planning & Zoning	0.00	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	0.00	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	75.01	574.49	1,750.00	1,750.00	1,175.51	33 %
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	0.00	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	243.90	753.77	2,500.00	2,500.00	1,746.23	30 %
611	Copier Maintenance	43.50	260.94	1,500.00	1,500.00	1,239.06	17 %
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	262.75	594.23	2,000.00	2,000.00	1,405.77	30 %
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:		5,780.16	14,107.99	133,317.00	133,317.00	119,209.01	11 %
Account Group Total:		10,961.74	42,193.43	241,057.00	241,057.00	198,863.57	18 %

03/06/23

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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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## 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	150.80	6,555.77	36,696.00	36,696.00	30,140.23	18 %
118	Snow Removal Wages	3,030.50	13,277.61	18,841.00	18,841.00	5,563.39	70 %
210	Health	460.05	2,188.88	6,300.00	6,300.00	4,111.12	35 %
211	Vision	8.91	42.37	180.00	180.00	137.63	24 %
220	Social Security/Medicare	243.36	1,517.25	4,251.00	4,251.00	2,733.75	36 %
230	PERSI	379.84	1,924.11	4,890.00	4,890.00	2,965.89	39 %
250	Unemployment Insurance	15.39	76.18	478.00	478.00	401.82	16 %
260	Workers Compensation	0.00	456.00	2,324.00	2,324.00	1,868.00	20 %
290	Dental	27.42	129.78	435.00	435.00	305.22	30 %
340	Contract Labor	0.00	5,241.00	22,500.00	22,500.00	17,259.00	23 %
416	Electric & Gas	0.00	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	193.98	193.98	15,000.00	15,000.00	14,806.02	1 %
432	Building Repairs & Maintenance	0.00	0.00	3,500.00	3,500.00	3,500.00	%
434	Equip. Maintainance	0.00	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	140.98	572.59	3,250.00	3,250.00	2,677.41	18 %
482	Diesel - Winter	504.84	1,447.82	5,250.00	5,250.00	3,802.18	28 %
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:	5,156.07	38,312.61	233,041.00	233,041.00	194,728.39	16 %
	Account Group Total:	5,156.07	38,312.61	251,041.00	251,041.00	212,728.39	15 %

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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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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	0.00	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:	0.00	5,933.53	87,583.00	87,583.00	81,649.47	7 %
44300 Depot							
414	Solid Waste Collection	133.20	666.00	2,250.00	2,250.00	1,584.00	30 %
415	Water and Sewer	381.00	1,905.00	4,750.00	4,750.00	2,845.00	40 %
416	Electric & Gas	322.29	586.21	1,000.00	1,000.00	413.79	59 %
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:	836.49	3,157.21	19,500.00	19,500.00	16,342.79	16 %
	Account Group Total:	836.49	9,090.74	107,083.00	107,083.00	97,992.26	8 %
	Fund Total:	16,954.30	89,596.78	604,681.00	604,681.00	515,084.22	15 %



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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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	16,053.00	29,253.00	227,500.00	227,500.00	198,247.00	13 %
	Account Total:	16,053.00	29,253.00	227,500.00	227,500.00	198,247.00	13 %
	Account Group Total:	16,053.00	29,253.00	227,500.00	227,500.00	198,247.00	13 %
	Fund Total:	16,053.00	29,253.00	227,500.00	227,500.00	198,247.00	13 %

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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,350.62	7,556.03	26,520.00	26,520.00	18,963.97	28 %
111	Council Wages	360.00	1,800.00	4,320.00	4,320.00	2,520.00	42 %
112	Mayor Wages	120.00	600.00	1,440.00	1,440.00	840.00	42 %
115	Water & Sewer Wages	1,447.10	9,530.80	38,220.00	38,220.00	28,689.20	25 %
210	Health	410.57	1,918.47	10,920.00	10,920.00	9,001.53	18 %
211	Vision	7.96	37.07	312.00	312.00	274.93	12 %
220	Social Security/Medicare	250.78	1,490.89	5,394.00	5,394.00	3,903.11	28 %
230	PERSI	369.79	1,818.32	8,418.00	8,418.00	6,599.68	22 %
250	Unemployment Insurance	13.55	77.01	459.00	459.00	381.99	17 %
260	Workers Compensation	0.00	398.00	1,496.00	1,496.00	1,098.00	27 %
290	Dental	24.48	113.20	754.00	754.00	640.80	15 %
	Account Total:	4,354.85	25,339.79	98,253.00	98,253.00	72,913.21	26 %
41100 Administration							
310	Audit & Accounting Services	2,220.00	2,220.00	2,220.00	2,220.00	0.00	100 %
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	1,500.00	7,250.00	7,250.00	5,750.00	21 %
414	Solid Waste Collection	1,618.50	7,614.40	17,500.00	17,500.00	9,885.60	44 %
416	Electric & Gas	0.00	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	68.62	434.58	1,000.00	1,000.00	565.42	43 %
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	30.00	164.64	950.00	950.00	785.36	17 %
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	0.00	5.00	0.00	0.00	-5.00	%
605	Office Supplies	0.00	187.58	750.00	750.00	562.42	25 %
611	Copier Maintenance	20.08	133.80	1,000.00	1,000.00	866.20	13 %
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	0.00	480.00	1,500.00	1,500.00	1,020.00	32 %
621	Software Maintenance Fees	0.00	1,313.98	4,650.00	4,650.00	3,336.02	28 %
810	Bond Payments	2,295.72	2,295.72	22,445.00	22,445.00	20,149.28	10 %
	Account Total:	6,627.92	20,087.78	111,969.00	111,969.00	91,881.22	18 %
	Account Group Total:	10,982.77	45,427.57	210,222.00	210,222.00	164,794.43	22 %
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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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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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. Maintenance	0.00	2,697.88	4,750.00	4,750.00	2,052.12	57 %
462	Chemicals	0.00	478.72	7,500.00	7,500.00	7,021.28	6 %
463	Small tools and supplies for	91.00	223.00	6,225.00	6,225.00	6,002.00	4 %
560	Tests	54.00	216.00	5,000.00	5,000.00	4,784.00	4 %
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:	145.00	16,140.72	107,475.00	107,475.00	91,334.28	15 %
	Account Group Total:	145.00	16,140.72	107,475.00	107,475.00	91,334.28	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:	11,127.77	61,568.29	365,572.00	365,572.00	304,003.71	17 %



03/06/23

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CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 23

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## 52 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	224.87	1,257.25	4,420.00	4,420.00	3,162.75	28 %
111	Council Wages	60.00	300.00	720.00	720.00	420.00	42 %
112	Mayor Wages	20.00	100.00	240.00	240.00	140.00	42 %
115	Water & Sewer Wages	11.60	168.98	819.00	819.00	650.02	21 %
210	Health	35.19	191.70	625.00	625.00	433.30	31 %
211	Vision	0.68	3.71	60.00	60.00	56.29	6 %
220	Social Security/Medicare	24.21	139.73	1,038.00	1,038.00	898.27	13 %
230	PERSI	34.18	195.75	1,621.00	1,621.00	1,425.25	12 %
250	Unemployment Insurance	1.16	6.49	91.00	91.00	84.51	7 %
260	Workers Compensation	0.00	0.00	265.00	265.00	265.00	%
290	Dental	2.10	11.37	145.00	145.00	133.63	8 %
	Account Total:	413.99	2,374.98	10,044.00	10,044.00	7,669.02	24 %
41100 Administration							
310	Audit & Accounting Services	370.00	370.00	370.00	370.00	0.00	100 %
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	0.00	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	5.77	43.62	200.00	200.00	156.38	22 %
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	42,000.00	100,800.00	100,800.00	58,800.00	42 %
605	Office Supplies	0.00	21.79	75.00	75.00	53.21	29 %
611	Copier Maintenance	3.34	6.68	100.00	100.00	93.32	7 %
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	2,143.23	2,143.23	2,600.00	2,600.00	456.77	82 %
	Account Total:	10,922.34	44,820.55	112,960.00	112,960.00	68,139.45	40 %
	Account Group Total:	11,336.33	47,195.53	123,004.00	123,004.00	75,808.47	38 %
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:	11,336.33	47,195.53	156,754.00	156,754.00	109,558.47	30 %
	Grand Total:	55,471.40	0.00				
			227,613.60	1,354,507.00	1,354,507.00	1,126,893.40	17 %

03/06/23

12:26:36

## CITY OF DONNELLY

Payroll Summary For Payrolls from 03/05/23 to 03/09/23

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Report ID: P130

## Total for Payroll Checks

	Employee	Employer	Amount
HOL HOURS (Holiday Pay)	16.00		426.96
J003 HOURS (WATER OPERATOR)	12.00		348.00
J006 HOURS (SNOW REMOVAL)	55.00		1,595.00
J015 HOURS (SHOP/OFFICE)	5.00		145.00
MCC HOURS (Mayor & City Council)	400.00		1,600.00
REG HOURS (Regular Time)	89.00		2,049.41
SICK HOURS (Sick Time)	1.00		24.37
GROSS PAY	6,188.74	0.00	
NET PAY	4,526.87	0.00	
DENTAL INS	0.00	40.00	
FIT	335.66	0.00	
HEALTH INS	0.00	671.00	
IDAHO SIT	351.00	0.00	
MEDICARE	89.74	89.74	
PERSI	420.26	700.83	
PERSI CHOICE 40	75.00	0.00	
SOCIAL SECURITY	383.71	383.71	
UNEMPL. INSUR.	0.00	22.21	
VISION	6.50	13.00	
GDB	294.72	0.00	
STERLING SAVING	1,861.28	0.00	
UMPQUA	340.76	0.00	
US BANK	2,030.11	0.00	
FIT/SIT BASE	5,693.48	0.00	
MEDICARE BASE	6,188.74	0.00	
PERS BASE	5,869.60	0.00	
SOC SEC BASE	6,188.74	0.00	
UN BASE	4,588.74	0.00	
WC BASE	6,188.74	0.00	

Total 1,920.49

Total Payroll Expense (Gross Pay + Employer Contributions): 8,109.23

## Check Summary

Payroll Checks Prev. Out.	\$582.00
Payroll Checks Issued	\$1,461.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$2,043.00
Electronic Checks	\$5,722.96

	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Deductions Accrued				
Social Security	767.42	198.40	965.82	21702
Medicare	179.48	46.40	225.88	21702
Unempl. Insur.	22.21	96.60	118.81	21713
Workers' Comp	0.00			21700

03/06/23

12:26:36

CITY OF DONNELLY

Payroll Summary For Payrolls from 03/05/23 to 03/09/23

Page: 2 of 2

Report ID: P130

FIT	335.66	45.00		380.66	21701
IDAHO SIT	351.00	120.00		471.00	21703
PERSI	1121.09		1121.09		21704
DENTAL INS	40.00	40.00	80.00		21706
HEALTH INS	671.00	671.00	1342.00		21705
VISION	19.50	19.50	39.00		21705
PERSI CHOICE 40	75.00		75.00		21704
Total Ded.	3582.36	1236.90	2657.09	2162.17	

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



## *Memorandum of Understanding: Donnelly Flyway Trail Project*

Whereas: Outdoor recreation provides known health benefits to individuals and improves community health metrics.

Whereas: Connecting the community to recreational assets enhances camaraderie between and among the residents of Donnelly.

Whereas: The Valley County Pathways Concept Master Plan, International Mountain Biking Association Singletrack Sidewalks plan and West Central Mountains Economic Development Council's community survey work on pathways all support expanded trail miles.

Whereas: Connecting the communities out to peripheral recreational amenities may open up additional trail connection opportunities throughout Southwest Idaho.

Whereas: Pathway assets enhance economic opportunities for local businesses like sporting goods stores, as well as hotels, restaurants and other critical retailers through added revenue from tourism and local resident spending.

Whereas: Valley County has adequate right of way available along West Roseberry Road to construct trails for pedestrian non-motorized use, pending Valley County approval.

Whereas: The Donnelly Airport offers a quiet and safe environment for pedestrian use on the east side, away/separate from any airplane or service vehicle traffic

Whereas: Taking pedestrian traffic off of public roads enhances safety for school children and all others in the community.

Whereas: Strong pathways construction, maintenance and upkeep partnerships are available with existing nonprofit, volunteer and government partners throughout the region.

Whereas: Strong community support exists for enhanced pathways in Donnelly and the Donnelly Flyway is a high priority for citizens, as evidenced by survey research.

Whereas: The Donnelly Flyway project meets the goals and intent of the Donnelly Comprehensive plan and transportation plan.

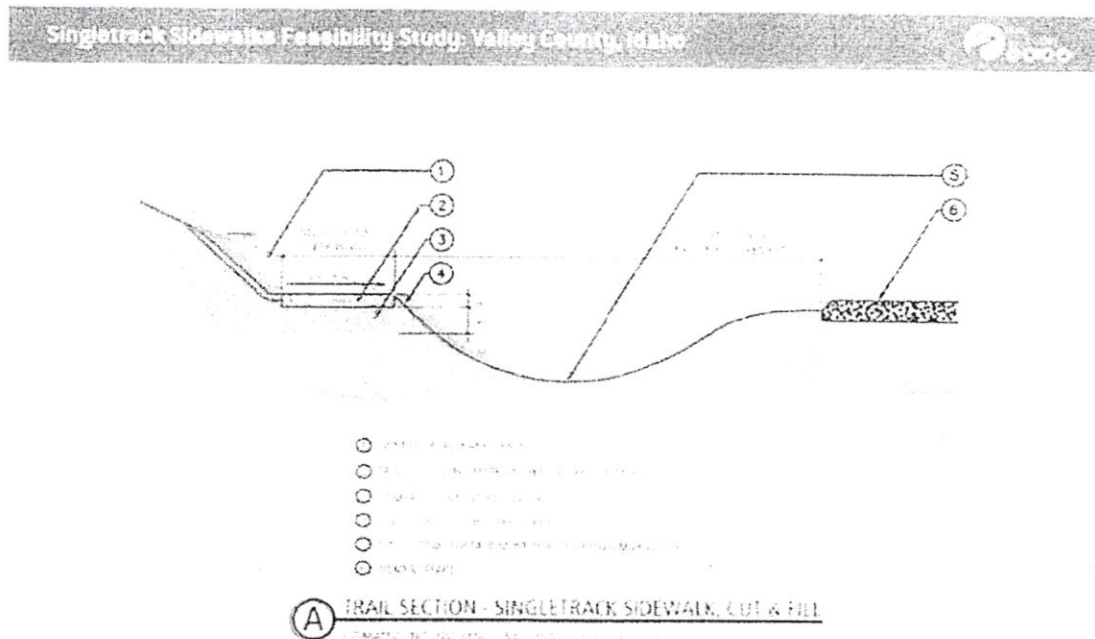
NOW THEREFORE BE IT APPROVED BY THE DONNELLY CITY COUNCIL AND VALLEY COUNTY PATHWAYS BOARD OF DIRECTORS:

1. The City agrees to allow for construction of the Donnelly Flyway, as described in Appendix B, provided sufficient approvals are acquired from Valley County for the sections not owned by the City of Donnelly. For sections of the trail located on City

- owned property, the trail design will follow industry standards, identified by a professional trail consultant, at the discretion of Valley County Pathways.
2. The City agrees to allow for construction of a pedestrian pathway on the eastern edge of the airport, provided sufficient signage and fencing is installed to ensure the functionality of the airport is in no way jeopardized. The City reserves the right to revoke this permission if there are any conflicts between aircraft and pedestrians. This agreement does not constitute an easement now or in the future.
  3. Valley County Pathways agrees to provide and maintain liability insurance for the entire pathway corridor, and is responsible for maintenance of the trail.
  4. Valley County Pathways and the City of Donnelly, agree to work with Valley County and the Road Department to ensure the continuity of the trail, and all parties agree to follow Valley County's Singletrack Sidewalk Ordinance and it's approval process.

Appendices:

Appendix A: Trail cross section sample



Appendix B: Corridor proposal

Appendix C: Valley County Single Track Sidewalk Ordinance

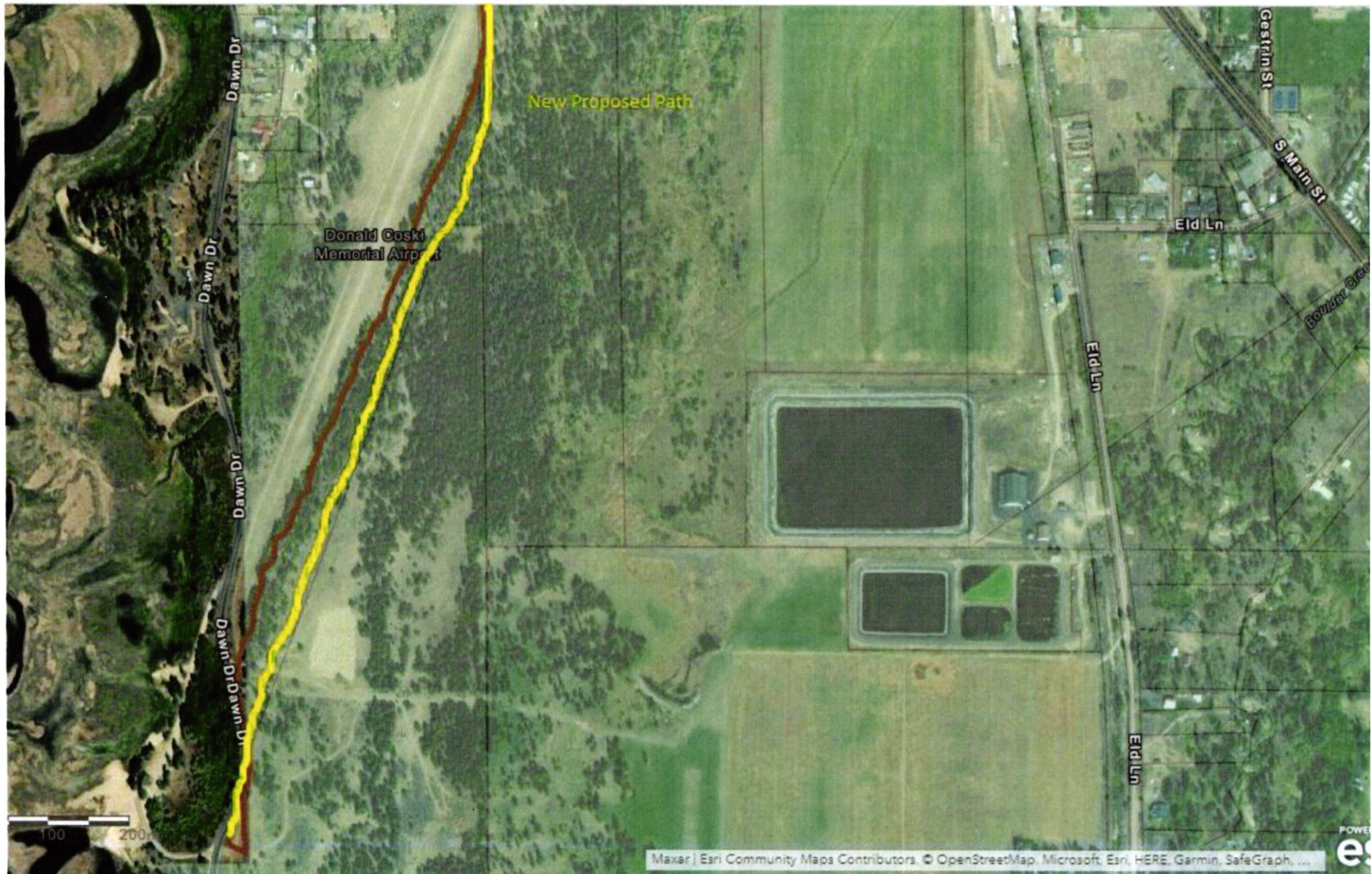
SIGNATURES:

DONNELLY *Susan Duff*

VALLEY COUNTY PATHWAYS *Steve Phillips*

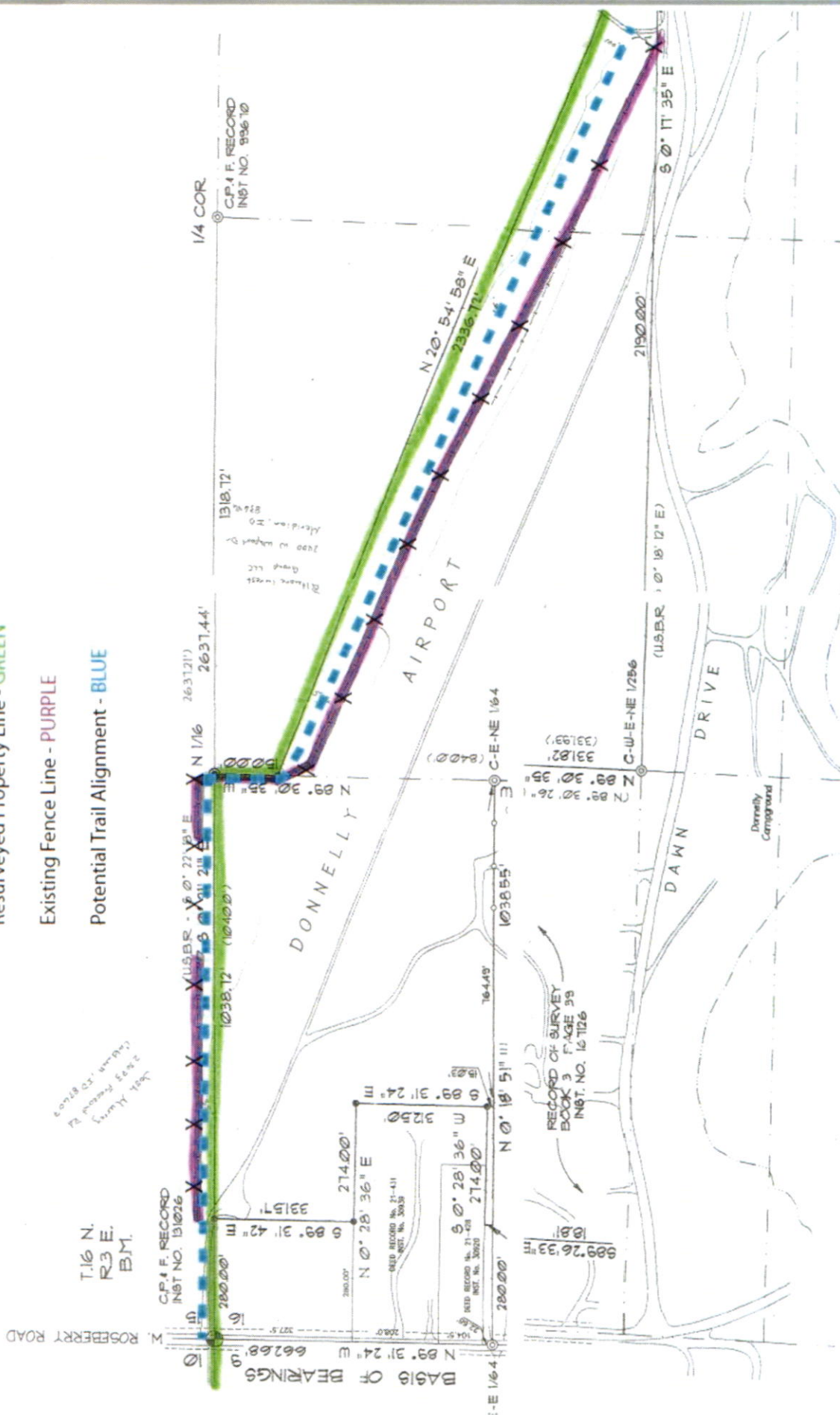


## Pathway realignment away from airstrip





### Potential Trail Alignment - BLUE





**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number AB 23-09**

**Meeting Date 03/13/23**

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Annual Audit Presentation</i>	<b>Department Approvals</b>	<b>Initials</b>	<b>Originator or Supporter</b>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
<b>COST IMPACT:</b>			
<b>FUNDING SOURCE:</b>			
<b>TIMELINE:</b>			

**SUMMARY STATEMENT:**

Jordan Zwygart will present the 2022 Annual Audit Report

**RECOMMENDED ACTION:**

*Accept the FY2022 Annual Audit Report*

**RECORD OF COUNCIL ACTION**

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



**ZWYGART JOHN**  
CERTIFIED PUBLIC ACCOUNTANTS

Zwygart John & Associates CPAs, PLLC

16130 North Merchant Way, Suite 120 ♦ Nampa, Idaho 83687

Phone: 208-459-4649 ♦ FAX: 208-229-0404

**Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards**

Honorable Mayor  
and City Council  
Donnelly, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Donnelly, Idaho, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City of Donnelly, Idaho's basic financial statements and have issued our report thereon dated February 16, 2023.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Donnelly, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Donnelly, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Donnelly, Idaho's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Donnelly, Idaho's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**Zwysart John & Associates, CPAs PLLC**

Nampa, Idaho

February 16, 2023

**CITY OF DONNELLY, IDAHO**

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Report on Audited  
Basic  
Financial Statements  
and  
Supplemental Information

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For the Year Ended September 30, 2022



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## **Independent Auditor's Report**

Honorable Mayor  
and City Council  
Donnelly, Idaho

### **Report on the Financial Statements**

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Donnelly, Idaho (the City) as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Donnelly, Idaho, as of September 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of City of Donnelly and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

The City of Donnelly's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.



In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Donnelly's ability to continue as a going concern for one year after the date that the financial statements are issued.

### ***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Donnelly, Idaho's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Donnelly, Idaho's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, schedule of the City's proportionate share of Net Pension Liability, and the schedule of City contributions on pages 31 through 34 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards



generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Donnelly, Idaho's basic financial statements. The supplemental information is presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statement are fairly stated in all material respects in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 16, 2023, on our consideration of the City of Donnelly, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Donnelly, Idaho's internal control over financial reporting and compliance.

***Zwygart John & Associates, CPAs PLLC***

Nampa, Idaho  
February 16, 2023

**City of Donnelly, Idaho**  
Statement of Net Position  
September 30, 2022

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>Assets</b>			
Current Assets:			
Cash and Cash Equivalents	\$ 570,968	\$ 146,369	\$ 717,337
Receivables, Net:			
Property Taxes	5,953	-	5,953
Accounts Receivable	-	22,185	22,185
Intergovernmental	7,143	-	7,143
Noncurrent Assets:			
Restricted Cash	-	42,770	42,770
Capital Assets:			
Land and Nondepreciable Infrastructure	115,595	3,503	119,098
Buildings, Net	355,415	444,902	800,317
Improvements, Net	25,506	1,821,156	1,846,662
Equipment, Net	63,941	83,414	147,355
Total Capital Assets	560,457	2,352,975	2,913,432
Total Assets	1,144,521	2,564,299	3,708,820
<b>Deferred Outflows</b>			
Pension Related Items	41,509	27,673	69,182
Total Deferred Outflows	41,509	27,673	69,182
<b>Liabilities</b>			
Current Liabilities:			
Accounts Payable	3,253	1,973	5,226
Salaries and Benefits Payable	4,187	1,780	5,967
Security Deposits and Refund Payable	2,150	-	2,150
Accrued Interest	-	5,581	5,581
Long-Term Liabilities:			
Due within One Year:			
Compensated Absences	4,129	2,752	6,881
Bonds and Notes Payable	-	31,603	31,603
Due in More than One Year:			
Bonds and Notes Payable	-	592,343	592,343
Net Pension Liability	78,263	52,176	130,439
Total Liabilities	91,982	688,208	780,190
<b>Deferred Inflows</b>			
Pension Related Items	7,809	5,205	13,014
Total Deferred Inflows	7,809	5,205	13,014
<b>Net Position</b>			
Invested in Capital Assets, Net of Related Debt	560,457	1,729,029	2,289,486
Restricted	212,564	42,770	255,334
Unrestricted (Deficit) Surplus	313,218	126,760	439,978
Total Net Position	\$ 1,086,239	\$ 1,898,559	\$ 2,984,798

The accompanying notes are an integral  
part of the financial statements.

**City of Donnelly, Idaho**  
**Statement of Activities**  
For the Year Ended September 30, 2022

	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total
					Governmental Activities	Business-type Activities	
<b>Primary Government:</b>							
Governmental Activities:							
General and Administrative	\$ 272,832	\$ 65,002	\$ 23,445	\$ -	\$ (184,385)	\$ -	\$ (184,385)
Public Safety	4,648	-	-	-	(4,648)	-	(4,648)
Highways and Streets	111,665	-	-	-	(111,665)	-	(111,665)
Parks and Recreation	35,603	-	-	-	(35,603)	-	(35,603)
Depot	6,596	-	-	-	(6,596)	-	(6,596)
Total Governmental Activities	431,344	65,002	23,445	-	(342,897)	-	(342,897)
Business-type Activities:							
Water	256,173	153,176	-	-	-	(102,997)	(102,997)
Sewer	146,580	107,635	-	-	-	(38,945)	(38,945)
Water Improvement	-	-	200,473	-	-	200,473	200,473
Total Business-type Activities	402,753	260,811	200,473	-	-	58,531	58,531
<b>Total Primary Government</b>	<b>\$ 834,097</b>	<b>\$ 325,813</b>	<b>\$ 223,918</b>	<b>\$ -</b>	<b>(342,897)</b>	<b>58,531</b>	<b>(284,366)</b>
General Revenues:							
Property Taxes					138,320	-	138,320
Local Option Tax					199,436	-	199,436
State Sources					94,259	-	94,259
Other					93,601	-	93,601
Unrestricted Investment Earnings					371	1,524	1,895
Transfer Between Government Activities and Business-type Activities					(10,736)	10,736	-
Total General Revenues and Special Items					515,251	12,260	527,511
Change in Net Position					172,354	70,791	243,145
Net Position, Beginning of Year					913,885	1,827,768	2,741,653
Net Position, End of Year					<u>\$ 1,086,239</u>	<u>\$ 1,898,559</u>	<u>\$ 2,984,798</u>

The accompanying notes are an integral part of the financial statements.



**City of Donnelly, Idaho**  
**Balance Sheet -**  
**Governmental Funds**  
**September 30, 2022**

	General	Local Option Tax	Total Governmental Funds
<b>Assets</b>			
Cash and Cash Equivalents	\$ 355,204	\$ 215,764	\$ 570,968
Receivables, Net:			
Property Taxes	5,953	-	5,953
Intergovernmental	7,143	-	7,143
Total Assets	<u>\$ 368,300</u>	<u>\$ 215,764</u>	<u>\$ 584,064</u>
<b>Liabilities</b>			
Accounts Payable	\$ 53	\$ 3,200	\$ 3,253
Salaries and Benefits Payable	4,187	-	4,187
Security Deposits	2,150	-	2,150
Total Liabilities	<u>6,390</u>	<u>3,200</u>	<u>9,590</u>
<b>Deferred Inflows</b>			
Unavailable Revenue - Property Taxes	5,619	-	5,619
Total Deferred Inflows	<u>5,619</u>	<u>-</u>	<u>5,619</u>
<b>Fund Balances</b>			
Restricted for:			
Local Option Tax	-	212,564	212,564
Unassigned	356,291	-	356,291
Total Fund Balances	<u>356,291</u>	<u>212,564</u>	<u>568,855</u>
Total Liabilities, Deferred Inflows and Fund Balances	<u>\$ 368,300</u>	<u>\$ 215,764</u>	<u>\$ 584,064</u>

The accompanying notes are an integral  
part of the financial statements.



**City of Donnelly, Idaho**  
Reconciliation of the Balance Sheet of the  
Governmental Funds to the Statement of Net Position  
September 30, 2022

Total Fund Balances - Governmental Funds	\$	568,855
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Amounts reported for governmental activities in the Statement of Net Position are different because of the following:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds. The cost of assets consist of:

Land	\$	115,595	
Buildings, net of \$440,545 accumulated depreciation		355,415	
Improvements, net of \$32,578 accumulated depreciation		25,506	
Equipment, net of \$84,159 accumulated depreciation		63,941	
			560,457

Property taxes receivable will be collected this year, but are not available soon enough to pay for current period's expenditures, and, therefore, are deferred in the funds.		5,619
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Long-term liabilities, applicable to the City's governmental activities, are not due and payable in the current period and, accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities - both current and long-term - are reported in the Statement of Net Position.

Compensated Absences	\$	(4,129)	(4,129)
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The District participates in the Public Employer Retirement System of Idaho, which is a cost-sharing plan. As a participant they are required to report their share of the Net Pension Liability and the related deferred inflows and outflows on their Statement of Net Position.

Net Pension Liability	\$	(78,263)	
Pension Related Deferred Inflows		(7,809)	
Pension Related Deferred Outflows		41,509	
			(44,563)

<b>Net Position of Governmental Activities</b>	<b>\$</b>	<b>1,086,239</b>
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The accompanying notes are an integral  
part of the financial statements.

**City of Donnelly, Idaho**  
Statement of Revenues, Expenditures, and  
Changes in Fund Balances -  
Governmental Funds  
For the Year Ended September 30, 2022

	General	Local Option Tax	Total Governmental Funds
<b>Revenues</b>			
Taxes	\$ 139,898	\$ 199,436	\$ 339,334
Licenses and Permits	55,579	-	55,579
Intergovernmental	117,704	-	117,704
Charges for Services	9,423	-	9,423
Other	93,972	-	93,972
Total Revenues	<u>416,576</u>	<u>199,436</u>	<u>616,012</u>
<b>Expenditures</b>			
Current:			
General and Administrative	132,061	145,760	277,821
Public Safety	4,648	-	4,648
Roads and Streets	91,697	-	91,697
Parks and Recreation	31,564	-	31,564
Depot Expense	6,596	-	6,596
Total Expenditures	<u>266,566</u>	<u>145,760</u>	<u>412,326</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>150,010</u>	<u>53,676</u>	<u>203,686</u>
<b>Other Financing Sources (Uses)</b>			
Transfers In (Out)	(10,736)	-	(10,736)
Total Other Financing Sources (Uses)	<u>(10,736)</u>	<u>-</u>	<u>(10,736)</u>
<b>Net Change in Fund Balances</b>	139,274	53,676	192,950
<b>Fund Balances - Beginning</b>	217,017	158,888	375,905
<b>Fund Balances - Ending</b>	<u>\$ 356,291</u>	<u>\$ 212,564</u>	<u>\$ 568,855</u>

The accompanying notes are an integral  
part of the financial statements.

**City of Donnelly, Idaho**  
Reconciliation of the Statement of Revenues,  
Expenditures, and Changes in Fund Balances of the  
Governmental Funds to the Statement of Activities  
For the Year Ended September 30, 2022

Total Net Change in Fund Balance - Governmental Funds	\$	192,950
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Amounts reported for governmental activities in the Statement of Activities are different because of the following:

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their useful lives as depreciation expense. In the current period these amounts are:

Capital Outlay	\$	32,603	
Depreciation Expense		<u>(39,566)</u>	(6,963)

Because some property taxes will not be collected for several months after the City's fiscal year ends, they are not considered as "available" revenues in the governmental funds and are, instead, counted as deferred tax revenues. They are, however, recorded as revenues in the Statement of Activities.

(1,578)

Compensated absences reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. This amount represents the net change in compensated absences.

(747)

The District participates in the Public Employer Retirement System of Idaho, which is a cost-sharing plan. As a participant they are required to report their share of the Net Pension Liability and the related deferred inflows and outflows on their Statement of net Position. The changes in the Net Pension Liability and the related deferred inflows and outflows does not affect the governmental funds, but are reported in the Statement of Activities.

(11,308)

Change in Net Position of Governmental Activities	\$	<u>172,354</u>
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The accompanying notes are an integral  
part of the financial statements.



**City of Donnelly, Idaho**  
**Statement of Net Position -**  
**Proprietary Funds**  
**September 30, 2022**

	Water	Sewer	Water Improvement	Total
<b>Assets</b>				
Current Assets:				
Cash and Cash Equivalents	\$ 33,288	\$ 113,081	\$ -	\$ 146,369
Receivables, Net	12,337	9,848	-	22,185
Noncurrent Assets:				
Restricted Cash	23,892	18,878	-	42,770
Capital Assets:				
Land and Nondepreciable Infrastructure	3,503	-	-	3,503
Buildings, Net	444,902	-	-	444,902
Improvements, Net	1,688,950	132,206	-	1,821,156
Equipment, Net	77,688	5,726	-	83,414
Total Assets	<u>2,284,560</u>	<u>279,739</u>	<u>-</u>	<u>2,564,299</u>
<b>Deferred Outflows</b>				
Pension Related Items	20,755	6,918	-	27,673
Total Deferred Outflows	<u>20,755</u>	<u>6,918</u>	<u>-</u>	<u>27,673</u>
<b>Liabilities</b>				
Current Liabilities:				
Accounts Payable	1,949	24	-	1,973
Salaries and Benefits Payable	1,676	104	-	1,780
Accrued Interest	4,162	1,419	-	5,581
Compensated Absences	2,064	688	-	2,752
Current Portion Long-term Debt	20,403	11,200	-	31,603
Total Current Liabilities	<u>30,254</u>	<u>13,435</u>	<u>-</u>	<u>43,689</u>
Long-term Liabilities:				
Bonds and Notes Payable	555,785	36,558	-	592,343
Net Pension Liability	39,132	13,044	-	52,176
Total Liabilities	<u>625,171</u>	<u>63,037</u>	<u>-</u>	<u>688,208</u>
<b>Deferred Inflows</b>				
Pension Related Items	3,904	1,301	-	5,205
Total Deferred Inflows	<u>3,904</u>	<u>1,301</u>	<u>-</u>	<u>5,205</u>
<b>Net Position</b>				
Invested in Capital Assets,				
Net of Related Debt	1,638,855	90,174	-	1,729,029
Restricted for Debt Service	23,892	18,878	-	42,770
Unrestricted	13,493	113,267	-	126,760
Total Net Position	<u>\$ 1,676,240</u>	<u>\$ 222,319</u>	<u>\$ -</u>	<u>\$ 1,898,559</u>

The accompanying notes are an integral  
part of the financial statements.

**City of Donnelly, Idaho**  
Statement of Revenues, Expenses, and Changes  
in Fund Net Position - Proprietary Funds  
For the Year Ended September 30, 2022

	Water	Sewer	Water Improvement	Total
<b>Operating Revenues</b>				
Charges for Services	\$ 153,176	\$ 107,635	\$ -	\$ 260,811
<b>Total Operating Revenues</b>	<u>153,176</u>	<u>107,635</u>	<u>-</u>	<u>260,811</u>
<b>Operating Expenses</b>				
Wages	48,419	4,684	-	53,103
Payroll Taxes and Benefits	19,948	3,235	-	23,183
Utilities	6,369	65	-	6,434
Professional Services	1,897	340	-	2,237
Maintenance and Operations	64,834	102,408	-	167,242
Depreciation	102,159	33,535	-	135,694
<b>Total Operating Expenses</b>	<u>243,626</u>	<u>144,267</u>	<u>-</u>	<u>387,893</u>
<b>Operating Income (Loss)</b>	<u>(90,450)</u>	<u>(36,632)</u>	<u>-</u>	<u>(127,082)</u>
<b>Nonoperating Revenues (Expenses)</b>				
Grant Revenue	-	-	200,473	200,473
Interest Earned	1,023	501	-	1,524
Interest Expense	(12,547)	(2,313)	-	(14,860)
<b>Total Nonoperating Revenues (Expenses)</b>	<u>(11,524)</u>	<u>(1,812)</u>	<u>200,473</u>	<u>187,137</u>
<b>Income (Loss) Before Transfers</b>	<u>(101,974)</u>	<u>(38,444)</u>	<u>200,473</u>	<u>60,055</u>
Transfers In	1,605,952	-	-	1,605,952
Transfers Out	-	-	(1,595,216)	(1,595,216)
<b>Total Transfers</b>	<u>1,605,952</u>	<u>-</u>	<u>(1,595,216)</u>	<u>10,736</u>
<b>Change in Net Position</b>	<u>1,503,978</u>	<u>(38,444)</u>	<u>(1,394,743)</u>	<u>70,791</u>
<b>Net Position - Beginning</b>	<u>172,262</u>	<u>260,763</u>	<u>1,394,743</u>	<u>1,827,768</u>
<b>Net Position - Ending</b>	<u>\$ 1,676,240</u>	<u>\$ 222,319</u>	<u>\$ -</u>	<u>\$ 1,898,559</u>

The accompanying notes are an integral  
part of the financial statements.

**City of Donnelly, Idaho**  
Statement of Cash Flows -  
Proprietary Funds  
For the Year Ended September 30, 2022

	Water	Sewer	Water Improvement	Total
<b>Cash Flows From Operating Activities</b>				
Receipts from Customers	\$ 153,248	\$ 107,525	\$ -	\$ 260,773
Payments to Suppliers	(75,543)	(102,813)	(210,727)	(389,083)
Payments to Employees	(62,341)	(5,911)	-	(68,252)
Net Cash Provided (Used) by Operating Activities	15,364	(1,199)	(210,727)	(196,562)
<b>Cash Flows From Noncapital Financing Activities</b>				
Transfers In (Out)	-	-	10,736	10,736
Net Cash Provided (Used) by Noncapital Financing Activities	-	-	10,736	10,736
<b>Cash Flows From Capital and Related Financing Activities</b>				
Purchase of Capital Assets	-	-	-	-
Principal Paid on Capital Debt	(19,714)	(10,718)	-	(30,432)
Operating Grant Funds Received	-	-	200,473	200,473
Interest Paid on Capital Debt	(12,931)	(2,631)	-	(15,562)
Net Cash Used by Capital and Related Financing Activities	(32,645)	(13,349)	200,473	154,479
<b>Cash Flows From Investing Activities</b>				
Interest and Dividends	1,023	501	-	1,524
Net Cash Provided (Used) by Investing Activities	1,023	501	-	1,524
Net Change in Cash and Cash Equivalents	(16,258)	(14,047)	482	(29,823)
<b>Cash and Cash Equivalents - Beginning</b>	73,438	146,006	(482)	218,962
<b>Cash and Cash Equivalents - Ending</b>	<u>\$ 57,180</u>	<u>\$ 131,959</u>	<u>\$ -</u>	<u>\$ 189,139</u>
<b>Displayed As:</b>				
Cash and Cash Equivalents	\$ 33,288	\$ 113,081	\$ -	146,369
Internal Balance	-	-	-	-
Restricted Cash	23,892	18,878	-	42,770
	<u>\$ 57,180</u>	<u>\$ 131,959</u>	<u>\$ -</u>	<u>\$ 189,139</u>
<b>Schedule of Non-Cash Transactions</b>				
Transfer of Capital Assets	<u>\$ 1,605,952</u>	<u>\$ -</u>	<u>\$ (1,605,952)</u>	<u>\$ -</u>

The accompanying notes are an integral  
part of the financial statements.



**City of Donnelly, Idaho**  
Statement of Cash Flows -  
Proprietary Funds (continued)  
For the Year Ended September 30, 2022

	Water	Sewer	Water Improvement	Total
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:				
Operating Income (Loss)	\$ (90,450)	\$ (36,632)	\$ -	\$ (127,082)
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:				
Depreciation	102,159	33,535	-	135,694
Changes in Assets and Liabilities:				
(Increase) Decrease in Accounts Receivable	72	(110)	-	(38)
(Increase) Decrease in Deferred Outflows	(9,921)	(3,307)	-	(13,228)
Increase (Decrease) in Accounts Payable	(2,443)	-	(210,727)	(2,443)
Increase (Decrease) in Compensated Absences	373	124	-	497
Increase (Decrease) in Net Pension Liability	39,853	13,284	-	53,137
Increase (Decrease) in Deferred Inflows	(24,279)	(8,093)	-	(32,372)
Net Cash Provided (Used) by Operating Activities	<u>\$ 15,364</u>	<u>\$ (1,199)</u>	<u>\$ (210,727)</u>	<u>\$ 14,165</u>

The accompanying notes are an integral  
part of the financial statements.

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The accompanying financial statements present the activities of the City of Donnelly, Idaho (the City), which has responsibility and control over all activities related to public safety, highways and streets, parks and recreation, planning and zoning, and water and sewer services within the City. The City receives funding from local, state, and federal government sources and must comply with all of the requirements of these funding source entities. However, the City is not included in any other governmental reporting entity as defined by generally accepted accounting principles. Board members are elected by the public and have decision-making authority, the power to designate management, the ability to significantly influence operations, and the primary accountability for fiscal matters. In addition, the City's reporting entity does not contain any component units as defined in Governmental Accounting Standards.

B. Basis of Presentation, Basis of Accounting

Basis of Presentation

*Government-wide Statements:* The Statement of Net Position and the Statement of Activities display information about the financial activities of the City, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for each identifiable activity of the business-type activities of the City and for each function of the City's governmental activities.

- Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function.
- Indirect expenses are expenses of the general government related to the administration and support of the City's programs, such as personnel and accounting (but not interest on long-term debt) and are allocated to programs based on their percentage of total primary government expenses. Interest expenses are allocated to the programs that manage the capital assets financed with long-term debt.

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

- Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes and state formula aid, are presented as general revenues.

*Fund Financial Statements:* The fund financial statements provide information about the City's funds. Separate statements for each fund category — *governmental and proprietary* — are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

The City reports the following major governmental funds:

- *General fund.* This is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.
- *Local Option Tax fund.* This fund was established to account for the revenue and expenditures of the Local Option Tax.

Proprietary fund operating revenues and expenses are related to providing water and sewer services to the residents and businesses of the City and providing services to other parts of the City government. Revenues and expenses that arise from capital and non-capital financing activities and from investing activities are presented as non-operating revenues or expenses.

The City has the following major enterprise funds:

- *Water fund.* This fund accounts for the activities of the City's water supply system, pumping stations, and collection systems.
- *Sewer fund.* This fund accounts for the activities of the City's sewage treatment plant and collection systems.
- *Water Improvement Fund.* This fund is to record all the items for the new water project.



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Accounting

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, and claims and judgments, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term liabilities and acquisitions under capital leases are reported as other financing sources.

Fund Balance Reporting in Governmental Funds

Different measurement focuses and bases of accounting are used in the government-wide Statement of Net Position and in the governmental fund Balance Sheet.

The City uses the following fund balance categories in the governmental fund financial statements:

- *Nonspendable*. Prepaid items that are permanently precluded from conversion to cash.
- *Restricted*. Balances constrained to a specific purpose by enabling legislation, external parties, or constitutional provisions.
- *Unassigned*. Balances available for any purpose.

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The remaining fund balance classifications (committed, and assigned) are either not applicable or no formal policy has yet been established to be able to utilize such classifications of fund balance. However, if there had been committed funds, these amounts would have been decided by the City Council, the City's highest level of decision making authority, through a formal action. The City Council would also have the authority to assign funds or authorize another official to do so.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position/fund balances available to finance the program. When both restricted and unrestricted resources are available for use, it is the government's intent to use restricted resources first, then unrestricted resources as they are needed.

There is also no formal policy regarding the use of committed, assigned, or unassigned fund balances. However, it is the City's intent that when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts, and then unassigned amounts.

C. Assets and Liabilities

Cash Equivalents

Cash received by the City is deposited into the various cash and investment accounts for each fund and is presented as "Cash and Cash Equivalents" on the Statement of Net Position and governmental fund Balance Sheet by activity or fund.

For presentation in the financial statements, investments in the investment pool and others with an original maturity of three months or less at the time they are purchased by the City are considered to be cash equivalents.

Property Tax Calendar

The City levies its real property taxes through the county on or before the 2<sup>nd</sup> Monday of September. One-half of the real property taxes are due on or before the 20<sup>th</sup> of December. The remaining one-half of the real property tax is due on or before June 20<sup>th</sup> the following year. Property taxes are considered delinquent on January 1 and July 1, at which time the property is subject to lien.



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Capital Assets

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed assets are reported at estimated fair value at the time received.

Capitalization thresholds (the dollar value above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets reported in the government-wide statements and proprietary funds are shown below:

	Capitalization <u>Policy</u>	Depreciation <u>Method</u>	Estimated <u>Useful Life</u>
Buildings and Improvements	\$5,000	Straight-Line	15 – 47 Years
Equipment and Vehicles	\$5,000	Straight-Line	5 – 15 Years

General infrastructure assets acquired prior to October, 2003 are not reported in the basic financial statements. General infrastructure assets include all roads and bridges and other infrastructure assets acquired subsequent to October 1, 2003.

Depreciation is used to allocate the actual or estimated historical cost of all capital assets over their estimated useful lives.

Accounts Receivable

The City has created an allowance for doubtful accounts for water and sewer balances deemed uncollectible. The amount in the allowance is currently \$0.

Accounts Payable

Accounts payable represent debts that will be paid in the next billing cycle. Accounts payable are not over 60 days past due.

Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. CASH AND INVESTMENTS

Deposits

As of September 30, 2022, the carrying amount of the City's deposits was \$529,710 and the respective bank balances totaled \$563,157. The entire bank balance was insured or collateralized with pool securities held by the pledging institution in the name of the City.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned. As of September 30, 2022, all of the City's deposits were covered by the federal depository insurance or by collateral held by the City's agent or pledging financial institution's trust department or agent in the name of the City, and thus were not exposed to custodial credit risk. The City does not have a formal policy limiting its exposure to custodial credit risk for deposits. The City had \$250 of cash on hand at the end of the year.

Custodial Credit Risk – Investments

Custodial credit risk is the risk that an issuer or other counter party to an investment will not fulfill its obligations. The City does not have a formal policy limiting its custodial credit risk for investments.

Interest Rate Risk

The City does not have a formal policy limiting investment maturities that would help manage its exposure to fair value losses from increasing interest rates.

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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2. CASH AND INVESTMENTS (continued)

Investments

The City voluntarily participates in the State of Idaho Investment Pool which is not rated. The pool is not registered with the Securities and Exchange Commission or any other regulatory body. Oversight of the pool is with the State Treasurer, and Idaho Code defines allowable investments. The fair value of the City's investment in the pool is the same as the value of the pool shares.

The City follows Idaho Statute that outlines qualifying investment options as follows:

Idaho Code authorizes the City to invest any available funds in obligations issued or guaranteed by the United States Treasury, the State of Idaho, local Idaho municipalities and taxing districts, the Farm Credit System, or Idaho public corporations, as well as time deposit accounts and repurchase agreements.

The City's investments at September 30, 2022, are summarized below:

<u>Investment</u>	<u>Fair Value</u>	<u>Investment Maturities (in Years)</u>	
		<u>Less than 1</u>	<u>1 - 5</u>
External Investment Pool	<u>\$ 230,147</u>	<u>\$ 230,147</u>	<u>\$ -</u>

At year-end, the deposits and investments were reported in the basic financial statements in the following categories:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
Cash and cash equivalents	\$ 527,962	\$ 1,998	\$ 529,960
Restricted Cash	-	42,770	42,770
Investments categorized as deposits	43,006	144,371	187,377
	<u>\$ 570,968</u>	<u>\$ 189,139</u>	<u>\$ 760,107</u>

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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3. COMPENSATED ABSENCES

The City presently accumulates unused vacation days and sick leave calculated on an individual basis according to an employee's total years worked and total hours-per-week worked. In the event of termination, an employee is reimbursed for accumulated leave. A summary of the current year activity and year-end liability for the government-wide financial statements is as follows:

	9/30/2021	Increase	Decrease	9/30/2022	Current Portion
Governmental Activities	\$ 3,382	\$ 4,699	\$ (3,952)	\$ 4,129	\$ 4,129
Business-type Activities	2,255	3,132	(2,635)	2,752	2,752
	<u>\$ 5,637</u>	<u>\$ 7,831</u>	<u>\$ (6,587)</u>	<u>\$ 6,881</u>	<u>\$ 6,881</u>

4. PROPERTY TAXES

The City receives property tax revenue from Valley County. The County is responsible for property valuation and collection of tax levies. The taxes that have not been remitted to the City by the County as of September 30, 2022, are considered by the City as a receivable. Taxes not collected within 60 days after September 30, 2022, are not considered available for use by the City and are recorded as deferred revenue.

5. PENSION PLAN

*Plan Description*

The City of Donnelly, Idaho contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at [www.persi.idaho.gov](http://www.persi.idaho.gov).

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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5. PENSION PLAN (continued)

*Pension Benefits*

The Base Plan provides retirement, disability, death and survivor benefits of eligible members or beneficiaries. Benefits are based on members' years of service, age, and highest average salary. Members become fully vested in their retirement benefits with five years of credited service (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police/firefighters) of the average monthly salary for the highest consecutive 42 months.

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

*Member and Employer Contributions*

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of the employer rate for general employees and 74% for police and firefighters. As of June 30, 2022 it was 7.16% for general employees and 9.13% for public safety. The employer contribution rate as a percent of covered payroll is set by the Retirement Board and was 11.94% for general employees and 12.28% for police and firefighters. The City of Donnelly, Idaho's contributions were \$15,394 for the year ended September 30, 2022.

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

5. PENSION PLAN (continued)

*Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*

At September 30, 2022, the City of Donnelly, Idaho reported a liability (asset) for its proportionate share of the net pension liability (asset). The net pension liability (asset) was measured as of June 30, 2022, and the total pension liability (asset) used to calculate the net pension liability (asset) was determined by an actuarial valuation as of that date. The City of Donnelly, Idaho's proportion of the net pension liability (asset) was based on the City of Donnelly, Idaho's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2022, the City of Donnelly, Idaho's proportion was 0.00331170 percent.

For the year ended September 30, 2022, the City of Donnelly, Idaho recognized pension expense/(revenue) of \$34,243. At September 30, 2022, the City of Donnelly, Idaho reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 14,344	\$ 582
Changes in assumptions or other inputs	21,266	-
Net difference between projected and actual earnings on pension plan investments	30,013	-
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions	-	12,433
City of Donnelly, Idaho's contributions subsequent to the measurement date	3,560	-
<b>Total</b>	<b>\$ 69,182</b>	<b>\$ 13,014</b>

\$3,560 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability (asset) in the year ending September 30, 2022.

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2022, the beginning of the measurement period ended June 30, 2021, is 4.6 and 4.6 for measurement period June 30, 2022.



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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5. PENSION PLAN (continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

<b>For the Year Ended September 30:</b>	<b>PERSI</b>
2023	\$ 14,509
2024	12,281
2025	4,584
2026	24,794

*Actuarial Assumptions*

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability (asset) based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

The total pension liability (asset) in the June 30, 2021 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Salary increases	3.05%
Salary inflation	3.05%
Investment rate of return	6.35 %, net of investment expense
Cost-of-living	1%



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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5. PENSION PLAN (continued)

*Contributing Members, Service Retirement Members, and Beneficiaries*

- General Employees and All Beneficiaries – Males-2010 General Tables, increased 11%
- General Employees and All Beneficiaries – Females Pub-2010 General Tables, increased 21%
- Teachers – Males Pub-2010 Teacher Tables, increased 12%
- Teachers – Females Pub-2010 Teacher Tables, increased 21%
- Fire & Police – Males Pub-2010 Safety Tables, increased 21%
- Fire & Police – Females Pub-2010 Safety Tables, increased 26%
- Disabled Members – Males Pub-2010 Disabled Tables, increase 38%
- Disabled Members – Females Pub-2010 Disabled Tables, increased 36%

An experience study was performed for the period July 1, 2015 through June 30, 2020 which reviewed all economic and demographic assumptions including mortality. The Total Pension Liability (Asset) as of June 30, 2022 is based on the results of an actuarial valuation date of July 1, 2022.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The capital market assumptions are as of 2022.

**City of Donnelly, Idaho**  
**Notes to Financial Statements**  
**For the Year Ended September 30, 2022**

5. PENSION PLAN (continued)

Fixed Income	30.00%
US/Global Equity	55.00%
International Equity	15.00%
Cash	0.00%
Total	100.00%

*Discount Rate*

The discount rate used to measure the total pension liability (asset) was 6.35%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability (asset). The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

*Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate.*

The following presents the Employer's proportionate share of the net pension liability (asset) calculated using the discount rate of 6.35 percent, as well as what the Employer's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.35 percent) or 1-percentage-point higher (7.35 percent) than the current rate:

	1% Decrease (5.35%)	Current Discount Rate (6.35%)	1% Increase (7.35%)
Employer's proportionate share of the net pension liability (asset)	\$ 230,213	\$ 130,439	\$ 48,778

5. PENSION PLAN (continued)

*Pension plan fiduciary net position*

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at [www.persi.idaho.gov](http://www.persi.idaho.gov).



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

6. RESTRICTED ASSETS

As of September 30, 2022, \$42,770 was restricted for debt service.

7. DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units (State of Idaho) consist of state revenue sharing of \$7,143.

8. RISK MANAGEMENT

The City is exposed to a considerable number of risks of loss including, but not limited to, a) damage to and loss of property and contents, b) employee torts, c) professional liabilities, i.e. errors and omissions, d) environmental damage, e) worker's compensation, i.e. employee injuries, and f) medical insurance costs of its employees. Commercial insurance policies are purchased to transfer the risk of loss for property and content damage, employee torts, and professional liabilities.

9. CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2022, was as follows:

	Balance 9/30/2021	Additions	Disposals	Balance 9/30/2022
<u>Governmental Activities:</u>				
Capital Assets Not Being Depreciated:				
Land	\$ 115,595	\$ -	\$ -	\$ 115,595
Capital Assets Being Depreciated:				
Buildings	783,357	12,603	-	795,960
Improvements	38,084	20,000	-	58,084
Equipment	148,100	-	-	148,100
Total Depreciable Assets	969,541	32,603	-	1,002,144
Less: Accumulated Depreciation				
Buildings	419,745	20,800	-	440,545
Improvements	30,839	1,739	-	32,578
Equipment	67,132	17,027	-	84,159
Total Acc. Depr.	517,716	39,566	-	557,282
Net Depreciable Assets	451,825	(6,963)	-	444,862
Governmental Activities				
Capital Assets – Net	<u>\$ 567,420</u>	<u>\$ (6,963)</u>	<u>\$ -</u>	<u>\$ 560,457</u>



**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

9. CAPITAL ASSETS (continued)

	Balance 9/30/2021	Additions	Disposals	Balance 9/30/2022
<u>Business-type Activities:</u>				
Capital Assets Not Being Depreciated:				
Land	\$ 3,503	\$ -	\$ -	\$ 3,503
Construction in Progress	1,605,952	-	1,605,952	-
Total Non Deprec. Asset	<u>1,609,455</u>	<u>-</u>	<u>1,605,952</u>	<u>3,503</u>
Capital Assets Being Depreciated:				
Buildings	578,340	-	-	578,340
Improvements	2,113,662	1,535,944	-	3,649,606
Equipment	83,758	70,008	1,951	151,815
Total Depreciable Assets	<u>2,775,760</u>	<u>1,605,952</u>	<u>1,951</u>	<u>4,379,761</u>
Less: Accumulated Depreciation				
Buildings	116,959	16,479	-	133,438
Improvements	1,716,847	111,603	-	1,828,450
Equipment	62,740	7,612	1,951	68,401
Total Acc. Depr.	<u>1,896,546</u>	<u>135,694</u>	<u>1,951</u>	<u>2,030,289</u>
Net Depreciable Assets	<u>879,214</u>	<u>1,470,258</u>	<u>-</u>	<u>2,349,472</u>
Business-type Activities				
Capital Assets – Net	<u>\$ 2,488,669</u>	<u>\$ 1,470,258</u>	<u>\$ 1,605,952</u>	<u>\$ 2,352,975</u>

Depreciation expense was charged to the functions of the City as follows:

Governmental Activities:

General and Administrative	\$ 23,740
Highways and Streets	7,913
Parks and Recreation	7,913
	<u>\$ 39,566</u>

**City of Donnelly, Idaho**  
**Notes to Financial Statements**  
**For the Year Ended September 30, 2022**

**10. LONG-TERM OBLIGATIONS**

**Business-type Activities:**

Bonds and notes payable have been issued to provide funds for water and sewer improvement projects.

Changes in long-term obligations for the year ended September 30, 2022, are as follows:

Description	Maturity	Rate	Required Reserve	9/30/2021	Increase	Decrease	9/30/2022	Current Portion
<u>Business-Type Activities</u>								
1998 Revenue Bonds	2026	5.00%	\$ 13,012	\$ 56,241	\$ -	\$ (10,200)	\$ 46,041	\$ 10,710
1998 Revenue Bonds	2026	4.50%	13,349	58,476	-	(10,718)	47,758	11,200
USDARD Loan	2060	1.88%	1,963	539,661	-	(9,514)	530,147	9,693
			<u>\$ 28,324</u>	<u>\$ 654,378</u>	<u>\$ -</u>	<u>\$ (30,432)</u>	<u>\$ 623,946</u>	<u>\$ 31,603</u>

Debt service requirements on long-term debt at September 30, 2022, are as follows:

Year Ending September 30,	<u>Business-type Activities</u>	
	<u>Bonds and Notes</u>	
	Principal	Interest
2023	\$ 31,603	\$ 14,391
2024	32,824	13,170
2025	34,098	11,896
2026	35,150	10,843
2027	10,440	9,193
2028-2032	55,213	42,952
2033-2037	60,587	37,578
2038-2042	66,484	31,681
2043-2047	72,955	25,210
2048-2052	80,056	18,109
2053-2057	87,848	10,317
2058- 2060	56,690	2,138
	<u>\$ 623,946</u>	<u>\$ 227,479</u>

Interest incurred on long-term obligations totaled \$14,860 , all of which was expensed. No interest was capitalized during the year.

**City of Donnelly, Idaho**  
Notes to Financial Statements  
For the Year Ended September 30, 2022

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11. LESSOR AGREEMENTS

The City leases business space known as the Donnelly Depot Center to various business owners. All leases at the Donnelly Depot Center are year to year. The city entered in to a lease with Horizon Tower, LLC for a parcel of land for their communication tower beginning in 2019. This lease is for 5 years and will automatically renew for 6 additional 5-year terms, unless agreed upon by tenant and the city per the terms of the contract.

Lease income for the year ended September 30, 2022 was \$55,000 .

Future lease payments expected to be received for years ending.

<u>Year Ending September 30,</u>	<u>Amount</u>
2022	\$20,775
2023	9,750
2024	600
2025	750
	<u>\$ 31,875</u>

12. INTERFUND TRANSFERS

Amounts transferred between funds consisted of:

\$ 1,595,216	Transfer from Water Improvement Fund to Water to move completed project.
<u>10,736</u>	Transfer from Water Improvement Fund to General Fund to reimburse operating costs.
<u>\$ 1,605,952</u>	



**REQUIRED SUPPLEMENTARY INFORMATION**

**City of Donnelly, Idaho**  
**Budgetary (GAAP Basis) Comparison Schedule**  
**General Fund**  
**For the Year Ended September 30, 2022**

	<u>Budgeted Amounts</u>			
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	<u>Variance</u>
<b>Revenues</b>				
Taxes	\$ 145,857	\$ 145,857	\$ 139,898	\$ (5,959)
Licenses and Permits	7,980	7,980	55,579	47,599
Intergovernmental	97,679	97,679	117,704	20,025
Charges for Services	8,300	8,300	9,423	1,123
Other	69,350	69,350	93,972	24,622
Total Revenues	329,166	329,166	416,576	87,410
<b>Expenditures</b>				
Current:				
General and Administrative	161,508	161,508	132,061	29,447
Public Safety	1,500	1,500	4,648	(3,148)
Roads and Streets	193,200	193,200	91,697	101,503
Parks and Recreation	73,124	73,124	31,564	41,560
Depot Expense	17,900	17,900	6,596	11,304
Total Expenditures	447,232	447,232	266,566	180,666
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>(118,066)</u>	<u>(118,066)</u>	<u>150,010</u>	<u>268,076</u>
<b>Net Change in Fund Balances</b>	(118,066)	(118,066)	139,274	257,340
<b>Fund Balances - Beginning</b>	118,066	118,066	217,017	98,951
<b>Fund Balances - Ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 356,291</u>	<u>\$ 356,291</u>

**City of Donnelly, Idaho**  
**Budgetary (GAAP Basis) Comparison Schedule**  
**Local Option Tax**  
**For the Year Ended September 30, 2022**

	Budgeted Amounts		Actual	Variance
	Original	Final		
<b>Revenues</b>				
Taxes	\$ 162,000	\$ 162,000	\$ 199,436	\$ 37,436
Total Revenues	162,000	162,000	199,436	37,436
<b>Expenditures</b>				
Current:				
General and Administrative	162,000	162,000	145,760	16,240
Total Expenditures	162,000	162,000	145,760	16,240
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	-	-	53,676	53,676
<b>Net Change in Fund Balances</b>	-	-	53,676	53,676
<b>Fund Balances - Beginning</b>	-	-	158,888	158,888
<b>Fund Balances - Ending</b>	\$ -	\$ -	\$ 212,564	\$ 212,564



**City of Donnelly, Idaho**  
Notes to Required Supplementary Information  
For the Year Ended September 30, 2022

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1. BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. Prior to September 1, the City Clerk, Mayor, and City Council prepare a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- B. Public hearings are conducted at the City Hall to obtain taxpayer comments.
- C. Prior to October 1, the budget is legally enacted through passage of an ordinance.
- D. The City is authorized to transfer budgeted amounts between departments within any fund; however, no revision can be made to increase the overall tax supported funds except when federal or state grants are approved. The City, however, must follow the same budgetary procedures as they followed when the original budget was approved. The budget for enterprise funds may also be revised in the same manner as those situations involving federal and state grants.
- E. Formal budgetary integration is employed as a management control device during the year for the General fund and Special Revenue funds.

**City of Donnelly**  
Schedules of Required Supplemental Information  
Public Employees Retirement System of Idaho  
Last 10 - Fiscal Years\*

**Schedule of the City of Donnelly's Share of Net Pension Liability (Asset)**

Year	City's proportion of the net pension liability (asset)	City's proportionate share of the net pension liability (asset)	City's covered-employee payroll	City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	Plan fiduciary net position as a percentage of the total pension liability (asset)
2022	0.0033117%	\$ 130,439	\$ 128,931	101.17%	83.09%
2021	0.0030439%	\$ (2,404)	\$ 114,914	-2.09%	100.36%
2020	0.0031437%	\$ 73,001	\$ 108,827	67.08%	88.22%
2019	0.0045910%	\$ 52,405	\$ 150,501	34.82%	93.79%
2018	0.0046689%	\$ 68,867	\$ 147,629	46.65%	91.69%
2017	0.0051699%	\$ 81,264	\$ 157,940	51.45%	90.68%
2016	0.0048457%	\$ 98,230	\$ 157,573	62.34%	87.26%
2015	0.0040252%	\$ 53,006	\$ 111,406	47.58%	91.38%

Data reported is measured as of June 30, 2022

**Schedule of the City of Donnelly's Contributions**

Year	Contractually required contributions	Contributions in relation to the contractually required contributions	Contributions deficiency (excess)	City's covered-employee payroll	Contributions as a percentage of covered-employee payroll
2022	\$ 15,394	\$ 15,394		\$ 128,931	11.94%
2021	\$ 13,721	\$ 13,721	-	\$ 114,914	11.94%
2020	\$ 12,994	\$ 12,994	-	\$ 108,827	11.94%
2019	\$ 17,194	\$ 17,194	-	\$ 150,501	11.42%
2018	\$ 16,728	\$ 16,728	-	\$ 147,629	11.33%
2017	\$ 17,895	\$ 17,895	-	\$ 157,940	11.33%
2016	\$ 17,852	\$ 17,852	-	\$ 157,573	11.33%
2015	\$ 12,623	\$ 12,623	-	\$ 111,406	11.33%

Data reported is measured as of September 30, 2022

\* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Donnelly, Idaho will present information for those years for which information is available.

**SUPPLEMENTAL INFORMATION**



**City of Donnelly, Idaho**  
Supplemental Schedule of Revenues by Source -  
Budget (GAAP Basis) and Actual - General Fund  
For the Year Ended September 30, 2022

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>Taxes</b>			
Property Taxes	\$ 137,657	\$ 132,927	\$ (4,730)
Franchise Fees	8,200	6,971	(1,229)
Total Taxes	<u>145,857</u>	<u>139,898</u>	<u>(5,959)</u>
<b>Licenses &amp; Permits</b>			
Licenses & Permits	600	2,700	2,100
Business License	1,550	1,675	125
Alcohol Permits	1,500	1,500	-
Catering Permits	60	-	(60)
Community Center Rental	500	345	(155)
Building Permits	3,000	48,469	45,469
Dog Licenses	120	65	(55)
Sign Permits	650	825	175
Total Licenses and Permits	<u>7,980</u>	<u>55,579</u>	<u>47,599</u>
<b>Intergovernmental</b>			
Grant Revenue	10,000	23,445	13,445
State Revenue Sharing	21,356	26,220	4,864
County Revenue Sharing	2,276	1,138	(1,138)
State Highway Users	10,347	16,617	6,270
State Liquor Fees	52,700	49,387	(3,313)
Airport Revenue	1,000	897	(103)
Total Intergovernmental	<u>97,679</u>	<u>117,704</u>	<u>20,025</u>
<b>Charges for Services</b>			
Development Fees	-	-	-
Parks and Rec Fees	8,300	9,423	1,123
Total Other	<u>8,300</u>	<u>9,423</u>	<u>1,123</u>
<b>Other</b>			
Interest Income	750	371	(379)
Depot Rental	42,100	44,375	2,275
Land Lease	9,900	10,625	725
Miscellaneous	16,600	38,601	22,001
Total Other	<u>69,350</u>	<u>93,972</u>	<u>24,622</u>
Total Revenue	<u>\$ 329,166</u>	<u>\$ 416,576</u>	<u>\$ 87,410</u>

**City of Donnelly, Idaho**  
Supplemental Schedule of Expenditures by Object of Expenditure -  
Budget (GAAP Basis) and Actual - General Fund  
For the Year Ended September 30, 2022

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>General and Administrative</b>			
Personnel	\$ 81,498	\$ 68,453	\$ 13,045
Administration	80,010	63,608	16,402
Total General and Administrative	<u>161,508</u>	<u>132,061</u>	<u>29,447</u>
<b>Public Safety</b>	<u>1,500</u>	<u>4,648</u>	<u>(3,148)</u>
<b>Roads and Streets</b>	<u>193,200</u>	<u>91,697</u>	<u>101,503</u>
<b>Parks and Recreation</b>	<u>73,124</u>	<u>31,564</u>	<u>41,560</u>
<b>Depot Expenses</b>	<u>17,900</u>	<u>6,596</u>	<u>11,304</u>
Total Expenditures	<u><u>\$ 447,232</u></u>	<u><u>\$ 266,566</u></u>	<u><u>\$ 180,666</u></u>

**FEDERAL REPORTS**



**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number AB 23-10**

**Meeting Date 03/13/23**

*Action Item*

**AGENDA ITEM INFORMATION**

***SUBJECT:***

***Resolution 23-003  
Arbor Day Proclamation***

*Department Approvals*

*Initials*

*Originator  
or  
Supporter*

Mayor / Council

Clerk/Treasurer

Public Works

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

***FUNDING***

***SOURCE:***

***TIMELINE:***

***SUMMARY STATEMENT:***

Each year the City proclaims a day to celebrate Arbor Day. Suggestion to proclaim April 28<sup>th</sup>, 2023 as City of Donnelly Arbor Day Celebration

***RECOMMENDED ACTION:***

***Approve, Adopt and Authorize Mayor to sign Resolution 23-003 Arbor Day Proclamation***

**RECORD OF COUNCIL ACTION**

***MEETING DATE ACTION***

CITY OF DONNELLY  
RESOLUTION 2023-003  
ARBOR DAY PROCLAMATION

WHEREAS, In 1872, J Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, the Holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving up paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Susan Dorris, Mayor of the City of Donnelly, do hereby proclaim **April 28, 2023**, as Arbor Day in the City of Donnelly and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

Attest:

\_\_\_\_\_  
Lori Clemens, City Clerk/Treasurer

**DONNELLY CITY COUNCIL  
AGENDA BILL**

**Number**

**AB 23-11**

**Meeting Date** 03/13/2023

169 Halferty Street  
Donnelly, Idaho 83615

*Action Item*

**AGENDA ITEM INFORMATION**

**SUBJECT:**

*Appointment of City Council President*

*Department Approvals*

*Initials*

*Originator  
or  
Supporter*

Mayor / Council

Clerk/Treasurer

Public Works

**COST IMPACT:** n/a

**FUNDING  
SOURCE:**

**TIMELINE:**

**SUMMARY STATEMENT:**

Appoint City Council President for 2023

**RECOMMENDED ACTION:**

*Nominate and Appoint City Council President for 2023*

**RECORD OF COUNCIL ACTION**

**MEETING DATE** **ACTION**





## 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: March 08, 2023

**Utility Billings:** As of Wednesday, March 8, 2023, there is \$1,496.04(13) past due 30 days or more, in water billings.

**Local Option Tax:** February Receipts (January Tax) \$13,003.96

**Airport:** Closed for Season

**Clerk:** New Businesses

**Donnelly Depot Center:** Heating Unit Repairs

**Parks & Recreation:** Camp Host

**Road & Streets:**

**Water:** Training

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

**Upcoming Meeting Dates:** City Council April 17, 2023