



CITY OF DONNELLY

169 HALFERTY STREET
P.O. BOX 725
DONNELLY, ID 83615
TELEPHONE (208) 325-8859 FAX (208) 325-4091

City Council Meeting

Monday, January 11, 2016 at 6:00 pm

**Donnelly Community Center
AGENDA**

ROLL CALL

CONSENT AGENDA:

Vouchers December 28, 2015 thru January 7, 2016
City Council Meeting Minutes – December 28, 2015

BUSINESS AGENDA:

AB 16-01 Installation of Elected Officials

AB 16-02 Appointment of Vacant Council Seat

Mallorie Getto – letter of interest
Lisa Nelson – letter of interest

AB 16-03 Selection of City Council President

AB 16-04 Resolution 2016-001

Payment of Vouchers that have late payment fees

AB 16-05 Road & Street Equipment

Backhoe replacement

AB 16-06 Valley County Economic Development Council – City Representation

AB 16-07 On Call Public Work's Engineering Services RFP received

Mountain Waterworks, T.O. Engineers, J.U.B. Engineers

AB 15-61 City Attorney Services

AB 16-08 Bank Check Signers

STAFF REPORTS:

Clerk/Treasurer Report
Mayor
Council

ADJOURN:

February 8, 2016

01/07/16
10:30:33

CITY OF DONNELLY
Claim Approval List
For the Accounting Period: 1/16

Page: 1 of 4
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/15) ****								
1040		14 BOISE OFFICE EQUIPMENT	34.31					
	IN689919	12/24/15 Maintenance Copier	19.90			10 41100	611	10100
	IN689919	12/24/15 Maintenance Copier	8.58			51 41100	611	10100
	IN689919	12/24/15 Maintenance Copier	5.83			52 41100	611	10100
		Total for Vendor:	34.31					
*** Claim from another period (12/15) ****								
1041		150 CABLE ONE	91.09					
	122315	12/23/15 phone/internet	52.84			10 41100	437	10100
	122315	12/23/15 phone/internet	22.78			51 41100	437	10100
	122315	12/23/15 phone/internet	15.47			52 41100	437	10100
*** Claim from another period (12/15) ****								
1044		150 CABLE ONE	8.56					
	1223151	12/23/15 library internet	8.56			21 41100	417	10100
		Total for Vendor:	99.65					
*** Claim from another period (12/15) ****								
1058		29 CITY OF DONNELLY - WATER	73.22					
	122915	12/29/15 library water/sewer	73.22			21 41100	415	10100
*** Claim from another period (12/15) ****								
1059		29 CITY OF DONNELLY - WATER	320.00					
	122915	12/29/15 ddc water	320.00			10 44300	415	10100
		Total for Vendor:	393.22					
1061		48 FRANKLIN BUILDING SUPPLY CO.	73.69					
	882953	01/04/16 snow removal tools	73.69			10 43010	460	10100
		Total for Vendor:	73.69					
*** Claim from another period (12/15) ****								
1050		200 HOLMANS LAKE FORK MERC	47.25					
	120915	12/09/15 truck fuel	27.41			10 43010	481	10100
	120915	12/09/15 truck fuel	11.81			51 41100	481	10100
	120915	12/09/15 truck fuel	8.03			52 41100	481	10100
*** Claim from another period (12/15) ****								
1051		200 HOLMANS LAKE FORK MERC	27.90					
	121915	12/19/15 snow diesel	27.90			10 43010	482	10100
*** Claim from another period (12/15) ****								
1052		200 HOLMANS LAKE FORK MERC	27.10					
	122415	12/24/15 snow diesel	27.10			10 43010	482	10100

01/07/16
10:30:33

CITY OF DONNELLY
Claim Approval List
For the Accounting Period: 1/16

Page: 3 of 4
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1064		154 NORTH LAKE RECREATIONAL SEWER &	3,200.00					
	010116	01/01/16 contract	3,200.00			52 41100	541	10100
		Total for Vendor:	3,200.00					
1065		99 OFFICE SAVERS	173.42					
	10064-001	01/01/16 calendars/markers	69.28			10 41100	605	10100
	10064-001	01/01/16 calendars/markers	29.86			51 41100	605	10100
	10064-001	01/01/16 calendars/markers	20.30			52 41100	605	10100
	10064-001	01/01/16 labels	53.98			21 41100	605	10100
		Total for Vendor:	173.42					
		*** Claim from another period (12/15) ****						
1043		106 PROBUILD	0.50					
	122515	12/25/15 service charge	0.50			10 43010	460	10100
		Total for Vendor:	0.50					
		*** Claim from another period (12/15) ****						
1062		199 SHRED-IT	74.52					
	9408803033	12/29/15 shredding	43.23			10 41100	605	10100
	9408803033	12/29/15 shredding	18.63			51 41100	605	10100
	9408803033	12/29/15 shredding	12.66			52 41100	605	10100
		Total for Vendor:	74.52					
1066		120 SINCLAIR FLEET TRACK (STINKER)	49.36					
	312626	01/04/16 snow diesel	49.36			10 43010	482	10100
		Total for Vendor:	49.36					
		*** Claim from another period (12/15) ****						
1046		122 STAR NEWS	49.50					
	38199	12/24/15 Zoning Public Hearing P&Z	49.50			10 41100	530	10100
		Total for Vendor:	49.50					
		*** Claim from another period (12/15) ****						
1048		125 STEPHEN J. LORD, ATTY AT LAW	1,650.00					
	1961	12/28/15 stinker station issues, easements, long valley hotel	1,650.00*			51 41100	320	10100
		Total for Vendor:	1,650.00					
		# of Claims	26	Total:				7,011.17



City of Donnelly

169 Halferty Street
P.O. Box 725
Donnelly, ID 83615
Telephone (208) 325-8859 Fax (208) 325-4091

City Council Meeting on Monday, December 28, 2015 at 6:00 pm Donnelly Community Center

MINUTES

ROLL CALL at 6:00 p.m. Council Members Koch, Stayton, and Davenport. were present, as well as Mayor Backus. Council Member Getto was absent

Quorum exists. Clerk, Cami Hedges was present.

Business Agenda:

AB 15-54 CUP Extension Request – Main Street Plaza

Motion by Davenport, 2nd by Koch to approve the CUP extension request for the Main Street Plaza (Beau Value). Motion carried.

AB 15-55 Valley County Pickleball - MOU

Motion by Stayton, 2nd by Davenport to approve the M.O.U. between the City of Donnelly and Valley County Pickleball. Motion carried.

AB 15-56 Valley County MOU Building Permits and Inspections

Motion by Stayton, 2nd by Davenport to approve the M.O.U between the City of Donnelly and Valley County Building Department in regards to building permits, plan review and inspections. Motion carried.

AB 15-57 Annual Road and Street Financial Report 2015

Motion by Stayton, 2nd by Koch to approve the 2015 Annual Road and Street report. Motion carried.

AB 15-58 Lakeshore Disposal Contract Review – Paul Dione

Mr. Dione would like the city to provide a list of addresses within the City so that they are able to know who should be receiving trash service. They would also like to get the fee up to \$11 per month to break even and this would be with or without cart. There would be a \$1 savings if a cart was not provided. Curb side recycling is something they would like to know if the City would be interested in being a part of. If a contract is made with the county for this service, the City would then receive that rate as well. This would also remove the recycling center near the Fire Department.

As the rate increase would require a public hearing, the Council would like to have the contract negotiated prior to the rate increase and public hearing. Lakeshore will continue to work on the contract as the City will also send the contract to the attorney for review.

AB 15-59 Late Payment Hardship Relief – Edwards Properties

The City Council understands the hardship, however the City incurs fees on the property each month that must be remitted. Therefore the Council denies the request for waiving of late charges on the two Edward property accounts.

Motion by Davenport, 2nd by Koch to deny the request for waiving of late charges on the two Edward property accounts. Late fees will continue to be assessed as long as the payment has not been received on the accounts.

AB 15-60 Snow Removal

Mayor indicated that he was frustrated with the snow removal and that more of the snow needed to be put into the ditches and the roads need to be widened. The Council indicated that we need to be moving snow on the clear days so that when it does snow it is able to be taken care of. Council would like to discuss leasing a loader to move snow or even purchasing equipment to do so. Also if the blue tractor is not working for snow removal on the sidewalks then we should sell it and get something that does work. Clerk was instructed to research lease and speak to Public Works on removal of snow and snow plowing.

AB 15-61 City Attorney

Clerk presented a letter of interest from Chris Yorgason to provide City Attorney services for Donnelly. Mr. Yorgason said he would have a 24 hour response time to any email or phone call and would keep our billing rate at \$150. Mayor Backus indicated that he had someone interested and would have him send in a letter of interest as well. Clerk will send the letter of interest to Council.

STAFF REPORTS:

City Clerk – report was in packet, will send out letter with water billings reminding residents of the requirements for snow removal.

CONSENT AGENDA:

Motion by Davenport, 2nd by Stayton to approve Vouchers from November 16, 2015 through December 16, 2015, with the addition of four vouchers through December 28, 2015. Motion carried.

Motion by Koch, 2nd by Stayton to approve City Council minutes from November 16, 2015. Motion carried.

ADJOURN:

Motion by Davenport, 2nd by Koch to adjourn at 8:00 p.m.

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-01

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>Installation of New Elected Officials</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Mayor – Brian Koch
Councilor – Gabe Stayton
Councilor – Leslie Minshall

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Douglas A. Miller
Valley County Clerk

SCANNED

P.O. Box 1350 • 219 N. Main Street
Cascade, Idaho 83611-1350

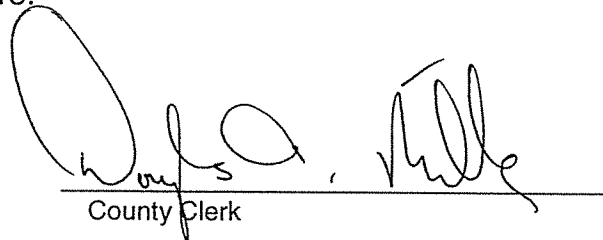


Phone (208) 382-7102
Facsimile (208) 382-7107

STATE OF IDAHO
COUNTY OF VALLEY

} ss.

I, Douglas A. Miller, County Clerk of said county and state, do hereby certify that the attached is a full, true and complete copy of the abstract of votes for the candidates therein named and/or the questions as they appeared on the election ballot on November 3, 2015 for the City of Donnelly election as shown by the record of the Board of Carvassers filed in my office this 9th day of November, 2015.


County Clerk

(County Seal)

Valley County Board of County Commissioners

P.O. Box 1350 • 219 N. Main Street
Cascade, Idaho 83611-1350



Phone (208) 382-7100
Facsimile (208) 382-7107

GORDON L. CRUICKSHANK
Chairman of the Board
gcruckshank@co.valley.id.us

BILL WILLEY
Commissioner
bwilley@co.valley.id.us

ELTING G. HASBROUCK
Commissioner
ehasbrouck@co.valley.id.us

DOUGLAS A. MILLER
Clerk
dmiller@co.valley.id.us

STATE OF IDAHO

} ss.

COUNTY OF VALLEY

We, the commissioners of the county and state aforesaid, acting as a Board of Canvassers of Election, convened on November 3, 2015, do hereby state that the attached is a true and complete abstract of all votes cast within this county for the candidates and/or questions as they appeared at the City of Donnelly election held on November 3, 2015, as shown by the records now on file in the County Clerk's office.

Gordon L. Cruickshank

Bill Willey

Elting G. Hasbrouck

County Board of Canvassers

Attest: *Douglas A. Miller*
County Clerk

(County Seal)

**VALLEY COUNTY RESULTS
NOVEMBER 3, 2015 ELECTION**

Precinct #3	City of Donnelly		
	Mayor	Council Member	
	Four Year Term	Four Year Term	
	Brian K. Koch	Leslie D. Minshall	Gabe S. Stayton
	15	16	15
CO. TOTAL	15	16	15

**VALLEY COUNTY RESULTS
NOVEMBER 3, 2015 ELECTION**

VOTING STATISTICS CITY OF DONNELLY					
Precinct #3	Total Number of Registered Voters at Cutoff	Number Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted
	57	0	57	17	29.8%
CO. TOTAL	57	0	57	17	29.8%

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-02

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>Appointment of Vacant Seat Letter of Interest</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Received letter of interest from Mallorie Getto and Lisa Nelson to fill the vacant seat that was held by Brian Koch. The term will be until the next general election (2 years)

Letters attached

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Mallorie Getto
PO Box 1865
McCall, ID 83638

Mayor of Donnelly and City Council
169 Halferty Street
PO Box 725
Donnelly, ID 83615

January 6, 2016

Dear Mayor Koch and Donnelly City Council,

It is with my great pride that I submit this letter of intent for Donnelly City Council Seat.

I am an active member of the Donnelly Community and have great pride in the town that I live in. I have a great interest in the growing the community and would enjoy being able to play a vital role in helping to keep Donnelly moving in a positive direction.

I have always been passionate about being a voice or change, improvement and family. I believe that Donnelly is my extended family and therefore I want to continue playing an active role in its development and therefore feel I have a unique voice to be heard and used to represent the rest of my extended family.

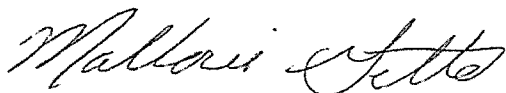
Since I have been on appointed onto Donnelly City Council in September I have also been a part of representing Donnelly on creating a Recreational District for Northern Valley County and Adams County. I have been on the only representative for Donnelly.

I very much look forward to continuing my work with everyone in the near future.

Please do not hesitate to reach out to me for any reason.

Thank you so much in advance for your time and considerations for this important decision and opportunity.

Sincerely



Mallorie Getto
malloriegetto@gmail.com
(775) 217-2208
349 Halferty Street
Donnelly, ID 83615

To The Donnelly City Council

I am interested in being considered for a council member should there be an opening.

I have lived in Donnelly as a property owner for the past 16 years, and enjoy the many recreational activities the area offers.

I have watched Donnelly develop over the past 16 years and would like to be a part of its future development.

My background is varied from 13 years in the logging industry to 3 years in Trucking, hauling, log gravel and asphalt.

Gail Stine

I was raised in a small town (Idaho city) similar to Donnelly and have worked in retail, the grocery and good service business.

My husband and I now have a property management business for the past 7 years here in Valley County.

Thank you for your time and consideration.

Shae Johnson-Stevens
203 EID LAWS
Donnelly

208-313-1906

Gail Stine

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-03

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

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

SUMMARY STATEMENT:

Each January the Council is to select a Council President by majority vote.

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-04

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>Resolution 2016-001 Authorization of Payment of Vouchers Due prior to Council Meeting</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Approve the attached Resolution 2016-001

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

CITY OF DONNELLY

RESOLUTION NO. 2016-001

A RESOLUTION AUTHORIZING THE CITY CLERK TREASURER TO PAY CERTAIN VENDORS PRIOR TO SUBMITTING THE BILLS TO COUNCIL

WHEREAS, certain vendors that provide services or goods to the City on a regular basis have a billing cycle that requires the bill to be paid prior to the first council meeting of the month and a late fee is charged to the city for payment; and

WHEREAS, it is the desire of the city council to avoid payment of late fees.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Donnelly that the following pre-authorization for payment of certain bills be adopted:

1. The City Treasurer is authorized to pay the following vendors for the listed purposes below by the due date on the bill and prior to submitting the bill to the city council for approval:
 - 1) North Lake Recreational Sewer & Water District
 - 2) Idaho State Tax (withholding)
 - 3) Idaho Department of Labor (SUTA or unemployment tax)
 - 4) Internal Revenue Service (941) monthly payments
 - 5) City of Donnelly water bills for Donnelly Depot Center and Library
 - 6) PERSI contributions
 - 7) Idaho Power
 - 8) Verizon
 - 9) Lakeshore Disposal (trash fees)
 - 10) Boise Office Equipment (copier maintenance)
 - 11) GE Capital (Copier Lease)
 - 12) Pro-Build
 - 13) Franklin Building
 - 14) Holman's Lake Fork Merc
 - 15) Cable One
 - 16) Napa Auto Parts
 - 17) Payroll
 - 18) Employee mileage reimbursements
 - 19) AFLAC
 - 20) State Insurance Fund
 - 21) III-A Insurance
 - 22) May Hardware
 - 23) Incom Telephone
 - 24) Sinclair Fleet Card
2. The City Treasurer shall include the above bills in the bills submitted to council for ratification at the first council meeting following the payment of the bill.

PASSED by the City Council this _____ day of January, 2016

Brian Koch, Mayor

Attest:

Cami Hedges, City Clerk Treasurer

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-05

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>Road & Street Equipment Backhoe Replacement</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Backhoe was purchased in 2004 and valued at \$38000 at that time. It had approx 2000 hours at that time. Currently has 8700 hours. This is the City's work horse and it would be a good idea of instead of rebuilding trading in for a newer used backhoe. They are approximated between \$55K and \$100K for used and low hours. This is from Burk's tractor in Caldwell/Twin Falls.

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-06

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>Valley County Economic Development Council City Representation</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Currently Cami Hedges represents the City of Donnelly in the VCEDC. They would like the Council to make a motion on the representation for their file.

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION	
MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-07

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>On Call Public Works Engineering Services RFP Received</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

We received 3 proposals for engineering services. A committee consisting of Gabe, Wendy and Cami ranked the proposal for Council review.

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 15-61

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>City Attorney</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

We received only one letter of interest (attached for City Attorney services).

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

YORGASON
LAW OFFICES, PLLC

December 17, 2015

Ms. Cami Hedges
City of Donnelly
169 Halferty Street
P.O. Box 725
Donnelly, Idaho 83615

RE: City Attorney position

Dear Ms. Hedges:

I am sending this letter to express my interest in the City of Donnelly's city attorney position. Thank you for the opportunity to send this letter and provide some additional information about my background and qualifications.

I graduated from the J. Reuben Law School at Brigham Young University in April 1998. Upon graduating, I sat for and passed the Idaho bar exam and clerked for the Honorable D. Duff McKee in Ada County. In August 1999, I took a job with Elam & Burke, where I worked for two years before joining Moore, Smith, Buxton & Turcke in August 2001. While there, my career began focusing on municipal government law. In 2006, I joined Capital Development Inc., my father's residential land development company, where I worked full time until November 2011. During this time, I served as in-house counsel for Capital Development and in a general counsel capacity for several charter schools. In 2011, I founded Yorgason Law Offices, pllc.

When I opened my firm, my practice returned to a focus on municipal and government clients, mainly including cities and charter schools. A sample representation of my current clients includes:

Compass Public Charter School (Meridian)	October 2006 – present
The Village Charter School (Boise)	August 2009 – present
Heritage Community Charter School (Caldwell)	January 2011 – present
City of Middleton	2001-2005 and January 2012 – present
City of Star	2001-2005 and July 2015 – present

My legal career has focused generally on providing legal advice to municipalities, government agencies, charter schools, non-profit organizations and real estate clients. The past fourteen years have given me a broad range of experience in many municipal legal areas and I am comfortable advising in all areas that affect cities.

I have broad experience when it comes to real estate issues faced by cities. My experience working with both cities and a residential land developer gives me a unique perspective when it comes to land use issues and I am well versed on the issues faced by all parties. I have analyzed development SWPPP plans and I have reviewed and analyzed NPDES permits with the Idaho DEQ. My residential development experience has also provided me with specific experience handling and reviewing plats, general real estate and development plans, and city and county ordinances related to the same. I understand zoning laws and comprehensive plans and am able to advise a city on developing ordinances that will best accomplish the city's development goals.

I have reviewed, drafted and revised all forms of contracts, from large public works construction contracts to smaller more routine purchasing agreements. In addition, I have worked on eminent domain cases involving right-of-way acquisitions by cities and the Idaho Transportation Department and easement acquisitions for the installation of sewer and other public utility lines.

In addition to the above, I am experienced in the day-to-day issues that face cities. I have drafted numerous ordinances and resolutions, handled a number of employment and personnel issues, and advised cities on compliance with the Public Records Law. While working with the City of Middleton, we recently completed a wholesale review of the city code, reading and revising nearly every word of their city code to update and modernize it. When occasional issues arise that I am unfamiliar with or which are particularly puzzling, I have a good relationship with other municipal lawyers and with ICRMP and I am comfortable using their expertise to find solutions.

I am a member of the Idaho Municipal Attorneys association, the Idaho Mediation Association and the local government practice section of the Idaho State Bar.

My office is located at 6200 N. Meeker Place, Boise, Idaho, just off Chinden Boulevard (Highway 20/26) and just west of Hewlett Packard. I am normally about ninety minutes from Donnelly, depending on traffic and weather. With some reasonable advance notice, I can meet in person with city officials and staff.

I believe that in this technological age, we can very efficiently communicate through e-mail, telephone calls and online file-sharing applications. My practice is to provide the Mayor, city staff and other appropriate staff and elected/appointed officials with my cell phone number as my primary contact. This allows for maximum efficiency in response times to city directions and inquiries. While I may not always be available immediately, I do commit to responding to city communications within twenty-four hours.

I will follow whatever reporting practices the city would like to follow, but generally I would prepare a memorandum each month for the Mayor and Council that describes the projects being worked on, the status thereof and anticipated or mandated completion dates.

My typical charge for city attorney work is \$150.00 per hour. We live in an increasingly paperless world so I do not anticipate billing the city for copies, faxes or word processing charges. I would seek reimbursement for mileage at the established IRS rate.

I look forward to working with you and representing the City of Donnelly where I can.

Sincerely,



Chris Yorgason
Yorgason Law Offices, PLLC

PROFESSIONAL REFERENCES

Darin Taylor
Mayor, City of Middleton
(208) 585-3133
General city attorney work

Nathan Mitchell
Mayor, City of Star
(208) 286-7247
General city attorney work

Chad Bell
Mayor-Elect, City of Star
(208) 286-7247
General city attorney work

Mike Adolf
Chairman of the Board, Compass Public Charter School
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**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 16-08

Meeting Date 01/11/2016

AGENDA ITEM INFORMATION

SUBJECT: <i>Banking Signature Cards</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
COST IMPACT:			
FUNDING SOURCE:			
TIMELINE:			

SUMMARY STATEMENT:

Remove previous Mayor and add additional Council Member for check signatures.

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Clerk/Treasurer Report January 11, 2016

Decision/Discussion

Treasurer Report:

- We currently have \$_____ over 30 days past due.

Clerk Report:

- Timecards – I have samples to show and see if we can simplify the system to work better, possibly change pay dates to every other week instead of twice monthly due to comp time calculations etc.
- Cell Phone policy – allowance vs full payment
- Computer upgrade possibility – will continue to work on this.
- Ordinance on Yard sales is pending until we obtain a City Attorney.
- Sent Zoning Ordinance to Attorney for review and summary. We will have a public hearing on this as soon as it has been reviewed by attorney.
- Northwest passages will be bringing the design review for the February 1, P&Z Meeting. It is possible that they will want to amend the Development agreement that was adopted previously. I have provided a copy of the development agreement in each packet for your information.

Information Still Important:

Follow-up Status:

Training/Out of Office:

- Office will be closed Monday, January 18 for Human Rights day and February 15, 2016 for Presidents Day.

Planning & Zoning:

- Next Planning and Zoning meeting is February 1, 2016.

Community Events:

- America's Best Community Breakfast January 13, 2016 to find out if we made it to the next level of contest. If you would like a copy of the Strategic Plan that was submitted for the West Central Mountains let me know and I will provide to you. It was very well put together and is a great plan for the Valley.
- Winter Carnival January 29 through February 7
- Raffling a 2016 RZR for \$10 a ticket

Repairs & Maintenance:

- Purchased some shelving and peg board to organize tools etc, would like to purchase a few more shelving units and some additional organizational items.

Library:

- Nothing new to discuss