



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

AGENDA CITY COUNCIL MEETING

Monday, April 21st, 2025, at 6 PM
Donnelly Community Center

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIENCE

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

City Council Minutes – March 17, 2025

Vouchers –March 13, 2025, thru April 14, 2025

Treasurer Report – March 2025

Payroll Summary –March 20, April 3, 5, 17, 2025

PUBLIC COMMENT:

The public may wish to bring forward and discuss any subject **Not already on the agenda**. Please limit comments to three (3) minutes. **The City Council will not take any action or make any comments.** To request Council action during the Business portion, contact the City Clerk at least one week in advance of a meeting.

DISCUSSION ITEM:

PUBLIC HEARING:

Amending Title 18 "Zoning"-published in the Star News March 27 and April 3, 2025

- City Council will take testimony on amending Title 18 "Zoning", Chapter 30 "General Development Standards", Section 040 "Infrastructure"; Title 18 "Zoning", Chapter 90 "Parking and Loading", Section 030 "Parking Space Requirements" Paragraph D "Commercial, Professional, Service, Recreation and Entertainment", Title 18 "Zoning", Chapter 135, "Design Review", Section 050 "Criteria for Review", Providing for a Severability Clause; and Providing an Effective Date.

AB 25-14 Amending Title 18 "Zoning" (Action Item)

AB 25-15 Ordinance No. 267, Amending Title 18 "Zoning" (Action Item)

- Ordinance No. 267 – Amending Title 18 "Zoning", Chapter 30 "General Development Standards", Section 040 "Infrastructure"; Title 18 "Zoning", Chapter 90 "Parking and Loading", Section 030 "Parking Space Requirements" Paragraph D "Commercial, Professional, Service, Recreation and Entertainment", Title 18 "Zoning", Chapter 135, "Design Review", Section 050 "Criteria for Review", Providing for a Severability Clause; and Providing an Effective Date.

**AGENDA
CITY COUNCIL
MEETING**

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BUSINESS AGENDA (Action Items):

AB 25-16 141 W State Street-Lot Line Adjustment RPD0069001014A (141 West State Street)/
RPD00690010150 (City Donnelly)

AB 25-17 City Engineer Services – Request for Qualifications

AB 25-18 Annual Audit Presentation – Zwygart John & Associates, PLLC

AB 25-19 Agreement for Public Works Services – John Stone

AB 25-20 Agreement & MOU Service Contract Valley County – Weed Control

AB 25-21 Children Pedestrian Safety Walkway Bids

AB 25-22 Resolution 25-003 Children Pedestrian Safety Walkway

AB 25-23 General Funds Transfer to LGIP Accounts

WORKSHOP:

Personnel Policy

STAFF REPORTS:

ADJOURNMENT:

Any person needing special accommodation to participate in the above noticed meeting should contact the City Clerk's Office at Donnelly 208-325-8859, at least 24 hours in advance of the meeting date.



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CITY COUNCIL
Monday, March 17, 2025, 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 Fuller, and Clerk Clemens present. Councilmember Spade absent.

Mayor Dorris lead Pledge of Allegiance.

CONSENT AGENDA

Motion by Davenport, 2nd by Minshall to accept the consent agenda as written. No further discussion, Davenport (yes), Minshall (yes), Fuller (yes). Motion carried.

PUBLIC COMMENT

Mayor Dorris asked for any public comment.

No Public Comment

DISCUSSION ITEMS:

Stibnite Advisory Council Community Representative – John Sommerwerck.

- Final Record of Decision Issued – project plan approved
- Permitting required for construction – Burntlog Road/Electrical Infrastructure Upgrades

BUSINESS AGENDA (Action Items)

AB 25-12 Budget Public Hearing – August 18, 2025

- Scheduled FY26 Budget Hearing for August 18, 2025

Motion by Minshall, 2nd by Davenport to set FY26 Budget Hearing for August 18, 2025. No further discussion, Davenport (yes), Minshall (yes), Fuller (yes). Motion carried.

AB 25-12 MOU with Valley County on Pathway – Pathway to School Project (W Roseberry Rd)

- Agreement part of Valley County Pathway process to allow path to be constructed within the County ROW.

Motion by Minshall, 2nd by Davenport to accept MOU between the City, Valley County, and Valley County Pathways for Pathway to School Project. No further discussion, Davenport (yes), Minshall (yes), Fuller (yes). Motion carried



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CITY COUNCIL
Monday, March 17, 2025, at 6:00 PM
Donnelly Community Center
MINUTES

AB 25-13 Property Use Agreement – Pathway to School Project

- Part of Valley County Pathway process, for construction in county ROW.
- Agreement with property owners for the right and privilege to work on ingress and egress, if necessary, on property.

Motion by Minshall, 2nd by Davenport to approve moving forward with the Property Use Agreement with Property Owners within the West Roseberry Pathway to School Project. No further discussion, Davenport (yes), Minshall (yes), Fuller (yes). Motion carried.

STAFF REPORT

Staff Report was included in the packet.

ADJOURNMENT

Motion by Davenport, 2nd by Minshall to adjourn meeting. No further discussion, Davenport (yes), Minshall (yes), Fuller (yes). Motion carried.

Adjourned at 6:31 p.m.

ATTEST: Lori Clemens, City Clerk

DRAFT

04/14/25
15:51:05

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 03/13/25 to 04/14/25

Page: 1 of 8
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6815	-99222E	170 ADOBE SYSTEMS INC.	19.99						
	Adobe Service								
1	3037419688 02/08/25 Service		19.99			10 41100	620		10190
6844	-99214E	170 ADOBE SYSTEMS INC.	19.99						
	Adobe Service								
1	3066407225 04/08/25 Service		19.99			10 41100	620		10190
	Total for Vendor:		39.98						
6816	-99217E	6 AMAZON	185.87						
	Arbor Day Celebration pencils/erasers/bags								
1	8792266/68 03/04/25 Arbor Day Celebration		185.87			15 41100	922		10190
6845	-99213E	6 AMAZON	108.29						
	Office Supplies/Campground-Boat Dock Supplies								
1	9445025/48 04/03/25 Office Supplies		31.50			10 41100	605		10190
2	4882619 04/03/25 Campground Toilet Paper		76.79			10 44100	451		10190
	Total for Vendor:		294.16						
6823	15347S	8 ANALYTICAL LABORATORIES, INC	55.00						
	Routine Testing								
1	2501370 02/25/25 Routine Testing		55.00			51 43400	560		10100
6848	15372S	8 ANALYTICAL LABORATORIES, INC	55.00						
	Routine Testing								
1	2502257 03/31/25 Routine Testing		55.00			51 43400	560		10100
	Total for Vendor:		110.00						
6820	15348S	12 BLACK MOUNTAIN SOFTWARE	10,266.00						
	annual maintenance fees								
1	INV-03351 03/01/25 bm software		6,672.90			10 41100	621		10100
2	INV-03351 03/01/25 bm software		3,079.80			51 41100	621		10100
3	INV-03351 03/01/25 bm software		513.30			52 41100	621		10100
	Total for Vendor:		10,266.00						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6827	15356S	257 CASCADE HARDWARE	158.97						
Billing									
1	2025-03	03/31/25 Shop Supplies	63.52			10 43010	461		10100
2	2025-03	03/31/25 Safety Equipment	22.48			10 43010	460		10100
3	2025-03	03/31/25 Tools	11.99			10 43010	460		10100
4	2503-29565	03/06/25 DDC Maintenance	60.98			10 44300	432		10100
Total for Vendor:			158.97						
6828	15357S	169 CODE PUBLISHING COMPANY	1,733.00						
Code Updates-Annual Fees									
1	GC00129690	03/19/25 web hosting for code	539.50			10 41100	621		10100
2	GC00129690	03/19/25 web hosting for code	249.00			51 41100	621		10100
3	GC00129690	03/19/25 web hosting for code	41.50			52 41100	621		10100
4	GC10017067	03/28/25 Code Update_Flood Plain	903.00			10 41100	530		10100
Total for Vendor:			1,733.00						
6817	-99220E	350 COLUMN SOFTWARE PBC	44.69						
Publications									
2	35F3C404-0	03/10/25 RFQ Engineering Services	44.69			10 41100	530		10190
6829	-99215E	350 COLUMN SOFTWARE PBC	68.18						
Publications									
1	35F3C404-2	03/31/25 Ordinance No 267 _ 2X	68.18		20/21	10 41100	530		10190
Total for Vendor:			112.87						
6849	15373S	272 DRAKE DIVERSIFIED LLC	375.00						
Monthly Water System Operational Services									
1	2335	04/01/25 Water System Services	375.00			51 41100	360		10100
Monthly CONTRACT FEE									
Total for Vendor:			375.00						
6830	15358S	46 ED STAUB & SONS	539.43						
Propane									
1	12269287	03/26/25 249 N Corbet Ln #5	408.84			10 43010	416		10100
2	12269268	03/26/25 265 N Corbet Ln #3	130.59			10 43010	416		10100
Total for Vendor:			539.43						

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6818	-99219E	306 ENABLING ELEMENTS, INC	34.00						
Services									
1	E2500805	03/06/25 Broad Band Pump House	34.00			51 41100	437		10190
6846	-99212E	306 ENABLING ELEMENTS, INC	34.00						
Services									
1	E2501364	04/06/25 Broad Band Pump House	34.00			51 41100	437		10190
Total for Vendor:			68.00						
6831	15359S	176 FILTRATION TECHNOLOGY	1,452.00						
AQUA MAG									
1	S8719	03/18/25 30 GAL Aqua Mag (2)	1,452.00			51 43400	462		10100
Total for Vendor:			1,452.00						
6832	15360S	48 FRANKLIN BUILDING SUPPLY CO.	33.15						
Billing									
1	2191981	03/28/25 STOP sign post	33.15			10 43010	900		10100
Total for Vendor:			33.15						
6826	-99216E	53 GO-DADDY	203.88						
website hosting									
1	3678150341	03/28/25 Word Press Deluxe	203.88			10 41100	620		10190
Total for Vendor:			203.88						
6833	15361S	63 ICRMP	5,607.00						
FY 2025 1st payment									
1	02044-2025	04/01/25 general liability	3,644.55			10 41100	510		10100
2	02044-2025	04/01/25 general liability	1,682.10			51 41100	510		10100
3	02044-2025	04/01/25 general liability	280.35			52 41100	510		10100
Total for Vendor:			5,607.00						
6834	15362S	66 IDAHO POWER	1,337.18						
Power Billing									
1	2205677988	03/20/25 City Hall / Maintenance	123.63			10 41100	416		10100
2	2205677988	03/20/25 City Hall / Maintenance	57.06			51 41100	416		10100
3	2205677988	03/20/25 City Hall / Maintenance	9.50			52 41100	416		10100

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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	2204034223	03/20/25 Community Center	154.97			10 41100	416		10100
5	2201629405	03/25/25 Kiosk / Rest Area	26.73			10 43010	416		10100
6	2206076560	03/20/25 Fire Pump	310.25			51 41100	416		10100
7	2200223291	03/20/25 Water Supply	25.84			51 41100	416		10100
8	2201910078	03/20/25 Street Lights	141.35			10 43010	416		10100
9	2206228211	03/20/25 Main Street Lights	37.12			10 43010	416		10100
10	2207365186	03/20/25 NW Pump	339.84			51 41100	416		10100
11	2207493590	03/22/25 Camp Host Site	25.59			10 44100	451		10100
12	2201510134	03/20/25 DDC Unit #5	59.46			10 44300	416		10100
13	2208695581	03/25/25 193 FW Gestrin Gazebo	25.84			10 43010	416		10100
		Total for Vendor:	1,337.18						
6835	15363S	166 IDAHO RURAL WATER ASSOCIATION	1,350.00						
		Spring Semester Training							
1	Q2025-53	02/24/25 Pete Training	1,350.00			51 41100	551		10100
		Total for Vendor:	1,350.00						
6836	15364S	95 JERRY'S AUTO PARTS	108.66						
		Billing							
1	440779	03/05/25 CAT Maintenance	42.47			10 43010	434		10100
2	441705	03/12/25 JD Maintenance	66.19			10 43010	434		10100
		Total for Vendor:	108.66						
6850	15374S	999998 KENNETH MINSHALL	148.39						
		Clothing Allowance Reimbursement							
1	D&B-3875	04/02/25 Clothing Reimbursement	148.39			10 43010	553		10100
		Total for Vendor:	148.39						
6821	15349S	165 LAKESHORE DISPOSAL	1,909.91						
		Trash Services							
1	2025.02	02/27/25 Trash Collection	1,693.30			51 41100	414		10100
2	27130853S2	03/01/25 DDC Trash	145.50			10 44300	414		10100
3	2025.02	02/27/25 Overage-Extra Cans	61.90			10 41100	414		10100
4	27130874S2	03/01/25 Overage-Customers	9.21			10 41100	414		10100

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6852	15375S	165 LAKESHORE DISPOSAL	1,900.70						
Trash Services									
1	2025.03 03/26/25	Trash Collection	1,693.30			51 41100	414		10100
2	27186790S2 04/01/25	DDC Trash	145.50			10 44300	414		10100
3	2025.03 02/27/25	Overage-Extra Cans	61.90			10 41100	414		10100
Total for Vendor:			3,810.61						
6837	15365S	361 LAND CONSULTANTS, INC	3,500.00						
Consulting Services									
1	2025-206 03/29/25	Infrastructure Requirements	3,500.00			10 41100	330		10100
Total for Vendor:			3,500.00						
6843	15371S 999998	LORI CLEMENS	50.00						
Reimbursement for City Council Chairs									
1	140511 03/28/25	Chairs	50.00			10 41100	431		10100
Total for Vendor:			50.00						
6838	15366S	153 MERRICK & CO.	1,580.00						
2023 Water System Facility Plan Ammendment									
126.0070:Task 01									
Payment #7									
1	8214 02/28/25	Facility Plan Ammendment	1,580.00			51 41100	615		10100
Total for Vendor:			1,580.00						
6819	-99218E	216 MICROSOFT	67.50						
Internet									
1	E0100VJ71E 03/04/25	Email Service	37.50			10 41100	620		10190
2	E0100VJD99 03/04/25	office 365	30.00			10 41100	620		10190
6847	-99211E	216 MICROSOFT	67.50						
Internet									
1	E0100VUJU9 04/04/25	Email Service	37.50			10 41100	620		10190
2	E0100VUPHX 04/04/25	office 365	30.00			10 41100	620		10190
Total for Vendor:			135.00						

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6839	15367S	154 NORTH LAKE RECREATIONAL SEWER & Contract Sewer Service	8,976.00						
1	95-10-00 04/01/25	Contract Services	8,976.00			52 41100	541		10100
		Total for Vendor:	8,976.00						
6851	15376S	999998 PETE ZWINKEL Spring Conference-Room Reimbursement Testing	688.91						
1	582025 04/04/25	Spring Conference-Room Reimbur	582.91			51 41100	550		10100
2	Class I 04/08/25	Testing	106.00			51 41100	551		10100
		Total for Vendor:	688.91						
6822	15350S	999999 SHANNA RICKERT Reimbursement for plumbing charges in connection with no water at 365 Halferty Street	771.39						
		City Water Meter was frozen							
1	365 Halfer 03/01/25	Reimbursement Costs-Plumbi	771.39			51 43400	433		10100
		Total for Vendor:	771.39						
6854	15377S	199 SHRED-IT/STERICYCLE, INC shredding service	151.37						
1	8010278474 03/25/25	shredding	98.36			10 41100	605		10100
2	8010278474 03/25/25	shredding	45.45			51 41100	605		10100
3	8010278474 03/25/25	shredding	7.56			52 41100	605		10100
		Total for Vendor:	151.37						
6824	15351S	202 SILVER STAR COMMUNICATIONS telephone	83.93						
1	664073 03/01/25	telephone	54.56			10 41100	437		10100
2	664073 03/01/25	telephone	25.18			51 41100	437		10100
3	664073 03/01/25	telephone	4.19			52 41100	437		10100
6840	15368S	202 SILVER STAR COMMUNICATIONS telephone	83.93						
1	664073 04/01/25	telephone	54.56			10 41100	437		10100
2	664073 04/01/25	telephone	25.18			51 41100	437		10100

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3	664073 04/01/25	telephone	4.19			52 41100	437		10100
		Total for Vendor:	167.86						
6853	15378S 120	SINCLAIR FLEET TRACK (STINKER)	593.58						
		Fuel							
1	2025.03 03/31/25	Dodge 3500	279.65			10 43010	481		10100
2	2025.03 03/31/25	F150	160.63			10 43010	481		10100
4	2025.03 03/31/25	Deere Backhoe	158.06			10 43010	482		10100
5	2025.03 03/31/25	Credit	-4.76			10 43010	482		10100
		Total for Vendor:	593.58						
6825	15352S 150	SPARKLIGHT	100.40						
		Internet Services							
1	112446547 03/01/25	internet	65.26			10 41100	437		10100
2	112446547 03/01/25	internet	30.12			51 41100	437		10100
3	112446547 03/01/25	internet	5.02			52 41100	437		10100
6855	15379S 150	SPARKLIGHT	100.40						
		Internet Services							
1	112446547 04/01/25	internet	65.26			10 41100	437		10100
2	112446547 04/01/25	internet	30.12			51 41100	437		10100
3	112446547 04/01/25	internet	5.02			52 41100	437		10100
		Total for Vendor:	200.80						
6841	15369S 351	XEROX FINANCIAL SERVICES	220.82						
		Copier Maintenance							
1	40312818 03/15/25	copier maintenace	144.08			10 41100	611		10100
2	40312818 03/15/25	copier maintenace	65.78			51 41100	611		10100
3	40312818 03/15/25	copier maintenace	10.96			52 41100	611		10100
		Total for Vendor:	220.82						
6842	15370S 209	YORGASON LAW OFFICES PLLC	525.00						
		Correspondence/Emails							
1	468 04/01/25	Legal Fees	525.00			10 41100	320		10100
		Total for Vendor:	525.00						
		# of Claims	41	Total:	45,309.01	# of Vendors	26		
		Total Electronic Claims			853.89				
		Total Non-Electronic Claims			44455.12				

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was

actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 25

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 GENERAL							
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	2,907.12	19,018.61	64,220.00	64,220.00	45,201.39	30%
111	Council Wages	780.00	4,485.00	9,360.00	9,360.00	4,875.00	48%
112	Mayor Wages	260.00	1,560.00	3,120.00	3,120.00	1,560.00	50%
210	Health	497.30	2,983.76	16,042.00	16,042.00	13,058.24	19%
211	Vision	8.45	50.70	432.00	432.00	381.30	12%
220	Social Security/Medicare	858.56	2,473.86	5,092.00	5,092.00	2,618.14	49%
230	PERSI	457.69	2,891.15	8,974.00	8,974.00	6,082.85	32%
250	Unemployment Insurance	10.46	75.43	600.00	600.00	524.57	13%
260	Workers Compensation	0.00	232.00	1,050.00	1,050.00	818.00	22%
290	Dental	25.98	155.92	1,044.00	1,044.00	888.08	15%
961	Taxes	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
	Account Total:	5,805.56	33,926.43	110,934.00	110,934.00	77,007.57	31%
41100 Administration							
310	Audit & Accounting Services	0.00	5,265.00	5,265.00	5,265.00	0.00	100%
320	Attorney/Legal Fees	245.00	3,149.44	28,500.00	28,500.00	25,350.56	11%
321	Economic Development	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
330	Contract - Planning & Zoning	0.00	9,221.60	30,000.00	30,000.00	20,778.40	31%
340	Contract Labor	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
341	Pass Thru Charges	0.00	17,086.10	75,000.00	75,000.00	57,913.90	23%
414	Solid Waste Collection	71.11	313.91	500.00	500.00	186.09	63%
416	Electric & Gas	56.83	2,586.49	6,250.00	6,250.00	3,663.51	41%
431	City Hall Repair & Maint	0.00	3,336.08	5,000.00	5,000.00	1,663.92	67%
436	Cell Phone Mayor/Maintenance	0.00	0.00	1,800.00	1,800.00	1,800.00	0%
437	Telephone, Telecommunications	119.82	730.92	1,850.00	1,850.00	1,119.08	40%
456	Signs	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
510	Insurance - Liability	0.00	3,644.55	7,290.00	7,290.00	3,645.45	50%
520	Dues & Fees	0.00	500.00	1,250.00	1,250.00	750.00	40%
530	Publications	44.69	202.43	900.00	900.00	697.57	22%
550	Travel Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
551	Training & Education	0.00	0.00	2,650.00	2,650.00	2,650.00	0%
552	Meals & Entertainment	0.00	0.00	450.00	450.00	450.00	0%
605	Office Supplies	0.00	458.55	2,500.00	2,500.00	2,041.45	18%
611	Copier Maintenance	0.00	724.22	2,225.00	2,225.00	1,500.78	33%
613	IT - Computer	1,620.74	2,084.97	6,000.00	6,000.00	3,915.03	35%
614	Postage	0.00	146.00	500.00	500.00	354.00	29%
615	Grant Writing	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
620	Software - New	291.37	865.20	2,500.00	2,500.00	1,634.80	35%
621	Software Maintenance Fees	6,672.90	7,495.23	9,500.00	9,500.00	2,004.77	79%
700	Capital Improvements	0.00	2,800.00	4,000.00	4,000.00	1,200.00	70%
930	Reconciliation Discrepancies	0.00	0.88	25.00	25.00	24.12	4%
970	Grant Expense	0.00	0.00	2,500.00	2,500.00	2,500.00	0%
	Account Total:	9,122.46	60,611.57	215,455.00	215,455.00	154,843.43	28%
	Account Group Total:	14,928.02	94,538.00	326,389.00	326,389.00	231,851.00	29%

CITY OF DONNELLY
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For the Accounting Period: 3 / 25

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 GENERAL							
42000 Public Safety							
42000 Public Safety							
	456 Signs	0.00	0.00	500.00	500.00	500.00	0%
	900 Public Safety	0.00	85.70	3,500.00	3,500.00	3,414.30	2%
	Account Total:	0.00	85.70	4,000.00	4,000.00	3,914.30	2%
	Account Group Total:	0.00	85.70	4,000.00	4,000.00	3,914.30	2%
43000 Public Works							
43000 Public Works							
	700 Capital Improvements	0.00	0.00	7,500.00	7,500.00	7,500.00	0%
	Account Total:	0.00	0.00	7,500.00	7,500.00	7,500.00	0%
43010 Roads and Streets							
	116 Roads & Street Wages	3,580.66	28,848.48	83,123.00	83,123.00	54,274.52	35%
	118 Snow Removal Wages	3,995.60	19,275.83	59,429.00	59,429.00	40,153.17	32%
	210 Health	1,449.33	8,481.08	19,600.00	19,600.00	11,118.92	43%
	211 Vision	24.63	144.10	360.00	360.00	215.90	40%
	220 Social Security/Medicare	579.58	3,681.47	9,938.00	9,938.00	6,256.53	37%
	230 PERSI	857.51	5,396.56	12,060.00	12,060.00	6,663.44	45%
	250 Unemployment Insurance	27.27	188.36	789.00	789.00	600.64	24%
	260 Workers Compensation	0.00	1,523.50	3,834.00	3,834.00	2,310.50	40%
	290 Dental	75.77	443.38	594.00	594.00	150.62	75%
	340 Contract Labor	0.00	0.00	25,000.00	25,000.00	25,000.00	0%
	416 Electric & Gas	0.00	2,041.36	3,500.00	3,500.00	1,458.64	58%
	429 Snow Removal Maintenance	0.00	349.73	6,500.00	6,500.00	6,150.27	5%
	430 Road & Street Maintenance	0.00	132.96	50,000.00	50,000.00	49,867.04	0%
	432 Building Repairs & Maintenance	0.00	619.08	2,750.00	2,750.00	2,130.92	23%
	434 Equip. Maintainance	0.00	3,288.46	17,500.00	17,500.00	14,211.54	19%
	435 Equipment Lease Payment	0.00	0.00	37,000.00	37,000.00	37,000.00	0%
	454 Street Scape	0.00	0.00	3,000.00	3,000.00	3,000.00	0%
	455 Sidewalk, Curb, Gutter Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
	456 Signs	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	460 Small Tools, Equipmen	0.00	379.83	7,500.00	7,500.00	7,120.17	5%
	461 Shop Misc Supplies	42.94	257.84	750.00	750.00	492.16	34%
	470 Dust Abatement	0.00	0.00	16,000.00	16,000.00	16,000.00	0%
	481 Fuel Gas	287.00	1,466.21	3,250.00	3,250.00	1,783.79	45%
	482 Diesel - Winter	880.89	1,017.25	6,200.00	6,200.00	5,182.75	16%
	483 Diesel - Summer	0.00	727.33	6,200.00	6,200.00	5,472.67	12%
	520 Dues & Fees	0.00	0.00	350.00	350.00	350.00	0%
	530 Publications	0.00	171.24	175.00	175.00	3.76	98%
	553 Clothing Reimbursement	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
	700 Capital Improvements	0.00	15,021.47	100,000.00	100,000.00	84,978.53	15%
	900 Public Safety	0.00	53.82	5,000.00	5,000.00	4,946.18	1%
	970 Grant Expense	0.00	0.00	100,000.00	100,000.00	100,000.00	0%
	Account Total:	11,801.18	93,509.34	602,402.00	602,402.00	508,892.66	16%
	Account Group Total:	11,801.18	93,509.34	609,902.00	609,902.00	516,392.66	15%

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 25

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 GENERAL							
44000 OTHER							
44100 Parks and Recreation							
	117 Park & Rec Wages	0.00	2,352.05	31,512.00	31,512.00	29,159.95	7%
	119 Airport Maint Wages	0.00	3,403.66	8,200.00	8,200.00	4,796.34	42%
	210 Health	0.00	953.85	3,346.00	3,346.00	2,392.15	29%
	211 Vision	0.00	16.20	119.00	119.00	102.80	14%
	220 Social Security/Medicare	0.00	440.31	2,244.00	2,244.00	1,803.69	20%
	230 PERSI	0.00	666.86	2,869.00	2,869.00	2,202.14	23%
	250 Unemployment Insurance	0.00	23.07	183.00	183.00	159.93	13%
	260 Workers Compensation	0.00	562.00	1,467.00	1,467.00	905.00	38%
	290 Dental	0.00	49.89	348.00	348.00	298.11	14%
	438 City Park Improvements	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	450 Racquet Court Maintenance	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
	451 Campground/Boatdock Maintenance	0.00	248.64	4,500.00	4,500.00	4,251.36	6%
	452 City Park Maintenance	0.00	60.97	1,250.00	1,250.00	1,189.03	5%
	453 Rest Area/Kiosk Maintenance	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
	456 Signs	0.00	0.00	500.00	500.00	500.00	0%
	460 Small Tools, Equipmen	0.00	0.00	7,500.00	7,500.00	7,500.00	0%
	700 Capital Improvements	0.00	406.25	4,500.00	4,500.00	4,093.75	9%
	900 Public Safety	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
	925 Aiport Maintenance	0.00	0.00	2,500.00	2,500.00	2,500.00	0%
	Account Total:	0.00	9,183.75	89,038.00	89,038.00	79,854.25	10%
44300 Depot							
	414 Solid Waste Collection	145.50	727.50	3,250.00	3,250.00	2,522.50	22%
	415 Water and Sewer	0.00	0.00	6,000.00	6,000.00	6,000.00	0%
	416 Electric & Gas	0.00	242.02	1,000.00	1,000.00	757.98	24%
	432 Building Repairs & Maintenance	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	700 Capital Improvements	0.00	0.00	22,500.00	22,500.00	22,500.00	0%
	960 Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	0%
	Account Total:	145.50	969.52	38,250.00	38,250.00	37,280.48	3%
	Account Group Total:	145.50	10,153.27	127,288.00	127,288.00	117,134.73	8%
	Fund Total:	26,874.70	198,286.31	1,067,579.00	1,067,579.00	869,292.69	19%
15 LOT FUND							
41000 GENERAL GOVERNMENT							
41100 Administration							
	922 Local Option Tax Expense	185.87	40,258.22	350,000.00	350,000.00	309,741.78	12%
	Account Total:	185.87	40,258.22	350,000.00	350,000.00	309,741.78	12%
	Account Group Total:	185.87	40,258.22	350,000.00	350,000.00	309,741.78	12%
	Fund Total:	185.87	40,258.22	350,000.00	350,000.00	309,741.78	12%

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
51 WATER							
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,341.61	8,776.84	29,640.00	29,640.00	20,863.16	30%
111	Council Wages	360.00	2,070.00	4,320.00	4,320.00	2,250.00	48%
112	Mayor Wages	120.00	720.00	1,440.00	1,440.00	720.00	50%
115	Water & Sewer Wages	4,887.63	27,756.14	63,336.00	63,336.00	35,579.86	44%
210	Health	1,067.44	5,630.75	11,586.00	11,586.00	5,955.25	49%
211	Vision	18.15	95.76	312.00	312.00	216.24	31%
220	Social Security/Medicare	513.28	3,008.37	8,850.00	8,850.00	5,841.63	34%
230	PERSI	773.32	4,434.79	9,268.00	9,268.00	4,833.21	48%
250	Unemployment Insurance	22.40	141.27	501.00	501.00	359.73	28%
260	Workers Compensation	0.00	946.50	2,478.00	2,478.00	1,531.50	38%
290	Dental	55.83	294.50	754.00	754.00	459.50	39%
	Account Total:	9,159.66	53,874.92	132,485.00	132,485.00	78,610.08	41%
41100 Administration							
310	Audit & Accounting Services	0.00	2,430.00	2,430.00	2,430.00	0.00	100%
320	Attorney/Legal Fees	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
351	Maintenance Contractor	0.00	0.00	4,000.00	4,000.00	4,000.00	0%
360	Water Operator	0.00	1,875.00	6,750.00	6,750.00	4,875.00	28%
414	Solid Waste Collection	1,693.30	8,331.20	25,000.00	25,000.00	16,668.80	33%
416	Electric & Gas	0.00	3,407.37	9,250.00	9,250.00	5,842.63	37%
435	Equipment Lease Payment	0.00	0.00	3,500.00	3,500.00	3,500.00	0%
436	Cell Phone Mayor/Maintenance	0.00	0.00	240.00	240.00	240.00	0%
437	Telephone, Telecommunications	89.30	535.80	1,250.00	1,250.00	714.20	43%
481	Fuel Gas	0.00	0.00	500.00	500.00	500.00	0%
510	Insurance - Liability	0.00	1,682.10	3,365.00	3,365.00	1,682.90	50%
520	Dues & Fees	0.00	141.70	1,500.00	1,500.00	1,358.30	9%
530	Publications	0.00	0.00	400.00	400.00	400.00	0%
550	Travel Reimbursement	0.00	0.00	1,750.00	1,750.00	1,750.00	0%
551	Training & Education	0.00	775.00	2,500.00	2,500.00	1,725.00	31%
590	Late Fee	0.00	0.00	25.00	25.00	25.00	0%
605	Office Supplies	0.00	136.28	1,000.00	1,000.00	863.72	14%
611	Copier Maintenance	0.00	328.90	1,000.00	1,000.00	671.10	33%
614	Postage	0.00	168.00	450.00	450.00	282.00	37%
615	Grant Writing	0.00	41,045.00	100,000.00	100,000.00	58,955.00	41%
620	Software - New	0.00	0.00	1,500.00	1,500.00	1,500.00	0%
621	Software Maintenance Fees	3,079.80	6,116.05	6,750.00	6,750.00	633.95	91%
810	Bond Payments	0.00	1,204.25	21,400.00	21,400.00	20,195.75	6%
	Account Total:	4,862.40	68,176.65	204,560.00	204,560.00	136,383.35	33%
	Account Group Total:	14,022.06	122,051.57	337,045.00	337,045.00	214,993.43	36%
42000 Public Safety							
42000 Public Safety							
900	Public Safety	0.00	0.00	125.00	125.00	125.00	0%
	Account Total:	0.00	0.00	125.00	125.00	125.00	0%
	Account Group Total:	0.00	0.00	125.00	125.00	125.00	0%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
51 WATER							
43000 Public Works							
43400 Water System							
433	Repairs & Maint to Water	771.39	2,880.90	50,000.00	50,000.00	47,119.10	6%
434	Equip. Maintenance	0.00	2,687.71	7,500.00	7,500.00	4,812.29	36%
462	Chemicals	0.00	829.20	7,500.00	7,500.00	6,670.80	11%
463	Small tools and supplies for Water	0.00	302.49	5,250.00	5,250.00	4,947.51	6%
560	Tests	55.00	275.00	2,250.00	2,250.00	1,975.00	12%
700	Capital Improvements	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
710	Meter Equipment Purchased	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	Account Total:	826.39	6,975.30	87,500.00	87,500.00	80,524.70	8%
	Account Group Total:	826.39	6,975.30	87,500.00	87,500.00	80,524.70	8%
49000							
49999 Depreciation Expense							
910	Depreciation	0.00	0.00	102,171.00	102,171.00	102,171.00	0%
	Account Total:	0.00	0.00	102,171.00	102,171.00	102,171.00	0%
	Account Group Total:	0.00	0.00	102,171.00	102,171.00	102,171.00	0%
	Fund Total:	14,848.45	129,026.87	526,841.00	526,841.00	397,814.13	24%
52 SEWER							
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	223.28	1,460.62	4,940.00	4,940.00	3,479.38	30%
111	Council Wages	60.00	345.00	720.00	720.00	375.00	48%
112	Mayor Wages	20.00	120.00	240.00	240.00	120.00	50%
115	Water & Sewer Wages	41.71	464.86	1,391.00	1,391.00	926.14	33%
210	Health	45.93	310.56	995.00	995.00	684.44	31%
211	Vision	0.77	5.24	60.00	60.00	54.76	9%
220	Social Security/Medicare	26.37	182.83	927.00	927.00	744.17	20%
230	PERSI	36.39	251.42	1,785.00	1,785.00	1,533.58	14%
250	Unemployment Insurance	0.97	7.67	59.00	59.00	51.33	13%
260	Workers Compensation	0.00	0.00	132.00	132.00	132.00	0%
290	Dental	2.42	16.31	145.00	145.00	128.69	11%
	Account Total:	457.84	3,164.51	11,394.00	11,394.00	8,229.49	28%
41100 Administration							
310	Audit & Accounting Services	0.00	405.00	405.00	405.00	0.00	100%
320	Attorney/Legal Fees	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
340	Contract Labor	0.00	0.00	750.00	750.00	750.00	0%
416	Electric & Gas	0.00	67.31	250.00	250.00	182.69	27%
435	Equipment Lease Payment	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
437	Telephone, Telecommunications	9.21	55.26	200.00	200.00	144.74	28%
481	Fuel Gas	0.00	0.00	50.00	50.00	50.00	0%
510	Insurance - Liability	0.00	280.35	562.00	562.00	281.65	50%
520	Dues & Fees	0.00	0.00	30.00	30.00	30.00	0%
530	Publications	0.00	0.00	50.00	50.00	50.00	0%
541	Monthly Service Agreement-NLSD	8,976.00	53,856.00	140,000.00	140,000.00	86,144.00	38%

CITY OF DONNELLY
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
52 SEWER							
605	Office Supplies	0.00	22.68	150.00	150.00	127.32	15%
611	Copier Maintenance	0.00	54.80	150.00	150.00	95.20	37%
614	Postage	0.00	0.00	150.00	150.00	150.00	0%
620	Software - New	0.00	0.00	100.00	100.00	100.00	0%
621	Software Maintenance Fees	513.30	576.55	1,050.00	1,050.00	473.45	55%
810	Bond Payments	0.00	1,118.45	2,000.00	2,000.00	881.55	56%
	Account Total:	9,498.51	56,436.40	156,897.00	156,897.00	100,460.60	36%
	Account Group Total:	9,956.35	59,600.91	168,291.00	168,291.00	108,690.09	35%
49000							
49999	Depreciation Expense						
910	Depreciation	0.00	0.00	33,535.00	33,535.00	33,535.00	0%
	Account Total:	0.00	0.00	33,535.00	33,535.00	33,535.00	0%
	Account Group Total:	0.00	0.00	33,535.00	33,535.00	33,535.00	0%
	Fund Total:	9,956.35	59,600.91	201,826.00	201,826.00	142,225.09	30%
65 PARKS/RECREATION - DES							
41000 GENERAL GOVERNMENT							
41100	Administration						
341	Pass Thru Charges	0.00	75.00	2,500.00	2,500.00	2,425.00	3%
	Account Total:	0.00	75.00	2,500.00	2,500.00	2,425.00	3%
	Account Group Total:	0.00	75.00	2,500.00	2,500.00	2,425.00	3%
	Fund Total:	0.00	75.00	2,500.00	2,500.00	2,425.00	3%
	Grand Total:	51,865.37	427,247.31	2,148,746.00	2,148,746.00	1,721,498.69	20%

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	12.00		
COMP HOURS (Comp Time Used)	10.00		257.73
J001 HOURS (ROAD&STREET)	266.00		6,487.69
J002 HOURS (PARKS)	6.00		134.94
J003 HOURS (WATER OPERATOR)	303.00		8,157.63
J006 HOURS (SNOW REMOVAL)	56.00		1,479.94
J014 HOURS (EQUIP MAINT)	12.00		312.94
J015 HOURS (SHOP/OFFICE)	50.00		1,262.74
MCC HOURS (Mayor & City Council)	400.00		1,600.00
REG HOURS (Regular Time)	205.50		5,743.73
SICK HOURS (Sick Time)	47.00		1,422.01
VACA HOURS (Vacation Time Used)	28.50		746.82
GROSS PAY	27,606.17	0.00	
NET PAY	19,948.69	0.00	
DENTAL INS	0.00	240.00	
FIT	1,928.55	0.00	
HEALTH INS	0.00	4,590.00	
IDAHO SIT	1,296.00	0.00	
MEDICARE	400.27	400.27	
PERSI	1,921.82	3,201.26	
PERSI CHOICE 40	375.00	0.00	
PERSI-3	24.24	40.44	
SOCIAL SECURITY	1,711.60	1,711.60	
UNEMPL. INSUR.	0.00	109.38	
VISION	0.00	78.00	
CHASE BANK	215.51	0.00	
ID FIRST BANK	8,952.54	0.00	
JP MORGAN CHASE	1,500.00	0.00	
STERLING SAVING	4,160.89	0.00	
UMPQUA	4,230.63	0.00	
US BANK	889.12	0.00	
FIT/SIT BASE	25,285.11	0.00	
MEDICARE BASE	27,606.17	0.00	
PERS BASE	26,766.41	0.00	
SOC SEC BASE	27,606.17	0.00	
UN BASE	26,006.17	0.00	
WC BASE	27,606.17	0.00	
Total		10,370.95	
Total Payroll Expense (Gross Pay + Employer Contributions):			37,977.12

Check Summary

Payroll Checks Prev. Out.	\$3,272.00
Payroll Checks Issued	\$5,296.19
Payroll Checks Redeemed	\$4,400.19
Payroll Checks Outstanding	\$4,168.00
Electronic Checks	\$33,903.50

Deductions Accrued		Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	3,423.20	1,251.02	4,674.22		21702
Medicare	800.54	292.56	1,093.10		21702
Unempl. Insur.	109.38	152.75	229.19	32.94	21713
Workers' Comp	0.00				21700
FIT	1,928.55	696.18	2,624.73		21701
IDAHO SIT	1,296.00	499.00	1,795.00		21703
PERSI	5,123.08		5,123.08		21704
DENTAL INS	240.00		160.00	80.00	21706
HEALTH INS	4,590.00		3,060.00	1,530.00	21705
VISION	78.00		52.00	26.00	21705
PERSI CHOICE 40	375.00		375.00		21704
PERSI-3	64.68		64.68		21704
Total Ded.	18,028.43	2,891.51	19,251.00	1,668.94	

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

**DONNELLY CITY COUNCIL
AGENDA BILL**

169 Halferty Street
Donnelly, Idaho 83615

Number AB 25-14

Meeting Date 04/21/25

Action Item

AGENDA ITEM INFORMATION			
SUBJECT: <i>Amending Title 18 "Zoning"</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:			
<p>City Council took testimony on amending Title 18 "Zoning", Chapter 30 "General Development Standards", Section 040 "Infrastructure"; Title 18 "Zoning", Chapter 90 "Parking and Loading", Section 030 "Parking Space Requirements" Paragraph D "Commercial, Professional, Service, Recreation and Entertainment", Title 18 "Zoning", Chapter 135, "Design Review", Section 050 "Criteria for Review", Providing for a Severability Clause; and Providing an Effective Date.</p>			
RECOMMENDED ACTION:			
<i>Approve the Amending of Title 18 "Zoning"</i>			
RECORD OF COUNCIL ACTION			
MEETING DATE	ACTION		

DRAFT ORDINANCE NO. 267

AN ORDINANCE OF THE CITY OF DONNELLY, VALLEY COUNTY, IDAHO, AMENDING TITLE 18 "ZONING", CHAPTER 30 "GENERAL DEVELOPMENT STANDARDS", SECTION 040 "INFRASTRUCTURE"; TITLE 18 "ZONING", CHAPTER 90 "PARKING AND LOADING", SECTION 030 "PARKING SPACE REQUIREMENTS" PARAGRAPH D "COMMERCIAL, PROFESSIONAL, SERVICE, RECREATION AND ENTERTAINMENT"; TITLE 18 "ZONING", CHAPTER 135, DESIGN REVIEW", SECTION 050 CRITERIA FOR REVIEW; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Donnelly, Idaho is a municipal corporation organized and operating under the laws of the State of Idaho; and

WHEREAS, the Mayor and City Council of the City of Donnelly desire to protect the health, safety and welfare of the citizens of Donnelly by updating regulations relating to land use.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DONNELLY, Valley County, Idaho;

Section 1: That Title 18 "Zoning", Chapter 30 "General Development Standards", Section 040 "Infrastructure", is hereby amended with underlined text to be added and strike thru text to be deleted as follows:

18.30.040 Infrastructure.

A. All new structures shall be connected to a central sewer and water system if the structure is within 300 feet of the utilities. No structures or landscaping of any kind shall interfere with access to a utility easement.

B. All new development or major alteration to existing structures shall install utilities underground.

C. All new development shall be required to improve rights-of-way adjacent to or within the development as follows:

1. Alleys shall be required to be paved the full width of the right-of-way.
2. Public roads designated as local roads shall be constructed with curb, gutter and pavement measuring a minimum of 37-feet from the back of curb to back of curb. If development is only occurring on one side of an existing gravel road the pavement section shall be a minimum of 26-feet wide and shall be crowned at the ultimate centerline with no curb or gutter required on the non-developing side.
3. Public roads designated as collector or commercial roads shall be constructed with curbs, gutter and pavement measuring a minimum of 47-feet from the back

of curb to back of curb. If development is only occurring on one side of an existing gravel road the pavement section shall be a minimum of 26-feet wide and shall be crowned at the ultimate centerline with no curb or gutter required on the non-developing side.

4. Private streets shall be constructed with curb, gutter, and pavement with dimensions dependent on the development intensity, as to be approved by the City Council.
5. Drainage facilities shall be designed to be approved by the City Engineer.

Section 2: That Title 18 "Zoning", Chapter 90 "Parking and Loading", Section 030 "Parking Space Requirements", Paragraph D Commercial, Professional, Service, Recreation and Entertainment", is hereby amended with underlined text to be added and strike thru text to be deleted as follows:

D. Commercial, Professional, Service, Recreation and Entertainment. No parking space required under this section shall be located in any right-of-way or public thoroughfare without approval by the Donnelly ~~planning and zoning commission~~ city council.

1. All commercial, general office, professional, service, recreation and entertainment uses, with the exception of the following specified in paragraphs 2 and 3 below, shall provide improved parking in the amount of one parking space for every ~~400~~ 250 square feet of gross building area.
2. Any outdoor area used for display or storage of materials to be sold, leased, rented or otherwise made available to patrons shall be included, at one space for every 1,000 square feet, in the parking requirements for the use.
3. Exceptions to subsection (D)(~~2~~ 1) of this section are as follows:
 - a. Athletic fields, parks, outdoor basketball and tennis courts: one space per 5,000 square feet of gross land area.
 - b. Auditoriums, theaters, sports arenas, and other assembly areas not otherwise regulated herein: one for each four persons at the rated maximum occupancy of the building.
 - c. Automobile service garages: two for each service bay or two for each service employee, whichever is greater.
 - d. Auto rental: one space per vehicle to be rented.
 - e. Automobile sales: one customer space per 5,000 square feet of developed lot area used for display and one for each vehicle displayed.