



# AGENDA CITY COUNCIL MEETING

**Monday, June 15, 2026, at 6pm  
Donnelly Community Center**

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

**CALL TO ORDER  
ROLL CALL  
PLEDGE OF ALLEGIANCE**

## **AGENDA APPROVAL (Action Item)**

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

City Council Minutes – May 18, 2026  
Vouchers – May 15 thru June 10, 2026  
Treasurer Report – May 2026  
Payroll Summary – May 28, June 5 and June 11, 2026

### **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:**

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

AB 26-28 Professional Service & Consulting Agreement Valley County – Weed Control  
AB 26-29 West Roseberry Road Bollard and Safety Plan – Donnelly Pathway  
AB 26-30 Consider Request for Reallocation of FY26 Local Option Tax Award – Donnelly Pathways  
AB 26-31 Consider Request for Seal Coat Alleyway – 150 West Roseberry  
AB 26-32 Consider Request from North Lake Sewer and Water District to Share Costs Associated with the Transfer of Sewer System  
AB 26-33 Request to Approve Expenditure of \$16,500 for the Traffic Signal Warrant Analysis to be done by Keller and Associates

**AGENDA  
CITY COUNCIL  
MEETING**

**Monday, June 15, 2026, at 6pm  
Donnelly Community Center**

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

**PUBLIC HEARING (Action item)**

Proposed New Boulder Creek Planned Unit Development, File numbers 2026-AN-2, 202OS (2 & 2026-CUP-2 An annexation, rezone from R-4 (Residential) and MU (Multiple Use – Valley County designation) to R-8-DA (Residential with a development agreement) and PU/OS (Public use and Open Space) and a conditional use permit for **a planned unit development to construct 68 single family attached dwelling units (townhomes), twenty multi-family dwelling units (apartments) and constructing a recreational cabin park consisting of fourteen cabins/casitas.** The property is currently owned by Reuban Ortega, an individual, and Freedom Management Group, LLC, with managing member Joe Chritchfield. The applications are represented by Mike Williams with South Beck and Baird Architecture. The property is approximately 22.83-acres and is located on the south and east side of Eld Lane approximately 370 feet west of State Highway 55.

**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.

**Office Closures:**

**Upcoming Meeting Dates:** July 20, 2026, City Council Meeting



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

# CITY COUNCIL

## Monday, May 18, 2026, 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 Spade, Councilmember Fuller, and Clerk Clemens present.

Mayor Dorris lead Pledge of Allegiance.

#### CONSENT AGENDA

**Motion by Davenport, 2<sup>nd</sup> by Fuller** to accept the consent agenda as written. No further discussion, Davenport (yes), Minshall (yes), Spade (yes), Fuller (yes). Motion carried.

#### APPROVE AGENDA

May 18, 2026, Agenda presented

**Motion by Spade, 2<sup>nd</sup> by Davenport** to approve agenda as presented. No further discussion, Davenport (yes), Minshall (yes), Spade (yes), Fuller (yes). Motion carried.

#### PUBLIC COMMENT

Mayor Dorris asked for any public comment.  
No public comment

#### DISCUSSION ITEMS:

BSU Resiliency Group Presentation – Brittany Brand

- Draft West Central Mountains Resilience Assessment Synthesis
- Public Comment period coming end of month and last approximately 1.5 months
- Goal to have all Data in one location

#### BUSINESS AGENDA (Action Items):

**AB 26-25 Annual Audit Presentation – Zwygart John & Associates, PLLC**

- Jordan Zwygart (phone-in) presented the FY2025 Annual Audit Report

**Motion by Minshall, 2<sup>nd</sup> by Fuller** to accept the FY2025 Annual Audit Report. No further discussion, Davenport (yes), Minshall (yes), Spade (yes), Fuller (yes). Motion carried.



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

**CITY COUNCIL**  
**Monday, May 18, 2026, at 6:00 PM**  
**Donnelly Community Center**  
**MINUTES**

**AB 26-26 Local Option Tax Application FY2027 Award**

- April 22, 2026, the Local Option Tax Committee reviewed and made recommendations for all Local Option Tax Applications that were received by April 16, 2026, for the FY2027.
- Recommendations were presented to the City Council for review.

**Motion by Davenport, 2<sup>nd</sup> by Spade** to accept and approve recommendations for the Local Option Tax Applications FY2027, with the switching of the ranking of #20 and #21. No further discussion, Davenport (yes), Minshall (yes), Spade (yes), Fuller (yes). Motion carried

**AB 26-27 Contract for Professional Services – The Building Department, LLC dba Northwest Code Professionals**

- Commercial Engineering reviews for the City

**Motion by Fuller, 2<sup>nd</sup> by Minshall** to approve and authorize Mayor to sign Contract for Professional Services with the Building Department, LLC dba Northwest Code Professionals. No further discussion, Davenport (yes), Minshall (yes), Spade (yes), Fuller (yes). Motion carried.

**STAFF REPORT**

Staff Report was included in the packet.

**ADJOURNMENT**

**Motion by Spade, 2<sup>nd</sup> by Davenport** to adjourn meeting. No further discussion, Davenport (yes), Minshall (yes), Spade (yes), Fuller (yes). Motion carried.

Adjourned at 7:06 p.m.

ATTEST: Lori Clemens, City Clerk

06/10/26  
09:23:24

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 05/15/26 to 06/10/26

Page: 1 of 6  
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
7274	-99127E	170 ADOBE SYSTEMS INC.	19.99						
	Adobe Service								
1	3451789035 05/08/26 Service		19.99			10 41100	620		10190
7302	-99122E	170 ADOBE SYSTEMS INC.	19.99						
	Adobe Service								
1	3482216522 06/08/26 Service		19.99			10 41100	620		10190
	Total for Vendor:		39.98						
7275	-99126E	6 AMAZON	44.54						
	Supplies								
1	6202663 05/18/26 Boat Dock/Campground Supplies		44.54			10 44100	451		10190
7286	-99123E	6 AMAZON	30.88						
	Supplies								
1	4720211 05/05/26 Laen Mower Carborator		30.88			10 44100	453		10190
7303	-99121E	6 AMAZON	137.68						
	Supplies								
1	4836255 06/01/26 Community Center Supplies		137.68			10 41100	431		10190
	Total for Vendor:		213.10						
7278	15739S	8 ANALYTICAL LABORATORIES, INC	59.00						
	Routine Testing								
1	2603350 04/30/26 Routine Testing		59.00			51 43400	560		10100
	Total for Vendor:		59.00						
7279	15740S 999999	C H SPENCER LLC	6,440.90						
	Jockey Pump Replacement								
1	401062666 05/08/26 Jockey Pump		6,440.90			51 43400	433		10100
	Total for Vendor:		6,440.90						
7287	15747S	257 CASCADE HARDWARE	179.93						
	Billing								
1	2026-05 05/30/26 Shop Supplies		59.95			10 43010	461		10100
2	2605-11823 05/13/26 Parks - weed and feed		119.98			10 44100	452		10100
	Total for Vendor:		179.93						

06/10/26  
09:23:24

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 05/15/26 to 06/10/26

Page: 2 of 6  
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
7276	-99125E	350 COLUMN SOFTWARE PBC	367.57						
Publications									
4	3SF3C404-0 05/18/26	New Boulder Creek Public He	126.68			10 41100	530		10190
5	3SF3C404-0 05/04/26	Idaho Power Franchise Fee	240.89			10 41100	530		10190
		Total for Vendor:	367.57						
7280	15741S 999999	DALE'S PUMP WORKS, INC	397.50						
Jockey Pump Installation									
1	18340 05/14/26	Jockey Pump	397.50			51 43400	433		10100
		Total for Vendor:	397.50						
7288	15748S	272 DRAKE DIVERSIFIED LLC	375.00						
Monthly Water System Operational Services									
1	2798 06/01/26	Water System Services	375.00			51 41100	360		10100
Monthly CONTRACT FEE									
		Total for Vendor:	375.00						
7289	15749S 999999	DWZ TECHNOLOGIES, LLC	4,685.00						
Community Center TV and Installation									
1	3929 05/29/26	TV and Installation	4,685.00			10 41100	700		10100
		Total for Vendor:	4,685.00						
7277	-99124E	306 ENABLING ELEMENTS, INC	34.00						
Services									
1	E2509358 05/06/26	Broad Band Pump House	34.00			51 41100	437		10190
7304	-99120E	306 ENABLING ELEMENTS, INC	34.00						
Services									
1	E2509941 06/06/26	Broad Band Pump House	34.00			51 41100	437		10190
		Total for Vendor:	68.00						
7290	15750S	66 IDAHO POWER	1,115.15						
Power Billing									
1	2205677988 05/19/26	City Hall / Maintenance	97.72			10 41100	416		10100
2	2205677988 05/19/26	City Hall / Maintenance	45.10			51 41100	416		10100
3	2205677988 05/19/26	City Hall / Maintenance	7.51			52 41100	416		10100

06/10/26  
09:23:24

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 05/15/26 to 06/10/26

Page: 3 of 6  
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
4	2204034223 05/19/26	Community Center	68.06			10 41100	416		10100
5	2201629405 05/22/26	Kiosk / Rest Area	26.59			10 43010	416		10100
6	2206076560 05/19/02	Fire Pump	233.02			51 41100	416		10100
7	2200223291 05/19/26	Water Supply	25.84			51 41100	416		10100
8	2201910078 05/19/26	Street Lights	184.03			10 43010	416		10100
9	2206228211 05/19/26	Main Street Lights	11.69			10 43010	416		10100
10	2207365186 05/19/26	NW Pump	296.00			51 41100	416		10100
11	2207493590 05/21/26	Camp Host Site	42.46			10 44100	451		10100
12	2201510134 05/19/26	DDC Unit #5	51.29			10 44300	416		10100
13	2208695581 05/22/26	193 FW Gestrin Gazebo	25.84			10 43010	416		10100
		Total for Vendor:	1,115.15						
7282	15742S	371 KELLER ASSOCIATES	5,229.00						
		Engineering Services							
1	0000255612 04/15/26	Circle K 225074-003	161.25			10 41100	341		10100
2	0000255613 04/15/26	Mtn View RV Park 225074-00	266.25			10 41100	341		10100
3	0000255737 04/15/26	Water Rate Study 225074-00	150.00			51 41100	325		10100
4	0000255736 04/15/26	Water User Rate Connection	321.50			51 41100	325		10100
5	0000255735 04/15/26	General Engineering 225074	4,330.00			10 41100	340		10100
		Total for Vendor:	5,229.00						
71	15743S	999999 KESLER CONSTRUCTION INC	823.15						
		Recycled Asphalt							
1	120910 05/04/26	Recycled Asphalt	823.15			10 43010	430		10100
		Total for Vendor:	823.15						
7301	15751S	999999 LAKE FORK CONVENIENCE STORE LLC	483.00						
		Diesel Fuel Generators							
1	1816 05/31/26	Diesel Fuel Generators	483.00			10 43010	483		10100
		Total for Vendor:	483.00						
7292	15752S	204 LAKE FORK FENCE SUPPLY	29.53						
		Fence Post Replacement							
1	D383 05/28/26	Airport Fence Post	29.53			10 44100	925		10100
		Total for Vendor:	29.53						

06/10/26  
09:23:24

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 05/15/26 to 06/10/26

Page: 4 of 6  
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
7283	15744S	165 LAKESHORE DISPOSAL	1,890.33						
Trash Services									
1	2026-04 04/27/26	Trash Collection	1,737.58			51 41100	414		10100
2	27934099S2 05/01/26	DDC Trash	152.75			10 44300	414		10100
		Total for Vendor:	1,890.33						
7291	15753S	361 LAND CONSULTANTS, INC	8,960.00						
Consulting Services									
1	2026-138 05/31/26	Consulting	420.00			10 41100	330		10100
2	2026-139 05/31/26	Reconsideration	2,380.00			10 41100	330		10100
3	2026-136 05/31/26	Boulder Creek - Eld Lane	5,040.00			10 41100	341		10100
4	2026-137 05/31/20	Circle K	1,120.00			10 41100	341		10100
		Total for Vendor:	8,960.00						
7305	-99119E	216 MICROSOFT	55.00						
Internet									
1	E0100ZN8DH 06/04/26	Email Service	25.00			10 41100	620		10190
2	E0100ZN5VX 06/04/26	office 365	30.00			10 41100	620		10190
		Total for Vendor:	55.00						
7303	15754S	154 NORTH LAKE RECREATIONAL SEWER &	8,976.00						
Contract Sewer Service									
1	95-10-00 06/01/26	Contract Services	8,976.00			52 41100	541		10100
		Total for Vendor:	8,976.00						
7294	15755S	226 NORTHWEST CODE PROFESSIONALS	2,438.48						
126 Main St, Circle K									
1	5953 05/20/26	building permit review	2,438.48			10 41100	341		10100
		Total for Vendor:	2,438.48						
7295	15756S	999999 POWER SYSTEMS WEST, IDAHO	942.12						
Generator Maintenance									
1	S126200023 05/19/26	KG 60REOZK Generator	471.06			51 43400	434		10100
2	S126200023 05/19/26	kg 40REOZK Generator	471.06			51 43400	434		10100
		Total for Vendor:	942.12						

06/10/26  
09:23:24

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 05/15/26 to 06/10/26

Page: 5 of 6  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
7284	15745S	115 ROCKY MOUNTAIN SIGNS	241.67						
		Boat Dock Sign							
1	29322 04/29/26	Replacement Boat Dock	241.67			10 44100	456		10100
		Total for Vendor:	241.67						
7296	15757S	202 SILVER STAR COMMUNICATIONS	83.93						
		telephone							
1	664073 06/01/26	telephone	54.56			10 41100	437		10100
2	664073 06/01/26	telephone	25.18			51 41100	437		10100
3	664073 06/01/26	telephone	4.19			52 41100	437		10100
		Total for Vendor:	83.93						
7297	15758S	120 SINCLAIR FLEET TRACK (STINKER)	405.46						
		Fuel							
1	2026.05 05/30/26	F150	102.83			10 43010	481		10100
2	2026.05 05/30/26	Credit	-2.88			10 43010	481		10100
3	2026.05 05/30/26	Cat Backhoe	143.71			10 43010	483		10100
4	2026.05 05/30/26	Mower-Small Engine	28.21			10 43010	481		10100
5	2026.05 05/30/26	Dodge 1500	133.59			10 43010	481		10100
		Total for Vendor:	405.46						
7298	15759S	150 SPARKLIGHT	111.45						
		Internet Services							
1	112446547 05/23/26	internet	72.45			10 41100	437		10100
2	112446547 05/23/26	internet	33.44			51 41100	437		10100
3	112446547 05/23/26	internet	5.56			52 41100	437		10100
		Total for Vendor:	111.45						
7285	15746S	373 XEROX CORP-XBS CUSTOMER CARE	23.02						
		Color Copier Maintenance							
1	IN5362898 05/05/26	copier maintenace	14.97			10 41100	611		10100
2	IN5362898 05/05/26	copier maintenace	6.90			51 41100	611		10100
3	IN5362898 05/05/26	copier maintenace	1.15			52 41100	611		10100
		Total for Vendor:	23.02						

06/10/26  
09:23:24

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 05/15/26 to 06/10/26

Page: 6 of 6  
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
7299	15760S	351 XEROX FINANCIAL SERVICES	22.97						
Copier Maintenance									
1	42048066	05/14/26 copier maintenace	13.79			10 41100	611		10100
2	42048066	05/14/26 copier maintenace	6.90			51 41100	611		10100
3	42048066	05/14/26 copier maintenace	2.28			52 41100	611		10100
Total for Vendor:			22.97						
7300	15761S	209 YORGASON LAW OFFICES PLLC	682.50						
Correspondence/Emails									
1	1131	05/30/26 Legal Fees- Reconsideration	402.50			10 41100	320		10100
2	1131	05/18/26 Legal Fees - NLSWRD	140.00			10 41100	320		10100
3	1131	05/27/26 Legal Fees - DRFPD	70.00			10 41100	320		10100
4	1131	05/04/26 legal Fees - General	70.00			10 41100	320		10100
Total for Vendor:			682.50						
# of Claims			32	Total:	45,338.74	# of Vendors		23	
Total Electronic Claims					743.65				
Total Non-Electronic Claims					44595.09				

\*\* 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: 5 / 26

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
<b>10 GENERAL</b>							
<b>41000 GENERAL GOVERNMENT</b>							
<b>41010 Personnel</b>							
110	Office Wages	3,126.34	27,547.93	64,220.00	64,220.00	36,672.07	43%
111	Council Wages	780.00	6,240.00	9,360.00	9,360.00	3,120.00	67%
112	Mayor Wages	260.00	2,080.00	3,120.00	3,120.00	1,040.00	67%
210	Health	524.66	4,196.78	11,208.00	11,208.00	7,011.22	37%
211	Vision	8.45	67.54	330.00	330.00	262.46	20%
220	Social Security/Medicare	318.71	2,743.80	6,855.00	6,855.00	4,111.20	40%
230	PERSI	501.28	4,170.04	8,974.00	8,974.00	4,803.96	46%
250	Unemployment Insurance	15.18	111.86	500.00	500.00	388.14	22%
260	Workers Compensation	0.00	284.00	800.00	800.00	516.00	36%
290	Dental	29.25	233.99	730.00	730.00	496.01	32%
961	Taxes	0.00	0.00	500.00	500.00	500.00	0%
	Account Total:	5,563.87	47,675.94	106,597.00	106,597.00	58,921.06	45%
<b>41100 Administration</b>							
310	Audit & Accounting Services	0.00	5,395.00	5,395.00	5,395.00	0.00	100%
320	Attorney/Legal Fees	1,190.00	4,392.50	28,500.00	28,500.00	24,107.50	15%
321	Economic Development	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
330	Contract - Planning & Zoning	140.00	46,665.00	62,500.00	62,500.00	15,835.00	75%
340	Contract Labor	4,330.00	7,955.00	10,000.00	10,000.00	2,045.00	80%
341	Pass Thru Charges	2,387.50	56,996.61	50,000.00	50,000.00	-6,996.61	114%
414	Solid Waste Collection	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
416	Electric & Gas	181.75	2,860.59	7,250.00	7,250.00	4,389.41	39%
431	City Hall Repair & Maint	149.00	1,094.00	8,250.00	8,250.00	7,156.00	13%
436	Cell Phone Mayor/Maintenance	0.00	0.00	1,800.00	1,800.00	1,800.00	0%
437	Telephone, Telecommunications	127.01	961.07	2,000.00	2,000.00	1,038.93	48%
456	Signs	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
510	Insurance - Liability	0.00	7,725.90	7,729.00	7,729.00	3.10	100%
520	Dues & Fees	0.00	550.00	1,000.00	1,000.00	450.00	55%
530	Publications	367.57	681.52	4,000.00	4,000.00	3,318.48	17%
550	Travel Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
551	Training & Education	0.00	325.00	2,000.00	2,000.00	1,675.00	16%
552	Meals & Entertainment	0.00	0.00	300.00	300.00	300.00	0%
605	Office Supplies	109.23	928.55	2,000.00	2,000.00	1,071.45	46%
611	Copier Maintenance	319.40	1,217.70	2,225.00	2,225.00	1,007.30	55%
613	IT - Computer	0.00	300.00	5,000.00	5,000.00	4,700.00	6%
614	Postage	0.00	285.06	750.00	750.00	464.94	38%
615	Grant Writing	0.00	0.00	2,500.00	2,500.00	2,500.00	0%
620	Software - New	74.99	875.68	2,500.00	2,500.00	1,624.32	35%
621	Software Maintenance Fees	0.00	8,468.19	15,250.00	15,250.00	6,781.81	56%
700	Capital Improvements	0.00	0.00	5,500.00	5,500.00	5,500.00	0%
930	Reconciliation Discrepancies	0.00	3.03	25.00	25.00	21.97	12%
970	Grant Expense	0.00	1,500.00	2,500.00	2,500.00	1,000.00	60%
	Account Total:	9,376.45	149,180.40	233,974.00	233,974.00	84,793.60	64%
	Account Group Total:	14,940.32	196,856.34	340,571.00	340,571.00	143,714.66	58%

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 5 / 26

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	0.00	1,250.00	1,250.00	1,250.00	0%
	Account Total:	0.00	0.00	1,750.00	1,750.00	1,750.00	0%
	Account Group Total:	0.00	0.00	1,750.00	1,750.00	1,750.00	0%
43000 Public Works							
43000 Public Works							
700	Capital Improvements	0.00	0.00	4,500.00	4,500.00	4,500.00	0%
	Account Total:	0.00	0.00	4,500.00	4,500.00	4,500.00	0%
43010 Roads and Streets							
116	Roads & Street Wages	3,310.19	27,089.29	83,123.00	83,123.00	56,033.71	33%
118	Snow Removal Wages	89.80	3,682.08	59,429.00	59,429.00	55,746.92	6%
210	Health	586.22	4,525.09	19,600.00	19,600.00	15,074.91	23%
211	Vision	9.44	72.93	360.00	360.00	287.07	20%
220	Social Security/Medicare	260.12	2,354.01	9,938.00	9,938.00	7,583.99	24%
230	PERSI	370.96	3,069.27	12,060.00	12,060.00	8,990.73	25%
250	Unemployment Insurance	16.52	145.27	789.00	789.00	643.73	18%
260	Workers Compensation	0.00	1,867.83	3,834.00	3,834.00	1,966.17	49%
290	Dental	32.69	252.37	879.00	879.00	626.63	29%
340	Contract Labor	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
416	Electric & Gas	314.16	1,754.49	4,750.00	4,750.00	2,995.51	37%
429	Snow Removal Maintenance	0.00	1,082.78	5,000.00	5,000.00	3,917.22	22%
430	Road & Street Maintenance	1,433.15	1,454.14	50,000.00	50,000.00	48,545.86	3%
432	Building Repairs & Maintenance	0.00	406.66	15,000.00	15,000.00	14,593.34	3%
434	Equip. Maintenance	0.00	549.21	17,500.00	17,500.00	16,950.79	3%
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	2,000.00	2,000.00	2,000.00	0%
455	Sidewalk, Curb, Gutter Maintenance	0.00	0.00	35,000.00	35,000.00	35,000.00	0%
456	Signs	0.00	351.52	3,500.00	3,500.00	3,148.48	10%
460	Small Tools, Equipmen	45.99	45.99	5,000.00	5,000.00	4,954.01	1%
461	Shop Misc Supplies	66.97	218.65	750.00	750.00	531.35	29%
470	Dust Abatement	0.00	0.00	17,500.00	17,500.00	17,500.00	0%
481	Fuel Gas	138.16	992.69	4,500.00	4,500.00	3,507.31	22%
482	Diesel - Winter	311.65	684.83	6,200.00	6,200.00	5,515.17	11%
483	Diesel - Summer	0.00	0.00	6,200.00	6,200.00	6,200.00	0%
520	Dues & Fees	0.00	0.00	350.00	350.00	350.00	0%
530	Publications	0.00	66.23	350.00	350.00	283.77	19%
553	Clothing Reimbursement	0.00	500.00	2,000.00	2,000.00	1,500.00	25%
700	Capital Improvements	0.00	17,000.00	150,000.00	150,000.00	133,000.00	11%
900	Public Safety	0.00	0.00	2,500.00	2,500.00	2,500.00	0%
970	Grant Expense	0.00	0.00	100,000.00	100,000.00	100,000.00	0%
	Account Total:	6,986.02	68,165.33	670,112.00	670,112.00	601,946.67	10%
	Account Group Total:	6,986.02	68,165.33	674,612.00	674,612.00	606,446.67	10%

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 5 / 26

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	743.50	2,553.53	31,512.00	31,512.00	28,958.47	8%
119	Airport Maint Wages	141.70	863.25	9,400.00	9,400.00	8,536.75	9%
210	Health	60.53	179.05	3,346.00	3,346.00	3,166.95	5%
211	Vision	0.98	2.87	119.00	119.00	116.13	2%
220	Social Security/Medicare	67.70	261.40	2,244.00	2,244.00	1,982.60	12%
230	PERSI	38.63	136.77	2,869.00	2,869.00	2,732.23	5%
250	Unemployment Insurance	4.31	16.17	183.00	183.00	166.83	9%
260	Workers Compensation	0.00	387.00	1,467.00	1,467.00	1,080.00	26%
290	Dental	3.38	9.97	348.00	348.00	338.03	3%
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	97.72	1,268.45	4,500.00	4,500.00	3,231.55	28%
452	City Park Maintenance	0.00	0.00	1,250.00	1,250.00	1,250.00	0%
453	Rest Area/Kiosk Maintenance	30.88	91.87	1,000.00	1,000.00	908.13	9%
456	Signs	241.67	241.67	500.00	500.00	258.33	48%
460	Small Tools, Equipmen	0.00	0.00	8,250.00	8,250.00	8,250.00	0%
700	Capital Improvements	0.00	0.00	4,000.00	4,000.00	4,000.00	0%
900	Public Safety	0.00	0.00	4,000.00	4,000.00	4,000.00	0%
925	Aiport Maintenance	0.00	481.23	5,000.00	5,000.00	4,518.77	10%
	Account Total:	1,431.00	6,493.23	94,988.00	94,988.00	88,494.77	7%
44300 Depot							
414	Solid Waste Collection	152.75	1,069.25	3,000.00	3,000.00	1,930.75	36%
415	Water and Sewer	0.00	0.00	25.00	25.00	25.00	0%
416	Electric & Gas	216.45	1,304.29	4,250.00	4,250.00	2,945.71	31%
432	Building Repairs & Maintenance	170.00	2,366.00	5,000.00	5,000.00	2,634.00	47%
700	Capital Improvements	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
960	Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	0%
	Account Total:	539.20	4,739.54	22,775.00	22,775.00	18,035.46	21%
	Account Group Total:	1,970.20	11,232.77	117,763.00	117,763.00	106,530.23	10%
	Fund Total:	23,896.54	276,254.44	1,134,696.00	1,134,696.00	858,441.56	24%
15 LOT FUND							
41000 GENERAL GOVERNMENT							
41100 Administration							
922	Local Option Tax Expense	0.00	55,248.37	350,000.00	350,000.00	294,751.63	16%
	Account Total:	0.00	55,248.37	350,000.00	350,000.00	294,751.63	16%
	Account Group Total:	0.00	55,248.37	350,000.00	350,000.00	294,751.63	16%
	Fund Total:	0.00	55,248.37	350,000.00	350,000.00	294,751.63	16%

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	1,442.64	12,713.10	29,640.00	29,640.00	16,926.90	43%
111	Council Wages	360.00	2,880.00	4,320.00	4,320.00	1,440.00	67%
112	Mayor Wages	120.00	960.00	1,440.00	1,440.00	480.00	67%
115	Water & Sewer Wages	2,169.02	22,946.94	63,336.00	63,336.00	40,389.06	36%
210	Health	388.12	3,620.41	11,586.00	11,586.00	7,965.59	31%
211	Vision	6.25	58.30	312.00	312.00	253.70	19%
220	Social Security/Medicare	313.03	3,021.86	8,850.00	8,850.00	5,828.14	34%
230	PERSI	323.68	2,965.64	9,268.00	9,268.00	6,302.36	32%
250	Unemployment Insurance	17.55	160.01	501.00	501.00	340.99	32%
260	Workers Compensation	0.00	996.17	2,478.00	2,478.00	1,481.83	40%
290	Dental	21.64	201.86	754.00	754.00	552.14	27%
	Account Total:	5,161.93	50,524.29	132,485.00	132,485.00	81,960.71	38%
41100 Administration							
310	Audit & Accounting Services	0.00	2,490.00	2,490.00	2,490.00	0.00	100%
320	Attorney/Legal Fees	0.00	2,660.00	10,000.00	10,000.00	7,340.00	27%
325	Professional Services	471.50	30,055.25	65,000.00	65,000.00	34,944.75	46%
351	Maintenance Contractor	0.00	1,705.00	6,500.00	6,500.00	4,795.00	26%
360	Water Operator	375.00	2,625.00	6,250.00	6,250.00	3,625.00	42%
414	Solid Waste Collection	1,737.58	12,555.39	25,000.00	25,000.00	12,444.61	50%
416	Electric & Gas	658.54	5,208.44	9,250.00	9,250.00	4,041.56	56%
435	Equipment Lease Payment	0.00	0.00	4,000.00	4,000.00	4,000.00	0%
436	Cell Phone Mayor/Maintenance	0.00	0.00	600.00	600.00	600.00	0%
437	Telephone, Telecommunications	92.62	709.71	1,350.00	1,350.00	640.29	53%
481	Fuel Gas	0.00	0.00	500.00	500.00	500.00	0%
510	Insurance - Liability	0.00	3,565.80	3,570.00	3,570.00	4.20	100%
520	Dues & Fees	0.00	986.10	1,250.00	1,250.00	263.90	79%
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	2,700.00	2,500.00	2,500.00	-200.00	108%
590	Late Fee	0.00	5.00	25.00	25.00	20.00	20%
605	Office Supplies	50.42	195.46	750.00	750.00	554.54	26%
611	Copier Maintenance	147.41	562.02	1,000.00	1,000.00	437.98	56%
614	Postage	0.00	299.00	450.00	450.00	151.00	66%
620	Software - New	0.00	0.00	1,500.00	1,500.00	1,500.00	0%
621	Software Maintenance Fees	0.00	3,908.40	9,250.00	9,250.00	5,341.60	42%
810	Bond Payments	0.00	612.19	21,400.00	21,400.00	20,787.81	3%
	Account Total:	3,533.07	70,842.76	174,785.00	174,785.00	103,942.24	41%
	Account Group Total:	8,695.00	121,367.05	307,270.00	307,270.00	185,902.95	39%
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%

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 5 / 26

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
<b>51 WATER</b>							
<b>43000 Public Works</b>							
<b>43400 Water System</b>							
433	Repairs & Maint to Water	6,838.40	17,194.29	50,000.00	50,000.00	32,805.71	34%
434	Equip. Maintenance	0.00	1,969.16	7,500.00	7,500.00	5,530.84	26%
462	Chemicals	0.00	1,509.88	7,500.00	7,500.00	5,990.12	20%
463	Small tools and supplies for Water	0.00	11.99	5,250.00	5,250.00	5,238.01	0%
560	Tests	59.00	809.00	2,250.00	2,250.00	1,441.00	36%
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	15,000.00	15,000.00	15,000.00	0%
	Account Total:	6,897.40	21,494.32	97,500.00	97,500.00	76,005.68	22%
	Account Group Total:	6,897.40	21,494.32	97,500.00	97,500.00	76,005.68	22%
<b>49000</b>							
<b>49999 Depreciation Expense</b>							
910	Depreciation	0.00	0.00	108,000.00	108,000.00	108,000.00	0%
	Account Total:	0.00	0.00	108,000.00	108,000.00	108,000.00	0%
	Account Group Total:	0.00	0.00	108,000.00	108,000.00	108,000.00	0%
	Fund Total:	15,592.40	142,861.37	512,895.00	512,895.00	370,033.63	28%
<b>SEWER</b>							
<b>41000 GENERAL GOVERNMENT</b>							
<b>41010 Personnel</b>							
110	Office Wages	239.83	2,115.85	4,940.00	4,940.00	2,824.15	43%
111	Council Wages	60.00	480.00	720.00	720.00	240.00	67%
112	Mayor Wages	20.00	160.00	240.00	240.00	80.00	67%
115	Water & Sewer Wages	75.00	370.20	1,391.00	1,391.00	1,020.80	27%
210	Health	54.47	390.67	995.00	995.00	604.33	39%
211	Vision	0.88	6.36	60.00	60.00	53.64	11%
220	Social Security/Medicare	30.21	239.25	927.00	927.00	687.75	26%
230	PERSI	47.44	353.59	1,785.00	1,785.00	1,431.41	20%
250	Unemployment Insurance	1.54	10.33	59.00	59.00	48.67	18%
260	Workers Compensation	0.00	0.00	132.00	132.00	132.00	0%
290	Dental	3.04	21.81	145.00	145.00	123.19	15%
	Account Total:	532.41	4,148.06	11,394.00	11,394.00	7,245.94	36%
<b>41100 Administration</b>							
310	Audit & Accounting Services	0.00	415.00	415.00	415.00	0.00	100%
320	Attorney/Legal Fees	0.00	0.00	25,000.00	25,000.00	25,000.00	0%
340	Contract Labor	0.00	0.00	750.00	750.00	750.00	0%
416	Electric & Gas	7.60	58.82	250.00	250.00	191.18	24%
435	Equipment Lease Payment	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
437	Telephone, Telecommunications	9.75	72.81	200.00	200.00	127.19	36%
481	Fuel Gas	0.00	0.00	50.00	50.00	50.00	0%
510	Insurance - Liability	0.00	594.30	596.00	596.00	1.70	100%
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	71,808.00	140,000.00	140,000.00	68,192.00	51%

CITY OF DONNELLY  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 5 / 26

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
<b>52 SEWER</b>							
605	Office Supplies	8.39	32.53	150.00	150.00	117.47	22%
611	Copier Maintenance	24.56	93.59	175.00	175.00	81.41	53%
614	Postage	0.00	121.00	150.00	150.00	29.00	81%
620	Software - New	0.00	0.00	100.00	100.00	100.00	0%
621	Software Maintenance Fees	0.00	651.36	2,000.00	2,000.00	1,348.64	33%
810	Bond Payments	0.00	566.52	2,000.00	2,000.00	1,433.48	28%
	Account Total:	9,026.30	74,413.93	172,916.00	172,916.00	98,502.07	43%
	Account Group Total:	9,558.71	78,561.99	184,310.00	184,310.00	105,748.01	43%
<b>49000</b>							
<b>49999 Depreciation Expense</b>							
910	Depreciation	0.00	0.00	34,000.00	34,000.00	34,000.00	0%
	Account Total:	0.00	0.00	34,000.00	34,000.00	34,000.00	0%
	Account Group Total:	0.00	0.00	34,000.00	34,000.00	34,000.00	0%
	Fund Total:	9,558.71	78,561.99	218,310.00	218,310.00	139,748.01	36%
	Grand Total:	49,047.65	552,926.17	2,215,901.00	2,215,901.00	1,662,974.83	25%

Total for Payroll Checks

	Employee	Employer	Amount
COMP HOURS (Comp Time Used)	1.50		41.03
HOL HOURS (Holiday Pay)	19.00		550.34
J001 HOURS (ROAD&STREET)	103.00		2,835.36
J002 HOURS (PARKS)	27.00		790.30
J003 HOURS (WATER OPERATOR)	60.00		1,781.30
J009 HOURS (AIRPORT)	6.00		170.20
J015 HOURS (SHOP/OFFICE)	5.00		152.00
MCC HOURS (Mayor & City Council)	400.00		1,600.00
PERS HOURS (PTO TIME OFF)	55.00		1,611.67
REG HOURS (Regular Time)	111.50		3,429.74
SICK HOURS (Sick Time)	8.00		246.08
GROSS PAY	13,208.02	0.00	
NET PAY	9,722.46	0.00	
DENTAL INS	0.00	90.00	
FIT	970.50	0.00	
HEALTH INS	0.00	1,614.00	
IDAHO SIT	509.00	0.00	
MEDICARE	191.52	191.52	
PERSI	721.40	1,201.66	
PERSI CHOICE 40	250.00	0.00	
PERSI-3	24.24	40.44	
SOCIAL SECURITY	818.90	818.90	
UNEMPL. INSUR.	0.00	56.40	
VISION	0.00	26.00	
CHASE BANK	215.51	0.00	
ID FIRST BANK	6,659.72	0.00	
STERLING SAVING	202.81	0.00	
UMPQUA	340.68	0.00	
US BANK	2,303.74	0.00	
FIT/SIT BASE	12,212.38	0.00	
MEDICARE BASE	13,208.02	0.00	
PERS BASE	10,324.12	0.00	
SOC SEC BASE	13,208.02	0.00	
UN BASE	11,608.02	0.00	
WC BASE	13,208.02	0.00	
Total		4,038.92	
Total Payroll Expense (Gross Pay + Employer Contributions):		17,246.94	

Check Summary

Payroll Checks Prev. Out.	\$1,730.00
Payroll Checks Issued	\$1,730.00
Payroll Checks Redeemed	\$1,730.00
Payroll Checks Outstanding	\$1,730.00
Electronic Checks	\$15,444.54

Carried Forward      Deduction      Difference      Liab Account

Deductions Accrued		From Previous Month	Checks Issued		
Social Security	1,637.80		1,637.80		21702
Medicare	383.04		383.04		21702
Unempl. Insur.	56.40	135.80		192.20	21713
Workers' Comp	0.00				21700
FIT	970.50		970.50		21701
IDAHO SIT	509.00	287.00	493.00	303.00	21703
PERSI	1,923.06		1,923.06		21704
DENTAL INS	90.00		90.00		21706
HEALTH INS	1,614.00		1,614.00		21705
VISION	26.00		26.00		21705
PERSI CHOICE 40	250.00		250.00		21704
PERSI-3	64.68		64.68		21704
Total Ded.	7,524.48	422.80	7,452.08	495.20	

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

**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number AB 26-28**

**Meeting Date 06/15/2026**

*Action Item*

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Agreement &amp; MOU Services Contract Valley County – Weed Department</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
<b>COST IMPACT:</b>	\$1,200		
<b>FUNDING SOURCE:</b>	General		
<b>TIMELINE:</b>			

**SUMMARY STATEMENT:**

Agreement and MOU Services Contract between Valley County and the City to detect and treat noxious weeds on city owned property.

**RECOMMENDED ACTION:**

*Approve and Authorize Mayor to sign Agreement with Valley County for Noxious Weed Control.*

**RECORD OF COUNCIL ACTION**

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

## AGREEMENT AND MEMORANDUMS OF UNDERSTANDING SERVICES CONTRACT

This Professional Personal Service Contract made this \_\_\_ day of \_\_\_\_\_, by and between the City of Donnelly (hereinafter "the City" and Valley County Weed and Pest Control (hereinafter "the County").

WHEREAS, the City has need of the personal services of the County in the profession of Weed Control and the County desires to provide those services to the City.

Now, THEREFORE, in consideration for the items, conditions, and promises as hereinafter set forth, the City and the County agree as follows:

1. Purpose: The purpose of this contract is to provide the City with the professional personal service of the County in order to do the following; spray of noxious weeds and Invasive plants on the City lands.
2. The County's Duties: In order to fulfill the purpose of this contract, the County agrees and promises to carry out the following duties. Spray of noxious weeds and invasive plants on the City lands and such other related tasks as necessary to fulfill this contract.
3. Compensation: The City agrees and promises to pay the County compensation as follows: maximum compensation not to exceed \$1,200.00 Payment for partial performance of any service under this contract may not be made prior to approval of that performance by City Council. Final payment under this contract may not be made until all services required under this contract and all applicable items of the contract have been met.
4. Performance Schedule: The term of this contract is from June 1, 2026 through September 30, 2026.
5. Liaison: The City Council designates Mayor, as liaison under this agreement. The County agrees to make all official contacts with the City with this designee or such other person as the City Council appoints.
6. City Assistance: The City agrees and promises to provide assistance to the County by providing a detailed description of spraying location(s) as necessary.
7. Ownership and Publication of Material: Unless specifically set forth in this item, the City retains ownership for all purposes of the working papers, working products, and end products resultant from partial or full performance under this

contract. The County agrees and promises to have all information concerning activities; under this contract approved by the designated liaison prior to release of that information.

8. Independent the County: This contract is with the County as an independent contractor and does not establish an employer-employee relationship with the County or any person employed by him for any purpose. In this regard, the County agrees to pay all state, federal, or local taxes, fees, or other assessments related to employment of himself or any person or individual employed by him as necessary in fulfillment of the contract.
  - a. The County agrees to obtain in full force and effort, without any periods of lapse, **worker's compensation insurance on all employees of the County**. This insurance coverage shall be continuous during the entire term of this contract. As an alternative to maintaining effective worker's compensation insurance coverage on all employees of the County.
9. Special Conditions: The County agrees and promises to perform the special conditions under his agreement as follows: Use caution when spraying along **water's edge**.
10. Records by the County: The County agrees and promises to keep and maintain reasonable records of activities performed under this contract.
11. Access to Records: As required by law, the County agrees to permit access to those the County's records as may be necessary for legislative post-audit and analysis purposes in determining compliance with the terms of this contract.
12. Termination and Default: This contract may be terminated by notice in writing to the opposite at its address as set forth herein at least 7 days prior to the effective date of termination. Upon default by either the City or the County, the non-defaulting party may terminate this contract as set forth in this item. If default is remedied prior to the effective date of termination, the non-defaulting party may elect not to terminate this contract. Upon termination, the City agrees and promises to pay the County for work performed up to and including the termination date, and the County agrees and promises to return all materials supplied by the City except those used in performance of this contract as well as working papers, working products, and end products resulting from this agreement.
13. Venue: The City and the County agrees that the venue for any court action arising under this agreement shall be in the Fourth Judicial District in and for

Valley County, Idaho, Further, the City and the County agree that this contract shall be interpreted according to the law of Idaho.

14. Assignment: The City and the County agree that as this contract is for the personal service of the County, this contract is not assignable, may not be transferred, nor may a subcontract be let hereunder unless both parties agree in writing prior to any such action.
15. Entire Agreement – Modification: This writing contains the entire agreement between the City and the County on the subject matter of this contract, statements, promises, or inducements made by either party or agents of either party, which are not contained in this agreement, are not valid or binding. No modifications, enlargement, or alteration of this contract is valid or binding except upon written agreements signed by all parties to this contract.
16. Equal Employment Opportunity: No part of this agreement shall be performed in a manner which discriminates against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental handicap, or natural origin by the persons performing the agreement. Any hiring shall be on the basis of merit and qualifications directly related to the requirements of the particular position being filled. Fair Labor Standards. The County agrees to comply with all federal and state wages and hour rules, statutes and regulations, and warrants that all applicable federal and state labor standards provisions will be complied with, both by the County, in the event the subcontracted services to fulfill the terms and conditions of the agreement are agreed upon by the City and the County.
17. Inability to Fulfill Contract: It is understood that the County will notify the liaison of the City immediately upon determination that any malady or occurrence has taken place which would, in any way affect or alter the duties, responsibilities, authorities, relationships, or ability of the County to fulfill the provisions of this agreement in a timely manner and as prescribed herein.
18. Liability: Each party shall bear its own liability and responsibility for the actions of its employees, officers, agents, and assigns in connection with performance of this agreement. Each party shall carry its own insurance in appropriate amounts as required by law and sufficient to meet the minimum requirements of the Idaho Tort Claims Act.
19. Execution: Each party has full power and authority to enter into and perform this agreement, and the person signing this agreement, understands it and agrees to be bound by it.

IN WITNESS WHEREOF, the undersigned parties to this contract caused this contract to be entered into on the date first written.

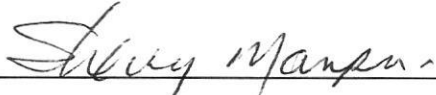
Dated this \_\_\_ of \_\_\_\_\_, 2026

City of Donnelly


\_\_\_\_\_  
By: Susan Dorris, Mayor

Dated this \_\_\_ of \_\_\_\_\_, 2026

Valley County Board of County Commissioners

  
\_\_\_\_\_  
By: Sherry Maupin, Chairman, BOCC

  
\_\_\_\_\_  
By: Neal Thompson, Commissioner

  
\_\_\_\_\_  
By: Katlin Caldwell, Commissioner

ATTEST:

\_\_\_\_\_  
Gabby Knapp, Valley County Clerk

**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number** AB 26-29  
**Meeting Date** 06/15/2026

*Action Item*

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Donnelly Pathways – West Roseberry Road Bollard and Signage Safety Plan</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		

<b>COST IMPACT:</b>			
<b>FUNDING SOURCE:</b>			
<b>TIMELINE:</b>			

**SUMMARY STATEMENT:**  
  
West Roseberry Bollard and Safety Plan presented by Brett Shepherd

**RECOMMENDED ACTION:**  
*Approve or Deny Bollard and Safety Plan for West Roseberry Road*

**RECORD OF COUNCIL ACTION**

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

## W. Roseberry Bollard and Signage Safety Plan:

May 2026

Bollards center of striped buffer. Extra bollard ahead of city parking spaces to prevent vehicles from driving into pathway. Bollards to be removed for winter.

Total 19 Bollards and 8 Share the Road Signs.



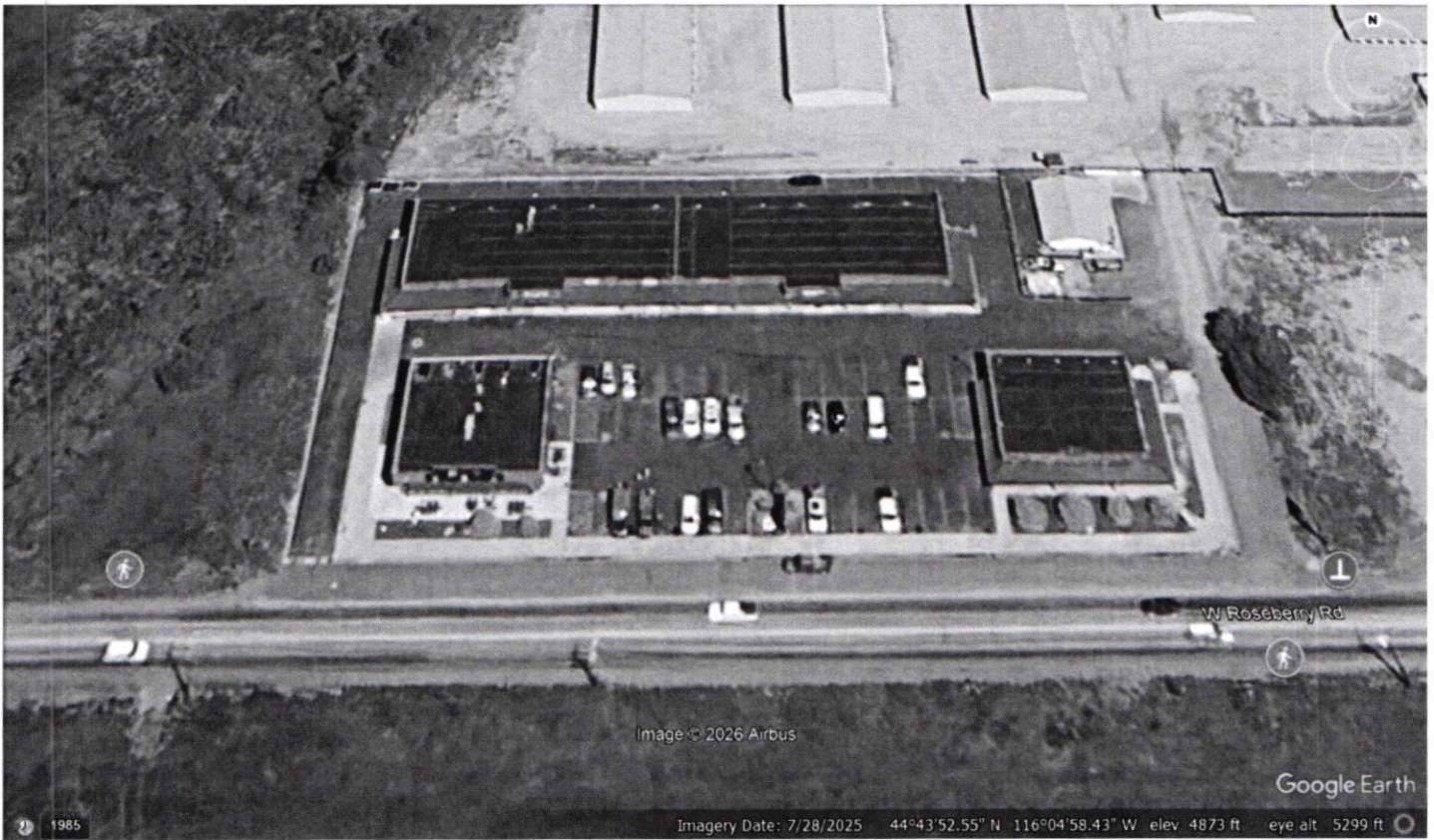
Food Bank / Firestation area:



Empty Lot before Roseberry Plaza:



Roseberry Plaza: No Bollards but begin Share the Road (STR) signs in both directions. 8 STR signs between Plaza and Meadows Subdivision:



**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number AB 26-30**

**Meeting Date 05/15/2026**

*Action Item*

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Donnelly Pathways Request for Reallocation of FY26 LOT Award</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
<b>COST IMPACT:</b>	n/a		
<b>FUNDING SOURCE:</b>			
<b>TIMELINE:</b>			

**SUMMARY STATEMENT:**

Donnelly Pathways – Brett Shepherd is requesting the reallocation of the awarded FY26 Local Option Tax

**RECOMMENDED ACTION:**

*Approve or Deny Request for Reallocation of the Donnelly Pathway Local Option Tax Award for FY26 in the amount of \$2,500 from Boulder Creek Connector to the West Roseberry Safety Plan Upgrades*

**RECORD OF COUNCIL ACTION**

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

## Lori Clemens

---

**From:** Donnelly Pathways <donnellypathways@gmail.com>  
**Sent:** Wednesday, June 3, 2026 10:13 AM  
**To:** Lori Clemens  
**Subject:** Council June meeting request

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Lori,

Request for agenda item for VCP.

VCP requesting reallocation of FY26 \$2500 LOT award for Boulder Creek connector towards W Roseberry Safety Plan upgrades.

We could not find a viable connector route and Safety plan is paramount.

Brett Shepherd

---

Donnelly Community Pathways Group  
-a volunteer community organization  
[www.valleycountypathways.org](http://www.valleycountypathways.org)  
[DonnellyPathways@gmail.com](mailto:DonnellyPathways@gmail.com)

\*Join us! Just email telling us your interest and you'll be added to our group emails and efforts!\*

**DONNELLY CITY COUNCIL  
AGENDA BILL**

**Number AB 26-31  
Meeting Date 05/15/2026**

169 Halferty Street  
Donnelly, Idaho 83615

*Action Item*

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Request to Seal Coat Alleyway at 150 West Roseberry</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
<b>COST IMPACT:</b>	Approximately \$1,650		
<b>FUNDING SOURCE:</b>	General – Road and Streets		
<b>TIMELINE:</b>			

**SUMMARY STATEMENT**

Matthew Castrigno is requesting paving maintenance for the alleyway between my building at 150 West Roseberry Rd and the Chinese restaurant and laundromat. It has been 8 years since this alleyway was last seal coated, which exceeds the industry standard of 5 years. The alley also has pavement cracks that need filling. Since the hardware store opened, the alley has seen increased semi-trailer traffic and really needs this maintenance. I have attached a bid that breaks down the city's and my parking lot costs for this work. Doing both areas simultaneously creates cost savings and uniformity. Please consider approving this work so I can arrange to have it done as soon as possible. This quote for the city portion is only slightly more (less than \$20) than what was paid in 2019.

**RECOMMENDED ACTION:**

*Approve or Deny Request for Seal Coating Alleyway at 150 West Roseberry Road*

**RECORD OF COUNCIL ACTION**

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

# INVOICE



## Service Address

150 W. Roseberry Rd  
Donnelly, Idaho

## Bill To

Matthew castrigno  
(208) 859-4276

## Legacy Dirt Works

9169 W. State Street, Ste 1849  
Garden City, Idaho 83714  
Phone: (208) 941-7949  
Email: legacydirtworks@gmail.com  
Web: legacydirtworks.com

Payment terms 3 Days  
Invoice # 503  
Date 05/28/2026  
Business / Tax # RCT 42484

Description	Rate
Hot rubber crack sealing/Matthew Castrigno Clean cracks free of moisture and debris. Apply Sealmaster PL hot applied asphalt crack sealant to linear cracks 1/4" and larger. Crack seal all curb edges and utility collars.	\$404.9819
Hot rubber crack sealing/City of Donnelly Apply Sealmaster PL hot applied asphalt crack sealant to linear cracks 1/4" and larger.	\$451.7106
Pavement marking Install new 4" parking lines, ADA compliant Handicap markings, no parking zones, arrows, and cross walks if applicable using high traffic marking paint at a minimum of 15mils thickness.	\$404.9819
Asphalt Sealcoating Apply a Poly-Modified pavement bitumen sealer over entire surface sealing all small voids and cracks.	\$927.365
Asphalt Sealcoating/City of Donnelly Apply a Poly-Modified pavement bitumen sealer over entire surface sealing all small voids and cracks	\$1,062.0661



Scan to Pay Online

<b>Subtotal</b>	\$3,251.11
<hr/>	
idaho	\$75.70
<hr/>	
<b>Total</b>	<b>\$3,326.81</b>

**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number** AB 26-32  
**Meeting Date** 06/15/2026

*Action Item*

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b>  <i>Request from North Lake Sewer and Water District to Share Costs Associated with the Transfer of Sewer System</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
<b>COST IMPACT:</b>	\$75,000-150,000		
<b>FUNDING SOURCE:</b>	Sewer		
<b>TIMELINE:</b>			

**SUMMARY STATEMENT:**

North Lake Sewer and Water District request that the City assist in paying the costs involved in the analysis of the City Sewer System for the transfer of City Sewer to NLSWRD.

**RECOMMENDED ACTION:**

*Approve or Deny request to share costs associated with the Transfer of Sewer System*

**RECORD OF COUNCIL ACTION**

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

## Attachment A

### North Lake Recreational Sewer and Water District Donnelly Existing Sewer System Condition Assessment

#### SCOPE OF WORK

##### BACKGROUND

The City of Donnelly (City) owns and operates an existing collection system that conveys sewer to the North Lake Recreational Sewer and Water District (Owner) for treatment. The City of Donnelly has requested annexation of their sewer infrastructure into the District pursuant to an agreement between the District and the City that was executed in 2005.

The City's existing sewer infrastructure includes approximately 11,000 feet of 8-inch gravity sewer, 35 manholes, and 3 lift stations. The District has requested Keller Associates (Consultant) provide a condition assessment of the City's existing infrastructure. This is anticipated cleaning and CCTV of the sewer mains, lift station flow testing and condition assessment, summarizing the condition of existing sewer assets, and recommended improvements and associated costs of existing infrastructure.

The following engineering services will be provided by Keller Associates, Inc. (Consultant) to NLRSD (Owner).

##### SCOPE OF WORK

###### TASK 1: PROJECT MANAGEMENT

###### *Consultant Responsibilities*

- 1.1 Project Management. Provide general project administration services including: contract administration, project accounting, scheduling, and internal project administration.
- 1.2 Project Meetings. Participate in two on-line coordination meetings with the Owner.

###### *Assumptions*

- Project management budget assumes a planning schedule of up to 6 months.

###### TASK 2: DATA ACQUISITION

###### *Consultant Responsibilities*

- 2.1 Request for Information. A request for information will be prepared by the Consultant describing the information that the City of Donnelly may have available to support the condition assessment including, but not limited to, the following items:
  - Pump station data, including pump curves, daily pump run time records (previous 3 years, in spreadsheet format), and operational setpoints
  - Record drawings for lift stations and other facility improvements
  - Age and material information for existing facilities and pipelines, where available
  - Facility inspection reports, if any
  - List of known collection system issues

2.2 Data Collection. Collection and processing of furnished data, mapping, and reports. Provide a follow-up Request for Information for supplemental data.

### **TASK 3: EXISTING FACILITIES CONDITION ASSESSMENT**

#### *Consultant Responsibilities*

- 3.1. Conditions Assessment. Based on facility tour, CCTV data, information from Owner's staff, and available information, document existing physical conditions deficiencies.
- a. Collection System Cleaning and CCTV Inspection. Develop a CCTV inspection plan to collect data to be used in evaluating and making recommendations to address rehabilitation/replacement needs and to identify infiltration and inflow (I/I) in the collection system.
    - i. Provide cleaning and CCTV inspection on 11,000 lineal feet of gravity sewer pipeline.
    - ii. Manhole Assessment. Visit each manhole during CCTV inspection in order to check visually assess the condition from the surface (no confined space entry by Consultant). Incorporate Owner input on which manholes need rehabilitated/replaced. Infiltration and Inflow verification will be from visible items shown during the CCTV inspection, no other testing will be completed.
  - b. Lift Station Site Visits and Analysis. Visit each lift station facility (3 total) to complete visual observations of existing structures, mechanical equipment, site, and electrical components and complete pump station flow tests. Document reported and observed deficiencies.
    - i. Analysis, assessment and recommended improvements for lift station components is anticipated to include the following items:
      - Site Conditions. Assess condition of fencing, landscaping/aesthetics, driving surfaces (potholes, gravel coverage, and driveway cracks), and sidewalks.
      - Structures (including wet wells). Identify noticeable deficiencies for exterior/interior areas of pumping facility buildings and wet wells. General housekeeping and health and safety issues will be documented.
      - Electrical Evaluations. This will include a visual inspection of existing electrical panels, generators, transfer switches, SCADA panels, and telemetry. Electrical deficiencies observed will be recorded, including dust in control panel, lack of arc flash labeling, dry or cracked cables, blackening of copper, loosened electrical contacts, Instrumentation including pressure gauges, flow meters, and level sensors will be checked for operability and performance issues.
      - Monitoring/Alarms. Monitoring and alarms through auto-dialers at each site will be visually assessed; data transmission performance will be supplied by Owner's O&M and SCADA personnel.
      - Submersible Pumps. Individual motors/pumps will not be visually assessed. The operability of the pumps will be assessed through pump flow testing and review of available pump run time data.

- Piping and Valves. The visible discharge/suction isolation valves and check valves for each pump will be assessed, noting any observed malfunctioning or leaking. With pumps in the “Off” position, a physical verification that valves are operable will not be included due to confined space entry requirements.

#### **Owner Responsibilities**

- Provide requested data within two weeks of request.
- Complete field work and provide sampling/testing, if required.
- Conduct site tour with Consultant; provide access to facilities and records. Test and replace/install (if needed) discharge pressure gauges ahead of lift station pump tests. Assist with lift station pump testing and complete any retesting that may be required. Where long wait times might be required to get enough flow to pump test, assist with providing water into the wetwell (i.e. via hydrant flush to wastewater or water truck)
- Be responsible for traffic control (if required).
- To pre-locate, uncover and make available manholes for Consultant access during inspection.

#### **Assumptions**

- Site tour is limited to visual observations and is not intended to be a comprehensive inspection. Consultant will not enter confined spaces.
- Gravity Sewer Collection system and manhole condition assessment assumes one staff member from Consultant will be completed during CCTV inspection over a five-day period.
- Lift Station Testing assumes one staff member from Consultant will coordinate with Owner’s staff to visit each lift station and perform testing. It is anticipated that lift station testing will be completed over a two-day period.
- Consultant shall be entitled to rely on the accuracy and completeness of the information provided by CCTV inspection company, Owner’s consultants and Contractors, information from public records, and information ordinarily or customarily furnished by others, including, but not limited to specialty Contractors, manufacturers, suppliers, and publishers of technical standards. This assumption applies to this task and subsequent tasks
- Surveying is not included in this scope of work.

#### **Deliverables**

- Existing Pipeline Condition Summary. Summary tables and figures of existing pipeline size, material, condition, and age information using the Owner’s available information and CCTV inspection will be included in the final report.
- Existing Manhole Condition Summary. Summary tables and figures of the existing material and condition information using the Owner’s available information and Visual Inspection will be included in the final report.
- Lift Station Condition Summary. Summary table including pump flow test results, structural condition, condition of valves, and pumps from visual inspection will be included in the final report.

### **TASK 4: RECOMMENDED IMPROVEMENTS**

#### *Consultant Responsibilities*

- 4.1. Identify Existing System Deficiencies. Summarize the existing infrastructure that has reached the end of its useful life, is damaged, or needs repair to get into operable condition.

- 4.2. Condition Assessment Recommendations. Provide recommendations for a pipeline, manhole, and/or lift station improvements.
- 4.3. Cost Estimates. Prepare planning level cost estimates for existing infrastructure that is recommended for improvements in Task 4.2.

*Owner Responsibilities*

- Provide a review of the alternatives considered and input on selection criteria.
- Participate and provide facilities for workshop meeting.
- Review and comment on draft documents in a timely manner.

*Assumptions*

- The scope of this study does not include an Environmental Information Document or associated environmental investigations and field work.
- Cost estimating will be AACE Class 5 (planning level cost estimates).

*Deliverables*

- Final Report summarizing recommended improvement alternatives.
- Project meeting agenda and minutes.

**SCHEDULE**

Consultant intends to provide a draft report for Owner review within 4 months of receiving the requested information from the Owner and completion of cleaning and CCTV of existing gravity sewer.

**COMPENSATION**

As compensation for services to be performed by Consultant, the Owner will pay Consultant lump sum fees as described in the following table. The total authorized budget amount shall not be exceeded without written authorization from the Owner.

<b>Task</b>	<b>Amount</b>
Task 1 - Project Management	\$6,500
Task 2 – Data Acquisition	\$5,100
Task 3 - Existing Facilities Condition Assessment	\$49,000
Task 4- Recommended Improvements	\$16,800
<b>Total Consultant Budget</b>	<b>\$77,400</b>

Estimate of Legal Costs for Donnelly Sewer System Annexation:

1. Draft resolution identifying conditions are met.- 1.5
  - a. Review Staff and engineering and determine whether conditions are met.- 3
  - b. Communicate with City Attorney re: Form and Process. - .5
  - c. Review City Ordinance and provide feedback.- .8
  - d. Communicate with Board and Staff. -1
2. Joint Public Hearing
  - a. Coordinate with City Attorney (timing location notice). .8
  - b. Draft Notice. 1.5
  - c. Correspond with City Attorney re: Notice. .8
  - d. Ensure and review publication. .5
  - e. Attend hearing via Zoom. ?.5?
3. Attend Board meeting re: adoption of resolution .5
  - a. Communicate results to City. .4
4. Draft agreement for operations - 4
  - a. Correspond with City Attorney, and review draft edits. 1
5. Draft Petition for Judicial Review of the ordinances. - 4
  - a. Prepare evidence - 3
  - b. Prepare witnesses – 1.5
  - c. Prepare for hearing- 3
  - d. Travel to and attend hearing 4 (may attend via Zoom which would remove 2 hours travel)
  - e. Prepare order. 1.5
  - f. Correspond with City Attorney. 1.5
  - g. Record Order- .5
  - h. File with Idaho State Tax Commission. 1

Total time- 37

**DONNELLY CITY COUNCIL  
AGENDA BILL**

169 Halferty Street  
Donnelly, Idaho 83615

**Number AB 26-33**

**Meeting Date 06/15/2026**

<b>AGENDA ITEM INFORMATION</b>			
<b>SUBJECT:</b>  <i>Request to Approve Traffic Signal Warrant Analysis – Keller Associates</i>	<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
	Mayor / Council		
	Clerk/Treasurer		
	Public Works		
<b>COST IMPACT:</b>	\$16,500		
<b>FUNDING SOURCE:</b>	General – Road and Streets		
<b>TIMELINE:</b>			
<b>SUMMARY STATEMENT:</b>			
Keller and Associates, City Engineers – Traffic Signal Warrant Analysis for Hwy 55 and East/West Roseberry Road intersection.			
<b>RECOMMENDED ACTION:</b>			
<i>Approve and Authorize Mayor to sign Traffic Signal Warrant Analysis in the amount of \$16,500 to be done by Keller and Associates.</i>			
<b>RECORD OF COUNCIL ACTION</b>			
<b>MEETING DATE</b>	<b>ACTION</b>		

**TASK ORDER NO. 6  
FOR  
CITY OF DONNELLY  
HIGHWAY 55 AND W. ROSEBERRY RD. INTERSECTION  
SIGNAL WARRANT STUDY**

Keller Project No.: 225074-006

This Task Order, entered between the City of Donnelly ("Owner"), and Keller Associates, Inc. ("Consultant"), is subject to the provisions of the Agreement for Professional Services ("Agreement"), dated July 1, 2025 and is effective as of the date of the last signature of this Task Order .

The Owner intends to have Keller Associates perform a signal warrant study so that the Idaho Transportation Department (ITD) can install a traffic signal at the intersection of State Highway 55 and W. Roseberry Rd. as described in Attachment A, hereinafter referred to as the "Project".

Owner and Consultant agree to the following scope of services, schedule, and compensation.

**SCOPE:** Consultant's services under this Task Order are generally identified as described in Attachment A.

**SCHEDULE:** The Task Order shall commence on the Effective Date and Consultant shall complete its services within the scheduled time described in Attachment A.

**COMPENSATION:**

*Basic Services.* As compensation for services to be performed by Consultant, the Owner will pay Consultant a lump sum amount of \$16,500 (sixteen thousand five hundred dollars) as described in Attachment A.

*Additional Services.* Compensation for performing Additional Services will be pursuant to a mutually agreed upon Addendum to this Task Order.

In Witness Whereof, the parties hereto have executed this Task Order Agreement by their signatures below.

**OWNER: CITY OF DONNELLY, IDAHO**

**CONSULTANT: KELLER ASSOCIATES, INC.**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Justin Walker

Title: \_\_\_\_\_

Title: Principal

Address: 169 Halferty Street, Donnelly,  
ID 83615

Address: 100 East Bower Street, Suite 110  
Meridian, ID 83642

Telephone: 208-325-8859

Telephone: (208) 288-1992

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment A  
**CITY OF DONNELLY  
HIGHWAY 55 AND W. ROSEBERRY RD. INTERSECTION  
SIGNAL WARRANT STUDY  
SCOPE OF WORK**

**PROJECT DESCRIPTION**

The City of Donnelly (“City”) desires to have Idaho Transportation Department (ITD) install a traffic signal at the intersection of State Highway 55 and W. Roseberry Rd. This study will include a signal warrant analysis at this location.

Keller Associates, Inc. (“Keller”) will complete an engineering study to perform the signal warranty analysis. Keller’s scope of work has been developed based on above project description. As the project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement this scope of work. Keller’s services are limited to those services outlined in the following scope of work.

**SCOPE OF WORK**

**TASK 1: PROJECT MANAGEMENT**

*Consultant Responsibilities:*

- 1.1. General Project Management. Provide general project administration services including contract administration, project accounting, progress reports, scheduling, subconsultant and ITD coordination, and internal project administration.
- 1.2. Kickoff Meeting. Participate in a project kickoff meeting. Prepare agenda and meeting notes. The purpose of this meeting will be to discuss available data and published materials that will be made available by the City, review the overall project schedule including any major milestones and meetings, review project constraints and objectives, and review the process for deliverables including the process for City review and approval.

*City Responsibilities:*

- Provide meeting space for project meetings, if in person.

*Assumptions:*

- Project management budget assumes a project schedule of up to 2 months.
- Project is being funded by local funds and no grant/loan administration or support will be provided.
- Unless otherwise noted, meetings may include a combination of in-person or virtual attendees. This assumption applies to this task as well as subsequent tasks.

*Deliverables:*

- Monthly invoices and project update summaries.
- Kickoff meeting agendas and meeting notes.

**TASK 2: HIGHWAY 55 AND W. ROSEBERRY ROAD SIGNAL WARRANT ANALYSIS**

*Keller’s Responsibilities:*

- 2.1. Traffic Counts. Using services of a subconsultant, collect 12-hour (6 AM to 6 PM) traffic counts on a weekday including turning movements at the intersection of Highway 55 and W. Roseberry Road.

- 2.2. Signal Warrant Analysis. Complete a signal warrant analysis in accordance with ITD requirements and using HCS software.
- 2.3. Draft Submittal. Prepare draft Signal Warrant Analysis and submit to the City. Once the City provides comments, submit the draft Signal Warrant Analysis to ITD.
- 2.4. Final Submittal. Incorporate ITD input into Signal Warrant Analysis and finalize.

*City Responsibilities:*

- Provide input available regarding traffic movements.

*Deliverables:*

- Draft and Final Signal Warrant Analysis (1 PDF).

**SCHEDULE**

Consultant anticipates the following project schedule. The budget assumes an overall schedule of two months. The number of days associated with each of the tasks are approximate and assume timely delivery of requested information. Actual schedule may vary:

- Project Kickoff Meeting: Within 30 days of Notice to Proceed (NTP)
- Signal Warrant Analysis Within 60 days of NTP

**COMPENSATION**

As compensation for services to be performed by Consultant, the City will pay Consultant as described in the following table. The total authorized budget amount shall not be exceeded without written authorization from the City. For time and materials tasks, compensation will be according to the Consultant’s standard billing rates updated semi-annually in January and July. Lump sum amounts shall include all costs for direct labor, indirect labor, overhead, reimbursable expenses, equipment, travel, per diem, and fixed fees.

Task	Type	Amount
Task 1 – Project Management	LS	\$3,500
Task 2 – Highway 55 and W. Roseberry Rd. Signal Warrant Analysis	LS	\$13,000
<b>TOTAL COST</b>		<b>\$16,500</b>

LS = Lump Sum    T&M = Time and Materials



## City of Donnelly

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

---

To: Mayor & City Council  
From: Lori Clemens, City Clerk  
Re: Staff Report  
Date: June 11, 2026

### **UDC Administrator:**

**Utility Billings:** As of Thursday, June 10, 2026, there is \$858.15 (2) due (30 days or more) \$440.00 (1) shutoff, in water billings.

**Local Option Tax:** May Receipts (April Tax) \$8,861.99

### **Airport:**

**Clerk:** Community Center Lights  
Lillie Crosby – Thank you

### **Donnelly Depot Center:**

**Parks & Recreation:** Grant Possibility – North End Park

**Road & Streets:** Grant Possibility – Sidewalk, Curb and Gutter

**Water:** Working with DRFPD Hydrant Maintenance

**Office Closures:** June 19, 2026 – Juneteenth

**Upcoming Meeting Dates:** July 20, 2026, City Council Meeting