

Account #: \_\_\_\_\_

Amount \$ \_\_\_\_\_

## Welcome to the City of Shelley

101 S Emerson, Shelley ID 83274

208-357-3390

### City Hall Hours

Monday-Thursday 8 am – 5:30 pm

Friday 8 am – 12 pm

### DMV Hours – Cash or Check Payments Only

Monday-Thursday 8 am – 5 pm

Friday 8 am – 11:30 am

Visit our city website at [www.cityofshelley.org](http://www.cityofshelley.org) for information about Shelley. The website includes but is not limited to, Council Agendas, Parks and Recreation, Ordinances, Movie in the Park (during summer), and much more information.

Sign up for city alerts, street closures, water rationing, sports cancellations, and safety issues, just to name a few. You can sign up by clicking on Textwire on our city website.

### City Council –

City Council meetings are held every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month at 7:30 pm in our Council Chamber in the City Hall building. This is a great way to learn what is happening in the city. Also, if you wish to address our City Mayor and City Council, you must be placed on the agenda no later than 3:00 pm on Friday prior to the meeting you wish to attend.

### Utility Services –

Your utility bill for water, sewer, and sanitation services will be mailed out on the 1<sup>st</sup> of each month. Payment will be due by the 10<sup>th</sup> of the month. City utilities are billed in advance, for example, the billing date of May 1<sup>st</sup> is for services for the month of May.

Payments not received within 45 days of your billing will become delinquent, and additional fees may be applied to delinquent accounts. Orange tag notification will result in a \$25.00 fee and a 24-hour notice shut off. If utilities have been shut off due to delinquent payment a \$50.00 fee will be applied to turn services back on.

Utilities may be paid online at [www.cityofshelley.org](http://www.cityofshelley.org). A fee of 2.5% will be applied to all debit/credit card transactions.

Utilities may also be set through your personal online banking, bill pay. Please refer to your financial institution to set utility payments online. (Please keep in mind, if there are increases to utilities in the new fiscal year, you will be responsible for adjusting the increase through your financial institution to avoid any past due amount)

### Garbage Pickup –

Please have your cans out on the curb the night before the scheduled pick-up or by 7 am the morning of the scheduled pick-up. There is no set schedule for pick-ups for any street, as long as the can is out by the requested times, it will be dumped by 5:30 pm.

Commercial Trash is scheduled for pick up on Monday and Thursday.

Residential Trash on the East Side of the City is scheduled for pick up on Tuesday.

Residential Trash on the West Side of the City is scheduled for pick up on Wednesday.

Parks Subdivision is scheduled for pick up on Monday.

City Spring and Fall clean-up will generally be in April and October. During this time, you may place your ORGANIC DEBRIS CURBSIDE for pick-up. The exact dates for cleanup will be posted on your utility bill for that month, or watch for dates to be posted on the city marquee on State Street.

### **Annual Spud Day –**

Join us as we celebrate the beginning of the upcoming potato harvest. Our Annual Spud Day is held at our City Park on the third Saturday of September. Come and enjoy the different vendors and activities that take place, be sure to watch the Parade the morning of the celebration. Please visit the Shelley Annual Spud Day website [www.idahospudday.com](http://www.idahospudday.com) for a list of events, and contact info if you would like to participate as a sponsor, vendor, parade, etc.

### **Pet Licenses –**

A Pet License is required for all dogs residing within the city limits of Shelley. A pet license is required regardless of whether they are kept indoors or outdoors. Licensing your pet is the best assurance for a safe return of a lost pet.

You may have up to two (2) dogs within the city limits. Dog licenses can be purchased at the City Hall and must be renewed yearly.

Livestock, roosters, farm animals, bees, and dog kennels are NOT permitted in the city limits of Shelley. Please contact City Hall for more information or if you have any questions.

### **Building Permits –**

If you plan to make any structural changes to your property or building, please contact our City Building Inspector, Jordan Johnson, to obtain a permit. Cosmetic upgrades would not require a permit.

If you are unsure if a permit is required, please contact Jordan at the City Shop (208) 354-1991 or (208) 681-3391 or by email at [jordanj@cityofshelley.org](mailto:jordanj@cityofshelley.org)

### **Snow Removal –**

All vehicles must be off the city streets from November 15<sup>th</sup> through March 15<sup>th</sup> from 8 am – 6 pm, when snow is falling, there is a visible amount of snow on the street and the street has not been plowed since snowfall or if there is a City Proclamation in place. Pursuant to City Code 9-9-3.

You may also sign up for textwire notifications of snow emergencies and/or other important city announcements by visiting our city website. Notifications will also be announced on the utility bill or on the City Marquee on State Street.

### **Swimming Pool – (208) 357-7207 – 440 S Milton**

The pool generally opens for business on or around Memorial Day weekend and will close for the season in September, depending on weather conditions.

The pool offers swimming lessons, public swimming, family swimming, and water aerobics. The pool may be reserved for private events depending on availability.

### **City Park Shelters –**

City Park Shelter may be reserved, depending on availability, by going into the City Hall Office.