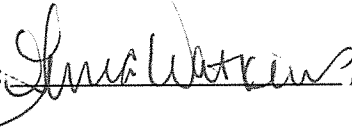


**GOLDEN GATE HIGHWAY DISTRICT NO. 3
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA**

Date	Time	Location
July 12, 2018	11:30 A.M.	Commissioner Meeting Room 500 E. Golden Gate Ave. Wilder, ID 83676
Action Items	<p>ACTION ITEM NOTATION INFORMATION: Any agenda item that requires a vote of the Board of Commissioners is identified with the appearance of the "Action Items" in the left column of this Meeting Agenda posting. The appearance of the "Action Items" does not require that a vote to be taken on that item. "Action Items" designation is inclusive of all items listed in the same agenda number row.</p>	
1.	CALL TO ORDER:	
2.	ROLL CALL:	
3.	<p>APPROVAL OF BOARD MEETING AGENDA NOTICE POSTINGS REPORT BY THE SECRETARY INCLUSIVE OF WEBSITE OR SOCIAL MEDIA PLATFORM POSTINGS WHEN MAINTAINED BY THE DISTRICT:</p> <ul style="list-style-type: none"> • Report of the Secretary on agenda notice postings inclusive of any amended agenda notice postings. • Motion to receive Secretary's agenda notice posting report, and set agenda. • Motion to Approve {if necessary} the amended agenda as last posted. <p>Procedure to follow to amend the Agenda after the Meeting is started: In the event the Board needs to take final action on an emergency matter not included in the approved posted agenda, a motion must first be made stating: why the item was not reasonably anticipated to be on the agenda and stating the facts of the reason for the emergency. An emergency must be a situation involving injury or damage to persons or property, or immediate financial loss, or the likelihood of such injury, damage or loss, when the notice requirements of such agenda posting will make such notice impracticable, or increase the likelihood or severity of such injury, damage or loss. The motion and the basis for this motion must be included in the minutes of this meeting.</p>	
Action Items		
4.	PUBLIC INPUT:	
5.	VISITORS:	
6.	<p>MEETING MINUTES APPROVAL:</p> <ul style="list-style-type: none"> • Minutes of June 14, 2018 Meeting 	
Action Items		
7.	<p>TREASURER'S REPORT AND BOARD APPROVAL OF BILLS:</p> <ul style="list-style-type: none"> • Treasure Report/I.C. § 57-135 compliance submittal of written financial report which includes the amount of funds in the District's treasury as such funds are deposited or invested. <ul style="list-style-type: none"> ➤ Consider motion to Receive and Approve the Treasurer's report. • Treasurer's Recommendation for approval by the Board to invest certified funds on deposit as permitted by Idaho Code Section 67-1210 which are not presently needed for the payment of expenditures until the next regular meeting (the certified period). • Ordinary and necessary bills to be paid presented by the Treasurer. <ul style="list-style-type: none"> ➤ Reviewed, by the Commissioners, of the bills together with the assignment of budget line item for each expenditures for approval as recommended by the Treasurer. <p style="margin-left: 40px;">• Suggested motion: "I move for the disbursement of funds from the District's treasury for the payment of the bills in the total sum of \$ _____, as presented by the Treasurer, be authorized and approved. This includes Expenses of \$ _____ and Payroll of \$ _____."</p>	
Action Items		
8.	PUBLIC HEARINGS:	
Action Items		

<p>9.</p> <p>Action Items</p>	<p>OLD BUSINESS:</p>
<p>10.</p> <p>Action Items</p>	<p>NEW BUSINESS:</p> <ul style="list-style-type: none"> • FY2019 Budget Discussion • Costco Renewals • Set Date for Christmas Dinner • IAHD Convention
<p>11.</p>	<p>REPORTS:</p> <ul style="list-style-type: none"> • Operation Report – Casey Percifield • Director/Engineer Report – Gordon Bates • Attorney’s Report – Wm. F. Gigray, III
<p>12.</p>	<p>COMMUNICATIONS:</p>
<p>13.</p>	<p>MOJO REPORT:</p>
<p>14.</p>	<p>IAHD REPORT:</p>
<p>15.</p>	<p>ACCHD REPORT:</p>
<p>16.</p>	<p>COMPASS REPORT:</p>
<p>17.</p> <p>Action Items</p>	<p>EXECUTIVE SESSION UNDER IDAHO CODE § 74-206 (1) (a), (b), (c), (d), (e), (f), OR (i).</p> <ul style="list-style-type: none"> • If needed. [The Action item is the emotion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote. • The Action item is also the voice vote to come out of executive session and resume regular session. <p>*No final action or final decision will be taken or made in executive session.</p>
<p>18.</p>	<p>NEXT MEETING OF THE BOARD:</p> <ul style="list-style-type: none"> • The next Board Meeting is: _____.
<p>19.</p>	<p>ADJOURNMENT</p>

Signed: , Genia Watkins/Secretary Date/Time Posted: 7/19/18 7:00 a.m.

Agenda Posting: Post agenda 48 hours in advance of regular meeting and 24 hours in advance of special meeting.

Golden Gate Highway District No. 3
500 E. Golden Gate Avenue
Wilder, ID 83676

US Postal Service
109 5th Street
Wilder, ID 83676

City of Wilder
107 4th Street
Wilder, ID 83676

City of Greenleaf
20523 N. Whittier
Greenleaf, ID 83626

**DISTRICT SECRETARY'S MINUTES
BOARD OF COMMISSIONERS MEETING**

These Minutes have been approved by the Board of Commissioners and are the official record relating to the conduct or administration of the District's business, as reflected herein.

Wilder, Idaho

July 12, 2018

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, July 12, 2018 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

PRESENT: Commissioners Virgil Holsclaw, Fred Sarceda and David Lincoln, Work Director Gordon Bates, Secretary/Clerk Genia Watkins, and Attorney William F. Gigray.

ABSENT: Road Foreman Casey Percifield

AGENDA

REVIEW: Secretary Genia Watkins reported she posted the original agenda for the regular meeting Monday, July 9, 2018 at 7:00 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner Fred Sarceda: To Approve the Posting of the Agenda, Seconded by Commissioner David Lincoln.** The Vote Was Unanimous. Motion carried.

PUBLIC

INPUT: None

VISITORS: None

MINUTES

READ AND

APPROVED: Minutes of the meetings were read. **Motion: Made by Commissioner Fred Sarceda to Approve the Minutes of Meeting for June 14, 2018, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous. Motion carried.

SECRETARY'S

RECORD DE-

STRUCTION

REQUEST: None

FINANCIAL

REPORT: Secretary/Treasurer Genia Watkins gave the financial report as follows. The expenses for June 15, 2018 through July 12, 2018 were \$395,430.05 payroll for June 15, 2018 through July 12, 2018 was \$45,276.07 for a total of \$440,706.12. **Motion: Made by Commissioner Fred Sarceda: To Approve the Financial Report and Authorize the Disbursement of Funds From the District's Treasury in the Sum Of \$440,706.12 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner David Lincoln.** The Vote Was Unanimous. Motion carried.

**PUBLIC
HEARING:**

**OLD
BUSINESS:**

**NEW
BUSINESS:** FY2018-2019 BUDGET DISCUSSION

The Commissioners discussed the proposed budget. No action was taken.

COSTCO RENEWALS

Secretary Genia Watkins stated that Costco memberships were up for renewal at \$60 per membership. **Motion: Made by Commissioner David Lincoln to Approve the Costco Renewals for 2018, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous. Motion carried.

SET DATE FOR CHRISTMAS DINNER

Discussion was held regarding the best date for the employee holiday party. Commissioners suggested scheduling the Christmas Dinner around the second week of December. Secretary Genia Watkins will find a location and get a reservation.

IAHD CONVENTION

Secretary Genia Watkins stated that IAHD Convention starts on Monday, November 12, 2018. Discussion was held regarding dates that Commissioners, Director, Foreman, and Clerk all needed to be there to attend classes. Secretary Genia Watkins will get the Commissioners more details as they come in.

ROAD

REPORT: Work Director Gordon Bates read Road Foreman Casey Percifield's attached report.

ENGINEER

REPORT: Work Director Gordon Bates discussed the attached report.

ATTORNEY'S

REPORT: Attorney William F. Gigray stated he had been in correspondence with ICRMP regarding MOJO liability insurance. Things were straightened out, and no changes will be needed. He also discussed in brief how impact fees have impacted some fire districts that have already implemented them. Commissioners and Director decided to talk in more detail about it at the next meeting.

**COMMUN-
ICATIONS:**

Commissioner David Lincoln stated that there is going to be a benefit auction on Sunday, July 22, 2018 from 2-5 in Homedale for Casey Bequeth. Director Gary Hickman from Notus Parma Highway District #2 will be having a retirement party on July 31, 2018 from noon – 4:00 p.m.

MOJO

REPORT: Next meeting will be held here, July 19, 2018 following the ACCHD Meeting.

IAHD

REPORT: Commissioner David Lincoln stated he had been in contact with IAHD's Nick Veldhouse regarding the upcoming Medicare gap initiative. If it is passed, it will be funded from the general fund. It is estimated to cost \$30 million, and could affect the Surplus Eliminator Grants that have been available for the last 2 years.

ACCHD

REPORT: Next meeting will be held here, July 19, 2018 at 1:30 p.m.

COMPASS

REPORT: None

**ADJOURN-
MENT:**

There being no further business to come before the Commissioners, the meeting was adjourned.


CHAIRMAN


SECRETARY

Golden Gate Highway District #3
Profit & Loss Budget Performance
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance			
General Carry Over	0.00	200,000.00	0.0%
Infrastructure & Equipment Fund	0.00	459,217.00	0.0%
Total Beginning Fund Balance	0.00	659,217.00	0.0%
Ag Equipment Replacement	10,454.00	20,908.00	50.0%
Application/Permit Fees/Manual	8,256.00	6,500.00	127.0%
Disaster Relief	21,877.36	19,500.00	112.2%
Grant - Peckham Rd Federal Reim	24,414.75	92,660.00	26.3%
Grant - Peckham Road City Reimb	1,534.57	3,281.00	46.8%
Highway Users Fund	682,770.17	858,000.00	79.6%
H312 Highway User Fund	211,084.38	269,412.00	78.4%
Interest	6,420.51	4,500.00	142.7%
Judgement	16,321.21	16,987.00	96.1%
Miscellaneous/Work Agreements	11,499.53	50,000.00	23.0%
Penalty & Interest	18,363.93	14,000.00	131.2%
Personal Property Replacement	8,934.45	7,377.00	121.1%
Property Tax Substitute	0.00	973.00	0.0%
Property Tax	791,620.41	1,115,142.00	71.0%
Rental Income	4,000.00	4,000.00	100.0%
Sale of Surplus Equipment	0.00	14,000.00	0.0%
Sales Tax	42,899.92	55,000.00	78.0%
Total Income	1,860,451.19	3,211,457.00	57.9%
Gross Profit	1,860,451.19	3,211,457.00	57.9%
Expense			
District Wages			
Wages			
Commissioners Salary	15,000.00	18,200.00	82.4%
District Wages	408,226.30	535,600.00	76.2%
Overtime/Comp Time	513.19	1,000.00	51.3%
Temporary Employees	7,292.40	5,000.00	145.8%
Wages - Other	0.00	100.00	0.0%
Total Wages	431,031.89	559,900.00	77.0%
Taxes and Retirement			
Workman's Comp	23,923.00	23,798.00	100.5%
Retirement - PERSI	42,983.44	63,381.00	67.8%
Medicare Employer	5,808.98	7,900.00	73.5%
FICA Employer	18,809.05	34,500.00	54.5%
Taxes - Other	0.00	100.00	0.0%
Total Taxes and Retirement	91,524.47	129,679.00	70.6%
Insurance			
3rd Party Buy Down Health	9,274.97	13,038.00	71.1%
Health Insurance	103,010.87	129,124.00	79.8%
Life Insurance	4,442.94	6,277.00	70.8%
Insurance - Other	0.00	100.00	0.0%
Total Insurance	116,728.78	148,539.00	78.6%
Total District Wages	639,285.14	838,118.00	76.3%
Comissioner Exp Reimbursement	0.00	100.00	0.0%
Less to Cities	30,471.23	52,307.00	58.3%
Facilities			
Bldg Main/Furniture/Equipment	4,747.16	6,800.00	69.8%
Power/Gas/Telephone	9,916.34	15,000.00	66.1%
Trash, Water & Sewer	3,057.98	4,000.00	76.4%
Facilities - Other	1,687.32	1,700.00	99.3%
Total Facilities	19,408.80	27,500.00	70.6%
Office And Administration			
Bank Service Charges	646.94	1,000.00	64.7%
Dues and Subscriptions	16,100.02	16,000.00	100.6%
Computer - Professional Service	1,195.00	2,000.00	59.8%
Copier Lease	1,250.00	1,500.00	83.3%
Interest Expense	4.48	100.00	4.5%
Legal Notice	1,081.46	1,500.00	72.1%
Liability Insurance	21,278.00	21,278.00	100.0%

Golden Gate Highway District #3
Profit & Loss Budget Performance
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	% of Budget
Miscellaneous	4,120.35	4,500.00	91.6%
Training	779.00	1,000.00	77.9%
Travel & Meeting	6,704.60	8,000.00	83.8%
Office/Computer Supplies	3,844.14	4,000.00	96.1%
Other	1,428.00	2,000.00	71.4%
Total Office And Administration	58,431.99	62,878.00	92.9%
Supplies			
Shop	2,679.24	3,500.00	76.5%
Clothing	783.45	1,300.00	60.3%
Maintenance	61.42	500.00	12.3%
Signs & Striping Paint	25,670.86	26,000.00	98.7%
Small Tools	1,446.45	3,000.00	48.2%
Supplies - Other	34.81	100.00	34.8%
Weed Control	54,559.83	58,000.00	94.1%
Welding	0.00	500.00	0.0%
Total Supplies	85,236.06	92,900.00	91.8%
Materials			
Bridge And Drainage			
Bridge	2,421.29	3,000.00	80.7%
Concrete	1,302.37	3,000.00	43.4%
Pipe	18,248.03	20,000.00	91.2%
Total Bridge And Drainage	21,971.69	26,000.00	84.5%
Liquid Asphalt (Oil)			
Crack Sealing Asphalt	8,045.00	8,045.00	100.0%
Liquid Asphalt (Oil) Cold Mix	21,171.03	21,171.00	100.0%
Dura-Patch Asphalt	3,820.75	10,000.00	38.2%
Chip Seal Asphalt	273,661.34	248,449.00	110.1%
Liquid Asphalt (oil) Other-Poly	0.00	100.00	0.0%
Total Liquid Asphalt (Oil)	306,698.12	287,765.00	106.6%
Gravel & Crushing			
Gravel & Crushing - Other	2,187.28	78,000.00	2.8%
MOJO Pit Expense	386.00	1,000.00	38.6%
Total Gravel & Crushing	2,573.28	79,000.00	3.3%
Materials - Other	0.00	100.00	0.0%
Total Materials	331,243.09	392,865.00	84.3%
Fleet Services			
Equipment Interest	8,361.92		
Equipment Leases	85,532.65	112,522.00	76.0%
Equipment Maintenance & Repairs	38,156.94	43,000.00	88.7%
Equipment Rental	8,142.79	10,000.00	81.4%
Fuel	40,265.00	52,000.00	77.4%
Tires	1,719.98	14,000.00	12.3%
New/Replacement Equipment	196,120.00	230,120.00	85.2%
Fleet Services - Other	23.46	100.00	23.5%
Total Fleet Services	378,322.74	461,742.00	81.9%
Professional Fees			
Audit	6,200.00	6,200.00	100.0%
Legal Fees	9,661.25	12,000.00	80.5%
Engineering	10,017.50	45,000.00	22.3%
Grant - Peckham Road Key #13964	69,287.11	100,000.00	69.3%
Professional Fees - Other	1,037.00	1,200.00	86.4%
Total Professional Fees	96,202.86	164,400.00	58.5%
H312 Funded Maintenance Project			
H312 - Chip Seal	62,093.60	61,815.00	100.5%
H312 - Crack Sealing	5,200.00	5,200.00	100.0%
H312 - Drainage & Erosion	120,747.40	116,897.00	103.3%
H312 - Roswell Road BST .9	31,585.11	35,000.00	90.2%
H312 - Red Top Road (East)	0.00	50,000.00	0.0%
H312 - Fog Seal (Oil)	0.00	6,500.00	0.0%
Total H312 Funded Maintenance Project	219,626.11	275,412.00	79.7%
Road Construction Projects			
2018 Red Top Rd (east) RABS	0.00	100,000.00	0.0%
2018 Homedale Road Wider Should	0.00	100.00	0.0%

Golden Gate Highway District #3
Profit & Loss Budget Performance
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	% of Budget
Right - of- Way Acquisition	0.00	100.00	0.0%
Total Road Construction Projects	0.00	100,200.00	0.0%
Carry Over To Future Year			
General Carry Over	0.00	200,000.00	0.0%
Infrastructure & Equipment Fund	0.00	519,035.00	0.0%
Road & Bridge Maintenance Fund	0.00	24,000.00	0.0%
Total Carry Over To Future Year	0.00	743,035.00	0.0%
Reconciliation Discrepancies	11.45		
Total Expense	1,858,239.47	3,211,457.00	57.9%
Net Ordinary Income	2,211.72	0.00	100.0%
Net Income	<u>2,211.72</u>	<u>0.00</u>	<u>100.0%</u>

Golden Gate Highway District #3
Income by Customer Summary
June 15 through July 12, 2018

	<u>Jun 15 - Jul 12, 18</u>
*City of Wilder	471.39
Agile Homes	50.00
Cannon, Beau	50.00
Canyon County Auditor	21,335.65
Das-Co of Idaho	50.00
Idaho Power ()	100.00
Jonathan Irizarry	50.00
Liberty Enterprises LLC	50.00
Matthew Jackson	212.01
Myers, Robert	50.00
State of Idaho ()	15,794.36
Timothy Goettsch	50.00
TOTAL	<u>38,263.41</u>

**Golden Gate Highway District #3
Expenses by Vendor Summary
June 15 through July 12, 2018**

	<u>Jun 15 - Jul 12, 18</u>
A Company, Inc.	20.00
Automated Office Systems()	10.79
Baird Oil Company	5,701.33
Big Valley Supply, Inc.	80.28
Blue Cross of Idaho	11,427.06
Cintas Corporation 610	247.56
City of Wilder	312.22
Community Planning Association	1,274.75
Costco	16.63
D & B Supply	99.99
Day Wireless Systems	135.00
Farm Store	27.54
Frontier	263.75
Glass Hero LLC	951.61
GoDaddy	179.88
Health Solutions of Idaho, LLC	1,369.00
Homedale Highway District()	3,495.79
Idaho Asphalt Supply	275,849.30
Idaho Chapter of PRIMA	35.00
Idaho Power	293.09
Idaho Press-Tribune	236.88
IntegraFlex	65.00
Intermountain Gas Company	12.18
JH Construction Traffic Control Co., LLC	4,217.90
Johnny B Transport	46,840.25
Lindemann, Audrey	400.00
Marsing Hardware & Pump	59.96
Matteson's Owyhee Motor Sales, Inc.	34.81
MBI Setl.	996.51
MetLife Small Business Center	1,712.30
Metroquip, Inc.	1,031.22
Newman Traffic Signs	2,320.16
Owyhee Auto Supply	143.69
PERSI	4,533.21
Potters Industries Inc.	2,527.20
Snake River Supply	94.17
T-O Engineers	26,061.21
Treasure Valley Coffee	44.75
United Heritage Life Insurance Co.	128.10
US Bank Equipment Finance	125.00
US Postal Service	3.18
Valli Information Systems, Inc.	248.98
Verizon Wireless	124.34
Web Design Center	40.00
Wells Fargo Financial Leasing	140.10
White Peterson	952.50
Wilder Building Center	23.28
Wilson Tire Factory (Payette)	368.91
Zions Bank	153.69
TOTAL	395,430.05

Golden Gate Highway District #3
Employee Earnings Summary
 June 15 through July 12, 2018

	Commissioners Salary	Hourly Regular Rate	Sick Hourly Rate	Temp Hourly	Vacation Hourly Rate	TOTAL
Alfred Sarceda	500.00	0.00	0.00	0.00	0.00	500.00
Bobbie A. Watkins	0.00	3,543.16	56.60	0.00	22.64	3,622.40
Casey Percifield	0.00	4,457.02	0.00	0.00	42.18	4,499.20
Cole B. Hemry	0.00	0.00	0.00	918.00	0.00	918.00
David L. Norris	0.00	2,852.64	0.00	0.00	769.76	3,622.40
David Lincoln	500.00	0.00	0.00	0.00	0.00	500.00
David W Visser	0.00	3,282.80	0.00	0.00	339.60	3,622.40
Genia N. Watkins	0.00	3,272.50	66.00	0.00	181.50	3,520.00
Gordon D. Bates	0.00	5,945.16	211.64	0.00	0.00	6,156.80
Jerry Germain	0.00	0.00	0.00	997.50	0.00	997.50
Mark Robins	0.00	3,571.46	50.94	0.00	0.00	3,622.40
Richard L Houghton	0.00	3,362.04	237.72	0.00	22.64	3,622.40
Robert Renteria	0.00	3,339.40	226.40	0.00	56.60	3,622.40
Troy R Sutterfield	0.00	3,407.32	215.08	0.00	0.00	3,622.40
Virgil R Holsclaw	500.00	0.00	0.00	1,159.00	0.00	1,659.00
TOTAL	1,500.00	37,033.50	1,064.38	3,074.50	1,434.92	44,107.30

add \$ 1,149.77 Exceptional Service Award = \$ 45,274.07

Golden Gate Highway District #3

Balance Sheet

As of July 12, 2018

ASSETS

Current Assets

Checking/Savings

Cash In Bank - Checking	19,180.85
*State Investment Pool	529,377.48
Custodial Holding Fund	12,514.77
GGHD Health Savings Account	25,303.00
Zions Money Market #419611801	89,292.82
Zions Savings #4193024900	241.44
Total Checking/Savings	675,910.36

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

July 12, 2018

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for July 2018

This past month the crew has accomplished:

- Finished chip sealing
- Brooming off chip seal roads
- Started painting lines
- Graded Fish Rd, was destroyed very next day

Next months projects:

- Fog sealing Roswell Rd, Angelina Ct, and Olena Way
- Dura Patching
- Finish painting Lines
- Sign Maintenance
- Grade Fran Ln
- Fix water leaks with Boise Project, Travis & Middle Rd.



Street Address
500 Golden Gate Ave
Wilder, ID 83676

Phone (208) 482-6267
Fax (208) 482-6100
Email office@gghd3.org

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

July 12, 2018

To: GGHD Commissioners

From: Gordon Bates, P.E.

Subject: **Director's Report for July 2018**

- Coordinated chip seal oil orders, mileage and mapping.
- Peckham Road 90% plans under review. Evaluating bidding options with LHTAC to keep project within budget. Met with both Cities. Worked on historic R/W documents. Will need to purchase R/W in and east of Greenleaf.
- Emergency Relief Fund reimbursement received. Total = \$21,877.36.
- Red Top Road rebuild completed bid documents and now out-to-bid.
- 2022 Freight Grant on Peckham Rd in the ITIP approved by ITD Board. Now public comment period on the ITIP.
- Preparing for pre-construction meeting on Everrose Road (Howard Van Slyke).



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