

DISTRICT SECRETARY'S FINAL 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

October 8, 2025

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 2:00 P.M. on Wednesday, October 8, 2025 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

PRESENT: Commissioners Wood (Trey) Hart, Fred Sarceda, and Andy Bishop, Director of Highways Bob Watkins, Road Foreman Casey Percifield, Engineer Christopher Pettigrew, Attorney Jay Kiiha (via Zoom), and Secretary Anita Herman.

ABSENT: None

CALL TO ORDER: The meeting was called to order at 2:00 p.m. by Chairman Andy Bishop.

AGENDA REVIEW: Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting Monday, October 6, 2025 at 11:30 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner Trey Hart: To Approve the Posting of the Agenda, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

VISITORS: Christy Niblett – 19641 Sunset Hill, Wilder, Idaho 83676
Brian Niblett – 19641 Sunset Hill, Wilder, Idaho 83676

PUBLIC INPUT: None

**MINUTES
READ AND**

APPROVED: Minutes of the meeting were read. **Motion: Made by Commissioner Fred Sarceda: To Accept and Approve the Minutes of Regular Meeting September 3, 2025, Seconded by Commissioner Trey Hart.** The vote was unanimous. Motion carried.

**SECRETARY'S
RECORD DE-
STRUCTION**

REQUEST: **Motion: Made by Commissioner Trey Hart: Authorizing Secretary's Records Destruction Request of Meeting Audio Tape for Regular Meeting September 3,**

2025, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

FINANCIAL

REPORT: Secretary/Clerk Anita Herman gave the financial report as follows. The expenses for September 4, 2025 through October 8, 2025 were \$219,418.55, payroll for September 4, 2025 through October 8, 2025 was \$65,604.84 for a total of \$285,023.39. **Motion Made by Commissioner Fred Sarceda: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$285,023.39 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Trey Hart.** The vote was unanimous. Motion carried.

PUBLIC

HEARINGS: None

OLD

BUSINESS: None

NEW

BUSINESS: VARIANCE 2025-03 – CHRISTY AND BRIAN NIBLETT

The Variance 2025-03 – Christy and Brian Niblett hearing was opened at 2:09 p.m. by Chairman Andy Bishop. The following exhibits have been admitted as evidence:

- Exhibit A – Variance Application
- Exhibit B – Legal Description of Property
- Exhibit C – Location Specific Photos
- Exhibit D – Standard Drawing ACCHD-106
- Exhibit E – Staff Report
- Exhibit F – Engineers Recommendation
- Exhibit G – Photo Submitted by Christy Niblett
- Exhibit H – Variance Definition from the ACCHD Standards

Motion Made by Commissioner Trey Hart: To Admit into the Record the Mentioned Exhibits A - H, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Chairman Andy Bishop asked Director Bob Watkins to give his staff report. Director Bob Watkins read the attached report to the Board, which includes the staff recommendation.

Chairman Andy Bishop stated that the Applicant had the floor. Applicants Christy and Brian Niblett explained to the Board that they were seeking a variance, at 19641 Sunset Hill Dr. Wilder, Idaho, to not have to put in a commercial approach since there is one residential home, two air bnb's, and a shop they are building, so there is minimal traffic. They also do not want to put in the commercial approach since it is a farm access where they do not own the property, but they do have an easement to use the approach and they were told by the farmer that the farm equipment would tear up the paved approach quickly. They feel like they would be wasting money by putting in the commercial approach and it is not needed.

Rebuttal by Staff – Director Bob Watkins told the applicants that in the highway district there are paved aprons all over the district and they can and will withstand major traffic and farm equipment.

Rebuttal by Applicant – Applicant Christy Niblett said she had our aprons (commercial approaches) diagnosed and she disagrees that they will hold up. But the one she used as an example on Simplot Boulevard was in a different highway district. She also asked the Board if they had to have a commercial approach at any of their own properties and Commissioner Trey Hart told her that he did in two locations at his address because that was the highway district's standards.

Chairman Bishop asked the Secretary to confirm all exhibits.

Confirmed by Secretary Anita Herman, the following exhibits have been admitted as evidence:

- Exhibit A – Variance Application
- Exhibit B – Legal Description of Property
- Exhibit C – Location Specific Photos
- Exhibit D – Standard Drawing ACCHD-106
- Exhibit E – Staff Report
- Exhibit F – Engineers Recommendation
- Exhibit G – Photo Submitted by Christy Niblett
- Exhibit H – Variance Definition from the ACCHD Standards

Chairman Andy Bishop closed the variance hearing at 2:38 p.m. and went into deliberations with the other Commissioners. After going through the variation worksheet with Attorney Jay Kiiha, the Board denied Variance 2025-03 – Christy and Brian Niblett due to there not being any undo hardships.

Motion: Made by Commissioner Fred Sarceda: To Deny Variance 2025-03 and Instructed the District Attorney to Prepare the Findings of Fact and Conclusions of Law and Order of Decision by the Next Regular Meeting on November 4th at 2:00 p.m., Seconded by Commissioner Trey Hart. The vote was unanimous. Motion carried.

AUSTIN EMRY – WAIVE OR VARY SETBACK

Director Bob Watkins reported to the Board that Austin Emry at 15949 Hill Top Circle, Wilder, Idaho was asking for a setback waiver from the 30 feet to 3 feet along the front property line for a home addition. **Motion: Made by Commissioner Fred Sarceda: To Waive or Vary the Setback Requested by Austin Emry, Seconded by Commissioner Trey Hart.** The vote was unanimous. Motion carried.

APPOINTMENT OF OFFICERS

Director of Highways – Bob Watkins

Board Secretary/Clerk – Anita Herman

Highway District Attorney – Jay Kiiha (White Peterson)

Highway District Engineer – Christopher Pettigrew (J-U-B Engineers)

Motion: Made by Commissioner Fred Sarceda: To Appoint the Current Officers, Bob Watkins as Director of Highways, Anita Herman as District Secretary/Clerk, Jay Kiiha (White Peterson) as District Attorney, and Christopher Pettigrew (J-U-B

Engineers) as District Engineer, Seconded by Commissioner Trey Hart. The vote was unanimous. Motion carried.

ELECTION OF OFFICERS

Board Chairman – Andy Bishop

Board Vice Chairman – Fred Sarceda

Motion: Made by Commissioner Fred Sarceda: To Appoint Commissioner Andy Bishop as Board Chairman and Commissioner Fred Sarceda as Board Vice Chairman, Seconded by Commissioner Trey Hart. The vote was unanimous. Motion carried.

ELECTION OF MOJO REPRESENTATIVE

Motion: Made by Commissioner Trey Hart: To Appoint Commissioner Alfred Sarceda as the MOJO Representative, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN THE FOURTEENTH ANNUAL RURAL PRIORITIZATION WORK GROUP

Motion: Made by Commissioner Trey Hart: To Authorize Chairman to Sign the Fourteenth Annual Rural Prioritization Work Group, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

WEED CONTROL CHEMICAL PURCHASE

Road Foreman Casey Percifield gave his recommendation to the Board from the three different vendors (Valley Agronomics, Helena, and Nutrien Ag Solutions) to purchase herbicides from for weed control.

Helena:

Grounded – 85 Gallons - \$1,691.50

Nutrien Ag Solutions with Rebate:

Method 240 SL – 25 Gallons - \$9,120.00 – Rebate = \$8,390.50

Esplanade 200sc – 35 Gallons - \$52,819.20 – Rebate = \$48,593.65

Telar XP – 960 oz - \$11,884.80 – Rebate = \$10,876.80

Valley Agronomics:

Flumi 51% WDG/Payload – 190 Pounds - \$3,249.00

Total Weed Control: \$78,764.50. Rebate Savings: \$5,963.05

Motion: Made by Commissioner Trey Hart: To Approve the Road Foreman's Recommendation for the Chemical Purchase, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

CONSIDER APPROVAL OF RESOLUTION 2025-14 – CONSENT AGENDA POLICY

CONSIDER APPROVAL OF RESOLUTION 2025-15 – AMENDING THE AUDIT EXPENDITURE THRESHOLD AMOUNTS

CONSIDER APPROVAL OF RESOLUTION 2025-16 – FLAG DISPLAY POLICY

CONSIDER APPROVAL OF RESOLUTION 2025-17 – MOTION TO RECEIVE
TREASURER’S REPORT

CONSIDER APPROVAL OF RESOLUTION 2025-18 – PROCUREMENT
THRESHOLD INCREASES

Secretary Anita Herman explained all of the above proposed resolutions and asked the Board to approve them to update their current policy code. **Motion: Made by Commissioner Fred Sarceda: To Approve Resolutions 2025-14 Through 2025-18, Seconded by Commissioner Trey Hart.** The vote was unanimous. Motion carried.

ROAD

REPORT: Road Foreman Casey Percifield discussed his attached report.

DIRECTOR’S

REPORT: Director Bob Watkins discussed his attached report.

ENGINEER’S

REPORT: Engineer Chris Pettigrew’s discussed his attached report.

ATTORNEY’S

REPORT: None

GENERAL

MATTERS: None

COMMUN-

ICATIONS: None

ACCHD

REPORT: None

MOJO

REPORT: None

IAHD

REPORT: None

EXECUTIVE

SESSION: None

SPECIAL

BUSINESS: None

ADJOURN-

MENT: There being no further business to come before the Commissioners, the meeting was adjourned at 3:19 p.m. **Motion: Made By Commissioner Trey Hart: To Adjourn the Meeting, Seconded by Commissioner Fred Sarceda.**

Next special meeting is scheduled for November 4, 2025 at 11:30 a.m. and the next regular meeting is scheduled for November 4, 2025 at 2:00 p.m.



CHAIRMAN



SECRETARY

Golden Gate Highway District No. 3

Commissioners: Fred Sarceda, Andy Bishop, Trey Hart

Staff Report

Variance – 2025-03 Christy and Brian Niblett

Requesting to not have to build a Commercial Approach where applicable

Applicant: Christy and Brian Niblett

List of Attachments:

- Exhibit A – Variance Application
- Exhibit B – Legal Description of Property
- Exhibit C – Location Specific Photos
- Exhibit D – Standard Drawing ACCHD-106
- Exhibit E – Staff Report
- Exhibit F – Engineer Recommendation

GGHD3 staff have prepared the following report on the facts and circumstances related to the proposed access locations. The Applicant is seeking a variance to allow:

Christy and Brian Niblett are requesting a variance to allow a Standard Approach (No Paving Necessary) in leu of the Commercial Approach (Paving Required) that is applicable due to a third Residence being built.

Highway Standards & Development Procedures (HSDP) Section 3061.060. states all approaches shall conform to the requirements of Section 2020.030 of these Standards and Standard Drawings ACCHD-105 and ACCHD-106. Approach aprons shall be paved for access serving three or more residential building permits, in conjunction with the first issued permit. Standard Drawing ACCHD-106 states in note (5) a Commercial Approach is applicable when serving (1) Commercial Property or (3) Residences.

An on-site meeting was held on 9/23/25 with the applicant(s) to discuss the application and that there are no specific sight characteristics (Geographical or Topographical) out of the applicants control to warrant a Variance of the Commercial Approach. Access is currently being used to serve 3 parcels with 2 tiny homes that are listed as Airbnb rentals and a new build consisting of a barn with living quarters which is considered the third residence warranting the Commercial Approach.

Staff Recommendation is to DENY the commercial approach variance: Staff has visited the sight location determining there is NO applicable sight deficiencies to warrant the variance of the commercial approach, therefore it is warranted based on ACCHD development procedures and standards.

Failure of the Applicants to comply with the conditions shall result in the revocation of any/all variance and permit(s) issued by Golden Gate Highway District #3.

End of Staff Report



Street Address
500 Golden Gate Ave
Wilder, ID 83676

Mailing Address
500 Golden Gate Avenue
Wilder, ID 83676

Phone 208. 482.6267
Fax 208. 482.6100
Email office@gghd3.org

Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Trey Hart, Fred Sarceda

October 8, 2025

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for October 2025

This past month the crew has accomplished:

- Finished painting center and fog lines
- Finished grading gravel roads
- Started pulling shoulders on next years chip seal roads
- Fixed guard rail on Howe Rd by bull ranch
- Equipment maintenance

Next month's projects

- Finish pulling shoulders
- Add gravel to shoulders
- Start spraying sterilant
- Culvert work
- Tree trimming
- Equipment maintenance



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: Fred Sarceda, Andy Bishop, Trey Hart

October 7, 2025

To: GGHD Commissioners

From: Bob Watkins, Director of Highways

Subject: Directors Report

- **Bluff Ln. LILB-** Project is in design and scheduled for winter of 2026 replacement.
- **Red Top Rd. Bridge-** 9/2/25 onsite meeting held with JUB, Boise Project, Geotec, and CTI. To discuss potential impacts and needs prior to design and construction.
- **Williamson Subdivision Variance-** Received Draft Traffic Impact Study currently under review.
- **Christensen Indart Variance-** Currently under review, currently reviewing TIS for both Christensen/Indart and Williamson Subdivision
- **Nampa Paving Gravel Pit Boise River Rd.-** Just received engineered drawings for the rebuild of Boise River Rd. from the proposed sight entrance to Ode Ln. Currently under review.
- **ITD SH55 and Hoskins Rd.-** Meeting held on 10/6/25 to discuss impacts to GGHD3 and HD4. With their proposed solution.

End Report

Street Address
500 Golden Gate Ave
Wilder, ID 83676

Mailing Address
500 Golden Gate Avenue
Wilder, ID 83676

Phone 208. 482.6267
Fax 208. 482.6100
Email office@gghd3.org



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



**THE
LANGDON
GROUP**



**GATEWAY
MAPPING
INC.**

October 7, 2025

To: GGHD Commissioners
From: Christopher S. Pettigrew, P.E.
J-U-B Engineers, Inc.

Subject: Engineer's Report

The following items have been worked on in the past month:

- Knife River Conditional Use Permit Application #2 – review letter sent to County 10/01/25
- Lehman Administrative Land Division – review letter sent to County 09/09/25
- Sunroc Conditional Use Permit Application – currently under review
- Williams Subdivision Variance App. – draft TIS under review
- Timber Ridge Subdivision (Christensen-Indart) Variance App. – draft TIS under review
- Nampa Paving Pit App. – Boise River Rd reconstruction plans under review
- Red Top Rd over Golden Gate Canal – preliminary design underway
- Batt Corner Rd Realignment – aerial flown (see below)

The following are tracking items:

- GIS for Pavement and Sign Management – refining interface and gathering field data



END REPORT