


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

Date	Time	Location
July 11, 2019	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.	COMMISSIONER RECEPTION:	
Action Items	<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>	
4.	PUBLIC INPUT:	
5.	VISITORS:	
Action Items	<p>MEETING MINUTES APPROVAL:</p> <ul style="list-style-type: none"> • Approval of Meeting Minutes and Resolution Authorizing Secretary's Records Destruction Request of Meeting Audio Tape [Unclassified Record] Subject Meeting Dates: Regular Meeting June 11, 2019 and Special Meeting June 19, 2019. 	
Action Items	<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. <ul style="list-style-type: none"> • 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 \$ _____." 	
Action Items	PUBLIC HEARINGS:	
Action Items	<p>OLD BUSINESS:</p> <ul style="list-style-type: none"> • FY2020 Budget Discussion 	

10. Action Items	NEW BUSINESS: <ul style="list-style-type: none"> • Approach Permit Fee for Private Road Connection • Administrative Lot Split Fee
11.	REPORTS: <ul style="list-style-type: none"> • Operation Report – Casey Percifield • Director/Engineer Report – Gordon Bates • Attorney’s Report – Wm. F. Gigray, III
12.	GENERAL MATTERS <ul style="list-style-type: none"> • Discussion regarding general matters with staff related to the operations of the District. No action will be taken.
13.	COMMUNICATIONS:
14.	MOJO REPORT:
15.	IAHD REPORT:
16.	ACCHD REPORT:
17	COMPASS REPORT:
18. Action Items	EXECUTIVE SESSION UNDER IDAHO CODE § 74-206 (1) (a), (b), (c), (d), (e), (f), OR (i). <ul style="list-style-type: none"> • If needed. [The Action item is the motion 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. *No final action or final decision will be taken or made in executive session.
19.	NEXT MEETING OF THE BOARD: <ul style="list-style-type: none"> • The next Board Meeting is: _____.
20.	ADJOURNMENT

Signed:  Genia Watkins/Secretary Date/Time Posted: 7/19/19 9:30 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 11, 2019

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, July 11, 2019 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

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

ABSENT: Road Foreman Casey Percifield

AGENDA

REVIEW: Secretary Genia Watkins reported she posted the agenda for the regular meeting Tuesday, July 9, 2019 at 9:30 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 David Lincoln: To Approve The Minutes of Regular Meeting on June 11, 2019, and Special Meeting on June 19, 2019 Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

SECRETARY'S RECORD DE- STRUCTION

REQUEST: After review of the meetings minutes. **Motion: Made By Commissioner David Lincoln: To Accept the Minutes and by Resolution Authorize the Secretary's Record Destruction Request, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

FINANCIAL

REPORT: Secretary/Treasurer Genia Watkins gave the financial report as follows. The expenses for June 12, 2019 through July 11, 2019 were \$508,465.00, payroll for June 12, 2019 through July 11, 2019 was \$46,943.11 for a total of \$555,408.11. **Motion made by Commissioner David Lincoln to Receive and Approve the Treasurer's Report, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried. **Motion: Made by Commissioner David Lincoln: To Approve the Financial Report and Authorize the Disbursement of Funds From the District's Treasury in the Sum Of \$555,408.11 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

PUBLIC

HEARING: None

OLD

BUSINESS: FY2020 BUDGET DISCUSSION

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

NEW

BUSINESS: APPROACH PERMIT FEE FOR PRIVATE ROAD CONNECTION

Director Gordon Bates discussed attached report. Commissioners discussed the importance of having uniform fee structures with other highway districts. Commissioners directed Attorney William F. Gigray to draft a resolution clarifying the fee for approach permits on private roads that connect to public roads, no new fees will be added.

ADMINISTRATIVE LOT SPLIT FEE

Director Gordon Bates discussed attached report. Commissioners stated that if the fee is in our fee schedule, and we are doing the work, the District needs to be uniform and it needs to be collected. **Motion: Made By Commissioner David Lincoln: To Collect \$50 Administrative Lot Split Fee, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

ROAD

REPORT: Commissioners read Road Foreman Casey Percifield attached report.

ENGINEER

REPORT: Director/Engineer Gordon Bates discussed the attached report.

ATTORNEY'S

REPORT: Attorney William F. Gigray stated that most of the items that he has worked on this month, have previously been discussed in the meeting. Mr. Gigray stated he would be working with Gordon to get all the Schmidt Construction show cause documents in order for the next meeting.

GENERAL

MATTERS: Commissioner David Lincoln requested that Director Gordon Bates do some research for the next meeting regarding Polo Cove. Discussion was also held regarding Wilder's potential for growth and attracting developers. Commissioner Virgil Holsclaw stated that next year during the July 4th fireworks in Wilder, property around the yard needs to be fenced off so that patrons will not be able to set off fireworks near our yard.

COMMUN-

ICATIONS: Director Gordon Bates stated that he met with members of the Boise Water Project. Discussion was held regarding how the District could possibly save money regarding permit fees.

MOJO

REPORT: Next meeting, Thursday, July 18, 2019

IAHD

REPORT: None

ACCHD

REPORT: Next meeting, Thursday, July 18, 2019

COMPASS

REPORT: None

EXECUTIVE

SESSION: None

ADJOURN-

MENT: There being no further business to come before the Commissioners, the meeting was adjourned. Next regular meeting is scheduled for August 8, 2019.


CHAIRMAN


SECRETARY

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

July 11, 2019

To: GGHD Commissioners

From: Gordon Bates, P.E.
Director of Highways and District Engineer

Subject: Fee Clarification for Private Road Connection

New building permit on parcels with access onto private roadways has been an ongoing issue for the past several years. The Highway District has no jurisdiction over these private roadways. In my opinion, that means GGHD should not issue approach permits onto private roadways. For the past couple of years GGHD has confirmed private road status and Development Services has issued building permits without GGHD issuing an Approach Permit.

At this time, Development Services is requesting some sort of Approach Permit with every building permit (Ag structures are exempt from building permits). This improves coordination with the Highway Districts.

Canyon Highway District #4 and Nampa Highway District #1 both have a different procedure. They issue an Approach Permit for a parcel accessing a private roadway. Their caveat is to issue the permit for the private road connection to the public road.

“This parcel’s access to the public roadway is via the previously approved (or existing) private road (Insert Name) approach.”

Conversely, if the private road connection to the public road has not been approved by the Highway District or doesn’t meet standards; then, a Commercial Approach Permit and/or improvements can be required. This is similar to a driveway being upgraded to a private road (more than 2 residences) and a Commercial Approach. Subdivision private roads are limited to the standards and improvements required at the time the plat was signed by the Highway District (confirm with Mr. Gigray).

\$50 fee is charged by both of the other Highway Districts for the “private road connection” Approach Permit (subdivision or otherwise). This is to cover administrative and field review costs. Normal permit fees and deposit are applicable where improvements are required.

Shall GGHD copy this procedure and fee structure?



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 11, 2019

To: GGHD Commissioners

From: Gordon Bates, P.E.
Director of Highways and District Engineer

Subject: **Fee Clarification for Administrative Lot Split**

Years ago Teila pointed out that GGHD probably shouldn't charge the fee since we no longer out-source reviews of Administrative Lot Split. I consented to her point-of-view. Admittedly, Teila and I should have asked for Board direction regarding the fee.

While researching private road connections I discovered that Canyon Highway District #4 charges the \$50 fee for in-house processing of Administrative Lot Splits. This is to cover staff costs to review the application and provide comments to Development Services.

Does the Board wish to continue GGHD's procedure to waive the \$50 fee for Administrative Lot Split so long as the application is processed in-house?



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Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

July 11th 2019

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for July 2019

This past month the crew has accomplished:

- Chip sealed 24.75 miles
- 2 Trucks, one roller to Notus/Parma chip seal
- Broomed chip seal roads and paint stripe roads
- Paint striped
- Fog sealed sand shed pad, Sandy Beach sub, Garrett ranch, Applewood Way, and AP
- Continued spraying weeds

Next month's projects:

- Grading Arena Valley Rd, and Fish Ln
- Peckham Rd rebuild



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Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

July 11, 2019

To: GGHD Commissioners

From: Gordon Bates, P.E.
Director of Highways and District Engineer

Subject: **Director's Report for July 2019**

- Peckham Road KN13964 five of seven landowners have signed R/W Contract and Deed. Working with Pioneer Title for closings.
- Peckham Road reconstruction (RR to Van Slyke Rd) coordinate with utilities. Road work starts July 15, 2019.
- ClearSpan structure is complete. Want a tour?
- Safety grant signs installed at most of the 62 intersections. Stop bars to follow.
- Bella Toscana ditch erosion mitigation design to begin.
- Development Services applications of interest. Knife River gravel pit expansion/reserves to Notus Road near Dixie River Road. 38 lot subdivision with rezone on Ustick Road just west of Beet Road.



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