

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

	Date	Time	Location
	June 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>3. 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.	<p>VISITORS:</p> <ul style="list-style-type: none"> • David Christensen • William Schmidt 		
Action Items	<p>6. 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 May 9, 2019. 		
Action Items	<p>7. 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	<p>8. PUBLIC HEARINGS:</p> <ul style="list-style-type: none"> • David Christensen – Right-of-Way Reclassification for Signature Pointe Lane – 12:30 P.M. 		

9. Action Items	OLD BUSINESS: <ul style="list-style-type: none"> • Discuss Function Classification Map Update- Approve Resolution 2019-05 • Peckham Road Agreement with City of Greenleaf • Peckham Road ROW Contracts & Warranty Deed – Authorize Chairman to Sign
1 Action Items	NEW BUSINESS: <ul style="list-style-type: none"> • Set Show Cause Hearing Date for: <ul style="list-style-type: none"> ❖ Schmidt Construction, Inc., Variance 2018-01 ❖ Valley Finish Variance 2018-02 • Receive May 21, 2019 Election Results from Canyon County Clerk • Resolution 2019-06 Temporary Employee Authorization • Resolution 2019-07 Authorize Chairman to Sign Bureau of Reclamation Permits • Resolution 2019-08 Amending Cooperative Purchasing by SB1047 • Resolution 2019-09 Amending Sole Source Purchasing by HB160 • Resolution 2019-10 Amending Audit Requirement by HB184 • Resolution 2019-11 Amending Surplus Property Value by SB1046 • Variance 2018-03 Dorsey Wall Map Approval • FY2020 Budget Discussion • Costco Renewals
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, Genia Watkins/Secretary Date/Time Posted: 6/16/19 @ 1:30pm.

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

June 11, 2019

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Tuesday, June 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, Road Foreman Casey Percifield, Attorney William F. Gigray, and Secretary/Clerk Genia Watkins.

ABSENT: None

AGENDA

REVIEW: Secretary Genia Watkins reported she posted the agenda for the regular meeting Thursday, June 6, 2019 at 1:30 p.m. at the locations listed on the agenda. **Motion: Made by Commissioner David Lincoln: To Approve the Posting of the Agenda, Seconded by Commissioner Fred Sarceda.** 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 May 9, 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 May 9, 2019 through June 11, 2019 were \$107,245.08, payroll for May 9, 2019 through June 11, 2019 was \$42,887.20 for a total of \$150,132.28. **Motion made by Commissioner Fred Sarceda to Receive and Approve the Treasurer’s Report, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried. **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 \$150,132.28 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

OLD

BUSINESS: DISCUSS FUNCTION CLASSIFICATION MAP UPDATE- APPROVE RESOLUTION 2019-05

Motion: Made By Commissioner David Lincoln: To Adopt Resolution No. 2019-05 To Adopt the Function Classification Map After Signature Pointe Lane is Removed From Map, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

PECKHAM ROAD AGREEMENT WITH CITY OF GREENLEAF

Director Gordon Bates stated he and Attorney William F. Gigray have been working with the City of Greenleaf to finalize an Acquisition Process Agreement regarding Peckham Road Improvement Rights-Of-Way. Attorney William F. Gigray stated that this agreement has been reviewed by City of Greenleaf’s attorney, and has no concerns with the agreement. Director Gordon Bates will attend City of Greenleaf’s City Council meeting this evening to get signature from their representative. **Motion: Made By Commissioner Fred Sarceda: To Adopt Resolution No. 2019-12 Authorizing Chairman to Sign Peckham Road Improvement Rights-Of-Ways Acquisitions Process Agreement With City of Greenleaf, Seconded By Commissioner David Lincoln.** The vote was unanimous. Motion carried.

PECKHAM ROAD ROW CONTRACTS & WARRANTY DEED – AUTHORIZE CHAIRMAN TO SIGN

Director Gordon Bates discussed the draft ROW Contracts, Warranty Deed, and Temporary Construction Easement documents. These will be completed as the property owners accept offers. Attorney William F. Gigray suggested that the Commissioner’s provide a motion to amend the agenda, due to financial loss in delaying this matter any further.

Motion: Made By Commissioner David Lincoln: To Declare an Emergency and Amend Agenda to Add Authorize Expenditure of Funds for ROW Contracts Due to Delayed Processing Could Cause Financial Loss to the District, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Motion: Made By Commissioner David Lincoln: Authorize Chairman to Sign ROW Contracts and Warranty Deeds for Peckham Road Project, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

NEW

BUSINESS: SET SHOW CAUSE HEARING DATE FOR:

- SCHMIDT CONSTRUCTION, INC., VARIANCE 2018-01
- VALLEY FINISH VARIANCE 2018-02

Director Gordon Bates discussed attached memo. Owner of Valley Finish, Mr. Jim Crowe has completed work for Variance 2018-02. Director Gordon Bates stated that the District will watch storm water runoff to see if work will continue to drain correctly. The Variance 2018-02 is a standing agreement to maintain his conditions of variance. No Show Cause Hearing will be set for Variance 2018-02.

Variance 2018-01 for Schmidt Construction, Inc. has not completed work per FCO's dated May 10, 2018. Owner, Mr. William Schmidt has had a year to complete work that was agreed upon per FCO's. Work does not comply with Variance requirements as well as ACCHD standards. **Motion: Made By Commissioner David Lincoln: To Set Show Cause Hearing for Schmidt Construction, Inc. Variance 2018-01 for July 11, 2019 at 12:15 p.m., Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

PUBLIC

HEARING: DAVID CHRISTENSEN – RIGHT-OF-WAY RECLASSIFICATION FOR SIGNATURE POINTE LANE – 12:30 P.M.

Motion: Made By Commissioner David Lincoln: To Reconvene David Christensen Right of Way Reclassification for Signature Pointe Lane At 12:38 P.M, Seconded By Commissioner Alfred Sarceda. The vote was unanimous. Motion carried.

Present at the hearing were: Commissioners Virgil Holsclaw, David Lincoln, and Alfred Sarceda, Director of Highways Gordon Bates, Foreman Casey Percifield, Secretary Genia Watkins, and Attorney William F. Gigray. Applicant David Christensen failed to appear.

Motion: Made By Commissioner David Lincoln: At 12:42 P.M. To Recess and Continue David Christensen Right of Way Reclassification for Signature Pointe Lane at 12:15 P.M. at The Regularly Scheduled Meeting on September 12, 2019, Seconded By Commissioner Alfred Sarceda. The vote was unanimous. Motion carried.

RECEIVE MAY 21, 2019 ELECTION RESULTS FROM CANYON COUNTY CLERK

Secretary Genia Watkins stated that she had received certified election results from Canyon County stating Fred Sarceda was confirmed winner in the May 21, 2019 election.

Commissioner Sarceda's new term will begin October 1, 2019. **Motion: Made By Commissioner David Lincoln: To Receive and Accept the Canvas of Election From Canyon County Clerk, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

RESOLUTION 2019-06 TEMPORARY EMPLOYEE AUTHORIZATION

Commissioner Virgil Holsclaw recused himself from action on this matter. Commissioner Fred Sarceda will act as temporary chair for this matter only. **Motion: Made By Commissioner David Lincoln: To Adopt Resolution No. 2019-06 Authorizing Virgil Holsclaw to Act as Temporary Employee, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

RESOLUTION 2019-07 AUTHORIZE CHAIRMAN TO SIGN BUREAU OF RECLAMATION PERMITS

Motion: Made By Commissioner Fred Sarceda: To Adopt Resolution No. 2019-07 Authorizing Chairman to Sign Bureau of Reclamation Contracts, Seconded By Commissioner David Lincoln. The vote was unanimous. Motion carried.

RESOLUTION 2019-08 AMENDING COOPERATIVE PURCHASING BY SB1047

Attorney William F. Gigray stated this Resolution as well as following Resolutions amend Golden Gate Highway District #3's Policy so that it is in compliance with July 1, 2019 Idaho State Statutory changes. **Motion: Made By Commissioner David Lincoln: To Adopt Resolution No. 2019-08 Amending Cooperative Purchasing, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

RESOLUTION 2019-09 AMENDING SOLE SOURCE PURCHASING BY HB160

Motion: Made By Commissioner Fred Sarceda: To Adopt Resolution No. 2019-09 Amending Sole Source Purchasing, Seconded By Commissioner David Lincoln. The vote was unanimous. Motion carried.

RESOLUTION 2019-10 AMENDING AUDIT REQUIREMENT BY HB184

Motion: Made By Commissioner Fred Sarceda: To Adopt Resolution No. 2019-10 Amending Audit Requirements, Seconded By Commissioner David Lincoln. The vote was unanimous. Motion carried.

RESOLUTION 2019-11 AMENDING SURPLUS PROPERTY VALUE BY SB1046

Motion: Made By Commissioner Fred Sarceda: To Adopt Resolution No. 2019-11 Amending Surplus Property Value, Seconded By Commissioner David Lincoln. The vote was unanimous. Motion carried.

VARIANCE 2018-03 DORSEY WALL MAP APPROVAL

Director Gordon Bates stated that he generated a map of the wall as-built location. Both Director Gordon Bates and Mr. Dorsey have approved the map. Once approved by Commissioners, the map will be attached to Variance 2018-03 and recorded with Canyon County. **Motion: Made By Commissioner David Lincoln: To Approve Dorsey Wall Map for Variance 2018-03, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

FY2020 BUDGET DISCUSSION

Commissioners and staff discussed FY2020 budget options. No action was taken.

COSTCO RENEWALS

Motion: Made By Commissioner David Lincoln: To Authorize Secretary to Facilitate Costco Renewals, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

ROAD

REPORT: Road Foreman Casey Percifield discussed the attached report. Commissioner Fred Sarceda stated a property owner on the corner of Garnet Road has encroached on the barrow ditch with junk as well as created an approach without a permit that is not to our standards. Foreman Casey Percifield stated that he would get in touch with the property owner and ask them to remove it.

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 discussed attached memo regarding budget funding options that are available to the District.

GENERAL

MATTERS: Commissioner David Lincoln asked Director Gordon Bates is the Matthews Road re-seed has been competed yet. Director Bates stated it had been done in April, and there has been no germination at this date. The only thing growing at this time is weeds.

COMMUN-

ICATIONS: Secretary Genia Watkins state that the District had received a Notice of Public Hearing from Canyon County regarding Zoroco Investment's, LLC property tax exemption for new facility located in Munn Ranch.

Director Gordon Bates stated the District had received a complaint of fence obstructing view on Allendale & Hoskins Road. Crew removed 5 panels of fencing and laid them on their side on the property owner's lot. Property owner lives in Alaska, Certified Mail was sent to owner regarding what action the District took. Visibility issues have been solved. Commissioner Fred Sarceda said Homedale Road has some trees that are causing visibility issues as well. Foreman Casey Percifield stated he would talk with property owner regarding trimming trees back.

MOJO

REPORT: None

IAHD

REPORT: Commissioner David Lincoln stated that a highway task force was created in 2009, at that time, Idaho was behind 246 million in road maintenance per year. It is estimated that currently, Idaho would be over 400 million behind per year. Information received from this task force could be used to create new funding for road maintenance.

ACCHD

REPORT: Next meeting is July 18, 2019 here at 1:30 p.m.

COMPASS

REPORT:

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 July 11, 2019.


CHAIRMAN


SECRETARY

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

June 11th, 2019

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for June 2019

This past month the crew has accomplished:

- Patched culvert crossings
- Grader Patched chip seal roads
- Hauled and set Blocks for sand shed
- Dura Patched
- Fixed washouts from rains
- Sprayed weeds
- Safety meeting on asphalt burns

Next month's projects:

- Chip sealing
- Continue to spray weeds
- Help Notus/Parma chip seal
- Brooming loose gravel off
- Fog sealing
- Paint striping



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

June 11, 2019

To: GGHD Commissioners

From: Gordon Bates, P.E.

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

- Peckham Road KN13964 rehabilitation delay to 2021 recommended by LHTAC for state-wide balancing. Subject to approval by the Idaho Transportation Board. Notice given to the Cities. R/W acquisition JPA and then negotiations.
- Peckham Road reconstruction (RR to Van Slyke Rd) coordinate with utilities. Road work starts July 15, 2019.
- ClearSpan structure – Coordinated re-design for ultra-blocks. Installation start on June 11th. Fog seal on asphalt pad July 3rd.
- Safety grant signs installed at most of the 62 intersections. Stop bars and double yellow striping to follow.
- Pre-application meeting for a new gravel pit across from MOJO.
- Bella Toscana ditch erosion mitigation design.
- Reference other items on the agenda including variances, reclassification and budget.



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