

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

June 4, 2025

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Wednesday, June 4, 2025 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

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

ABSENT: None

CALL TO ORDER: The meeting was called to order at 12:00 p.m. by Chairman Andy Bishop.

AGENDA REVIEW: Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting Thursday, May 29, 2025 at 4:30 p.m. at the locations listed on the agenda. **Motion: Made by Commissioner Ed Leavitt: To Approve the Posting of the Agenda, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

VISITORS: Trey Hart

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 May 14, 2025, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

SECRETARY'S RECORD DESTRUCTION

REQUEST: **Motion: Made by Commissioner Fred Sarceda: Authorizing Secretary's Records Destruction Request of Meeting Audio Tape for Regular Meeting May 14, 2025, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

FINANCIAL

REPORT: Secretary/Clerk Anita Herman gave the financial report as follows. The expenses for May 15, 2025 through June 4, 2025 were \$687,506.21, payroll for May 15, 2025 through June 4, 2025 was \$30, 622.42 for a total of \$718,128.63. **Motion Made by Commissioner Ed Leavitt: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$718,128.63 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

PUBLIC

HEARINGS: None

OLD

BUSINESS: FY2026 BUDGET DISCUSSION
Tabled till Next Regular Meeting, No Motion Needed.

DISCUSS CURRENT HEALTH INSURANCE BROKER

Secretary Anita Herman was asked to come back to the Board, after they made their decision to terminate the District's agreement with the Shandro Group, to see if the Board would be willing to keep the insurance broker on for one more year. After much discussion the Board asked for the Secretary to get more information from the Shandro Group but most likely their decision would stay the same. **Motion: Made by Commissioner Ed Leavitt: To Reply Back to the Shandro Group, Inc., But At This Point the District Doesn't See Paying Any Extra Funds, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

NEW

BUSINESS: AUTHORIZE CHAIRMAN TO SIGN LOCAL RURAL HIGHWAY INVESTMENT PROGRAM (LHRIP) PROJECT DOCUMENTATION SUMMARY FOR TRANSPORTATION MASTER PLAN UPDATE
Director Bob Watkins explained to the Board that the Transportation Master Plan Update project was finished and the LHRIP project documentation summary was the last step in the process to close out the project. **Motion: Made by Commissioner Ed Leavitt: To Authorize the Chairman to Sign the Local Rural Highway Investment Program (LHRIP) Project Documentation Summary for Transportation Master Plan Update, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

RESCHEDULE THE NOVEMBER 12TH REGULAR MEETING AND THE DECEMBER 10TH MEETING

Secretary Anita Herman asked the Board if the November 12th and December 10th regular meetings could get moved due to other circumstances that came up. **Motion: Made by Commissioner Ed Leavitt: To Reschedule the November 12th Regular Meeting to November 5, 2025 at 12:00 P.M. and the December 10th Regular Meeting to December 3, 2025 at 12:00 P.M., Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

RECEIVE MAY 20, 2025 ELECTION RESULTS FROM CANYON COUNTY CLERK

Secretary Anita Herman reported that Commissioner Andy Bishop ran uncontested for Sub-District #1 and Trey Hart ran uncontested for Sub-District #2 and had each of them read their oaths. She also reported that as of July 1, 2025 that Commissioner Ed Leavitt will be removed as a signer on the banking account and the new signers on the account will be Commissioners Trey Hart, Andy Bishop, Fred Sarceda, and Secretary Anita Herman. **Motion: Made by Commissioner Ed Leavitt: To Receive the May 20, 2025 Election Results from Canyon County Clerk and to Change the Bank Account Signers as Reported, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

SET PUBLIC HEARING DATE FOR FY2025 BUDGET AMENDMENT

Secretary Anita Herman asked the Board to set the FY2025 Budget Amendment Hearing date to August 29, 2025 at 12:00 p.m. **Motion: Made by Commissioner Fred Sarceda: To Set the FY2025 Budget Amendment Public Hearing for August 29, 2025 at 12:00 P.M., Seconded by Commissioner Ed Leavitt.** 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 Christopher Pettigrew 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 12:40 p.m. **Motion: Made By Commissioner Ed Leavitt: To Adjourn the Meeting, Seconded by Commissioner Fred Sarceda.**

Next regular meeting is scheduled for July 9, 2025 at 12:00 p.m.


CHAIRMAN


SECRETARY

Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

June 4, 2025

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for June 2025

This past month the crew has accomplished:

- Continued Batt Corner Hill project
- Dura Patched
- Equipment maintenance
- Worked on replacing stop ahead signs with new stickers
- Grader patched chip seal roads
- Patched pipe crossings

Next month's projects

- Continue Batt Corner rebuild, drop boxes and about 1,100 feet of 10" pipe
- Chip seal intersections on Peckham Rd from Hwy 95 to Notus Road
- Continue replacing stop ahead stickers
- Tree trimming if time allows



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Golden Gate Highway District No. 3

Commissioners: Ed Leavitt, Andy Bishop, Fred Sarceda

June 3, 2025

To: GGHD Commissioners

From: Bob Watkins, Director of Highways

Subject: Directors Report

- Upper Pleasant Bridges- Both bridges are complete, we had our onsite walk through on 5/28 a couple items were to be addressed. Once those items are complete, I will issue the final completion document along with final payment and submit a recap of payment to LHTAC for reimbursement.
- Hwy 55 Hoskins Rd. Intersection.- Meeting to discuss options at US Hwy 55 and Hoskins Rd. when ITD rebuilds Hwy 55.
- Batt Corner Realignment- Storm drain boxes to be delivered next week. Once boxes and storm drain pipe is installed we will finish $\frac{3}{4}$ road mix in preparation of paving. Talked to Nampa Paving we are looking at paving in July.
- Ustick Rd.- Plans are 75% complete under review now.
- Bluff Ln. LILB- Meeting with Jacobs engineering to determine new bridge alignment along with right of way acquisitions.

End Report.



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



**THE
LANGDON
GROUP**



**GATEWAY
MAPPING
INC.**

June 3, 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:

- Red Top Rd over Golden Gate Canal – developing scope of work
- Upper Pleasant Ridge Rd Bridges over Deer Flat Canal – final walkthrough 05/28/25
- Batt Corner Rd Realignment – proposed centerline re-staked 06/03/25, work continuing

The following are tracking items:

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

END REPORT