

# NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

## NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING

July 10, 2018

**AMENDED**

**LOCATION:** *Nampa Highway District Office* **TIME:** *8:00 a.m.*  
*Main Conference Room*  
*4507 12<sup>th</sup> Avenue Road*  
*Nampa, ID 83686*

- 1) **CALL MEETING TO ORDER**
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ACTION ITEM:** *Review and Approve Agenda including Amendments*
- 4) **ADMINISTRATIVE ACTION**
  - a. **ACTION ITEM:** *Accounts Payable Review through July 10th, 2018*
  - b. **ACTION ITEM:** *Regular Meeting Minutes from June 28th, 2018*
- 5) **ENGINEER'S REPORT**
- 6) **DIRECTOR'S REPORT -ABSENT**
- 7) **DEPUTY DIRECTOR'S REPORT**
- 8) **UNFINISHED BUSINESS**
  - a. *8:15 A.M. City of Nampa*
- 9) **NEW BUSINESS**
  - a. *9:00 A.M. ACTION ITEM - Budget Discussion and Adoption of "Tentative" FY 2019 Budget*
  - b. *ACTION ITEM – Application to Vary Standards for Don Schwab access onto W. Lewis Lane*
- 10) **PUBLIC DISCUSSION**
- 11) **ACTION ITEM: EXECUTIVE SESSION – I.C. 74-206 (1) (a), (b), (c), (d), (e), (f), or (i)**
- 12) **LEGAL COUNSEL REPORT**
- 13) **ACTION ITEM: ADJOURNMENT**

ATTEST:

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PAIGE RHOADES  
DISTRICT CLERK

\_\_\_\_\_  
DATE & TIME POSTED



**NAMPA HIGHWAY DISTRICT NO. 1  
REGULAR MEETING**

**PRESENT:** Commissioners, Dick Smith and Bryce Millar;  
District Engineer Eric Shannon; Director Devin Muchow; Attorney David  
Wynkoop and District Clerk Paige Rhoades  
**GUEST:** Tom Points, Michael Fuss, and Don Barr, City of Nampa; ROW Agent Eddy  
Thiel; Dawn Schwab; Beverly Cavazos; Manuel Cavazos  
**ABSENT:** Commissioner Randy Noble

Chairman Dick Smith called the meeting to order at 8:00 a.m. and all present said the Pledge of Allegiance.

Commissioner Millar made a MOTION to approve the agenda as posted. Chairman Smith SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to approve the regular minutes from June 28<sup>th</sup>, 2018. Chairman Smith SECONDED the motion. MOTION CARRIED.

Don Barr with the City of Nampa, advised the Board that they have finished chip sealing and the first application of paint striping for this year's chip seal zone. They will do a second application of striping in a few days. The crew is currently working on putting down crosswalks and turn bay arrows throughout the chip seal zone. The crew is also working on doing some hot mix patching in the mornings and doing some road sweeping in the afternoons.

Tom Points with the City of Nampa, advised the Board that the Transportation Master Plan Meeting #3 will be on July 18<sup>th</sup>, 2018 from 4:00 p.m. to 6:00 p.m. at the Nampa Civic Center. During this meeting, Tom Points will be discussing funding with the Council. Mr. Points advised the Board that 50 percent of the City's 2018-year projects have been completely constructed. Mr. Points stated that crews are working on a few big projects at this time. The biggest is the downtown project, and it is half completed at this time. Crews will also begin working on the Elijah Drain crossing on Greenhurst Rd.

Michael Fuss with the City of Nampa, advised the Board that the downtown project has been huge for the City of Nampa. Mr. Fuss advised the Board that they have a preliminary presentation for the budget on July 19<sup>th</sup> and July 20<sup>th</sup>. They have a budget set for 16 million dollars in streets. Mr. Fuss advised that there will be lots of grant projects and an increase in the chip seal budget as the City of Nampa is trying to get a set budget.

Engineer Shannon began discussing Fiscal Year 2018-2019 budget with the City of Nampa present. He advised the Board and the City's representatives the reason for this discussion and how the Nampa Highway District obtains property tax from Canyon County. Mr. Fuss explained some of the topics on where the City obtains funds either by grants or by taxes. Mr. Fuss also explained where the funds are used and how the administration places the dollars in the

appropriate funds. District Clerk Paige Rhoades presented the group with 3 different calculations for NHD's proposed levy amounts. Ms. Rhoades advised the City that the Board requested a few different calculations to determine how much the Board wants to go into the Special Levy, which affects the City's portion of shared taxes. Engineer Shannon advised the City that the Board will adopt FY2018-2019 Budget on August 9<sup>th</sup>, 2018 during the Commissioner's meeting.

At 9:00 a.m., Beverly & Manuel Cavazos and Dawn Schwab appeared before the Board to discuss a variance to the standards for access onto W. Lewis Lane. ROW Agent Eddy Thiel discussed the situation with the Board. Ms. Schwab discussed with the Board the intentions for the property and the reasons behind the request for the variance. Commissioner Millar made a MOTION to approve the variance subject to deed restriction and the installation of a paved apron. Chairman Smith SECONDED the motion. MOTION CARRIED.

The Board discussed the Budget with the District Clerk for an additional moment. The Board directed the Clerk to advertise a Draft Budget where the City of Nampa receives \$2.4 million. The Clerk advised the Board that this would be calculated and prepared for the meeting on August 9<sup>th</sup>, 2018.

Engineer Shannon began his work report.

For the Middleton & Orchard Signal project, Engineer Shannon gave an update on status of the right-of-way acquisition process.

Engineer Shannon presented the Board with some progress photos for the Robinson and Victory Roundabout project.

For the Robinson & Amity Roundabout project, Engineer Shannon presented the appraisal results for Parcels #2, #4 and #11, and requested Board approval to make offers to purchase based on these amounts, and to proceed with the purchases if the offers are accepted. Chairman Smith made a MOTION to authorize Engineer Shannon to make offers to purchase based on the appraisal amounts, and to proceed with the purchases if the offers are accepted. Commissioner Millar SECONDED the motion. MOTION CARRIED.

For the Happy Valley & Airport Signal Project, Engineer Shannon has sent the Draft MOU to the City for review. He also requested Board approval of a scope and budget proposal for design services, which he received from Parametrix. Commissioner Millar made a MOTION to hire Parametrix per the scope and budget proposal. Chairman Smith SECONDED the motion. MOTION CARRIED.

For the Used Steel Structure for the Blue Sand Pit, Engineer Shannon and Director Muchow discussed the details with the Board on possibly purchasing the used steel buildings from Kenny Pfiefer. Director Muchow advised the Board that he will look into the possibility of purchasing a new steel building just for cost comparisons.

This completed Engineer Shannon's work report.

Director Devin Muchow began his work report.

He presented the Board with a copy of the shop department report and advised the Board that the shop is currently preparing all vehicles for chip sealing.

The Road crew has been preparing roads for chip sealing, brushing, patching and sweeping.

The Bridge crew has been putting down tabs in preparations for chip sealing.

Director Muchow advised the Board that they have hired the 4 temporary workers thru ProPeople to help with chip seal operations.

Director Muchow advised the Board that he has looked into the Highway District's irrigation shares with both Nampa – Meridian Irrigation and Boise – Kuna Irrigation. Mr. Schober's request of using the Highway District's share is with Boise – Kuna Irrigation. Director Muchow advised the Board that Nampa – Meridian Irrigation advised him that there is plenty of water shares to allow NHD trucks to pull water out of the canals if needed. The Board determined that they would allow Mr. Schober to have the water rights for this year, which is roughly 39-acre feet of water of the Highway District's share. Mr. Schober shall reimburse the Nampa Highway District the irrigation rights bill.

Director Muchow advised the Board that John Pascoe with Greencare will be present at the next Board Meeting on July 31<sup>st</sup> to talk about the District's roadside weed spraying.

Director Muchow advised the Board that there is a retirement party for Notus-Parma's Director, Gary Hickman on July 31<sup>st</sup>, 2018 from 12:00 p.m. to 4:00 p.m. at the Notus-Parma Highway District.

Director Muchow advised the Board he received a letter from Knife River regarding a 40-acre C.U.P. expansion on Lola Lane. He contacted Justin Christensen, who is apparently selling the gravel rights to his land to Knife River and will continue farming the land after Knife River has completed their gravel extractions.

Director Muchow advised the Board that the crew chip sealed 4.5 miles of road on their first day.

This completed Deputy Director Muchow's work report.

Commissioner Millar made a MOTION to approve Accounts Payable for the month of June. Chairman Smith SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to adjourn at 10:11 a.m. Chairman Smith SECONDED the motion. MOTION CARRIED.

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Chairman, Dick Smith

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Secretary / Treasurer, Bryce Millar