

January 29, 2018

Ada County Highway District
3775 N Adams St.
Boise, Idaho 83714

Subject: Highland Neighborhood Association Traffic Committee

Dear Commissioners and Staff:

The Highlands Neighborhood Association (HNA) Executive Board seeks to notify ACHD of our intent to operate in accordance with our Bylaws, Article 6.A and Article 7, which state:

-) Only the Executive Committee is authorized to carry out the priorities and business of the Association.
-) The Executive Committee may form other Committees that report to the Executive Committee.

Pertinent to business with ACHD Commissioners and Staff, the HNA Executive Committee has authorized the formation of a Traffic Committee, chaired by Tom Seacord (tfseacord@yahoo.com, M: 208.860.6437).

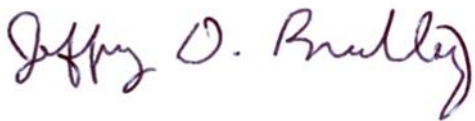
Mr. Seacord was authorized by the HNA's Traffic Committee Charter to appoint committee members and the committee shall consist of the following individuals:

- (1) Dean Nygard (Area 1: Hackberry/El Pelar/Bogus Basin Rd)
- (2) Dave Rucklos (Area 2: Areas draining to E.Braemere)
- (3) Jolie Strohmeier (Area 3: Upper Highland View Drive and Curling Drive)
- (4) Chris Wuthrich (Area 4: W.Braemere, Ranch Rd and Areas draining to L. Highland View Drive)
- (5) Tom Seacord (Committee Chair)

We ask that going forward, ACHD Commissioners and staff work with our Traffic Committee members on business representing the position of the HNA, their replacement or their written proxy, whom shall be provided by the Traffic Committee Chair. We ask that ACHD note also that final positions of the HNA will come from the Executive Committee, based upon the Traffic Committee's recommendations. Conducting business in this manner is necessary so that the positions represented by the HNA are made in accordance with our Bylaws.

Sincerely,

HIGHLANDS NEIGHBORHOOD ASSOCIATION



Jeffrey D. Bradley, President

Cc: ACHD Commissioners
Bruce Wong, ACHD Director
Joshua Saak, ACHD
Tom Seacord, HNA Traffic Committee Chair

Attachments:

- (1) HNA Bylaws
- (2) Traffic Committee Charter
- (3) HNA Traffic Committee Representative Areas

**ARTICLES OF ASSOCIATION
AND BYLAWS OF
HIGHLANDS NEIGHBORHOOD ASSOCIATION**

ARTICLE 1 NAME

The name of this association shall be Highlands Neighborhood Association (hereinafter referred to as the "Association").

ARTICLE 2 PURPOSES

The purposes of the Association shall be to facilitate the dissemination of information to its members, and to consider and deal with problems and issues of the membership of the Association. The Association shall act through its Executive Committee or those to whom the Executive Committee has delegated authority to act.

ARTICLE 3 MEMBERSHIP

Anyone living within the Highlands Neighborhood, as it is defined by the map which is attached hereto and incorporated herein, is entitled to participate as a member in the Association. Each member shall be entitled to one vote regarding the affairs of the Association. Proxy voting shall not be allowed.

ARTICLE 4 DUES AND ASSESSMENTS

No dues shall be required for membership in the Association and the Association shall not have the power to levy assessments; however, the Association may raise money through other means, such as fund raisers and may accept donations.

ARTICLE 5 MEETINGS

A. There shall be an annual meeting of the Association on a date set by the Executive Committee or the members of the Association. The annual meeting shall be used for electing members of the Executive Committee, receiving reports and transacting other business of the

Association. There may be such other meetings of the Association as is determined appropriate by the members of the Association or the Executive Committee. Reasonable notice of the annual meeting shall be provided to members of the Association.

B. The Executive Committee and any other committee of the Association shall hold such meetings as are determined appropriate. If possible, the Executive Committee members shall be present at the annual meeting.

C. All meetings of the Association and any committee of the Association shall be open to all members of the Association.

D. Ten members of the Association, when present at any meeting of the entire membership, shall constitute a quorum. If a quorum is not present, those present may take informal action, but any such action must be ratified at a subsequent meeting at which a quorum is present. The Executive Committee can function without a quorum being present.

ARTICLE 6 THE EXECUTIVE COMMITTEE

A. The Executive Committee is authorized to set priorities for the Association. The Executive Committee has all those powers and authorities necessary to carry out the priorities and business of the Association , including raising and spending money.

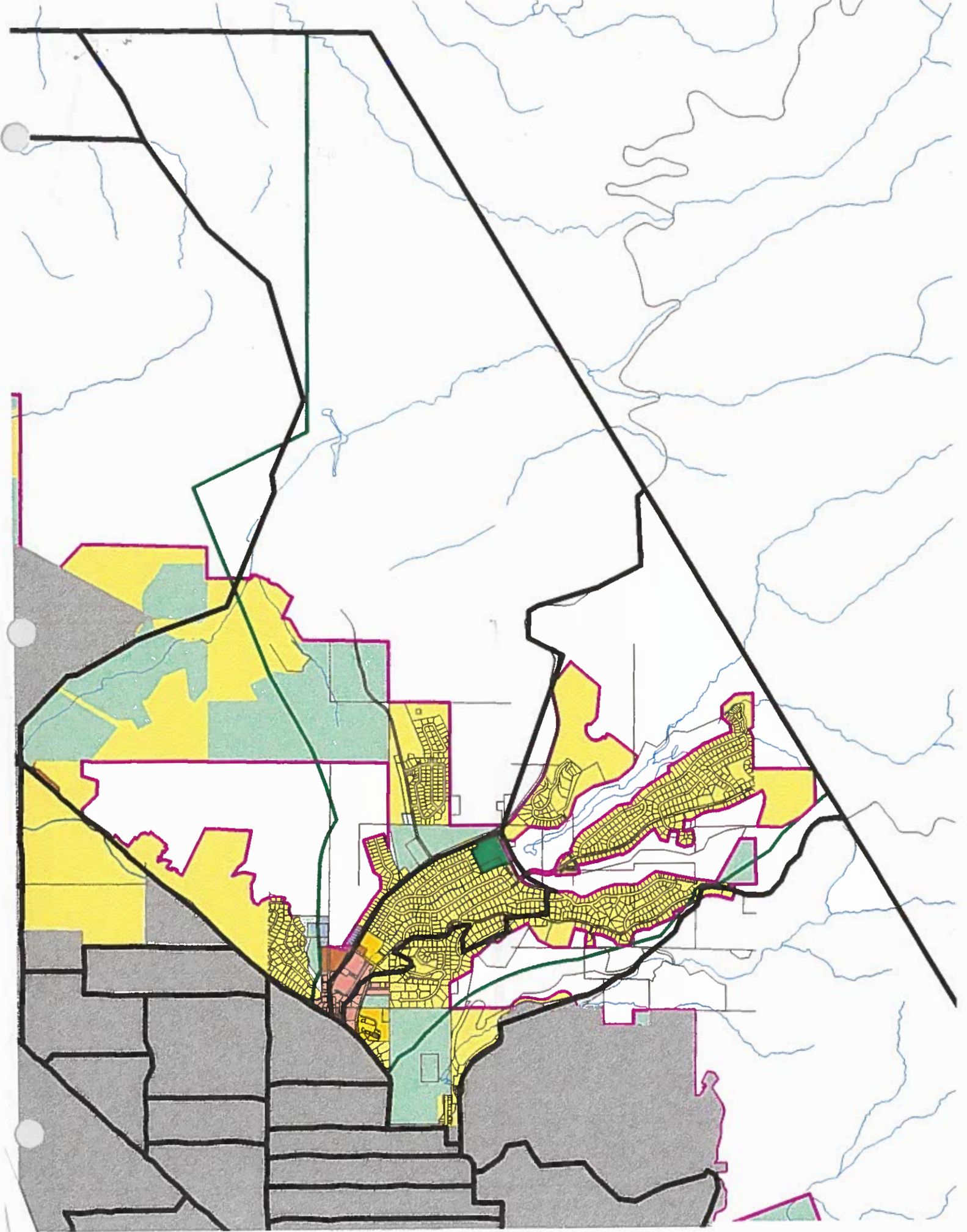
B. There shall be not less than three members of the Executive Committee. The number of Executive Committee members may be increased by the members of the Association. The Executive Committee shall at a minimum consist of the President, Vice-President, and Secretary-Treasurer. The members of the Executive Committee shall be elected by the majority of the members of the Association present at the annual meeting of the Association. Each member shall hold office until the next annual meeting of the Association or until his or her successor is elected.

C. The Executive Committee shall act by the majority vote of those members of the Executive Committee present at a meeting. The Executive Committee can act without the majority of the Executive members being present.

D. Any vacancy occurring in the Executive Committee may be filled by the vote of a majority of the remaining members of the committee. A member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.

ARTICLE 7 OTHER COMMITTEES





Committees, other than the Executive Committee, may be established by the Executive Committee as is determined necessary. Such other committees shall report to the Executive





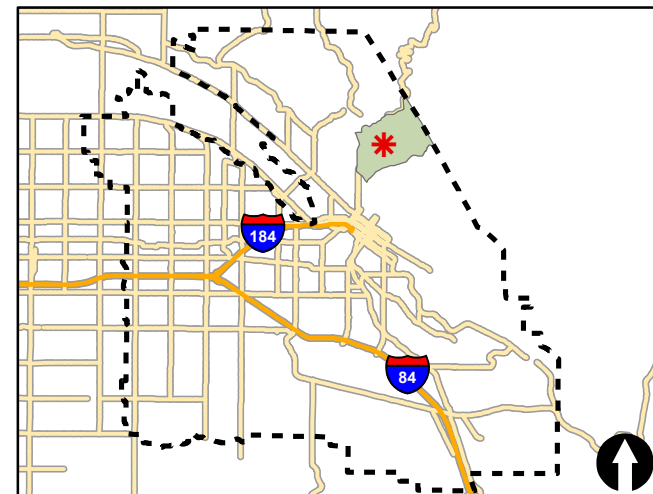
City of Boise Registered Neighborhood Associations Highlands

Legend

-  Schools
-  Parks
-  Highlands Neighborhood Association
-  Boise Area of Impact Outline



Created by the Comprehensive Planning Division
 City of Boise PDS
 January 13, 2014
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Highlands Neighborhood Association (HNA)

Traffic Safety Committee

November 14, 2017

Background and Charter

The HNA Traffic Safety Committee is a standing committee established by the HNA Executive Committee in 2017 to look out for the safety of all residents related to traffic issues: motor vehicles, pedestrians, bikers, etc. The geographic scope of this committee is the City of Boise's definition of the Highlands which encompasses the Nextdoor neighborhoods of: Highlands, El Pelar, and Highlands Hackberry on Torridon.

This committee will act as a clearing house for all resident traffic concerns. Collecting inputs and comments, identifying and prioritizing issues to work on, gathering comments and data, and establishing workplans to address issues as needed. They are chartered with preparing, for review by the Executive Team, any Highlands wide input and comments to area traffic plans – such as with ACHD and the City of Boise. They should also be continually aware of Highlands-centric traffic topics in these organizations, establish linkages with them, understand and fit into their planning calendars, etc. This committee should prepare regular communications to Highlands residents on Traffic Safety related topics, including but not limited to, a presentation at the HNA Annual Meeting. This committee will exist until a future Executive Committee disbands it.

This committee is expected to hold regular meetings sufficient to deliver upon their charter, though no less than twice per year. All meetings will be open to all Highlands residents per our neighborhood Bylaws. However, participation at the meetings and any votes will be limited to committee members. Meeting dates, times, and locations will be published beforehand by the Chairperson or other identified committee member.

Membership

The committee is open to any Highlands Resident. The Committee Chairperson is responsible for selecting committee members. The committee should have at least 5 members and ideally from geographically diverse parts of the neighborhood. The Committee Chair and the Executive Team will work to recruit committee members as needed and communicate to all residents the opportunity to sit on the committee. Executive Team members may sit on the Committee though they may not be Chairperson. Members are expected to attend at least half of all committee meetings annually; in person or virtually. Members may sit on the committee for a maximum of three years. They may resign their seat at any time by informing the committee chair of their decision. The chairperson may also remove someone from the committee though this should only be used in exceptional circumstances and typically related to a lack of attendance or participation. In such situations the

member may request a face-to-face review with the Executive Committee if they disagree with the Chairperson's decision.

Chairperson

The chairperson will be appointed by the HNA Executive Committee. The chairperson must be a Highlands resident. Committee chair terms are 1 year or until the next annual meeting – whichever is soonest. Committee chair position may be renewed by the Executive Committee and these will be done immediately prior to the annual meeting and will be announced during the meeting. If the current chairperson's term is not being renewed then the Executive Committee will launch a search for a new chair with the goal of announcing that at the Annual Meeting.





The chairperson's role includes, but is not limited to the following activities. They are also free to, where applicable, assign these tasks to committee members:

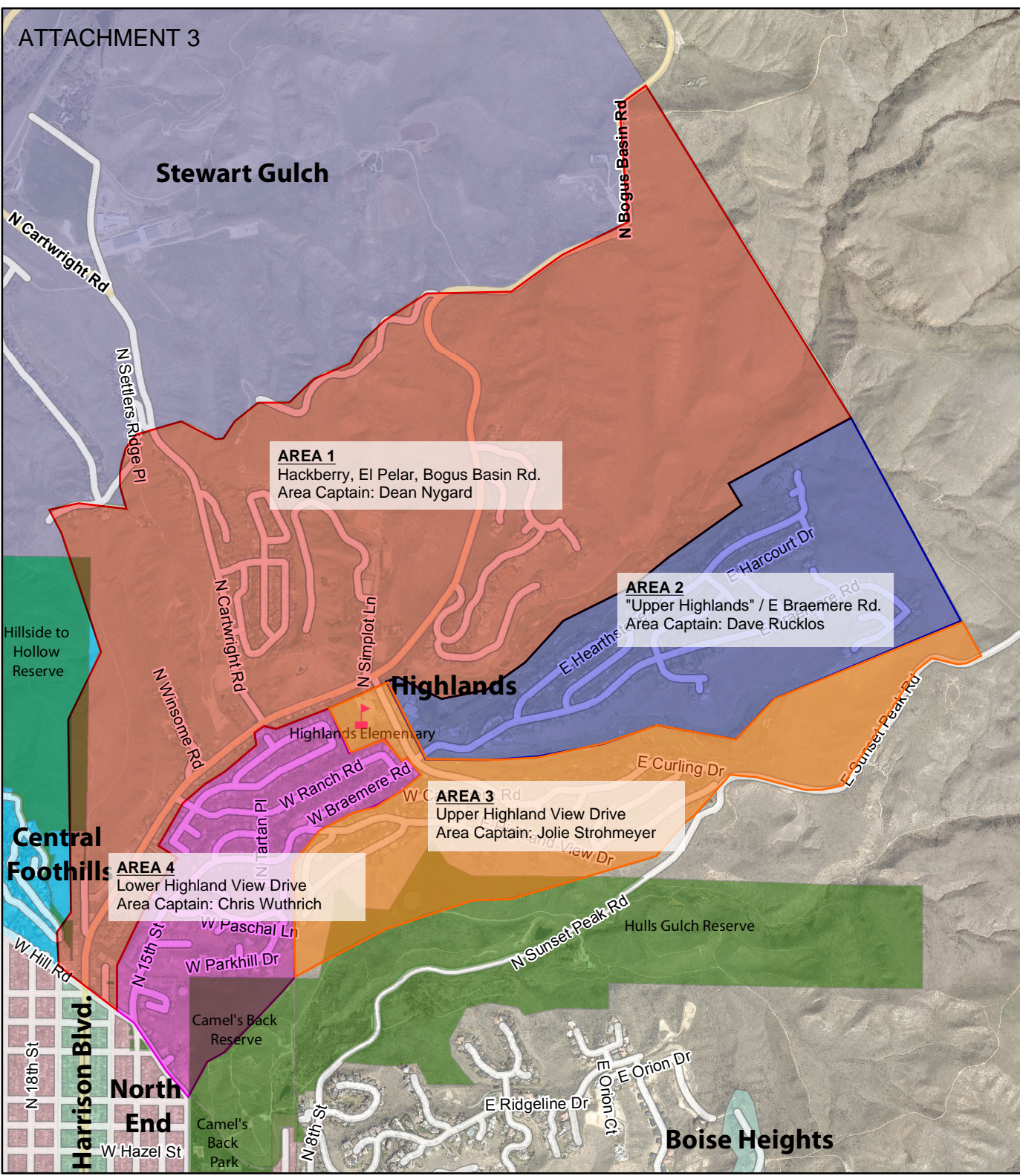
- Recruiting and selecting committee members – the expectation from the Executive Team is that there will be at least 5 members and with wide geographic coverage within the Highlands. Efforts will be made to ensure all residents know they have an opportunity to participate.
- Calling and preparing for meetings – which are expected to be no less than twice per year and all meeting must be open to neighborhood residents to observe
- Establishing their committee rules of order – including voting on topics
- Preparing regular communications to the neighborhood including a presentation at the Annual Meeting.
- Establishing linkages to local organizations involved in neighborhood traffic issues – which would include attending their meetings as appropriate, understanding how to involve the Highlands in their planning and decisions, ensuring our participation, etc.



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AREA 1
Hackberry, El Pelar, Bogus Basin Rd.
Area Captain: Dean Nygard

AREA 2
"Upper Highlands" / E Braemere Rd.
Area Captain: Dave Rucklos

AREA 3
Upper Highland View Drive
Area Captain: Jolie Strohmeier

AREA 4
Lower Highland View Drive
Area Captain: Chris Wuthrich

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