



**COMPASS**  
COMMUNITY PLANNING ASSOCIATION  
of Southwest Idaho

# REGIONAL GEOGRAPHIC ADVISORY COMMITTEE

April 23, 2009 – 2:00 p.m. – 3:30 p.m.

Community Planning Association

**Notice:** This packet contains only the documents listed with an asterisk (\*) in the agenda. The entire packet, including all attachments is available at <http://www.compassidaho.org/documents/people/rgac/agenda042309.pdf>. The online document requires Adobe Acrobat to read it; COMPASS' homepage <http://www.compassidaho.org> contains a free download link if you need a copy. The online document includes bookmarks at the left of the screen that are named to correspond to agenda items that have attachments. Clicking on a bookmark will take you directly to the named document.

## \*\*AGENDA\*\*

I. AGENDA ADDITIONS/CHANGES

2:00

II. OPEN DISCUSSION/ANNOUNCEMENTS

2:05

III. CONSENT AGENDA

2:10 \*A. Approve March 26, 2009 Meeting Minutes

IV. INFORMATION/DISCUSSION ITEMS

2:15 A. Discuss Preliminary Plat Workflow Chair  
Continued discussion on individual agency workflow for preliminary plat information.

3:00 B. Discuss Distribution of Regional GIS Data Ross Dodge  
An email was sent last week with an attached ZIP file containing regional GIS data. Staff requests committee discussion on the merits of this form and distribution and usefulness of this data to individual agencies.

V. OTHER

3:20 A. New Business or Announcements  
B. Next Meeting: Date, TBD, Time TBD at COMPASS

VI. ADJOURNMENT

3:00

\*Enclosures Times are approximate. Agenda is subject to change.

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REGIONAL GEOGRAPHIC ADVISORY COMMITTEE  
MARCH 26, 2009  
COMMUNITY PLANNING ASSOCIATION



**\*\*MINUTES\*\***

*ATTENDEES:* Nathan Bentley, Ada County Information Technology, *Chair*  
Mike Borzick, City of Kuna  
Mike Bruse, Canyon County Assessor's Office  
Rod Collins, City of Nampa, *Vice Chair*  
Brian Emmen, Idaho Transportation Department  
Tina Fenske, City of Garden City  
Jim Hetherington, City of Boise  
Anne Kawalec, Ada County Assessor's Office  
Kathy Knapp, Canyon Highway District  
Gary Shane Lim, City of Meridian  
Dave Marston, City of Caldwell  
Chuck Spencer, Ada County Highway District

*MEMBERS ABSENT:* Miguel Gaddi, Public Participation Committee  
Leon Jensen, Canyon County Development Services  
Todd Milich, Nampa Highway District  
Bill Vaughan, City of Eagle

*OTHERS PRESENT:* Eric Adolfson, COMPASS  
Jason Cooperdock, Canyon County  
Nathan Dale, COMPASS  
Ross Dodge, COMPASS  
Sarah Higuera, Canyon County  
Charles Trainor, COMPASS  
Debbie Winchar, COMPASS

*CALL TO ORDER*

Chair Bentley called the meeting to order at 1:33 p.m.

*AGENDA ADDITIONS/ANNOUNCEMENTS*

None.

*OPEN DISCUSSION*

None.

*CONSENT AGENDA*

A. *Approve February 26, 2009 Meeting Minutes*

Anne Kawalec commented that on page 2 under *Discussion*, money is not "rolled over" from one budget to the next; the money will have to be paid out. If proceeding, the

Request for Proposal would have to go out quickly and COMPASS would have to issue an invoice to those who would contribute.

*Anne Kawalec moved Dave Marston seconded to approve the minutes as amended. There being no further discussion, the motion was unanimously approved.*

#### *ACTION ITEM*

##### *A. RGAC Bylaws*

Ross Dodge gave a brief overview of RGAC's revised Bylaws.

*Tina Fenske moved and Shane Lim seconded to approve the RGAC Bylaws as presented. There being no further discussion, the motion was unanimously approved.*

#### *INFORMATION/DISCUSSION ITEMS*

##### *A. Preliminary Plat Workflow*

Anne Kawalec presented a list of preliminary subdivision contacts; how Ada County receives preliminary plats; and, the Ada County workflow process. She reminded the group that the information flow still needs work in order to improve the quality of the end product.

Ross Dodge presented an overview of Canyon County's preliminary file maintained by COMPASS. Ross stated that the Canyon County Assessor maintains preliminaries outside the cities, Caldwell maintains theirs, and Nampa maintains theirs. COMPASS then makes a full Canyon County shape file of preliminaries from these three sources and there is a desire to streamline this process. Ross suggested that a similar schema would be helpful and offered nine fields that would be useful to COMPASS.

Ross asked if it would be helpful if COMPASS provided a regional shape file to be used by all jurisdictions or should the individual jurisdictions use their own shape files? Mike Bruse felt that each jurisdiction has their own business process and needs and didn't see a benefit from obtaining this information from COMPASS.

Chair Bentley stated the current workflows may already have the nine desired fields and asked if these fields would create an extra burden on our workflow, or do the existing data sets already address those nine fields?

Discussion proceeded regarding the nine fields mentioned.

Ross stated the other part of the workflow is not only these fields but also to make sure the information received is up-to-date and correct.

After further discussion, Anne suggested that Ada County members go back to their respective agencies and find out how their preliminary information is obtained and distributed and present their findings at next month's meeting.

Mike Bruse said he will work with Nampa and Caldwell to see what works best for them and will give a progress report at the next meeting.

*B. Agency Report*

Chair Bentley presented an overview of Ada County GIS activities.

*OTHER*

*A. New Business/Announcements*

None.

*B. Next Meeting: Thursday April 23, 2009, 2:00 p.m., at COMPASS.*

*After a brief discussion, it was the consensus of committee members present to change RGAC's meeting time from 1:30 to 3:00 p.m. to 2:00 to 3:30 p.m.*

*ADJOURNMENT*

*There being no further discussion, the meeting adjourned at 3:00 p.m.*

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