

**ISLAND** *Regional* **TRANSPORTATION PLANNING ORGANIZATION**  
**P.O. BOX 5000, COUPEVILLE, WA 98239**

**MEMORANDUM**

**TO:** IRTPO Executive Board Members

**FROM:** Helen Price Johnson, Chair

**RE:** Executive Board Meeting: **11:00 A.M., Wednesday, September 28, 2016**  
 Meeting will be held in the **Commissioner's Hearing Room**, Island County Courthouse Annex Building, Coupeville, Washington.

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You are invited to attend the IRTPO Executive Board meeting on **Wednesday, September 28, 2016**. The meeting is scheduled to commence at **11:00 A.M.** following the Council of Governments. The primary items of business are:

11:00 AM	Call to Order (Chair Price Johnson) / Welcome and Introductions	
11:01 AM	Motion to Approve the Agenda	Action
11:03 AM	Motion to Approve the Minutes	Action
11:05 AM	RTPO ILA signatures	Action
11:15 AM	Nomination and Motion to Appoint IRTPO Chairperson	Action
11:20 AM	Appoint Lead Planning Agency	Update/Action
11:25 AM	IRTPO Bylaws	Possible Action
11:35 AM	HSTP Progress/Planning Grant	Update/Action
11:40 AM	Federal Funding: STBG 1. Paving Set-aside 2. Planning Grant	Action
11:40 AM	WSDOT Projects Update (WSDOT staff)	Update
11:55 AM	New Items (all)	Discussion
12:00 PM	Adjourn (Chair Price Johnson)	

- Encl:
1. IRTPO ILA
  2. Lead Agency Agreement
  3. Draft IRTPO Bylaws

Next meeting: October 26, 2016

<p><b>Acronym Key:</b></p> <p>ITPO: Island Transportation Planning Organization          IRTPO: Island Regional Transportation Planning Organization          HSTP: Human Services Transportation Plan          ILA: Interlocal Agreement          STBG: Surface Transportation Block Grant          WSDOT: Washington State Department of Transportation</p>
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