

Memorandum
City of Lawrence and Douglas County
Planning & Development Services

TO: David L. Corliss, Lawrence City Manager
Craig Weinaug, Douglas County Administrator
Gary Walbridge, Mayor of Baldwin City
Tom Pyle, Mayor of Eudora
Roy Paslay, Mayor of Lecompton
Brad Finkeldei, Chair-Lawrence-Douglas County Planning Commission
Dr. Richard Lariviere, KU Executive Vice Chancellor & Provost
Thomas Dow, KDOT State Transportation Planner

FROM: Todd Girdler, Senior Transportation Planner

CC: Scott McCullough, Planning and Development Services Director
Christy Lane, KDOT MPO Transportation Planner

Date: October 20, 2008

RE: Appointment of MPO Representatives and Approval of the Metropolitan Planning Organization (MPO) Re-Designation Agreement

During the last six months the MPO staff has been crafting an agreement to re-designate our region's MPO to one that is primarily composed of elected officials from around Douglas County. This agreement has been reviewed extensively by the MPO Technical Advisory Committee (TAC) which includes representatives from the Kansas Department of Transportation, Federal Highway Administration, Federal Transit Administration, Lawrence-Douglas County Planning Commission, and local governments in our metropolitan area. The draft agreement has also been reviewed by the Lawrence, Douglas County and KDOT legal staffs.

This agreement has also been posted for public review and comments for more than the required thirty days in preparation of its approval. This required 30-day public comment period ended on October 11th. Receiving no public comments, the draft agreement was removed from the website this morning.

With the staff and public review of this agreement complete, the next step for each of your organizations will be to appoint your representatives to serve on the new MPO Policy Board. Two member jurisdictions have already submitted representatives. For the rest of you, it is now time for you to make those selections. Attached is a copy of the re-designation agreement for your review when making these appointments. The agreement specifies that certain groups need to select their representatives through a vote at a regularly scheduled meeting. Please send a short letter or e-mail to me detailing when your group met and who the selected representative(s) will be to serve on the new MPO Policy Board. Once contact information is provided for all of the new MPO members, a list will be sent out to you. Appointments should be made and submitted by November 19th if possible.

This MPO Re-Designation Agreement will become effective once it is signed by the City of Lawrence, Douglas County, and KDOT. Once this agreement is executed the MPO staff will contact the KDOT representative who will serve as this group's first chairman and work to schedule the first meeting of our re-designated MPO. The MPO staff will notify you as soon as this first meeting date is set.

Thanks are due to all of the people who reviewed and helped revise this agreement to make it a model designation agreement for small Metropolitan Planning Organizations. If you have any questions about this matter please contact me at (785) 832-3155 or by email at tgirdler@ci.lawrence.ks.us.

Thank you

Attachments: Lawrence-Douglas County Metropolitan Planning Organization Re-Designation Agreement for Cooperative Transportation Planning
Schedule for Appointment of Members, Approval of MPO Re-Designation Agreement, and Setting First Meeting Date
Preliminary Work Task List for the 1st Quarter of 2009