1. Call Meeting to Order and Introductions
Bryan Culver called the meeting to order at 3:00 pm.

2. Action Item: Approval of Minutes from July 21, 2016
Bryan Culver presented the minutes and asked if there was any discussion. There was none. Approval of the minutes was moved by Matthew Herbert, seconded by Cory Davis and passed 5-0.

3. Discussion Item: Old Business and Correspondence
Jessica Mortinger presented the old business, correspondence and TAC minutes and asked MPO members if they had any questions. Matthew Herbert asked if the proposed transit routes were online. Jessica Mortinger indicated that they were not yet posted, but a press release would be sent out to notify when the survey and meeting dates were finalized to invite the community to provide input.
4. **Action Item: Review and Approve of the Regional Pedestrian Plan**  
   (www.lawrenceks.org/mpo/PedPlan)  
   Jessica Mortinger presented the city specific recommendations for the RPP and discussed the public involvement process the MPO took to develop this plan over the past two years. The plan was out for 30-day public comment period August 2 – September 1. The comments received during the public comment period and MPO responses are posted online. This Plan received TAC recommendation for approval on September 6. Ms. Mortinger asked if anyone had any questions. Bryan Culver asked how the MPO envisioned Cities implementing this plan. Ms. Mortinger indicated that each city will likely approach implementation differently. For example the City of Lawrence’s recommendations were consistent with the recommendations of the Pedestrian & Bicycle Issues Taskforce so City staffs were working to implement the creation of a Transportation Commission and a sidewalk maintenance plan that would come before the City commission in the coming weeks. As for Eudora, the work that has been done will be used to expand the planning work for Safe Routes to Schools around the primary routes recommended and then the Eudora City Commission will need to decide how to fund or make individual recommendations. Bryan Culver thanked staff for their work on the pedestrian plan. A motion was made by Cory Davis, seconded by Matthew Herbert to approve the Regional Pedestrian Plan. The motion passed 5-0. Jessica Mortinger indicated the next steps would be to share the approved plan and present it to local governments in the region over the coming months.

5. **Action Item: Establish the T2040 Steering Committee (attached)**  
   Jessica Mortinger shared the draft T2040 Steering Committee membership list. This committee will help guide the MPO staff through the development of the update to T2040 or T2040 2.0. The MPO staff had placed Bryan Culver on the steering committee to represent the MPO Policy Board and Planning Commission perspective. The committee will likely meet every other month over the update process and/or as needed by staff. Bryan Culver asked if there were any question or discussion. There was none. A motion to establish the T2040 Steering Committee was made by Stuart Boley, seconded by Matthew Herbert and passed 5-0.

Nancy Thellman arrived.

   Ashley Myers presented the TIP update, highlighting the largest changes in the update including the revised process for conducting fiscal constraint analysis; anticipated funding was based on historical averages from FFY2012-2015 and the revised EJ criteria and mapping. The TIP was out for 30-day public comment period August 19 – September 18. This TIP received TAC recommendation for approval on October 4. Bryan Culver asked if there were any question or discussion. There was none. A motion was made by Jimmy Wilkins, seconded by Matthew Herbert. The motion passed unanimously, 6-0.

7. **Action Item: Review and Approve the revised Title VI Program Manual (www.lawrenceks.org/assets/mpo/title_vi/2016-TitleVI-DRAFT.pdf)**  
   Ashley Myers presented the revised Title VI Program Manual providing an overview of Title VI and how the MPO provides Title VI notification. The program manual states how discrimination complaints would be handled. This Title VI Program Manual received TAC recommendation for approval on October 4. A motion was made to recommend approval of the Title VI Program Manual by Stuart Boley and seconded by Matthew Herbert. The motion passed unanimously, 6-0.

Ashley Myers presented the revised Limited English Proficiency Plan. She explained the Four Factor Analysis and the ramifications for crossing the 5% or 1,000 people speaking a specific language who speak English less than well. Furthermore, the plan states how a translation or interpretation request will be handled. To date, no requests have been made. This LEP Plan received TAC recommendation for approval on October 4. A motion was made to recommend approval of the Title VI Program Manual by Matthew Herbert and seconded by Nancy Thellman. The motion passed unanimously, 6-0.

9. Other Business

Jessica Mortinger let the MPO Policy Board know that intern Adam Weigel was leaving the MPO – he has accepted a full time position as a Transit Planner for Topeka Metro. Bryan Culver thanked Adam for his work for the MPO.

10. Public Comments

There were none.

11. Adjournment

The meeting adjourned at 3:32 pm.