

MEMORANDUM



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NOV 20th
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to JV

TO: Jennifer Vanderlaan
CC: Colt Friedrich
FROM: Brian Crooks
SUBJECT: Steering Committee Selection Guidance
DATE: 11/2/2023
PROJECT: Johnson County Thoroughfare Plan

COMMISSIONERS COURT

NOV 13 2023

The following may be helpful when choosing the appropriate members of the Thoroughfare Plan Steering Committee:

- Ensure that all committee members have flexibility in their schedules. We want to make sure that potential members have availability, especially in the evenings.
- Limit the total number of members to at least 8 and no more than 12 people.
- Make sure there are no “hi-jackers” in the committee – people who either have other agendas, will dominate committee discussions, or will have a disproportionate influence on other members.
- Committee membership should include at least one:
 - Economic/Finance specialist
 - Technical Expert (in roadways)
 - Planner
 - Engineering/Public Works official
 - Related Department Head (City/County)
 - Chamber of Commerce and/or Economic Development representative
 - County representative
 - Development and/or real estate representative

If you have any further questions about Steering Committee membership, please contact Eddie Haas at eh@freese.com or Brian Crooks at brian.crooks@freese.com.

Kind Regards,

Brian Crooks, AICP