

# Design Standards Letter

**Letter Number: G-1963-33**

**Letter Date: 12/06/1963**

**Effective Date: 12/06/1963**

**Section/Plan No.: None**

**Subject: Highway Engineers Association Meeting Hotel President - Kansas City  
February 5, 6, 7, 1964**

## Body

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ALL DISTRICT AND URBAN ENGINEERS

The 56th Annual Meeting of the Highway Engineers Association of Missouri will be held February 5, 6, and 7, 1964, at the Hotel President in Kansas City, Missouri.

A group meeting is being planned by the Surveys and Plans Division on Wednesday, February 5th, beginning at 9:30 a.m. This time for starting the meeting is suggested for the convenience of those Districts that would like to make the drive on Wednesday morning so as to avoid the expense of hotel room, garage storage, etc., on the night before.

You are authorized to permit the Engineer of Surveys and Plans, the Chief Designer or Senior Engineer II, and two from the Designer job classification to attend. District 4, being in the immediate area, will not be on expense or limited in number of attendance.

It is suggested that during the absence of those attending the Convention, that some qualified person be designated to handle official business. Each employee authorized to attend is expected to purchase an Association Membership Card at his own expense and to attend the Convention session on the days following the group meeting.

Please advise this office the names of the personnel that will be attending from your District in this Division as soon as a selection has been made. Every effort will be made to arrange an interesting program for our group meeting, and any of you having suggestions that you would like to submit for the program, please do so when you submit the names of the personnel attending.

L. V. McLaughlin  
Engineer of Surveys and Plans