

Grayson County Metropolitan Planning Organization (MPO)
POLICY BOARD
AGENDA

Wednesday, September 3, 2025 @ 8:30 am
Commissioners Courtroom, Grayson County Courthouse
100 W Houston St, Sherman, TX 75090

Please visit our MPO website www.gcmpo.org for background materials under the
“Committees/Meetings” link or under “News and Announcements” at our home page.

- I. Call to order
- II. Acknowledgment of Quorum by Chairman
- III. Public Comment Period
- IV. [Consider approval of the minutes of the MPO Policy Board meeting of July 7, 2025](#)
☒ Action ☐ Information
- V. **PUBLIC HEARING:** [Review and Consider Approval of an Amendment to the 2024-2025 Unified Planning Work Program \(UPWP\)](#)
☒ Action ☐ Information
- VI. [Authorize Execution of an Amendment to the Agreement for Professional Services with Alliance Transportation Group for the Grayson County Travel Demand Model Update](#)
☒ Action ☐ Information
- VII. [Authorize Execution of an Amendment to the Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc.](#)
☒ Action ☐ Information
- VIII. [Review and Consider Approval of a Resolution Adopting an Amendment to the MPO Bylaws](#)
☒ Action ☐ Information
- IX. Announcements
(*Informal Announcements, Future Agenda Items, and Next Meeting Date*)
 - TAC Next meeting date November 19, 2025
 - MPO Policy Board Next meeting date December 3, 2025
 - Freight Advisory Committee Next meeting date TBD
- X. Adjournment

PUBLIC COMMENT PERIOD - The MPO Policy Board (PB) will allow for a public comment period, not to exceed fifteen minutes, to receive public comment on any other matter that is under the jurisdiction of the PB. No action will be taken. Each speaker will be allowed a maximum of three minutes. The use of a single spokesperson to represent a group of people is encouraged. Where there are large numbers of persons who wish to address the PB on a single matter, the Chairman may decrease the amount of time available to each person who wishes to address the PB. Speakers must be signed up prior to the beginning of the public comment period.

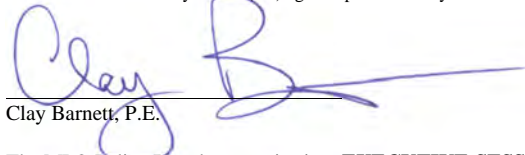
All meetings of the Grayson County Metropolitan Planning Organization (MPO) are open to the public. The MPO is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact Clay Barnett at (903) 328-2091 at least 24 hours in advance if accommodation is needed.

Notice of Possible Quorum:

Pursuant to Chapter 551 of the Texas Government Code, notice is hereby given of a possible quorum of members of the Commissioners Court of Grayson County at a meeting of the Grayson County MPO Policy Board. No formal business or action will be taken by any of the Commissioners in attendance at this meeting.

The above notice was posted at the Grayson County Courthouse in a place readily accessible to the public and made available to the Grayson County Clerk on or before August 27, 2025.

NOTE: The MPO Policy Board (PB) agenda/packet is only distributed digitally, no paper copies will be sent. If you need a printed copy please contact MPO staff.



Clay Barnett, P.E.

The MPO Policy Board may retire into **EXECUTIVE SESSION** pursuant to the Texas Government Code, Chapter 551, Subchapter D, to discuss any item posted on this agenda and take appropriate action as necessary.

Grayson County Metropolitan Planning Organization (MPO)
POLICY BOARD

Commissioners Courtroom, Grayson County Courthouse
100 W Houston St, Sherman, TX 75090

Monday, July 7, 2025 at 1:30 p.m.

Board Members Present:

Mayor Robert Crawley, Chairman	City of Denison
Judge Bruce Dawsey, Vice Chairman	Grayson County
Mayor Shawn Teamann	City of Sherman
Mayor Jim Atchison	City of Van Alstyne

Board Members Absent:

Noel Paramanantham, P.E.	TxDOT Paris District Engineer
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Ex-Officio Members Present:

None

Ex-Officio Members Absent:

Shellie White	Texoma Area Paratransit System
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Non-Voting Members Present:

None

Non-Voting Members Absent:

Barbara Maley	Federal Highway Administration (FHWA)
Phillip Tindall	TxDOT-TPP Division
Michelle Bloomer	Federal Transit Administration (FTA)

Technical Advisory Committee Members Present:

Clint Philpott, P.E.	City of Sherman
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Staff Present:

Clay Barnett, P.E.	Grayson County MPO
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Guests Present:

Josh Marr	Grayson County, Commissioner, Pct. 1
Art Arthur	Grayson County, Commissioner, Pct. 2
Lindsay Wright	Grayson County, Commissioner, Pct. 3
Mayor Karla McDonald	City of Howe
Max Rowe	Huitt-Zollars, Inc.

I. Call to Order

Chairman Crawley called the meeting to order at 1:30 p.m.

1 **II. Acknowledgment of Quorum by Chairman**

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3 Chairman Crawley declared a quorum of the Policy Board present.
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5 **III. Public Comment Period**

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7 No Public Comments
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9 **IV. Consider approval of the minutes of the MPO Policy Board meeting of June 11, 2025**

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11 Chairman Crawley inquired if all members had reviewed the minutes from the previous Policy
12 Board meeting on June 11, 2025.
13

14 Motion to approve the minutes of the MPO Policy Board meeting of June 11, 2025 was made by
15 Judge Dawsey, seconded by Mayor Teamann. Motion Carries.
16

17 **V. Review a Resolution Adopting an Amendment to the MPO Bylaws**

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19 Mr. Barnett explained that this would be an information only item. Mr. Barnett explained that
20 changes have been made to the MPO Bylaws as a result of the discussion from the June 11th
21 meeting. Provisions were added for the vote based on population vs the popular vote. A provision
22 was added to state that TxDOT would be unable to vote on changes to the bylaws. A provision
23 was added to increase the threshold for a vote to pass in a population vote to 75%. This would
24 require more than just the County and City of Sherman such as a vote from the smaller cities or
25 Denison would also be needed. It was clarified that Ex-Officio TAC members are non-voting
26 positions. A rotating seat for communities under 2,000 members was not added as a part of this
27 change. Chairman Crawley asked about the need of Sherman and the County to have 2 members,
28 as well as language stating that a member who misses 3 meetings in a year shall be removed instead
29 of may be removed. Multiple members of the Policy Board discussed the need of a second member
30 for the City of Sherman and the County. Mr. Barnett explained that the thought behind this was
31 having a second member with votes in the event that the 2 members of the same entity did not
32 agree on a matter. Mayor Atchison expressed concern for having a second member and the ability
33 to get everyone to agree on a time and day for Policy Board meetings. Mr. Barnett explained that
34 you could ask for a vote by population only for the three programming documents or the Bylaws.
35 Mr. Barnett explained that further minor modifications would be made before returning this to the
36 Policy Board for approval.
37

38 **VI. Announcements**

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40 Mr. Barnett stated that the TAC would most likely not convene for their next meeting. The Policy
41 Board set the next meeting date on Wednesday, September 3, 2025.
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1 **VII. Adjournment**

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3 Having no further business to discuss, Chairman Crawley adjourned the meeting at 1:54 p.m.
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Robert Crawley, Chairman, GCMPO Policy Board

GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)
POLICY BOARD (PB)
AGENDA ITEM V
ACTION ITEM

September 3, 2025

PUBLIC HEARING: Review and Consider Approval of a Draft Amendment to the 2024 – 2025 Unified Planning Work Program (UPWP)

BACKGROUND:

The Unified Planning Work Program (UPWP) is the two year program budget for the MPO. This document identifies the funding sources and projects/plans that the MPO intends to undertake over a two (2) fiscal year period.

Following is a brief summary of the requested changes:

- Task 1.2 – The update to the Bylaws was not included in the UPWP when it was initially drafted in the spring of 2023. Staff attempted to manage the hours available to get us through the end of the fiscal year. However, we fell short. Staff is requesting that we include an additional \$29,845 in this subtask to complete the fiscal year.
- Task 2.3 – The scope for the 2055 Demographics did not include distributing the demographics to the traffic analysis zones. TxDOT requires the demographics be distributed before taking over the process to develop the 2055 Travel Demand Model. ATG was asked to develop a scope and fee for these additional services. The fee came out to \$29,350. Additionally, staff estimates there is approximately \$3,895 remaining in the Huitt-Zollars contract that will be unspent by the end of the fiscal year. These funds can be utilized on another subtask.
- Task 3.2 – Staff is requesting an additional \$4,400 in this subtask. These funds will be utilized to create this UPWP amendment and address comments from FHWA on the 2026-2027 UPWP.
- Task 5.3 – The application for the Safe Streets for All (SS4A) took a little more time than was originally anticipated. Staff is requesting an additional \$650 to cover the shortfall.

ACTION REQUESTED:

Approve the Draft Amendment to the 2024-2025 Unified Planning Work Program (UPWP) As Presented

ATTACHMENTS: *click underlined items for attachment*

- [Draft Amendment to the 2024-2025 UPWP](#)
- [Summary of Changes to the Draft Amendment to the 2024-2025 UPWP](#)

STAFF CONTACT: Clay Barnett, P.E., 903.328.2090, cbarnett@huitt-zollars.com



UNIFIED PLANNING WORK PROGRAM

FISCAL YEARS 2024 - 2025

Approved by the Policy Board on: July 19, 2023

Amended by the Policy Board on: February 7, 2024

Amended by the Policy Board on: April 2, 2025

Amended by the Policy Board on: June 11, 2025

Amended by the Policy Board on: September 3, 2025

Prepared by:

Grayson County Metropolitan Planning Organization

SPONSORING AGENCIES:

CITIES OF: SHERMAN and DENISON in cooperation with urban area small cities

COUNTY OF: GRAYSON

TEXAS DEPARTMENT OF TRANSPORTATION

IN COOPERATION WITH:

FEDERAL HIGHWAY ADMINISTRATION

FEDERAL TRANSIT ADMINISTRATION

"The preparation of this report was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation."

UNIFIED PLANNING WORK PROGRAM

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I. INTRODUCTION

The Governor of the State of Texas has designated Grayson County as the fiscal agent for the Grayson County Metropolitan Planning Organization (MPO). Acting through its Policy Board, the MPO, in cooperation with the Texas Department of Transportation (TxDOT), the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), administers the transportation planning process in the Sherman-Denison urbanized area. The **Unified Planning Work Program (UPWP)** for the MPO describes the transportation planning process and MPO activities for the period of October 1, 2023 through September 30, 2025. The program documents each project's funding by source (federal, state, and local), explains how funds will be expended (type of project), and assigns responsibility for each work task. Federal Planning Rules for MPOs are described in Title 23, United States Code, Section 134 (The Urban Transportation Planning Process), and further regulated by Title 23 Code of Federal Regulations 420 and 450. Key federal legislation that further refines the planning processes was brought about by the Infrastructure Investment and Jobs Act (IIJA) and previous federal transportation legislation, such as ISTEA, TEA-21, SAFETEA-LU, MAP-21 and the FAST Act. The FY 2024-2025 UPWP was developed in accordance with regulations set forth in the IIJA, which was signed into law on November 15, 2021. The MPO is responsible, together with the State of Texas, for carrying out the provisions of the IIJA.

A. PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM (UPWP)

The UPWP is a two (2) year planning budget, which outlines those planning activities to be undertaken by the MPO, which are funded by federal, state, and local sources. The UPWP work elements were developed using a performance-based approach to meet the goals, planning factors, and planning emphasis areas of the IIJA, which are continued from MAP-21 and the FAST Act. Additionally, these planning factors will continue to be utilized throughout the transportation decision-making process. The planning factors included in 23 U.S.C. §134 and established in 23 CFR 450.306, are as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency,
2. Increase the safety of the transportation system for motorized and non-motorized users,
3. Increase the security of the transportation system for motorized and non-motorized users,
4. Increase the accessibility and mobility of people and for freight,
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns,
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight,
7. Promote efficient system management and operation,
8. Emphasize the preservation of the existing transportation system,
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation, and

10. Enhance travel and tourism.

The UPWP work elements were specifically selected to meet the seven national goals. These goals, as listed in 23 USC §150, are as follows:

1. Safety: To achieve a significant reduction in traffic fatalities and serious injuries on all public roads,
2. Infrastructure condition: To maintain the highway infrastructure asset system in a state of good repair,
3. Congestion reduction: To achieve a significant reduction in congestion on the National Highway System,
4. System reliability: To improve the efficiency of the surface transportation system,
5. Freight movement and economic vitality: To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development,
6. Environmental sustainability: To enhance the performance of the transportation system while protecting and enhancing the natural environment, and
7. Reduced project delivery delays: To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The latest version of the Public Participation Plan (PPP) for the MPO was approved on June 23, 2021. These procedures include posting on our web site www.gcmpo.org, and maintaining a current mailing list of those persons who are interested in the transportation process. The PPP is available for review at the MPO and can be found on our website. Additionally, MPO staff is available to answer stakeholders' questions and requests for information. All meetings are advertised and are open to the public. To foster an atmosphere of public cooperation and in the spirit of the IIJA, the MPO staff actively participates in various public organizations. A mailing list of those who have expressed interest is maintained.

The American with Disabilities Act (ADA) of 1990 encourages the involvement of people with disabilities in the development and improvement of transportation and para-transit plans and services. In accordance with ADA guidelines, all meetings conducted by the MPO take place in locations that are accessible to persons with mobility limitations and other aids as needed.

The MPO website, www.gcmpo.org, provides additional opportunities for public involvement. Stakeholders may view and download MPO publications, as well as send e-mail to MPO staff with any questions regarding transportation planning. The website contains transportation planning information, and public transportation planning information. Links to public documents and agencies such as the latest Federal Transportation Law (IIJA), FHWA, FTA, TxDOT, cities, and county governments may also be found on the MPO web site.

B. DEFINITION OF AREA

The Sherman - Denison Metropolitan Planning Area is located in the north central portion of the State of Texas, sharing the northern boundary with the Red River/Oklahoma border and touches Lake Texoma, Eisenhower State Park and the Hagerman National Wildlife Refuge. The southern, eastern and western boundaries extend to the limits of Grayson County and are shared with Collin and Denton Counties to the south, Fannin County to the east, and Cooke County to the west. US 75 running North/South splits the area in half and US 82 running East/West intersects US 75 and splits the urban area into quadrants. The MPO is comprised of the following cities: Sherman, Denison, Howe, Gunter, Pottsboro, Van Alstyne, Bells, Collinsville, Dorchester, Pilot Point, Sadler, Southmayd, Tioga, Tom Bean, Whitesboro, and Whitewright. The MPO is also comprised of unincorporated areas of Grayson County, which is likely to become urbanized in the next 20 years. A map depicts the area in Appendix A.

C. ORGANIZATION

The Grayson County MPO Policy Board (PB) is the governing body of the MPO, performs its duties in accordance with state & federal laws, and is organized under its published By-Laws. The Grayson County MPO also has a Technical Advisory Committee (TAC) whose membership consists of technical staff from the member local governments. The TAC is responsible for advising the PB on all urban transportation planning matters and to help guide the metropolitan planning process. Additionally, this committee advises on issues of a technical nature and provides recommendations of MPO policy issues, provides input regarding the development of all of the MPO's planning documents, any special studies that may arise, and has developed a project selection process that has been adopted by the PB as part of the development of the 2045 MTP. The Grayson County MPO, its staff and its fiscal agent, are responsible along with the State, for carrying out this work program. The voting members of the PB and TAC are found in Appendix B. The UPWP is reviewed and approved by the PB.

D. PRIVATE SECTOR INVOLVEMENT

The MPO encourages the participation of both public and private organizations. Since the technology required to properly plan for the future transportation network is both complicated and constantly changing, the MPO from time to time hires private consultants to accomplish part of the planning process. The MPO has also strived to do its part by purchasing equipment from a Historically Underutilized Business (HUB) when possible and Disadvantaged Business Enterprises (DBE) are actively solicited for each contract.

E. PLANNING ISSUES AND EMPHASIS AREAS

The UPWP emphasizes Federal requirements for transportation, especially those included in the IJIA. Along with those requirements, the MPO has identified planning issues and emphasis areas, which illustrate the key highway and transit planning issues facing the MPO. These are listed in the following subcategories:

Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan is the MPO's long-range plan that has a twenty-five (25) year focus and is updated every five (5) years. The 2045 MTP was adopted on December 4, 2019, and covers fiscal years 2020 to 2045. This long-range plan focuses on multi-modal transportation needs within the MPO area and serves as the basis for the planning needs and decision-making guidelines for the MPO Board. This is accomplished through identifying present and future transportation corridors, forecasting transportation needs and growth patterns, providing estimated costs for implementation of those needs, and including other innovative approaches to transportation. Updates to the MTP will be part of the planning process and changes will be incorporated as they become necessary.

A major part of this UPWP will be to complete the next update to the MTP, namely the 2050 MTP. This effort began last fiscal year and is partially complete. The 2050 MTP is expected to be adopted at the October 2, 2024 Policy Board meeting.

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) is the MPO's short-term planning document. The TIP is a four (4) year program of highway and transit projects proposed for funding by Federal, State, and local resources within the Sherman-Denison study area. The TIP is updated at least every two (2) years and approved by the MPO. The FHWA and the FTA must jointly find that each metropolitan TIP is based on a continuing, comprehensive transportation process carried on cooperatively by the States, MPOs and transit operators in accordance with the provisions of 23 U.S.C. 134 and section 8 of the Federal Transit Act (49 U.S.C. app. 1607). The TIP may be amended as transportation needs or funding levels change.

The TIP is financially constrained by year and includes a financial plan that demonstrates which projects can be implemented using current revenue sources and which projects can be implemented using proposed revenue sources while at the same time maintaining and operating the existing transportation system. Only projects for which construction and operating funds can reasonably be expected to be available are included.

Projects listed in the TIP must be consistent with the long-range transportation plan. In addition to those projects, regionally significant transportation projects are included. A regionally significant project means a transportation project that is on a facility which serves regional transportation needs regardless of

funding source (such as access to and from the area outside of the region, major activity centers in the region, major planned developments such as new retail malls, sports complexes, etc., or transportation terminals as well as most terminals themselves) and would normally be included in the modeling of a metropolitan area's transportation network, including at a minimum all principal and major arterials and all fixed guide way transit facilities that offer an alternative to regional highway travel.

Travel Demand Model (TDM)

The latest update to the Travel Demand Model (TDM) for the Sherman-Denison Urbanized Area was completed in 2022. Part of the process includes working closely with TxDOT staff to improve the roadway network and data collection needs associated with the TDM. The TDM is an important part of the MPO's functions and includes updates to the Geographic Information System (GIS); analysis of demographic data; updates to the roadway network; analysis of land use data for impacts on the transportation network; analysis and review of traffic count data and patterns; and analysis and review of traffic accident data and patterns.

Public Participation and Education

Emphasis is also placed on improving the public participation and the education of those interested in the transportation planning process. This could include fostering issues such as multi-modal studies, land-use analysis, and many others related to the improvement of transportation within our MPO boundary. This process is continually analyzed and evaluated to ensure that the public is aware and active with transportation issues in their community.

Transportation Awareness

Another area includes broadening the staff capabilities of the MPO to incorporate changes necessary for the smooth functioning of transportation planning. This is an on-going process to promote more efficient use of transportation elements, plans, and documents and improvements for the transit reporting procedures; and consideration of safety and security in all modes of the transportation planning process.

Environmental Justice

The MPO continues to monitor and ensure compliance with Federal and State guidance on Title VI and Environmental Justice. A 1994 Presidential Executive Order directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations." Environmental Justice and Title VI are not new concerns; however, because of the evolution of the planning process, greater emphasis is being placed on understanding and addressing the unique needs of different socioeconomic groups. The MPO's Environmental Justice initiatives strive to involve potentially affected citizens in developing transportation projects that fit harmoniously within their communities without sacrificing safety or

mobility using its Public Participation Plan (PPP). By involving the public in transportation decisions in their neighborhoods, the MPO strives to make sure that every transportation project considers the effect on the human environment and provides as much positive benefit to them as possible. Work on Environmental Justice and Title VI will be completed with Tasks 1.1, 1.2, 2.1, 2.2, 3.1, 3.3, 4.1, 4.2, 4.3, 5.1, 5.2, 5.3 and 5.4.

Planning Areas

This document is organized under the ten planning factors of the IIJA. The IIJA requires MPOs to organize its planning process, which is to be continuous, cooperative and comprehensive (3C), around consideration of the general guidelines of ten broad areas as enumerated in the Act itself. The work tasks, special emphasis items, and special studies contained in the UPWP have considered the ten areas, some more directly than others have.

In addition to the ten planning emphasis areas, eight areas of additional emphasis have been identified as strategic objectives for the Surface Transportation Program:

1. Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future – Ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change;
2. Equity and Justice⁴⁰ in Transportation Planning – advance racial equity and support for underserved and disadvantaged communities;
3. Complete Streets – review current policies, rules, and procedures to determine their impact on safety for all road users;
4. Public Involvement – increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices;
5. Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination – coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities;
6. Federal Land Management Agency (FLMA) Coordination – coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands;
7. Planning and Environment Linkages (PEL) – implement PEL as part of the transportation planning and environmental review processes; and
8. Data in Transportation Planning – incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

II. TASK 1.0 – ADMINISTRATION AND MANAGEMENT

A. OBJECTIVE

Work elements in this activity are administrative and management tasks associated with the function, coordination and day-to-day activities of the MPO and the multimodal transportation planning process. The development of goals, objectives, and policies; committee structures and staffing; interagency linkage and information; and staffing of various work elements are the main concerns of transportation planning coordination. Required duties include informing the public and committee members of meetings, preparation of meeting packets, attendance at meetings, coordination of projects/programs, and oversight of planning activities. Additionally, this task will meet the technical objectives of the organization regarding computer equipment and/or software packages.

B. EXPECTED PRODUCTS

Expected products include correspondence, memoranda, agreements, agenda, record keeping, and minutes necessary to document on-going activities of the study office. This task includes the purchase of office supplies, office furniture, and the associated costs to post public notices and other expenses as appropriate. Specific projects include: Annual Project Listing; Program Management and Coordination, Annual Performance and Expenditure Report; Self-Certification Statement; Interagency Planning Agreements; Public Participation Plan update as needed; Staff Education and Training; and Web site maintenance and update as needed. Other products of this task are training and expenses incurred while staff members travel to training, meetings, conferences, and/or workshops. The MPO will work with member agencies to prevent duplication of effort. The MPO may use interns to assist staff when appropriate. Grayson County, the MPO's fiscal agent, may provide additional resources as needed. The MPO may also contract with the member cities and governmental agencies, as fitting, to avoid duplication of efforts between the staffs of the cities and MPO or provide staff expertise otherwise unavailable to the MPO. Staff will attend training courses and seminars as appropriate. All out of state travel must have prior approval by TxDOT.

C. PREVIOUS WORK

This is an ongoing planning activity as required by 23 CFR 450. All PB, TAC and public meetings were conducted under this task. Staff attended all Texas Metropolitan Planning Organization (TEMPO) meetings and workshops, various workshops/conferences and made presentations at various city council and civic meetings. Previous year projects and products also included the FHWA Annual Performance and Expenditure Report and Annual List of Federally Funded Projects. Additionally, staff began preparation of an update to the PPP that included a Title VI/Nondiscrimination Plan and a Limited English Proficiency Plan in FY 2020 that was completed and formally adopted on June 23, 2021.

D. DESCRIPTION OF SUBTASKS

1.1 Administration

Prepare and submit required reports, certification and administrative documentation to maintain continuity and credibility of the Study. Prepare budgets, maintain financial records, equipment inventory and ensure monies are spent appropriately. Coordinate activities between participating agencies and other public and private interests. Prepare request for proposals, as required, and solicit for contractual services and supervise the work. Assist participating agencies as needed. The MPO will review and evaluate the work accomplished during the previous fiscal year under this work program. An Annual Performance and Expenditure Report will be prepared at the end of each fiscal year (2023 & 2024) in accordance with TxDOT policy and procedures.

Maintain the computer equipment and software, funding is allocated and/or service contracts are in operation for the maintenance and upgrade of all automated information processing equipment and software purchased. Staff will continue updating MPO equipment and software when appropriate. Staff must stay abreast of current trends in technology, as they are applicable to the urban transportation planning process and effectiveness of operations and the planning process. All computer equipment will continue to be inventoried by identification number, physical location and staff member(s) responsible. Purchases of office supplies, materials, furniture, equipment, computers, monitors, printers, plotters and related computer equipment or computer software: equipment purchases exceeding \$5,000 per unit require prior approval from TxDOT-TPP.

Monitor, evaluate and implement Title VI Civil Rights/Environmental Justice compliance, guidance and requirements for plans and programs; continue to collect and analyze data related to minority or low income populations and the effect of the transportation programs and system on those populations; identify ways to mitigate impacts of the system and programs on the identified populations; expand the database of citizens and businesses in low income or minority areas to facilitate effective outreach to those populations.

1.2 Public Involvement

Community involvement and input, vital elements in transportation planning and design, will be sought in the developmental stages of all transportation plans, MTP, TIP, and UPWP, to acknowledge community transportation needs, demands, and goals. Public participation will include public and private agencies, transit providers, civic groups, local and regional interest groups, elected officials and concerned citizens. In accordance with the MPO's published PPP, all PB meetings will be advertised and open to the public. Open

forums will precede any changes in the MTP and the TIP. Media outlets will be used whenever necessary to ensure public notification and encourage maximum public participation.

This sub-task for Public Involvement covers the day-to-day responses to the public (via email and/or phone) as well as maintenance of the MPO's website. The internet web site: www.sdmpo.org will be maintained and updated as needed.

The Annual Project Listings document will be developed and published. On-going emphasis is placed in ensuring Environmental Justice issues are addressed and a complaint procedure is included into the PPP.

The PPP was updated in 2021. The MPO continues its visibility among minority and low-income communities. This is accomplished through announcements of meetings, etc. via neighborhood churches, or other local organizations.

1.3 Staff Education and Training

To ensure that the local urban transportation planning process remains viable and productive, the MPO staff will attend relevant seminars, workshops, conferences, and courses appropriate to a continued increase in staff expertise with regard to urban transportation planning techniques, methodologies, and recent developments. In addition, the Director will attend all TEMPO meetings as well as participate in TEMPO applicable subcommittee and executive committee meetings. The participation in training events, which include FHWA, FTA, TxDOT meetings, workshops, conferences, and Association of MPOs (AMPO) and Transit Association's meetings, as well as local options (community and four-year college courses on pertinent skill sets) will assist the staff in developing skills and expertise in all forms of transportation planning and gather information to share with communities and transit service providers. This Subtask includes funds to reimburse MPO staff, for travel expenses when traveling on MPO related duties.

E. FUNDING SUMMARY**TASK 1.0 - FY 2024 - 2025 (Amended 09-03-2025)**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
1.1	MPO	\$42,250	\$42,250							\$84,500
1.2	MPO	\$43,320	\$61,325							\$104,645
1.3	MPO	\$15,760	\$18,320							\$34,080
TOTAL		\$101,330	\$121,895	\$0	\$0	\$0	\$0	\$0	\$0	\$223,225

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

III. TASK 2.0 – DATA DEVELOPMENT & MAINTENANCE

A. OBJECTIVE

Urban transportation planning requires constant monitoring and maintenance of a myriad of databases and mapping/graphic inventories. This provides the knowledge necessary to make accurate evaluations of existing conditions and to make logical estimates of future transportation system upgrades. This is a continuing ongoing process.

B. EXPECTED PRODUCTS

Expected products of this task will be the on-going maintenance of the MPO's Travel Demand Model (TDM) and various datasets in the MPO's Geographic Information System (GIS). The TDM is utilized during the development of the MTP to identify and anticipate needs in the transportation network. The GIS is utilized in a myriad of applications, including analyzing data necessary to comply with Title VI/Environmental Justice directives and limited English proficiency guidance. This ongoing process of maintenance of the TDM and GIS data has become critical to the proper execution of transportation management functions.

Grayson County, the MPO's fiscal agent, will provide the bulk of needed GIS services to the MPO, typically at no cost to the MPO. The MPO may use consultants or interns to assist when appropriate. The MPO may also contract with the member cities and governmental agencies, as fitting, to avoid duplication of efforts between the staffs of the cities and MPO or provide staff expertise otherwise unavailable to the MPO.

C. PREVIOUS WORK

The latest update to the TDM, which had a base year of 2013, was completed in FY 2020. This model was supplied to Texas Transportation Institute (TTI) for their use in updating the statewide model. Staff began the effort with the assistance of a consultant to update the TDM to a base year of 2018 in FY 2021 and was completed in FY 2022. The model has been given to TxDOT-TPP to complete the remaining work. TxDOT-TPP has committed to return the model to the MPO by the end of FY 2023, so the MPO may utilize the model in the development of the 2050 TMP. A presentation on the updates made to the TDM was presented to the TAC prior to final acceptance. GIS data was updated as necessary to revise the updates to the TIP and PPP as well as provide maps necessary for PB and TAC presentations and for the PB Chairman and staff to make presentations to city councils and area civic groups.

D. DESCRIPTION OF SUBTASKS

2.1 TDM Updates and Maintenance

The TDM is an integral tool in the MPO's decision making process. Additionally, it is given to TTI for use in the statewide model that is used by decision makers at the state level.

To ensure that the model kept up to date, the MPO with the assistance of a consultant began the process of updating the TDM in FY 2021 to a base year of 2018 and a forecast year of 2055 with interim years of 2023, 2028, 2033 and 2050. The process for updating the model includes the following:

1. Review the latest Model Area Boundary (MAB) and prepare recommendations in accordance with TxDOT's practices;
2. Prepare and update all data for the new Master network using TexPACK application standards and formats;
3. Using the revised MAB and network geography, prepare zonal boundary recommendations in accordance with TxDOT's practice as described in "*Master Network Editing Guidebook*", "*TexPACK Model Documentation*" and "*Socio-Economic Guidelines*" documentation; and
4. Update the base, interim and forecast demographics for each model year in accordance with TxDOT's "*Socio-Economic Guidelines*" documentation.

The TDM has been given to TxDOT-TTP to complete. TxDOT-TTP has committed to return the TDM to the MPO by the fourth quarter of FY 2023. Once complete, the model will be delivered to TTI for use in the statewide model.

2.2 Geographic Information System

To fully allow the MPO to utilize the GIS in its work program, there are necessary enhancements and routine maintenance efforts that must be undertaken as part of its work program. Maps will be produced for staff projects, planning, technical and PB meetings, and public information, showing various population and transportation related characteristics within the planning area based on a variety of factors. The MPO intends to use staff provided by its fiscal agent to complete this effort. A consultant may assist staff as needed on completion of this subtask. The MPO may also contract with the member cities and governmental agencies, as fitting, to avoid duplication of efforts between the staffs of the cities and MPO or provide staff expertise otherwise unavailable to the MPO. Maps will be made available to the public according to the fiscal agent's approved policies.

2.3 Demographics

MPO staff will work with local governmental staff to determine anticipated areas of growth, possible changes to land uses over the next 25 years, and to incorporate local comprehensive land use plans into the MTP. On-going updates and maintenance of data and maps related to population, minority populations, low-income population, building permits, land use, housing, and employment within the current Metropolitan Planning Area (MPA) would be geared towards developing a socio-economic base for the MTP.

Areas of primary trip-generation activity will be inventoried, tabulated and grouped by Traffic Analysis Zones (TAZ).

In addition, staff will work with Grayson County staff and consultants as needed to:

1. Collect and maintain databases that identify, rank and analyze traffic accident locations, up-to-date-traffic counts, and the transportation system.
2. Collect and organize data for the Geographic Information System.
3. Collect and analyze data regarding Title VI/Environmental Justice on minority and low-income populations.

In an effort to address the requirements of Environmental Justice, additional work will be undertaken including the following:

1. Identify low-income/minority populations relevant to environmental justice issues;
2. Define the geographic areas where the noted low-income/minority conditions exist in the MPO area, utilizing data from the 2020 Census if available, and other relevant data sets;
3. Examine the existing transportation and transit system as it relates to the areas noted above;
4. Examine the location of future transportation projects via the MTP and the TIP, and study the correlation of these future projects to the areas noted above;
5. Create maps, and/or charts, and/or other relevant graphics to depict the existing and potential future conditions relevant to environmental justice, utilizing GIS and other automated tools;
6. Reference these maps in the MPO's/PB discussion of its Title VI activities (UPWP, MTP, Public Participation Plan);
7. Consider maps when organizing public involvement activities and consulted during project selection; and
8. Create a summary report that documents the process and findings of this analysis.

The findings of this analysis should be taken into consideration for future transportation planning and capital projects in the MPO study area.

E. FUNDING SUMMARY**TASK 2.0 - FY 2024 - 2025 (Amended 09-03-2025)**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
2.1	MPO	\$26,730	\$0							\$26,730
2.2	MPO	\$2,480	\$2,480							\$4,960
2.3	MPO	\$0	\$157,866							\$157,866
TOTAL		\$29,210	\$160,346	\$0	\$0	\$0	\$0	\$0	\$0	\$189,556

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

IV. TASK 3.0 - SHORT RANGE PLANNING

A. OBJECTIVE

The objective of this task is to complete those planning activities that are more specific and are necessary for the planning process. This includes those required by the FAST Act such as the update of the 2022-2023 Unified Planning Work Program (UPWP) and revisions to the 2023-2026 Transportation Improvement Program (TIP), and development of the new 2025-2028 TIP.

B. EXPECTED PRODUCTS

Comprehensive networking within the communities in an overall planning effort will continue to be pursued, monitored and evaluated through coordination agreements with local transit operators. Some specific products may include: Monitor and maintain the 2023-2026 TIP; Recommend any needed changes to the MTP and TIP; Look at community and regional involvement in transportation issues that may have an effect on the MPO's transportation network. Grayson County, the MPO's fiscal agent, may provide additional resources as needed. The MPO may use interns to assist staff when appropriate. The MPO may also contract with the member cities and governmental agencies, as fitting, to avoid duplication of efforts between the staffs of the cities and MPO or provide staff expertise otherwise unavailable to the MPO. Staff will attend planning seminars and work sessions as appropriate. MPO staff will also participate in TEMPO subcommittees through teleconferences as well as any scheduled meetings/seminars as appropriate.

C. PREVIOUS WORK

Previous work includes the preparation of the 2022-2023 UPWP, implementation of and amendments to the 2023-2026 TIP, and other documents as appropriate. In cooperation with TxDOT's area and district offices, staff developed and conducted public involvement meetings for the 2023-2026 TIP.

In FY 2020, MPO staff worked with Texoma Area Paratransit System (TAPS), our local transit provider, in development of the Transit Asset Management (TAM) Plan, Public Transportation Agency Safety Plan (PTASP), the 2022-2023 UPWP, the 2023-2026 TIP, and the 2022 Annual List of Federally Funded Projects. Additionally, staff assisted TCOG with the development of a Coordinated Human Services Transportation Plan. The Coordinated Human Services Transportation Plan was funded by Federal 5307 Planning Funds as received by TCOG. The objective of the Coordinated Human Services Transportation Plan is to improve transportation services for everyone who uses them in the region—including, but not limited to, people with disabilities, seniors, and individuals with lower incomes.

D. DESCRIPTION OF SUBTASKS

3.1. Transportation Improvement Plan (TIP) and Self Certification

Projects in the TIP will be consistent with the 2045 MTP. Any TIP updates will incorporate input from citizens, public agencies, transit operators and other interested parties. Project selection will ultimately rest with the State, via TxDOT, in cooperation with the PB. Update or amend the 2023-2026 TIP as needed and allow citizens, public agencies, and private transportation providers an opportunity to comment on the program.

The MPO, in cooperation with the State(s) and any affected public transportation operator(s), shall develop a TIP for the metropolitan planning area. The TIP shall reflect the investment priorities established in the current metropolitan transportation plan and shall cover a period of no less than 4 years, be updated at least every 4 years, and be approved by the MPO and the Governor. In FY 2024, the MPO will develop a TIP covering the years 2025 through 2028.

The Self-Certification Statement requires that the planning process is being carried out in accordance with all applicable requirements including:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 U.S.C. 450.336;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
3. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the IIJA (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
5. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

3.2. Unified Planning Work Program (UPWP)

The 2024-2025 UPWP will be monitored and revised as necessary by the PB and submitted for review and approval by appropriate committees and agencies. Work program tasks

will be dedicated to providing continuing and coordinated multimodal transportation planning for the MPO region.

Each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task. The 2026-2027 UPWP will be developed incorporating all appropriate provisions of appropriate federal transportation re-authorization bill.

3.3. Short Range Transit Planning

TAPS with the assistance of MPO staff utilizing a combination of FTA Sect. 5307 and local funding will perform short range planning projects needed to meet federal requirements recognizing established Planning Emphasis Areas. Such activities include: researching solutions to connect urban area riders to medical facilities, commuter route planning for the urbanized area, and identifying gaps in transit services. This subtask will be used for any assistance given to TAPS.

Every five (5) years, all planning regions in the United States must complete a Regionally Coordinated Transportation Plan (RCTP) in order to qualify for federal transit funding. Grayson County, along with Cooke and Fannin Counties comprise Planning Region 22. The current RCTP for Planning Region 22 was adopted on March 24, 2022. The Regionally Coordinated Transportation Planning Committee must meet on a regular basis to implement the Goals and Objectives outlined in the RCTP. The GCMPO director currently serves as chair of the Regionally Coordinated Transportation Planning Committee. This subtask will be used for any preparation time and meetings held by the Regionally Coordinated Transportation Planning Committee or any associated subcommittees.

E. FUNDING SUMMARY

TASK 3.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
3.1	MPO	\$14,880	\$4,960							\$19,840
3.2	MPO	\$4,960	\$16,760							\$21,720
3.3	TAPS/MPO	\$4,960	\$4,960			\$45,000	\$45,000	\$9,000	\$9,000	\$117,920
TOTAL		\$24,800	\$26,680	\$0	\$0	\$45,000	\$45,000	\$9,000	\$9,000	\$159,480

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

V. TASK 4.0 – METROPOLITAN TRANSPORTATION PLAN (MTP) UPDATE

A. OBJECTIVE

The MTP process shall include the development of a transportation plan addressing no less than a 20-year planning horizon as of the effective date. In formulating the transportation plan, the MPO shall consider factors described in §450.306 as the factors relate to a minimum 20-year forecast period. The next installment of this document will be the 2050 MTP. The update to the MTP will extend the planning horizon out to the year 2050 and will include the following components:

- Update of the current Bicycle and Pedestrian Plan;
- Revenue and Expenditure Projections; and
- Development of Draft and Final Metropolitan Transportation Plan.

It should be noted that one or more of the sub-tasks listed above may be undertaken by a consulting firm contracted by the MPO.

B. EXPECTED PRODUCTS

The MPO will develop and follow a time line to ensure the development of the next MTP addresses needs within the study area. The process will ensure that analytical techniques are properly used. The finished product should be a comprehensive document that reflects the vision and includes the set of actions to accomplish the objectives established by the public and the Policy Board. The current plan will continue to be monitored for any dynamics and will be updated and changed as needed. Community and regional involvement in transportation issues that may have an effect on the MPO's transportation network will be reviewed.

C. PREVIOUS WORK

Staff began the effort on the 2050 MTP update along with the Bicycle and Pedestrian Plan, and Complete Streets Planning Activities in FY 2023 and is approximately fifty percent (50%) complete. One of the two meetings required by the MPO's PPP for the MTP update has been held.

D. DESCRIPTION OF SUBTASKS

4.1 Metropolitan Transportation Plan

MPO will continue to update the current 2045 MTP as needed. MPO will publish any revisions to the MTP on the MPO website. Staff will review the 2045 MTP to ensure all TIP projects are listed, and to ensure that the MTP conforms to revised Federal and State guidelines, such as those for Environmental Justice.

Additionally, staff will complete the effort to update the MTP to reflect the new horizon of 2050. Adoption of the 2050 plan will occur at the October 2, 2024 Policy Board meeting. The MPO intends to use a consultant to complete this task.

4.2 Complete Streets Planning Activities

For FY 2024, a minimum of 2.5% of the MPO's PL funds were included in the contract with the consultant on the MTP to develop a Complete Streets Assessment. The Complete Streets Assessment will be utilized by staff in planning activities for complete streets.

In FY 2025, MPO staff will ensure that, at a minimum, 2.5% of its PL funds will be used to increase safe and accessible options for multiple travel modes for people of all ages and abilities as prescribed in Section 11206 of the Infrastructure Investment and Jobs Act.

- Staff will compile and share data and information on active transportation;
- Evaluate active transportation system to understand system performance needs to identify regional activities;
- Hold public outreach sessions to share information and encourage active transportation;
- Work with other interested parties to advance and improve the program;
- Look for innovative ways to optimize funding for active transportation projects; and
- Support and align statewide and regional active transportation strategies and actions.

4.3 Bicycle and Pedestrian Plan Update

For FY 2024, funds were included in the contract with the consultant on the MTP to complete the update to the Bicycle and Pedestrian Plan. The Bicycle and Pedestrian Plan will include all of the Metropolitan Planning Area. Scope of services for the project include:

- Assessment of existing bicycle and pedestrian facilities;
- Identify safe school access needs;
- Identify potential intercity trails;
- Identify potential transportation alternatives funding sources; and
- Prepare a map of existing and proposed conditions.

E. FUNDING SUMMARY**TASK 4.0 - FY 2024 - 2025 (Amended 06-11-2025)**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
4.1	MPO/Consultant	\$99,500	\$2,520							\$102,020
4.2	MPO/Consultant	\$7,600	\$0							\$7,600
4.3	MPO/Consultant	\$24,000	\$0							\$24,000
TOTAL		\$131,100	\$2,520	\$0	\$0	\$0	\$0	\$0	\$0	\$133,620.00

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

VI. TASK 5.0 – SPECIAL STUDIES

A. OBJECTIVE

Occasionally, a study is warranted for projects of special interests that staff does not have the resources to complete without support staff. The objective of this task is to provide funding for the completion of such projects. Information gathered will aid staff in transportation plan development and revisions. These studies may include, but are not limited to: long range transit planning, thoroughfare planning, freight mobility planning, safety issues, and other issues as they arise.

B. EXPECTED PRODUCTS

Expected products for this task vary by subtask. The MPO may use consultants or interns to assist staff when appropriate. The MPO may also contract with the member cities and governmental agencies, as fitting, to avoid duplication of efforts between the staffs of the cities and MPO or provide staff expertise otherwise unavailable to the MPO. Staff will attend planning seminars and work sessions as appropriate. Databases developed and maintained in Task 2 will be refined and used in these subtasks.

C. PREVIOUS WORK

The MPO completed the Grayson County Thoroughfare Plan in FY 2018. Since that time, it has become necessary to revise the thoroughfare plan based on the fast-paced growth occurring across Grayson County. The MPO began the first phase of this effort in FY 2020 with the assistance of a consultant. At the completion of the first phase, MPO staff discussed the possibility of utilizing fiscal agent's staff to complete subsequent phases. Under this approach, Phases 2 and 3 were successfully completed in FY 2021 and FY 2022. The fourth and final phase of the Grayson County Thoroughfare Plan was completed in FY 2023. The Grayson County Thoroughfare Plan will continue to be monitored and may be included in a future task when updates are needed.

In FY 2020 and FY 2021, staff assisted TAPS with the development of a Long-Term Transit Plan. The Long-Range Transit Plan was funded by Federal 5307 Planning Funds as received by TAPS. The objective of the Fixed Route Study was to identify challenges, investment strategies, policies and data needed to operate a fixed route transit system in the Sherman-Denison Urbanized Area. When the Long-Term Transit Plan was completed in FY 2021, it was obvious that an additional phase would be needed give TAPS all of the information needed to implement a fixed route service.

In FY 2023, TxDOT-TPP began a long-term, comprehensive analysis of the US 82 Corridor from a multimodal approach. The study includes the entire US 82 Corridor from the Texas/New Mexico state line to the Texas/Arkansas state line, approximately 575 miles. The US 82 Corridor Study will examine currently planned transportation projects, analyze safety, connectivity, and mobility concerns, as well as identify short-, medium-, and long-term improvements to address the needs of the corridor. Findings and recommendations will assist in guiding the future of the corridor as it evolves.

The director of the Grayson County MPO was asked to serve on the working group for the eastern segment as well as the steering committee for the entire corridor. This effort is anticipated to be complete in the third quarter of FY 2024.

The Grayson County Safety and Operations Strategic Plan was completed in FY 2022. The purpose of the Grayson County Safety and Operations Strategic Plan was to identify and prioritize potential improvements to the transportation system that can increase safety, reduce congestion, improve travel time reliability, and support increased reliance on renewable energy for transportation in the region. This plan will be instrumental in the development of a Safe Streets for All Grant should the region commit the local resources needed to apply for the grant.

D. DESCRIPTION OF SUBTASK

5.1 Long Range Transit Planning

Texoma Area Paratransit System (TAPS) utilizing a combination of FTA Sect. 5307 and local funding will perform long range planning projects needed to meet federal requirements recognizing established Planning Emphasis Areas. Such activities include: development of a plan to provide a high quality fixed-route service in the urbanized area that balances the needs of the riders for transit service within the constraints of the transit budget, defining parameters of an acceptable level of service (fixed-route, demand responsive service etc.) that TAPS can provide, and performing studies necessary to ensure that TAPS continues to comply with Title VI guidelines and all other federal service requirements. MPO staff will assist TAPS when requested. This subtask will be used for any assistance of this nature given to TAPS.

Prior to beginning fixed route service in the Sherman-Denison Urbanized Area, TAPS must determine the following:

- Utilize community engagement to identify potential refinement to the route concepts, schedules, transit facility concept definition and locations, standards of service, equity review, vehicle needs, and sequence of service roll-out;
- Identify steps required to initiate the system, including designation of agencies for direct receipt of future FTA Section 5307 funding, development of the full funding grant agreement, and an overall program of projects;
- Identify steps required to apply for and receive funding from the FTA Section 5307 program; and
- Complete the oversight policy documents required to address FTA requirements such as a transit development plan, agency safety plan, ADA complementary service evaluation, public participation statement and plan, Title VI evaluation, service standard development, etc.

This task will be utilized by MPO staff for any assistance TAPS requests in this regard.

5.2 **US 82 Texas Corridor Study**

TxDOT-TPP has begun the process of conducting a long-term, comprehensive analysis of the US 82 Corridor from a multimodal approach. The study includes the entire US 82 Corridor from the Texas/New Mexico state line to the Texas/Arkansas state line, approximately 575 miles. The US 82 Corridor Study will examine currently planned transportation projects, analyze safety, connectivity, and mobility concerns, as well as identify short-, medium-, and long-term improvements to address the needs of the corridor. Findings and recommendations will assist in guiding the future of the corridor as it evolves.

The director of the Grayson County MPO was asked to serve on the working group for the eastern segment as well as the steering committee for the entire corridor. This effort is anticipated to be complete in the third quarter of FY 2024. This subtask will be used to participate in the eastern working group and steering committee for the project and any additional assistance requested by TxDOT-TPP.

5.3 **Safe Streets for All – Grayson County Safety Action Plan**

The IIJA established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over 5 years. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

The program supports the development of a comprehensive safety action plan (Action Plan) that identifies the most significant roadway safety concerns in a community and the implementation of projects and strategies to address roadway safety issues. Action Plans are the foundation of the SS4A grant program. SS4A requires an eligible Action Plan be in place before applying to implement projects and strategies. The SS4A program provides funding for two types of grants, namely: Planning and Demonstration Grants and Implementation Grants. In order to qualify for the Implementation Grants, an Action Plan must have already been completed. This task will utilize a Planning and Demonstration Grants for the Sherman-Denison Metropolitan Planning Area.

Planning and Demonstration Grants provide Federal funds to develop, complete, or supplement a comprehensive safety action plan. The goal of an Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality, Tribe, or region. Planning and Demonstration Grants also fund supplemental planning and/or demonstration activities that inform the development of a new or existing Action Plan. The Department encourages including demonstration activities in an application.

The comprehensive safety action plan that a Safe Streets and Roads for All grant funds includes the following key components:

- Leadership commitment and goal setting that includes a goal timeline for eliminating roadway fatalities and serious injuries.
- Planning structure through a committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.
- Safety analysis of the existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region.
- Engagement and collaboration with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback.
- Equity considerations developed through a plan using inclusive and representative processes.
- Policy and process changes that assess the current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize transportation safety.
- Strategy and project selections that identify a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan.
- Progress and transparency methods that measure progress over time after an Action Plan is developed or updated, including outcome data.

The application window for a Planning and Demonstration Grant closes on July 10, 2023. The local contribution required by the grant is anticipated to be \$100,000.

The MPO intends to utilize a consultant to develop the Grayson County Safety Action Plan. This subtask will be used for any assistance the consultant needs during the development of the Grayson County Safety Action Plan.

5.4 Grayson County Resiliency Plan

The objective of the Grayson County Resiliency Plan is to:

- Improve the resilience of the surface transportation system, including highways and public transportation,
- Provide continued operation or rapid recovery of crucial local, regional, or national surface transportation facilities;

- Identify and utilize nature-based solutions to reduce flood risks, erosion, and heat impacts while also creating habitat, filtering pollutants, and providing recreational benefits;
- Reduce damage and disruption to the transportation system;
- Improve the safety of the traveling public; and
- Improve equity by addressing the needs of disadvantaged populations that are often the most vulnerable to hazards.

The MPO intends to utilize a consultant to develop the Grayson County Resiliency Plan. This subtask will be used for any assistance the consultant needs during the development of the Grayson County Resiliency Plan.

5.5 Grayson County Thoroughfare Plan

An analysis of water features, topography, built features, and parcel boundaries in relationship to the existing Grayson County Thoroughfare Plan will be conducted, and adjustments will be made to proposed alignments to mitigate constraints and minimize impacts to both the built and natural environment. Scope will include working with participating developers and land owners to refine alignments to be consistent with approved and proposed site plans and adjust alignments to optimize the efficient use of productive land as well as to support drainage plans, circulation plans and effective ingress and egress for residents, emergency response and service vehicles. The goal is a supportive interaction of land use and transportation that supports community resiliency and economic vitality. The MPO intends to use to complete Phases 3 and 4 of this effort.

E. FUNDING SUMMARY

TASK 5.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹		Other Federal Funds		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
5.1	TAPS/MPO	\$4,960	\$0			\$60,000	\$60,000	\$12,000	\$12,000	\$148,960
5.2	TxDOT-TPP/MPO	\$4,960	\$0							\$4,960
5.3	MPO/Consultant	\$0	\$7,665		\$400,000				\$100,000	\$507,665
5.4	MPO/Consultant	\$0	\$0							\$0
5.5	MPO/Consultant	\$31,914	\$0							\$31,914
TOTAL		\$41,834	\$7,665	\$0	\$400,000	\$60,000	\$60,000	\$12,000	\$112,000	\$693,499

¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

VII. BUDGET SUMMARY

**TABLE 1 - SHERMAN-DENISON MPO URBAN TRANSPORTATION STUDY - FY 2024 - 2025
(Amended 09-03-2025)**

UPWP Task	Description	TPF Funds ¹	Other Federal Funds	FTA Sect. 5307	Local Funds	Total Funds
1.0	Administration - Management	\$223,225	\$0	\$0	\$0	\$223,225
2.0	Data Development and Maintenance	\$189,556	\$0	\$0	\$0	\$189,556
3.0	Short Range Planning	\$51,480	\$0	\$90,000	\$18,000	\$159,480
4.0	Metropolitan Transportation Plan	\$133,620	\$0	\$0	\$0	\$133,620
5.0	Special Studies	\$49,499	\$400,000	\$120,000	\$124,000	\$693,499
TOTAL		\$647,380	\$400,000	\$210,000	\$142,000	\$1,399,380

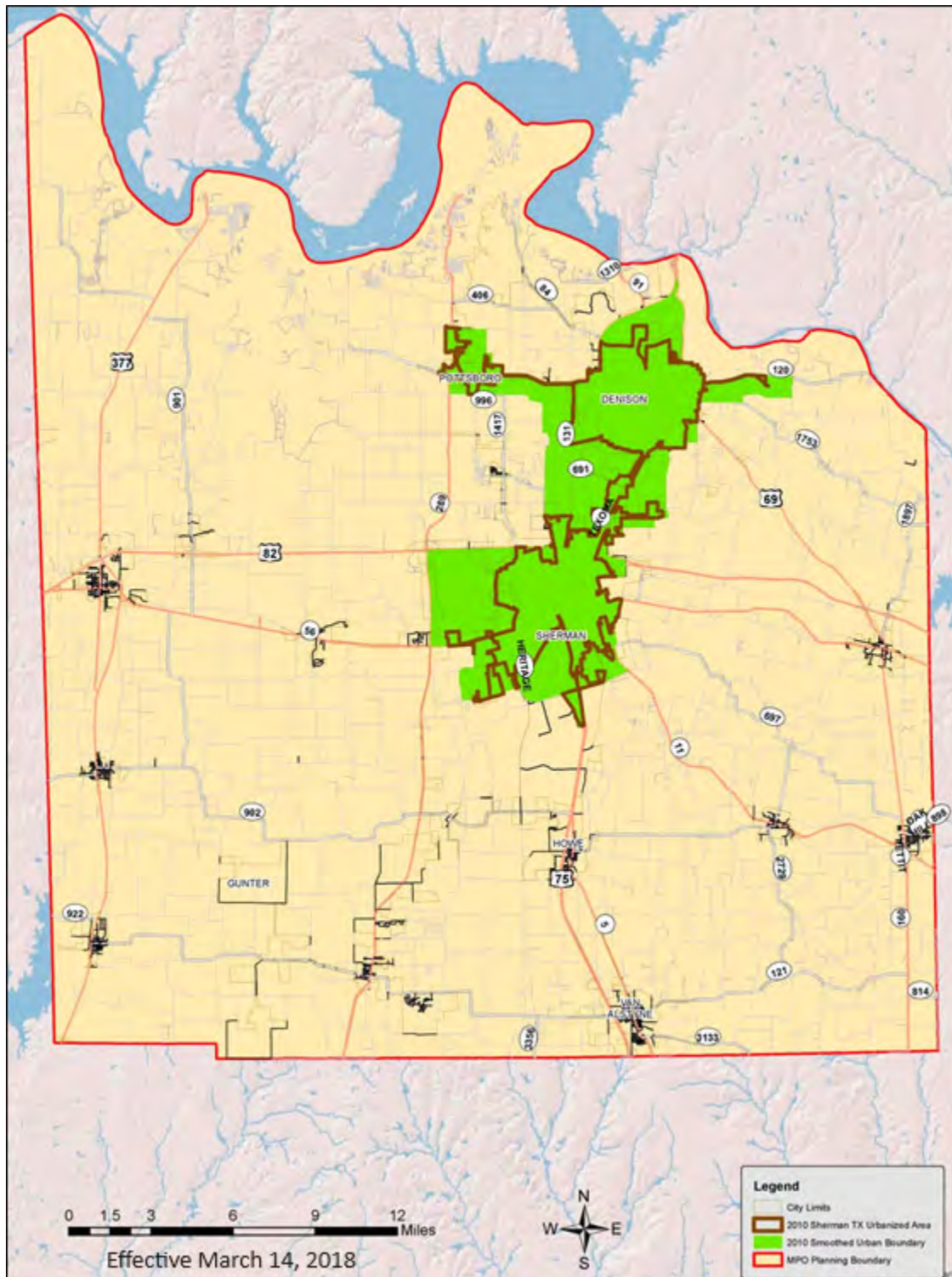
¹TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

Combined Transportation Planning Funds ²	\$561,267
Estimated Unexpended Carryover	\$148,563
TOTAL TPF	\$709,830

²Estimate based on prior years' authorizations

APPENDIX A

METROPOLITAN AREA BOUNDARY MAP



APPENDIX B

POLICY BOARD MEMBERSHIP

Grayson County Metropolitan Planning Organization

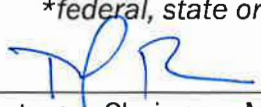
Policy Board Voting Members		
Shawn Teamann	Mayor	City of Sherman
Robert Crawley	Mayor, Chairman	City of Denison
Bruce Dawsey	County Judge, Vice-Chairman	Grayson County
Jim Atchison	Mayor	City of Van Alstyne
Noel Paramanantham, P.E.	District Engineer	TxDOT – Paris District
Policy Board Non-Voting Members		
Barbara Maley, AICP	Air Quality Specialist and Transportation Planner	FHWA – Texas Division Austin
Michelle Bloomer	Community Planner	FTA – Region 6 – Fort Worth
Phillip Tindall	Planner	TxDOT – Transportation Planning and Programming Division
Shellie White	General Manager	Texoma Area Paratransit System (TAPS)
Technical Advisory Committee		
Clay Barnett, P.E.	Executive Director	Grayson County MPO
Rob Rae, AICP	Director of Development Services	City of Sherman
Mary Tate	Executive Director of Planning & Community Development	City of Denison
Bill Benton	Commissioners Court Appointee	Grayson County
Alex Glushko, AICP	Director of Development Services	City of Van Alstyne
Aaron Bloom, P.E.	Area Engineer	TxDOT – Paris District

APPENDIX C

DEBARMENT CERTIFICATION (Negotiated Contracts)

- (1) The **Grayson County MPO** as **CONTRACTOR** certifies to the best of its knowledge and belief that it and its principals;
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions* terminated for cause or default.
- (2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.


**federal, state or local*



Signature - Chairman, MPO Policy Board



Title




Date

APPENDIX D**LOBBYING CERTIFICATION****CERTIFICATION FOR CONTRACTS, GRANTS,
LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Signature - Chairman, MPO Policy Board

MAYOR, CITY OF SHERMAN

Title

GRAYSON COUNTY MPO

Agency

JULY 19, 2023

Date

APPENDIX E

CERTIFICATION OF COMPLIANCE


I, DAVID PLYLER, CHAIRMAN, MAYOR, CITY OF SHERMAN,
(Name and Position, Typed or Printed)

a duly authorized officer/representative of GRAYSON COUNTY MPO

(MPO)

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

July 19, 2023
Date


Signature - Chairman, MPO Policy Board

Attest:

Name

DIRECTOR, GRAYSON COUNTY MPO
Title

APPENDIX F**CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM**

I, DAVID PLYLER CHAIRMAN, MAYOR, CITY OF SHERMAN
(Name and Position, Typed or Printed)

a duly authorized officer/representative of GRAYSON COUNTY MPO

(MPO)

do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

July 19, 2023
Date

[Signature]
Signature - Chairman, MPO Policy Board

Attest:

[Signature]
Name

DIRECTOR, GRAYSON COUNTY MPO
Title

TASK 1.0 - FY 2024 - 2025 (Amended 06-11-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
1.1	MPO	\$42,250	\$42,250							\$84,500
1.2	MPO	\$43,320	\$31,480							\$74,800
1.3	MPO	\$15,760	\$18,320							\$34,080
TOTAL		\$101,330	\$92,050	\$0	\$0	\$0	\$0	\$0	\$0	\$193,380

TASK 1.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
1.1	MPO	\$42,250	\$42,250							\$84,500
1.2	MPO	\$43,320	\$61,325							\$104,645
1.3	MPO	\$15,760	\$18,320							\$34,080
TOTAL		\$101,330	\$121,895	\$0	\$0	\$0	\$0	\$0	\$0	\$223,225

TASK 2.0 - FY 2024 - 2025 (Amended 06-11-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
2.1	MPO	\$26,730	\$0							\$26,730
2.2	MPO	\$2,480	\$2,480							\$4,960
2.3	MPO	\$0	\$132,815							\$132,815
TOTAL		\$29,210	\$135,295	\$0	\$0	\$0	\$0	\$0	\$0	\$164,505

TASK 2.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
2.1	MPO	\$26,730	\$0							\$26,730
2.2	MPO	\$2,480	\$2,480							\$4,960
2.3	MPO	\$0	\$157,866							\$157,866
TOTAL		\$29,210	\$160,346	\$0	\$0	\$0	\$0	\$0	\$0	\$189,556

TASK 3.0 - FY 2024 - 2025 (Amended 06-11-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
3.1	MPO	\$14,880	\$4,960							\$19,840
3.2	MPO	\$4,960	\$12,360							\$17,320
3.3	TAPS/MPO	\$4,960	\$4,960			\$45,000	\$45,000	\$9,000	\$9,000	\$117,920
TOTAL		\$24,800	\$22,280	\$0	\$0	\$45,000	\$45,000	\$9,000	\$9,000	\$155,080

TASK 3.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
3.1	MPO	\$14,880	\$4,960							\$19,840
3.2	MPO	\$4,960	\$16,760							\$21,720
3.3	TAPS/MPO	\$4,960	\$4,960			\$45,000	\$45,000	\$9,000	\$9,000	\$117,920
TOTAL		\$24,800	\$26,680	\$0	\$0	\$45,000	\$45,000	\$9,000	\$9,000	\$159,480

TASK 5.0 - FY 2024 - 2025 (Amended 06-11-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Other Federal Funds		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
5.1	TAPS/MPO	\$4,960	\$0			\$60,000	\$60,000	\$12,000	\$12,000	\$148,960
5.2	TxDOT-TPP/MPO	\$4,960	\$0							\$4,960
5.3	MPO/Consultant	\$0	\$7,015		\$400,000				\$100,000	\$507,015
5.4	MPO/Consultant	\$0	\$0							\$0
5.5	MPO/Consultant	\$31,914	\$0							\$31,914
TOTAL		\$41,834	\$7,015	\$0	\$400,000	\$60,000	\$60,000	\$12,000	\$112,000	\$692,849

TASK 5.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Other Federal Funds		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
5.1	TAPS/MPO	\$4,960	\$0			\$60,000	\$60,000	\$12,000	\$12,000	\$148,960
5.2	TxDOT-TPP/MPO	\$4,960	\$0							\$4,960
5.3	MPO/Consultant	\$0	\$7,665		\$400,000				\$100,000	\$507,665
5.4	MPO/Consultant	\$0	\$0							\$0
5.5	MPO/Consultant	\$31,914	\$0							\$31,914
TOTAL		\$41,834	\$7,665	\$0	\$400,000	\$60,000	\$60,000	\$12,000	\$112,000	\$693,499

TABLE 1 - SHERMAN-DENISON MPO URBAN TRANSPORTATION STUDY - FY 2024 - 2025 (Amended 06-11-2025)

UPWP Task	Description	TPF Funds	Other Federal Funds	FTA Sect. 5307	Local Funds	Total Funds
1.0	Administration - Management	\$193,380	\$0	\$0	\$0	\$193,380
2.0	Data Development and Maintenance	\$164,505	\$0	\$0	\$0	\$164,505
3.0	Short Range Planning	\$47,080	\$0	\$90,000	\$18,000	\$155,080
4.0	Metropolitan Transportation Plan	\$133,620	\$0	\$0	\$0	\$133,620
5.0	Special Studies	\$48,849	\$400,000	\$120,000	\$124,000	\$692,849
TOTAL		\$587,434	\$400,000	\$210,000	\$142,000	\$1,339,434

TABLE 1 - SHERMAN-DENISON MPO URBAN TRANSPORTATION STUDY - FY 2024 - 2025 (Amended 09-03-2025)

UPWP Task	Description	TPF Funds	Other Federal Funds	FTA Sect. 5307	Local Funds	Total Funds
1.0	Administration - Management	\$223,225	\$0	\$0	\$0	\$223,225
2.0	Data Development and Maintenance	\$189,556	\$0	\$0	\$0	\$189,556
3.0	Short Range Planning	\$51,480	\$0	\$90,000	\$18,000	\$159,480
4.0	Metropolitan Transportation Plan	\$133,620	\$0	\$0	\$0	\$133,620
5.0	Special Studies	\$49,499	\$400,000	\$120,000	\$124,000	\$693,499
TOTAL		\$647,380	\$400,000	\$210,000	\$142,000	\$1,399,380

TASK 3.0 - FY 2024 - 2025 (Amended 09-03-2025)

Subtask	Responsible Agency	Transportation Planning Funds (TPF)		Supplemental State Planning and Research Funds (SPR)		FTA Sect. 5307		Local		Total
		2024	2025	2024	2025	2024	2025	2024	2025	
3.1	MPO	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.2	MPO	\$0	\$4,400	\$0	\$0	\$0	\$0	\$0	\$0	\$4,400
3.3	TAPS/MPO	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL		\$0	\$4,400	\$0	\$0	\$0	\$0	\$0	\$0	\$4,400

TASK 5.0 - FY 2024 - 2025 (Amended 09-03-2025)[illegible]

TABLE 1 - SHERMAN-DENISON MPO URBAN TRANSPORTATION STUDY - FY 2024 – 2025

UPWP Task	Description	TPF Funds	Other Federal Funds	FTA Sect. 5307	Local Funds	Total Funds
1.0	Administration - Management	\$29,845	\$0	\$0	\$0	\$29,845
2.0	Data Development and Maintenance	\$25,051	\$0	\$0	\$0	\$25,051
3.0	Short Range Planning	\$4,400	\$0	\$0	\$0	\$4,400
4.0	Metropolitan Transportation Plan	\$0	\$0	\$0	\$0	\$0
5.0	Special Studies	\$650	\$0	\$0	\$0	\$650
TOTAL		\$59,946	\$0	\$0	\$0	\$59,946

GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)
POLICY BOARD (PB)
AGENDA ITEM VI
ACTION ITEM

September 3, 2025

Authorize Execution of an Amendment to the Agreement for Professional Services with Alliance Transportation Group for the Grayson County 2055 Demographics

BACKGROUND:

A Travel Demand Model (TDM) is required to be utilized in developing the Metropolitan Transportation Plan (MTP) as part of the transportation planning process. The preparation for the latest Travel Demand Model began on December 2, 2020 and was completed on September 5, 2023. TxDOT-TPP has committed to completing the model given we supply them with the demographics. This is approximately an \$85,000 value to the MPO. As a condition of completing the TDM on behalf of the MPO, TxDOT-TPP has requested that we begin the process of producing the demographics approximately six months earlier than normal.

An Agreement for Professional Services with Alliance Transportation Group (ATG) was approved on June 11, 2025. At the kick-off meeting for the project with TxDOT, TxDOT mentioned they would need the demographics distributed to the traffic analysis zones prior to receiving the model to complete their portion of the work. Staff requested ATG submit a scope and fee for this work.

ACTION REQUESTED:

Approve Execution of an Amendment to the Agreement for Professional Services with Alliance Transportation Group for the Grayson County 2055 Demographics

ATTACHMENTS: *click underlined items for attachment*

- [Section 2 – Scope of Services](#)

SECTION 2 – SCOPE OF SERVICES

The demographics will be provided in the traffic analysis zone (TAZ) geography and will be consistent with TexPACK standards. This scope develops a new TAZ structure and GIS layer to TxDOT standards to aggregate demographics to.

TASK A: PROJECT MANAGEMENT

The successful Respondent shall provide project administration and oversight of identified tasks and coordination on all technical and content issues with the MPO.

A.1 Project Meetings

The successful Respondent shall maintain ongoing communication and coordination with the MPO and with any sub-providers regarding this Work Authorization (WA) scope, objectives, and timeline including maintenance of schedule. Communications shall be carried out in accordance with the overall contract Communication Management Plan (CMP). The successful Respondent shall prepare, schedule, conduct and document meetings throughout the course of this WA. The successful Respondent shall plan and carry out these meetings to promote clear communication and keep all participants party to the study, including the MPO and TWGs, well informed on progress achieving project objectives.

A.2 Quality Assurance

The successful Respondent shall review all work before it is submitted to the MPO to ensure it meets project objectives and aligns with the MPO's goals. The successful Respondent shall ensure that it is written at a level appropriate with and sensitive to the intended audience, and that it is completed in a timely and efficient manner according to this WA or the PMP (see Task A.4) for various tasks or both. Quality assurance reviews will include a log that documents how issues raised by the MPO were addressed.

Deliverables for A.2

- Quality Assurance Review – A copy of the quality control review process for major work product submittals (e.g., comment matrix, issues log, or sign-off sheet).

A.3 Monthly Progress Reports and Invoicing

A.3.1 Progress Reports – The successful Respondent shall submit a written progress report to the MPO showing actual vs. schedule work accomplished during each month, and the estimated work to be accomplished for the following month.

A.3.2 Invoices – The successful Respondent shall prepare and submit to the MPO an invoice consolidating all work performed by the successful Respondent and its sub-providers. The successful Respondent shall invoice in accordance with the rate schedule and function codes authorized in this WA and any associated supplemental to this WA.

Deliverables for A.3

- Electronic Monthly Progress Reports throughout the duration of the project; and
- Electronic Monthly Consolidated Invoices covering all labor, overhead, fee, and reimbursable expenses.

A.4 Project Management Plan

The successful Respondent shall prepare a Project Management Plan (PMP) with milestone, action items and timeline for all tasks and subtasks under this WA to define expectations and facilitate timely execution of project activities and submission of project deliverables. The successful Respondent shall

Exhibit A

consult with the MPO during development of the PMP to ensure formatting and contents conform to the MPO's needs. The PMP will include:

- An introduction to the overall project and establishment of project goals and objectives;
- Identification of all parties that will be involved in the initiative;
- A living schedule for all project-related meetings and workshops;
- Definition of the anticipated roles and responsibilities of the successful Respondent, the MPO, and other parties for each task and subtask identified in this WA;
- Identification of work activities, milestones, cross-task and cross-WA coordination, and deliverable dates for each tasks and subtask in this WA;
- Identification of specific requirements for deliverable reviews, review times, and completion times; and
- Identification of challenges and issues that could affect successful and timely project completion and recommendations for how to mitigate them.

The successful Respondent shall maintain the PMP throughout the project and provide bi-weekly updates on project status relative to the PMP milestones and schedule. The successful Respondent shall inform the MPO immediately and request approval if any changes are needed to the PMP.

Deliverables for A.4

- Monthly invoicing and progress reports

TASK D. PREPARE Traffic Analysis Zones (TAZ)

The Engineer shall review the Draft Grayson County Model Area Boundary (MAB), Traffic Analysis Zone (TAZ) boundaries, and Sector Structures. Based on this review, the Engineer shall prepare recommendations in accordance with the State's practice as described in the "Master Network Editing Guidebook" and the "Socio-Economic Collection Guidelines for Travel Demand Models."

D.1 Review Model Area Boundary, Analysis Zone Boundaries, and Sector Structures

D.1.1 Review Model Area Boundary - The Engineer shall review the 2023 Draft MAB. If needed the Engineer shall prepare recommendations in accordance with TxDOT's practices.

D.1.2 Review Sector Boundary - The Engineer shall prepare the 2023 Draft Sector geography to ensure that the geography is logical and is consistent with TxDOT guidelines and State provided geography. Engineer shall prepare recommendations for revisions if needed.

D.1.3 Review Model Traffic Analysis Zones - The Engineer shall review the 2023 Draft Traffic Analysis Zone boundary in accordance with TxDOT's practice as described in "Master Network Editing Guidebook" and "TexPACK Model Documentation". In accordance with this documentation, the Engineer shall review the Master TAZ geography to ensure the following:

1. All analysis zones are consistent and align with MAB, Sector, and network geographies;
2. Adequate creation of "dummy" zones.
3. Sector structures used in the models along with corresponding justification.
4. External station locations are logical and additional externals are not warranted.
5. Zone boundaries align with natural features (e.g., rivers), manmade features (e.g., railroads), and/or Census boundaries (e.g., blocks, block groups, tracts); and
6. Zones are homogeneous land uses.

Exhibit A

D.2 Review Memorandum –The Engineer shall develop a memorandum that summarizes the details of each review and recommended revisions when applicable.

D.3 Review Memorandum –The Engineer shall address comments from the MPO, TxDOT and selected reviewers.

Deliverables for D

- Memorandum summarizing the details of TAZ, MAB, and Sector reviews.
- Final TAZ, MAB, and sector geographies in TransCAD format that incorporates revisions derived from Engineer's review as well as recommendations from Grayson County, the State, and the TWG.
- Completion memorandums for each geography summarizing review performed, data considerations, and data delivered.
- All deliverables should be uploaded to the designated location on the TxDOT Model Clearinghouse.

Exhibit A

Cost Detail

Labor Category	Loaded Rate	TASK A: PROJECT MANAGEMENT		Task D1. Revise TAZ Geography - Geography edits		Task D2. Revise TAZ Geography - TxDOT required memo		Task D3. Revise TAZ Geography - TxDOT reviews		Total Labor and Direct Costs	
		Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Direct Labor											
Principal Senior Associate/ Quality Manager Project Administration Admin/ Clerical Planner II Senior Modeler Travel Demand Modeler III Travel Demand Modeler II Travel Demand Modeler I	\$480.00	2.00	\$960.00							2.00	\$960.00
	\$340.00	2.00	\$680.00							2.00	\$680.00
	\$152.00	8.00	\$1,216.00							8.00	\$1,216.00
	\$119.00	8.00	\$952.00							8.00	\$952.00
	\$162.00					4.00	\$648.00			4.00	\$648.00
	\$290.00	8.00	\$2,320.00	4.00	\$1,160.00	4.00	\$1,160.00	2.00	\$580.00	18.00	\$5,220.00
	\$228.00			8.00	\$1,824.00					8.00	\$1,824.00
	\$165.00			12.00	\$1,980.00	8.00	\$1,320.00	8.00	\$1,320.00	28.00	\$4,620.00
	\$147.00			60.00	\$8,820.00	16.00	\$2,352.00	14.00	\$2,058.00	90.00	\$13,230.00
Total Labor		28.00	\$6,128.00	84.00	\$13,784.00	32.00	\$5,480.00	24.00	\$3,958.00	168.00	\$29,350.00
Total Labor			\$6,128.00		\$13,784.00		\$5,480.00		\$3,958.00		\$29,350.00

GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)
POLICY BOARD (PB)
AGENDA ITEM VII
ACTION ITEM

September 3, 2025

Authorize Execution of an Amendment to the Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc.

BACKGROUND:

The 2024-2025 Unified Planning Work Program (UPWP) outlines five (5) tasks for FY 2025, namely:

- Task 1 – Administration-Management,
- Task 2 – Data Development and Maintenance,
- Task 3 – Short Range Planning,
- Task 4 – Metropolitan Transportation Plan, and
- Task 5 – Special Studies.

The original Professional Services Agreement was executed on October 2, 2025 in the amount of \$120,000. Staff set the initial budget for the Professional Services Agreement based on the tasks included in the Unified Planning Work Program (UPWP). An update to the Bylaws was not included in the UPWP when it was developed in the spring of 2023. Staff has analyzed the amount remaining in the contract and estimated the number of hours anticipated to complete the fiscal year and is requesting an additional \$31,000 be included in the contract for a total of \$151,000.

ACTION REQUESTED:

Authorize Execution of an Amendment to the Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc. as presented

ATTACHMENTS: *click underlined items for attachment*

- *None*

GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)
POLICY BOARD (PB)
AGENDA ITEM VIII
ACTION ITEM

September 3, 2025

Review and Consider Approval of a Resolution Adopting an Amendment to the MPO Bylaws

BACKGROUND:

At the December 11, 2024 Policy Board meeting, the Policy Board directed an item be placed on the February agenda to review the current MPO Bylaws. At the February 5, 2025 Policy Board meeting, staff presented the current Bylaws and requested feedback regarding changes the Policy Board would like to see in the Bylaws. The requested changes were further discussed and explored at the Policy Board meeting on April 2, 2025 and again on June 11, 2025.

At the July 7, 2025 Policy Board meeting, the Policy Board focused on the following items:

1. Removed the cap on a member having more than 20 votes in a vote based on population scenario; and
2. Added language to allow the Policy Board to excuse the absences of a Policy Board member that misses more than 3 meeting in a given calendar year.

Staff has also made some revisions requested by Mayor Atchison.

Staff has revised the Bylaws to address the two issues stated above as well as some revisions requested by Mayor Atchison. The latest revisions are shown in cyan.

ACTION REQUESTED:

Approve the Resolution Adopting the Amendment to the MPO Bylaws as presented.

ATTACHMENTS: *click underlined items for attachment*

- [Resolution 2025-08](#)
- [Grayson County Demographics](#)

RESOLUTION NO. 2025-08

A RESOLUTION OF THE POLICY BOARD OF THE GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION, AMENDING THE GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION BYLAWS

WHEREAS, the Federal Aid Highway Act of 1962, as amended, requires a comprehensive, cooperative, continuing (3C) transportation planning process carried on by the State and local governments for each urban area of more than 50,000 population in order to qualify transportation projects in such areas for federal aid; and

WHEREAS, the Metropolitan Planning Organization (MPO) in cooperation with the local, state and federal agencies is responsible for carrying out the metropolitan transportation planning process in accordance with 23 US Code 134 and other applicable federal and state regulations; and

WHEREAS, by agreement between the Governor and units of general purpose local governments that together represent at least 75 percent of the affected population (including the largest incorporated city, based on population, as named by the Bureau of the Census); and

WHEREAS, the main function of the MPO Policy Board as defined by 23 US Code 134 shall be to provide policy guidance to the transportation planning process; approve the Metropolitan Transportation Plan (MTP), Transportation Improvement Plan (TIP) and the Unified Planning Work Program (UPWP); and promote the implementation of the TIP and UPWP; and

WHEREAS, the Grayson County Metropolitan Planning Organization shall comply with all appropriate federal and state legislation, to include but not limited to the Texas Public Information Act and the Texas Open Records Act, and

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY BOARD OF THE GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION, the members of this MPO Policy Board do hereby agree and so hereby associate themselves together for the purpose aforesaid, and in consideration of the mutual promises hereby made, do agree that name of this board shall be the Grayson County Metropolitan Planning Organization (MPO) Policy Board, and do adopt the Bylaws, as shown in APPENDIX A.

ADOPTED in Regular Session on this the 3rd day of September, 2025.

GRAYSON COUNTY MPO

BY: _____
ROBERT CRAWLEY, CHAIRMAN

I hereby certify that this resolution was adopted by the Policy Board of the Grayson County Metropolitan Planning Organization in regular session on September 3, 2025.

BY: _____
CLAY BARNETT, P.E., EXECUTIVE DIRECTOR

APPENDIX A



**BYLAWS
OF THE
GRAYSON COUNTY METROPOLITAN
PLANNING ORGANIZATION (MPO)**

Adopted on: September 29, 2021

Amended on: June 1, 2022

Amended on: September 3, 2025

PREPARED BY:

The Grayson County Metropolitan Planning Organization

As part of the continuing, cooperative and comprehensive transportation planning process for the Grayson County Metropolitan Planning Area

SPONSORING AGENCIES:

Cities of: Sherman and Denison in cooperation with urban area small cities

County of: Grayson

Texas Department of Transportation

IN COOPERATION WITH:

U.S. Department of Transportation

Federal Highway Administration

Federal Transit Administration

ARTICLE I – ORGANIZATION AND MANAGEMENT

A. ORGANIZATIONAL STRUCTURE

The Grayson County Metropolitan Planning Organization shall be comprised of:

1. MPO Policy Board;
2. Technical Advisory Committee;
3. MPO Director and staff; and
4. Other Committees and/or Sub-committees as may be needed.

The MPO Policy Board is responsible for providing policy guidance for the study area. The MPO Policy Board may create other committees and subcommittees as needed.

CODE OF ETHICS

The Grayson County MPO Policy Board shall adopt an Ethics Policy applicable to the Grayson County Policy Board and Technical Advisory Committee and employees representing the Grayson County MPO. Each new employee or official representing the Grayson County MPO shall receive a copy of the Ethics Policy no later than the third business day after the date the person begins employment or the person qualifies for office. Grayson County MPO staff shall keep a record of the Ethics Policy distribution method.

B. MPO POLICY BOARD MEMBERSHIP

Participation by policy makers, technical staff, and citizens is required in order for the MPO to fulfill its responsibilities for transportation planning and programming. The Grayson County MPO Policy Board shall be made up of representatives from Grayson County and any municipality with a population of 2,000 or more within Grayson County. The County Judge and the mayor of any municipality with a population of 20,000 or more shall serve on the Policy Board. The mayor of any municipality with a population less than 20,000 and 2,000 or more may serve on the Policy Board upon passage of a resolution. All population estimates shall be based on the most recent information released by the Texas Demographics Center. All new Policy Board members will take office on October 1 following receipt of the resolution from their governing body.

In the event any Mayor resigns their position or is unable to fulfill their duties, the Mayor Pro Tem may serve on the Policy Board in their absence.

The TxDOT Paris District Engineer shall serve on the Policy Board.

Texoma Area Paratransit System (TAPS) shall be granted a nonvoting Ex Officio Member on the Policy Board. The TAPS Ex Officio Member shall be a resident of Grayson County and be appointed by a resolution of the TAPS Board of Directors.

All elected MPO Policy Board members shall be residents of the entity he/she represents. The Grayson County Judge shall represent the unincorporated areas of the Metropolitan Planning Area (MPA) and all incorporated areas with a population of less than 2,000 and any city with a population of 2,000 or greater and less than 20,000 that elects not to have their mayor as a voting member of the Policy Board or is removed in accordance with the attendance policy within the MPA. The MPA shall be defined as covering the area delineated by the Grayson County boundaries – north, south, east, and west.

C. MPO POLICY BOARD OFFICERS

CHAIRMAN

The MPO Policy Board Chairman shall be the Grayson County Judge or mayor from any municipality with a population of 20,000 or greater and shall serve a two (2) year rotating term. The rotation order shall be in alphabetical order with the Grayson County Judge serving as Chairman on October 1, 2026. The Chairman may vote on any item, not solely for tie breaker. All population estimates shall be based on the most recent information released by the Texas Demographics Center.

If the representative from the designated city is unable or does not wish to be the chairman, the position shall go to the entity next in the rotation cycle. That person will then also serve a full two (2) year term in addition to the unexpired term.

If the current Chairman loses representation, the position shall go to the entity next in the rotation cycle. That person will then also serve a full two (2) year term in addition to the unexpired term.

If the representative next in the rotation loses office at the same time as the current Chairman, the next entity in the rotation shall be Chairman. In the event that all entities lose office at the same time, the position shall be filled in accordance with the rotation cycle.

DUTIES OF THE CHAIRMAN

1. The Chairman shall preside at all meetings of the MPO Policy Board and shall be an ex-officio member of any subcommittees formed within this body;
2. The Chairman shall authenticate, by signature, all minutes of Policy Board meetings and resolutions adopted by the MPO Policy Board; and
3. Notify members when not in conformance with minimum attendance standards and take appropriate action.

VICE-CHARIMAN

The MPO Policy Board Vice-Chairman shall be a current member of the MPO Policy Board, shall be elected by the entire MPO Policy Board, and shall serve a two (2) year term beginning on October 1.

DUTIES OF THE VICE-CHAIRMAN

In the absence of, or in case of the inability of the Chairman to act, it shall be the duty of the Vice-Chairman to perform all duties of the Chairman.

PRESIDING OFFICER

In the event that the Chairman and Vice-Chairman are both absent from a meeting and a quorum still exists, prior to the commencement of the meeting the Chairman shall appoint a representative from the remaining officials to conduct the meeting until the conclusion of the meeting or until the Chairman or Vice-Chairman arrives. If the Chairman is not able to appoint someone to stand in, the Vice-Chairman shall do so.

ARTICLE II – OPERATIONAL PROCEDURES

A. ATTENDANCE POLICY

Attendance at the MPO Policy Board meetings is necessary to fulfill the obligations entrusted to the MPO Policy Board. If a member fails to attend two (2) MPO Policy Board meetings in a calendar year, the MPO Director shall draft a letter for the signature of the MPO Policy Board Chairman. This letter will be to the attention of the absent MPO Policy Board member stating the attendance requirements and of the absences. In the case that it is the Chairman who has the absences, this issue will be addressed by the Vice-Chairman. If a municipality with a population less than 20,000 and 2,000 or greater is absent three (3) times in a calendar year, the position shall be removed from the MPO Policy Board unless the absences are otherwise approved by the Policy Board. The mayor of any municipality removed due to nonconformance with the attendance policy with a population less than 20,000 and 2,000 or more may serve on the Policy Board upon passage of a resolution on October 1 two (2) years after removal. If the Chairman is absent three (3) times in a calendar year, the position shall go to the entity next in the rotation cycle. That person will then also serve a full two (2) year term in addition to the unexpired term.

B. BOARD RESPONSIBILITIES

The MPO Policy Board shall have the following responsibilities:

1. Provide policy for the MPO and the transportation planning process;
2. Review and adopt changes in the continuing planning process at appropriate intervals and annually review the Metropolitan Transportation Plan (MTP);
3. Review and approve the Unified Planning Work Program (UPWP) and its revisions;
4. Review and adopt the Transportation Improvement Program (TIP) and its revisions, including project priorities and any changes in the priority schedule;
5. Review the limits of the Study Area and make revisions if necessary (not to include deletion or addition of any political subdivision);
6. Act on recommendations of the Technical Advisory Committee, including those relative to certification and re-certification action for the study;

7. Serve as liaison representatives between various agencies in the study area to obtain optimum cooperation of all governmental agencies in implementing the various elements of the Transportation Plan; and
8. Designate such other committees or task forces necessary to carry out the planning process.

C. FREQUENCY OF MEETINGS

This Board shall meet as often as necessary to perform its functions but no less than once every four (4) months. All meetings will be held within the MPO study area.

D. METHODS OF CALLING MEETINGS

Meetings of the MPO Policy Board may be called in any of the following ways:

1. Chairman may call meeting through the MPO Director; or
2. MPO Director may call meeting with Chairman's concurrence.

The Chairman shall approve the agenda before it is posted.

E. MEETING NOTICES

The MPO Director shall be responsible for notifying board members and the public of the date, time, place and agenda items for meetings in accordance with the Texas Open Meetings Act and with concurrence from the Chairman prior to posting.

F. QUORUM

A quorum shall be established by having a majority of Board Members present.

G. VOTE OF THE MEMBERSHIP

All votes by the MPO Policy Board shall be either: 1) popular or 2) based on population. A popular vote shall be defined as one vote for each member of the Policy Board. For a vote based on population, each member shall have one vote for each 2,000 in population rounded down. The TxDOT Paris District Engineer shall have the same number of votes as one-third of the total number of votes of all Policy Board members. All votes shall be considered popular unless a request is made prior to the vote that the vote be based on population. A vote based on population can only be called for votes on the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and revisions to these Bylaws. All population estimates shall be based on the most recent information released by the Texas Demographics Center.

The following guidelines shall govern voting by the MPO Policy Board:

- There must be a majority vote of the quorum at a duly called meeting to authorize an action to be taken on behalf of the board;
- Adoption of a motion shall be based on the members present and voting in both a popular and based on population scenario (members not present or voting shall not be counted in the total number of votes);
- All motions where a vote based on population is requested shall require a minimum of seventy-five percent (75%) to the affirmative to be considered approved; and
- Voting on all issues shall be open.

H. EXECUTIVE SESSIONS

The MPO Policy Board will hold executive sessions in accordance with the Texas Open Meetings Act. Executive sessions are not open to the public, but the subject matter shall be posted on the agenda and no action shall be taken during the Executive Session.

I. MEETING MINUTES

The MPO staff shall produce minutes of all MPO Policy Board meetings.

ARTICLE III – TECHNICAL ADVISORY COMMITTEE

A standing Technical Advisory Committee (TAC), in addition to other committees created by the MPO Policy Board, shall assist the MPO Director in ensuring that plans and programs are developed and conducted in accordance with current legislation. This includes: technical tasks associated with the development of the MTP and the TIP, and review projects and make recommendations regarding these to the MPO Policy Board.

The TAC will advise the MPO Policy Board on technical matters. All official action of adopting policies, endorsing the UPWP, approving the MTP, and adopting the TIP resides with the MPO Policy Board. The MPO Policy Board may direct the TAC to present alternatives for its consideration with accompanying recommendations and supporting documentation.

A. TAC MEMBERSHIP

The TAC shall be made up of the following representatives from the following entities each having one (1) vote:

VOTING MEMBERS:

- MPO Director – Chairman
- Grayson County
- City of Denison
- City of Sherman
- Any municipality with a population of 2,000 or greater; and

- TxDOT Sherman Area Engineer (Alternate: TxDOT Assistant Sherman Area Engineer)

EX-OFFICIO NON-VOTING MEMBERS:

- Texoma Area Paratransit System (TAPS)
- TxDOT TPP Division
- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- Other agencies as appropriate

All voting members on the TAC shall be professional employees (i.e. city manager, engineering staff, or planning staff) appointed by their respective governments through a resolution. An original of the resolution shall be forwarded to the MPO Director. The voting member for Grayson County shall be a resident of the MPO study area and a professional (i.e. licensed engineer, certified planner, or real estate broker) with experience in transportation planning appointed by the Commissioners Court through a resolution. An original of the resolution shall be forwarded to the MPO Director prior to serving on the TAC. All new appointees to the TAC shall become voting members on October 1 following receipt of the applicable resolution.

Consultants may be substituted for professional employees only if they: 1) serve in the same capacity for the municipality; 2) are a resident of the MPO study area or a contiguous county; 3) do not have any contracts with any other MPO in Texas; and 4) do not serve as a member of any body of any other MPO in Texas. Consultants cannot represent more than one (1) municipality at a time. Each voting member may have designated alternate member(s) who may serve at any TAC meeting in the voting member's absence. Alternate member(s) shall meet the same qualifications as voting members and shall have the same rights and privileges as voting members when serving in the absence of the voting member. In the event that a member becomes unable to serve, the MPO Director shall notify the appropriate city at which time said city shall nominate a replacement within thirty (30) days.

The MPO Director shall serve as the facilitator and chairperson of the TAC, and will be considered a voting member of the TAC. There shall be no officers elected for the TAC.

A quorum shall be established by having a majority of the TAC members present.

B. TAC ATTENDANCE POLICY

Attendance at the TAC meetings is necessary to fulfill the obligations entrusted to the TAC by the Policy Board. If a voting member or an alternate fails to attend two (2) TAC meetings in a calendar year, the MPO Director shall draft a letter for the signature of the MPO Policy Board Chairman. This letter will be to the attention of the absent TAC member stating the attendance requirements and of the absences. If there are three (3) absences in a calendar year, the MPO Director shall draft a letter for the Chairman's signature requesting that the entity represented by the absentee TAC member appoint another voting member and/or alternate member(s). If a TAC member from a municipality with a population less than

20,000 and 2,000 or greater is absent three (3) times in a calendar year, the member shall be removed from the TAC unless the absences are otherwise approved by the Policy Board. The TAC member of any municipality removed due to nonconformance with the attendance policy with a population less than 20,000 and 2,000 or more may serve on the TAC upon passage of a resolution on October 1 two (2) years after removal.

ARTICLE IV – MPO DIRECTOR AND MPO STAFF

The MPO Director serves as staff to the MPO Policy Board and any other sub-committees created by the MPO Policy Board. The MPO Director and MPO staff shall comply with the requirements of the contract between the MPO Policy Board, the Texas Department of Transportation and the Fiscal Agent (Grayson County) and any additional requirements as designated by the MPO Policy Board.

ARTICLE V – AMENDMENT OF BYLAWS

These Bylaws may be amended by a ninety-percent (90%) affirmative vote of the membership present and voting at any scheduled MPO Policy Board meeting of the members. The TxDOT Paris District Engineer cannot vote on the Bylaws in a vote based on population scenario.

Grayson County Demographics

Based on 2023 Population Estimates from the Texas Demographic Center

City	Census 2020 Count	Jan 1, 2024 Population	Numerical Change 2020 to 2024	Percent Change 2020 to 2024	No. of Representatives	No. of Votes
Sherman	43,645	48,225	4,580	10.49%	2	24
Denison	24,479	26,893	2,414	9.86%	1	13
Howe	3,571	3,472	-99	-2.77%	1	1
Gunter	2,060	2,470	410	19.90%	1	1
Pottsboro	2,488	2,809	321	12.90%	1	1
Van Alstyne *	4,369	7,138	2,769	63.38%	1	3
Bells	1,521	1,554	33	2.17%	0	0
Collinsville	1,866	2,033	167	8.95%	1	1
Dorchester	69	69	0	0.00%	0	0
Pilot Point *	4,381	6,537	2,156	49.21%	0	0
Sadler	336	341	5	1.49%	0	0
Southmayd	978	1,044	66	6.75%	0	0
Tioga	1,142	1,345	203	17.78%	0	0
Tom Bean	930	910	-20	-2.15%	0	0
Whitesboro	4,074	4,253	179	4.39%	1	2
Whitewright	1,725	1,765	40	2.32%	0	0
Grayson County	48,991	52,436	3,445	7.03%	2	26
TxDOT					1	24
					12	96

* Includes population in another county