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2 Mr. Wally Johnson reported to the Board that the City of Sherman is one of the permanent members of the
3 TPB. Mr. Jeff Miller, Director of Public Works and Engineering for the City of Sherman has been serving
4 as its representative since April 11, 2007. At a regular meeting of the City Council of the City of Sherman
5 on August 6, 2007, the council voted to appoint Mayor Bill Magers to the TPB to serve as its representative.
6 The city council recognized the importance that elected officials take a more active part in the policy
7 making decisions of the TPB.

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9 Motion was made by Danny Offill, Seconded by Tom Speakman to approve and install Mayor Bill Magers
10 as their new City of Sherman representative to the TPB. Motion passed unanimously.

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12 **VI. Proposed FM 691 Corridor Study Draft Request for Proposal (Scope of Work)-**

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14 Mr. Johnson presented, in detail, the draft Scope of Work for the FM 691 Corridor Study. At the conclusion
15 of the presentation Mr. Littlefield asked what would happen if the bids come in at over the \$80,000. Mr
16 Johnson stated that the scope of work may need to be refined to reduce some task requirements. Mr. Wood
17 stated that an option would be to come back to the board to ask (the board) whether it wants to use reserve
18 funds to make up for the difference. Mr. Speakman suggested that the cities could also participate in what
19 is needed to make up the difference. Motion was made by Mayor Magers, seconded by Tom Speakman
20 to approve the draft scope of work for FM 691 Corridor Study and release a Request for Proposal for the
21 study. Motion passed unanimously.

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23 **VII. Proposed Amendment to the FY 2008-2011 Transportation Improvement Program (TIP) to**
24 **Include the Extension of SH 289 from SH 56 to FM 120-**

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26 Mr. Johnson reported to the Board that, at the request of TxDOT, the proposed extension of SH 289 from
27 SH 56 to FM 120 be added to the FY 2008-2011 Transportation Improvement Program (TIP). Chairman
28 Short further explained the request to add the project to the TIP. "Part of the reason was that since this was
29 a local project (county) and local funds would be used to pay for the project, federal dollars would not be
30 used (*and there would be no need to include it in the TIP at this time*). We (MPO) have been told by the
31 feds that the project must be listed in the TIP and STIP in order to receive federal dollars when the 'reverse
32 tolling' reimbursement commences." Motion was made by Mayor Magers, seconded by Tom Speakman
33 to approve the amendment to the FY 2008-2011 TIP to include the extension of SH 289 from SH 56 to FM
34 120. Motion passed unanimously.

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36 **VIII. Board Structure Including the Policy for Rotating Small Cities Representative -**

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38 Mr. Wood reminded the Board that at the last TPB meeting, Board member Bobby Littlefield asked staff
39 to research MPO Board composition (I.E. population, other variables) within the state. His reasoning was
40 that there were some concerns from southern Grayson County about not having adequate representation at
41 a time when population growth is evident. Also, terms of Board members might need further consideration.

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43 Mr. Wood provided the Board information on MPO Board compositions within the state.

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45 Mayor Magers commented that he thought that "5" seems to be the right number of Board members for this
46 Board because the TPB is the smallest MPO.

1 Danny Offill disagreed. He commented that he thinks the Board needs to take a position of “planning”
2 Board and they need to predict where the growth is and get proper representation from that area.

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4 Motion was made by Danny Offill to increase the Board size by one making it a 6 person Board. There was
5 no second to this motion.

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7 Motion was made by Mayor Bill Magers to maintain the Small Cities Board members term at two years.
8 There would be no limit on other Board members. The motion was seconded by Bobby Littlefield. Motion
9 passed unanimously.

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11 **IX. Selection of the Next Rotating Small Cities Representative-**

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13 Mr. Wood reported that the current rotating sequence calls for the city of Howe to assign a representative
14 to the TPB. On June 11, 2007, Chairman Short sent a letter to Mayor Mike Jones inviting them to send a
15 representative. No formal response has been received from the city of Howe.

16
17 Steve McKay, City of Howe, responded by saying that he spoke with Chairman Short on the phone and told
18 him that the City of Howe would like to keep Danny Offill (City of Van Alstyne representative) on the
19 TPB. The mayor of Howe, Mike Jones, asked “Why would we necessarily want somebody to replace a
20 representative that we currently have that we have confidence in, especially when you are pointing out the
21 problems with replacing representatives? You have indicated why we’ve stayed with Danny is that you
22 have to retrain that individual every two years. Now we have somebody we have in place that is familiar
23 with the situation. We have confidence in the ‘small town coalition’. So my point would be that the
24 individual represents us well. And we have confidence in him”.

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26 Motion was made by Mayor Magers, seconded by Tom Speakman to keep Danny Offill as Howe’s
27 representative contingent on Howe City Council’s action. Howe City Council meets on October 16th and
28 a letter will be sent to TPB on the following day. Motion passed unanimously.

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30 **X. If There Is a Desire of the Board to Create a Standing Technical Advisory Committee -**

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32 Mr. Wood reminded the Board that at the last TPB meeting, Mayor Bill Magers stated that the City Council
33 would like to see the TPB set up a technical Board ‘of the pros’. The city of Sherman felt it was important
34 to have elected officials on the Board and would like the Board to consider the setup of a technical
35 committee. He felt that ‘policy’ and ‘technical issues’ are two separate entities.

36
37 Motion was made by Mayor Magers to create a Technical Committee, seconded by Commissioner Short.
38 During discussion, Tom Speakman told the Board that he didn’t think that a standing Technical Committee
39 was necessary because when special projects arise the TPB assigns Technical Committees at that time.

40
41 Tom Speakman commented that the board went to meeting every other month because there ‘was not
42 enough business and activity to warrant meeting every month. Is there going to be enough interest or
43 enough work to have a standing technical committee to meet once a month or every other month?’

44
45 Mayor Magers amended the motion to approve the Standing Technical Committee on a project basis (**ad**
46 **hoc**)with the first project being the FM 691 corridor study. The Board would consist of 4 members - (1)

1 City of Sherman, (1) City of Denison, (1) Grayson County, (1) TxDOT. Commissioner Short seconded the
2 motion. The motion passed unanimously.

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4 When the Chairman asked for any other discussion, Tom Speakman stated ‘I don’t think there is enough
5 business right now, today, that is going to warrant the placement of a technical committee. Now, a year
6 from now, maybe’. Magers concern was ‘If there is no technical committee how do we..delegate a
7 representative to talk to (in reference to technical issues)’? Mr. Wood explained that in the past the staff
8 would ask the board to create a technical committee for special projects. Mr. Speakman cited the FM 691
9 Corridor Study as an example of when the mpo would set up a technical committee. The explanations
10 satisfied the Mayor Magers’ questions.

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13 **XI. Development of By-Laws for the Transportation Policy Board -**

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15 Mr. Wood reported that the TPB for the Sherman-Denison Study Area currently does not have a set of by-
16 laws. The Board Chairman has requested that this item be placed on the agenda to encourage discussion
17 of this matter. Staff sent out request for information from all Texas MPOs on by-laws. Some respondents
18 provided copies of their by-laws and some do not have by-laws.

19
20 The Board requested that the MPO staff look at by-laws from other small MPOs with under 200,000
21 population, recommend to TPB what they should do on this matter, and put together a draft of by-laws.

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23 No action was taken on this item.

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26 **XII. Public Comment Period-**

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28 There was no public comment.

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31 **XIII. Adjournment -**

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33 Mr. Bobby Littlefield requested that the next meeting date be changed from December 5, 2007 to December
34 4, 2007.

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36 The TPB meeting adjourned at 11:07 a.m.