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MEMO

Date: July 7, 2015  
To: Collin County Toll Road Authority  
From: Tracy R. Homfeld, P.E., CFM; Assistant Director of Engineering  
Subject: Memorandum of Agreement between the Dallas-Ft. Worth Metropolitan Planning Organization, The Texas Department of Transportation and the Public Transportation Operators

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We request CCTRA board consider approval of the attached Memorandum of Agreement between the Dallas-Ft. Worth Metropolitan Planning Organization, The Texas Department of Transportation and the Public Transportation Operators.

The purpose of the agreement is to adhere to the 23 CFR 450.314 which states:

The MPO, the State(s), and the public transportation operator(s) shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning (MTP) process. These responsibilities shall be clearly identified in written agreements among the MPO, the State(s), and the public transportation operator(s) serving the MPA. To the extent possible, a single agreement between all responsible parties should be developed. The written agreement(s) shall include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the metropolitan transportation plan (see § 450.322) and the metropolitan TIP (see § 450.324) and development of the annual listing of obligated projects (see § 450.332).

The agreement stipulates that each party will:

- Cooperatively determine their mutual responsibilities in carrying out the planning process
- Share related information related to financial plans that support the MTP and Transportation Improvement Program (TIP)
- Cooperatively develop a listing of projects for which funds under 23 U.S.C Chapter 53 were obligated in the preceding program year
- The Unified Planning Work Program (UPWP,) prepared by NCTCOG, will detail and document these responsibilities, deliverables and associated costs.

We request the CCTRA board consider approval of the Memorandum of Agreement between the Dallas-Ft. Worth Metropolitan Planning Organization, The Texas Department of Transportation and the Public Transportation Operators.