

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING**

Minutes — March 24, 2016

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Horn called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 on March 24, 2016.

Members of the Board Present:

John Horn – President, County Judge, Hunt County
Lissa Smith – Vice President, Mayor Pro Tem, City of Plano
Tom Lombard – Secretary/Treasurer, Councilmember, City of North Richland Hills
Kathryn Wilemon – Past President, Councilmember, City of Arlington
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
J.D. Clark, County Judge, Wise County
Kelly Allen Gray, Councilmember, City of Fort Worth
Clay Jenkins, County Judge, Dallas County
Lee Kleinman, Councilmember, City of Dallas
Dan McClendon, Mayor Pro Tem, City of Burleson
Bobbie Mitchell, Commissioner, Denton County
Keith Self, County Judge, Collin County
Kevin Strength, Mayor, City of Waxahachie
Laura Wheat, Mayor, Town of Westlake
B. Glen Whitley, County Judge, Tarrant County

Members of the Board Absent:

Michael Glaspie, Councilmember, City of Arlington
Jeff Leach, State Representative
Chris Watts, Mayor, City of Denton

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Doni Green, Director of Aging
Michael Morris, Director of Transportation
David Setzer, Director of Workforce Development
Edith Marvin, Director of Environment and Development
Molly McFadden, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
James Powell, Assistant Counsel, Transportation
Molly Rendon, Assistant Director of Finance, Administration
Shannan Ramirez, Chief Accounting Officer, Administration
Mindy Mize, Program Manager, Transportation
Chad McKeown, Program Manager, Transportation
Lori Clark, Principle Planner, Transportation
Donna Insixiangmay, Program Assistant, Emergency Preparedness
Vanessa Hooker, Administrative Assistant, Emergency Preparedness
Elizabeth Whitaker, Principal Planner, Transportation

Samantha Lamanna, Graduate Engineer, Environment and Development
 David Raybuck, CTO, Research and Information Services
 Brian Geck, Media & Technology Coordinator, Environment & Development
 Sandy Wesch, Project Engineer, Transportation
 Michael Bort, Technology Support Coordinator, Transportation
 Donna Steward, Procurement & Facilities Coordinator, Administration
 Chris Klaus, Senior Program Manager, Transportation
 Pamela, Burns, Communications Supervisor, Transportation

REGULAR SESSION

ACTION:

Service Awards

Karen Richard, Chief Human Resources Officer, announced the 2016 NCTCOG Service Awards, while President Horn and Mike Eastland congratulated each one present. The service awards are given after each five years of an employee's tenure. Employees receiving service awards for 2016, included:

<u>30 Years</u>	<u>10 Years</u>	<u>Five Years</u>
Daniel Lamers	Yolanda Batiste	Steven Davis
	Lori Clark	Zhen Ding
<u>25 Years</u>	Sherry Decker	Mary Douglas
Dana Buckholt	Cecilia Howard	Melinda Gardner
Scott Rae	Glen Johnston	Rebekah Hernandez
	Sonya Landrum	Jessie James
<u>20 Years</u>	Brian Murawski	Alexandra Mccullough
Patricia Hollingsworth	Michael Nicholas	Melissa Moon
	James Powell	Stephanie Roberts
<u>15 Years</u>	David Setzer	Todd Tanner
Christie Gotti	Brian Wilson	Marian Thompson
Marti Mason	Cheryl Winn	Pamela Tinsley
Lisa Walker	Norma Zuniga	Whitney Vandiver

Item 1 Approval of Minutes

President Horn stated that the first item on the agenda was approval of the minutes from the February Board meeting. Councilmember Lombard noted that the minutes should be revised to reflect that Mayor Pro Tem Smith opened and closed the meeting in the absence of President Horn.

Upon a Motion by Judge Whitley (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the revised minutes of the February Executive Board meeting.

Item 2 Resolution Authorizing a Contract with Infor for CloudSuite Public Sector Software as a Service (SaaS) and Support

Monte Mercer, Deputy Executive Director, informed the Board that the Resolution for this item had been revised and a copy was provided to each member. He explained that the NCTCOG Shared Services Cooperative has used the enterprise resource planning software developed by Infor (formerly Lawson) since 2004. This includes financial, procurement, human resources and payroll software, along with associated hosting and support services to Arlington, Carrollton and Grand Prairie. Software as a Service (SaaS) is a new offering available from Infor that bundles software licensing, hosting and support in a more cost effective manner. The participating cities are supportive of this transition and will provide the funds necessary to cover all program costs, for an initial five year term, in an amount not to exceed \$3,000,000.

Upon a Motion by Councilmember Lombard (seconded by Councilmember Archer), and unanimous vote of all members present, the Board approved the revised resolution as presented.

See Exhibit E16-03-2

Item 3 Resolution Endorsing Mobility 2040: The Metropolitan Transportation Plan for North Central Texas and Associated 2016 Transportation Conformity

Michael Morris, Director of Transportation, explained that the FAST (Fixing American's Surface Transportation Act) assigns the Metropolitan Planning Organization (MPO) the responsibility for the metropolitan transportation planning (MTP) process and plan. NCTCOG (the MPO) and the Regional Transportation Council (RTC), in cooperation with the public, transportation partners, and elected officials, developed Mobility 2040: The Metropolitan Transportation Plan for North Central Texas. Mobility 2040 is a long-range multimodal transportation plan that will guide the expenditure of all state and federal funds for transportation projects in North Central Texas. He informed the Board that Mobility 2040 was approved by the RTC on March 10, 2016 and he summarized the plan, as follows:

- Emphasizes transportation choice
- Calls for a passenger rail system of more than 380 miles
- Adds over 6,350 new lane miles to the roadway network
- Introduces "high intensity bus" service
- Accommodates high speed rail to and within the region
- Encourages local agencies to adopt policy bundle through transportation development credit (TDC) incentive
- Expenditure total through the year 2040 is \$118.9 billion

As an area that is designated as nonattainment for the pollutant ozone, the Clean Air Act Amendments (CAAA) require an air quality conformity analysis to ensure consistency with the region's air quality goals. The results of the 2016 Transportation Conformity determination demonstrate that both Mobility 2040 and the 2015-2018 Transportation Improvement Program (TIP) for North Central Texas meet all transportation air quality conformity requirements of the CAAA, the State Implementation Plan (SIP), and provisions contained in the United States Code. In addition, an environmental justice review found that Mobility 2040 meets the requirements of the Civil Rights Act of 1964 and Executive Order 12898 (regarding nondiscrimination of protected populations) for all federally funded projects and will have no disproportionate impacts on protected populations. The RTC has approved the 2016 Transportation Conformity determination.

Upon a Motion by Councilmember Wilemon (seconded by Judge Clark), and unanimous vote of all members present, the Board approved the resolution as presented.

Councilmember Gray and Mayor Strength left the meeting.

See Exhibit E16-03-3

Item 4 Resolutions Authorizing Participation in Grant Applications to the US Department of Energy

Michael Morris, Director of Transportation, explained that funding is available from the US Department of Energy (DOE) for projects that implement innovative approaches to increase the acceptance and deployment of alternative fuel and advanced technology vehicles. He requested authorization to partner as a subrecipient on two separate grant proposals, as follows:

1. NCTCOG will participate as a subrecipient in a proposal submitted by the Mid-America Regional Council for the Electric Vehicle Technology on Display project. This project intends to dramatically increase general public exposure to plug-in electric vehicle (EV) technology through the deployment of mobile showcase displays exhibited at large-scale events in five states (Arkansas, Louisiana, Missouri, Oklahoma, and Texas). If awarded, NCTCOG will receive up to approximately \$250,000 in federal funds and will be required to secure \$250,000 in matching funds. The match is expected to be provided by industry and other external partners.
2. NCTCOG will participate as a subrecipient in a proposal submitted by the National Alternative Fuels Training Consortium for the Gaseous Alternative Fuel Vehicle Workplace Safety Program. A workshop in Dallas-Fort Worth will provide real-world, hands-on educational opportunities for key personnel responsible for safety requirements for gaseous alternative fuel vehicle facilities. If awarded, NCTCOG would receive approximately \$20,000 in federal funds and would be responsible for securing \$4,000 in matching funds. The match is expected to be provided by industry and external partners.

Upon a Motion by Mayor Pro Tem Smith (seconded by Councilmember Lombard), and unanimous vote of all members present, the Board approved the resolution as presented.

Councilmember Kleinman entered the meeting.

See Exhibit E16-03-4

Item 5 Resolution Authorizing Execution of Agreements with Subrecipients of the Clean Fleets North Texas 2015 Call For Projects

Michael Morris, Director of Transportation, explained that the primary goal of the Clean Fleets program is to reduce emissions of nitrogen oxides from on-road mobile sources by replacing older vehicles with newer, lower-emitting vehicles. The RTC has approved projects for the Clean Fleets North Texas 2015 Call for Projects in an amount not to exceed \$2,500,000. These projects will utilize a combination of funding from the Texas Commission on Environmental Quality Supplemental Environmental Project (SEP) Program, and up to \$2,500,000 from the Congestion Mitigation and Air Quality Improvement Program (CMAQ). The local match will be funded through Transportation Development Credits. However, subrecipients will provide local contributions to show commitment to the project and goals. Approximately \$119,000 of the CMAQ funds will be reserved for procurement of an automated vehicle locator system to facilitate project tracking. Subawards will begin with nine applicants having the most cost-effective projects and a wait list of projects (in priority order) will be awarded should funds become available, as follows:

Awards

	Subrecipient	Total Project Cost	CMAQ	TCEQ SEP	Local Contribution
1	Dallas Independent School District	\$623,802	\$499,045	\$0	\$124,757
2	Campbell Kings, Inc.	\$336,920	\$252,688	\$0	\$84,232
3	Morgan Express Deliveries, Inc.	\$155,966	\$116,975	\$0	\$38,991
4	Dream Team Deliveries, Inc.	\$696,264	\$556,496	\$0	\$139,768
5	MJS Holdings, Inc.	\$178,531	\$142,825	\$0	\$35,706
6	Sestha Package Delivery, Inc.	\$48,527	\$36,395	\$0	\$12,132
7	City of Dallas	\$97,523	\$50,000	\$0	\$47,523
8	GTS Express, Inc.	\$74,973	\$56,230	\$0	\$18,743
9	Denton Independent School District	\$1,422,648	\$669,736	\$21,264	\$731,648
	Total	\$3,635,154	\$2,380,390	\$21,264	\$1,233,500

Waitlist

1	Denton Independent School District	\$214,664	\$105,000	\$0	\$109,664
2	Morgan Express Deliveries, Inc.	\$80,993	\$60,745	\$0	\$20,248
3	GTS Express, Inc.	\$783,917	\$587,940	\$0	\$195,977
4	Dream Team Deliveries, Inc.	\$84,580	\$67,664	\$0	\$16,916
5	T & TR Transport, Inc.	\$536,172	\$402,130	\$0	\$134,042
6	Sestha Package Delivery, Inc.	\$48,556	\$36,417	\$0	\$12,139
7	City of Irving	\$223,113	\$178,490	\$0	\$44,623
8	City of Dallas	\$648,477	\$400,000	\$0	\$248,477
9	Lois West	\$74,973	\$56,230	\$0	\$18,743
10	Kyunis Enterprise, Inc.	\$74,973	\$56,230	\$0	\$18,743
11	M & K Express, Inc.	\$48,560	\$36,420	\$0	\$12,140
12	Campbell Kings, Inc.	\$84,230	\$63,172	\$0	\$21,058
13	Tiger Express, Inc.	\$100,194	\$75,146	\$0	\$25,048
	Total	\$3,003,402	\$2,125,584	\$0	\$877,818

Upon a Motion by Commissioner Mitchell (seconded by Councilmember Wilemon), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E16-03-5

Item 6 Resolution Authorizing a Contract with SKC Communications to Replace Audio and Video Equipment in the Transportation Council Room

Michael Morris, Director of Transportation, told the Board that over the last several months there has been an increase in the failure of audio and video equipment in the Transportation Council Room. Replacement will ensure the reliability of audio and video equipment during meetings, video recordings and live streaming of web broadcasts, which is required by the state for Regional Transportation Council meetings. He recommended SKC Communications for the purchase, installation and service of new audio and video equipment, in an amount not to exceed \$170,000. The company will provide the equipment, installation services, monitoring services, and a three-year warranty.

Upon a Motion by Councilmember Archer (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E16-03-6

Item 7 Resolution Authorizing a Lease Agreement with Hunt County for the Greenville Workforce Center

Mayor Pro Tem Smith presided over this item. Judge Horn left the meeting to avoid the appearance of any conflict of interest. David Setzer, Director of Workforce Development, explained that the Workforce Center for Hunt County has been located at 2500 Stonewall Street, in Greenville, Texas since March of 2003; and the current lease ends on May 31, 2016. Hunt County purchased the facility from the City of Greenville on December 1, 2015, and has offered a new lease for seven years beginning June 1, 2016. The lease rate is \$17.00 per square foot (including taxes, insurance, common area maintenance, utilities, and janitorial) plus a 2% annual operating increase and a Tenant Improvement Allowance of \$6.00 per square foot (\$54,846) for various improvements to the Workforce Center's existing space.

Upon a Motion by Councilmember Wilemon (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E16-03-7

Judge Horn returned to, and presided over, the remainder of the meeting.

Item 8 Resolution Supporting Expedited Federal Government Approval of Construction of the Lower Bois D 'Arc Creek Reservoir

Mike Eastland, Executive Director, explained that due to past and continuing rapid growth, current regional water resources are stressed. Furthermore, regional water resources are expected to be totally insufficient to serve the expected influx of future residents and businesses, even with strong and extensive conservation and reuse techniques. The North Texas Municipal Water District is ready to initiate construction of the Lower Bois d 'Arc Creek Reservoir and the "North Texas Reservoir Approval Act" (H.R. 4466) has been introduced in the United States House of Representatives by several North Texas Congressmen. The Act is intended to expedite the federal approval process for the Reservoir to help address regional water needs. The Resolution will be delivered to North Texas Representatives in the area that will be served by the lake.

Upon a Motion by Judge Self (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E16-03-8

APPOINTMENTS:

Item 9 Appointment to the Law Enforcement Training Advisory Committee

Monte Mercer, Deputy Executive Director, asked the Board to approve the following recommendations to fill four vacant positions on the Law Enforcement Training Advisory Committee (LETAC). Pam Masters, Community Living Concepts, City of Cleburne; Kirk H. Riggs, Chief of Police, Rockwall Police Department; Heather Herriage, Supervisor of Police Communications, Fort Worth Police Department; Kim Lemaux, Chief of Police, UTA Police Department

Upon a Motion by Councilmember Wilemon (seconded by Councilmember Lombard), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E16-03-09

Item 10 Announcement of the President's 2016-17 Executive Board Nominating Committee

President Horn explained that the Officers and Directors for NCTCOG's 2016-17 Executive Board will be elected at the Annual General Assembly Meeting on Friday, June 17, 2016. In order to qualify prospective nominees and prepare a slate to be submitted to the General Assembly, President Horn appointed a nominating committee of NCTCOG's past presidents, as follows:

- | | |
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| Kathryn Wilemon, Past President 2014-15 | Mike Cantrell, Past President 2001-02 |
| Steve Terrell, Past President 2013-14 | Mary Poss, Past President 2000-01 |
| Bobbie Mitchell; Past President 2012-13 | Ron Harris, Past President 1999-2000 |
| Glen Whitley, Past President 2010-11 | Elzie Odom, Past President, 1997-98 |
| Bobby Waddle, Past President 2009-10 | Gary A. Slagel, Past President 1994-95 |
| John Murphy, Past President, 2008-9 | Jim Alexander, Past President 1991-92 |
| T. Oscar Trevino, Jr., Past President 2006-7 | Bill Lofland, Past President 1990-91 |
| Bob Phelps, Past President 2004-5 | Jerry Gilmore, Past President 1974-75 |

STATUS REPORTS:

Item 11 Status Report on 50th Anniversary Celebration

Lucille Johnson, Assistant to the Executive Director, reminded the Board that in celebration of NCTCOG's 50th anniversary, one department will be featured during each month's meeting. Additional information is being chronicled on the 50th anniversary website at <http://nctcog.org/50/> and in newsletters, videos, and photos displayed around the agency. She introduced Donna Steward, Procurement & Facilities Coordinator, from the Administration Department, who briefed the Board on the history and activities of the Administration Department. Mike Eastland noted that Ms. Steward will soon be retiring after 35 years at NCTCOG.

Item 12 Old and New Business

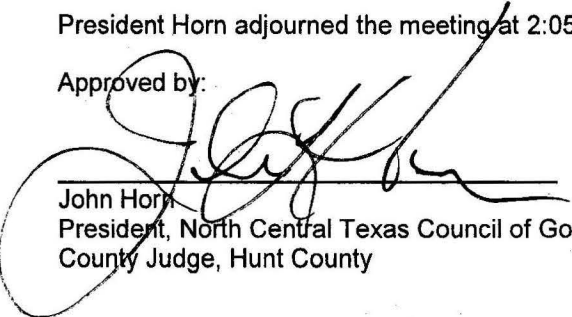
There was no old or new Business.

Item 13 Attendance and Calendar

The Board was provided with a Calendar of meetings and a record of attendance.

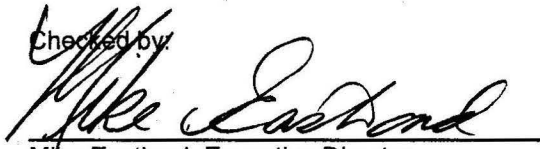
President Horn adjourned the meeting at 2:05 pm

Approved by:



John Horn
President, North Central Texas Council of Governments
County Judge, Hunt County

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments

North Central Texas Council of Governments Foundation, Inc.

616 Six Flags Drive, Arlington, TX, 76011

BOARD MEETING

June 25, 2015

1:55 pm [Immediately Following the 12:45 pm Executive Board Meeting]

President Wilemon called the regular meeting of the North Central Texas Council of Governments Foundation Board to order on June 25, at 1:55 pm (immediately following the NCTCOG Executive Board meeting).

Members of the Board Present:

John Horn – President, County Judge, Hunt County
Lissa Smith – Vice President, Mayor Pro Tem, City of Plano
Tom Lombard – Secretary/Treasurer, Councilmember, City of North Richland Hills
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
J.D. Clark, County Judge, Wise County
Michael Glaspie, Councilmember, City of Arlington
Kelly Allen Gray, Councilmember, City of Fort Worth
Clay Jenkins, County Judge, Dallas County
Dan McClendon, Mayor Pro Tem, City of Burleson
Kevin Strength, Mayor, City of Waxahachie
Chris Watts, Mayor, City of Denton
B. Glen Whitley, County Judge, Tarrant County

Members of the Board Absent:

Jeff Leach, State Representative
Bobbie Mitchell, Commissioner, Denton County
Keith Self, County Judge, Collin County
Laura Wheat, Mayor, Town of Westlake
Kathryn Wilemon – Past President, Councilmember, City of Arlington

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
Michael Morris, Director of Transportation
David Setzer, Director of Workforce Development
Edith Marvin, Director of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Bob Best, Audio/Video Comp Support Tech, Transportation
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel

ACTION:

Item 2. Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc.

Mike Eastland, Executive Director, explained that the NCTCOG is required to hold an annual meeting of North Central Texas Council of Governments Foundation, Inc., (Foundation). He provided an orientation to the members of the Board on the activities and status of the Foundation, a non-profit 501(c)(3) organization created by the Board in 2002. The Foundation supplements NCTCOG activities in order to provide broader service opportunities to NCTCOG's constituents and the North Central Texas region by providing a method to apply for and receive grant funding from both public and private sector entities that require a 501(c)(3) status. The Executive Board and the officers of the Board serve as the Board and officers of the Foundation, which has no employees and is managed and operated by NCTCOG staff. The Foundation is authorized to create committees as necessary to assist in management, policy direction, and oversight. The Bylaws of the Foundation outline authorized and prohibited transactions, indemnification provisions of directors, officers, and employees, and financial management of the Foundation, which must comply with the Texas Open Meetings and Public Information Act.

Item 1. Approval of Minutes from the February 2015 Foundation Meeting

President Horn stated that he would entertain a motion for approval of the minutes of the February meeting of the Foundation Board.

Upon a Motion by Judge Whitley (seconded by Councilmember Lombard), and unanimous vote of all members present, the Board approved the minutes of the February 26, 2015 meeting of the Foundation Board.

Item 3. Resolution Endorsing Submittal of Grant Application to the Meadows Foundation

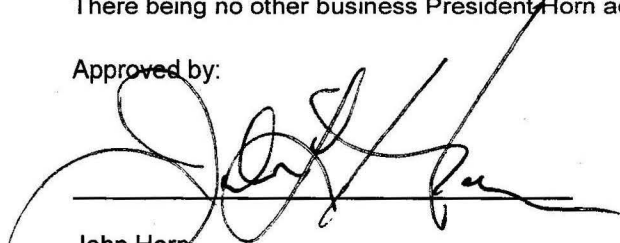
Molly McFadden, Director of Emergency Preparedness, explained that NCTCOG will ask the Meadows Foundation for \$343,271 to support the completion of the CASA WX project's start-up phase. The Meadows Foundation grants funds to organizations to support economic stability and public safety in the state. If awarded the grant will cover the cost associated with completing the CASA WX project's start-up phase and the remaining radar instillation cost.

Upon a Motion by Councilmember Lombard (seconded by Judge Clark), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E15-06-F2

There being no other business President Horn adjourned the meeting at 2:14 pm.

Approved by:



John Horn
President, North Central Texas Council of Governments
County Judge, Hunt County

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments