

North Central Texas Council of Governments

TO: NCTCOG Executive Board

DATE: September 17, 2026

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Executive Board Meeting

The next meeting of the **NCTCOG Executive Board** will be:

DATE: September 24, 2026

Please RSVP to Jerri Watson as soon as possible by email jwatson@nctcog.org or call (817) 695-9100.

12:00 PM: LUNCH

1:00 PM: **EXECUTIVE BOARD – REGULAR SESSION**

PHYSICAL

LOCATION: NCTCOG Offices
Centerpoint II Conference Center
616 Six Flags Drive, Arlington, TX 76011
Transportation Council Room

Presiding officer will be physically present at this location, which shall be open to the public during open portions of the meeting.

METHOD: Via Videoconference

President Justice hopes each of you will plan to attend this important meeting. I look forward to seeing you there!

North Central Texas Council of Governments

EXECUTIVE BOARD AGENDA

September 24, 2026 | 1:00 pm

Physical Location of Meeting: NCTCOG Offices, Centerpoint II Conference Center
616 Six Flags Drive, Arlington, TX 76011, Transportation Council Room

Method of Meeting: Via Videoconference

The NCTCOG Executive Board meeting is posted as a videoconference meeting. The presiding officer shall be present at the physical location, which shall be open to the public during open portions of the meeting. Members of the public may attend in person or view the livestream via <http://nctcog.swagit.com/live>. The meeting will be recorded and posted later on NCTCOG's website <http://nctcog.swagit.com/executive-board/>.

Executive Board

1. _____ Jennifer Justice – President
2. _____ Brandon J. Huckabee – Vice President
3. _____ T.J. Gilmore – Secretary/Treasurer
4. _____ Victoria Johnson – Past President
5. _____ Christopher Boedeker
6. _____ Michael Evans
7. _____ Chris Hill
8. _____ Gary Hulsey
9. _____ Clay Jenkins

10. _____ Jon McKenzie
11. _____ Bobbie Mitchell
12. _____ Jesse Moreno
13. _____ Tim O'Hare
14. _____ Mattie Parker
15. _____ Jim Ross
16. _____ Burt Thakur
17. _____ Ross Weaver
18. _____ Mitch Little

Staff

- _____ Monte Mercer
- _____ Sue Alvarez
- _____ Tim Barbee
- _____ Doni Green
- _____ Maribel Martinez
- _____ Michael Morris
- _____ Phedra Redifer
- _____ Randy Richardson
- _____ Christy Williams
- _____ Jerri Watson

REGULAR SESSION: 1:00 pm

Call to order time: _____

Pledge to the United States and Texas Flags

Public Comment on Agenda Items (Must be physically present)

Members of the public may comment on any item(s) on today's agenda at this time. If speaking, please announce your name, city of residence and the agenda item(s) on which you are commenting. A maximum three (3) minutes is permitted per speaker. At the conclusion of this item, no further opportunities for public comment will be provided for the duration of the meeting.

CONSENT AGENDA ITEMS:

Motion/Second Item # Name of Item

_____/_____ **1 Approval of Minutes**

_____/_____ **2 Resolution Authorizing Contracts with Cherry Bekaert, LLP, and Gradient Solutions Corporation for Risk and Compliance Advisory Services - Randy Richardson**

_____/_____ **3 Resolution Authorizing TXShare Contracts for Healthcare Benefits Brokerage-Consulting and Ancillary Services - Randy Richardson**

_____/_____ **4 Resolution Endorsing the FY2027 Interlocal Cooperation Agreement with the Office of the Governor Public Safety Office - Kelly Schmidt**

- ___/___ 5 Resolution Authorizing the McKinney Workforce Center Lease Extension - Phedra Redifer
- ___/___ 6 Resolution Authorizing Agreement for Receipt of Funding and Agreements with Subrecipients for the 2026 Technology Project Identification Call for Projects - Michael Morris
- ___/___ 7 Resolution Authorizing Agreements with Subrecipients of the Traffic Signal Equipment Standardization and Upgrade Program - Michael Morris
- ___/___ 8 Resolution Authorizing Purchase and Placement of Education Campaigns for Transportation Initiatives in Fiscal Year 2027 - Michael Morris
- ___/___ 9 Resolution Endorsing Submittal of 2026 Bus and Bus Facilities and Low or No Emissions Grant Program Applications to the Federal Transit Administration - Michael Morris
- ___/___ 10 Resolution Approving Modifications to the FY2026 and FY2027 Unified Planning Work Program for Regional Transportation Planning - Michael Morris
- ___/___ 11 Resolution Endorsing the 2026 Update to the North Central Texas Water Quality Management Plan - Susan Alvarez
- ___/___ 12 Resolution Approving the 2026 Amendments to the Public Works Construction Standards North Central Texas, Amended Fifth Edition - Susan Alvarez
- ___/___ 13 Resolution Authorizing FY2027 Purchase of Computer Hardware, Software, and Information Technology Contract Services for the Agency - Tim Barbee

ITEMS FOR INDIVIDUAL CONSIDERATION:

- ___/___ 14 Conduct a Public Hearing Regarding the Annual Fiscal Program for FY2027 and Consider a Resolution to Approve and Adopt the Annual Fiscal Program - Randy Richardson
- In accordance with Texas Government Code § 551.043(c), the FY 2027 Annual Fiscal Program has been posted on nctcog.org. Further, no taxpayer impact statement is required as the North Central Texas Council of Governments has no taxing authority.
- ___/___ 15 Resolution Authorizing Amended Contract with the Meadows Mental Health Policy Institute to Develop and Implement a Program to Reduce Youth Fatalities Due to Motor Vehicle Crashes - Michael Morris

INFORMATION ITEMS:

- ___/___ 16 Status Report on Metropolitan Planning Organization Revolver Funds and Regional Transportation Council Local Pool - Michael Morris

____/____ 17 Internal Compliance Program and Ethics Training - Ken Kirkpatrick & Randy Richardson

____/____ 18 Deputy Executive Director's Report - Monte Mercer

- National League of Cities Annual Conference - November 19th Executive Board Meeting
- Status of Dismissal of Denton County / RTC Lawsuit and NCTCOG Appeal
- NCTCOG 60th Anniversary Activities

MISCELLANEOUS:

____/____ 19 Future Calendar and Attendance

EXECUTIVE SESSION:

Time: _____

The Executive Board will convene in Executive Session pursuant to the following provisions of the Open Meetings Act (Chapter 551 of the Texas Government Code):

- Section 551.074(a)(1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; and,
- Section 551.071 to consult with its attorney to seek advice on pending litigation, or a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551; related to the following:
 - Discuss and consider process to initiate the recruitment of the vacant Executive Director position and appointment of an acting Executive Director until such time as the Executive Director position is filled.

CLOSE EXECUTIVE SESSION Time: _____

RECONVENE REGULAR SESSION Time: _____

____/____ 20 Consider and Take Possible Action(s) Regarding Matters Discussed in Executive Session

Adjournment: _____

A closed executive session may be held on any of the above agenda items when legally justified pursuant to Subchapter D of the Texas Open Meetings Act (Texas Government Code Chapter 551).

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — August 27, 2026

Transportation Council Room | 616 Six Flags Drive | Arlington, Texas

The NCTCOG Executive Board meeting was conducted as a videoconference meeting that was live broadcast at <https://nctcog.swagit.com/live>. The presiding officer, President Justice, was present at the physical location, 616 Six Flags Drive, Arlington, Texas, which was open to the public during all open portions of the meeting.

President Justice called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:05 pm on August 27, 2026. Todd Little took attendance and determined that a quorum was physically present.

Members of the Board Present:

- | | |
|-------------------------|---------------------|
| 1. Jennifer Justice | 9. Jon McKenzie (V) |
| 2. T.J. Gilmore | 10. Bobbie Mitchell |
| 3. Victoria Johnson | 11. Jesse Moreno |
| 4. Christopher Boedeker | 12. Tim O'Hare |
| 5. Michael Evans | 13. Jim Ross |
| 6. Chris Hill | 14. Burt Thakur (V) |
| 7. Gary Hulsey | 15. Ross Weaver |
| 8. Clay Jenkins | |

Members of the Board Absent:

1. Brandon J. Huckabee
2. Mattie Parker
3. Mitch Little

Members of the Staff Present:

Todd Little, Monte Mercer, Susan Alvarez, Doni Green, Michael Morris, Maribel Martinez, Phedra Redifer, Randy Richardson, Jerri Watson, Ken Kirkpatrick, James Powell, Michael Bort, Tom McLain, Kelly Schmidt, Bobby Gomez, Emily Beckham, Emily Dryden, Lisa Sack, Megan Short, Logan Kellogg, Prioshi Paul, Maggie Lira, Richard Michael, Caroline Vandergriff, Shala Geer-Smith, Brett Ogletree, Therese Bergeon, Jon Blackman, Donna Coggeshall, Chris Klaus, Jason Brown, Tyler Baines, Katherine Cadena, Lori Clark

Visitors Present:

Glen Whitley | Former Tarrant County Judge; John Polster; Jay Barksdale; Rob Barthen | GrantWorks

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

President Justice opened the meeting for public comment and asked if there was anyone present wishing to speak. Former Tarrant County Judge Whitley spoke regarding items on the agenda.

CONSENT AGENDA ITEMS:

Items 1 - 17 were posted on the agenda as Consent Items.

Councilmember Thakur entered the meeting virtually.

- Item 1 **Approval of Minutes**
- Item 2 **Resolution Authorizing TXShare Contracts for Employee Assistance Program (EAP) Services**
- Item 3 **Resolution Authorizing TXShare Contracts for Temporary Staffing Services**
- Item 4 **Resolution Authorizing TXShare Contracts for Print, Graphic Design, and Promotional Product Services**
- Item 5 **Resolution Authorizing Agreements with Caregiver Support Providers**
- Item 6 **Resolution Authorizing Renewal of Contract with Veterans Administration to Serve as Veterans Directed Care Provider**
- Item 7 **Resolution Amending Authorization of FY2026 Purchases of Computer Hardware, Software, and Information Technology Contract Services for the Agency**
- Item 8 **Resolution Authorizing Amendment to the Contract with Curantis Group LLC**
- Item 9 **Resolution Authorizing the Metroport Chamber Lease Extension**
- Item 10 **Resolution Authorizing a Contract with AVI-SPL, LLC for Audiovisual Equipment Upgrades**
- Item 11 **Resolution Endorsing Revisions to the Regional Stormwater Management Coordinating Council Bylaws**
- Item 12 **Resolution Authorizing an Interlocal Agreement with the Texas A&M Transportation Institute to Conduct a Heavy-Duty Diesel Vehicle Emissions Study**
- Item 13 **Resolution Authorizing Agreements with Rebate Recipients of the North Texas Zero Emissions Vehicles Call for Projects**
- Item 14 **Appointment to the Regional Aging Advisory Committee (RAAC)**
- Item 15 **Resolution Authorizing Contracts for Relocation Services**
- Item 16 **Resolution Authorizing Submittal of Grant Application to the Federal Transit Administration for the 2026 Access and Mobility Partnership Grant**
- Item 17 **Resolution Authorizing Use of Regional Transportation Council Local Funds and Related Agreements for Vehicle Acquisition and Transfer**

Upon a Motion by Mayor Evans (seconded by Councilmember Johnson), to approve Consent Agenda Items 1 - 17, and unanimous vote of all members present, the Board approved the Consent Agenda Items as posted.

ITEMS FOR INDIVIDUAL CONSIDERATION:

Item 18 Texas Association of Regional Councils (TARC) Board Appointment

Todd Little explained that NCTCOG's representative position on the Texas Association of Regional Councils (TARC) Board is vacant following the departure of Judge Clark of Wise County. He requested Executive Board approval of a replacement representative and alternate representative and authorization for the President to sign the TARC Board Member Designation Form. President Justice recommended Secretary/Treasurer, Mayor Gilmore as the representative and no alternate. The Executive Board approved the appointment and authorized the President to execute the form.

Exhibit: 2026-08-18-EDO

Upon a Motion by Judge Jenkins (seconded by Mayor Evans), and unanimous vote of all members present, the Board appointed Mayor TJ Gilmore to serve on the TARC Board.

INFORMATION ITEMS:

Item 19 Status Report on Fiscal Year 2027 Proposed Annual Fiscal Program

Randy Richardson, Director of Administration, addressed the Executive Board and reported that the Finance Committee had met earlier to review the Proposed Fiscal Year 2027 Annual Fiscal Program. He noted that committee members received a detailed presentation from staff and were given an opportunity to ask questions and discuss the proposed budget. Mr. Richardson then presented a summary of the program to the Executive Board, highlighting key components and noting that the item would return to the Board in September for final approval. Mayor Gilmore, Chair of the Finance Committee, expressed appreciation to committee members for their participation in the review process and commended staff for their work in developing the proposed fiscal program.

Exhibit: 2026-08-19-AA

This was an informational item and did not require a vote.

Item 20 Executive Director's Report

Todd Little provided an update on the FY2026 Discretionary Grant Award Status Report included in the Executive Director's Report. The report tracks discretionary grant applications and awards by department, including requested and awarded amounts, award dates, and current award status. A detailed handout summarizing the report was provided to Board members for review.

Exhibit: 2026-08-20-AA

This was an informational item and did not require a vote.

MISCELLANEOUS:

Item 21 Attendance and Calendar

The Board was provided with a Calendar of meeting and a record of Attendance.

EXECUTIVE SESSION:

President Justice called the Executive Session to order at 1:45 pm, pursuant to the following sections of the Open Meetings Act (Chapter 551 of the Texas Government Code):

- Section 551.074(a)(1) and (2) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; and/or to hear a complaint or charge against a public officer or employee in executive session unless the officer or employee requests a public hearing; Executive Director; and,

- Section 551.071 to consult with its attorney to seek advice on pending litigation, or a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551: Pertaining to matters posted under 551.074(a)(1) and (2).

President Justice adjourned the Executive Session at 4:27 pm.

RECONVENE REGULAR SESSION:

President Justice reconvened the regular session at 4:33 pm.

Item 22 Consider and Take Possible Action(s) Regarding Matters Discussed in Executive Session

Mayor Ross moved, seconded by Councilmember Johnson, to approve a mutually agreed separation of Todd Little's employment agreement and employment as Executive Director, effective immediately, with no finding of misconduct or cause; and authorize payment of severance in accordance with the Executive Director's employment agreement, subject to execution of a release of claims by Mr. Little. The motion passed.

President Justice adjourned the meeting at 4:35 pm.

Approved by:

Checked by:

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

Ken Kirkpatrick, General Counsel
North Central Texas Council of Governments



North Central Texas Council of Governments

Item 2

Exhibit: 2026-09-02-AA

Meeting Date: September 24, 2026

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contracts with Cherry Bekaert, LLP, and Gradient Solutions Corporation for Risk and Compliance Advisory Services

This is a request to award contracts to Cherry Bekaert, LLP, and Gradient Solutions Corporation for Risk and Compliance Advisory Services for use by the North Central Texas Council of Governments (NCTCOG).

The purpose of the contracts is to retain the services of one or more firms that are able to provide:

- Management advisory, internal audit, compliance, and governance support
- Guidance and recommendations based on applicable governmental codes, regulations, and professional standards to include but not limited to 2 CFR 200, UGMS, AICPA, and the COSO internal control frameworks
- Consultation and support related to financial systems, information technology governance, and associated business practices

NCTCOG prepared and issued a Request for Proposals (RFP) 2026-049 for Risk and Compliance Advisory Services. Procurement details are included below:

Request for Proposals Published	04/07/2026
Request for Proposals Closed	05/15/2026
Number of Responsive Bids Received	Fourteen (14)
Evaluation Committee Make Up	NCTCOG Agency Administration and Information & Innovation Services Representatives
Evaluation Criteria Summary	Key Personnel, Project-Related Experience and Qualifications, Technical Proposal, Proposal Pricing, References
Vendor(s) Recommended for Award	As Listed Below

Following evaluation, the Evaluation Committee recommends that a contract be awarded to:

- Cherry Bekaert, LLP
- Gradient Solutions Corporation

A draft resolution authorizing contracts with the aforementioned vendor for Risk and Compliance Advisory Services for maximum five (5) year terms and in a cumulative amount not to exceed \$350,000 is attached for Executive Board consideration.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACTS WITH CHERRY BEKAERT, LLP, AND GRADIENT SOLUTIONS CORPORATION FOR RISK AND COMPLIANCE ADVISORY SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG benefits from Risk and Compliance Advisory Services to assist and augment NCTCOG staff in the mitigation of financial risks, audit processes, and to maintain a high level of confidence in financial processes; and,

WHEREAS, a Request for Proposals (RFP) 2026-049 for Risk and Compliance Advisory Services was advertised and proposals received on May 15, 2026; and,

WHEREAS, proposals were evaluated by a committee comprised of representatives from NCTCOG's Agency Administration and Information & Innovation Services departments; and,

WHEREAS, following evaluation, it is recommended that contracts be awarded to Cherry Bekaert, LLP, and Gradient Solutions Corporation; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2026-049.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Contracts between NCTCOG and Cherry Bekaert, LLP, and Gradient Solutions Corporation for Risk and Compliance Advisory Services, for maximum five (5) year terms and in a cumulative amount not to exceed \$350,000, be and are hereby approved.

Section 2. The Executive Director or his designee is authorized to execute necessary agreements to carry out the initiatives described herein, in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

TJ Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville



North Central Texas Council of Governments

Item 3

Exhibit: 2026-09-03-AA

Meeting Date: September 24, 2026

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing TXShare Contracts for Healthcare Benefits Brokerage-Consulting and Ancillary Services

This is a request to award new contracts and to rescind previous contract awards for Healthcare Benefits Brokerage-Consulting and Ancillary Services through the North Central Texas Council of Governments (NCTCOG) TXShare cooperative purchasing program.

NCTCOG initially issued a Request for Proposals (RFP) 2026-007 for Healthcare Benefits Brokerage-Consulting and Ancillary Services. On March 26, 2026, the Executive Board authorized contracts with the originally recommended vendors. Following the initial solicitation and award process under RFP 2026-007, staff determined that additional clarification was warranted regarding the cooperative purchasing structure, administrative fee framework, provider requirements, and the respective roles and responsibilities of TXShare, participating entities, and awarded suppliers. As part of this recommendation, staff is requesting rescission of the contracts previously awarded under RFP 2026-007 and approval of awards under the reissued solicitation, RFP 2026-064. The reissued solicitation retained the same scope of services and evaluation criteria while providing additional clarity regarding the framework under which these services will be offered through the TXShare Cooperative Purchasing Program.

The reissued solicitation increased market participation and provides an opportunity to establish a broader network of qualified suppliers. Staff believe the recommended awards will provide participating entities with greater choice and access to qualified providers while more clearly establishing the framework under which these services will be offered through TXShare.

The purpose of the contract(s) is to retain the services of one or more firms that offer one or more of the below listed Service Categories:

- Service Category 1: Healthcare Benefits Brokerage-Consultant Services
- Service Category 2: Other Ancillary Goods or Services

NCTCOG prepared and re-issued a Request for Proposals (RFP) 2026-064 for Healthcare Benefits Brokerage-Consulting and Ancillary Services. Procurement details are included below:

Request for Proposals Published	06/26/2026
Request for Proposals Closed	07/24/2026
Number of Responsive Bids Received	Ten (10)
Evaluation Committee Make Up	Cities of Cedar Hill and McKinney and Cherokee County Representatives
Evaluation Criteria Summary	Project-Related Experience and Qualifications, Technical Proposal, Proposal Pricing, References, Value-added & Innovation
Vendor(s) Recommended for Award	As Listed Below

Following evaluation, the Evaluation Committee recommends that contracts be awarded to:

- Butler Benefits & Consulting, LLC, for ALL Service Categories
- Gallagher Benefit Services, Inc., for ALL Service Categories
- GBS Benefits Inc., for ALL Service Categories
- Higginbotham Public Sector, LLC, for ALL Service Categories
- HUB International Texas, Inc., for ALL Service Categories
- Kean Financial Services, Inc., dba Daybright Financial for ALL Service Categories
- Lockton-Dunning Series of Lockton Companies, LLC, for ALL Service Categories
- McGriff, a Marsh & McLennan Agency LLC, for ALL Service Categories

A draft resolution authorizing rescission of previous contract awards from RFP 2026-007 and award of new contracts with the aforementioned vendors and the service categories listed herein from RFP 2026-064 for Healthcare Benefits Brokerage/Consulting and Ancillary Services for maximum five (5) year terms is attached for Executive Board consideration. If approved, the new contracts will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendors.

I will be available at the Executive Board meeting should you have any questions.

RR

**RESOLUTION AUTHORIZING TXSHARE CONTRACTS FOR HEALTHCARE BENEFITS
BROKERAGE-CONSULTING AND ANCILLARY SERVICES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, following the initial solicitation and award process under Request for Proposals (RFP) 2026-007, authorized by the Executive Board on March 26, 2026, staff determined that additional clarification was warranted regarding the cooperative purchasing structure, provider requirements, the purpose and application of the TXShare cooperative program administrative fee, and the respective roles and responsibilities of TXShare, participating entities, and awarded suppliers; and,

WHEREAS, staff therefore recommends rescission of the contracts previously awarded under RFP 2026-007 and award of new contracts to the recommended vendors under the reissued RFP 2026-064, which retained the same scope of services and evaluation criteria while providing additional clarity regarding the framework under which such services will be offered through the TXShare Cooperative Purchasing Program; and,

WHEREAS, RFP 2026-064 for Healthcare Benefits Brokerage-Consulting and Ancillary Services was reissued, publicly advertised, and proposals were received on July 24, 2026; and,

WHEREAS, proposals were evaluated by a committee comprised of representatives from member agencies; and,

WHEREAS, following evaluation, it is recommended that contracts be awarded to Butler Benefits & Consulting, LLC, Gallagher Benefit Services, Inc., GBS Benefits Inc, Higginbotham Public Sector, LLC, HUB International Texas, Inc., Kean Financial Services, Inc., dba Daybright Financial, Lockton-Dunning Series of Lockton Companies, LLC, and McGriff, a Marsh & McLennan Agency LLC; and,

WHEREAS, these contracts are intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with applicable federal and State regulations regarding contract and procurement proceedings for this procurement 2026-064; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The March 26, 2026, contract awards under RFP 2026-007 for Healthcare Benefits Brokerage-Consulting and Ancillary Services are hereby rescinded.

Section 2. Contracts between NCTCOG and Butler Benefits & Consulting, LLC, Gallagher Benefit Services, Inc., GBS Benefits Inc., Higginbotham Public Sector, LLC, HUB International Texas, Inc., Kean Financial Services, Inc., dba Daybright Financial, Lockton-Dunning Series of Lockton Companies, LLC, and McGriff, a Marsh & McLennan Agency LLC, resulting from RFP 2026-064 for Healthcare Benefits Brokerage-Consulting and Ancillary Services for the service categories detailed in Attachment 1, for maximum five (5) year terms, be and are hereby approved.

Section 3. The Executive Director or his designee is authorized to execute necessary agreements to carry out the initiatives described herein, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

Section 4. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

TJ Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

	Service Categories	
Respondents	Category 1: Healthcare Benefits Brokerage- Consultant Services	Category 2: Other Ancillary Goods or Services
Butler Benefits & Consulting, LLC	X	X
Gallagher Benefit Services, Inc.	X	X
GBS Benefits Inc.	X	X
Higginbotham Public Sector, LLC	X	X
HUB International Texas, Inc.	X	X
Kean Financial Services, Inc., dba Daybright Financial	X	X
Lockton-Dunning Series of Lockton Companies, LLC	X	X
McGriff, a Marsh & McLennan Agency LLC	X	X



North Central Texas Council of Governments

Item 4

Exhibit: 2026-09-04-CJ

Meeting Date: September 24, 2026

Submitted By: Kelly Schmidt
Criminal Justice Program Administrator

Item Title: Resolution Endorsing the FY2027 Interlocal Cooperation Agreement with the Office of the Governor Public Safety Office

The Office of the Governor's Public Safety Office (PSO) executes a single Interlocal Cooperation Agreement with the North Central Texas Council of Governments (NCTCOG) to provide Homeland Security (HS) services and Criminal Justice (CJ) services through its Emergency Preparedness Department and Criminal Justice Program respectively.

The agreement includes two separate Statements of Work (SOWs): one outlining HS deliverables and one outlining CJ deliverables. The performance period for both SOWs is September 1, 2026, through August 31, 2027.

Emergency Preparedness Department:

The Interlocal Cooperation Agreement provides \$56,000 to manage and administer the FY2027 Homeland Security Grant Program (HSGP), the FY2027 Homeland Security Grant Program application process, and scoring for the FY2027 Non-Profit Security Grant Program.

NCTCOG annually leads the application process for the HSGP as outlined and accepted by the Regional Emergency Preparedness Advisory Committee (REPAC), the Emergency Preparedness Planning Council (EPPC), and the Executive Board. NCTCOG also provides HSGP technical assistance to local sub-grantees, including grant rules, regulations, guidance, grant application workshops, preparation / submission of applications, and the web-based grant management system.

Criminal Justice Program:

The Interlocal Cooperation Agreement provides \$240,319.30 to support criminal justice planning and coordination activities for the following grant categories: Criminal Justice Program, General Victim Assistance Program, Juvenile Justice Program, Violence Against Women Justice and Training Program, and Youth Diversion Program.

NCTCOG oversees the annual Criminal Justice grant application process in accordance with policies approved by the Criminal Justice Policy Development Committee (CJPDC) and Executive Board. NCTCOG also provides technical assistance to public and private agencies in the development and implementation of criminal justice projects, including grant application workshops, application preparation, and grant management.

A resolution endorsing the FY2027 Interlocal Cooperation Agreement with the Office of the Governor for Homeland Security services and Criminal Justice services in the approximate total amount of \$300,000 is attached for Executive Board consideration.

Maribel Martinez, Director of Emergency Preparedness, and I will be available at the Executive Board meeting to answer any questions.

**RESOLUTION ENDORSING THE FY2027 INTERLOCAL COOPERATION AGREEMENT WITH THE
OFFICE OF THE GOVERNOR PUBLIC SAFETY OFFICE**

WHEREAS, The North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the for the 16-county North Central Texas Region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG is working with local governments and others in building regional emergency preparedness capacity; and,

WHEREAS, the health, safety, and welfare of people in North Central Texas is threatened by a variety of natural and technological hazards including severe weather and terrorism; and,

WHEREAS, NCTCOG is responsible for coordinating and facilitating regional criminal justice planning and the criminal justice grant application process; and,

WHEREAS, the Office of the Governor's Public Safety Office (PSO) executed a single agreement with NCTCOG for FY2027 Criminal Justice (CJ) services and Homeland Security (HS) services; and,

WHEREAS, NCTCOG agrees that in the event of loss or misuse of the Office of Governor funds, the funds will be returned to the Office of the Governor in full.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board endorses the Interlocal Cooperation Agreement (ILA) between NCTCOG and the Office of the Governor to (1) manage and administer Homeland Security services in an approximate amount of \$56,000 and (2) provide Criminal Justice planning and coordination services in an approximate amount of \$240,319.30, for a total approximate amount of \$300,000.

Section 2. The Executive Director or his designee is authorized to apply for, accept, execute, reject, alter, or terminate the Interlocal Cooperation Agreement and any subsequent or related agreements on behalf of and in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on September 24, 2026.

TJ Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville



North Central Texas Council of Governments

Item 5

Exhibit: 2026-09-05-WD

Meeting Date: September 24, 2026

Submitted By: Phedra Redifer
Director of Workforce Development

Item Title: Resolution Authorizing the McKinney Workforce Center Lease Extension

The North Central Texas Council of Governments (NCTCOG), in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board, currently operates a workforce center located at 291 Eldorado Parkway in McKinney, Texas. The center encompasses 12,160 square feet of office space at a price of \$23.47 per square foot (including taxes, insurance, common area maintenance, and electric - excluding janitorial), and its seven (7) year lease term is scheduled to end on December 31, 2026. The building is owned by DFA, LTD.

Staff have been analyzing regional data including population growth, job growth, unemployment rates, poverty rates, and child care access to better understand how, where, and when customers are choosing to engage with and access Workforce Solutions programs and services from a short, mid, and long-term perspective.

NCTCOG staff recommends extending the current McKinney Center lease for two (2) years to allow for staff to develop a strategic and comprehensive approach to where and how many stand-alone Centers are located throughout the 14-County region. A more moderate lease extension term will provide optimal flexibility for staff to introduce a new service delivery model should the current McKinney Center model not meet the needs of evolving Workforce Solutions customer engagement behaviors. Additionally, this extension will better align the McKinney lease expiration with the Plano lease, enabling a coordinated evaluation of Workforce Center needs in Collin County.

The landlord, DFA, LTD, has agreed to a two (2) year lease extension agreement for the current McKinney Workforce Center at an average price per square foot not to exceed \$25.82. This rate includes taxes, insurance, common area maintenance, and electric, excluding janitorial. NCTCOG's real estate broker, Avison Young, conducted a current market survey of other comparable properties (see Exhibit A) and confirmed the proposed rate for this Center is within the market price for the surrounding area.

Until the strategic and comprehensive service and program delivery plan for the region is finalized, NCTCOG staff is recommending the lease extension due to the following:

- Pricing: Within market range of the McKinney area.
- Location: Favorable proximity to major roads and thoroughfares in McKinney.
- Square Footage: 12,160 square feet of usable office space.
- Lease Alignment: Better aligns with the Plano lease expiration to support a coordinated evaluation of Workforce Center needs in Collin County.

The North Central Texas Workforce Development Board recommended approval of this lease extension on September 1, 2026. A draft resolution authorizing a lease agreement with DFA, LTD is attached for Executive Board consideration. I will provide a brief presentation on this item upon request and will be available to answer any questions prior to requesting Board approval.

RESOLUTION AUTHORIZING THE MCKINNEY WORKFORCE CENTER LEASE EXTENSION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG, in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board, currently has a lease agreement with DFA, LTD, expiring December 31, 2026, for 12,160 square feet of office space for the operation of a workforce center located at 291 Eldorado Parkway in McKinney, Texas; and,

WHEREAS, the landlord has agreed to a two (2) year lease extension agreement for the current McKinney Workforce Center at an average price per square foot not to exceed \$25.82 that would include taxes, insurance, common area maintenance, and electric, excluding janitorial; and,

WHEREAS, the NCTCOG staff recommend entering into a lease extension agreement at the current location due to the favorable price, location, square footage, and term alignment with other Collin County leases; and,

WHEREAS, the North Central Texas Workforce Development Board recommended the approval of this lease extension at its September 1, 2026, meeting.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A two (2) year lease extension for the current McKinney Workforce Center with DFA, LTD at an average price per square foot not to exceed \$25.82 per square foot (including taxes, insurance, common area maintenance, and electric - excluding janitorial), be and is hereby approved.
- Section 2.** The Executive Director or his designee is authorized to execute necessary agreements to carry out the initiatives described herein, in the name of the North Central Texas Council of Governments.
- Section 3.** This resolution shall be in effect immediately upon its adoption.

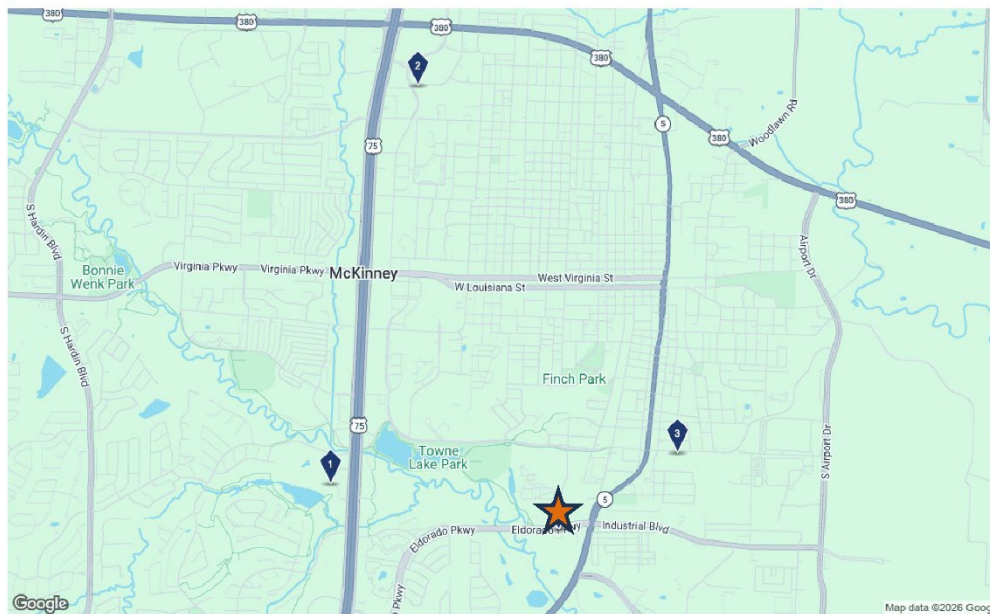
Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

Property Map Overview

★ = current location



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5/28/2026
Page 1



McKinney Comparable - Office Properties 20-May-26



North Central Texas
Council of Governments

★ = current location

Building Picture	Map #	Building Address/Name	Bldg. Size (sf)	Avail Space (sf)	% Leased	Avg. Base Rate (\$/sf)	Rate Type	OPEX* (\$/sf)	Gross Rate (\$/sf)**	Parking Ratio per 1,000 sf	Yr. Built
	1	Summit Park 2150 S Central Expressway McKinney, TX 75070	90,892	6,407	85.1%	\$22.00	NNN	\$10.80	\$32.80	4.00/1,000	2007
	2	1450 N Redbud Boulevard McKinney, TX 75069	12,446	12,446	0.0%	\$26.00	NNN	\$5.50	\$31.50	5.62/1,000	1991
	3	The Cotton Mill 610 Elm Street McKinney, TX 75069	171,071	5,700 - 15,000	49.5%	\$30.00	Elec & net of janitorial	Included in rate	\$30.00	0.97/1,000	1910; Renov 2025
	★ Current Location	291 Eldorado Parkway McKinney, TX 75069	12,160	0	100.0%	\$25.82	Full service, net of janitorial	Included in rate	\$25.82	3.7/1,000	2020
Average Gross Rate (\$/sf)			\$30.03								

* The estimated OPEX include taxes, insurance and CAM
**Gross rate equals Base Rate + Operating Expenses (NNN's)



North Central Texas Council of Governments

Item 6

Exhibit: 2026-09-06-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Agreement for Receipt of Funding and Agreements with Subrecipients for the 2026 Technology Project Identification Call for Projects

On August 13, 2026, the Regional Transportation Council (RTC) approved nine recommended projects through the 2026 Technology Project Identification (TPI) Call for Projects. The TPI Framework establishes a criteria-based process for public agencies to submit, evaluate, and advance technology-driven transportation projects that support regional safety, mobility, and operational priorities. Executive Board approval will be requested for the recommended projects and associated funding amounts identified in Attachment 1. The recommendations total \$11,243,400 in Surface Transportation Block Grant Program funds, with Category 2 Transportation Development Credits serving as the local match.

The projects will deploy a range of transportation technologies, including emergency vehicle preemption, rail-crossing detection and driver notification, intersection safety analytics, context-aware traffic calming, corridor technology improvements, and LiDAR-based detection. NCTCOG will coordinate with the selected local governments to refine project scopes and readiness, complete required Transportation Improvement Program/Statewide Transportation Improvement Program updates, and advance procurement and agreement development.

In support of NCTCOG's responsibilities as RTC's fiscal agent, Transportation Department staff evaluated the proposed funding arrangement, including the source and anticipated sufficiency of the funds and any associated budget and administrative impacts. The Executive Board is responsible for considering the funding source, sufficiency of funds, and budget and administrative information presented herein when determining whether to approve the requested action. Transportation Department staff also evaluated the financial and administrative capacity and federal compliance risk associated with the recommended subrecipients and determined the subrecipients present minimal risk of non-compliance as reflected in Attachment 1. Based on the assessment, staff recommended a minimal oversight level during the term of the agreement. The Executive Board is responsible for considering the financial and administrative capacity and federal compliance risk information presented herein when determining whether to approve the requested action.

A draft resolution authorizing a Texas Department of Transportation funding agreement and subrecipients agreements is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

NB:cc
Attachment

**RESOLUTION AUTHORIZING AGREEMENT FOR RECEIPT OF FUNDING AND
AGREEMENTS WITH SUBRECIPIENTS FOR THE 2026 TECHNOLOGY PROJECT
IDENTIFICATION CALL FOR PROJECTS**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be the regional forum for cooperative decisions on transportation; and,

WHEREAS, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone, and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

WHEREAS, Subtask 5.10 of the Fiscal Year (FY) 2026 and FY2027 Unified Planning Work Program includes the Transportation Technology and Innovation Program to identify and implement promising transportation technologies and analytic tools with the support and involvement of NCTCOG's local, State, and federal partners; and,

WHEREAS, on August 13, 2026, the RTC approved nine recommended projects and associated funding totaling \$11,243,400 in Surface Transportation Block Grant Program funds, with Category 2 Transportation Development Credits serving as the local match; and,

WHEREAS, NCTCOG will enter into Interlocal Agreements with participating public agencies to outline the roles and responsibilities of each party and provide funding to implement the approved projects, as authorized by the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to receive Surface Transportation Block Grant Program funds and associated Transportation Development Credits as local match in the amount of approximately \$11,243,400.

Section 2. The Executive Board accepts the fiduciary responsibility to administer the planning and implementation programs carried out with these funds.

- Section 3.** The Executive Director or his designee is authorized to enter into an agreement with the Texas Department of Transportation for the project specified in Section 1.
- Section 4.** Agreements between NCTCOG and the participating public agencies for the projects in an amount not to exceed \$11,243,000 as outlined in Attachment 1, be and are hereby approved.
- Section 5.** NCTCOG is authorized to expend funds for the project in the amount specified in Section 4. Costs exceeding amounts in Section 4 would be brought back to the Executive Board for further consideration.
- Section 6.** These funds shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.
- Section 7.** The Executive Director or his designee is authorized to execute the necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiative described herein.
- Section 8.** This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

Technology Project Identification (TPI) Framework
September 24, 2026

Local Government(s)	TR Risk Determination	Oversight Level Assigned	Project(s) Title	Federal Funds (Transportation Development Credits as Local Match)
City of Frisco	Minimal	Minimal	Next-Generation Regional Emergency Vehicle Preemption	\$1,900,000
City of McKinney	Minimal	Minimal	Next-Generation Regional Emergency Vehicle Preemption	\$1,200,000
City of Allen	Minimal	Minimal	Next-Generation Regional Emergency Vehicle Preemption	\$1,070,000
Cities of DeSoto, Duncanville, and Cedar Hill	Minimal	Minimal	Best Southwest Cities Emergency Vehicle Preemption and Priority Project	\$1,964,400
City of Denton	Minimal	Minimal	Vision Zero Intelligent Safety Corridor: Context-Aware Traffic Calming System Deployment on High Injury Network Segments	\$800,000
City of Arlington	Minimal	Minimal	Smart Rail Crossing Safety Infrastructure Expansion	\$980,000
City of Arlington	Minimal	Minimal	Smart Intersection Safety Analytics Deployment	\$950,000
City of Fort Worth	Minimal	Minimal	East Berry Street from I-35W to Miller Avenue Technological Advancements	\$2,129,000
City of Southlake	Minimal	Minimal	Next Generation Smart Intersection Detection Upgrade (LiDAR Deployment)	\$250,000
Total Federal Funds				\$11,243,400

Note: Category 2 Transportation Development Credits (TDCs) will serve as the local match.



North Central Texas Council of Governments

Item 7

Exhibit: 2026-09-07-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Agreements with Subrecipients of the Traffic Signal Equipment Standardization and Upgrade Program

The Regional Transportation Council (RTC) approved the project selection process for traffic signal equipment upgrades under the Traffic Signal Equipment Standardization and Upgrade Program on March 13, 2025. Subrecipients were identified using the regional traffic signal equipment inventory, through which staff identified locations where traffic signal equipment did not meet the region's minimum coordination equipment standards and prioritized targeted upgrades that would most effectively improve traffic operations and reduce congestion.

Through this data-driven process, a total of 21 subrecipients were selected for funding. Staff recommended subawards to ten agencies with total project costs of \$150,000 or less which will utilize up to \$750,000 in Surface Transportation Block Grant (STBG) funds and 150,000 in Transportation Development Credits provided in lieu of local match to be administered by the North Central Texas Council of Governments. An additional eleven subrecipients with total costs exceeding \$150,000 were programmed directly in the Transportation Improvement Program (TIP) to be implemented by the awarding agency. Additional information is provided in the attached.

In support of NCTCOG's responsibilities as RTC's fiscal agent, Transportation Department staff evaluated the financial and administrative capacity and federal compliance risk associated with the recommended subrecipients and determined the subrecipients present minimal risk of non-compliance as reflected in Attachment 1. Based on the assessments, staff recommended a minimal oversight level during the term of the agreements. The Executive Board is responsible for considering the financial and administrative capacity and federal compliance risk information presented herein when determining whether to approve the requested action.

A draft resolution authorizing the execution of agreements with the selected subrecipients is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

GM
Attachment

RESOLUTION AUTHORIZING AGREEMENTS WITH SUBRECIPIENTS OF THE TRAFFIC SIGNAL EQUIPMENT STANDARDIZATION AND UPGRADE PROGRAM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone, and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

WHEREAS, Subtask 3.07 of the Fiscal Year (FY) 2026 and FY2027 Unified Planning Work Program includes a Regional Traffic Signal Program to improve the arterial transportation system, including frontage roads, in the Dallas-Fort Worth region; and,

WHEREAS, on March 13, 2025, the RTC approved the project selection process for traffic signal equipment upgrades under the Traffic Signal Equipment Standardization and Upgrade Program; and,

WHEREAS, projects were identified using the regional traffic signal equipment inventory, through which staff identified locations where traffic signal equipment did not meet the region's minimum coordination equipment standards and prioritized targeted upgrades to improve traffic operations and reduce congestion; and,

WHEREAS, through this data-driven process, a total of 21 subrecipients were selected, including ten projects with total costs of \$150,000 or less to be funded through subrecipient agreements and eleven projects with total costs exceeding \$150,000 programmed directly in the Transportation Improvement Program (TIP); and,

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code provides authority for NCTCOG and local governments to enter into an agreement for the provision of governmental functions and services of mutual interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Agreements between NCTCOG and the selected subrecipients for the Traffic Signal Equipment Standardization and Upgrade Program, for a total amount not to exceed \$750,000 (comprised of \$750,000 in Surface Transportation Block Grant Program funds and 150,000 Transportation Development Credits provided in lieu of local cash match), as outlined in Attachment 1, be and are hereby approved.

Section 2. The Executive Director or his designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 3. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

Traffic Signal Equipment Standardization and Upgrade Program ^{1,2}					
Subrecipients (Less than \$150,000), funded from the \$5,977,580 allocated to NCTCOG					
Subrecipient	TR Risk Determination	Oversight Level Assigned	Federal Funding	Transportation Development Credits	Total Project Cost
Colleyville	Minimal	Minimal	\$55,000	11,000	\$55,000
Duncanville	Minimal	Minimal	\$101,000	20,200	\$101,000
Highland Park	Minimal	Minimal	\$107,000	21,400	\$107,000
Hurst	Minimal	Minimal	\$8,000	1,600	\$8,000
Kaufman	Minimal	Minimal	\$32,000	6,400	\$32,000
McKinney	Minimal	Minimal	\$137,000	27,400	\$137,000
Richland Hills	Minimal	Minimal	\$80,000	16,000	\$80,000
Rockwall	Minimal	Minimal	\$29,000	5,800	\$29,000
Saginaw	Minimal	Minimal	\$61,000	12,200	\$61,000
Wylie	Minimal	Minimal	\$140,000	28,000	\$140,000
Total			\$750,000	150,000	\$750,000
Notes: 1 A 3% contingency allowance has been applied to the total cost reflected in the table to account for potential cost increases and unforeseen expenses. 2 Funding amounts by agency may be adjusted, as needed, in accordance with the Regional Transportation Council's Transportation Improvement Program modification policy for "Increased Flexibility for Traffic Signal, Intersection Improvement, ITS, and 'Grouped' Projects," provided that the adjustments do not exceed \$400,000.					



North Central Texas Council of Governments

Item 8

Exhibit: 2026-09-08-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Purchase and Placement of Education Campaigns for Transportation Initiatives in Fiscal Year 2027

Since January 2014, the Executive Board has approved education campaign funding annually for various transportation programs. Fiscal Year (FY) 2027 Education Campaigns for Transportation Initiatives are ready to move forward and have been included in the FY2026 and FY2027 Unified Planning Work Program (UPWP), which was approved by the Regional Transportation Council (RTC) and Executive Board.

Combining education campaign efforts within the Transportation Department has resulted in increased website traffic, greater public participation, and lower costs. Additional benefits received include efficiencies with media outlets such as improved staff coordination; increased timeliness; a broader audience reach, including historically underserved populations; and cross-program communication. Education campaigns will be in multiple languages and may be presented through out-of-home advertising, print, screen, social media, digital, and audio platforms. Fiscal year 2027 education campaigns will support the activities listed below:

- Public Involvement
- Drive Aware North Texas
- Bicycle/Pedestrian Safety (Look Out Texans)
- Unmanned Aircraft Safety
- Car Care Awareness
- Ozone Season Emissions Reduction Campaign (Air North Texas)
- Flexible Funding for Public Involvement/Notifications

This request goes through a risk analysis to determine those items necessary to support federal requirements, awarded grants, and initiatives related to transportation safety. Attachment 1 to the memo contains a summary of activities, description of each of the programs and a risk assessment of each of the programs. In addition, Attachment 2 to the memo identifies the funding shares by purpose. Attachment 1 to the resolution contains the funding sources and amounts, including match. In its role as the RTC' fiscal agent, staff is seeking Executive Board approval to spend up to \$1,246,250 for the purchase and placement of department education campaigns that will initiate in FY2027.

In support of NCTCOG's responsibilities as RTC's fiscal agent, Transportation Department staff will procure the purchase of education campaigns in accordance with applicable state and federal requirements. The Executive Board is responsible for considering the procurement method and compliance information presented herein when determining whether to approve the requested action.

Additional information and a draft resolution authorizing the purchase and placement of Transportation Department education campaigns is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

WV:kw
Attachments

**RESOLUTION AUTHORIZING PURCHASE AND PLACEMENT OF EDUCATION
CAMPAIGNS FOR TRANSPORTATION INITIATIVES IN FISCAL YEAR 2027**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, there has been significant regional interest to enhance coordination, communication, and awareness of various programs administered by NCTCOG; and,

WHEREAS, it has become beneficial for various NCTCOG Transportation Department program areas to administer and coordinate multimedia education campaigns in an effort to reach all audiences efficiently, effectively, and responsibly.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to enter into agreements with various multimedia outlets for the purchase and placement of education campaigns initiated in Fiscal Year 2027 for Transportation Department Initiatives in an amount up to \$1,246,250, as reflected in Attachment 1.

Section 2. The Executive Director or his designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 3. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

Summary and Risk Assessment
Education Campaigns for Transportation Initiatives in Fiscal Year 2027

Public Involvement, which focuses on notifications of public input/meetings, aims to provide reasonable opportunities for the public to learn about and comment on the region's transportation plans according to requirements of the Infrastructure Investment and Jobs Act. Public meetings and other opportunities allow North Texans to learn about and provide input on transportation and air quality in the region and help set priorities for the future. This line item includes notices for federally required public meetings, notices for project specific public meetings, as well as other public information notices about transportation and air quality programs.

Risk Assessment: Significant risks are associated with not completing paid education efforts for Public Involvement in Fiscal Year (FY) 2027.

- Contract Commitments: The Infrastructure Investment and Jobs Act requires Metropolitan Planning Organizations to provide notification of public meeting opportunities on transportation planning activities.
- Program Effectiveness: Paid advertising is a highly effective method to notify the public about upcoming public meeting opportunities. Meeting date, time, location, topics, and ability to find information and comment online is provided in the notices. Advertising through newspapers and social media is the most successful, cost-effective means of reaching the general public.

Funding Request as Approved by the RTC: \$155,250 of Transportation Planning Funds (TPF), Surface Transportation Block Grant Program (STBG) funds, Congestion Mitigation and Air Quality Improvement (CMAQ) funds, Environmental Protection Agency (EPA) funds, Regional Toll Revenue (RTR) funds, Regional Transportation Council (RTC) Local funds, Local funds, and Federal Highway Administration (FHWA) funds. Private funds will be used as a portion of the local match and Transportation Development Credits (TDCs) in lieu of cash match will also be used as match.

Drive Aware North Texas is an educational campaign aimed at improving negative driver behaviors that are the leading contributing factors for serious injury and fatality crashes in the North Texas region. The current areas of concern are speeding, distracted driving, impaired driving and wrong way driving. Fatal and serious injury crashes began to rise at an alarming rate during the COVID-19 pandemic. Although we have started to see decreases in fatality crashes in our region, the number of incidents still exceeds the pre-pandemic level for serious injury and fatality crashes. Speeding has by far been the highest contributing factor for fatal and serious injury crashes. A regional campaign to educate all North Texas drivers about the importance of safe driving is integral to developing a culture of safety for shared roadways in the North Texas area. Messaging will emphasize the dangers of speeding and include other reckless driver behaviors. All messaging will be aimed at improving negative driver behavior and establishing respect between North Texas drivers.

Risk Assessment: Significant risks are associated with not completing paid education efforts for the Drive Aware North Texas campaign initiative in FY2027.

- Institutional/Relationship Risk: In 2017, the RTC established the regional safety position that “Even one death on the transportation system is unacceptable. Staff will collaborate with our partners to develop projects, programs, and policies that assist in eliminating serious injuries and fatalities across all modes of travel.” The RTC’s safety position aligns with the Texas Transportation Commission’s minute order from May 30, 2019, which states: “The Texas Transportation Commission directs the Texas Department of Transportation to work toward the goal of reducing the number of deaths on Texas roadways by half by the year 2035 and to zero by the year 2050. The commission acknowledges a majority of motor vehicle crashes can be prevented, thereby reducing fatalities.” In support of these positions NCTCOG developed the NCTCOG Roadway Safety Plan which was developed as a catalyst and guide towards promoting safety in all roadway projects and programs. NCTCOG recognizes that safety is a shared responsibility and encourages our partners and the public to do their part in making our roads safer.
- Contract Commitments: The funding agreement with the Texas Department of Transportation for the Regional Safety Program includes paid education strategies for Drive Aware North Texas.
- Program Effectiveness: Paid education is a highly effective method to educate the driving public about the importance of reducing negative driver behaviors. Greater awareness and providing tips to reduce these behaviors will assist in reducing fatality and serious injury crashes which in turn may have a positive impact on the frequency of crashes, reduce incident-related congestion or non-recurring delay, improve traffic flow and improve air quality.
- RTC/Executive Board Policy: In 2017, the RTC established the regional safety position that “Even one death on the transportation system is unacceptable. Staff will collaborate with our partners to develop projects, programs, and policies that assist in eliminating serious injuries and fatalities across all modes of travel.” The Regional Safety Advisory Committee and the RTC also endorsed the goals of the NCTCOG Roadway Safety Plan, which includes the development of behavioral and educational countermeasures that address dangerous driving behaviors. Safety policies aimed at reducing serious injury and fatality crashes are also included in the Metropolitan Transportation Plan.

Funding Request as Approved by the RTC: \$300,000 of STBG funds and RTC Transportation Development Credits (TDCs) in lieu of cash match.

The Bicycle/Pedestrian Safety Program (Look Out Texans) is an education campaign aimed at increasing safety for all road users in North Texas by educating pedestrians, bicyclists, and motorists on their rights and responsibilities while using the roadway. Messaging will focus on encouraging more individuals to bicycle and walk, and to do so in a safe manner. Messaging will also include tips for drivers to encourage safe driving behavior to protect bicyclists and pedestrians traveling on or near the road.

Messaging will be strategically directed toward demographics at the greatest risk of injury or death, with paid education tailored to specific times of year. For example, safety messaging is targeted at motorists during back-to-school season in August, when more young pedestrians and bicyclists are on the road.

Risk Assessment: Significant risks are associated with not completing paid education efforts for the Bicycle/Pedestrian Safety (Look Out Texans) Program campaign initiative in FY2027.

- Contract Commitments: The funding agreement with the Texas Department of Transportation includes paid advertising strategies for the continuation of the Look Out Texans education campaign which depends on paid advertising outreach tools.
- Program Effectiveness: Paid advertising is a highly effective method to educate the public about rights and responsibilities when walking, biking, or driving on roadways throughout North Texas. Reducing risky behaviors leading to serious injuries and fatalities is critical for increasing safety for all road users. Advertising through digital outreach, social media, transit vehicles, etc. is the most successful means of reaching targeted demographics in the region such as young adults and protected Title VI populations at the greatest risk of injury or death on the region's roadways.

Funding Request as Approved by the RTC: \$495,000 of STBG funds and RTC Transportation Development Credits (TDCs) in lieu of cash match.

The North Texas Airspace Awareness pilot program was initiated to address a critical need for an integrated airspace management system in the region. This initiative brought together technology providers, municipal governments, and other stakeholders to develop a system that could safely and efficiently manage manned and unmanned air traffic in densely populated urban environments. Safely integrating Advanced Air Mobility (AAM), autonomous beyond visual line of sight flights, and small drone deliveries in the region requires PSUs and/or UTM Services. These services are integral to increasing safety, executing flight plans, balancing airspace capacity, providing aircraft conflict resolutions, enhancing adherence to federal, state, and local regulations, and providing additional emergency services. Therefore, competing providers must integrate cooperatively into a large metropolitan area to provide the highest degree of safety. Having these platforms operating independently of each other leaves gaps in regional safety that require mitigation. This advertising effort will promote the program to the region's drone operators to ensure they understand how to use the platform under development.

Risk Assessment: Significant risks are associated with not completing paid education efforts for the North Texas Airspace Awareness pilot program in FY2027.

- Program Effectiveness: Paid advertisement is a highly effective method to encourage the public to utilize new safety programs regarding drone technology. Greater participation in this awareness program will result in safer skies.

Funding Request as Approved by the RTC: \$11,000 of RTC Local funds.

The North Texas Car Care Awareness Program partners with nonprofit and community organizations, as well as local auto repair facilities, to educate North Texans about proper vehicle maintenance and how to respond when a check engine light illuminates. Through partner clinics or community events, NCTCOG also provides information and resources to help motorists comply with the state's Vehicle Inspection and Maintenance Program while supporting efforts to reduce vehicle emissions in the Dallas-Fort Worth region.

Risk Assessment: Significant risks are associated with not completing paid education efforts for the Car Care Awareness Program in FY2027.

- State Implementation Plan/Weight of Evidence: Car Care Awareness was included in the most recent SIP weight of evidence category and if air quality improvements are not met the region could face sanctions in the future.
- Program Effectiveness: Paid education is the most effective way to focus on informing motorists that emissions inspections remain required in certain counties, raising awareness about the risks of clean scanning inspection scams, and promoting free car care clinics that connect residents with trusted vehicle maintenance information and resources. Together, these efforts help drivers keep their vehicles safe, legal, and operating more cleanly for the benefit of the entire region.

Funding Request as Approved by the RTC: \$40,000 of STBG funds and RTC Transportation Development Credits (TDCs) in lieu of cash match.

The Ozone Season Emissions Reduction Campaign promotes transportation-related clean air strategies and activities in the Dallas-Fort Worth nonattainment area. Air North Texas is the ozone season emission reduction campaign and partnership that promotes a consistent and comprehensive message about the importance of clean air. It is a resource for clean air issues and hosts an annual Clean Air Action Day to encourage North Texans to do at least one thing to improve air quality. The campaign has the support of a task force made up of government agencies, nonprofit organizations, transportation authorities, and higher education partners.

Risk Assessment: Significant risks are associated with not completing paid education efforts for the Ozone Season Emissions Reduction Campaign (Air North Texas) in FY2027.

- State Implementation Plan/Appendix E: Local Initiatives submitted by North Central Texas Council of Governments: Air North Texas was included in the most recent SIP Appendix E: Local Initiatives section, and if air quality improvements are not met, the region could face sanctions in the future.
- Program Effectiveness: In years when paid education efforts have been utilized for the Air North Texas campaign, a large increase in website views has been documented (155% increase) when compared to years with no paid education efforts.

Funding Request as Approved by the RTC: \$205,000 of CMAQ funds, STBG funds, and RTC Transportation Development Credits (TDCs) in lieu of cash match.

Summary and Risk Assessment
Education Campaigns for Transportation Initiatives in Fiscal Year 2027

	Public Involvement	Safety			Air Quality	
	Public Involvement	Drive Aware NTX	Look Out Texans	UAS	Car Care Awareness	Ozone Season Emissions Reduction Campaign (Air North Texas)
Specific Paid Education Included in Original Funding Request	\$155,250	\$300,000	\$495,000	\$11,000	\$40,000	\$205,000
Institutional/Relationship Risk (Risk = damage to relationships with partner organizations)	✓	✓	✓	✓	✓	✓
Contract Commitments (Risk = Funding Agreements or Consultant Agreements Include Paid Education Efforts)	✓	✓	✓	✓	✓	✓
Congestion Management Process (Risk = Without Paid Education Efforts Other, Less Effective Congestion Management Strategies Will Need To Be Implemented)	✓	✓	✓	✓	✓	✓
Air Quality Conformity (Risk = Without Paid Education Efforts Other, Less Effective Air Quality Improvement Strategies Will Be Implemented)	✓	✓	✓	✓	✓	✓
State Implementation Plan/Weight of Evidence (Risk = Potential Sanctions for Not Achieving Air Quality Improvements)	✓	✓	✓	✓	✓	✓
Program Effectiveness (Risk = Overall Program Not As Effective Without Paid Education of Program)	✓	✓	✓	✓	✓	✓
RTC/Executive Board Policy (Risk = Not Able to Carry Out Policy Without Paid Education)	✓	✓	✓	✓	✓	✓

✓ No Risk
✓ Significant Risk

FY2027 PURCHASE AND PLACEMENT OF EDUCATION CAMPAIGNS FOR TRANSPORTATION INITIATIVES

Purpose	Share
Public Involvement	12%
Safety	65%
Air Quality	20%
Contingency	3%

Purchase and Placement of Education Campaigns for Transportation Initiatives for FY2027					
Program Name	Funding Source	Funding Amount	Match Source	Match Total	Total
Public Involvement	TPF/STBG/CMAQ/ EPA/RTR/RTC Local/FHWA/ Private	\$ 155,000	TDCs/Local/ Private	27,250	\$ 155,250
Drive Aware North Texas (SAFETY)	STBG	\$ 300,000	TDCs	60,000	\$ 300,000
Bicycle/Pedestrian Safety (Look Out Texans) (SAFETY)	STBG	\$ 495,000	TDCs	99,000	\$ 495,000
Unmanned Aircraft Safety (SAFETY)	RTC Local	\$ 11,000	N/A	-	\$ 11,000
Car Care Awareness (AIR QUALITY)	STBG	\$ 40,000	TDCs	8,000	\$ 40,000
Ozone Season Emissions Reduction Campaign (Air North Texas) (AIR QUALITY)	CMAQ & STBG	\$ 205,000	TDCs	41,000	\$ 205,000
Flexible Funding*	STBG/CMAQ/ TPF/FTA/RTR/ LOCAL/RTC LOCAL/ FHWA	\$ 40,000	TDCs/TBD	8,000	\$ 40,000
OVERALL TOTAL		\$ 1,246,000		243,250	\$ 1,246,250



North Central Texas Council of Governments

Item 9

Exhibit: 2026-09-09-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Endorsing Submittal of 2026 Bus and Bus Facilities and Low or No Emissions Grant Program Applications to the Federal Transit Administration

In July 2026, the Federal Transit Administration (FTA) released the Low or No Emission and Grants for Buses and Bus Facilities Competitive Programs Fiscal Year 2026 Notice of Funding Opportunity (NOFO), which is expected to award approximately \$610 million for modernizing bus fleets, improving bus facilities, and supporting workforce development under two separate programs. Applications were due by September 21, 2026.

The North Central Texas Council of Governments (NCTCOG) submitted two proposals. One to Bus and Bus Facilities, and another to both FTA programs on behalf of the region for an award of approximately \$1,500,000 to procure vehicles, charging infrastructure, and protective canopies, awnings, or other coverings for the small transit providers in the region to improve fleets. The Regional Transportation Council approved the submittal of the regional project on September 11, 2026, including the use of up to 244,000 Transportation Development Credits in lieu of local match for this project.

In support of NCTCOG's responsibilities as RTC's fiscal agent, Transportation Department staff evaluated the funding and match requirements, administrative responsibilities, staff resources, and applicable compliance obligations associated with the grant opportunity. Transportation Department staff conducted a compliance risk review of the grant opportunity and identified no material federal compliance issues associated with administration of the proposed award. The Executive Board is responsible for considering NCTCOG's fiscal and administrative capacity to administer the grant and the compliance information presented herein when determining whether to approve the requested action.

A draft resolution endorsing the project proposal for the Fiscal Year 2026 Bus and Bus Facilities and Low or No Emissions Grant Program Applications is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

BG
Attachment

RESOLUTION ENDORSING SUBMITTAL OF 2026 BUS AND BUS FACILITIES AND LOW OR NO EMISSIONS GRANT PROGRAM APPLICATIONS TO THE FEDERAL TRANSIT ADMINISTRATION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

WHEREAS, NCTCOG is a Designated Recipient for Federal Transit Administration (FTA) Urbanized Area Formula Program, Enhanced Mobility of Seniors and Individuals with Disabilities Program, and Bus and Bus Facilities Program funds in the Dallas-Fort Worth-Arlington, Denton-Lewisville, and McKinney-Frisco Urbanized Areas, as delegated by the Governor of the State of Texas; and,

WHEREAS, Subtask 3.05 of the Fiscal Year (FY) 2026 and FY2027 Unified Planning Work Program provides for NCTCOG to serve as the federal grantee for local public transit providers operating service in the Dallas-Fort Worth-Arlington, Denton-Lewisville, and McKinney-Frisco Urbanized Areas, with responsibilities of administration, grant management and compliance for FTA formula programs; and,

WHEREAS, FTA has made funding available through the FY2026 Low or No Emission and Grants for Buses and Bus Facilities Competitive Programs for projects, which include acquisition of low-emission buses and supporting infrastructure; and,

WHEREAS, on September 11, 2026, the RTC approved the submittal of project applications under both the Low or No Emission and the Grants for Buses and Bus Facilities Competitive Programs.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** The NCTCOG Executive Board endorses the submittal of grant applications to FTA under the FY2026 Low or No Emission and Grants for Buses and Bus Facilities Competitive Programs in a total amount of up to \$1,500,000 with Transportation Development Credits (TDCs) being used in lieu of local cash match, to procure vehicles, charging infrastructure, and protective coverings for small transit providers.
- Section 2.** NCTCOG is authorized to receive up to \$1,500,000 from FTA for project implementation.
- Section 3.** These funds shall be incorporated into the appropriate fiscal year budget(s) and Unified Planning Work Program.
- Section 4.** The Executive Director or his designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.
- Section 5.** This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville



North Central Texas Council of Governments

Item 10

Exhibit: 2026-09-10-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Approving Modifications to the FY2026 and FY2027
Unified Planning Work Program for Regional Transportation Planning

The Unified Planning Work Program for Regional Transportation Planning (UPWP) is required by federal and State transportation planning regulations and provides a summary of the transportation and related air quality planning tasks to be conducted by Metropolitan Planning Organization (MPO) staff. The FY2026 and FY2027 UPWP was approved by the Regional Transportation Council (RTC) and North Central Texas Council of Governments (NCTCOG) Executive Board in July 2025 and identifies the activities to be carried out between October 1, 2025, and September 30, 2027. Modifications to the Work Program are being proposed and are noted below. The Regional Transportation Council approved the proposed modifications at its September 11, 2026, meeting.

The following modification reflects a new initiative proposed for inclusion in the Unified Planning Work Program that has not yet been approved by the Executive Board:

- 1.02 Program and Policy Administration – Strategic Vision Plan 2050 (add initiative and program \$50,000 in Transportation Planning Funds [TPF] in FY2027 to support Transportation Department staff work activities as needed relative to transportation elements of the North Central Texas Council of Governments' strategic vision plan [funding included in the FY2027 TPF Allocation table below])

The following modifications affect existing projects for which financial adjustments are being proposed:

FY2026 and FY2027 Budget/Funding Adjustments:

A reallocation of resources across various UPWP Subtasks are noted in the tables below, resulting from previous RTC and Executive Board actions, proposed Executive Board action in this amendment, and NCTCOG's FY2027 budget development. The changes are highlighted by funding source – Transportation Planning Funds and non-Transportation Planning Funds (Congestion Mitigation and Air Quality Improvement

Program [CMAQ], Department of Energy [DOE], Environmental Protection Agency [EPA], Federal Highway Administration [FHWA], Federal Railroad Administration [FRA], Federal Transit Administration Section 5307 [FTA 5307], Federal Transit Administration [FTA], Local, North Texas Tollway Authority [NTTA], Regional Toll Revenue [RTR], Surface Transportation Block Grant Program [STBG], and Texas Mobility Funds [TMF]).

FY2027 Allocation of Transportation Planning Funds

Subtask	Subtask Title	FY2027 Totals		
		Current	Proposed	Variance
1.01	Community Outreach	\$3,394,072	\$3,223,822	(\$170,250)
1.02	Program and Policy Administration	\$268,117	\$337,615	\$69,498
1.03	Fiscal Management	\$0	\$0	\$0
1.04	Computer and Audio/Video Resources	\$172,509	\$299,262	\$126,753
	Task 1 - Administration and Management	\$3,834,698	\$3,860,699	\$26,001
2.01	Development of Travel Models	\$485,313	\$503,454	\$18,141
2.02	Transportation Data Collection and Development	\$223,431	\$280,896	\$57,465
2.03	Model Applications	\$634,960	\$657,944	\$22,984
2.04	Demographic Data and Forecasts	\$650,548	\$812,438	\$161,890
2.05	Data Management	\$1,070,390	\$1,214,335	\$143,945
2.06	Ensuring Nondiscrimination in MPO Planning/Program Activities	\$115,353	\$63,742	(\$51,611)
2.07	Performance-based Planning and Coordination	\$142,372	\$146,930	\$4,558
	Task 2 - Transportation Data Development and Maintenance	\$3,322,367	\$3,679,739	\$357,372
3.01	Transportation Project Programming	\$2,027,506	\$2,012,728	(\$14,778)
3.02	Regional Air Quality Planning	\$744,077	\$937,760	\$193,683
3.03	Air Quality, Fuels, and Energy Management and Operations	\$0	\$0	\$0
3.04	Public Transportation Planning	\$1,025,704	\$1,034,994	\$9,290
3.05	Transit Management and Operations	\$0	\$0	\$0
3.06	Congestion Management Planning	\$656,783	\$741,133	\$84,350
3.07	Congestion Management Operations	\$0	\$0	\$0
	Task 3 - Short-Range Planning, Programming, and Operations	\$4,454,070	\$4,726,615	\$272,545
4.01	Metropolitan Transportation Planning	\$2,110,643	\$1,738,314	(\$372,329)
4.02	Coordination of Transportation and Environmental Planning Processes	\$281,627	\$286,298	\$4,671
4.03	Understanding the Public Return on Investment for Transportation Funding	\$34,294	\$63,742	\$29,448
	Task 4 - Metropolitan Transportation Plan	\$2,426,564	\$2,088,354	(\$338,210)
5.01	Regional Transportation Studies	\$1,239,782	\$1,117,102	(\$122,680)
5.02	Subarea Studies and Local Government Assistance	\$1,127,547	\$904,269	(\$223,278)
5.03	Land-Use/Transportation Initiatives	\$707,705	\$688,195	(\$19,510)
5.04	Transportation Asset Management	\$102,882	\$100,474	(\$2,408)
5.05	Transportation System Security and Emergency Preparedness	\$31,176	\$32,411	\$1,235
5.06	Regional Freight Planning	\$4,157	\$0	(\$4,157)
5.07	Roadway and Railroad Safety	\$362,686	\$373,808	\$11,122
5.08	Regional Aviation Planning and Education	\$207,843	\$217,154	\$9,311
5.09	Regional Military and Community Coordination	\$58,196	\$121,001	\$62,805
5.10	Transportation Technology and Innovation Program	\$257,725	\$280,896	\$23,171
5.11	North Texas Center for Mobility Technologies	\$0	\$0	\$0
5.12	Red River Navigation System Feasibility Study	\$0	\$0	\$0
5.13	Alternative Fuel Corridor Planning	\$235,902	\$182,582	(\$53,320)
	Task 5 - Special Studies	\$4,335,601	\$4,017,892	(\$317,709)
	FUNDING TOTALS	\$18,373,299	\$18,373,299	\$0

Non-TPF FY2026 Funding Adjustments

Funding Source	UPWP Subtasks	FY2026 Totals		
		Current	Proposed	Variance
DOE	3.03 Air Quality, Fuels, and Energy Management and Operations – Increase \$107,500	\$1,084,000	\$1,191,500	\$107,500
Local	1.04 Computer and Audio/Video Resources – Increase \$250,000	\$38,880,585	\$39,130,585	\$250,000

Non-TPF FY2027 Budget Adjustments

Funding Source	UPWP Subtasks	FY2027 Totals		
		Current	Proposed	Variance
CMAQ	3.07 Congestion Management Operations – Increase \$856,000	\$3,605,000	\$4,461,000	\$856,000
DOE	3.03 Air Quality, Fuels, and Energy Management and Operations – Increase \$848,000	\$312,000	\$1,160,000	\$848,000
EPA	3.02 Regional Air Quality Planning – Increase \$56,000	\$25,795,000	\$25,851,000	\$56,000
FHWA	3.03 Air Quality, Fuels, and Energy Management and Operations – Increase \$8,051,000			
	5.07 Roadway and Railroad Safety – Increase \$487,000	\$18,071,000	\$26,609,000	\$8,538,000
FRA	5.01 Regional Transportation Studies – Increase \$297,000	\$0	\$297,000	\$297,000
FTA 5307	3.04 Public Transportation Planning – Increase \$449,000			
	3.05 Transit Management and Operations – Increase \$2,638,000	\$7,117,000	\$10,204,000	\$3,087,000
FTA	3.05 Transit Management and Operations – Increase \$2,700,000			
	5.03 Land-Use/Transportation Initiatives – Increase \$315,000			
	5.06 Regional Freight Planning – Increase \$21,419,000	\$5,415,000	\$29,849,000	\$24,434,000
Local	1.02 Program and Policy Administration – Increase \$1,000,000			
	3.03 Air Quality, Fuels, and Energy Management and Operations – Increase \$2,151,000			
	3.05 Transit Management and Operations – Increase \$2,065,000			
	3.07 Congestion Management Operations – Increase \$135,000			
	4.02 Coordination of Transportation and Environmental Planning Processes – Increase \$175,000			
	5.06 Regional Freight Planning – Increase \$41,250,000			
	5.08 Regional Aviation Planning and Education – Increase \$652,000			
	5.12 Red River Navigation System Feasibility Study – Increase \$200,000	\$23,822,500	\$71,450,500	\$47,628,000
NTTA	5.01 Regional Transportation Studies – Increase \$35,000	\$0	\$35,000	\$35,000
RTR	3.01 Transportation Project Programming – Increase \$25,000			
	3.04 Public Transportation Planning – Increase \$163,000			
	3.05 Transit Management and Operations – Increase \$631,000			
	5.07 Roadway and Railroad Safety – Increase \$122,000	\$6,363,000	\$7,304,000	\$941,000

Non-TPF FY2027 Budget Adjustments (Continued)

Funding Source	UPWP Subtasks	FY2027 Totals		
		Current	Proposed	Variance
STBG	2.01 Development of Travel Models – Increase \$936,000 2.02 Transportation Data Collection and Development – Increase \$405,000 3.03 Air Quality, Fuels, and Energy Management and Operations – Increase \$887,000 3.04 Public Transportation Planning – Increase \$248,000 3.07 Congestion Management Operations – Increase \$2,031,000 5.01 Regional Transportation Studies – Increase \$2,620,000 5.03 Land-Use/Transportation Initiatives – Increase \$200,000 5.04 Transportation Asset Management – Increase \$547,000 5.06 Regional Freight Planning – Increase \$2,965,000	\$28,701,800	\$39,540,800	\$10,839,000
TMF	5.06 Regional Freight Planning – Increase \$7,500,000	\$0	\$7,500,000	\$7,500,000

Specific Projects:

- 1.02 Program and Policy Administration – Program Administration (add \$150,000 in Regional Transportation Council Local funds in FY2027 to support expenses associated with temporary and permanent work status for Transportation Department employees [funding included in the non-TPF FY2027 Budget Adjustment table above])
- 1.04 Computer and Audio/Video Resources (add \$250,000 in Regional Transportation Council Local funds in FY2026 to purchase two Geographic Information System (GIS) servers to support implementation of a high-performance GIS computing environment [funding included in the non-TPF FY2026 Funding Adjustment table above])

In support of NCTCOG's responsibilities as RTC's fiscal agent, Transportation Department staff evaluated the organizational, administrative, and compliance implications associated with implementation of the proposed UPWP modifications. The Executive Board is responsible for considering the organizational impacts and compliance information presented herein when determining whether to approve the requested action.

Additional information and a draft resolution authorizing approval of the proposed UPWP modifications are attached for Executive Board consideration. Staff will be available to answer any questions prior to requesting Board approval.

va
Attachments

RESOLUTION APPROVING MODIFICATIONS TO THE FY2026 AND FY2027 UNIFIED PLANNING WORK PROGRAM FOR REGIONAL TRANSPORTATION PLANNING

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be the regional forum for cooperative decisions on transportation; and,

WHEREAS, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

WHEREAS, federal law, the Infrastructure Investment and Jobs Act, assigns the MPO the responsibility for carrying out the metropolitan planning process, in cooperation with the State and operators of publicly owned transit services; and,

WHEREAS, the Infrastructure Investment and Jobs Act assigns the MPO the responsibility for development of a Unified Planning Work Program which addresses the planning priorities of the metropolitan area and describes the metropolitan transportation and related air quality planning activities to be undertaken and capital purchases to be made to support the planning process; and,

WHEREAS, the FY2026 and FY2027 Unified Planning Work Program for Regional Transportation Planning was approved by the Regional Transportation Council and NCTCOG Executive Board in July 2025; and,

WHEREAS, a new initiative, project updates, and funding adjustments have resulted in the need to amend the FY2026 and FY2027 Unified Planning Work Program; and

WHEREAS, the proposed modifications to the FY2026 and FY2027 Unified Planning Work Program for Regional Transportation Planning were approved by the Regional Transportation Council on September 11, 2026.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board approves the September 2026 amendments to the FY2026 and FY2027 Unified Planning Work Program for Regional Transportation Planning.

Section 2. The appropriate fiscal year budgets are hereby amended to incorporate the resources associated with the approval of this resolution.

Section 3. The Executive Director or his designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 4. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville



MODIFICATIONS TO THE FY2026 AND FY2027 UNIFIED PLANNING WORK PROGRAM

Executive Board
September 24, 2026

Transportation Department
North Central Texas Council of Governments



NEW INITIATIVE – TRANSPORTATION PLANNING FUNDS

Project	Funding Amount	Fiscal Year
Subtask 1.02 – Program and Policy Administration – Strategic Vision Plan 2050	\$50,000	FY2027



FUNDING ADJUSTMENT TO EXISTING PROJECTS – NON-TRANSPORTATION PLANNING FUNDS

Project	Purpose	Funding Source	Funding Amount	Fiscal Year
Subtask 1.02 – Program and Policy Administration – Program Administration	Legal expenses associated with temporary and permanent employee work status	RTC Local	\$150,000	FY2027
Subtask 1.04 – Computer and Audio/Video Resources	Purchase of two Geographic Information System (GIS) servers to support implementation of a high-performance GIS computing environment	RTC Local	\$250,000	FY2026



NCTCOG Presentation

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FY2027 ALLOCATION OF TRANSPORTATION PLANNING FUNDS

UPWP Task	FY2027 Totals		
	Current	Proposed	Variance
Task 1 – Administration and Management	\$3,834,698	\$3,860,699	\$26,001
Task 2 – Transportation Data Development and Maintenance	\$3,322,367	\$3,679,739	\$357,372
Task 3 – Short-range Planning, Programming, and Operations	\$4,454,070	\$4,726,615	\$272,545
Task 4 – Metropolitan Transportation Plan	\$2,426,564	\$2,088,354	(\$338,210)
Task 5 – Special Studies	\$4,335,601	\$4,017,892	(\$317,709)
Funding Totals	\$18,373,299	\$18,373,299	\$0



NCTCOG Presentation

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NON-TRANSPORTATION PLANNING FUND BUDGET/FUNDING ADJUSTMENTS

Funding Source	Current	Proposed	Variance	Fiscal Year
CMAQ	\$3,605,000	\$4,461,000	\$856,000	FY2027
DOE	\$1,084,000	\$1,191,500	\$107,500	FY2026
	\$312,000	\$1,160,000	\$848,000	FY2027
EPA	\$25,795,000	\$25,851,000	\$56,000	FY2027
FHWA	\$18,071,000	\$26,609,000	\$8,538,000	FY2027
FRA	\$0	\$297,000	\$297,000	FY2027
FTA 5307	\$7,117,000	\$10,204,000	\$3,087,000	FY2027
FTA	\$5,415,000	\$29,849,000	\$24,434,000	FY2027
Local	\$38,880,585	\$39,130,585	\$250,000	FY2026
	\$23,822,500	\$71,450,500	\$47,628,000	FY2027
NTTA	\$0	\$35,000	\$35,000	FY2027
RTR	\$6,363,000	\$7,304,000	\$941,000	FY2027
STBG	\$28,701,800	\$39,540,800	\$10,839,000	FY2027
TMF	\$0	\$7,500,000	\$7,500,000	FY2027





North Central Texas Council of Governments

Item 11

Exhibit: 2026-09-11-ED

Meeting Date: September 24, 2026

Submitted By: Susan Alvarez, P.E, CFM
Director of Environment and Development

Item Title: Resolution Endorsing the 2026 Update to the North Central Texas Water Quality Management Plan

The North Central Texas Council of Governments (NCTCOG) continually works with local governments and other stakeholders in the region to implement programs and policies that improve water quality in North Central Texas. In support of this goal, NCTCOG annually updates a Water Quality Management Plan (WQMP) that supports current and future planning decisions concerning water quality efforts, wastewater infrastructure development, watershed management, and related issues. This activity is one element of a larger effort with water districts and wastewater providers to maintain and improve water quality. The Texas Commission on Environmental Quality (TCEQ) provides the funding to develop the WQMP.

The *2026 Update to the North Central Texas Water Quality Management Plan* was developed with input from the Water Resources Council and created as an online Story Map Journal. It was made available for public comment and endorsed by the Water Resources Council at its meeting on July 8, 2026. A draft resolution endorsing the *2026 Update to the North Central Texas Water Quality Management Plan* is attached for Executive Board consideration. If approved, NCTCOG will forward the WQMP to TCEQ for approval. The complete *2026 Update to the North Central Texas Water Quality Management Plan* is available at: <https://www.nctcog.org/envir/natural-resources/water-resources>.

I will provide a brief presentation on this item and will be available to answer questions prior to requesting Board approval.

**RESOLUTION ENDORSING THE 2026 UPDATE TO THE NORTH CENTRAL TEXAS WATER
QUALITY MANAGEMENT PLAN**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been active for more than 50 years in promoting multiple programs and planning efforts related to watershed management throughout the region; and,

WHEREAS, NCTCOG is the region's water quality management planning agency as designated by the Governor, Texas Commission on Environmental Quality (TCEQ), and U.S. Environmental Protection Agency (EPA); and,

WHEREAS, NCTCOG works with local governments and other stakeholders in the region to implement programs and policies that improve water quality in North Central Texas; and,

WHEREAS, the *2026 Update to the North Central Texas Water Quality Management Plan* (WQMP) includes current and future planning information concerning regional water quality, wastewater infrastructure development, watershed management, and related issues; and,

WHEREAS, the region's WQMP, which NCTCOG has been responsible for preparing since 1977, meets all requirements stated in the signed contract with TCEQ; and,

WHEREAS, the *2026 Update to the North Central Texas Water Quality Management Plan* has been made available to local governments and the public for review; and public comments have been incorporated; and,

WHEREAS, NCTCOG's Water Resources Council has formally endorsed the *2026 Update to the North Central Texas Water Quality Management Plan* and recommends endorsement by the NCTCOG Executive Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board endorses the *2026 Update to the North Central Texas Water Quality Management Plan* and authorizes transmittal of relevant materials to TCEQ for certification and subsequent transmission to U.S. EPA for approval.

Section 2. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City Of Lewisville



North Central Texas Council of Governments

2026 Update to the North Central Texas Water Quality Management Plan

NCTCOG Executive Board

September 24, 2026

Susan Alvarez, P.E., CFM
Director, Environment & Development

2026 North Central Texas Water Quality Management Plan (WQMP)

NCTCOG works with our local government partners and other stakeholders in our region to improve water quality in North Central Texas.

NCTCOG is the region's Water Quality Management Planning Agency and has been responsible for preparing this deliverable since 1977.

TCEQ provides funding to update the WQMP annually.

The 2026 WQMP was developed with input from the Water Resources Council and made available for public comment. It was endorsed by the Water Resources Council at its meeting on July 8, 2026.

2026 North Central Texas Water Quality Management Plan (WQMP)

Key Population Updates

City	2026 Population
Dallas	1,403,553
Fort Worth	1,043,173
Arlington	420,028
Plano	301,320
Irving	268,104
Garland	252,054
Frisco	241,538
McKinney	232,291
Grand Prairie	216,881
Denton	166,258

Top Ten Cities in NCTCOG Region by 2026 Population Estimate,
Source: 2026 NCTCOG Population Estimates Publication.
NCTCOG, May 2026.

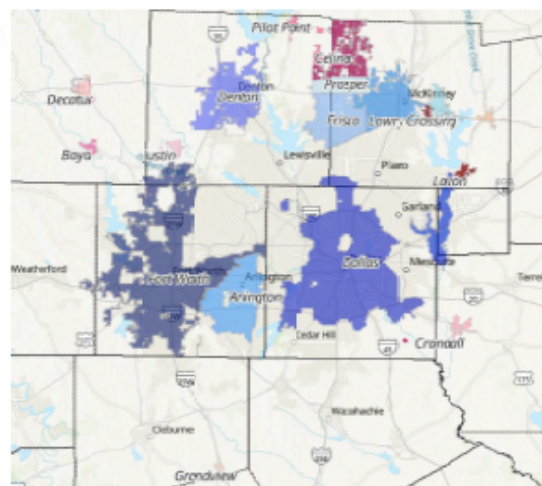
[Link to 2026 Draft Water Quality Management Plan](#)

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2026 North Central Texas Water Quality Management Plan (WQMP)

Key Population Changes

Top Ten Cities/Towns in Percent Change
Population Growth (2025-2026) from Highest
to Lowest



Top Ten Cities/Towns in Absolute Population
Growth (2025-2026) from Highest to Lowest



[Link to 2026 Draft Water Quality Management Plan](#)

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2026 North Central Texas Water Quality Management Plan (WQMP)

Key Updates and Changes

- Added over 25,000 permitted on-site sewage facilities (septic systems) locations, with a goal of obtaining sites for the entire region
- Inclusion of NCTCOG's 2026 population estimates
- All text, figures, map layers, and map pop-ups are updated to show the most recent data available
- Added two new sections to quantify the presence of assessment parameters associated with impaired water bodies and with waterbodies of concern
- Added Certificate of Convenience and Necessity boundaries to further illustrate water and wastewater service areas

[Link to 2026 Draft Water Quality Management Plan](#)

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OSSFs added to the 2026 WQMP Update



Category 5 Impaired Lakes



Category 4 Impaired Lakes



Category 4 Impaired Stream Segments



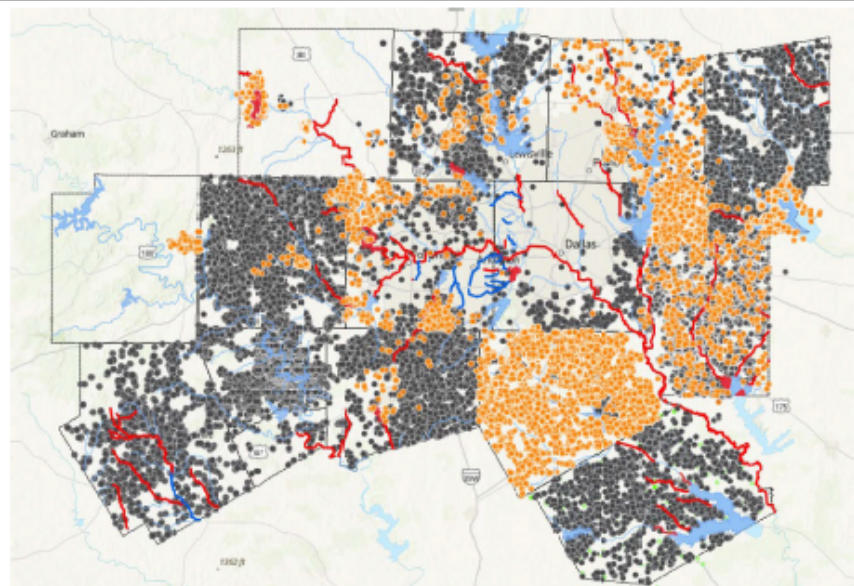
Category 5 Impaired Stream Segments



Lakes



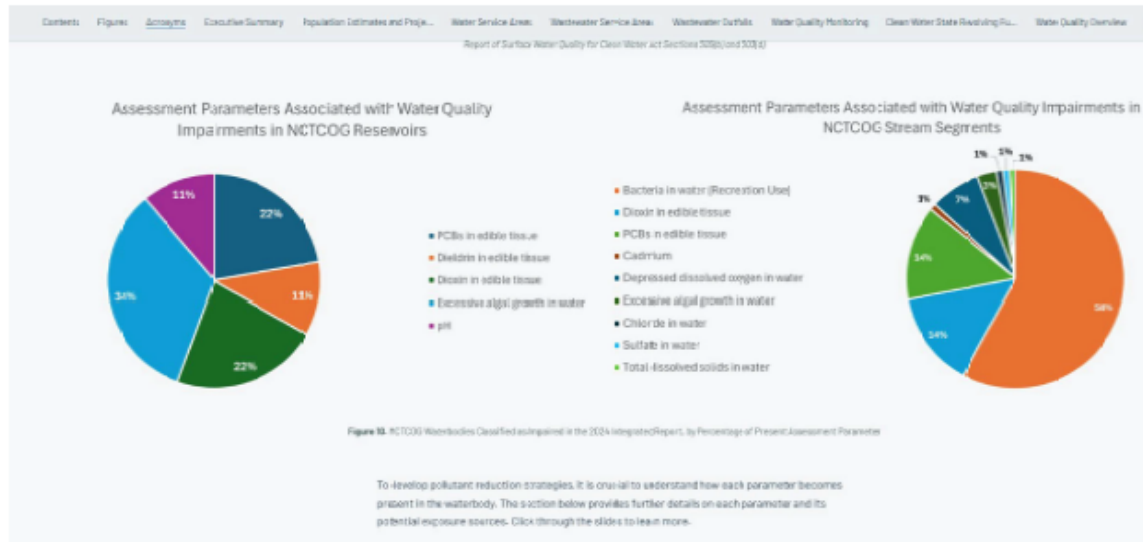
Waterways



Permitted OSSF locations in the NCTCOG Region

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2026 North Central Texas Water Quality Management Key Updates and Changes Plan (WQMP)



[Link to 2026 Draft Water Quality Management Plan](#)

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REQUESTED EXECUTIVE BOARD ACTION

Seeking Executive Board's endorsement of the *2026 Update to the North Central Texas Water Quality Management Plan* and authorization for transmittal of relevant materials to TCEQ for certification and subsequent transmission to U.S. EPA for approval.

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2026 North Central Texas Water Quality Management Plan (WQMP)

Contacts

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North Central Texas Council of Governments

Item 12

Exhibit: 2026-09-12-ED

Meeting Date: September 24, 2026

Submitted By: Susan Alvarez, P.E., CFM
Director, Environment & Development Department

Item Title: Resolution Approving the 2026 Amendments to the Public Works Construction Standards North Central Texas, Amended Fifth Edition

The North Central Texas Council of Governments (NCTCOG) Public Works Council (PWC) has completed the *2026 Annual Amendments* of the *Public Works Construction Standards, North Central Texas, Amended Fifth Edition*. These amendments demonstrate the updated refinement process for making improvements to the specifications based upon requested revisions.

The *Public Works Construction Standards* represent more than 45 years of regional cooperation and coordination between public works professionals from local governments and private industries in the North Central Texas region. Produced through a public process, this document combines both the Standard Specifications and the Standard Drawings into one volume. The PWC, composed of public works directors, utilities directors, city/county engineers, engineering consultants, associations, and contractors, is tasked with the oversight, management, and development of regional public works construction standards. Since 1977 they have endeavored to establish and promote consistent basic standards for public works construction throughout this region. Approved by the PWC on May 21, 2026, the *2026 Annual Amendments* are another step toward that goal.

Since the 2023 publication of the *Public Works Construction Standards, Fifth Edition*, NCTCOG has received several comments requesting revisions to improve clarity and better align the specifications with current industry standards. In response, NCTCOG staff, in coordination with the PWC, established a formal process for receiving and evaluating comments. This includes a streamlined biannual comment review cycle and a standardized revision schedule, featuring comprehensive updates every five years with annual amendments in between. Proposed amendments are presented to the PWC for consideration and, upon approval, are incorporated into the annual amendment cycle. The *2026 Annual Amendments* integrated the following four revisions:

- Requirement of locatable warning tape on water and wastewater services.
- Removal of asphaltic coating requirement on ductile iron pipe.
- Removal of inconsistency from concrete hand finishing specification.
- Clarification on unit and lump sum pricing language.

A brief presentation of this item is attached for your information; and I will be available to answer any questions prior to requesting Board action.

RESOLUTION APPROVING THE 2026 AMENDMENTS TO THE PUBLIC WORKS CONSTRUCTION STANDARDS NORTH CENTRAL TEXAS, AMENDED FIFTH EDITION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, governments exist to protect the health, safety, and welfare of residents. Public works' form the foundation of a local government's responsibilities, whether it is providing roads for safe and efficient mobility, utilities for clean drinking water, removal of waste, parks for recreation, or stormwater management for protection from flooding; and,

WHEREAS, the NCTCOG Public Works Council (PWC), initially established as the Standard Specifications Advisory Committee in 1977, provides expertise and support to the NCTCOG Executive Board and staff on a wide range of local public works topics; and,

WHEREAS, the PWC is composed of public works directors, utility directors, city/county engineers, engineering consultants, trade associations, and contractors and is tasked with the oversight, management, and development of regional public works construction standards; and,

WHEREAS, NCTCOG's Public Works Construction Standards represents more than 45 years of regional cooperation and coordination between local government and private industry public works professionals in the North Central Texas region; and,

WHEREAS, the PWC formally endorsed the 2026 Amendments to the Public Works Construction Standards North Central Texas, Amended Fifth Edition on their regularly held meeting on May 21, 2026, and recommends approval by the NCTCOG Executive Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board approves the 2026 Amendments to the Public Works Construction Standards North Central Texas, Amended Fifth Edition August 2023 and authorizes the release of the document to be utilized by local governments and other organizations.

Section 2. This resolution shall be in effect immediately upon its adoption.

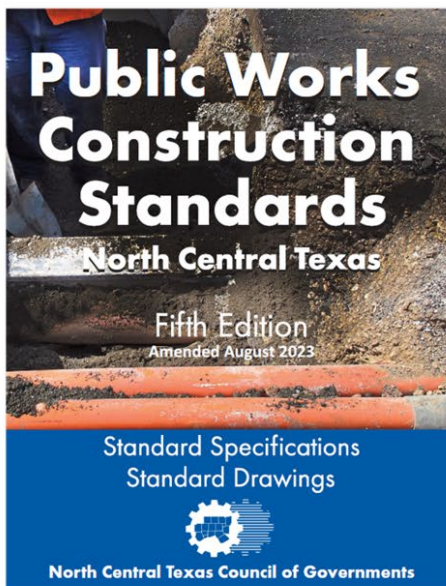
Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

THE 2026 ANNUAL AMENDMENTS OF THE PUBLIC WORKS CONSTRUCTION STANDARDS, NORTH CENTRAL TEXAS, AMENDED FIFTH EDITION

NCTCOG EXECUTIVE BOARD
SEPTEMBER 24, 2026



Public Works Construction Standards

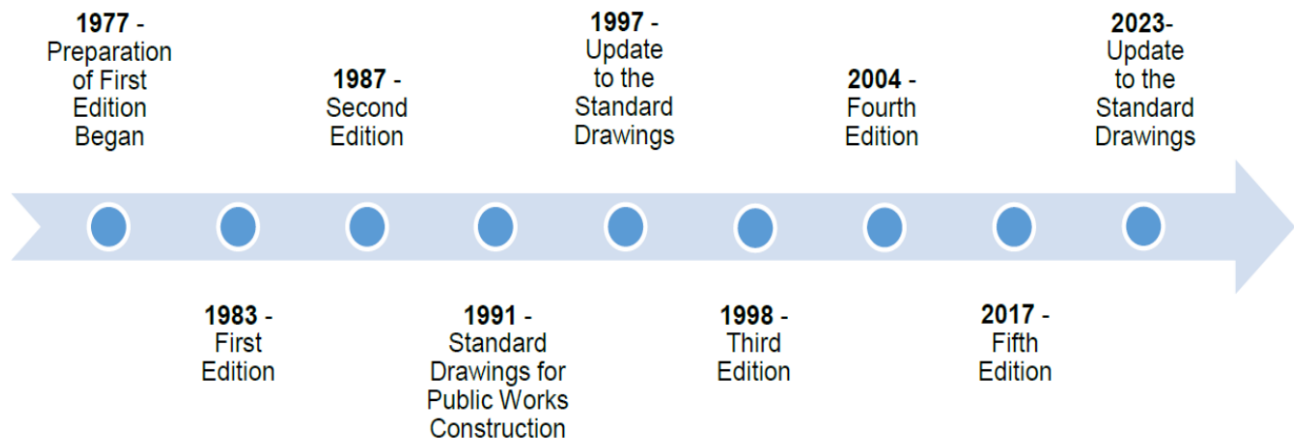
Represents more than **45** years of regional cooperation and coordination between local government and private industry public works professionals in the North Central Texas region.

Produced through a public process, the current document combines the Standard Specifications and Standard Drawings into one volume with two sections.

The North Central Texas Council of Governments' (NCTCOG) Public Works Council (PWC) is charged with the oversight, management, and development of regional public works construction standards.

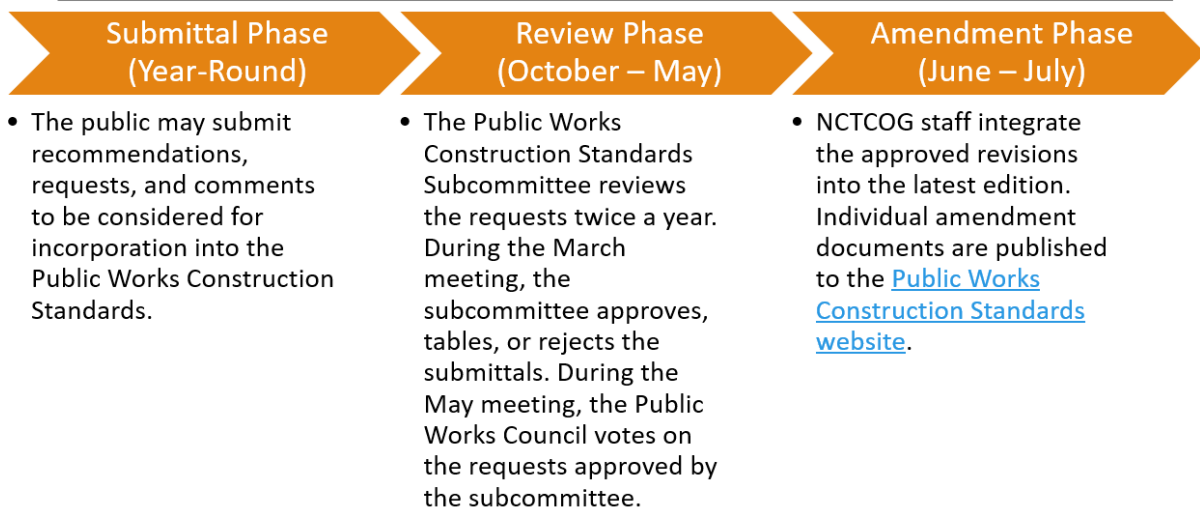
Approved by the PWC on May 21, 2026; public comments have been incorporated.

History of Public Works Construction Standards and Drawings



3

Annual Amendment Process



4

2026 Amendments



Amendments incorporate feedback from NCTCOG's local government members, engineers, suppliers, and construction professionals that use this document.



The Public Works Construction Standards Subcommittee and Public Works Council reviewed and approved four revisions.

1. Require locatable warning tape on water and wastewater services.
2. Remove asphaltic coating requirement on ductile iron pipe.
3. Remove inconsistency from concrete hand finishing specification.
4. Clarify unit and lump sum pricing language.

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2026 Amendments – A Special Thanks To:

Public Works Construction Standards Subcommittee Members and Affiliations at Time of Participation

Marshall Agee, Porter Associates
Tyler Bolen, American Pipe
Mathew Busby, LJA Engineering
Sam Davis, TXAPA
Wesley Horky, 3M
John Lam, ADS

Zachary Long, Contech
Jacob Reinig, Kimley-Horn
Chris Rowland, AGC
Alyssa Samarco, ADS
Reece Taylor, TCEL

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2026-09-12-ED Resolution - Public Works Construction Standards North Central Texas, Amended Fifth Edition – 2026 Annual Amendments

Amendments

- **Revision of 109.3.2:** Clarify unit and lump sum pricing language into separate bullet points.
- **Revision of 303.5.6.2:** Removal of the sentence "*The addition of one-sack of cement per cubic-yard shall be required for all hand finish concrete*" from the hand finishing concrete specification.
- **Revision of 501.7.3:** Removal of "*seal coated*" requirement on ductile iron pipe.
- **Revision of 502.10.3.2 and 502.10.4:** Addition of "*locatable/traceable*" tape requirement for water and wastewater service lines.

**AMENDMENT TO THE NORTH CENTRAL TEXAS PUBLIC WORKS CONSTRUCTION
STANDARDS, AMENDED FIFTH EDITION, AUGUST 2023**

DIVISION 100 GENERAL PROVISIONS

ITEM 109 MEASUREMENT AND PAYMENT

109.3 Payment for Extra Work

109.3.2 Method of Determination

The first two bullet points are amended to read:

- “ (1) Unit prices agreed on in writing, approved by the OWNER and executed by the OWNER and CONTRACTOR before the Extra Work is commenced, or unit prices already included in the Contract documents, subject to all other conditions of the Contract.
- (2) Mutual acceptance of a not-to-exceed lump sum properly itemized and supported by sufficient substantiating data to permit evaluation before the Extra Work is commenced, subject to all other conditions of the Contract.”

included under this paragraph, disallowed costs or other future additional money or time shall be accepted; each change order shall be specific and final as described in [Item 104.2.4](#) Finality of Change Orders.

109.3.2. Method of Determination. The method of determination and payment of cost, or credit to the OWNER, for any Extra Work shall be one of the following:

- (1) Unit prices agreed on in writing, approved by the OWNER and executed by the OWNER and CONTRACTOR before the Extra Work is commenced, or unit prices already included in the Contract documents, subject to all other conditions of the Contract.
- (1)(2) Mutual acceptance of a not-to-exceed lump sum properly itemized and supported by sufficient substantiating data to permit evaluation before the Extra Work is commenced, subject to all other conditions of the Contract.
- (2)(3) A not-to-exceed cost to be determined in a manner agreed upon by the parties plus a mutually acceptable fixed or percentage fee, agreed upon before the Extra Work is commenced and subject to all other conditions of the Contract.
- (3)(4) The force account method provided in [Item 109.3.3](#). Force Account Work.

109.3.3. Force Account Work. If the CONTRACTOR and the OWNER cannot agree to one of the methods of calculating cost provided in [Item 109.3.2](#). Method of Determination above, or if the parties agree to a method but cannot agree to a final dollar figure, or if the CONTRACTOR for whatever reason fails or refuses to sign the Change Order in question, the CONTRACTOR, provided it receives a written order signed by the OWNER, shall promptly proceed with the work involved. Nothing in this paragraph shall be construed to relieve the CONTRACTOR of any obligations it has under the disputed work provisions of [Item 104.3](#). Disputed Work and Claims for Additional Compensation, and [Item 104.4](#). Performance of Extra or Disputed Work, and where applicable the CONTRACTOR is still obligated to abide with those Items as well as this [Item 109.3.3](#). Force Account Work. The cost of the work involved shall then be calculated on a force account basis, on the basis of the actual, reasonable field cost of the work attributable to the changes, plus a reasonable allowance for overhead, profit, markups of other SUBCONTRACTORS and suppliers, general supervision, field office expense and other elements of cost not embraced within the actual field cost as specified herein, such allowance in any case never to exceed 15%. In such case, the CONTRACTOR shall keep a detailed itemized account of the work involved and the actual field cost incurred, in a format acceptable to the OWNER and with such appropriate supporting data as the OWNER may prescribe. Sworn copies of the itemized accounting shall be directed to the OWNER each day during the performance of the force account work. Failure of the CONTRACTOR to submit the sworn-to itemized accounting daily as required herein shall constitute a waiver by the CONTRACTOR of any right to dispute the OWNER'S determination of the amount due the CONTRACTOR for force account work.

Actual, reasonable field cost of the work to be charged under this [Item 109.3.3](#). Force Account Work for force account work is limited to the following:

- (1) The reasonable wages of all workers, foremen, timekeepers, mechanics and laborers, plus costs of social security, old age and unemployment insurance, fringe benefits required by agreement or custom (excluding employee or executive bonuses), and worker's compensation insurance, for the time such labor is actually employed or used on force account work.
- (2) Reasonable costs of materials, tools, supplies and equipment (but not to include off-site storage unless so approved and directed in writing by the OWNER), whether incorporated or consumed into the force account work.
- (3) Reasonable rental costs of machinery and equipment, exclusive of hand tools, only for the time actually employed or used on force account work, whether rented from the CONTRACTOR or others.
- (4) A pro rata portion of premium expenses for all bonds and insurance to the extent force account work would cause an increase in such bond or insurance premiums.

Pending final determination of the cost to the OWNER, payment of undisputed amounts on force account shall be included on the monthly estimate as work is completed unless otherwise expressly provided in the written order signed by the OWNER to perform the work. Nothing in this [Item 109.3.3](#). Force Account Work shall be construed as directing the CONTRACTOR'S means and methods of performing the work in question.

109.3.4. Distinguishing Extra Work. For purposes of this Item or any other provision of the Contract documents that allows a claim for Extra Work, the term "Extra Work" means work that is not reasonably within the scope of the Contract Documents or not otherwise incidental or necessary to performance of the

**AMENDMENT TO THE NORTH CENTRAL TEXAS PUBLIC WORKS CONSTRUCTION
STANDARDS, AMENDED FIFTH EDITION, AUGUST 2023**

DIVISION 300 ROADWAY CONSTRUCTION

ITEM 303 PORTLAND CEMENT CONCRETE PAVEMENT

303.5 Construction Materials

303.5.6.2 Hand

Delete the second sentence:

“The addition of one-sack of cement per cubic yard shall be required for all hand finish concrete.”

material and devices to enclose and protect the fresh concrete in such a way as to maintain the temperature of the air surrounding the fresh concrete at not less than 50°F for a period of at least 5-days.

Except by specific written authorization of the OWNER, no concrete shall be placed when the concrete temperature is higher than 95°F. CONTRACTOR shall take appropriate measures including chilling and reduction of time intervals between batching and placing.

It is to be distinctly understood that the CONTRACTOR is responsible for the quality and strength of the concrete placed under any weather conditions. No concrete shall be placed on a frozen subgrade.

303.5.5.3. Time. Concrete shall not be placed before the time of sunrise and the surface finishing shall be completed prior to sunset unless otherwise authorized by the OWNER.

303.5.6. Finishing.

303.5.6.1. Machine. When the concrete has been deposited, it shall be approximately leveled and then struck off to such elevation that, when mechanically screeded and tamped, the concrete shall be thoroughly compacted and finished to the required line, grade and section with all surface voids filled. Where bar mats or wire mesh reinforcing is specified, method shall be in accordance with [Item 303.5.3. Placing Reinforcing Steel, Tie, and Dowel Bars](#).

303.5.6.1.1. Tolerance Limits. While the concrete is still workable, it shall be tested for irregularities with a 10-ft. straightedge placed parallel to the centerline of the pavement so as to bridge depressions and to touch all high spots. Ordinates measured from the face of the straightedge to the surface of the pavement shall at no place exceed $\frac{1}{16}$ inch-per-foot from the nearest point of contact. In no case shall the maximum ordinate to a 10-ft. straightedge be greater than $\frac{1}{8}$ -in. Any surface not within the tolerance limits shall be reworked and refinished.

303.5.6.1.2. Edging. The edges of slabs and all joints requiring edging shall be carefully tooled with an edger of the radius required by the plans at the time the concrete begins to take its "set" and becomes non-workable. All such work shall be left smooth and true to lines.

303.5.6.1.3. Stamp or Die. All concrete including curbs, curb with gutter, sidewalks, alleys, driveways and structures shall be marked by means of a substantial stamp or die so designed to make an impression in the finish of the concrete. The stamp or die shall designate the firm name or CONTRACTOR and the month and year in which the work was done. The design of the stamp or die shall be approved by the OWNER.

303.5.6.2. Hand. Hand finishing shall be permitted only in intersections and areas inaccessible to a finishing machine. ~~The addition of one sack of cement per cubic yard shall be required for all hand finish concrete.~~

When the hand method of striking off and consolidating is permitted, the concrete, as soon as placed, shall be approximately leveled and then struck off and screeded to such elevation above grade that, when consolidated and finished, the surface of the pavement shall be at the grade elevation shown on the plans. The entire surface shall then be tamped and the concrete consolidated so as to insure maximum compaction and a minimum of voids. For the strike off and consolidation, both a strike template and tamping template shall be provided on the work. In operation the strike template shall be moved forward with a combined longitudinal and transverse motion and so manipulated that neither end of the template is raised from the forms during the striking-off process. A slight excess of material shall be kept in front of the cutting edge at all times.

The straightedge and joint finishing shall be as hereinabove prescribed.

303.5.7. Curing. The curing of concrete pavement shall be thorough and continuous throughout the entire curing period. Failure to provide proper curing as herein prescribed shall be considered as sufficient cause for immediate suspension of the paving operations. The curing method as herein specified does not preclude the use of any of the other commonly used methods of curing, and the OWNER may approve another method of curing if so requested by the CONTRACTOR. If any selected method of curing does not afford the desired results, the OWNER shall have the right to order that another method of curing be instituted. Immediately after the finishing of the surface, the pavement shall be covered with a continuous, uniform water-impermeable coating of the type specified in [Item 303.2.13. Curing Materials](#). After removal of the side forms, the sides of the slab shall receive a like coating before earth is banked against them. The solution

**AMENDMENT TO THE NORTH CENTRAL TEXAS PUBLIC WORKS CONSTRUCTION
STANDARDS, AMENDED FIFTH EDITION, AUGUST 2023**

DIVISION 500 UNDERGROUND CONSTRUCTION & APPURTENANCES

ITEM 501 UNDERGROUND CONDUIT MATERIALS

501.7 Ductile-Iron Pressure Pipe and Fittings

501.7.3 Coating and Lining

The second sentence is amended to read:

“The cement mortar lining shall be in accordance with the latest revision of ANSI /
AWWA C104 / A21.4 American National Standard for Cement-Mortar Lining for
Ductile-Iron Pipe and Fittings for Water.”

501.7.3. Coating and Lining. All ductile-iron pipe shall be bituminous coated outside and cement mortar lined inside. The cement mortar lining shall be ~~seal-coated~~ in accordance with the latest revision of ANSI / AWWA C104 / A21.4 American National Standard for Cement-Mortar Lining for Ductile-Iron Pipe and Fittings for Water. All ductile iron pipe shall require an exterior polywrap corrosion protection system as defined in the latest version of ANSI / AWWA C105 / A21.5 American National Standard for Polyethylene Encasement for Ductile-Iron Pipe Systems. In the event of tears, pinches, breaches, or other damage to the initial external polywrap protection layer, the use of dual layer external polywrap protection meeting the above standards shall be required. If this specification conflicts with manufacturer's installation recommendations, follow manufacturer's recommendations for ductile iron pipe installation.

501.7.4. Fittings. Fittings shall be of ductile-iron and shall conform to AWWA C110 ANSI Standard for Ductile-Iron and Gray-Iron Fittings, 3-in. through 48-in. for Water, or conform to AWWA C153 ANSI Standard for Ductile-Iron Compact Fittings for Water Service, 3-in. through 64-in., unless otherwise specified in the proposal, special specification or in the plans.

Welded-on outlets may be used in lieu of the tees shown on the plans. Outlet pipe shall be special thickness class 53. All weldments must be 55% nickel iron and each outlet pipe shall be air tested to 15-psi to insure weld integrity. The outlet branches must be made from ductile iron pipe.

All fittings shall be rated for a minimum of 250-psi working pressure unless otherwise specified.

Special fittings using end condition combinations of bells, spigots, mechanical, integrally restrained or push-on joints, flanges, or special internally locked joints shall be dimensioned in accordance with AWWA C110 or C153.

Bolts and nuts for mechanical joints or flanged ends shall be of a high-strength, corrosion-resistant low-alloy steel and shall conform to ASTM A325 (Type 3) or shall be stainless steel in accordance with ASTM A304 Carbon and Alloy Steel Bars Subject to End-Quench Hardenability Requirements.

The OWNER shall determine whether fittings shall be bituminous coated outside and cement-mortar lined inside with seal coat in accordance with AWWA C104 Standard for Cement-Mortar Lining for Ductile-Iron Pipe and Fittings for Water or whether the interior and exterior surfaces shall be protected consistent with AWWA C116 Standard for Protective Fusion-Bonded Epoxy Coatings for the Interior and Exterior Surfaces of Ductile-Iron and Gray-Iron Fittings for Water Supply Service.

501.7.5. Tests. All ductile-iron pipe and fittings shall be tested in accordance with the applicable provisions of the specifications relating thereto.

501.7.6. Markings. Class, weight, and casting period shall be shown on each pipe.

501.8. SECTION HELD FOR FUTURE USE

501.9. STEEL PIPE AND FITTINGS

501.9.1. General. Steel pipe, fittings and specials shall conform to the details as shown on the plans or included in the specifications and as specified below. Steel Pipe and Fittings shall be provided in accordance with AWWA C200. In accordance with C200, Section III.A, purchaser options and alternatives shall be provided by the specifier, including pipe size, joint type, special joints, thickness or class, and laying length. Purchaser options and alternatives shall be specified in the supplemental conditions, plans, or technical specifications.

501.9.2. Applicable Standard Specifications. Except as modified or supplemented herein, all steel pipe, fittings and specials shall conform to the applicable requirements of the standard specifications indicated in Table 501.9.2.(a) Standards for Steel Pipe and Fittings.

Table 501.9.2.(a) Standards for Steel Pipe and Fittings

Standard	Designation
AWWA C200	Steel Water Pipe—6 in. and Larger
AWWA C203	Coal Tar Protective Coatings and Linings for Steel Water Pipeline — Enamel and Tape — Hot Applied

AMENDMENT TO THE NORTH CENTRAL TEXAS PUBLIC WORKS CONSTRUCTION STANDARDS, AMENDED FIFTH EDITION, AUGUST 2023

DIVISION 500 UNDERGROUND CONSTRUCTION & APPURTENANCES

ITEM 502 APPURTENANCES

502.10 Connections to Conduit for Service

502.10.3.2 Services and Bullheads

The second paragraph is amended to read:

“The end of each water service connection shall be marked with heavy gauge polyethylene, locatable/traceable tape, 6-inches in width with a thickness of 0.004-inches. The tape should be blue in color on which has been printed “Caution Buried Water Line Below” in continuous print. The tape should have a minimum tensile strength of 1700-psi lengthwise and 1200-psi crosswise.”

502.10.4 Wastewater Conduit Connections

The second paragraph is amended to read:

“The end of each wastewater service connection shall be marked with heavy gauge polyethylene, locatable/traceable tape, 6-inches in width with a thickness of 0.004-inches unless a cleanout is present. The tape should be green in color on which has been printed “Caution Buried Wastewater Line Below” in continuous print. The tape should have a minimum tensile strength of 1700-psi lengthwise and 1200-psi crosswise.”

502.10.3.1.7. Tapping PVC Pipe. Service taps in AWWA C900 PVC pressure pipe shall be made with a shell cutter assembly and the coupon removed for tap sizes relative to pipe class and diameter as shown in Table 502.10.3.1.7.(a) Tapping PVC Pipe.

Table 502.10.3.1.7.(a) Tapping PVC Pipe

Tap Diameter	Pipe Diameter	Pressure Class
¾-in. and 1-in.	6-in. to 12-in.	150 and 200

When direct tapping of PVC pipe cannot be made within the limits as hereinbefore provided, taps shall be made as set forth in this specification, utilizing service saddles.

502.10.3.1.8. Measurement and Payment. Measurement shall be for individual taps made by size, and payment shall be absorbed under [Item 506](#). Water Conduit Installation or [Item 502.6](#). Valves unless otherwise specified.

502.10.3.2. Services and Bullheads. The details on installation and materials required are shown in applicable Division 4000 Standard Drawings or on the appurtenance sheets attached to the plans.

The end of each water service connection shall be marked with heavy gauge polyethylene, [locatable/traceable](#) tape, 6-inches in width with a thickness of 0.004-inches. The tape should be blue in color on which has been printed "Caution Buried Water Line Below" in continuous print. The tape should have a minimum tensile strength of 1700-psi lengthwise and 1200-psi crosswise.

Meter boxes shall be buried to protect the meter from unauthorized access, damage and freezing.

502.10.3.2.1. Procedures for Transferring Service. The CONTRACTOR will inform the customer that the service is being transferred. Splices in service lines shall conform to Standard Details 4130 and 4140, unless otherwise approved by OWNER.

Short Service. A water service shall be classified as a "Short Service" if the existing service line to the water meter is on the same side of the street as the new main and requires the existing service line to be replaced to complete the installation as indicated on the plans and specified herein. A curb stop will be installed on the end of the service line.

Long Service. A water service shall be classified as a "Long Service" if the existing service line to the meter is on the opposite side of the street as the new main and requires a new service line to be installed under the street to complete the installation as indicated on the plans and specified herein.

All new services will be flushed according to [Item 506.7](#). Purging and Disinfection of Water Conduits. The main will then be hydrostatically tested and disinfected. After a good sample is received, the CONTRACTOR will then begin transferring the services.

The water serving the customer through the existing water service will be stopped by closing a corp or curb stop on the existing water service. The existing customer line and new service line will then be cut at the property line and connected. Galvanized customer lines will not be threaded for connection, but will be cut and connected with a coupling.

Any meter box located within a driveway or sidewalk shall be relocated and placed in the parkway or behind the sidewalk as directed by the OWNER. Reuse of the existing water meter box shall be as determined by the OWNER. The connection of the new service water lines to the meter shall be considered subsidiary to the service installation.

502.10.3.2.2. Measurement and Payment. Where water services have to be transferred from a line to be replaced, killed or salvaged to a line being constructed, they shall be paid for per each, as set out in the proposal and contract.

Bullheads or water services shall be measured and paid for at the contract price per each, in accordance with size and location, complete in place, as provided in the proposal and contract. The tapping saddle shall be measured and paid for as part of the service. There shall be no extra pay for extra depth in the installation of service leads (deadheads).

Meter boxes shall be paid for per meter box.

The contract price shall be the total compensation for the furnishing of all labor, materials, tools, equipment and incidentals necessary to complete the work.

502.10.4. Wastewater Conduit Connections. This section shall govern for the construction of connections to wastewater conduits. Connections of wastewater pipe to existing wastewater conduits or wastewater appurtenances shall be as shown on the plans or as directed by the Engineer. Details of construction shall be shown on the plans.

The end of each wastewater service connection shall be marked with heavy gauge polyethylene locatable/traceable tape, 6-inches in width with a thickness of 0.004-inches unless a cleanout is present. The tape should be green in color on which has been printed "Caution Buried Wastewater Line Below" in continuous print. The tape should have a minimum tensile strength of 1700-psi lengthwise and 1200-psi crosswise.

502.10.4.1. Service Connection. Service pipe shall be of the same pipe material as the main wastewater conduit unless otherwise specified on the plans or in the contract or approved by the OWNER. Connections shall be made to prevent the occurrence of bi-metallic corrosion or any other corrosion that can result by joining incompatible materials.

Wastewater service connections shall be defined as a service line connecting the customer's wastewater system at the property line or utility easement to the main wastewater conduit and shall consist of the service combination tee wye, the necessary Class B or Class PB (as specified by the OWNER) concrete cradle or crushed stone for the tee wye, the service pipe necessary to extend the line from the main wastewater conduit to the customer's property line and a plug placed in the end of the service line.

Services for single-family residence shall normally be 4-inches in diameter. Standard 4-inch laterals shall consist of a standard wye and bend and the necessary pipe and cleanout as shown on the plans or directed by the OWNER. Larger laterals in non-residential uses shall consist of a manhole and the necessary minimum 6-inch pipe as shown on the plans or directed by the OWNER. If the CONTRACTOR is required to connect or reconnect the service line to the customer's wastewater system, the connection shall be as shown on the plans. If the CONTRACTOR is not required to connect to the customer's wastewater system, the service line shall be plugged and sealed.

Extra depth service connections shall be installed when the wastewater main is at a depth greater than that necessary to serve the abutting property. The service is identical to a standard connection except that pipe risers will be installed at a maximum 45-degree angle into the trench walls to connect the combination tee wye and 45-degree bend to the service pipe. Where possible, a minimum slope of ¼-in.-per-foot (equivalent to a 2% slope) will be maintained. Where the wastewater main is located in the street and the abutting property slopes to the street, the wastewater service shall normally have a minimum depth of 5-feet below the top of the curb at the point where it passes beneath the curb. Where abutting property slopes away from the wastewater main, service connections shall be placed at a depth adequate to serve the normally expected use of the property.

Where water and wastewater service connections cross, they shall be treated in accordance with TCEQ regulations.

502.10.4.2. Cleanouts. Service line cleanouts shall conform to Standard Drawing 5120. If service line cleanouts are required, double cleanouts shall be installed at the property line, or as specified by OWNER. When specified in the special provisions or in the plans, a test tee shall be installed at the end of the service line (located in the parkway), with the branch in a vertical position.

502.10.4.3. Measurement and Payment. Wastewater conduit connections shall be measured at the contract unit price per each, complete in place. The contract unit price shall be total compensation for the furnishing of all labor, materials, tools, equipment and incidentals necessary to complete the work, including excavation, concrete encasement, if required, disposal of excess material, backfill, embedment, concrete blocking, paving and sod, all in accordance with the plans and specifications.

502.11. MISCELLANEOUS CONDUIT CONNECTIONS

502.11.1. Pitot Outlets. Pitot outlets shall be of the type indicated on the plans or appurtenance sheet. Pitot outlets shall be measured for payment for each. Pitot outlets shall be paid for at the contract unit price per each.



North Central Texas Council of Governments

Item 13

Exhibit: 2026-09-13-IIS

Meeting Date: September 24, 2026

Submitted By: Tim Barbee
Director of Information and Innovation Services/CIO NCTCOG

Item Title: Resolution Authorizing FY2027 Purchase of Computer Hardware, Software, and Information Technology Contract Services for the Agency

The Executive Board will be asked to approve the purchase of computer hardware, software, and related services in the FY2027 Information Technology Infrastructure and Services Purchase Plan in the amount of \$6,910,804. The plan is based on information provided by each of the departments within NCTCOG concerning their Information Technology needs over the next 12 to 36 months, licensing and maintenance costs of enterprise hardware, software, services, and expected projects to be completed.

The NCTCOG Enterprise Information Technology environment includes over 1,900 devices, over 360 applications, and over 1,200 terabytes of electronic data storage. The plan includes:

- purchasing computers and accessories for NCTCOG staff and contractors;
- maintenance and licensing for existing hardware, software, and network infrastructure;
- replacing existing or purchasing new hardware and software to support organizational needs;
- contract services to support core components of the information technology environment;
- maintenance and licensing for system and data security hardware and software;
- contract services to support the security of the information technology environment;
- costs associated with entering into a three-year agreement for Microsoft Licensing and services.

A resolution authorizing the FY2027 purchase of computer hardware, software and information technology contracts services is enclosed for Executive Board consideration. Details of the purchase plan are included in Attachment A of the proposed resolution. Purchases will be made in accordance with federal and state procurement regulations.

I will be available to respond to any questions prior to requesting Board approval.

RESOLUTION AUTHORIZING FY2027 PURCHASE OF COMPUTER HARDWARE, SOFTWARE, AND INFORMATION TECHNOLOGY CONTRACT SERVICES FOR THE AGENCY

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG staff annually reviews and determines anticipated computer hardware, software, and information technology contract services needs for the upcoming year; and,

WHEREAS, the FY2027 purchase of Computer Hardware, Software and Information Technology Contract Services is contained in Attachment A and is recommended for Executive Board approval; and,

WHEREAS, the North Central Texas Council of Governments will comply with federal and state regulations regarding contracting and procurement.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board authorizes the purchase of Computer Hardware, Software, and Information Technology Contract Services, consistent with Attachment A, in an amount not to exceed \$6,910,804.

Section 2. The Executive Director or his designee is authorized to execute contractual agreements consistent with Attachment A, in the name of the North Central Texas Council of Governments.

Section 3. The Executive Director or his designee is authorized to increase contract amounts for purchase categories in Attachment A, up to a maximum of twenty-five percent (25%), subject to the total authorized amount contained in Section 1.

Section 4. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

Attachment A

#	Category	Vendor(s)	Costs
1	Client Devices and Accessories: Includes the cost of all printers, scanners, computers, tablets, monitors, headsets, accessories, and associated warranties.	CDWG, Dell, SHI, HP	\$1,177,804
2	Client Productivity Software and Software as a Service (SaaS): Includes the cost of client productivity and collaboration software or software as a service. This includes Adobe, Smartsheet, Zoom, DocuSign, and other SaaS or productivity software, and associated support and consulting services.	Carahsoft, Cartovista, CDWG, Echo360, Insight, MainMicro, Quark Software, SHI	\$737,000
3	Network, Internet, and Associated Services: Includes the cost of equipment for the network routers, switches, firewalls, access points, and data network equipment and associated warranties and software maintenance.	CDWG, Flair Data Systems	\$116,000
4	Data Center and Infrastructure Equipment: Includes the cost of replacing, upgrading, or purchasing new data center server, storage, and data protection equipment, including any warranties or software maintenance contracts.	CDWG, FreeIT, Waypoint	\$1,015,000
5	Cabling and Wiring Services: Includes the cost of cabling services, installing patch panels and equipment racks, and testing existing cabling and wiring.	NCS, Advanced Connections, INC Superior Fiber, Data Services	\$150,000
6	Internet, Telephone, and Wide Area Network Services: Includes the cost for Internet and telephone connectivity for the Agency and the cost of the wide area network connectivity required for the Workforce Department.	TxDIR	\$225,000
7	Transportation Modeling Software: Includes the maintenance of Caliper Transcad Modeling and add-on software.	Caliper	\$82,000
8	Microsoft Enterprise Agreement: Costs for software licenses, subscriptions, and cloud services purchased off the Microsoft Enterprise (EA) or Cloud Solution Provider (CSP) Agreement. The typical agreement term is 3 years and purchased off a cooperative purchasing agreement.	SHI	\$2,850,000
9	Website Licensing and Support: Includes the cost of licensing and related services for the main NCTCOG website and other websites on the Kentico platform.	SHI	\$125,000
10	Security Software, Services, and Hardware: Includes funds for the maintenance, support, and associated services for security hardware and software	Carahsoft, ePlus, General Datatech, Kudelski Security, Optiv, SHI	433,000
TOTAL AUTHORIZATIONS:			\$6,910,804



North Central Texas Council of Governments

Item 14

Exhibit: 2026-09-14-AA

Meeting Date: September 24, 2026

Submitted By: Randy Richardson
Director of Administration

Item Title: Conduct a Public Hearing Regarding the Annual Fiscal Program for FY2027 and
Consider a Resolution to Approve and Adopt the Annual Fiscal Program

A public hearing regarding the FY 2027 Annual Fiscal Program will be conducted followed by consideration to approve and adopt by the Executive Board. A detailed overview of the Annual Fiscal Program was presented to the Personnel and Finance Committee as well as the Executive Board at its monthly meeting on August 27, 2026.

The program structure is similar to previous years with the following characteristics:

- Total expenditures of \$ 473,036,693.
- Consists of state and federal grants that fund approximately 77% of programs with the remainder being local funding.
- Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program.
- Annual dues from membership comprise less than 1% of the total budget. The per capita rate has not changed.
- Authorizes the Executive Director and designees to approve and accept any funding revisions for ongoing programs as well as to approve and accept funding for new programs once approved or ratified by the Executive Board.

As in all annual fiscal programs, there is the potential to expand and contract to accommodate state and federal funding authorizations and program initiatives. Therefore, the annual fiscal program will be modified by Executive Board authorizations and amendments as needed throughout the year.

A draft resolution to approve and adopt the FY 2027 NCTCOG Annual Fiscal Program is attached for Executive Board consideration.

I will be available at the Board meeting to answer any questions.

RR

**CONDUCT A PUBLIC HEARING REGARDING THE ANNUAL FISCAL PROGRAM FOR FY2027
AND CONSIDER A RESOLUTION TO APPROVE AND ADOPT THE ANNUAL FISCAL PROGRAM**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the North Central Texas Council of Governments' Bylaws require the approval and adoption of an annual budget by the Executive Board; and,

WHEREAS, the budget is funded by federal and state programs and local contracts for services requested by member governments; and,

WHEREAS, these individual grants and contracts control funding and expenditure amounts; and,

WHEREAS, the budget is comprised of programs and initiatives approved by the Executive Board and is amended throughout the year to reflect new and revised programs and initiatives; and,

WHEREAS, the budget has been presented to the Executive Board and a public hearing held for comments.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** The North Central Texas Council of Governments Executive Board approves and adopts the FY 2027 Annual Fiscal Program in the amount of \$ 473,036,693.
- Section 2.** The Executive Director and designees are authorized to receive federal, state, and local funding for FY 2027.
- Section 3.** The Executive Director and designees are authorized to approve and accept any and all funding revisions for ongoing programs.
- Section 4.** The Executive Director and designees are authorized to approve and accept funding for new programs subject to Executive Board approval or ratification.
- Section 5.** The Executive Director and designees are authorized to transfer funds between programs and line items as necessary as allowed by applicable state and federal laws, regulations, and grant requirements.
- Section 6.** The Executive Director and designees are authorized to administer and update the Council of Governments Salary Schedules for classified positions in compliance with Section 391.0117(b) of the Local Government Code
- Section 7.** The Executive Director and designees are authorized to execute contracts for goods and services up to \$100,000 and to equip and provide facilities as allowed by applicable state and federal laws, regulations, and grant requirements.

Section 8. The Executive Director and designees are authorized to execute contracts for goods and services as approved and funded by the Public Employees Benefits Cooperative (PEBC) Board or the NCT9-1-1 Board.

Section 9. This resolution shall be in effect as of October 1, 2026.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary/Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville

North Central Texas Council Of Governments FY 2027 Proposed Budget

Executive Board Meeting
September 24, 2026

NCTCOG FY 2027 Proposed Budget

- Characteristics of NCTCOG budgeting and contrasts with typical local government budgeting.
 - Funding is comprised primarily of grants and local contracts for services.
 - Each grant is a separate contract with its own grant period and funding amount. Grants can encompass more than one fiscal year.
 - Continuously evolving as program needs change and funding opportunities become available. Additional awarded funding approved during the budget year.
 - Scope of work, funding, and expenditure limitations are regulated by the individual grant or contract, rather than the planned program summary.
 - Majority of grants operate on a cost reimbursement basis.
 - Grant applications are pre-approved by the NCTCOG Executive Board.
 - There are three (3) primary sources of funding:
 - State and Federal Grants
 - Local Revenue
 - In-Kind Match Funds
- High inter-departmental dependency and cooperation.
 - Common objectives (i.e., environmental, air quality and transportation programs).
 - Multi-disciplinary approach (i.e., operating departments, computer services, finance and accounting teams).

NCTCOG FY 2027 Proposed Budget Orientation to the Budget Highlights

- Funding Source Changes of Note:

- Governor's Office (OOG) – (\$51.4 million decrease)
- Texas Mobility Fund – (\$15.0 million increase)
- Environmental Protection Agency (EPA) – (\$11.4 million increase)
- Federal Highway Administration (FHWA) – (\$7.1 million increase)
- Federal Transit Administration (FTA) – (\$4.8 million increase)
- Texas Workforce Commission (TWC) – (\$4.4 million increase)
- Texas Department of Transportation (TxDOT) – (\$2.2 million increase)
- Local Revenue – (\$16.3 million decrease)
- In-Kind Match Funds – (\$34.2 million increase)

- Separate Entity:

- NCT9-1-1 – (\$432 thousand increase)
- PEBC – (\$131 thousand decrease)

Key Departmental Funding Changes		
Emergency Preparedness	\$	(51,478,996)
Transportation	\$	57,028,644
Workforce Development	\$	4,390,566

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Funding Sources	FY 2027	%	FY 2026	%	Change	Change %
State and Federal Grants	\$ 349,718,118	76.7%	\$ 356,063,705	80.1%	\$ (6,345,587)	-1.8%
Local Revenue ⁽¹⁾	20,179,534	4.4%	36,484,319	8.2%	(16,304,785)	-44.7%
In-Kind Match Funds	69,275,352	15.2%	35,036,304	7.9%	34,239,048	97.7%
Separate Entities:						
NCT9-1-1	15,517,277	3.4%	15,085,490	3.4%	431,787	2.9%
PEBC ⁽²⁾	1,517,073	0.3%	1,648,486	0.4%	(131,413)	-8.0%
Total	\$ 456,207,354	100.0%	\$ 444,318,304	100.0%	\$ 11,889,050	2.7%

⁽¹⁾ Local Revenue	FY 2027	%	FY 2026	%	Change	Change %
Local Contracts	\$ 18,254,932	4.1%	\$ 34,406,512	7.7%	\$ (16,151,580)	-46.9%
Membership Dues	871,765	0.2%	854,423	0.2%	17,342	2.0%
Training Revenues	1,052,837	0.2%	1,223,384	0.3%	(170,547)	-13.9%
Total	\$ 20,179,534	4.5%	\$ 36,484,319	8.2%	\$ (16,304,785)	-44.7%

⁽²⁾ Public Employee Benefits Cooperative

Funding Source	Emergency Preparedness	Transportation	Workforce Development	Total
State/Federal Grants	\$ (51,478,996)	\$ 40,999,461	\$ 4,390,566	\$ (6,088,969)
Local Contracts		\$ (17,571,302)		\$ (17,571,302)
In-Kind Match Funds		\$ 34,155,828		\$ 34,155,828
Total	\$ (51,478,996)	\$ 57,583,987	\$ 4,390,566	\$ 10,495,557

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NCTCOG FY 2027 Proposed Budget

State and Federal Grants

STATE	FY 2027	% of Total Funding	FY 2026	Change
Texas Workforce Commission (TWC)	\$ 157,254,443	34.47%	\$ 152,863,877	\$ 4,390,566
Texas Department of Transportation (TxDOT)	65,224,785	14.30%	63,069,854	2,154,931
Texas Mobility Fund	15,000,000	3.29%	0	15,000,000
Texas Health & Human Services (HHS)	10,753,850	2.36%	10,297,901	455,949
Governor's Office (OOG)	3,427,005	0.75%	54,798,388	(51,371,383)
Texas Commission on Environmental Quality (TCEQ)	2,544,207	0.56%	1,523,944	1,020,263
General Land Office (GLO)	926,925	0.20%	1,796,245	(869,320)
Texas Water Development Board (TWDB)	609,736	0.13%	1,299,633	(689,897)
Department of State Health Services (DSHS)	150,000	0.03%	149,999	1
Texas Department of Agriculture (TDA)	21,298	0.00%	24,478	(3,180)
TOTAL STATE	\$ 255,912,249	56.09%	\$ 285,824,319	\$ (29,912,070)
FEDERAL				
Federal Transit Authority (FTA)	40,465,271	8.87%	35,656,988	4,808,283
Federal Highway Administration (FHWA)	25,624,150	5.62%	18,521,196	7,102,954
Environmental Protection Agency (EPA)	22,498,592	4.93%	11,120,642	11,377,950
United States Department of Defense (US DOD)	2,988,463	0.66%	3,202,174	(213,711)
United States Department of Energy (US DOE)	1,244,397	0.27%	896,845	347,552
Federal Emergency Management Agency (FEMA)	478,822	0.11%	474,653	4,169
United States Department of Health and Human Services (US HHS)	250,000	0.05%	165,000	85,000
United States Department of Transportation (US DOT)	203,674	0.04%	139,071	64,603
United States Department of Commerce (US DOC)	52,500	0.01%	62,817	(10,317)
TOTAL FEDERAL	\$ 93,805,869	20.56%	\$ 70,239,386	\$ 23,566,483
TOTAL NCTCOG STATE AND FEDERAL	\$ 349,718,118	76.65%	\$ 356,063,705	\$ (6,345,587)
SEPARATE ENTITIES				
Commission on State Emergency Communications (CSEC)	\$ 152,277	0.03%	\$ 795,100	\$ (642,823)
TOTAL SEPARATE ENTITIES STATE	\$ 152,277	0.03%	\$ 795,100	\$ (642,823)

NCTCOG FY 2027 Proposed Budget

Key Departmental Funding Changes

State and Federal Grants	
Emergency Preparedness	\$ (51,478,996)
Transportation	\$ 40,999,461
Workforce Development	\$ 4,390,566
Total	\$ (6,088,969)

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NCTCOG FY 2027 Proposed Budget Funding Changes

State and Federal Grant Changes – \$6.3 million net decrease, primarily comprised of:

- **Emergency Preparedness – \$51.5 million net decrease, comprised of:**
 - Governor's Office (OOG) – (\$51.5 million net decrease)
- **Transportation – \$41.0 million net increase, primarily comprised of:**
 - Texas Mobility Fund – (\$15.0 million increase)
 - Environmental Protection Agency (EPA) – (\$11.4 million increase)
 - Federal Highway Administration (FHWA) – (\$7.1 million increase)
 - Federal Transit Administration (FTA) – (\$4.8 million increase)
 - Texas Department of Transportation (TxDOT) – (\$2.2 million increase)
- **Workforce – \$4.4 million net increase, comprised of:**
 - Texas Workforce Commission (TWC) – (\$4.4 million increase)

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NCTCOG FY 2027 Proposed Budget Funding Changes

State and Federal Grant Changes – \$6.3 million net decrease (continued)

- **Environment & Development – \$900 thousand net decrease, primarily comprised of:**
 - General Land Office (GLO) (TSI Project) – (\$869 thousand decrease)
 - Texas Water Development Board (TWDB) (TSI Project) – (\$612 thousand decrease)
 - Texas Commission on Environmental Quality (TCEQ) – (\$586 thousand increase)
- **Area Agency on Aging – \$541 thousand net increase, comprised of:**
 - Texas Health and Human Services (HHS) – (\$456 thousand increase)
 - United States Department of Health and Human Services (US HHS) – (\$85 thousand increase)
- **Community/Program Services – Regional Police Academy – \$108 thousand net increase, comprised of:**
 - Governor’s Office (OOG) – (\$108 thousand increase)

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NCTCOG FY 2027 Proposed Budget Funding Changes

Local Revenue – \$16.3 million net decrease, primarily due to:

- **Transportation – (\$17.6 million decrease)**
 - Federation International Football Association (FIFA) World Cup – (\$15.7 million decrease)
 - Charging and Fueling Infrastructure (CFI) Community Grant: North Texas Equitable Electric Vehicle Infrastructure (NTx-EEVI) Project – (\$1.9 million decrease)
- **Information & Innovation Services – (\$876 thousand increase)**
 - Local funding related to the Orthos / aerial photography (cyclical) – (\$876 thousand increase)
- **Environment and Development – (\$107 thousand increase)**
 - State Energy Conservation Office (SECO) – Increase in funding – (\$107 thousand increase)
- **Agency Management – (\$107 thousand increase)**
 - Texas Association of Regional Councils (TARC) Texas Regional Broadband Program (TRBP) funding – (\$107 thousand increase)

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NCTCOG FY 2027 Proposed Budget Funding Changes

Local Revenue – \$16.3 million net decrease, primarily due to: (continued)

- **Area Agency on Aging – (\$104 thousand increase)**
 - Department of Veteran Affairs (VA) – (\$337 thousand increase)
 - Managed Care Organizations (MCOs) – (\$273 thousand decrease)
- **Community/Program Services – (\$123 thousand decrease)**
 - Regional Police Academy (RPA) – Projected decrease due to projected lower enrollment – (\$173 thousand decrease)
 - TXShare – Projected increase in revenue sharing agreements – (\$47 thousand increase)

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NCTCOG FY 2027 Proposed Budget Funding Changes

In-Kind Match Funds – \$34.2 million net increase, primarily due to:

- **Transportation – (\$34.2 million increase)**
 - North Texas Moves: Regional Rail Information System and DART, Trinity Metro, Double Track – (\$23.8 million increase)
 - Clean Heavy-Duty Vehicle Program – (\$8.3 million increase)
 - CFI: Corridor Grant: Texas Hydrogen and Electric Freight Infrastructure (Tx-HEFTI) Project – (\$2.2 million increase)
 - CFI: Community Grant: North Texas Equitable Electric Vehicle Infrastructure (NTx-EEVI) Project – (\$2.2 million increase)
 - EPA DERA includes DERA 2020 & 2023 – (\$1.8 million decrease)

Separate Entities:

- **NCT9-1-1 – (\$432 thousand increase)**
- **Public Employees Benefits Cooperative (PEBC) – (\$131 thousand decrease)**

Total Change to Funding – \$11.9 million net increase

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Total Expenditures	FY 2027	FY 2026	Change
Transportation	\$ 246,655,310	\$ 189,812,080	\$ 56,843,230
Workforce Development	155,598,859	151,120,347	4,478,512
Area Agency on Aging	14,682,176	14,001,250	680,926
Agency Administration	13,346,987	13,062,873	284,114
Information & Innovation Services	12,228,973	10,472,393	1,756,580
Environment & Development	5,124,621	6,142,516	(1,017,895)
Emergency Preparedness	3,805,546	55,151,398	(51,345,852)
Community/Program Services ⁽¹⁾	3,054,385	3,039,468	14,917
Agency Management ⁽²⁾	2,177,333	2,006,393	170,940
Separate Entities			
NCT 9-1-1	15,072,577	14,652,222	420,355
Public Employee Benefits			
Cooperative	1,289,926	1,354,018	(64,092)
Total Proposed Expenditures	\$ 473,036,693	\$ 460,814,958	\$ 12,221,735
Less: Interdepartmental Charges ⁽³⁾	(16,829,339)	(16,496,654)	(332,685)
Net Expenditures	\$ 456,207,354	\$ 444,318,304	\$ 11,889,050

⁽¹⁾ Includes TDI, RPA, CJD, and TXShare

⁽²⁾ Includes Public Affairs

⁽³⁾ Includes Direct Service Charges and Indirect Overhead

NCTCOG FY 2027 Proposed Budget

Key Departmental Expenditure Changes		
Department		
Emergency Preparedness	\$	(51,345,852)
Transportation	\$	56,843,230
Workforce Development	\$	4,478,512
Total	\$	9,975,890

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Transportation – Total expenditures net increase of \$56.8 million, primarily comprised of:

- Cost of Operations – (\$2.0 million decrease)
 - Personnel – (\$676 thousand increase) Primarily due to merit, promotions, and adjustments
 - Contract Services – (\$2.2 million decrease) Primarily due to the following:
 - \$6.1 million decrease – Completion of 2026 FIFA World Cup contracts
 - \$2.1 million decrease – Safe Streets and Roads: Advancing Regional Safety in DFW Region
 - \$3.3 million increase – North Texas Moves: Regional Rail Information System and DART, Trinity Metro, Double Track
 - \$2.5 million increase – Cooperative Vehicle Procurement (Buses for Urban Service)
 - Other – (\$400 thousand decrease) – Primarily due to the following:
 - \$378 thousand decrease – Interdepartmental Transfers to various Departments
 - \$35 thousand increase – COOP Purchase Equipment – (Wayfinding & Signage)
- Pass-Through – (\$24.6 million increase)
 - \$12.6 million increase – North Texas Moves: Regional Rail Information Systems and DART, Trinity Metro, Double Track
 - \$12.2 million increase – Clean Heavy-Duty Vehicle Program
 - \$8.2 million increase – CFI Corridor Grant: Texas Hydrogen and Electric Freight Infrastructure (Tx-HEFTI) Project
 - \$2.1 million increase – Pass-Through to subrecipients (5307) & (5310) Transit Projects (i.e. operating, mobility management, strategic partnerships and capital)
 - \$11.8 million decrease – 2026 FIFA World Cup Partnership

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Transportation – Total expenditures net increase of \$56.8 million, primarily comprised of: (continued)

- In-Kind – (\$34.2 million increase) Primarily due to the following:
 - \$23.8 million increase – North Texas Moves: Regional Rail Information System and Dart, Trinity Metro, Double Track
 - \$8.3 million increase – Clean Heavy-Duty Vehicle Program: Rebates for awardees for vehicle replacement
 - \$2.2 million increase – CFI Corridor Grant: Texas Hydrogen and Electric Freight Infrastructure (Tx-HEFTI) Project – Pilot Travel Centers anticipated increase in activity
 - \$2.2 million increase – CFI Community Grant: North Texas Equitable Electric Vehicle Infrastructure (NTx-EEVI) Project – EV Charging Station Deployment
 - \$1.8 million decrease – EPA DERA completion of DERA 2020

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Workforce Development – Total expenditures net increase of \$4.5 million, primarily comprised of:

- Cost of Operations – (\$392 thousand decrease)
 - Personnel – (\$524 thousand increase) Primarily due to addition of 2 FTEs (Assistant Director & Grant Initiatives / Education Partnerships Coordinator)
 - Occupancy – (\$188 thousand decrease) Due to closing of the Corsicana Workforce Center
 - Capital Outlay – (\$257 thousand decrease) Due to closing of the Corsicana Workforce Center and subsequent merge with the existing Waxahachie Workforce Center, eliminating the need for leasehold improvements to Corsicana Workforce Center
 - Contract Services – (\$515 thousand decrease) Primarily due to reductions in Contract Services and Network Services
 - Contract Services – (\$354 thousand decrease)
 - Network Services – (\$175 thousand decrease) Primarily due to closing of the Corsicana Workforce Center and reduction in Workforce space within NCTCOG corporate headquarters
- Pass-Through – (\$4.8 million increase)
 - Childcare – (\$5.4 million increase) Increase in direct care childcare funding passed to the Workforce subrecipient
 - Workforce Programs – (\$506 thousand decrease) Decrease in funding for the Workforce subrecipient to deliver the various Workforce Center services

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Information & Innovation Services – Total expenditures net increase of \$1.8 million, primarily comprised of:

- Cost of Operations – (\$1.8 million increase)
 - Contract Services – (\$1.5 million increase) – Primarily due to increase (cyclical) in Orthos / aerial photography contract service
 - Other – (\$450 thousand increase) Primarily due to increase in software expense, and additional funding through the Transportation department for Transportation Improvement Plan (TIP) and Revenue and Project Tracking System (RAPTS)

Area Agency on Aging – Total expenditures net increase of \$681 thousand, primarily comprised of:

- Cost of Operations – (\$295 thousand increase)
 - Personnel – (\$61 thousand decrease) Primarily due to a reduction of 1 FTE (Sr. Case Manager), including merit, promotions, and adjustments
 - Contract Services – (\$331 thousand increase) Primarily due to:
 - Veterans Directed Care (VDC) Program – (\$493 thousand increase)
 - Administration for Community Living (ACL) Dementia program – (\$180 thousand increase)
 - Managed Care Organizations (MCO) – (\$308 thousand decrease)
- In-Kind/Pass-through – (\$385 thousand increase) Increase distribution support for eligible program expenses.

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Environment & Development – Total expenditures net decrease of \$1.0 million, primarily comprised of:

- Cost of Operations – (\$1.2 Million decrease)
 - Personnel – (\$52 thousand increase) Primarily due to merit, promotions, and adjustments
 - Contract Services – (\$1.3 million decrease) Primarily driven by a decrease in GLO and TWDB funding as the TSI project is expected to end in early FY2027
 - General Land Office (GLO) – (\$689 thousand decrease)
 - Texas Water Development Board (TWDB) – (\$666 thousand decrease)
- Pass-through – (\$227 thousand increase)
 - Solid Waste Management – (\$424 thousand increase) This is the second year of a two (2) year award, which includes implementation of the grant.
 - Texas Water Development Board funding – (\$197 thousand decrease) Primarily related to the Texas Water Development Board (TWDB) TSI contract ending in early FY2027
 - A&M AgriLife – \$127 thousand decrease
 - UT Arlington – \$70 thousand decrease

Agency Management – Total expenditures net increase of \$171 thousand, primarily comprised of:

- Cost of Operations – (\$181 thousand increase)
 - Personnel – (\$194 thousand increase) Primarily due to the addition of a position added during FY2026 (Economic Development Coordinator) for the Texas Regional Broadband Program (TRBP)

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Emergency Preparedness – Total expenditures net decrease of \$51.3 million, primarily comprised of:

- Cost of Operations – (\$167 thousand increase)
 - Contract Services – (\$94 thousand decrease) Primarily due to a reduction in a FIFA World Cup-related grant
 - Other – (\$245 thousand increase) Primarily due to hosting a regional resiliency conference that fulfills deliverables as part of the Regional Catastrophic Preparedness Grant program
- Pass-Through – (\$51.5 million decrease)
 - Governor’s Office (OOG) – (\$51.5 million decrease) – 2026 FIFA World Cup Grant Program

Community/Program Services – Total expenditures net increase of \$15 thousand, primarily comprised of:

- Cost of Operations – (\$15 thousand increase)
 - Personnel – (\$62 thousand decrease) Primarily due to reduction of hours for Police Training Coordinators
 - Contract Services – (\$19 thousand increase)
 - Other – (\$54 thousand increase)

Agency Administration – Total expenditures net increase of \$284 thousand, primarily comprised of:

- Cost of Operations – (\$284 thousand increase)
 - Personnel – (\$194 thousand increase) Primarily due to merit, promotions, and adjustments
 - Contract Services – (\$213 thousand decrease) Primarily due to one-time website support update
 - Other – (\$250 thousand increase) Primarily related to software and software support

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NCTCOG FY 2027 Proposed Budget Total Expenditures

Separate Entities:

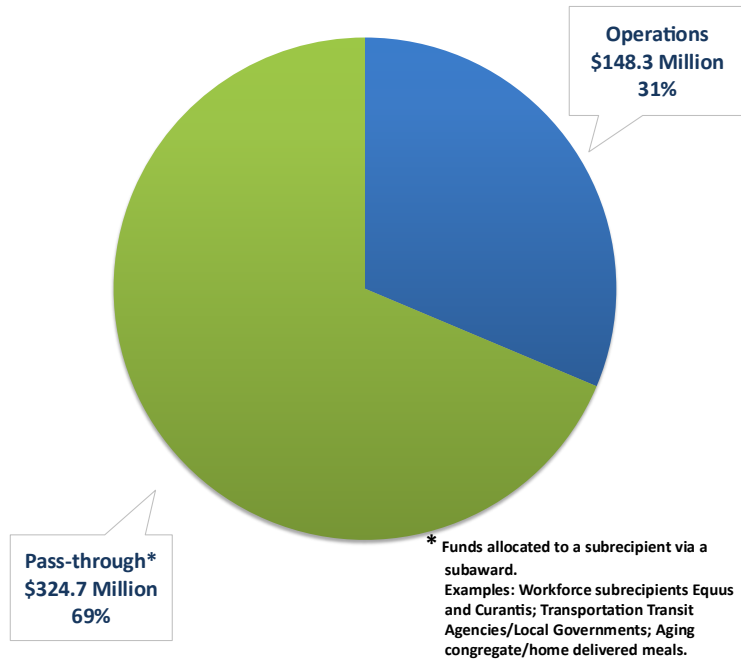
NCT9-1-1 District – Total expenditures net increase of \$420 thousand.

PEBC – Total expenditures net decrease of \$64 thousand.

Total Change to Expenditures – \$11.9 million increase

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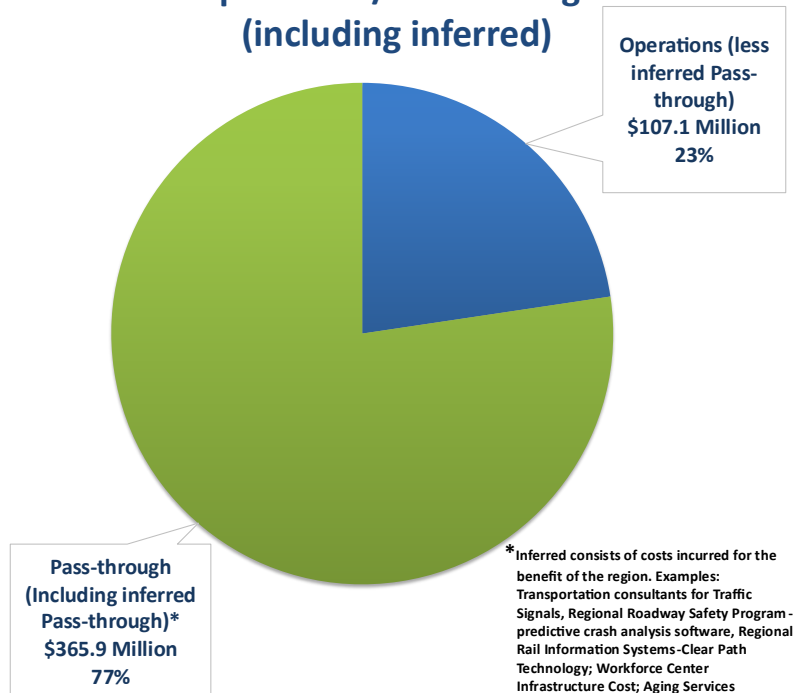
Operations/Pass-through



NCTCOG FY 2027 Proposed Budget Operations/Pass-through

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Operations/Pass-through (including inferred)



NCTCOG FY 2027 Proposed Budget Operations/Pass-through (including inferred)

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NCTCOG FY 2027 Proposed Budget

Personnel and Fringe Benefits

- 445 full-time positions and 58 temporary/part-time positions
 - Net increase of 1 full-time position
- Healthcare 4% increase
- 3% merit pool

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NCTCOG FY 2027 Proposed Budget

Full-time Positions	FY 2027 Budget	FY 2026 Budget	Change
Transportation	204	204	0
Workforce Development	54	52	2
Agency Administration	44	44	0
Information & Innovation Services	35	35	0
Area Agency on Aging	27	28	-1
Environment & Development	16	16	0
Emergency Preparedness	7	7	0
Community/Program Services ⁽¹⁾	11	11	0
Agency Management ⁽²⁾	8	8	0
PEBC	6	6	0
NCT9-1-1	33	33	0
Total	445	444	1

⁽¹⁾ TDI, RPA, CJD, and TXShare

⁽²⁾ Includes Public Affairs

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NCTCOG FY 2027 Proposed Budget Full-Time Staffing Update

Workforce Development (+2)

- Assistant Director of Workforce Development (+1)
- Grants Initiatives & Education Partnerships Coordinator (+1)

Area Agency on Aging (-1)

- Senior Case Manager (-1)

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NCTCOG FY 2027 Proposed Budget

Remaining Steps In Budget Process:

- Answer any questions today.
- Provide for public hearing and budget adoption resolution at September's Board meeting.
- Prepare budget document for filing with the Board and State agencies in September.
- Monitor FY 2026 budget year close out.
- Implement FY 2027 budget beginning October 1.
- Present status of programs and need for budget amendments throughout the year as new programs and funding become available.

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North Central Texas Council of Governments

Item 15

Exhibit: 2026-09-15-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Amended Contract with the Meadows Mental Health Policy Institute to Develop and Implement a Program to Reduce Youth Fatalities Due to Motor Vehicle Crashes

The North Central Texas Council of Governments (NCTCOG) issued a Request for Proposals for Innovative Safety Projects and Programs to Reduce Youth Fatalities Due to Motor Vehicle Crashes on July 26, 2024. In January 2025, the Executive Board authorized staff to enter into a contract with the Meadows Mental Health Policy Institute for an amount not to exceed \$3,200,000. This work included the development and implementation of a unique course curriculum to introduce moral courage and bystandership principles in youth and adolescent drivers' education to reduce fatal motor vehicle crashes amongst youthful drivers. The Regional Transportation Council, on December 14, 2023, approved approximately \$3,900,000 for this project.

Based on the student survey for the initial training offered to the youth within the region, the results have shown substantial and consistent gains in felt competence and stated likelihood of intervention. By the end of the course, 95.1% of students agreed they know what to do if a friend is driving unsafely; 93.0% felt comfortable speaking up; and 96.5% believed they could make a difference in keeping themselves and their friends safe. Staff is requesting authorization to amend the current contract authorization of \$3,200,000 with the Meadow Mental Health Policy Institute by an additional \$500,000 for a new amount not to exceed \$3,700,000. The additional funding will be utilized to provide additional bystandership training to youth in the region including both in-person and online. Executive Board approval will be requested to amend the consultant contract with The Meadows Mental Health Policy Institute to perform these activities in an amount not to exceed \$3,700,000 in RTR funds with no local matching funds required.

In support of NCTCOG's responsibilities as RTC's fiscal agent, Transportation Department staff evaluated procurement compliance requirements and conducted the procurement in accordance with applicable state and federal requirements. The Executive Board is responsible for considering the procurement method and compliance information presented herein when determining whether to approve the requested action.

A draft resolution authorizing a contract amendment is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

NB
Attachment

RESOLUTION AUTHORIZING AMENDED CONTRACT WITH THE MEADOWS MENTAL HEALTH POLICY INSTITUTE TO DEVELOP AND IMPLEMENT A PROGRAM TO REDUCE YOUTH FATALITIES DUE TO MOTOR VEHICLE CRASHES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC) serves as the MPO Policy Committee, comprised primarily of local elected officials, and is the regional transportation policy body associated with NCTCOG, and has been and continues to be the regional forum for cooperative decisions on transportation; and,

WHEREAS, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

WHEREAS, Subtask 5.07 of the Fiscal Year (FY) 2026 and 2027 Unified Planning Work Program for Regional Transportation Planning provides for the development and implementation of driver safety education programs; and,

WHEREAS, on March 28, 2024, the NCTCOG Executive Board adopted a resolution authorizing the receipt of Regional Toll Revenue for the planning and implementation of programs to be administered and managed by NCTCOG; and,

WHEREAS, on July 26, 2024, NCTCOG initiated a Request for Proposals to secure consultant assistance for innovative safety projects and programs to reduce youth fatalities due to motor vehicle crashes; and,

WHEREAS, the Meadows Mental Health Policy Institute was recommended by the Consultant Selection Committee to develop and implement a program to reduce youth fatalities due to motor vehicle crashes; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. An amended contract between NCTCOG and the Meadows Mental Health Policy Institute to develop and implement a program to reduce youth fatalities due to motor vehicle crashes to increase the current contract authorization of \$3,200,000 by an additional \$500,000 for a new amount not to exceed \$3,700,000, be and is hereby approved.

Section 2. The Executive Director or his designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 3. This resolution shall be in effect immediately upon its adoption.

Jennifer Justice, President
North Central Texas Council of Governments
Councilmember, City of Richardson

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 24, 2026.

T.J. Gilmore, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Lewisville



North Central Texas Council of Governments

Item 16

Exhibit: 2026-09-16-TR

Meeting Date: September 24, 2026

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Status Report on Metropolitan Planning Organization Revolver Funds and
Regional Transportation Council Local Pool

The North Central Texas Council of Governments (NCTCOG) is required to pay for expenses associated with projects and programs it implements before federal reimbursement can be requested. To do this, the Metropolitan Planning Organization (MPO) Revolver Fund was created to hold local funds that pay these invoices. In September and December 2015, the Regional Transportation Council (RTC) approved the programming of projects to establish the MPO Revolver Fund. The MPO Revolver Fund is reimbursed as federal/State reimbursements are received. This memo refers to this fund as the "Permanent MPO Revolver Fund."

The Executive Board also authorized the Transportation Director to move interest between the Permanent MPO Revolver Fund, the Temporary MPO Revolver Fund, and the RTC Local Fund Pool based on need. This action also requires staff provide a semi-annual report to the Executive Board on the status of the MPO Revolver Funds and RTC Local Pool including interest transferred, if any, between funds. The Director has not moved any interest funds between accounts. Each account continues to accrue its own interest.

Attached is a summary of the status of the Permanent MPO Revolver, the Temporary MPO Revolver, and the RTC Local Fund Pool. I will provide a brief presentation on this item and be available to answer questions from the Board.

BM
Attachment

RTC LOCAL Accounts

Permanent MPO Revolver Balance (as of 7/31/2026)	\$ 4,209,153.71
Permanent MPO Revolver	\$ 15,000,000.00
Permanent MPO Revolver Interest	\$ 698,001.38
Permanent MPO Revolver Utilization (as of 7/31/2026)	\$ 11,488,847.67
Number of times Permanent Reolver has rotated	22.68
Temporary MPO Revolver Balance (as of 7/31/2026)	\$ 11,217,815.88
Temporary MPO Revolver Receipts	\$ 10,000,000.00
Temporary MPO Revolver Interest	\$ 1,217,815.88
Temporary MPO Revolver Utilization (as of 7/31/2026)	\$ -
RTC Local Fund Pool Balance (as of 8/4/2026)	\$ 94,601,395.25
RTC Local Fund Receipts	\$ 95,000,000.00
RTC Local Fund Interest	\$ 22,698,768.10
Committed Funds	\$ 23,097,372.85



North Central Texas Council of Governments

Item 17

Exhibit: 2026-09-17-EDO

Meeting Date: September 24, 2026

Submitted By: Ken Kirkpatrick
General Counsel

Randy Richardson
Director of Administration

Item Title: Internal Compliance Program and Ethics Training

The purpose of this item is to provide the Executive Board an overview of the North Central Texas Council of Governments' (NCTCOG) Internal Compliance Program (ICP) and provide an ethics/conflicts of interests briefing. The Executive Board most recently updated the ICP in March 2025. In accordance with the updated ICP, NCTCOG's Executive Board is provided an overview of NCTCOG's Internal Compliance Program and ethics/conflict of interest requirements on an annual basis. Attachment 1 has additional information. Attachment 2 is the ICP approved by the Board.

In 2011, NCTCOG developed a formal ICP in response to a Texas Department of Transportation (TxDOT) requirement codified in 43 Texas Administrative Code §10.51. Although originating from a TxDOT requirement, it applies to all NCTCOG programs and activities. The ICP is designed to put policies and procedures in place to detect and prevent violations of laws, regulations, and ethical standards applicable to NCTCOG and its officers and employees. The agency-wide ICP contains compliance standards and procedures that NCTCOG employees and agents are expected to follow.

Chapter 171 of the Texas Local Government Code establishes conflict-of-interest requirements for local public officials. In general, a Board member should not vote on or participate in a matter involving a business entity or real property in which the member has a substantial interest if the action would have a special economic effect on that interest that is different from its effect on the general public. When such a conflict exists, the official must disclose the nature and extent of the interest by filing an affidavit before the vote or decision and, unless a statutory exception applies, abstain from further participation in the matter. Attachment 3 is NCTCOG's Conflict of Interest Affidavit for use by Board members in the event one is needed.

We will provide a brief presentation and will be available for any questions.

KK

Internal Compliance Program and Ethics

Ken Kirkpatrick
General Counsel

NCTCOG Executive Board Orientation
September 24, 2026



Internal Compliance Program

Internal Compliance Program (ICP) affirms NCTCOG's principles, practices, and structure to ensure compliance and promote high ethical standards

Designed to detect and prevent violations of applicable laws, regulations, and ethical standards

Formal requirement established by TxDOT in 2011
(43 Texas Administrative Code §10.51)

Two platforms for anonymous reporting of concerns:
On-line: <https://nctcog.ethicspoint.com>
By Phone: 866-831-7466

Ethics/Conflict of Interest

Conflict of Interest Requirements Applicable to Board Members

Local Gov't Code Chapter 171

Requires filing of a Conflict of Interest Affidavit when:

- 1) Board member has a “substantial interest” in a business entity or real property;
- 2) that may receive a special economic effect;
- 3) by a vote or decision of the NCTCOG Executive Board; and
- 4) special economic effect is distinguishable from the effect on the general public

Abstain from any discussion, vote or decision on the merits

3

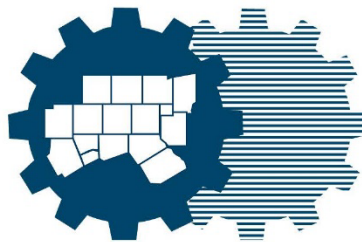
Board Member Considerations (cont'd)

Substantial Interest is defined as:

1. Ownership of 10% or more of voting stock or shares of the business entity;
2. Ownership of 10% or \$15,000 or more of the fair market value of the business entity;
3. Funds received from the business entity exceed 10% of Board member's gross income for previous 12 months; or
4. Equitable or legal ownership interest in real property with a fair market value of at least \$2,500.

4

Internal Compliance Program



**North Central Texas
Council of Governments**

Approved: February 2018
Revised: March 2025

Internal Compliance Program

A formal internal compliance program affirms an organization's principles, practices, and structure to ensure compliance with all applicable laws, rules, and regulations. It also specifies the processes used to prevent and detect any violations. This ongoing, proactive agenda demonstrates how the organization will operate in a legal and ethical manner, and how its code of conduct will be applied to address specific organizational risks.

The North Central Texas Council of Governments (NCTCOG) has a long tradition of recognizing the importance of fair standards and stewardship in our state planning operations. The Agency has developed a formal compliance program to include a plan that integrates legal and internal compliance efforts throughout agency to mitigate risk, assure quality, and improve the performance of internal monitoring systems. NCTCOG's Executive Director is authorized to make administrative, non-substantive changes to this plan as needed.

1. High level personnel are responsible for oversight of compliance with the standards and procedures

The Executive Director and the Deputy Executive Director are charged with monitoring compliance within the organization and taking appropriate action, in response to compliance-related complaints. This is in accordance with our Responsibility for Implementation of Personnel Policies. They are responsible for oversight of financial reports and establishing and maintaining an adequate internal control structure with appropriate checks and balances.

A compliance team made up of the Chief Compliance Officer and senior level representatives from the Administration Dept and legal team was established to assist the Executive and Deputy Directors in identifying and meeting compliance objectives.

NCTCOG encourages ethical conduct and a personal commitment to compliance with all applicable laws and regulations.

2. Appropriate care is being taken to avoid the delegation of substantial discretionary authority to individuals whom the organization knows, or should know, have a propensity to engage in illegal activities.

Criminal background checks are conducted in accordance with Agency Policy at the time of hire for all new Agency employees. Additionally, criminal background checks are conducted annually, or more frequently if needed on a discretionary basis, for those with contract signature authority or other key individuals as determined by the Executive Director. The Director of Administration maintains a list of employees subject to background checks.

3. Compliance standards and procedures are effectively communicated to all of the organization's employees by requiring them to participate in training and disseminating to them information that explains, in understandable language, the requirements of the program.

The Agency provides ethics and compliance training to all new hires as part of the onboarding process. Current employees receive periodic ethics and compliance training. Additionally, employees review the Ethics Policy and other key compliance policies annually through the Learning Management System to acknowledge understanding of their requirements. Human

Resources provides monitoring and reporting to ensure all employees are trained on an annual basis. Ethics, Fraud and Compliance Policies are also available through the Employee Intranet Portal.

4. The governing body or individuals of the organization have periodic training in ethics and in the compliance program

NCTCOG's Executive Board is provided an overview of NCTCOG's Internal Compliance Program and ethics requirements on an annual basis.

5. Compliance standards and procedures are effectively communicated to the organization's employees or agents

In accordance with Dissemination and Interpretations of Policies, the Agency communicates the ethics and compliance policy to all new hires and makes available an electronic version to all employees. At time of hire and at policy revisions, all employees acknowledge its receipt and their understanding of the policy's requirements.

- a) Employees receive periodic training on our Internal Compliance Program, including information and instructions on how to report fraudulent behavior.
- b) An Internal Compliance brochure has also been made available to all employees. Brochures are made available on the HR bulletin board located on the first-floor break room and also electronically on the Agency's Compliance Portal via the employee intranet.
- c) An anonymous reporting portal is available through a third-party vendor. The link to this portal (Global Compliance portal: <https://nctcog.ethicspoint.com>) is housed on our internet page and on the Employee Intranet Portal
- d) Brochures are made available for dissemination to Agents, Volunteers and Contractors.
- e) The Internal Compliance Program portal has an auto reporting mechanism where our Executive Director, Deputy Executive Director and HR receive a report of all submissions.

Employees and Agents are encouraged to report any suspicions of noncompliance, fraud, or unethical behavior. In accordance with our Retaliation policy, NCTCOG prohibits retaliation or discrimination against any employee for opposing an unlawful or discriminatory employment practice, or for alleging or participating in an investigation of an allegation of discrimination.

6. Reasonable steps are being taken to achieve compliance with the compliance standards and procedures by using monitoring and auditing systems that are designed to reasonably detect noncompliance, and providing and publicizing a system for the organization's employees and agents to report suspected noncompliance without fear of retaliation

NCTCOG uses a multi-disciplinary team approach to ensure that we meet compliance standards and procedures. The team includes, but is not limited to:

- Research and Information Services
- Risk and Compliance

- Audit and Review
- Accounting
- Procurement
- Human Resources
- Legal
- Departmental Programs
- Others and determined necessary

Processes and engagements used include but are not limited to the following:

- Subrecipient Baseline Risk Assessment (SPARA)
- Departmental staff reviews and monitoring of subrecipient transactions, both fiscal and programmatic
- Funding source periodic monitoring
- Annual independent audit
- Other agreed-upon procedure engagements with third parties
- Internal control reviews
- Agency wide risk assessment

Employees are required to immediately report any suspicions of noncompliance with law, or unethical behavior. An anonymous reporting portal has been developed thorough a third-party vendor. The link to the Global Compliance portal at <https://nctcog.ethicspoint.com>, is housed on our internet page and allows for the submission of concerns by employees, our agents, and the public.

7. Consistent enforcement of compliance standards and procedures is administered through appropriate disciplinary mechanisms

NCTCOG currently has a process to address any detected offenses. In addition, our Internal Compliance Program portal has a reporting mechanism where our Executive Director, Deputy Executive Director and HR receive a report of all submissions.

Review, investigation, and disciplinary recommendations are conducted on reported issues of non-compliance in accordance with our Progressive Disciplinary policy, that describes which actions may lead to discipline and/or termination. It also specifies who is responsible for responding to evidence of noncompliance and taking appropriate action.

8. Reasonable steps are being taken to respond appropriately to detected offenses and to prevent similar future offenses

Any employee who violates the ethics policy may be subject to termination or other employment-related sanctions, as well as applicable civil or criminal penalties. Preventing future offenses is accomplished through the training provided to employees on the compliance policy and ethical behavior, and assessing risks of criminal misconduct within the organization as needed.

9. The entity has an employee code of conduct that, addresses: record retention; fraud; equal opportunity employment; sexual harassment and misconduct; conflicts of interest; personal use of the organization's property; and gifts and honoraria

NCTCOG has an established Policy Manual to set forth the primary rules governing employment with NCTCOG. The policies inform employees of the benefits and obligations of employment with NCTCOG. Policies have been prepared and adopted to promote consistent, equitable, and effective practices by both employees and supervisors.

NCTCOG's Policy Manual includes the following:

- Responsibility for Implementation of Personnel Policies
- Dissemination and Interpretation of Personnel Policies
- Equal Employee Opportunity
- Retaliation
- Sexual and other Unlawful Harassment
- Conflict of Interest
- Code of Ethical Conduct
- Fraud, Waste, and Abuse
- Records Retention
- NCTCOG Property
- Purchases of NCTCOG Property
- Use of Internet and E-mails
- Gifts and Gratuities
- Criminal Background Checks
- Progressive Discipline Policy

The Agency understands and acknowledges that this document contains only the Minimum Standards for Internal Compliance Program Requirements as required by Title 43, Texas Administrative Code, and Section 10.51. Any other requirements by any state, federal, or local law, rule, regulation, ordinance or otherwise are not included in these requirements and it is the responsibility of Executive Management to comply with such laws.

Referenced Policies

RESPONSIBILITY FOR IMPLEMENTATION OF PERSONNEL POLICIES.

The Executive Director is the Chief Executive Officer of NCTCOG and is responsible for creating and administering policies and procedures. The Executive Director may delegate authority to appropriate staff members to act on his behalf in the administration of these policies and procedures.

DISSEMINATION AND INTERPRETATION OF PERSONNEL POLICIES.

You can access the Policy Manual on the NCTCOG intranet. The Executive Director and Chief Human Resources Officer maintain the official set of policies, with all revisions, for reference by employees. If a question arises about a particular policy, the official set of policies maintained by the Executive Director and Chief Human Resources Officer should be consulted and shall control. The Executive Director and the Chief Human Resources Officer may interpret the policies for clarification.

EMPLOYEE REQUIREMENT. You are required to read this Policy Manual carefully and to adhere to the policies within. If you have questions or something is unclear, ask your supervisor and/or contact HR.

EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICY

It is the policy of NCTCOG to prohibit discrimination against any person based on race, age, religion, color, disability, national origin, sex (including pregnancy, sexual orientation, and gender identity), genetic information, veteran status, political affiliation, or any other characteristic protected by law in all aspects of the employment relationship, including but not limited to job structuring, recruitment or recruitment advertising, examination, selection, appointment, placement, training, upward mobility, discipline, demotion, transfer, layoff or termination, rates of pay, or other forms of compensation, selection for training including apprenticeship and educational benefits, working conditions, employee benefits and application of policies, and other aspects of employment. This policy extends to all employees and applicants for employment. The policies and principles of EEO also apply to any other persons or agencies doing business with NCTCOG.

In carrying out this equal employment opportunity policy, NCTCOG will comply with statements of federal and state policy concerning equal employment opportunity, including Title VI and VII of the Civil Rights Act of 1964 as amended, and 1991; the Age Discrimination in Employment Act of 1967, as amended; the Rehabilitation Act of 1973, as amended; Americans with Disabilities Act of 1990, and other applicable laws, orders, or related rules and regulations.

Facilities, social activities, and all other employee benefits will offer equal opportunities to all without regard to any characteristic protected by law.

EEO STATEMENT

NCTCOG has a strong commitment to the community we serve and our employees. As an equal opportunity employer, we strive to have a workforce that reflects the community we serve. No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy) age, genetic information, disability, veteran status, political affiliation, or other protected class.

NCTCOG's Equal Employment Opportunity (EEO) policy applies to all employment actions, including but not limited to the following: recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

All applicants and employees have the right to file complaints alleging discrimination. Retaliation against an individual who files a charge or complaint of discrimination, participates in an employment discrimination proceeding (such as an investigation or lawsuit), or otherwise engages in protected activity is strictly prohibited and will not be tolerated.

NCTCOG is committed to providing reasonable accommodations to applicants and employees who need them because of a disability, absent undue hardship imposed upon NCTCOG which makes providing a reasonable accommodation infeasible. NCTCOG will explain the reasons why the accommodation is infeasible, and the employee may explain the reasons why he or she thinks it should be feasible.

NCTCOG's Executive Director maintains overall responsibility and accountability for NCTCOG's compliance with its EEO Policy and Program. NCTCOG's Deputy Executive Director serves as the EEO Officer, ensuring day-to-day management, program preparation, monitoring, and complaint investigation. The Deputy Director reports directly to the Executive Director and acts with his/her authority for all levels of management and employees. Human Resources assists with implementing the EEO Program.

All NCTCOG executives, management, and supervisory personnel share in the responsibility for monitoring NCTCOG's EEO Policy and Program within their respective areas and will be assigned specific tasks to ensure compliance is achieved. NCTCOG will evaluate its managers' and supervisors' performance on their successful monitoring of NCTCOG's EEO policies and procedures, in the same way NCTCOG assesses their performance regarding other agency's goals.

NCTCOG is committed to undertaking and developing a written nondiscrimination program that sets forth the policies, practices, and procedures to which the agency is committed and make the EEO Program available for inspection by any employee or applicant for employment upon request.

NCTCOG is committed to a workplace that acts upon its daily responsibility to treat all applicants and employees with dignity and respect, as well as equitably under the guidelines of our EEO Policy and Program.

EEO PROGRAM

NCTCOG maintains and annually reviews an agency EEO Plan. The Deputy Executive Director and Human Resources are responsible for compliance with state and federal EEO laws.

DISCRIMINATION, HARASSMENT, RETALIATION NOT TOLERATED

It is the policy of NCTCOG to provide employees with a productive work environment free of discrimination and harassment by management, supervisors, co-workers, and individuals that have a business relationship with NCTCOG. NCTCOG prohibits unlawful discrimination or harassment by or against any employee.

CONFLICT OF INTEREST AND CODE OF ETHICAL CONDUCT POLICY

NCTCOG is a political subdivision of the State of Texas. As an employee serving the public, you shall conduct business in full compliance and in an honest, fair, and courteous manner. At NCTCOG, compliance is defined by adhering to all legal regulations that might lead to sanctions under criminal or administrative law, as well as adhering to internal policies relating to such regulations.

You must not ask or expect contractors or others with whom NCTCOG does business to favor NCTCOG or you with special treatment. You should not permit personal preferences and dislikes to affect decisions related to your duties. To do so acts against NCTCOG policy, which is to treat all individuals, members, potential members, contractors, and others fairly and equitably. You will reflect the policies for the organization in your oral and written statements representing NCTCOG with the public, local government members, potential members, contractors, grantee state agencies, and federal agencies.

NCTCOG maintains an Internal Compliance Program (ICP) that is designed to detect and prevent violations of the law and ethical standards applicable to the Agency or its employees. The ICP is an essential part of NCTCOG's core values. The standards of ethical conduct for employees are outlined below.

You may not:

- Accept or solicit any gift, favor, or service that might reasonably tend to influence you in the discharge of official duties or that you know or should know is being offered with the intent to influence your official conduct;
- Accept other employment or engage in a business or professional activity that you might reasonably expect would require or induce you to disclose confidential information acquired by reason of the official position;
- Accept other employment or compensation that could reasonably be expected to impair your independence of judgment in the performance of your official duties;
- Make personal investments that could reasonably be expected to create a substantial conflict between your private interest and the public interest; or
- Intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised your official powers or performed your official duties in favor of another.

Conflict of Interest

You will conduct your activities in a fair and legal manner, avoiding actual or perceived conflicts of interest.

Business dealings and business relationships that create or appear to create a conflict between you and the legitimate business interests of the Agency are unacceptable. A potential or actual conflict of interest occurs when you are in a position to influence a decision that may result in a personal gain for you or a family member because of the Agency's dealings.

Although it is not possible to specify every action that might create a conflict of interest, this policy sets forth the ones that most frequently present problems.

Listed below are examples of directives you are expected to follow to avoid a conflict of interest. This list is not all-inclusive.

- You shall not participate in any decision relating to NCTCOG's contracts if the decision affects you or your personal financial interests;
- You shall not be affiliated in any way with any enterprise that is in competition with NCTCOG;
- You shall not use NCTCOG property for personal gain and must refrain from situations where your financial interests are brought into conflict with that of NCTCOG. This includes, but is not limited to leased vehicles, computer software and equipment, data, and/or information acquired or created by NCTCOG.

You have an obligation to disclose to the Executive Director or your Program Director any relationship you or your family has with an entity doing business with NCTCOG. The Executive Director has an obligation to disclose to the Executive Board a relationship that could be viewed as being in conflict or competition with his or her duties.

If you have a question about whether an action or proposed action would create a conflict of interest, or to report a conflict of interest, contact your Program Director.

Specifically, with reference to grants and contracts, an employee, officer, or agent may not participate in the selection, award, or administration of a grant or contract if they have a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of their immediate family, their partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract or grant award.

Gifts and Gratuities

You shall not accept a gift of any value that is offered in connection with or because of being employed by NCTCOG.

The only exception to this policy is that candy, cookies, and other food items given to a department or individual employee may be kept, so long as they are made available for the enjoyment of all employees of that department. Occasional meals from a person or business seeking a formal business relationship may be accepted.

Small gifts from service clubs and other non-profit agencies in exchange for speaking engagements are acceptable unless they have or are seeking to establish a formal business relationship.

Prizes awarded to NCTCOG employees while attending conferences are the property of the employee. If payment of taxes is required to receive the prize, the employee is responsible for the payment of such taxes.

Honorariums for speeches may be accepted if returned to the agency.

Outside Employment

You must give advance notice to your Program Director and the Executive Director to engage in any outside employment, including self-employment. Notification must be in writing.

Permission may be refused for any outside employment, activity, or enterprise determined by the Executive Director:

- To be inconsistent or incompatible with employment with NCTCOG;
- To adversely affect your job performance; or,
- That is in competition or conflicting interest with NCTCOG.

If you are injured during employment/activities that are outside of your employment with NCTCOG, you may not file a workers' compensation claim against NCTCOG for benefits related to the injury, even though the Executive Director may have authorized outside employment.

You must have advance approval by your Program Director for the use of NCTCOG assets with outside activities.

Political Activity

You are encouraged to vote and to exercise other prerogatives of citizenship consistent with state and federal law and NCTCOG policies.

In your official capacity, you must not:

- Use your official authority or influence to interfere with or affect the result of an election or nomination for office;
- Directly or indirectly coerce, attempt to coerce, command, or advise a local or state officer or employee to pay, lend, or contribute anything of value to a party, committee, organization, agency, or person for a political purpose;
- Use funds provided by the State of Texas to influence the passage or defeat of any legislative measure in the Texas Legislature or the outcome of any election; or
- Use funds provided under Federal contracts in any way to attempt to influence in any manner a member of Congress to favor or oppose any legislation or appropriation by Congress, or for lobbying with state or local legislators.

The Hatch Act

Employees are subject to the Hatch Act if their principal employment is in connection with an activity which is financed in whole or in part by loans or grants made by the federal government. Any employee subject to the provisions of the Hatch Act may not be a candidate for elective office in a partisan election. (A partisan election is an election in which candidates are to be nominated or elected to represent a party whose candidates for presidential electors received votes in the last preceding election at which presidential electors were selected.)

Furthermore, the Hatch Act prohibits you from using your official authority to influence an election and from directly or indirectly coercing contributions from subordinates in support of a political candidate.

Running for Office

If you run for election to an elected office, you are encouraged, but not required, to request a leave of absence beginning upon filing for elected office and ending with qualifying for and taking office. Any activities to seek or hold an elected office shall not be allowed to impede your duties.

Political Activities by Certain Public Entities and Individuals

It is NCTCOG's intent to fully comply with Texas Government Code, Chapter 556. Under this statute, you have the rights of freedom of association and political participation guaranteed by the state and federal constitutions **except** to use your official authority to influence elections or nominations or achieve any political purpose; coerce or prevent contribution of anything of value to a person or political organization for a political purpose; and all other restrictions outlined in the statute.

Additionally, NCTCOG may not use any money under its control, including appropriated money, to finance or otherwise support the candidacy of a person for an office in the state or United States government, to employ a person who is required to register as a lobbyist, or to influence the passage or defeat of a legislative measure.

Political Activity Is Not Considered in Employment Practices

Political activity not in violation of this section shall not be considered in determining your compensation, eligibility for promotion or demotion, work assignment, or leave or travel request, or in applying any other employment practices.

Endorsing Candidates for Office

You shall draw a line between your acts as an employee of a political subdivision of the state and your acts as an individual. While you are free to endorse or support candidates for office, such endorsements must always be provided in your own name, without the use of any official title. Your NCTCOG e-mail and phone/cell phone accounts shall never be used to send or receive messages promoting the election or defeat of a particular candidate or for fundraising purposes. You should be careful when raising funds for political candidates that there is no appearance of coercion.

Purchasing NCTCOG Property

NCTCOG occasionally disposes of excess, outdated, or otherwise non-useful furniture or equipment. Normally, this process is accomplished through a public auction. To avoid perceived or actual conflict of interest, you and your immediate family are not eligible to bid on, purchase, or otherwise acquire such furniture or equipment.

Volunteering

You may serve as a volunteer for a local, city or state committee so long as you abstain from voting on any issue that may involve NCTCOG activity or funding. You must refrain from representing or appearing to represent NCTCOG in any manner.

Special Rules After Separating from NCTCOG

If you have been separated from NCTCOG for less than one year and are working as an independent contractor or for a business seeking to contract with NCTCOG, the business entity must make this known and must describe the relationship between you and the firm. During the one-year period, you may not be awarded a direct contract or bill hours on any project or program. Special exceptions may be granted by the Executive Director when such contracts are in the best interest of the Agency.

REPORTING UNETHICAL CONDUCT

It is your duty to report in good faith instances of ethical misconduct which come to your attention. Such issues include accounting or financial irregularities; fraud, waste, or abuse; violation of laws, policies or procedures, and unethical behavior.

Ethical misconduct detected or suspected must be reported immediately to Human Resources or through the NCTCOG Internal Compliance Program (ICP). An ICP Portal has been established for your convenience and has additional information. You may report by speaking with an HR representative during business hours, by calling the toll-free number listed on the ICP Portal, or by submitting the concern online through the ICP Portal. The ICP Portal is managed by a third-party vendor, is accessible from inside or outside the Agency, and is available 24 hours a day, seven days a week to employees and the public. Unless you choose to include contact information, reports are made in complete anonymity. Caller ID is not used by the vendor service and IP addresses cannot be tracked.

Report ethical misconduct or suspicion of ethical misconduct following links regarding the Internal Compliance Program on the intranet or on NCTCOG's public website.

Any investigative activity required will be conducted without regard to the suspected wrongdoer's length of service, position/title, or relationship to NCTCOG.

If known, your identity will be kept confidential to the greatest extent possible when reporting a violation or suspected violation. Investigation results will not be disclosed or discussed with anyone other than

those who have a legitimate business need to know. As referenced in the NCTCOG Whistleblower Policy in this Policy Manual, you are protected from retaliatory action for exercising your right to report improper activity.

Failure to report a violation one knew or should have known about under this policy may be grounds for disciplinary action, up to and including immediate termination.

Violations

Violations of any part of this Code of Ethical Conduct may result in disciplinary action, up to and including immediate termination. You are also subject to any civil or criminal penalties associated with violations of applicable statutes.

Computer and Personal Electronic Device Usage

Information Technology Resources

NCTCOG provides information technology resources to conduct Agency business. All information technology hardware, accessories, and software provided by the Agency are NCTCOG property. All electronic data handled by NCTCOG's systems, as well as messages composed, sent, or received using NCTCOG's messaging and collaboration systems, are the property of NCTCOG. NCTCOG reserves the use of information technology resources for the conduct of NCTCOG business.

No Expectation of Privacy

You should expect no privacy in using NCTCOG's computers and electronic communications systems or in personal electronic devices used for work except that which is governed by law. NCTCOG has the right to review, audit, intercept, access and disclose all messages created, received, or sent over electronic communication systems for any purpose. This includes any communications that use NCTCOG's networks in any way, including data, voicemail, telephone logs, e-mail, Internet use, and network traffic, to determine proper use. The content of electronic communications systems properly obtained for legitimate business purposes may be disclosed within NCTCOG without the permission of the employee. The confidentiality of any message should not be assumed. You may not knowingly disable any software or system that is used to audit or monitor activity on NCTCOG's information technology resources.

Limited personal use of NCTCOG's electronic communications systems is acceptable; however, no expectation of privacy arises to personal use.

Electronic communications systems may be monitored to:

- Provide a workplace that is free of unlawful discrimination;
- Control the presence of inappropriate material;
- Ensure that resources are being used properly; and
- Investigate complaints of improper use.

Records Retention

Data created during NCTCOG business on electronic communication systems is considered a record, and all electronic documents are subject to retention guidelines set forth by the State of Texas Records Retention Schedule.

Prohibited Activity

This section outlines prohibited activity with any NCTCOG-owned electronic system or personal electronic communication system being used on NCTCOG property or to conduct NCTCOG business (including cell phones, laptops, tablets, etc.).

You may not use electronic communication systems to solicit or proselytize for commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations. You may not create, store, or transmit any offensive or disruptive messages. Among those considered offensive are messages containing sexual implications, racial slurs, gender-specific comments, or any other comment that disparagingly addresses someone's age, sexual orientation, religious or political beliefs, national origin, disability, or other legally protected category.

Notwithstanding NCTCOG's right to retrieve and read any Internet and electronic mail messages, you should treat such messages as confidential and accessed only by the intended recipient. You may not retrieve or read any Internet or e-mail messages that are not sent to you.

Electronic communication systems must not be used to send or receive copyrighted materials, trade secrets, proprietary financial information, or similar materials without prior authorization from the owner of the copyright, whether the copyright is registered or not.

You shall not use a code, access a file, or retrieve any stored information unless authorized to do so. You shall not attempt to gain access to any other employee's messages.

Other prohibited activity includes:

- Engaging in illegal, fraudulent, or malevolent conduct;
- Transmitting or storing material that is threatening;
- Unauthorized or improper transmission/use of confidential or sensitive information (including using a cell phone or other electronic device to take pictures of such information);
- Obtaining unauthorized access to any NCTCOG-owned computer or data system;
- Unauthorized disclosure of NCTCOG information to another individual;
- Unauthorized creation, duplication, destruction, deletion, or alteration of NCTCOG computer data;
- Unauthorized access or attempting to gain unauthorized access to physically secured NCTCOG computer equipment;
- Tampering with NCTCOG-owned computer equipment in any way, whether physically secured or not, without prior authorization;
- Using another employee's account or identity without explicit authorization;
- Using for outside employment, financial profit, or other unauthorized personal use;
- Conducting political campaigns or other political activity;
- Gambling or playing a game for money or other stakes;
- Excessive personal use of Internet, e-mail, texting, or related activity;
- Using cell phone or other personal device camera (or any camera/recording device) to record/video/take pictures in restrooms, locker rooms, dressing rooms, lactation rooms, or any other areas where employees maintain a reasonable expectation of privacy;

Since many information systems retain data on the equipment used to access the data, you are discouraged from using public computing equipment (i.e., equipment provided in public locations such as hotel lobbies) to access NCTCOG information systems.

Copyright Laws

You must follow copyright laws. If any doubt exists regarding copyright status of material, contact the copyright owner to obtain written permission prior to use. You should also be aware that while most copyrights are registered at the United States Patent and Trademark Office, a copyright may be created under common law by usage of the trademark of the owner in commerce without the necessity of being officially registered.

Software

You must adhere to all software license and copyright requirements for all NCTCOG software. NCTCOG shall and must authorize all software that is used on NCTCOG equipment. The use of unauthorized software is prohibited. The use of personal software on NCTCOG equipment is prohibited. You are prohibited from installing NCTCOG's software on personal equipment or using or sharing NCTCOG license key codes.

License requirements shall not be violated, including license limitations on the number of copies of software that may be installed or used at one time.

Disclosure of Information

To the extent required by law, the Agency will disclose electronic communications and the contents of electronic and wireless devices upon receipt of a valid court order or legal request, including public information as requested through the Texas Public Information Act.

Cell Phones and Other Personal Electronic Devices

Personal electronic devices include, but are not limited to, personal cell phones, smart phones, smart watches, laptop and tablet computers, e-readers, media players, personal digital assistants, gaming devices, and other devices currently used or yet to be available to communicate, store, and/or transmit information. Employees may bring authorized personal electronic devices to work; however, must abide by the rules and guidelines set forth in this policy and by the Agency and individual departments.

Personal Cell Phones

While at work, you are expected to exercise discretion in using personal cell phones, smartphones, smartwatches, and similar devices. Excessive personal calls, e-mails, text messaging, or other device activity during the workday can interfere with your productivity and be distracting to others and abuse can be a basis for disciplinary action.

Your phone/device should be turned off or set to silent or vibrate mode during meetings and conferences and in other locations where incoming calls may disrupt work or workers.

You should limit lengthy and/or loud personal cell phone conversations to private areas or outside.

Portable Radios and Personal Listening Devices

Employees may bring radios and personal listening devices to work for listening to music. Being respectful of others and following the etiquette below provides a balance for allowing music in the workplace:

- Keep the volume low enough to hear your phone ring, someone calling your name, and not to disturb co-workers
- Offensive language and lyrics do not belong in the workplace
- Use headphones if authorized by your department and supervisor, especially if you work in a shared office or cubicle. Keep the volume low enough to be aware of your surroundings.

Be quick to respond when someone approaches you. Take headphones out when communicating with others.

- Refrain from playing talk radio, TV, podcasts, webinars, news stations or similar programs that can be heard by others in non-break areas. Continuous talking while trying to work is distracting to most people.
- Quickly and respectfully resolve any conflicts or complaints regarding your music.

Personal Laptops, Tablets, E-Readers, Gaming/Entertainment Devices

Use of privately-owned electronic devices such as laptops, tablets, e-readers, and gaming/entertainment devices is restricted to non-work time (e.g., lunch break), unless needed for your job or authorized in advance by your supervisor. These devices shall not be used or visible (such as on your desk) during work hours unless needed to perform NCTCOG duties and with advance authorization by your supervisor. Watching TV or movies, leisure reading, and gaming are some, but not all, activities restricted to non-work time.

Right to Monitor

NCTCOG reserves the right to review or retain work-related data on personal devices - including documents, texts, pictures, e-mails, or other. While doing so, personal information may be exposed. If you use personal equipment to store NCTCOG data, you must consent to providing access to your equipment and information to NCTCOG when requested.

Requirement to Preserve Public Information

In accordance with the Texas Public Information Act, you are required to preserve public information located on your privately-owned electronics communication device. Public information includes communications created or received in the conduct of official business (i.e., text messages, personal e-mail accounts, voicemails). It includes information that is maintained in paper, tape, microfilm, video, electronic data held in a computer memory, as well as other mediums specified under law. You must preserve official business communications in a backup (e.g., iCloud, Google Drive, Dropbox, etc.) and on the personal device for the time prescribed under records retention, which in many cases is two years or longer. Business communications include such things as negotiating contract terms or having substantive policy discussion. In the event a Public Information Act request is received that implicates business communications contained on a personal device, you are required to provide the information to NCTCOG within ten days of request. Failure to do so is grounds for disciplinary action. You shall not provide any information without an official request or to any requestor outside of their normal job duties.

To the extent possible, NCTCOG encourages you to avoid transacting official business via text message or personal e-mail accounts.

Use of Personal Devices for Work Purposes

Nonexempt employees may not use personal devices for work purposes outside of their normal work schedule without authorization in advance from management. This includes reviewing, sending, and responding to e-mails or text messages, responding to phone calls, or making phone calls.

You may not use your personal device for work purposes during periods of unpaid leave without authorization from management. NCTCOG reserves the right to deactivate access to the Agency's information technology resources from your personal device during periods of unpaid leave.

You should take all reasonable precautions to ensure others do not access Agency information on your personal devices.

Safe Driving Practices

You are expected to use safe driving practices in the course of your duties and follow all applicable laws regarding driving and the use of personal electronic devices. Texas law prohibits the use of a wireless communication device to read, write, or send an electronic message while operating a motor vehicle unless the vehicle is stopped.

Upon Termination of Employment

Upon termination of employment, or at any time on request, you may be asked to produce the personal device for inspection. All Agency data on personal devices will be removed upon termination of employment and any employee working on Agency projects on their personal device consents to this removal.

Violations of Policy

Any violation of this policy may result in disciplinary action, up to and including termination.

CRIMINAL BACKGROUND CHECKS

NCTCOG requires a criminal background check for all new employees. Although disqualification is possible, in accordance with federal and state laws, a previous conviction does not automatically disqualify an applicant from consideration for employment with NCTCOG. Depending on a variety of factors (for example, the nature of the position, the nature of the conviction, the date of conviction, when the illegal activity occurred), the candidate may still be eligible for employment with NCTCOG.

If a criminal background check results in a questionable report, the Human Resources Manager and Program Director will further discuss the information received in the report. If the HR Manager and Program Director agree that the background check would not negatively impact the agency or one of its programs, then the information will be forwarded to the Executive Director for final hiring authority. If the HR Manager or Program Director do not agree that the information in the background check would have a negative impact on the agency or one of its programs, then the Executive Director will have final authority regarding the applicant's employment status.

If an applicant attempts to withhold or falsify information on any document pertaining to NCTCOG's hiring process, the candidate will be disqualified from further employment consideration in any position with the agency.

PROGRESSIVE DISCIPLINE

Progressive discipline steps, some of which may be skipped, are as follows:

Final Warning

If determined appropriate, a final warning will document a violation that occurred and puts the employee on notice that any future violation may be grounds for immediate termination.

Separation from Employment

Should circumstances warrant, such as any future violation, separation from employment may follow a final warning. Depending on the severity of the infraction, immediate separation may occur without a final warning.

FRAUD, WASTE, AND ABUSE

The Agency fraud, waste and abuse policy is established to facilitate the development of controls that will aid in the detection and prevention of fraud, waste, abuse, and other fiscal irregularities and misappropriations committed against NCTCOG. It is the intent of NCTCOG to promote consistent organizational behavior by providing guidelines and assigning responsibility for the development of controls.

Prohibited Conduct

This Fraud, Waste, and Abuse Policy applies to any irregularity, or suspected irregularity, involving employees as well as consultants, vendors, contractors, grant recipients, and outside agencies doing business with NCTCOG.

Fraud is defined as the intentional, false representation, or concealment of a material fact for the purpose of inducing another to act upon it to his or her injury.

Waste is defined as the extravagant, careless, or needless expenditure of funds, or the consumption of government or Agency property that results from deficient practices, systems, controls, or decisions.

Abuse is defined as the intentional or improper use of resources or misuse of position or authority.

Defalcation is defined as misappropriation of funds by a person trusted with its charge; also, the act of misappropriation, or an instance thereof. With respect to accounting and especially with respect to the area of audit, defalcation means a misappropriation of assets or theft of assets by employees or officers.

Fraud, waste, abuse, defalcation, misappropriation, and other fiscal irregularities are prohibited.

Such actions refer to, but are not limited to, the following:

- Any dishonest or fraudulent act;
- Misappropriation of funds, supplies, or other assets;
- Impropriety in the handling or reporting of money in financial transactions;
- Disclosing confidential information to outside parties;
- Accepting or seeking anything of value from grant recipients, contractors, vendors, or persons providing services/materials to the Agency, except as provided herein;
- Destruction, removal, or inappropriate use of records;
- Inappropriate use of furniture, fixtures, equipment, and/or other company resources;
- Any similar or related irregularity

RECORD RETENTION AND DESTRUCTION POLICY

This Policy provides guidance for your obligations regarding the retention and disposal of records and electronic documents, including e-mail, web files, text files, sound and movie files, PDF documents, and all Microsoft Office or other formatted files. The purpose is to ensure that necessary records and documents are adequately protected, maintained, and disposed of at the scheduled time when no longer needed.

Click here for the [State of Texas Records Retention Schedule](#)

The Record Retention Schedule outlines the minimum requirements and guidance for determining department/program record retention. Because statutes of limitations and state and government agency requirements vary from program to program, each department should carefully consider its requirements and consult with legal counsel before approving Document Retention and Destruction Guidelines. In addition, federal awards and other government grants may provide for a longer period than is required by other statutory requirements.

In the event NCTCOG is served with a subpoena or request for documents, or you become aware of a governmental investigation or audit concerning NCTCOG or the commencement of any litigation against or concerning NCTCOG, you shall inform the appropriate departments. At that time, any further disposal of documents shall be suspended until the Administrator, with the advice of counsel, determines otherwise.

**NCTCOG EXECUTIVE BOARD
CONFLICT OF INTEREST AFFIDAVIT**

MEETING DATE: _____

MEMBER NAME: _____

AGENDA ITEM(S)/DESCRIPTION: _____

STATE OF TEXAS §
COUNTY OF TARRANT §

I, _____, as a member of the North Central Texas Council of Governments (NCTCOG) Executive Board, make this affidavit in accordance with the provisions of Chapter 171 of the Texas Local Government Code, and hereby under oath state the following:

I and/or person(s) related to me have a substantial interest in a business entity or real property that may receive a special economic effect by a vote or decision of the NCTCOG Executive Board on the item(s) identified above, and the economic effect on my business entity or real property is distinguishable from its effect on the general public. The name of the business entity or real property is *(legal name of business or property address)*:

The nature and extent of the interest is:

- _____ an ownership interest of 10 percent or more of the voting stock or shares of the business entity;
- _____ an ownership interest of 10 percent or \$15,000 or more of the fair market value of the business entity;
- _____ funds received from the business entity exceed 10 percent of _____ *(my, his, her)* gross income for the previous twelve months;
- _____ an equitable or legal ownership interest in real property with a fair market value of at least \$2,500.

Upon the filing of this affidavit and as a result of this interest, I affirm that I shall abstain from any discussion, vote, or decision on the item(s) and will leave the meeting room prior to discussion and vote on the item(s).

Signature

Date

BEFORE ME, the undersigned authority, on this day personally appeared _____, who on oath stated that the facts herein above stated are true and correct to the best of his/her knowledge or belief.

SWORN TO AND SUBSCRIBED BEFORE ME on this _____ day of _____, 20____.

{Seal}

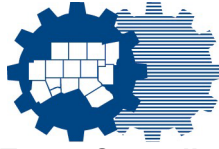
Notary Public in and for the State of Texas

My commission expires: _____

NCTCOG EXECUTIVE BOARD ATTENDANCE

June 2026 - May 2027

[illegible]



Calendar

North Central Texas Council of Governments

2026 NCTCOG Executive Board Calendar

Regular Meetings start at **1:00 pm** unless otherwise posted
Meeting Location: CenterPoint II, 616 Six Flags Drive, Arlington, Texas

October 22, 2026	Executive Board Meeting – NCTCOG Offices
November 19, 2026	Executive Board Meeting – NCTCOG Offices
December 17, 2026	Executive Board Meeting – NCTCOG Offices