

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

Minutes — September 28, 2017

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Lombard called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 pm on September 28, 2017.

Members of the Board Present:

1. Tom Lombard – President, Councilmember, City of North Richland Hills
2. Kevin Strength – Vice President, Mayor, City of Waxahachie
3. J.D. Clark – Secretary/Treasurer, County Judge, Wise County
4. Kelly Allen Gray, Councilmember, City of Fort Worth
5. Clay Jenkins, County Judge, Dallas County
6. Lee Kleinman, Councilmember, City of Dallas
7. Curtistene McCowan, Mayor, City of DeSoto
8. Bobbie Mitchell, Commissioner, Denton County
9. Nick Sanders, Mayor, Town of Trophy Club
10. Ron Simmons, State Representative
11. Ray Smith, Mayor, City of Prosper
12. Bruce Wood, County Judge, Kaufman County
13. Paul Voelker, Mayor, City of Richardson

Members of the Board Absent:

14. Lissa Smith – Past President, Previous Mayor Pro Tem, City of Plano
15. Douglas Athas, Mayor, City of Garland
16. Keith Self, County Judge, Collin County
17. B. Glen Whitley, County Judge, Tarrant County
18. Kathryn Wilemon, Councilmember, City of Arlington

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
Michael Morris, Director of Transportation
David Setzer, Director of Workforce Development
Edith Marvin, Director of Environment and Development
Molly McFadden, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
Tamara Cook, Manager, Environment & Development
Sara Harris, Senior Program Manager, Administration
Chris Klaus, Senior Program Manager, Transportation
Debra Kosarek, Quality Assurance Manager, Workforce

Carmen Morones, Human Resources Manager
Richard Michael, Budget Manager, Administration
Mindy Mize, Program Manager, Transportation
Cassidy Campbell, Planner, Environment and Development
Crysta Guzman, Program Assistant, Environment and Development
Kathleen Myers, Planner, Environment and Development
Derica Peters, Planner, Environment and Development
Mayra Lopei, Planner, Environment and Development
Christie Holland, Intern, Environment and Development
Joette Jackson, Intern, Environment and Development
Nan Miller, Planner, Environment and Development
Donna Insixiengmay, Specialist, Emergency Preparedness
Kevin Feldt, Program Manager, Transportation
Morgan Armstrong, Childcare Program Supervisor, Workforce Development
Kate Powers, Planner, Environment and Development
Ryann Hall, Planner, Environment and Development
Pamela Burns, Communications Supervisor, Transportation
Hilary Nguyen, Communications Specialist, Transportation
Erin Arnim, Intern, Transportation

REGULAR SESSION

ACTION:

Item 1 Minutes

President Lombard stated that the first item on the agenda was approval of the minutes from the August Board meeting.

Upon a Motion by Mayor Sanders (seconded by Councilmember Gray), and unanimous vote of all members present, the Board approved the minutes of the August Executive Board meeting. *Judge Jenkins was not present in the room.*

Item 2 Conduct a Public Hearing Regarding the Annual Fiscal Program for FY2017-2018 and Consider a Resolution to Accept and Approve the Annual Fiscal Program

Monte Mercer, Deputy Executive Director, announced a public hearing for the Annual Fiscal Program. President Lombard asked if there was anyone present who wanted to speak to the Board about the proposed Fiscal Program. There being no one present requesting to speak, Mr. Mercer presented an overview to the Board, explained the program structure and asked for Board acceptance and approval.

Overview:

- Total expenditures of \$222,153,715
- Consists of state and federal grants that fund approximately 84% 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 the 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.

Annual Fiscal Program for FY2017-2018			
September Revisions			
	<u>August</u>	<u>September</u>	<u>Change</u>
Revenue			
State and Federal Grants	\$ 172,420,168	\$ 178,805,988	\$ 6,385,820
In-Kind Match Funds	<u>20,180,905</u>	<u>20,220,756</u>	<u>39,851</u>
	<u>\$ 192,601,073</u>	<u>\$ 199,026,744</u>	<u>\$ 6,425,671</u>
Expenditures			
Workforce Development	\$ 63,678,418	\$ 70,104,089	\$ 6,425,671

Exhibit: 2017-09-02-AA

Judge Jenkins returned to the room.

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

Item 14 Old and New Business

President Lombard announced that he would like to change the order of the agenda, without objection, to allow Board Member Simmons to present an overview of the Legislative Sessions. Representative Simmons summarized Legislative issues of interest to the Board.

Item 3 Resolution Authorizing Consultant Contract with Jacobs Engineering Group, Inc. for Midtown Automated Transportation System Conceptual Engineering Study in Dallas

Michael Morris, Director of Transportation, explained that Jacobs Engineering Group, Inc. has been recommended by a Consultant Selection Committee to conduct a Midtown Automated People Mover System Conceptual Engineering Study for Dallas, in an amount not to exceed \$600,000. The study will identify recommended station locations within the development, identify a preferred ATS technology, develop an implementation plan, and identify connectivity to the regional passenger rail system. The Fiscal Year (FY) 2018 and FY 2019 Unified Planning Work Program for Regional Transportation Planning provides for conducting Regional People Mover Initiatives. Expected regional benefits include a detailed analysis identifying recommended automated transportation system (ATS) alignment and conceptual details within the Dallas Midtown development and connections to the regional passenger rail system.

Exhibit: 2017-09-03-TR

Upon a Motion by Councilmember Kleinman (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the resolution as presented. *Judge Jenkins was out of the room.*

Item 4 Resolution Authorizing Consultant Contract with Toole Design Group for the Fort Worth Active Transportation Plan

Michael Morris, Director of Transportation, explained that a Consultant Selection Committee has recommended Toole Design Group to complete the Fort Worth Active Transportation Plan, in an amount not to exceed \$465,000 (\$250,000 in RTC Local funds and a City of Fort Worth contribution of \$215,000). In accordance with the City's Comprehensive Plan and the Complete Streets Policy, the plan will integrate the adopted Bike Fort Worth Plan, Walk Fort Worth Plan, Master Thoroughfare Plan, and The Fort Worth Transportation Authority Master Plan to create a seamless network of on- and off-street pedestrian and bicycle facilities integrated with the public transportation and thoroughfare networks. The Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program provides for bicycle and pedestrian planning activities and this plan will be used as a pilot for the region.

Exhibit: 2017-09-04-TR

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

Judge Jenkins returned, but after the vote was taken. Representative Simmons left the meeting.

Item 5 Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives

Michael Morris, Director of Transportation, explained that up to \$1,250,000 of TPF funds would be spent for the annual purchase and placement of combined advertising for various transportation programs. Fiscal Year (FY) 2018 Advertising for Transportation Initiatives was included in the Executive Board approval for the FY2018 and FY2019 Unified Planning Work Program (UPWP).

Exhibit: 2017-09-05-TR

Upon a Motion by Mayor McCowan (seconded by Mayor Voelker), and unanimous vote of all members present, the Board approved the resolution as presented.

Judge Jenkins was present, but did not vote.

Item 6 Resolution Authorizing an Increase to the Contract to ResCare Workforce Services for Delivery of Child Care Service

David Setzer, Director of Workforce Development, recommended an increase of \$7.5 million to the ResCare Workforce Services child care services contract, for a revised, not to exceed amount of \$47.5 million annually. He explained that the Board initially authorized an amount not to exceed \$40.0 million annually, but the Workforce Board anticipates a transfer from the Texas Workforce Commission (TWC) of additional fiscal year (FY) 2018 child care funding.

Exhibit: 2017-09-06-WF

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

Judge Jenkins was present, but did not vote.

Item 7 Resolution Authorizing Contracts for Comprehensive Professional Development Services for Child Care Services

David Setzer, Director of Workforce Development, recommended contracts for comprehensive professional development services for child care services, in a cumulative, not to exceed amount of \$800,000. He explained that Workforce Solutions for North Central Texas is responsible for the administration of workforce and childcare services in a 14-county service area. Currently, there are more than 600 childcare providers offering subsidized childcare services to approximately 4800 children per day within the service area. He recommended the following contractors: Barbara Oberg, Child Care Group; Raising Austin, dba Together4Children; Educational 1st Steps; Green Space Learning & Development; and Camp Fire First Texas.

Exhibit: 2017-09-07-WF

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

Judge Jenkins was present, but did not vote.

Item 8 Resolution Authorizing Aging Contracts for Case Management Services

Doni Green, Director of Aging, explained that The Area Agency on Aging (AAA) for State Planning Region 4A, utilizes both staff and contract case workers to provide services through its three case management programs: Title III-B care coordination, Title III-E caregiver support coordination, and nursing home relocation. She recommended performance-based contracts with the following 17 qualified contractors for case management services, and one agency for nursing home relocation services, in a cumulative, not to exceed amount of \$860,000 (not more than \$73 per billable hour for case management services and not more than \$90,000 for

relocation services). Funding for case management services to older individuals and their family caregivers is provided by Texas Health and Human Services (HHS). Funding for relocation services to nursing home residents is received from Amerigroup of Texas, Cigna HealthSpring, Molina Health Plan, Superior Health Care, and United Health Care.

Recommended Case Management Contractors:

- Shaneka Bell-White
- Shoshana Carr
- ComForCare
- Roslyn Dodge
- Jayne Doyle
- Ulylesia Griffith
- Cathy James
- Brenda Johnson
- Traci Johnson
- Sandra McKnight
- Kim Morgan
- Brittany Oakley
- REACH Resource Centers on Independent Living
- Gary Taylor
- Chandra Thompson
- Martha Uragu
- Kelli Mitchell-Wyatt

Exhibit: 2017-09-08-AG

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

Judge Jenkins was present, but did not vote.

Item 9 Resolution Approving Contracts for Orthophotography, LIDAR and Derivative Services

Tim Barbee, Director of Research & Information Services, recommended contracts with Woolpert, Inc. and Fugro, Inc., for orthophotography, LIDAR and derivative services, for a maximum five (5) year term and in a cumulative amount not to exceed \$8,000,000. Woolpert, Inc. is recommended as the primary contractor and Fugro, Inc. is recommended as the secondary contractor. Since 2001, NCTCOG has facilitated the purchase of high-quality, color, digital orthophotography, elevation data (LiDAR) and derivative products for North Central Texas as a cost-sharing objective for local governments. The scope of each project is determined and fully funded by program participants.

Exhibit: 2017-09-09-RIS

Upon a Motion by Mayor Sanders (seconded by Mayor Voelker), and unanimous vote of all members present, the Board approved the resolution as presented.

J Judge Jenkins was present, but did not vote.

Item 10 Resolution Endorsing Submittal of Grant Application to the National Renewable Energy Laboratory (NREL) for the Solar Energy Innovation Network

Michael Morris, Director of Transportation, requested endorsement of a grant for funds and approval of the receipt of approximately \$150,000 from the National Renewable Energy Laboratory (NREL). These funds will build on NCTCOG's previous solar energy related grant funded efforts, accomplishments and existing partnerships, including: Solar Ready II (funded by Department of Energy), Go Solar Texas (funded by the State Energy Conservation Office), and SolSmart (funded by The Solar Foundation). NCTCOG proposes to develop a regional solar energy road map that could establish a cohesive vision, regional-scale goals, and priority strategies and projects, including a feasibility analysis of solar potential and a comprehensive assessment of current deployment levels. The road map will benchmark the existing status of regional solar, and will set a framework for region-wide progress in three focus areas: 1) Education, 2) Deployment Goals, and 3) Policy Objectives. In support of NCTCOG's application, five participant commitment letters were received from: Texas State Energy Conservation Office; the City of Plano; Schneider Electric U.S.; Texas A&M Energy Systems Laboratory; and Axium Solar.

Exhibit: 2017-09-10-ED

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

Judge Jenkins was present, but did not vote.

Item 11 Resolution Authorizing a Contract with Atkins North America, Inc. for the Regional Stormwater Monitoring Program

Edith Marvin, Director of Environment and Development, recommended a contract with Atkins North America, Inc., in an amount not to exceed \$1,850,000 for a 5-year term. She explained that the Regional Stormwater Monitoring Program, in cooperation with the cities of Dallas, Fort Worth, Arlington, Garland, Irving, Plano, Mesquite, and the North Texas Tollway Authority (NTTA), intends to assist partners in meeting and maintaining compliance with Texas Commission on Environmental Quality's (TCEQ) permits for municipal stormwater discharges. A consulting firm is required to provide technical assistance and guidance in managing the Project. The funds for this program are provided by the eight participating governmental entities.

Exhibit: 2017-09-11-ED

Upon a Motion by Mayor McCowan (seconded by Mayor Sanders), and unanimous vote of all members present, the Board approved the resolution as presented.

Judge Jenkins was present, but did not vote.

APPOINTMENTS:

Item 12 Appointments to Department of Environment and Development Advisory Committees

Edith Marvin, Director of Environment and Development, recommended appointments to the following advisory committees:

Recommended appointments to the Public Works Council

Chair: Manny Palacios, Transportation and Public Works Director, City of Weatherford
Vice Chair: Mike Brownlee, City Engineer, City of Corinth

Public Sector Standing Members

City of Arlington	Mindy Carmichael, Director of Public Works and Transportation
City of Dallas	Jennifer Nicewander, Senior Engineer
City of Fort Worth	Greg Simmons, Assistant Director, Transportation and Public Works
City of Grand Prairie	Stephanie Griffin, Floodplain Administrator/ Stormwater Utility Manager
City of Lewisville	Keith Marvin, Director of Public Services
City of Mesquite	Tim James, Director of Public Works
City of Plano	Gerald Cosgrove, Director of Public Works
City of Richardson	Jim Lockart, Assistant Director of Engineering
Tarrant County	Joe Trammel, County Engineer

Public Sector Subregional Representatives

DFW North	Ken Parr, Executive Director Public Works, Town of Flower Mound
Northeast Dallas	Shawn Poe, Director Public Works, City of Rowlett
Northeast Tarrant	Kyle Hogue, City Engineer / Deputy Director, City of Southlake
Northwest	Eric Tamayo, Public Works Director, Town of Northlake
Northwest Dallas	Mike Garza, Assistant Director of Public Works, City of Coppell

Recommended appointments to the Regional Codes Coordinating Committee

Chair: David Kerr, Deputy Chief/Fire Marshal, City of Plano
Vice Chair: Vacant

Public Sector Members

Town of Westover Hills	Vacant
City of Arlington	Rick Ripley, Building Official
City of Coppell	Suzanne Arnold, Chief Building Official
City of Dallas	Christopher Martinez, Deputy Chief/Fire Marshal, Fire Department
City of Duncanville	Greg Contreras, Building Official
City of Fort Worth	Allison Gray, Assistant Director, Development Division
City of Fort Worth	Bob Morgan, Senior Fire Protection Engineer
City of Mansfield	Paul Coker, Chief Building Official
City of Plano	David Kerr, Deputy Chief/Fire Marshal

Private Sector Members

Associated General Contractors	Larry Bartlett, Lead Plumbing Coordinator, TDIndustries
International Association of Electrical Inspectors	Todd Gritch, Director of Life Safety, HKS, Inc., American Institute of Architects
American Institute of Architects, East	Bruce Rachel, Architect, Hensley Lamkin Rachel, Inc.
Society of Fire Protection Engineers	James Rodriguez, Executive Vice President, Fox Energy Specialists, Greater Fort Worth Builders Association
Energy Specialist	Bahman Yazdani, Associate Director, Texas A&M Energy Systems Laboratory
Dallas Builders Association	David Lehde, Director of Government Affairs, Dallas Builders Association
Dallas Builders Association	Tommy Ford, President, Tommy Ford Construction Company

Recommended Appointments to the Resource Conservation Council

Chair: Stephen Massey, Community Services Director, City of Allen
Vice Chair: Jeff Mayfield, Assistant Deputy Director, Solid Waste, North Texas Municipal Water District

Public Sector Members

City of Allen	Stephen Massey, Community Services Director
City of Arlington	Jennifer Shaver, Environmental Programs Coordinator
City of Denton	Tyler Hurd, Solid Waste Supervisor, Planning and Public Outreach Manager
City of Euless	Betsy Deck, Assistant to the City Manager, City of Euless
City of Farmers Branch	Shane Davis, Solid Waste Administrator
City of Fort Worth	Robert Smouse, Assistant Director, Solid Waste Services
City of Irving	Brenda Haney, Solid Waste Services Director
City of Lewisville	Jordan Strickler, Environmental Control Services Manager
City of Plano	Steve Funk, Environmental Waste Services Superintendent
City of Weatherford	Dustin Deel, Director of Municipal and Community Service, City of Weatherford
Collin County	Chuck Sibley, Environmental Deputy
Ellis County	Tim Birdwell, Ellis County Fire Marshall

Other

Environmental	Grace Darling, Board Member, Arlington Conservation Council
Private Sector	Greta J. Calvery, Area Public Affairs Manager, Waste Management
Private Sector	Elizabeth Keller, Public Relations and Recycling Coordinator, Waste Connections

Recommended Appointments to the Water Resources Council

Chair: Ron McCuller, Director of Public Works, City of Grand Prairie
Vice Chair: Wayne Owen, Planning Director, Tarrant Regional Water District

Public Sector Members

City of Dallas System	Zachary Peoples, Assistant Director - Wastewater Operations, City of Dallas
City of Dallas System	Larry McDaniel, General Manager, Dallas County Park Cities Municipal Utilities District
City of Fort Worth System	Greg Dickens, Executive Director of Public Works, City of Hurst
City of Fort Worth System	Jerry Pressley, Acting Assistant Director, Water Department, City of Fort Worth

Region-At-Large Members

Gabe Johnson, Director of Planning and Public Works, City of Celina
 Michael Nieswiadomy, Department of Economics, University of North Texas
 Terry Kelley, General Manager Johnson County Special Utility District
 Grace Darling, Member, Tarrant Coalition of Environmental Awareness
 Craig Schkade, Senior Development Manager, Hillwood Development

Private Sector Members

North Texas Municipal Water District	Mike Rickman, Deputy Director
Trinity River Authority	Ron McCuller, Public Works Director, City of Grand Prairie
Trinity River Authority	Jeff Price, Utility Director, City of Mansfield
Upper Trinity Regional Water District	Larry Patterson, Deputy Executive Director

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

Judge Jenkins was present, but did not vote.

STATUS REPORTS:

Item 13 Status Report on National Preparedness Month

Molly McFadden, Director of Emergency Preparedness, briefed the Board on National Preparedness Month (NPM), which is held each September and is sponsored by the Ready Campaign in partnership with Citizen Corps to encourage Americans to take simple steps to prepare for emergencies in their homes, businesses, and communities. This year's theme is Don't Wait. Communicate. Make Your Emergency Plan Today. NPM culminates with National PrepareAthon! Day on September 30, 2017. The regional public education campaign, KnowWhat2Do, is always available to educate and empower people in the 16-county region for threats specific to the region. She encouraged the Board to participate in preparedness activities and to encourage local governments to increase preparedness at the citizen level by supporting National Preparedness Month.

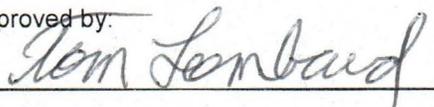
MISCELLANEOUS:

Item 14 Old and New Business

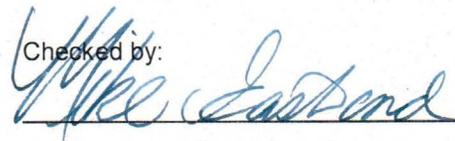
Item 15 Attendance and Calendar

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

President Lombard adjourned the meeting at 1:53 pm.

Approved by: 

Tom Lombard
President, North Central Texas Council of Governments
Councilmember, City of North Richland Hills

Checked by: 

Mike Eastland, Executive Director
North Central Texas Council of Governments