

North Central Texas Council of Governments

**TO:** NCTCOG Executive Board **DATE:** March 20, 2025  
**FROM:** Mike Eastland  
Executive Director  
**SUBJECT:** Executive Board Meeting

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

**DATE:** March 27, 2025

Please RSVP to the Executive Director's office as soon as possible by email or call (817) 695-9100.

**REGULAR BOARD MEETING**

**TIME:** 10:00 a.m. – Executive Board Meeting: **Regular Session**

**EXECUTIVE SESSION:** *(Immediately following the regular meeting)*

The Board will convene in Executive Session to interview candidates for the Executive Director position. Following the Executive Session, the Board will reconvene in regular session to consider any possible action.

**PHYSICAL**

**LOCATION:** NCTCOG Offices  
Centerpoint II Conference Center  
616 Six Flags Drive  
Arlington, TX 76011  
William J. Pitstick Conference Room

**METHOD:** In Person

President Hill 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

March 27, 2025 | 10:00 am

**Physical Location of Meeting:** NCTCOG Offices, Centerpoint II Conference Center  
616 Six Flags Drive, Arlington, TX 76011  
William J. Pitstick Conference Room

**Method of Meeting:** In Person

The NCTCOG Executive Board will conduct its meeting in person. Members of the public may attend in person.

### Executive Board

1. \_\_\_\_\_ Chris Hill
2. \_\_\_\_\_ Victoria Johnson
3. \_\_\_\_\_ Jennifer Justice
4. \_\_\_\_\_ Bill Heidemann
5. \_\_\_\_\_ David Bristol
6. \_\_\_\_\_ Carlos Flores
7. \_\_\_\_\_ T.J. Gilmore
8. \_\_\_\_\_ Bowie Hogg
9. \_\_\_\_\_ Rick Horne

10. \_\_\_\_\_ Brandon J. Huckabee
11. \_\_\_\_\_ Clay Jenkins
12. \_\_\_\_\_ Todd Little
13. \_\_\_\_\_ Cara Mendelsohn
14. \_\_\_\_\_ Bobbie Mitchell
15. \_\_\_\_\_ Tim O'Hare
16. \_\_\_\_\_ Kameron Raburn
17. \_\_\_\_\_ Nick Stanley
18. \_\_\_\_\_ Victoria Neave Criado

### Staff

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

### **REGULAR SESSION: 10:00 am**

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 Approving Revisions to the Internal Compliance Program - Randy Richardson**

\_\_\_\_\_/\_\_\_\_\_    **3    Resolution Authorizing Contracts for Advanced Metering Infrastructure (AMI) Solutions - Randy Richardson**

\_\_\_\_\_/\_\_\_\_\_    **4    Resolution Authorizing Contracts for Solar Energy Consulting Services - Randy Richardson**

- \_\_\_\_/\_\_\_\_ 5 Resolution to Accept and Acknowledge Receipt of the Annual Comprehensive Financial Report for Fiscal Year 2024 - Randy Richardson
- \_\_\_\_/\_\_\_\_ 6 Resolution Endorsing the 2024 International Codes and Regional Code Amendments - Susan Alvarez
- \_\_\_\_/\_\_\_\_ 7 Resolution Authorizing a Contract for Police Training Facilitator Services - Christy Martinez
- \_\_\_\_/\_\_\_\_ 8 Resolution Authorizing Agreements for Federal Transit Administration Formula Funding - Michael Morris
- \_\_\_\_/\_\_\_\_ 9 Appointment to the North Central Texas Economic Development District Board (NCTEDD) - Prit Patel

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

- 10 Announcement of the President's 2025 Executive Board Nominating Committee - Chris Hill
- \_\_\_\_/\_\_\_\_ 11 Resolution Appointing a Legislator as an Ex-Officio Member of the North Central Texas Council of Governments Executive Board - Mike Eastland
- \_\_\_\_/\_\_\_\_ 12 Resolution Authorizing Submittal of Law Enforcement Training Grant Application to the Office of the Governor's Criminal Justice Division - Christy Martinez
- \_\_\_\_/\_\_\_\_ 13 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation - Michael Morris

**MISCELLANEOUS:**

- 14 Future Calendar and Attendance

**EXECUTIVE SESSION:**

Time: \_\_\_\_\_

The Executive Board will convene in Executive Session pursuant to Open Meetings Act Section 551.074 to conduct interviews of candidates for the Executive Director position.

**CLOSE EXECUTIVE SESSION** Time: \_\_\_\_\_

**RECONVENE REGULAR SESSION** Time: \_\_\_\_\_

**ACTION**

Motion/Second      Item #      Name of Item

\_\_\_\_\_/\_\_\_\_\_      **15      Possible Action Resulting from Interviews of Candidates for the Executive Director Position**

**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 — February 27, 2025

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 Hill, 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 Hill called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on February 27, 2025. Mike Eastland took attendance and determined that a quorum was physically present.

## **Members of the Board Present:**

- |                     |                     |
|---------------------|---------------------|
| 1. Chris Hill       | 8. Rick Horne (V)   |
| 2. Jennifer Justice | 9. Clay Jenkins     |
| 3. Bill Heidemann   | 10. Todd Little     |
| 4. David Bristol    | 11. Cara Mendelsohn |
| 5. Carlos Flores    | 12. Bobbie Mitchell |
| 6. T.J. Gilmore (V) | 13. Tim O'Hare (V)  |
| 7. Bowie Hogg       | 14. Kameron Raburn  |

## **Members of the Board Absent:**

15. Victoria Johnson
16. Brandon J. Huckabee
17. Nick Stanley
18. Victoria Neave Criado

## **Members of the Staff Present:**

Mike Eastland, Monte Mercer, Susan Alvarez, Tim Barbee, Doni Green, Michael Morris, Maribel Martinez, Phedra Redifer, Randy Richardson, Jerri Watson, Ken Kirkpatrick, James Powell, Michael Bort, Tom McLain, Lisa Sack, Maggie Lira, Richard Michael, Prit Patel, Emily Beckham, Justin Cox, Clay Dilday, Bobby Gomez

## **Visitors Present:**

none

## **REGULAR SESSION**

### **PUBLIC COMMENT ON AGENDA ITEMS**

President Hill opened the meeting for public comment and asked if there was anyone present wishing to speak. There being no one, he proceeded with the meeting.

## **CONSENT AGENDA ITEMS:**

### **Items 1 - 10 were posted on the agenda as Consent Items.**

**Item 1 Approval of Minutes**

**Item 2 Resolution Authorizing Contracts with Providers of Non-Emergency Transportation Services**

Board authorization was requested to enter contractual agreements with Crown Shields Transport, Fort Worth Non-Emergency Transportation, Hilal Non-Emergency Transportation, Non-Emergency Transport, Inc., and the Joshua Agency for non-emergency transportation services. The scope of work will include arranging moving services to transport clients and their personal belongings from nursing facilities to their community-based residences. The contract term will be March 1, 2025 – February 28, 2027, with a three (3) year optional renewal period, for a maximum five (5) year terms and in a cumulative amount not to exceed \$400,000.

- Item 3      Resolution Authorizing the Receipt of Additional FY2020 and FY2023 Federal Transit Administration Formula Funds**  
Board authorization was requested to amend the existing grant agreements with the Federal Transit Administration (FTA) to obligate the remaining regional balances. The first amendment is for an additional \$1,087,411 in FY 2020 Urbanized Area Formula Program funds from the FTA. These funds will be used to procure vehicles for transit subrecipients and to support transit planning efforts by NCTCOG staff. The second amendment is for an additional \$3,576,818 in FY 2023 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds. These funds will be pass-through awards to support future transit projects in the region, administered through NCTCOG's Strategic Partnership program. Both amendments have been approved by the Regional Transportation Council. Executive Board approval will be requested to enter into agreements with specific subrecipients once projects have been identified.
- Item 4      Resolution Authorizing Amendment to Contract with Model 1 Commercial Vehicles, Inc. for Purchase of Transit Vehicles for Small Transit Providers**  
Board authorization was requested to amend the current contract with Model 1 Commercial Vehicle, Inc. by increasing the amount by \$647,000. This additional funding includes \$647,000 in Federal Transit Administration (FTA) 5339 funds and \$97,050 in Transportation Development Credits (TDCs) in lieu of local match, for a new total contract amount not to exceed \$3,247,000. The original contract, approved by the Board in October 2024, was for the design, manufacture, and delivery of nineteen (19) Americans with Disabilities Act accessible light-duty cutaway transit vehicles, at a cost not to exceed \$2,600,000. The increase in funding will cover optional equipment requested by the transit providers to better meet the needs of their riders. This includes items to comply with the Americans with Disabilities Act, options to meet transit agency safety plans, and contingencies related to vehicle scheduling. These additional funds have been approved by the Regional Transportation Council through the Transportation Improvement Program.
- Item 5      Resolution Authorizing Regional Transportation Council Local Backstop Funding for Small Transit Operators**  
Board authorization was requested to use up to \$200,000 in Regional Transportation Council (RTC) Local funds as a temporary backstop to ensure the continuation of urban transit services in the region, pending the execution of federal grant funds. The RTC approved these funds on February 13, 2025, and they are expected to be reimbursed since the Federal Transit Administration (FTA) has granted pre-award authority.
- Item 6      Resolution Authorizing an Interlocal Agreement with the City of Everman for a Traffic Signal Project**  
Item 6 was pulled from the Consent Agenda Items by Mayor Bristol for Individual Consideration.
- Item 7      Resolution Amending Contract Authorization with The Olson Group Ltd for Exercise Design Consulting Services**  
Item 7 was pulled from the Consent Agenda Items by Judge Hill for Individual Consideration.
- Item 8      Resolution Authorizing Approval of the 2025 State Homeland Security Program (SHSP) Grant Project's Priority Listing**  
Item 8 was pulled from the Consent Agenda Items by Mayor Bristol for Individual Consideration.
- Item 9      Appointments to the Emergency Preparedness Planning Council (EPPC)**  
Board approval was requested to appoint the following representatives at the next Emergency Preparedness Planning Council (EPPC) meeting on March 20, 2025, for a two-year term:
- 5,000 – 14,999
- Dusty Kuykendall, Mayor, City of Lucas
- 15,000 – 29,999
- W. Scott Smith, Councilmember, City of Murphy
  - Phil Robison, Councilmember, City of Terrell
- 400,000 – 799,999
- Jim Ross, Mayor, City of Arlington

**Item 10      Appointments to the North Central Texas Economic Development District Board (NCTEDD)**

Board approval was requested to appoint the following individuals to the North Central Texas Economic Development District (NCTEDD) Board. The NCTEDD Board guides the work of the region's Economic Development District, which is managed and staffed by NCTCOG.

<b>Three-Year Term Appointment Request</b>	<b>Board Category</b>
Shea Hopkins, Director of Economic Development, City of Granbury	<30,000 Population
Jenny Mizutowicz, Director of Economic Development and Sustainability Liaison, University of Texas at Dallas	Education Sector
Dr. Jana Melsheimer, Executive Director, Region 10 Education Service Center	Education Sector

Upon a Motion by Mayor Heidemann (seconded by Commissioner Mitchell), the Board unanimously approved the Consent Agenda Items as posted with the exception of Items 6-8.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

**Item 6      Resolution Authorizing an Interlocal Agreement with the City of Everman for a Traffic Signal Project**

Item 6 was pulled from the Consent Agenda Items by Mayor Bristol for Individual Consideration.

Michael Morris, the Director of Transportation, requested the Board's authorization to enter an Interlocal Agreement with the City of Everman or its designee. The agreement would provide \$300,000 in Regional Transportation Council (RTC) Local funds for a Traffic Signal Project at the intersection of Race Street and Shelby Road. This project aims to manage congestion in the area near a school and a new retail food service establishment. The RTC had approved these funds in December 2024.

Mayor Bristol inquired about the procedures used for the program and requested information on how to implement a similar initiative in his community. Mr. Morris explained that the program consisted of four or five key components, and he offered to provide Mayor Bristol with the process details for his town.

Exhibit: 2025-02-06-TR

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

**Item 7      Resolution Amending Contract Authorization with The Olson Group Ltd for Exercise Design Consulting Services**

Item 7 was pulled from the Consent Agenda Items by Judge Hill for Individual Consideration.

Maribel Martinez, Director of Emergency Preparedness, requested Board authorization to amend the contract with The Olson Group Ltd for Exercise Design Consulting Services. The amendment would increase the contract amount by 25% (\$116,250), utilizing homeland security grant program funding, for a revised total not to exceed amount of \$581,250. This additional funding will streamline the purchase and delivery of necessary exercise supplies. The contract will retain the services of a vendor to conduct a regional, multi-discipline, multi-day full-scale exercise on a Complex Coordinated Terrorist Attack scenario designed to test our regional resources and identify any potential gaps and improvement areas. Multiple disciplines will be involved including emergency management, transportation, fire, law enforcement, health/medical, communications, intelligence, volunteers, and other partners including state and federal entities. The three-day exercise will be conducted October 27-29, 2025 and take place at multiple locations in the region.

Judge Hill inquired about the increase in funds and whether that would reduce the original contract amount, in order to streamline the purchase of exercise supplies. Ms. Martinez explained that the additional funds were for

the difference in equipment needed for site exercises. However, she noted that in some instances, the vendor would have to purchase certain supplies beyond the contract. Justine Cox stated that the original contract did not include those additional supplies, and their magnitude had not been anticipated.

Exhibit: 2025-02-07-EP

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

**Item 8 Resolution Authorizing Approval of the 2025 State Homeland Security Program (SHSP) Grant Project's Priority Listing**

Item 8 was pulled from the Consent Agenda Items by Mayor Bristol for Individual Consideration.

Maribel Martinez, Director of Emergency Preparedness, requested Board approval of the 2025 State Homeland Security Program (SHSP) Grant Project's Priority Listing as follows:

1. 2025 SHSP - NCTCOG - Regional Planning; \$458,850 (includes M&A)
2. 2025 SHSP - NCTCOG - FIFA World Cup After Action Review; \$131,250 (includes M&A)
3. 2025 SHSP LE- NCTCOG - FIFA World Cup After Action Review (LE); \$131,250 (including M&A)
4. 2025 SHSP - NCTCOG - Emergency Management and Training & Exercise Program; \$162,250 (includes M&A)
5. 2025 SHSP - NCTCOG - USAR - \$83,653.50 (includes M&A)
6. 2025 SHSP LE - City of Carrollton - Comms Project - Final Round; \$50,000
7. 2025 SHSP LE - City of Waxahachie - Comms Project - Final Round; \$21,000
8. 2025 SHSP LE - City of Irving - SWAT Communications Equipment; \$32,261
9. 2025 SHSP LE - DFW Airport EOC Bomb Unit - EOD Training; \$150,000
10. 2025 SHSP - City of Waxahachie - Variable Message Sign - \$21,000
11. 2025 SHSP - City of Plano - PWERT Variable Message Sign - \$21,000
12. 2025 SHSP - City of Irving - PWERT Variable Message Sign - \$21,000
13. 2025 SHSP - City of Lewisville - PWERT Variable Message Sign - \$21,000
14. 2025 SHSP - City of Plano - PWERT Vehicle Interdiction Trailer - \$61,000
15. 2025 SHSP - City of Irving - PWERT Light Tower - \$19,000
16. 2025 SHSP - City of Waxahachie - PWERT Light Tower - \$19,000
17. 2025 SHSP LE- City of Frisco - SWAT Thermal Project - \$30,000
18. 2025 SHSP LE- City of Mansfield - SWAT Thermal Project - \$30,000
19. 2025 SHSP LE- City of Prosper - SWAT Thermal Project - \$30,000
20. 2025 SHSP LE- City of Waxahachie - SWAT Thermal Project - \$30,000
21. 2025 SHSP LE - City of Grapevine - SWAT Thermal Project - \$30,000
22. 2025 SHSP - NCTCOG - Public Education Program Enhancement - \$52,500 (includes M&A)
23. 2025 SHSP - Regional Community Preparedness Programs - \$17,923.50
24. 2025 SHSP LE - IISC Fusion Center Analyst - \$75,702

The Department of Homeland Security SHSP provides funding for prevention, protection, mitigation, response, and recovery from acts of terrorism and other hazards and is a yearly requirement of the Office of the Governor.

Mayor Bristol stated that Item 19 in the listing needed to read Town of Prosper rather than City of Prosper.

Exhibit: 2025-02-08-EP

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

**Item 11 Resolution to Accept and Acknowledge Receipt of the Annual Comprehensive Financial Report for Fiscal Year 2024**

Randy Richardson, Director of Administration, addressed the Board and explained that the Audit Committee met prior to the Executive Board meeting and reviewed the Annual Comprehensive Financial Report (ACFR) and single audit reports for the fiscal year that ended September 30, 2024. He stated that the committee had the opportunity to ask questions with the representatives of the auditing firm Pattillo, Brown & Hill, LLP. He then turned it over to Jennifer Justice, Chair of the Audit Committee, for comments. Ms. Justice commended the staff and audit team for their work and thoroughness and stated that it was a clean audit with no findings.

Judge Little asked if the entire Board received a copy of the report. Mr. Richardson explained that a link to the reports was included in the agenda packet. Judge Little then asked if there was an urgency to approve the reports today or if the item could be brought back next month after other members of the Board had a chance to review the documents. Monte Mercer explained that the report needs to be approved quickly but that it could be deferred until next month. President Hill deferred to the Board. Upon no objections, he then stated that no action would be taken on this item and that it would be brought back next month as a Consent Agenda item.

Exhibit: 2025-02-11-AA

*Judge O'Hare entered the meeting.*

No action was taken on this item.

**Item 12 Resolution Endorsing Submittal of Fiscal Year 2025 Better Utilizing Investments to Leverage Development Discretionary Grant Program Applications to the United States Department of Transportation**

Michael Morris, Director of Transportation, requested Board endorsement for the submittal of three applications to the United States Department of Transportation (USDOT) under the FY 2025 Better Utilizing Investments to Leverage Development (BUILD) Discretionary Grant Program in the amount of \$57,000,000, as detailed in Attachment 1.

Exhibit: 2025-02-12-TR  
Attachment 1

## FY 25 Local & Regional Project Assistance (BUILD) Program Candidate Project List & Details

PROJECT				COST / FUNDING BREAKDOWN					
TITLE	DESCRIPTION/LIMITS	URBAN/ RURAL	E/W	NON-FEDERAL		FEDERAL			TOTAL COST
						Other	BUILD Grant	%	
SH 183/SH 356/Belt Line	Reconstruct SH 356/Belt Line Rd interchange as an ultimate SH 183 breakout project.	URBAN	EAST	\$241,250,000 <sup>1</sup>	70%	\$80,000,000 <sup>2</sup>	\$25,000,000	30%	\$346,250,000
SH 183/ Pumphery	Rebuild SH 183 junction with Pumphery Dr & Roaring Springs Rd for improved multimodal capacity, safety & NAS JRB accessibility.	URBAN	WEST	\$7,200,000 <sup>3</sup>	20%	\$16,800,000 <sup>4</sup>	\$12,000,000	80%	\$36,000,000
Ennis Avenue/ UPRR	Build grade separation for Business US 287 under UPRR corridor in Downtown Ennis.	RURAL	EAST	\$21,360,000 <sup>5</sup>	33%	\$23,440,000 <sup>6</sup>	\$20,000,000	67%	\$64,800,000

1. Non-Federal: \$15M (TxDOT PE) + \$15M (TxDOT ROW) + \$15M (TxDOT Utilities) + \$100M (TIFIA Loan) + \$70M (RTR - SH 183 Corridor) + \$26.25M (Category 2/CMAQ/STBG/BUILD Match)

2. Federal (Other): \$80M (Category 2/STBG/CMAQ)

3. Non-Federal: \$4.2M (TxDOT Category 2 Match - Construction) + \$3M (TxDOT BUILD Match - Construction)

4. Federal (Other): \$16.8M (TxDOT Category 2 - Construction)

5. Non-Federal: \$7M (City of Ennis; includes \$5M NCTCOG loan to be repaid by City, not counted in total) + \$12.36M (TxDOT - ROW & BUILD Match) + \$2M (UPRR)

6. Federal (Other): \$21.44M (RTC Category 2 & Surface Transportation Block Grant funds) + \$2M (TxDOT Category 11 - District Discretionary funds)

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

**Item 13 Resolution Authorizing 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, Director of Transportation, requested Board authorization to enter contractual agreements with the Meadows Mental Health Policy Institute to develop and implement a program to reduce youth fatalities due to motor vehicle crashes in an amount not to exceed \$3,200,000. This project is funded through Regional Toll Revenue (RTR) dollars, approved by the Regional Transportation Council (RTC) on December 14, 2023. This is part of the RTC Safety Program, totaling \$54,000,000. The Meadows Mental Health Policy Institute is committed to a Disadvantaged Business Enterprise (DBE) participation goal of 14.1 percent, which matches the DBE goal identified for this type of procurement.

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

**Item 14 Status Report on Metropolitan Planning Organization Revolver Funds and Regional Transportation Council Local Pool**

Michael Morris, Director of Transportation, provided a status report on the Metropolitan Planning Organization (MPO) Revolver fund and the Regional Transportation Council (RTC) Local Pool as identified in Attachment 1 below.

Exhibit: 2025-02-14-TR  
Attachment1

<b>Permanent MPO Revolver Balance (as of 2/07/2025)</b>	<b>\$ 4,333,473</b>
Permanent MPO Revolver	\$ 15,000,000
Permanent MPO Revolver Interest	\$ 399,186
Interest Earned (as of 12/31/2024)	\$ 399,186
<b>Permanent MPO Revolver Utilization (as of 2/07/2025)</b>	<b>\$ 11,065,713</b>
<b>Temporary MPO Revolver Balance (as of 2/07/2025)</b>	<b>\$ 10,559,166</b>
Temporary MPO Revolver Receipts	\$ 10,000,000
Temporary MPO Revolver Interest	\$ 559,166
Interest Earned (as of 12/31/2024)	\$ 559,166
<b>Temporary MPO Revolver Utilization (as of 2/07/2025)</b>	<b>\$ -</b>
<b>RTC Local Fund Pool Balance (as of 2/10/2025)</b>	<b>\$ 109,333,934</b>
RTC Local Fund Receipts	\$ 95,000,000
RTC Local Fund Interest	\$ 14,333,934
Interest Earned (as of 12/31/2024, includes interest earned from Historical RTC Local receipts)	\$ 14,333,934
<b>Committed Funds</b>	<b>\$ -</b>
<b>Historical RTC Local Fund Pool Uncommitted Balance (as of 2/10/2025)</b>	<b>\$ 2,400,988</b>
Historical RTC Local Fund Pool Receipts	\$ 131,115,435
<b>Committed Funds</b>	<b>\$ 128,714,447</b>
Completed Projects	\$ 99,076,899
Unused Funding from Complete Projects (pending closeout and decommitment)	\$ (7,128,886)
In Progress Projects	\$ 32,047,555
Committed for future SD/Landbanking Projects	\$ 4,718,879

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

**Item 15 Report on progress in the search being conducted by SGR to secure an Executive Director for NCTCOG**

Judge Hill announced that the Board will be going into Executive Session to discuss this item.

**MISCELLANEOUS:**

**Item 16 Attendance and Calendar**

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

**EXECUTIVE SESSION:**

President Hill called the Executive Session to order at 1:50 pm, pursuant to the Open Meetings Act, Section 551.074, to deliberate regarding personnel matters.

President Hill adjourned the Executive Session at 2:07 pm.

**RECONVENE REGULAR SESSION:**

President Hill announced that no action was taken in Executive Session.

President Hill adjourned the meeting at 2:10 pm.

Approved by:

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

Checked by:

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Mike Eastland, Executive Director  
North Central Texas Council of Governments



**North Central Texas Council of Governments**

***Item 2***

*Exhibit: 2025-03-02-AA*

Meeting Date: March 27, 2025

Submitted By: Randy Richardson  
Director of Administration

Item Title: Resolution Approving Revisions to the Internal Compliance Program

In 2011, the North Central Texas Council of Governments (NCTCOG) developed a formal Internal Compliance Program (ICP) in response to grant requirements (now codified in *43 Texas Administrative Code § 10.51*). The agency-wide ICP contains compliance standards and procedures that NCTCOG employees and agents are expected to follow.

The ICP was updated and approved by the Executive Board in 2018.

Per the ICP, the Executive Director is authorized to make administrative revisions. The ICP was administratively revised in 2021 and 2023. Proposed changes are now being recommended to the ICP that are beyond administrative in nature so therefore require Executive Board approval. (*See Attachment 1* for a summary of the proposed revisions.) (*See Attachment 2* for the proposed ICP, March 2025 version.) The proposed ICP changes were presented to the Audit Committee at their meeting on February 27, 2025. The Audit Committee made further recommendations, which have been incorporated into the ICP.

A draft resolution approving the revised Internal Compliance Program is attached for Executive Board consideration.

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

RR



**RESOLUTION APPROVING REVISIONS TO THE INTERNAL COMPLIANCE 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 established a formal Internal Compliance Program (ICP) in 2011 in response to grant requirements; and,

**WHEREAS**, the Internal Compliance Program applies to all NCTCOG programs and is designed to detect and prevent violations of law, regulations, and ethical standards applicable to NCTCOG and its officers and employees; and,

**WHEREAS**, the Internal Compliance Program was updated and approved by the NCTCOG Executive Board in 2018; and,

**WHEREAS**, in 2018, the NCTCOG Executive Board approved the NCTCOG Executive Director to make administrative revisions to the Internal Compliance Program; and,

**WHEREAS**, the Internal Compliance Program was administratively revised in 2021 and 2023; and,

**WHEREAS**, the Internal Compliance Program has proposed revisions for 2025 beyond administrative in nature so is being brought before the Executive Board for approval.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board approves the revised Internal Compliance Program as presented in Attachment 2.

**Section 2.** The Executive Director or 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.

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson

Internal Compliance Program Modifications  
Original Modifications are in blue  
Audit Committee Revisions are in red

ICP Compliance Standard	Current Response	Proposed Modification	Reason for Modification	Admin Revision? Y or N
<b>Introduction</b>	---	NCTCOG's Executive Director is authorized to make administrative, non-substantive changes to this plan as needed.	This authorization was approved in the 2018 Board Resolution. We realized it had not been included in the ICP and felt it should be.	Yes
<b>1. High level personnel are responsible for oversight of compliance with the standards and procedures</b>	A compliance team made up of 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.	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.	Added position since development of ICP	Yes
<b>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.</b>	Criminal background checks are conducted, in accordance with Criminal Background Checks policy, at time of hire on all Agency employees and annually (at a minimum) for current employees in certain high-level positions who are involved in handling financial documents or highly confidential information.	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 every two years 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.	The ICP stated that background checks were conducted "annually" for "employees in certain high-level positions who are involved in handling financial documents or highly confidential information." The frequency was not changed to every two years, as that is deemed sufficient and is less administratively burdensome. Key individuals were more specifically defined as those having "signature contract authority" as reflected in Agency Policy, and others as designated by the Executive Director.	No

### Internal Compliance Program Modifications

Original Modifications are in blue  
Audit Committee Revisions are in red

ICP Compliance Standard	Current Response	Proposed Modification	Reason for Modification	Admin Revision? Y or N
<b>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.</b>	The Agency provides ethics and compliance training to all new hires as part of the onboarding process. Current employees receive ethics and compliance training through the Learning Management System on an annual basis. Employees acknowledge their review and understanding of the policy's requirements.	The Agency provides ethics and compliance training to all new hires as part of the onboarding process. Current employees receive <b>periodic</b> ethics and compliance training. <b>Additionally, employees review the Ethics Policy and other key compliance policies annually through the Learning Management System to acknowledge understanding of their requirements.</b>	"Periodic" training (rather than annual) mirrors the regulatory compliance requirement and is aligned with the Agency's practice of rotating employee compliance training topics annually (i.e., one year, employees receive training on EEO/anti-discrimination principles, the next year on Ethics, the next year on Drug and Alcohol awareness, etc.)	No
<b>4. The governing body or individuals of the organization have periodic training in ethics and in the compliance program</b>	NCTCOG's Executive Board is provided an overview of NCTCOG's Internal Compliance Program and ethics requirements on an annual basis.	NCTCOG's Executive Board is provided an overview of NCTCOG's Internal Compliance Program and ethics requirements on an annual basis <b>during the Executive Board orientation for new members.</b>	Clarification of Board practice. <b>Ethics training will be provided annually to all board members, new and existing.</b>	Yes
<b>5. Compliance standards and procedures are effectively communicated to the organization's employees or agents</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	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 <b>and also electronically on the Agency's Compliance Portal via the employee intranet</b>	The Agency's Compliance Portal was added in 2024 as a new resource for employees.	Yes

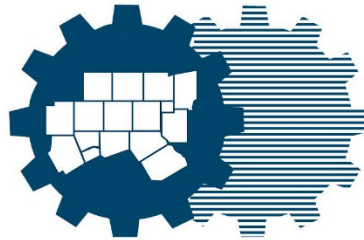
## Internal Compliance Program Modifications

Original Modifications are in blue  
Audit Committee Revisions are in red

ICP Compliance Standard	Current Response	Proposed Modification	Reason for Modification	Admin Revision? Y or N
<b>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</b>	NCTCOG Risk and Compliance Division is under review undergoing a restructuring. Initiatives for monitoring and auditing will be updated once the review restructure is complete.	<p>NCTCOG uses a multi-disciplinary team approach to ensure that we meet compliance standards and procedures. The team includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>-Research and Information Services</li> <li>-Risk and Compliance</li> <li>-Audit and Review</li> <li>-Accounting</li> <li>-Procurement</li> <li>-Human Resources</li> <li>-Legal</li> <li>-Departmental Programs</li> <li>-Others and determined necessary</li> </ul> <p>Processes and engagements used include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>-Subrecipient Baseline Risk Assessment (SPARA)</li> <li>-Departmental staff reviews and monitoring of subrecipient transactions, both fiscal and programmatic</li> <li>-Funding source periodic monitoring</li> <li>-Annual independent audit</li> <li>-Internal control reviews</li> <li>-Agency wide risk assessment</li> </ul>	The Risk and Compliance Division was restructured into a multi-disciplinary team approach for meeting compliance requirements. (See <i>Exhibit 5</i> .)	No
#7-9	No change	No change	No Change	N/A

# **Internal Compliance Program**

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**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 through 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 or 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.

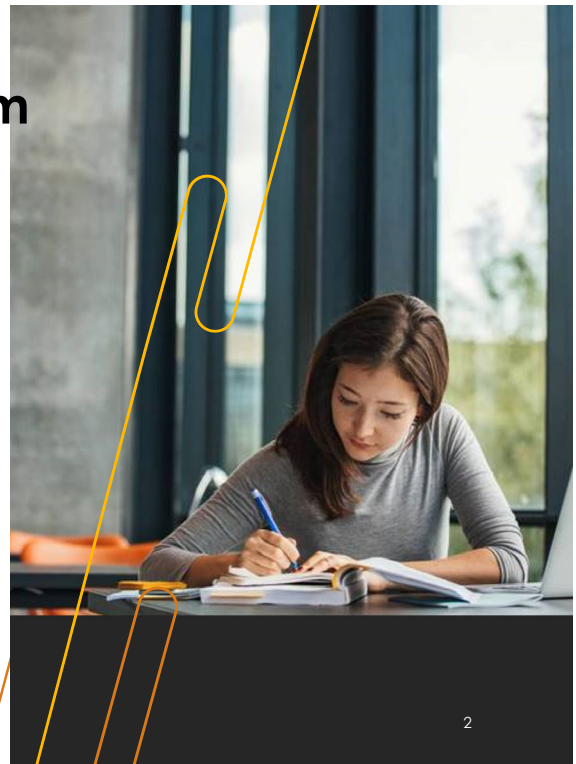
In the event NCTCOG is served with a subpoena or request for documents, or you become aware of a governmental investigation or audit concerning NCTCOG or the commencement of any litigation against or concerning NCTCOG, you shall inform the appropriate departments. At that time, any further disposal of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



# Internal Compliance Program Changes

## Internal Compliance Program (ICP)

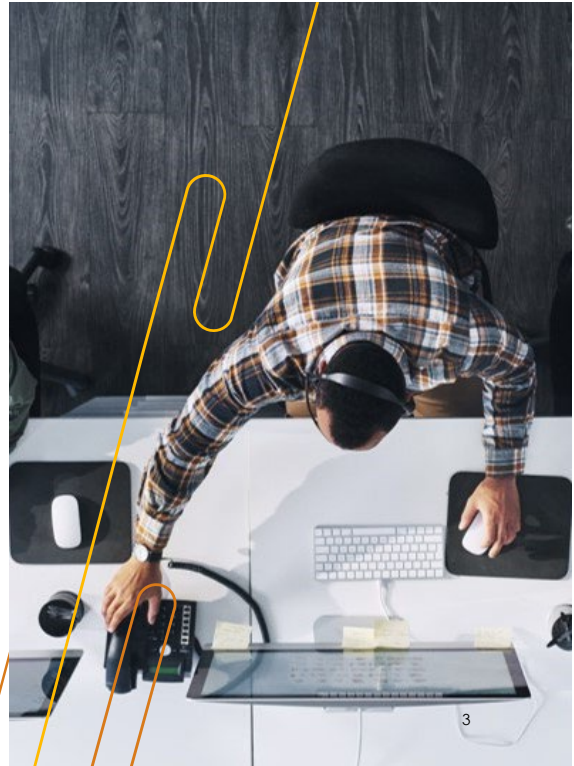
- The Internal Compliance Program includes ethical and oversight requirements that employees must follow (*per 43 Texas Administrative Code § 10.51*)
- In 2011, NCTCOG developed a formal Internal Compliance Program (ICP) in response to grant requirements.
- The ICP was updated and approved by the Executive Board in 2018.





## Changes to the (ICP)

- The Executive Director is authorized to make administrative revisions to the ICP.
- The ICP was administratively revised in 2021 and 2023.
- Proposed changes are being recommended to the ICP for 2025 that are beyond administrative in nature so therefore require Executive Board approval.



### Summary of Changes

Proposed Modification	Reason for Modification
NCTCOG's Executive Director is authorized to make administrative, non-substantive changes to this plan as needed.	This authorization was approved in the 2018 Board Resolution. We realized it had not been included in the ICP and felt it should be.
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.	Added position since development of ICP
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.	The ICP stated that background checks were conducted "annually" for "employees in certain high-level positions who are involved in handling financial documents or highly confidential information." Key individuals were more specifically defined as those having "signature contract authority" as reflected in Agency Policy, and others as designated by the Executive Director.



## Summary of Changes

Proposed Modification	Reason for Modification
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.	"Periodic" training (rather than annual) mirrors the regulatory compliance requirement and is aligned with the Agency's practice of rotating employee compliance training topics annually (i.e., one year, employees receive training on EEO/anti-discrimination principles, the next year on Ethics, the next year on Drug and Alcohol awareness, etc.)
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.	The Agency's Compliance Portal was added in 2024 as a new resource for employees.

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## Summary of Changes

Proposed Modification	Reason for Modification		
<p>NCTCOG uses a multi-disciplinary team approach to ensure that we meet compliance standards and procedures. The team includes, but is not limited to:</p> <table border="1"> <tr> <td> <ul style="list-style-type: none"> <li>Research and Information Services</li> <li>Audit and Review</li> <li>Procurement</li> <li>Legal</li> <li>Others and determined necessary</li> </ul> </td><td> <ul style="list-style-type: none"> <li>Risk and Compliance</li> <li>Accounting</li> <li>Human Resources</li> <li>Departmental Programs</li> </ul> </td></tr> </table> <p>Processes and engagements used include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>Subrecipient Baseline Risk Assessment (SPARA)</li> <li>Departmental staff reviews and monitoring of subrecipient transactions, both fiscal and programmatic</li> <li>Funding source periodic monitoring</li> <li>Annual independent audit</li> <li>Internal control reviews</li> <li>Agency wide risk assessment</li> </ul>	<ul style="list-style-type: none"> <li>Research and Information Services</li> <li>Audit and Review</li> <li>Procurement</li> <li>Legal</li> <li>Others and determined necessary</li> </ul>	<ul style="list-style-type: none"> <li>Risk and Compliance</li> <li>Accounting</li> <li>Human Resources</li> <li>Departmental Programs</li> </ul>	<p>The Risk and Compliance Division was restructured into a multi-disciplinary team approach for meeting compliance requirements.</p>
<ul style="list-style-type: none"> <li>Research and Information Services</li> <li>Audit and Review</li> <li>Procurement</li> <li>Legal</li> <li>Others and determined necessary</li> </ul>	<ul style="list-style-type: none"> <li>Risk and Compliance</li> <li>Accounting</li> <li>Human Resources</li> <li>Departmental Programs</li> </ul>		

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## North Central Texas Council of Governments

### ***Item 3***

*Exhibit: 2025-03-03-AA*

Meeting Date: March 27, 2025

Submitted By: Randy Richardson  
Director of Administration

Item Title: Resolution Authorizing Contracts for Advanced Metering Infrastructure (AMI) Solutions

This is a request to award contracts for Advanced Metering Infrastructure (AMI) Solutions through the North Central Texas Council of Governments TXShare cooperative purchasing program.

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

- Service Category 1: Water Utility Equipment, Products, and Supplies
- Service Category 2: Installation and Repair Services
- Service Category 3: Professional Services
- Service Category 4: Ancillary Goods and/or Services

NCTCOG prepared and issued a Request for Proposals (RFP) 2025-002 for Advanced Metering Infrastructure (AMI) Solutions, with proposals due on January 10, 2025. Thirteen (13) proposals were received and publicly opened. The proposals were evaluated by a committee comprised of representatives from the Town of Fairview and Cities of Allen, Plano, and Van Alstyne. Following evaluation, the Evaluation Committee is recommending contracts be awarded to:

- AV Water Technologies, LLC for Categories 1, 3 & 4
- Ferguson Enterprises, LLC, dba Ferguson Waterworks for Categories 1, 2, & 3
- Fortiline, Inc., dba Fortiline Waterworks for Categories 1 & 3
- GHD, Inc., for Categories 3 & 4
- Holisus LLC, dba Holistic Utility Solutions for Categories 3 & 4
- HPS, LLC for ALL Categories
- Metron-Farnier, LLC for Categories 1 & 4
- RTS Water Solutions, LLC for Categories 2, 3 & 4
- Sustainability Partners, LLC for ALL Categories
- TMG Utility Advisory Services, Inc. dba TMG Consulting, Inc., for Category 3
- Vanguard Utility Service, Inc., for Categories 2, 3 & 4

The proposals offered a variety of strengths and capabilities tailored to different utility needs. These ranged from comprehensive Advanced Metering Infrastructure (AMI) systems to specialized software, installation, repair, and professional services. Key features included open-standard systems, customizable meters and software, cellular AMI endpoints, and robust communication networks. Many proposals emphasized water loss management, data analytics, and seamless integration with existing billing and customer service platforms. Discounts varied across categories such as equipment, installation, professional services, and ancillary goods, with some respondents offering significant reductions. Additionally, several proposals included training and ongoing technical support, as well as flexible deployment options and scalable solutions to accommodate changing utility demands.

A draft resolution authorizing contracts with the aforementioned vendors for Advanced Metering Infrastructure (AMI) Solutions for maximum five (5) year terms is attached for Executive Board consideration. If approved, the 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.

**RESOLUTION AUTHORIZING CONTRACTS FOR ADVANCED METERING INFRASTRUCTURE  
(AMI) SOLUTIONS**

**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**, a Request for Proposals (RFP) 2025-002 for Advanced Metering Infrastructure (AMI) Solutions was advertised and proposals received on January 10, 2025; and,

**WHEREAS**, proposals were evaluated by a committee comprised of multiple member agencies; and,

**WHEREAS**, following evaluation, it is recommended that contracts be awarded to AV Water Technologies LLC, Ferguson Enterprises LLC, dba Ferguson Waterworks, Fortiline, Inc., dba Fortiline Waterworks, GHD, Inc., Holisus LLC, dba Holistic Utility Solutions, HPS, LLC, Metron-Farnier, LLC, RTS Water Solutions, LLC, Sustainability Partners, LLC, TMG Utility Advisory Services, Inc., dba TMG Consulting, Inc., and Vanguard Utility Service, Inc.; 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 federal and State regulations regarding contract and procurement proceedings for this procurement 2025-002.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** Contracts between NCTCOG and AV Water Technologies LLC, Ferguson Enterprises LLC, dba Ferguson Waterworks, Fortiline, Inc., dba Fortiline Waterworks, GHD, Inc., Holisus LLC, dba Holistic Utility Solutions, HPS, LLC, Metron-Farnier, LLC, RTS Water Solutions, LLC, Sustainability Partners, LLC, TMG Utility Advisory Services, Inc. dba TMG Consulting, Inc., and Vanguard Utility Service, Inc., for Advanced Metering Infrastructure (AMI) Solutions, for maximum five (5) year terms, be and are hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute necessary agreements to carry out this program, 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 3.** This resolution shall be in effect immediately upon its adoption.

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson



**North Central Texas Council of Governments**

***Item 4***

*Exhibit: 2025-03-04-AA*

Meeting Date: March 27, 2025

Submitted By: Randy Richardson  
Director of Administration

Item Title: Resolution Authorizing Contracts for Solar Energy Consulting Services

This is a request to award contracts for Solar Energy Consulting Services through the North Central Texas Council of Governments TXShare cooperative purchasing program.

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

- Service Category 1: Energy Assessments
- Service Category 2: Site Analysis
- Service Category 3: Permitting and Compliance
- Service Category 4: Installation Oversight
- Service Category 5: Financial Analysis
- Service Category 6: Maintenance & Troubleshooting
- Service Category 7: Other Ancillary Services

NCTCOG prepared and issued a Request for Proposals (RFP) 2025-005 for Solar Energy Consulting Services with proposals due on November 20, 2024. Four (4) proposals were received and publicly opened. The proposals were evaluated by a committee comprised of representatives from the Cities of Mesquite and Fort Worth. Following evaluation, the Evaluation Committee is recommending contracts be awarded to:

- Eco Motion, Inc. for Categories 1-6
- Holisus, LLC dba Holistic Utility Solutions for ALL Categories
- Jones Lang LaSalle Americas, Inc. for Categories 1, 2, 4, 5 & 7

A draft resolution authorizing contracts with the aforementioned vendors for Solar Energy Consulting Services for maximum five (5) year terms is attached for Executive Board consideration. If approved, the 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 CONTRACTS FOR SOLAR ENERGY CONSULTING 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**, a Request for Proposals (RFP) 2025-005 for Solar Energy Consulting Services was advertised and proposals received on November 20, 2024; and,

**WHEREAS**, the proposals were evaluated by a committee comprised of multiple member agencies; and,

**WHEREAS**, following evaluation, it is recommended that contracts be awarded to Eco Motion, Inc., Holisus, LLC dba Holistic Utility Solutions, Jones Lang LaSalle Americas, Inc.; 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 federal and State regulations regarding contract and procurement proceedings for this procurement 2025-005.

### **NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** Contracts between NCTCOG and Eco Motion, Inc., Holisus, LLC dba Holistic Utility Solutions, and Jones Lang LaSalle Americas, Inc., for Solar Energy Consulting Services, for maximum five (5) year terms, be and are hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute necessary agreements to carry out this program, 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 3.** This resolution shall be in effect immediately upon its adoption.

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson



**North Central Texas Council of Governments**

***Item 5***

*Exhibit: 2025-03-05-AA*

Meeting Date: March 27, 2025

Submitted By: Randy Richardson  
Director of Administration

Item Title: Resolution to Accept and Acknowledge Receipt of the Annual Comprehensive Financial Report for Fiscal Year 2024

The ACFR and related reports are located at: <https://www.nctcog.org/edo/board>

Last month, NCTCOG staff along with NCTCOG's independent auditing firm, Pattillo, Brown & Hill, LLP, met and presented to the Executive Board Audit Committee and Executive Board the Annual Comprehensive Financial Report (ACFR), single audit reports, and the accompanying independent auditor's report for fiscal year ended September 30, 2024. The Board requested additional time to review and is now being asked to accept and approve the documents.

A draft resolution accepting and acknowledging receipt of the ACFR and single audit reports is attached for Executive Board consideration.

Staff will be available at the meeting to answer any questions.

RR

**RESOLUTION TO ACCEPT AND ACKNOWLEDGE RECEIPT OF THE ANNUAL COMPREHENSIVE  
FINANCIAL REPORT FOR FISCAL YEAR 2024**

**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's Annual Comprehensive Financial Report along with single audit reports for fiscal year ended September 30, 2024, are hereby submitted as audited by independent auditing firm Pattillo, Brown & Hill, LLP; and,

**WHEREAS**, the Audit Committee of the Executive Board and the Executive Board have been provided with the documents.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board accepts and acknowledges receipt of the Annual Comprehensive Financial Report and single audit reports for fiscal year 2024.

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

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson



## North Central Texas Council of Governments

### ***Item 6***

*Exhibit: 2025-03-06-ED*

Meeting Date: March 27, 2025

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

Item Title: Resolution Endorsing the 2024 International Codes and Regional Code Amendments

The North Central Texas Council of Governments (NCTCOG) has actively promoted the standardization of model construction codes since 1967 when the Regional Codes Strategy Committee first documented the wide disparity in codes used by cities in the region. NCTCOG has continued to serve as a facilitator in the recommendation of model codes, code standards, and regional amendments to the model codes.

The goal of the Regional Codes Coordinating Committee (RCCC), NCTCOG's codes advisory committee, is to standardize the model codes used throughout North Central Texas. Composed of public and private sector code professionals, the RCCC and its five advisory boards encourage the adoption of the latest codes and NCTCOG regional amendments to reduce the variation of local construction codes in the region.

By encouraging cities to adopt standardized codes and regional amendments, NCTCOG has helped North Central Texas municipalities reduce the cost of training codes personnel. These efforts have also made it easier for contractors, builders, and developers to do work from city to city throughout the region, thereby reducing overall construction costs.

To continue these code uniformity initiatives, the RCCC's Advisory Boards conducted several open review meetings to review and develop regional amendments to the 2024 Editions of the:

International Building Code, International Residential Code, International Existing Building Code, International Swimming Pool and Spa Code, International Fire Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, and the International Energy Conservation Code. The RCCC has reviewed and approved the regional amendments to the aforementioned codes on February 27, 2025, and the draft amendment package can be viewed at <https://www.nctcog.org/envir/regional-building-codes/amendments>.

The RCCC is seeking NCTCOG Executive Board action and endorsement of the recommended regional amendments to the 2024 Editions of the International Building Code, International Residential Code, International Existing Building Code, International Swimming Pool and Spa Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, and the International Energy Conservation Code. Additionally, in an effort to achieve regional code uniformity, the RCCC is seeking the Executive Board's recommendation that all cities in the North Central Texas region adopt the 2024 International Codes and corresponding regional amendments. The regional amendment to the 2024 International Fire Code will be brought to the Executive Board for action and endorsement at a future date.

A brief presentation of this item will be provided, and I will be available to answer any questions prior to requesting Board approval.



## **RESOLUTION ENDORSING THE 2024 INTERNATIONAL CODES AND REGIONAL CODE AMENDMENTS**

**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 in promoting construction code uniformity in the region for over five decades; and,

**WHEREAS**, code uniformity has been documented to lead to a decrease in confusion and delays for builders, developers, and architects; a decrease in costs to municipalities in the development of codes; and, ultimately, a decrease in construction and insurance costs to consumers; and,

**WHEREAS**, the 2024 International Codes are the most current nationally recognized industry standard for buildings and construction; and,

**WHEREAS**, the Regional Codes Coordinating Committee (RCCC), through its respective code advisory boards, has reviewed the 2024 International Building Code, International Residential Code, International Existing Building Code, International Swimming Pool and Spa Code, International Fire Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code; and

**WHEREAS**, RCCC Advisory Boards have developed regional amendments to the aforementioned codes; and,

**WHEREAS**, the RCCC has reviewed and approved the regional amendments and recommends Executive Board endorsement.

### **NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board supports the current activities in promoting building code uniformity in the North Central Texas region.

**Section 2.** The NCTCOG Executive Board recommends adoption of the following 2024 codes by all cities and counties in the North Central Texas region: International Building Code, International Residential Code, International Existing Building Code, International Swimming Pool and Spa Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, and the International Energy Conservation Code.

**Section 3.** The NCTCOG Executive Board endorses the Regional Codes Coordinating Committee recommended regional amendments to the aforementioned codes and recommends these amendments be adopted by all cities and counties in the North Central Texas region.

**Section 4.** The code amendments will be transmitted to all local governments within the 16-county region.

**Section 5.** This resolution shall be in effect immediately upon its adoption.

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Chris Hill, President  
North Central Texas Council of Governments  
Collin County Judge

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary/Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson

# RESOLUTION ENDORSING THE 2024 INTERNATIONAL CODES AND REGIONAL CODE AMENDMENTS

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NCTCOG Executive Board  
March 27, 2025



North Central Texas Council of Governments

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## REGIONAL CODE AMENDMENTS

### PURPOSE

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- NCTCOG has promoted the standardization of model construction codes since **1967** and facilitates the continual review of the latest editions and recommendations for regional amendments to the model codes to reduce city-to-city variation.
  - Adopting standardized codes and regional amendments, makes it becomes easier for contractors, builders, and developers to do work from city-to-city throughout the region, reducing overall construction costs and training costs for codes' personnel.
  - The Regional Code Update Process is overseen by the Regional Codes Coordinating Committee (RCCC) and five advisory boards with representatives from municipal governments and private industry professionals.

## 2024 REGIONAL CODE AMENDMENTS

### REVIEW PROCESS

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**Previous Code Amendment Cycle – 2021 International Codes**

**Current Edition and Regional Amendments – 2024 International Codes**

**Advisory Boards reviewed the 2024 International Codes and completed the review process in February 2025**

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## 2024 REGIONAL CODE AMENDMENTS

### CODES REVIEWED IN FISCAL YEAR 2024

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- 2024 International Building Code (IBC)
- 2024 International Energy Conservation Code (IECC)
- 2024 International Existing Building Code (IEBC)
- 2024 International Fire Code (IFC)
- 2024 International Fuel Gas Code (IFGC)
- 2024 International Mechanical Code (IMC)
- 2024 International Plumbing Code (IPC)
- 2024 International Residential Code (IRC)
- 2024 International Swimming Pool and Spa Code (ISPSC)



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## 2024 REGIONAL CODE AMENDMENTS

### EXECUTIVE BOARD ACTION

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- Supports the current activities in promoting building code uniformity in the North Central Texas region
- Endorses the following 2024 International Codes and Regional Code Amendments:
  - ☐ IBC      ☐ IFC      ☐ IPC
  - ☐ IECC      ☐ IFGC      ☐ IRC
  - ☐ IEBC      ☐ IMC      ☐ ISPSC
- Recommends all cities and counties in North Central Texas adopt the 2024 International Codes and corresponding regional amendments

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## 2024 REGIONAL CODE AMENDMENTS

### QUESTIONS/CONTACT

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#### **Sue Alvarez**

Director of Environment and Development

Email: [salvarez@nctcog.org](mailto:salvarez@nctcog.org)

Phone: 817-704-2549

#### **Hannah Ordonez**

Senior Environment and Development Planner

Email: [hordonez@nctcog.org](mailto:hordonez@nctcog.org)

Phone: 817-695-9215

#### **Regional Code Amendments for All Codes**

<https://www.nctcog.org/envir/regional-building-codes/amendments>

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**North Central Texas Council of Governments**

***Item 7***

*Exhibit: 2025-03-07-RPA*

Meeting Date: March 27, 2025

Submitted By: Christy Martinez  
Director of Regional Police Academy

Item Title: Resolution Authorizing a Contract for Police Training Facilitator Services

The North Central Texas Council of Governments (NCTCOG) Regional Police Academy (RPA) is seeking a contractor to coordinate instruction, conduct training, and prepare basic Police recruits to become state licensed peace officers. All courses offered are certified for Texas Commission on Law Enforcement (TCOLE) credit. This is accomplished by teaching Police related courses, identifying and recruiting potential instructors, developing course content, writing performance appraisals for students, and conducting physical fitness training. Other duties include instructing in-service training, facilitating group discussions, practical exercises, and developing class and training schedules as part of the North Central Texas Council of Governments Regional Police Academy training program.

In February 2025, NCTCOG issued an Invitation to Bid (ITB) 2025-062 for Police Training Facilitator Services with proposals due on March 11, 2025. One proposal was received and publicly opened. The bid was evaluated for qualifications and pricing by Program staff to determine best value and make award recommendations. Following evaluation, RPA staff recommends that a contract be awarded to Beast Camp Training LLC.

A draft resolution authorizing a contract for Police Training Facilitator Services, for a maximum eight (8) year term and in an amount not to exceed \$782,000, is attached for Executive Board consideration.

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

CM

**RESOLUTION AUTHORIZING A CONTRACT FOR POLICE TRAINING FACILITATOR 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**, an Invitation to Bid (ITB) 2025-062 for Police Training Facilitator Services was advertised and bids received on March 11, 2025; and,

**WHEREAS**, bids were evaluated by a committee comprised of RPA program staff; and,

**WHEREAS**, following review, it is recommended that a contract be awarded to Beast Camp Training LLC; and,

**WHEREAS**, this contract is intended to be utilized by the Regional Police Academy to provide high-caliber, cost-effective professional development opportunities for peace officers and other criminal justice professionals; and,

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2025-062.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** A contract between NCTCOG and Beast Camp Training LLC, for Police Training Facilitator Services, for a maximum eight (8) year term and in a total amount not to exceed \$782,000, be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

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

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Chris Hill, President  
North Central Texas Council of Government  
County Judge, Collin County

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson



**North Central Texas Council of Governments**

***Item 8***

*Exhibit: 2025-03-08-TR*

Meeting Date: March 27, 2025

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

Item Title: Resolution Authorizing Agreements for Federal Transit Administration  
Formula Funding

The North Central Texas Council of Governments (NCTCOG) is a designated recipient for Federal Transit Administration (FTA) funds in the Dallas-Fort Worth-Arlington Urbanized Area for the following two programs: Urbanized Area Formula Program, and Enhanced Mobility for Seniors and Individuals with Disabilities. Consistent with the Transportation Improvement Program approved by the Regional Transportation Council (RTC), \$5,865,297 from these programs are available for NCTCOG to utilize and pass through for local public transit providers. Local funds will be used as match for operations projects. A combination of local funds and TDCs will be used as match for capital projects, consistent with RTC actions and transit provider needs.

There is \$923,210 available in Urbanized Area Formula Program for the Dallas-Fort Worth-Arlington urbanized area. There is \$4,942,087 available in Enhanced Mobility for Seniors and Individuals with Disabilities. NCTCOG will enter into agreements with subrecipients for these funds. Details about both programs are provided in Attachment 1 as consistent with RTC actions.

A draft resolution authorizing the execution of necessary agreements with transit providers is attached for Executive Board consideration. These programs are made available to the citizens of greatest need and to subrecipients who often struggle to meet local cash match responsibilities. I will be available to answer any questions the Board may have on this item.

MG/BG/HH

Attachment

**RESOLUTION AUTHORIZING AGREEMENTS FOR FEDERAL TRANSIT ADMINISTRATION  
FORMULA FUNDING**

**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), comprised primarily of local elected officials, 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**, 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 and Denton-Lewisville Urbanized Areas, as delegated by the Governor of the State of Texas; and,

**WHEREAS**, Subtask 3.05 of the Fiscal Year (FY) 2024 and FY 2025 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 and Denton-Lewisville Urbanized Areas, with responsibilities of administration, grant management and compliance for FTA formula programs; and,

**WHEREAS**, on the RTC has approved for inclusion into Transportation Improvement Program/Statewide Transportation Improvement Program projects for local public transit providers operating service in the Dallas-Fort Worth-Arlington Urbanized Area for implementation of transit projects through coordination with NCTCOG, as the federal grantee; and,

**WHEREAS**, local public transit providers receiving funding will provide a local match utilizing local funds or Transportation Development Credits.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** Agreements or Amendments between NCTCOG and subrecipients in the amounts outlined in Attachment 1, be and are hereby approved.

**Section 2.** These funds and projects will be incorporated into the applicable fiscal year budgets and Unified Planning Work Program as appropriate.

**Section 3.** The Executive Director or 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 motion shall be in effect immediately upon its adoption.

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Chris Hill, President  
North Central Texas Council of Governments  
Collin County Judge

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson



**Urbanized Area Formula Program (Section 5307)**

Dallas-Fort Worth-Arlington Urbanized Area			
Subrecipient	Federal	TDCs	Local Funds
FY2022			
STAR Transit (Kaufman, Rockwall, and Dallas Counties)	\$ 340,000	-	\$ 340,000
FY2023			
Span Transit (Denton County)	\$ 362,788	-	\$ 362,788
FY2024			
STAR Transit (Kaufman, Rockwall, and Dallas Counties)	\$ 220,422	44,085	\$ -
TOTAL			
	\$ 923,210	44,085	\$ 702,788

### Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310)

Dallas-Fort Worth-Arlington Urbanized Area			
Subrecipient	Federal	TDCs	Local Funds
FY2017			
STAR Transit (Kaufman, Rockwall, and Dallas Counties)	\$ 76,543	15,309	\$ -
FY2019			
Span Transit (Denton County)	\$ 1,326,118	265,224	\$ -
FY2020			
Span Transit (Denton County)	\$ 1,601,756	320,352	\$ -
FY2021			
Span Transit (Denton County)	\$ 152,126	30,426	\$ -
STAR Transit (Kaufman, Rockwall, and Dallas Counties)	\$ 317,172	-	\$ 79,293
FY2022			
STAR Transit (Kaufman, Rockwall, and Dallas Counties)	\$ 1,308,372	100,934	\$ 200,926
FY2023			
Public Transit Services (Parker and Palo Pinto Counties)	\$ 40,000	8,000	\$ -
Span Transit (Denton County)	\$ 120,000	24,000	\$ -
TOTAL			
	\$ 4,942,087	764,245	\$ 280,219

### Grand Total

Program	Federal Funds	TDCs	Local Funds
Urbanized Area Formula Program (Section 5307)	\$ 923,210	44,085	\$ 702,788
Enhanced Mobility (Section 5310)	\$ 4,942,087	764,245	\$ 280,219
TOTAL	\$ 5,865,297	808,330	\$ 983,007



## North Central Texas Council of Governments

### ***Item 9***

*Exhibit: 2025-03-09-EDO*

Meeting Date: March 27, 2025

Submitted By: Prit Patel  
Senior Economic Development Manager

Item Title: Appointment to the North Central Texas Economic Development District Board (NCTEDD)

The North Central Texas Economic Development District (NCTEDD) Board functions as an advisory board to the North Central Texas Council of Governments (NCTCOG) Executive Board. The NCTEDD Board guides the work of the region's Economic Development District, which is managed and staffed by NCTCOG. The region was designated as a District by the U. S. Economic Development Administration (EDA) in December 2016.

The NCTCOG Executive Board is being asked to make an appointment for a vacant seat on the NCTEDD Board. These appointments provide an opportunity to strengthen and diversify economic development representation on the NCTEDD Board.

Three-Year Term Appointment Request	Board Category
Lance Randall, Deputy Director of Economic Development, City of Fort Worth	>500,000 Population

This District Board is organized in accordance with Federal Regulations, and its membership includes officials and/or employees of general-purpose local governments, educational institutions, private sector representatives, and other economic development stakeholders who must be residents of and/or work in State Planning Region 4 – the North Central Texas Region

As set forth in the bylaws of the District, approved by the NCTCOG Executive Board, the NCTCOG Executive Board will appoint up to 53 NCTEDD Board members, including:

- representatives from each of the 16 counties;
- 20 representatives from cities;
- 3 representatives from Workforce Solutions;
- 5 representatives from the Educational Sector; and
- 9 representatives from Principal Economic Interests (Chambers of Commerce, Economic Development Corporations, Labor Groups, Private Sector, and any other Principal Economic Interests organizations)

Each Board member serves a term of three years and may not serve more than three consecutive three-year terms, so long as they continue to meet qualifications for the category they represent.

I will be available at the Board meeting to answer questions, or Board members can contact me at 817-704-5666.

**PRIMARY RESPONSIBILITY OF BOARD**

The North Central Texas Economic Development District Board (EDD Board) is the primary policy advisory board to the NCTCOG Executive Board in fulfilling the responsibilities as the North Central Texas' Regional Economic Development District (the District) in state planning Region IV (NCTCOG's 16-county area). The EDD Board is responsible for ensuring:

- a) the performance of any and all duties imposed on them collectively or individually by law, or by the District Bylaws;
- b) the development of plans, as well as an oversight and evaluation system for all Economic Development District programs;
- c) the attainment of effective outcomes consistent with Comprehensive Economic Development Strategy (CEDS) goals, objectives and performance standards approved by EDA;
- d) the effective administration of the EDA EDD required programs; and
- e) meetings take place at such times and places as required by the District Bylaws

**NUMBER OF COMMITTEE MEMBERS:** Up to 53 Member

**APPOINTING AUTHORITY:** NCTCOG Executive Board

**TERMS OF OFFICE:** Three-year terms

Each EDD Board member shall serve terms of three years. Upon expiration of their term, each member shall hold his/her term until they are reappointed or replaced by the NCTCOG Executive Board as established in the District Bylaws. EDD Board members may not serve more than three consecutive three-year terms, and only so long as they continue to meet qualifications for the category they represent.

**STANDARD MEETING TIME, DATE, LOCATION:** Quarterly (Meetings can be called more or less frequently as needed) 10:00 A.M. at NCTCOG/virtual.

**SPECIAL REQUIREMENTS:**

EDD Board membership shall include officials and/or employees of general-purpose local governments, educational institutions and private sector representatives, and they must be residents of and/or work in State Planning Region 4 – the North Central Texas 16-County Region.

**North Central Texas Council of Government's  
NORTH CENTRAL TEXAS ECONOMIC DEVELOPMENT BOARD**

<b>OFFICERS</b>	<b>NAME AND ORGANIZATION</b>
Chair	Kassandra Carroll, Economic Development Coordinator, City of Waxahachie
Vice Chair	Jim Wehmeier, Chief Executive Officer, City of Princeton Economic Development Corporation/Community Development Corporation
Secretary-Treasurer	Chris Strayer, Executive Director, Parker County Economic Development Corporation

**COUNTIES - 16 COUNTIES (1 SEAT EACH COUNTY)**

1. **COLLIN:** Honorable Ron Simmons, Chairman of the Board for the Texas Mutual Insurance Company
2. **DALLAS:** Luis Tamayo, Director of Economic Development, Dallas County
3. **DENTON:** Rina Maloney, Grants and Economic Development Program Manager, Economic Development, Denton County
4. **ERATH:** Jeff Sandford, Executive Director, Stephenville Economic Development Authority
5. **JOHNSON:** Mary Sarver, Mayor Pro Tem, City of Grandview
6. **KAUFMAN:** Stewart McGregor, Executive Director, Kaufman Economic Development Corporation
7. **NAVARRO:** John Boswell, Economic Development Director, Navarro County and City of Corsicana
8. **ROCKWALL:** Phil Wagner, President, Rockwall Economic Development Corporation
9. **TARRANT:** Maegan South, Economic Development Manager, Tarrant County
10. **WISE:** J.D. Clark, County Judge, Wise County
11. **PALO PINTO:** Nate Dyhre, Director of Economic Development, City of Mineral Wells
12. **PARKER:** Chris Strayer, Executive Director, Parker County Economic Development Corporation
13. **ELLIS:** VACANT
14. **HOOD:** VACANT
15. **HUNT:** VACANT
16. **SOMERVELL:** VACANT

**CITIES - TOTAL OF 22 SEATS – SIX POPULATION CATEGORIES**

**>500,000 (2 SEATS)** *2 cities, includes Dallas, Fort Worth*

17. Gaby Castillo, Business Development Coordinator, City of Dallas
18. VACANT

**BETWEEN 250,000 - 500,000 (2 SEATS)** *3 cities, includes Arlington, Irving, Plano*

19. Bryan Haywood, Economic Development Project Manager, City of Irving
20. Gus Garcia, Economic Development Director, City of Arlington

**BETWEEN 100,000 - 250,000 (2 SEATS)** *10 cities, includes Carrollton, Denton, Frisco, Grand Prairie, McKinney, Mesquite, Garland, Lewisville, Richardson, Allen*

21. Erica Sullivan, Economic Development Program Administrator, City of Denton
22. Michael Talley, Senior Vice President, City of McKinney Economic Development Corporation



**BETWEEN 30,000 - 100,000 (6 SEATS)** 28 cities, includes Euless, Flower Mound, Mansfield, North Richland Hills, Rowlett, Bedford, Burleson, Cedar Hill, Cleburne, Coppell, DeSoto, Duncanville, Farmers Branch, Grapevine, Greenville, Haltom City, Hurst, Keller, Lancaster, Little Elm, Midlothian, Rockwall, Southlake, The Colony, Waxahachie, Weatherford, Wylie, Prosper

23. Craig Hulse, Director of Economic Development, City of North Richland Hills
24. Mary Ann Moon, Executive Director of Prosper Economic Development Corporation
25. Kassandra Carroll, CECD, Economic Development Coordinator, City of Waxahachie
26. Jennette Espinosa, Executive Director, Little Elm Economic Development Cooperation
27. Shane Shepard, Economic Development Director, City of Lancaster
28. Chris Fuller, Deputy City Manager, City of Cleburne

**<30,000 (8 SEATS)** 122 cities

**Collin County** (Anna, Blue Ridge, Celina, Fairview, Josephine, Lavon, Lowry Crossing, Lucas, Melissa, Murphy, Nevada, Parker, Princeton, Sachse, St. Paul)

**Dallas County** (Addison, Balch Springs, Cockrell Hill, Glenn Heights, Highland Park, Hutchins, Seagoville, Sunnyvale, University Park Wilmer)

**Denton County** (Argyle, Aubrey, Bartonville, Copper Canyon, Corinth, Cross Roads, Double Oak, Hickory Creek, Highland Village, Justin, Krugerville, Krum, Lake Dallas, Northlake, Oak Point, Pilot Point, Ponder, Providence, Roanoke, Sanger, Shady Shores, Trophy Club)

**Ellis County** (Ennis, Ferris, Italy, Oak Leaf, Ovilla, Palmer, Red Oak)

**Erath County** (Dublin, Stephenville)

**Hood County** (Cresson, DeCordova, Granbury)

**Hunt County** (Caddo Mills, Commerce, Quinlan, West Tawakoni, Wolfe City)

**Johnson County** (Alvarado, Godley, Grandview, Joshua, Keene, Rio Vista, Venus)

**Kaufman County** (Combine, Crandall, Forney, Kaufman, Kemp, Maybank, Talty, Terrell)

**Navarro County** (Corsicana, Kerns, Rice)

**Palo Pinto County** (Mineral Wells)

**Parker County** (Aledo, Annetta, Hudson Oaks, Reno, Springtown, Willow Park)

**Rockwall County** (Fate, Heath, McLendon-Chisolm, Royse City)

**Somervell County** (Glen Rose)

**Tarrant County** (Azle, Benbrook, Blue Mound, Colleyville, Crowley, Dalworthington Gardens, Edgecliff Village, Everman, Forest Hill, Haslet, Kennedale, Lake Worth, Lakeside, Pantego, Pelican Bay, Richland Hills, River Oaks, Sansom Park, Watauga, Westlake, Westworth Village, White Settlement)

**Wise County** (Alvord, Aurora, Boyd, Bridgeport, Chico, Decatur, New Fairview, Newark, Rhome, Runaway Bay)

29. Chris Dyser, Community Development Director, City of Balch Springs
30. John M. Smith, Town Administrator, Town of Hickory Creek
31. Kevin Holzbog, Executive Director, Decatur Economic Development Corporation
32. Jim Wehmeier, Chief Executive Officer, City of Princeton Economic Development Corporation/Community Development Corporation
33. John Knight, Assistant Director of Economic Development, City of Red Oak
34. Julie Pierce, President, Ennis Economic Development Corporation
35. Shea Hopkins, Director of Economic Development, City of Granbury
36. VACANT

**WORKFORCE SOLUTIONS (3 SEATS)** *includes 1 seat for each of the three regional Workforce Solutions*

- 37. Robert Sturns, Executive Director of Workforce Solutions for Tarrant County
- 38. Richard Perez, Senior Research and Data Manager, Workforce Solutions Greater Dallas
- 39. Phedra Redifer, Executive Director, Workforce Solutions North Central Texas

**EDUCATION SECTOR (5 SEATS)** *includes Community Colleges, 4-Year Universities, Independent School Districts, Education Service Centers, Trade Schools, and other Educational Organizations*

- 40. Ben Magill, Associate Vice Chancellor of Economic Opportunity, Dallas College
- 41. Dr. Suku Nair, Vice Provost for Research and Chief Innovation Officer, Southern Methodist University
- 42. Dr. Rupa Iyer, Vice President of Research Innovation & Economic Development, Tarleton State University
- 43. Jenny Mizutowicz, Director of Economic Development and Sustainability Liaison, University of Texas at Dallas
- 44. Dr. Jana Melsheimer, Executive Director, Region 10 Education Service Center

**PRINCIPAL ECONOMIC INTERESTS (9 SEATS)** *includes staff from Chambers of Commerce, Economic Development Corporations, Labor Groups, Private Sector, and any other Principal Economic Interests organizations.*

- 45. Janie Havel, Economic Development and Tourism, Office of the Governor
- 46. Kevin Shatley, Director of Economic Development, Dallas Regional Chamber
- 47. Nika Reinecke, Principal at Envision Planning Group LLC
- 48. Leah Clark, Executive Director, Bridgeport Economic Development Corporation
- 49. Mickey Hillock, President, Hillock Foods, Inc.
- 50. Pamela Mundo, Founder and President of Mundo and Associates Consulting Firm
- 51. Taylor Shead, Chief Executive Officer, STEMuli Studios
- 52. Michael Grace, City of Duncanville Resident
- 53. Aaron BenComo - MD, Chief Medical Officer, Phronetik



**North Central Texas Council of Governments**

***Item 10***

*Exhibit: 2025-03-10-EDO*

Meeting Date: March 27, 2025

Submitted By: Chris Hill, President  
North Central Texas Council of Governments

Item Title: Announcement of the President's 2025 Executive Board Nominating Committee

Officers and Directors for NCTCOG's 2025-2026 Executive Board will be elected at the Annual General Assembly Meeting on Friday, June 13, 2025. The meeting will be held in person at the Hurst Conference Center.

It has been customary for the current President to serve as Chairman of a Nominating Committee comprised of several NCTCOG past presidents. The committee will qualify prospective nominees and prepare a slate of candidates to be submitted to the General Assembly. President Hill will appoint the attached Nominating Committee.

ME:jw

**ANNOUNCEMENT OF THE PRESIDENT'S 2025 EXECUTIVE BOARD NOMINATING COMMITTEE**

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
2025 Executive Board Nominating Committee**

Chris Hill – President 2024-25; [chill@co.collin.tx.us](mailto:chill@co.collin.tx.us)  
Bill Heidemann – President 2023-24; [bill.heidemann@cityofcorinth.com](mailto:bill.heidemann@cityofcorinth.com)  
Andrew Piel – President 2022-23; [andrew.piel@arlingtontx.gov](mailto:andrew.piel@arlingtontx.gov)  
David Sweet – President 2021-22; [judgedsweet@gmail.com](mailto:judgetsweet@gmail.com)  
Ray Smith – President 2020-21; [rsmith@prospertx.gov](mailto:rsmith@prospertx.gov)  
J. D. Clark – President 2019-20; [jd.clark@co.wise.tx.us](mailto:jd.clark@co.wise.tx.us)  
Kevin Strength – President 2018-19; [kstrength@waxahachiechamber.com](mailto:kstrength@waxahachiechamber.com)  
Tom Lombard – President 2017-18; [lombardt@sbcglobal.net](mailto:lombardt@sbcglobal.net)  
Lissa Smith – President 2016-17; [Lissasmith4@gmail.com](mailto:Lissasmith4@gmail.com)  
Kathryn Wilemon, President 2014-15; [kawilemon@aol.com](mailto:kawilemon@aol.com)  
Steve Terrell, President 2013-14; [stevete@swbell.net](mailto:stevete@swbell.net)  
Bobbie Mitchell; President 2012-13; [Bobbie.Mitchell@dentoncounty.gov](mailto:Bobbie.Mitchell@dentoncounty.gov)  
Glen Whitley, President 2010-11; [glen.whitley@outlook.com](mailto:glen.whitley@outlook.com)  
Bobby Waddle, President 2009-10; [bgwaddle@flash.net](mailto:bgwaddle@flash.net)  
Chad Adams, President, 2007-08; [chad@oakhullinvestments.com](mailto:chad@oakhullinvestments.com)  
T. Oscar Trevino, Jr., President 2006-07; [oscar@otconst.com](mailto:oscar@otconst.com)  
Mike Cantrell, President 2001-02; [mikecantrell@tx.rr.com](mailto:mikecantrell@tx.rr.com)  
Mary Poss, President 2000-01; [mary@dallastex.com](mailto:mary@dallastex.com)  
Gary A. Slagel, President 1994-95; [gary.slagel@CapitalSoft.com](mailto:gary.slagel@CapitalSoft.com)  
Jim Alexander, President 1991-92; [jralexander1@verizon.net](mailto:jralexander1@verizon.net)



## North Central Texas Council of Governments

### ***Item 11***

*Exhibit: 2025-03-11-EDO*

Meeting Date: March 27, 2025

Submitted By: Mike Eastland  
Executive Director

Item Title: Resolution Appointing a Legislator as an Ex-Officio Member of the North Central Texas Council of Governments Executive Board

House Bill 2160 became law after the 82nd Session of the State Legislature. It requires Councils of Governments to offer an ex-officio, non-voting seat on each of their Executive Boards to a member of the legislature whose district is located wholly or partly within their region. The Executive Board, by resolution in January 2013, specified the process for choosing a legislator to fill this seat which includes transmitting letters to each of the eligible legislators asking them to acknowledge their interest in holding this seat. Eleven (11) letters of interest were received. The Board has the option of selecting the Ex-Officio member by conducting a lottery or appointment by a majority vote. A resolution will be approved by the Board naming the Ex-Officio member to hold this seat for a term of office ending January 31, 2027. A listing of the legislators who expressed an interest in this seat is as follows:

#### Representatives:

Representative Yvonne Davis  
Representative Cassandra Hernandez  
Representative Terry Meza  
Representative Mitch Little  
Representative Jessica Gonzalez  
Representative Ben Bumgarner  
Representative Helen Kerwin  
Representative Linda Garcia  
Representative Katrina Pierson  
Representative Andy Hopper  
Representative Brent Money

**RESOLUTION APPOINTING A LEGISLATOR AS AN EX-OFFICIO MEMBER OF THE NORTH  
CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD**

**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**, HB 2160 was passed during the 82nd Session of the Texas State Legislature and requires a Council of Governments to offer a legislator an ex-officio, non-voting seat on its Executive Board; and,

**WHEREAS**, a legislator eligible to hold said seat must represent a Legislative District that is located in-whole or in-part in a county holding membership in the North Central Texas Council of Governments; and,

**WHEREAS**, there is no provision for the assignment of this seat to another person or for an alternate to be named.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** Representative \_\_\_\_\_ is appointed to be a member of the NCTCOG Executive Board in accordance with HB 2160.

**Section 2.** Representative \_\_\_\_\_ is to serve on the Executive Board until January 31, 2027.

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

\_\_\_\_\_  
Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

\_\_\_\_\_  
Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson





**North Central Texas Council of Governments**

***Item 12***

*Exhibit: 2025-03-12-RPA*

Meeting Date: March 27, 2025

Submitted By: Christy Martinez  
Director of Regional Police Academy

Item Title: Resolution Authorizing Submittal of Law Enforcement Training Grant Application to the Office of the Governor's Criminal Justice Division

The North Central Texas Council of Governments (NCTCOG) Regional Police Academy has provided training for law enforcement officers and related criminal justice personnel from throughout the NCTCOG region since its inception in 1968.

The mission of the NCTCOG Regional Police Academy is to provide high-caliber, cost-effective professional development opportunities for peace officers and other criminal justice professionals. Through previous grants from the Criminal Justice Division of the Governor's Office, NCTCOG has been able to keep fees at a reasonable level, making training more accessible to officers from throughout the region. Tuition for in-service courses vary with the length of the course and the expenses associated with instructor costs. All courses offered are certified for Texas Commission on Law Enforcement (TCOLE) credit.

During the preceding grant period, the academy held 16 Basic Peace Officer Courses with 363 new officers graduating as of March 17, 2025, with an expected total of approximately 465 by the end of the grant cycle. Additionally, the academy held 161 advanced training courses for more than 3,169 in-service officers as of March 1, 2025.

A draft resolution authorizing submittal of a law enforcement training grant application to the Office of the Governor's Criminal Justice Division for approximately \$1,554,365 and for the time period of September 1, 2025, through August 31, 2027, is attached for Executive Board consideration.

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

CM

**RESOLUTION AUTHORIZING SUBMITTAL OF LAW ENFORCEMENT TRAINING GRANT  
APPLICATION TO THE OFFICE OF THE GOVERNOR'S CRIMINAL JUSTICE DIVISION**

**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 is engaged in the training of law enforcement officers for local governments in North Central Texas; and,

**WHEREAS**, NCTCOG is presently administering a criminal justice grant project and desires to continue its program; and,

**WHEREAS**, it is important that the existing law enforcement training program be continued to fulfill the public mandate to train and upgrade law enforcement personnel and services, and ultimately reduce crime; and,

**WHEREAS**, NCTCOG wishes to continue a comprehensive law enforcement training program which will fulfill the needs of local governments in North Central Texas; and,

**WHEREAS**, NCTCOG accepts the responsibility and obligation to administer the grant according to the Office of the Governor's Criminal Justice Division (CJD) requirements.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board authorizes the submittal of a criminal justice grant application, in the amount of approximately \$1,554,365 and for the time period of September 1, 2025 - August 31, 2027, to the Office of the Governor's Criminal Justice Division (CJD).

**Section 2.** NCTCOG agrees to provide any required matching funds.

**Section 3.** The Executive Director or designee is authorized to apply for, accept, reject, alter or terminate the grant on behalf of NCTCOG.

**Section 4.** In the event of loss or misuse of CJD funds, the governing body assures that the funds will be returned to CJD in full.

**Section 5.** This resolution shall be in effect immediately upon its adoption.

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

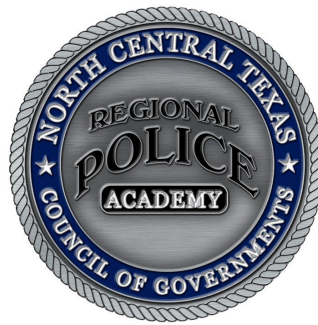
I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

---

Jennifer Justice, Secretary/Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson



## North Central Texas Council of Governments



Law Enforcement Training  
Grant Application to the  
Office of the Governor's  
Criminal Justice Division  
NCTCOG Executive Board  
March 27, 2025

# North Central Texas Council of Governments Regional Police Academy

### History

- Established in 1968, the NCTCOG Regional Police Academy (RPA) was the first regional academy in the country.
- Over 57 years of experience in law enforcement training, RPA has established itself as a leader in delivering programs that address both current challenges and future trends in the law enforcement profession.
- The RPA is partially funded through a grant from the Criminal Justice Division (CJD) of the Governor's Office, which allows the program to keep tuition costs to a minimum. All courses offered are certified for Texas Commission on Law Enforcement (TCOLE) credit.

### Mission

- The mission of the NCTCOG Regional Police Academy is to provide high-caliber, cost-effective professional development opportunities for peace officers at various levels of the profession.



## Law Enforcement Training Grant Application

- During this current grant period, the academy held 16 Basic Peace Officer Courses with 363 new officers graduating as of March 2025, with an expected total of approximately 465.
- Additionally, the academy held 161 advanced training courses for more than 3,169 in-service officers as of March 1, 2025.
- Law Enforcement Training Grant application to the Office of the Governor's Criminal Justice Division for approximately \$1,554,365 and for the time period of September 1, 2025, through August 31, 2027.



**North Central Texas Council of Governments**

***Item 13***

*Exhibit: 2025-03-13-TR*

Meeting Date: March 27, 2025

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

Item Title: Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation

The Executive Board periodically approves receipt of funding for the continuation and enhancement of ongoing transportation and air quality initiatives and for new projects implemented and managed by the North Central Texas Council of Governments (NCTCOG) at the request of the Regional Transportation Council (RTC). The resolution approving receipt of revenue and execution of necessary agreements is included in agreements with the Texas Department of Transportation (TxDOT). This item allows planning and implementation programs in the region to be administered and managed by NCTCOG that focus on efforts such as congestion reduction, multi-modal transportation opportunities, and air quality.

The RTC approved the programming of funds for these projects at various times, and the latest approval dates are included in the attached tables. In preparation for the development and execution of additional FY2025 and FY2026 agreements, staff will request Executive Board authorization to receive funding. This includes Surface Transportation Block Grant Program (STBG), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Regional Toll Revenue (RTR) funds, matched with State funds as well as with RTC Transportation Development Credits utilized in lieu of local cash match in the amount of approximately \$51,043,380 (\$40,655,880 STBG + \$5,550,000 CMAQ + \$4,550,000 RTR + \$287,500 State + 9,011,176 in RTC Transportation Development Credits in lieu of cash match). Attachment 1 contains a table detailing individual funding agreements. NCTCOG will coordinate with TxDOT to enter into agreements to receive these funds. A substantial portion of funding will be administered as pass-through funding to subrecipients and consultants.

A draft resolution authorizing the receipt of funds for planning and implementation programs is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

AL:tmb  
Attachments

**RESOLUTION AUTHORIZING AGREEMENTS FOR THE RECEIPT OF FUNDS FOR  
PLANNING AND IMPLEMENTATION PROGRAMS FROM THE TEXAS DEPARTMENT OF  
TRANSPORTATION**

**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), comprised primarily of local elected officials, 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**, in June 2024, December 2024, and March 2025 the RTC authorized the programming of Surface Transportation Block Grant Program, Congestion Mitigation and Air Quality Improvement Program, and Regional Toll Revenue funds and associated cash match for planning and implementation programs to be administered and managed by NCTCOG.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** NCTCOG is authorized to receive Surface Transportation Block Grant Program, Congestion Mitigation and Air Quality Improvement Program, and Regional Toll Revenue funds and associated match in the amount of approximately \$51,043,380, as reflected in Attachment 1.
- Section 2.** These funds shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.
- Section 3.** The Executive Board accepts the fiduciary responsibility to administer the planning and implementation programs carried out with these funds.
- Section 4.** The Executive Director or designee is authorized to enter into agreements with the Texas Department of Transportation for each project specified in Attachment 1.
- Section 5.** NCTCOG is authorized to expend funds for the projects and in the amounts specified in Attachment 1. NCTCOG is responsible for 100 percent of project costs in excess of the authorized federal and regional funding amount for the individual projects in Attachment 1.



**Section 6.** The Executive Director or designee is authorized to enter into agreements with other partners to carry out these programs.

**Section 7.** This resolution shall be in effect immediately upon its adoption.

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Chris Hill, President  
North Central Texas Council of Governments  
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on March 27, 2025.

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Jennifer Justice, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of Richardson

ATTACHMENT 1

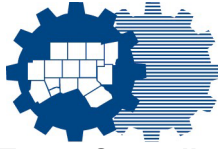
Program Title (Non-Construction Projects)	RTC Approval Date	Funding Source	Total Funding Amount (TDCs not included in total)	Federal/ Regional	Match Amount		Fiscal Year(s)*	Program Status
					State	TDC^		
Air Quality Energy Efficiency Initiatives	6/13/2024	RTR	\$ 950,000	\$ 950,000	\$0	–	2026	Ongoing
Air Quality Public Education and Outreach Program	12/12/2024	CMAQ	\$ 1,050,000	\$ 1,050,000	\$0	420,000	2026	Ongoing
		STBG	\$ 1,050,000	\$ 1,050,000				
Arlington Entertainment District Improvements	3/13/2025	RTR	\$ 2,250,000	\$ 2,250,000	\$0	–	2025	New
Automated Transportation System Initiative	6/13/2024	STBG	\$ 250,000	\$ 250,000	\$0	50,000	2026	Ongoing
Entire Managed Lane System (Technology to Detect & Verify Auto Occupancy)	12/12/2024	STBG	\$ 2,088,000	\$ 2,088,000	\$0	417,600	2026	Ongoing
Land Use/Transportation and Bike/Pedestrian Initiatives	12/12/2024	STBG	\$ 3,110,000	\$ 3,110,000	\$0	622,000	2026	Ongoing
Management and Oversight of Regional Safety Program	6/13/2024	STBG	\$ 6,070,000	\$ 6,070,000	\$0	1,214,000	2026	Ongoing
Mansfield Line Passenger Rail Study	6/13/2024	STBG	\$ 1,000,000	\$ 1,000,000	\$0	200,000	2026	New
Region Wide Employer Trip Reduction Program	6/13/2024	STBG	\$ 1,360,300	\$ 1,360,300	\$0	272,060	2026	Ongoing
Regional Air Quality Initiatives	6/13/2024	STBG	\$ 3,200,000	\$ 3,200,000	\$0	640,000	2026	Ongoing
Regional Data Hub	12/12/2024	RTR	\$ 300,000	\$ 300,000	\$0	–	2026	Ongoing
Regional Geospatial Imagery: Data Collection and Planning	6/13/2024	STBG	\$ 1,437,500	\$ 1,150,000	\$287,500	–	2026	Ongoing
Regional Traffic Management Systems □ (Implement and Operate Traveler Information System, Develop Concept of Operations and Deployment of Transp. Systems,...Mobility Assistance Patrol)	6/13/2024	STBG	\$ 2,765,000	\$ 2,765,000	\$0	553,000	2026	Ongoing
Regional Traffic Signal Retiming	6/13/2024	CMAQ	\$ 4,500,000	\$ 4,500,000	\$0	900,000	2026	Ongoing
Revenue and Project Tracking System	6/13/2024	STBG	\$ 515,000	\$ 515,000	\$0	103,000	2026	Ongoing
Roadway Safety Audits	12/12/2024	STBG	\$ 1,500,000	\$ 1,500,000	\$0	300,000	2026	New
Special Events Management	6/13/2024	STBG	\$ 600,000	\$ 600,000	\$0	120,000	2026	Ongoing
Staging of Tow Truck Operators-Limited Access Facilities in Dallas District	12/12/2024	STBG	\$ 400,000	\$ 400,000	\$0	80,000	2026	Ongoing
System Manager Support Services	12/12/2024	STBG	\$ 700,000	\$ 700,000	\$0	140,000	2026	Ongoing
Technology and Innovation 3.0	6/13/2024	STBG	\$ 1,650,000	\$ 1,650,000	\$0	330,000	2026-2027	Ongoing
Technical Expertise, Assistance for Surface Transportation Planning Projects and Legal Support for Innovative Financing on Transportation and Air Quality Projects	6/13/2024	RTR	\$ 300,000	\$ 300,000	\$0	–	2026	Ongoing
Traffic Signal Equipment Standardization and Upgrade Program	3/13/2025	STBG	\$ 5,987,580	\$ 5,987,580	\$0	1,197,516	2026	New
Transit Service within the Southern Dallas Inland Port	3/13/2025	RTR	\$ 750,000	\$ 750,000	\$0	–	2025	Ongoing
Transportation Technical Support (Capital Asset Management)	6/13/2024	STBG	\$ 1,800,000	\$ 1,800,000	\$0	360,000	2026	Ongoing
Travel Survey and Data Collection, Model Refinement Program	6/13/2024	STBG	\$ 5,460,000	\$ 5,460,000	\$0	1,092,000	2026-2027	Ongoing
			<b>\$51,043,380</b>	<b>\$ 50,755,880</b>	<b>\$287,500</b>	<b>9,011,176</b>		

\* Fiscal Year denotes year in which funds are programmed in the Transportation Improvement Program. However, funds may be spent over multiple years depending on project requirements and schedules, pursuant to this authorization.

## NCTCOG EXECUTIVE BOARD ATTENDANCE

## June 2024 - May 2025

[illegible]



## Calendar

### North Central Texas Council of Governments

#### 2025 NCTCOG Executive Board Calendar

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

<b>April 24, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>May 22, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>June 13, 2025</b>	<i>GENERAL ASSEMBLY</i>
<b>June 26, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>July 24, 2025</b>	Executive Board Meeting & NCTCOG Foundation Meeting – NCTCOG Offices
<b>August 28, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>September 25, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>October 23, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>November 20, 2025</b>	Executive Board Meeting – NCTCOG Offices
<b>December 18, 2025</b>	Executive Board Meeting – NCTCOG Offices