TO: NCTCOG Executive Board    DATE: September 15, 2016
FROM: Mike Eastland
       Executive Director
SUBJECT: Executive Board Meeting

Please note: The time and order of the meeting has changed for this month! The next regular meeting of the NCTCOG Executive Board will be:

DATE: September 22, 2016

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

REGULAR SESSION / EXECUTIVE SESSION
TIME: 12:00 noon – Open Regular Session

- Immediately Convene in EXECUTIVE SESSION for Executive Director’s Performance Review (Lunch will be served during Executive Session)
- Close Executive Session
- Reconvene Regular Session for Consideration of Items Discussed During Executive Session (Possible Action)
- Regular Session Recess until 12:45 p.m., if necessary

12:45 p.m. – Reconvene Regular Session

NCTCOG FOUNDATION, INC. BOARD MEETING

TIME: Immediately Following the Executive Board Meeting
(All Executive Board Members are also Foundation Board Members)

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

President Smith encourages you to attend this important meeting. We look forward to seeing you there!

ME:sc
Executive Board

_____ Lissa Smith  _____ Kelly Allen Gray  _____ Keith Self
_____ Tom Lombard  _____ Clay Jenkins  _____ Ray Smith
_____ Kevin Strength  _____ Lee Kleinman  _____ Chris Watts
_____ John Horn  _____ Jeff Leach  _____ Glen Whitley
_____ Bruce Archer  _____ Dan McClendon  _____ Kathryn Wilemon
_____ J. D. Clark  _____ Bobbie Mitchell  _____ Bruce Wood

Staff

_____ Mike Eastland  _____ Edith Marvin  _____ Christy Williams
_____ Monte Mercer  _____ Michael Morris  _____ Lucille Johnson
_____ Tim Barbee  _____ David Setzer  _____ Stephanie Cecil
_____ Doni Green  _____ Molly McFadden

12:00 NOON: REGULAR SESSION  Call to Order Time: __________
The Regular Session will immediately convene to Executive Session, where lunch will be served.

CONVENE EXECUTIVE SESSION  Time: __________
The Executive Board will convene in Executive Session pursuant to Open Meetings Act Section 551.074 to deliberate regarding personnel matters.

Performance Review of Executive Director and Consideration of Compensation

CLOSE EXECUTIVE SESSION  Time: __________

RECONVENE REGULAR SESSION  Time: __________

___/___  Item 1.  Consideration of Compensation of the Executive Director

RECESS UNTIL 12:45  Time: __________

12:45 PM: RECONVENE REGULAR SESSION  Time: __________
Pledge to the United States and Texas Flags
<table>
<thead>
<tr>
<th>Motion/Second</th>
<th>Name of Item</th>
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<tbody>
<tr>
<td>Item</td>
<td>Name of Item</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>2 Approval of Minutes</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>3 Conduct a Public Hearing Regarding the Annual Fiscal Program for Fiscal Year 2016-2017 and Consider a Resolution to Accept and Approve the Annual Fiscal Program - Monte Mercer</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>4 Resolution Ratifying Fiscal Year 2016 Contract Option and to Authorize Fiscal Year 2017 Contract Option with Gradient Solutions for Professional Advisory Services - Monte Mercer</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>5 Resolution Authorizing Contract with The Bogdahn Group LLC for Retirement Consultant Services - Monte Mercer</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>6 Resolution Authorizing an Increase to the Contract to ResCare Workforce Services for Delivery of Childcare Services - David Setzer</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>7 Resolution Authorizing Contract with Quality Medical Supplies for Medical Equipment and Supplies - Doni Green</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>8 Resolution Authorizing FY2017 and 2018 Agreements for Aging Caregiver Service - Doni Green</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>9 Resolution Authorizing Contracts with Instruction and Training Providers - Doni Green</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>10 Resolution Authorizing Acceptance of the FY2016 Homeland Security Grant Program (HSGP) Funds to Support Regional Activities - Molly McFadden</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>11 Resolution Authorizing Amendment to Memorandum of Understanding with United States Army Corps of Engineers to Expedite Environmental Permitting - Michael Morris</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>12 Resolution Authorizing Contract Amendments for the 2014 Cooperative Transit Vehicle and Inspection Services Procurements - Michael Morris</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>13 Resolution Authorizing a Contract with United Road Towing Texas, Inc. for Wrecker Services on SH 161 - Michael Morris</td>
</tr>
<tr>
<td><em><strong>/</strong></em></td>
<td>14 Resolution Authorizing an Agreement with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC to Implement a Toll Discount Pilot Program to Travel Outside of the Peak Travel Period - Michael Morris</td>
</tr>
</tbody>
</table>
Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives - Michael Morris

Resolution Endorsing Travel Outside of North America Requested by the United States Department of Transportation - Michael Morris

Resolution Authorizing Contract with Halff Associates, Inc. for the Integrated Stormwater Management Program - Edith Marvin

APPOINTMENTS:

Appointments to Department of Environment and Development Advisory Committees - Edith Marvin

STATUS REPORTS:

Status Report on National Preparedness Month - Molly McFadden

Status Report on NCTCOG’s 50th Anniversary Celebration - Lucille Johnson

MISCELLANEOUS:

Old and New Business

Future Calendar and Attendance

Adjournment: _____________________
North Central Texas Council of Governments Foundation, Inc.
616 Six Flags Drive, Arlington, TX, 76011

BOARD MEETING
September 22, 2016
[Immediately Following the Executive Board Meeting]

Executive Board

_____ Lissa Smith  _____ Kelly Allen Gray  _____ Keith Self
_____ Tom Lombard  _____ Clay Jenkins  _____ Ray Smith
_____ Kevin Strength  _____ Lee Kleinman  _____ Chris Watts
_____ John Horn  _____ Jeff Leach  _____ Glen Whitley
_____ Bruce Archer  _____ Dan McClendon  _____ Kathryn Wilemon
_____ J. D. Clark  _____ Bobbie Mitchell  _____ Bruce Wood

Staff

_____ Mike Eastland  _____ Edith Marvin  _____ Christy Williams
_____ Monte Mercer  _____ Michael Morris  _____ Lucille Johnson
_____ Tim Barbee  _____ David Setzer  _____ Stephanie Cecil
_____ Doni Green  _____ Molly McFadden

NCTCOG FOUNDATION BOARD:

Call to order time: ____________

<table>
<thead>
<tr>
<th>Item #</th>
<th>Name of Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>F1</td>
<td>Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc. - Mike Eastland</td>
</tr>
</tbody>
</table>

F2  Approval of Minutes for the April 28, 2016 NCTCOG Foundation Meeting

Adjournment: ____________________________
President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:48 pm on August 25, 2016.

Members of the Board Present:
Lissa Smith – President, Mayor Pro Tem, City of Plano
Tom Lombard – Vice President, Councilmember, City of North Richland Hills
John Horn – Past President, County Judge, Hunt County
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
Kelly Allen Gray, Councilmember, City of Fort Worth
Clay Jenkins, County Judge, Dallas County
Jeff Leach, State Representative
Dan McClendon, Mayor Pro Tem, City of Burleson
Keith Self, County Judge, Collin County
Ray Smith, Mayor, City of Prosper
Kathryn Wilemon, Councilmember, City of Arlington

Members of the Board Absent:
Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie
J.D. Clark, County Judge, Wise County
Lee Kleinman, Councilmember, City of Dallas
Bobbie Mitchell, Commissioner, Denton County
Chris Watts, Mayor, City of Denton
B. Glen Whitley, County Judge, Tarrant County
Bruce Wood, County Judge, Kaufman County

Members of the Staff Present:
Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
David Setzer, Director of Workforce Development
Edith Marvin, Director of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
Donna Coggeshall, Manager, Research and Information Services
Heather Mazac, Compliance Legal Advisor, Administration
Mindy Mize, Program Manager, Transportation
Carmen Morones, Human Resources Manager
Shannan Ramirez, Chief Accounting Officer, Administration
Shannon Stevenson, Program Manager, Transportation
Randy Richardson, Fiscal Analyst, Workforce Development
Richard Michael, Budget Manager, Administration
E.J. Harbin, Purchasing, Administration
REGULAR SESSION

ACTION:

Item 1 Approval of Minutes

President Smith stated that the first item on the agenda was approval of the minutes from the July 2016 Board meeting.

Upon a Motion by Judge Horn (seconded by Councilmember Archer), and unanimous vote of all members present, the Board approved the minutes of the July 2016 Executive Board meeting.

Item 2 Resolution Authorizing Contract with Mascari Corporation for Housing Navigator Services

Doni Green, Director of Aging, explained that the Texas Department of Aging and Disability Services (DADS) funds housing navigator services through NCTCOG’s Aging Department program. NCTCOG has selected a qualified contractor for these services through a competitive procurement process that garnered only one proposal: from its current contractor, Mascari Corporation. Mascari Corporation has satisfied the terms of its current contract and would be awarded a contract in an amount not to exceed $100,000.

Upon a Motion by Councilmember Lombard (seconded by Councilmember Gray), and unanimous vote of all members present, except Judge Self, who voted no, the Board approved the resolution as presented.

See Exhibit E16-08-02

Item 3 Resolution Authorizing Contracts for Aging Case Management Services

Doni Green, Director of Aging, told the Board that NCTCOG, in its capacity as the Area Agency on Aging (AAA), receives funding from DADS to provide case management services in three programs: Title III-B care coordination, Title III-E caregiver support coordination, and nursing home relocation. Case managers assess clients in their home or nursing home and help arrange services. After evaluation of proposals received for these services, AAA recommends 2017 contracts with the following entities up to $990,000 of available funds, and will continue to accept proposals from those qualified and willing to serve rural and underserved counties. In addition, one agency applied to provide nursing home relocation services exclusively and will be awarded a contract of up to a maximum $90,000.

2017 Recommended Contractors:

- Bell-White, Shaneka ($73/unit)
- Carr, Shoshana ($73/unit)
- ComForCare ($58/unit)
- Dodge, Roslyn ($73/unit)
- Doyle, Jayne ($73/unit)
- Griffith, Ulylesia ($70/unit)
- James, Cathy ($73/unit)
- McKnight, Sandra ($73/unit)
- REACH Resource Centers on Independent Living (< $90,000 during FY17)
- Mitchell-Wyatt, Kelli ($73/unit)
- Morgan, Kim ($55/unit)
- Pospisil, Amy ($68/unit)
- Reconcile Case Management Services ($73/unit)
- Sovereign Case Management Services ($73/unit)
- Taylor, Gary ($65/unit)
- Thompson, Chandra ($73/unit)
- Tilley, Hollie ($69/unit)

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

See Exhibit E16-08-03
Item 4 Resolution Authorizing Receipt of Funds from the Texas Commission on Environmental Quality for the AirCheckTexas Program

Dan Kessler, Assistant Director of Transportation, explained that NCTCOG initiated the Low Income Vehicle Repair Assistance, Retrofit and Accelerated Vehicle Retirement Program (LIRAP), also known as the AirCheckTexas Drive a Clean Machine Program, in 2002. The Dallas-Fort Worth nonattainment area will receive approximately $21.6 million for continuation of the program for Fiscal Year 2017.

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

See Exhibit E16-08-04

Item 5 Resolution Authorizing Submittal of Grant Application to the Department of Energy

Dan Kessler, Assistant Director of Transportation, explained that the US Department of Energy (DOE) has made funding available for projects that invest in advanced vehicle technologies, including the use of commercially available electric drive vehicles, alternative fuel vehicles and supporting infrastructure technologies. Work performed under this grant would support air quality initiatives currently listed in the Unified Planning Work Program for Regional Transportation Planning; the DFW Eight-Hour Ozone State Implementation Plan; and the NCTCOG hosted DFW Clean Cities Coalition, which seek to support petroleum reduction by using alternative fuels and other vehicle technologies.

The proposed project will provide incentives and education for electric vehicle implementation by workplaces, fleets, and the general public and will facilitate installation of charging infrastructure. NCTCOG will serve as the prime recipient of up to $5,000,000 in federal DOE funds and be responsible for securing $5,000,000 in match. Match is expected to be met through vehicles and equipment, industry and other external partners, and participating Clean Cities Coalitions.

Upon a Motion by Judge Horn (seconded by Councilmember Lombard), and unanimous vote of all members present, except Judge Self, who voted no, the Board approved the resolution as presented.

See Exhibit E16-08-05

Item 6 Resolution Authorizing Execution of a Contract with a Vendor for Automated Vehicle Locator System Services

Dan Kessler, Assistant Director of Transportation, explained that because the Dallas-Fort Worth region is in nonattainment of the federal air quality standards for ozone, NCTCOG is actively involved in the development and implementation of air quality improvement plans. The Unified Planning Work Program for Regional Transportation Planning provides for activities to improve air quality by reducing vehicle and equipment emissions and implementing new technology. The Board previously reserved a portion of the Congestion Mitigation and Air Quality Improvement Program funds provided under the Clean Fleets North Texas program for purchase, installation, and operation of an automated vehicle locator system (AVLS) to facilitate monitoring of vehicle replacements purchased by the subrecipients of the program. This technology provides benefits to the subrecipients by streamlining and automating grant-required reporting, and allowing the development of policies to manage the AVLS devices over time, including proper disposition once grant obligations have been fulfilled. The Consultant Selection Committee reviewed and evaluated proposals and is recommending a contract with Marshall GIS in an amount not to exceed $119,000. Transportation Development Credits will be used as the local match.

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

See Exhibit E16-08-06
Item 7 Resolution Authorizing Consultant Contract with Kapsch TrafficCom Transportation NA, Inc. to Implement the 511 DFW Traveler Information System and Information Exchange Network

Dan Kessler, Assistant Director of Transportation, explained that the Unified Planning Work Program for Regional Transportation Planning supports implementation of the 511DFW Traveler Information System – a real-time single source of traveler information available to agencies and the public. This project will provide for continued operation and recommended enhancements for the region’s 511DFW system. A Consultant Selection Committee reviewed and evaluated the proposals received for consultant assistance for Development, Operations and Maintenance Support of 511DFW and recommended Kapsch TrafficCom Transportation NA, Inc. for an amount not to exceed $3,675,000 in Surface Transportation Block Grant Program funds, with state funds to support the match requirement.

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

See Exhibit E16-08-07

Item 8 Resolution Approving Disadvantaged Business Enterprise Participation Goal Update for Fiscal Years 2017-2019

Ken Kirkpatrick, Transportation Legal Counsel, explained that as a recipient of Federal Transit Administration funds, NCTCOG is required to update the Disadvantaged Business Enterprise (DBE) Participation Goal every three years and submit it for review and approval by federal funding agencies. NCTCOG underwent an analysis, consistent with federal guidance, to update the DBE goal for FY2017-FY2019. To meet federal requirements, NCTCOG published the proposed goal and supporting materials for review and comment from June 1, 2016, through July 21, 2016. Based on the analysis conducted and comments from the public and contractor community, staff recommends maintaining an overall DBE goal of 25 percent for US DOT-assisted contracts through NCTCOG’s Transportation Department.

Upon a Motion by Councilmember Lombard (seconded by Councilmember Wilemon), and unanimous vote of all members present, except Judge Self, who voted no, the Board approved the resolution as presented.

See Exhibit E16-08-08

Councilmember Gray left the meeting.

Item 9 Resolution Authorizing Budget Increase for Consultant Contract with Kimley-Horn and Associates, Inc., for the Northwest Highway and Preston Road Area Plan

Dan Kessler, Assistant Director of Transportation, explained that the Northwest Highway and Preston Road Area Plan is examining future possible land development scenarios and their potential impact to the transportation network, in order to develop a vision and recommendations for future policy and public investment. The Board previously authorized a contract with Kimley-Horn and Associates to perform this work in an amount not to exceed $350,000 ($250,000 RTC Local and $100,000 from the City of Dallas). Due to additional project meetings and data collection requested by the community and the City of Dallas, staff is requesting an increase of $40,000 to the contract budget (using RTC Local funds) for a new, not to exceed total of $390,000.

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

See Exhibit E16-08-09

Item 10 Resolution Approving Contract for Temporary Staffing Services with Robert Half International, Inc. through the Houston-Galveston Area Council Cooperative Purchase Program

Monte Mercer, Deputy Executive Director, told the Board that NCTCOG has periodically utilized temporary staffing services through Robert Half International, Inc. for technology related temporary staffing needs. In Fiscal Years 2016 and 2017, these staffing needs are anticipated to cause expenses for temporary staffing to exceed administrative authority. Robert Half is an approved contractor through the Houston-Galveston Area Council (H-
GAC) cooperative purchasing program. Staff requested Board approval for the continued use of Robert Half’s temporary technology staffing services for Fiscal Years 2016 and 2017, through an Interlocal Agreement (ILA) with H-GAC, in an amount not to exceed $200,000.

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

See Exhibit E16-08-10

STATUS REPORTS:

Item 11 Status Report on Fiscal Year 2017 Proposed Budget

Monte Mercer, Deputy Executive Director, presented an overview of the Fiscal Year 2017 Proposed Budget to the Board for their review. He summarized the main budget features, as:

- Total expenditures of $210,513,003
- State and federal grants fund approximately 85% of programs - the remainder is local funding.
- Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program.
- Annual dues from the membership comprise less than 1% of the total budget and the dues per capita rate has not changed.

Item 12 Status Report on NCTCOG’s 50th Anniversary Celebration

In continuation of the celebration of NCTCOG’s 50th anniversary and an overview of each NCTCOG Department, Lucille Johnson introduced Tim Barbee, Director of the Research and Information Services (RIS) Department. Tim briefed the Board on the department’s history and activities.

History: In 1989, known as the Regional Data Center department, with only seven employees, the Department was formed under the leadership of Bob O’Neal. In 1993, the name was changed to Research & Information Services (RIS). The department has grown to 28 employees and has been under the leadership of Director and Chief Information Officer Tim Barbee since 2006. In 1993, RIS began offering email to the agency, and in 1994 the agency got access to the Internet. Explosive growth of technology over the years has led to expansion of the departments responsibilities. The first website was launched in 1995 and RIS now manages over 30 websites, more than 165 terabytes of electronic data and a local and wide-area computer network which serves over 675 employees and contractors on more than 2,000 devices at 25 locations.

Demographic Research: The function of the department has traditionally been demographic research. The first Population Estimates publication in 1974 estimating the population of the 16-county region to be just over 2.8 million (slightly more than the population of Dallas County today). Since that time, Population Estimates have been produced annually, and the population of the region is estimated to be over 7 million today. At one time, RIS served as a local affiliate for the Census Bureau. In 2001, RIS combined its demographic research and GIS capabilities, offering the first interactive radius summaries of 2000 Census data via the agency’s website. The demographic research program also includes development monitoring, employment estimates, land use and demographic forecasting. Demographic research serves as the foundation for a variety of collaborative projects both inside and outside the agency, including transportation and environmental planning, workforce development, emergency management, and economic development.

Arial Cooperative Purchase Program: In 1999, the department offered its first cooperative purchase of aerial imagery for the region, and has continued to do so every other year. Images are available for viewing, printing, and purchase via NCTCOG’s interactive mapping site, www.dfwmaps.com and the latest version was launched in 2010. This project has set the standard for large regionally shared data purchases, allowing considerable cost savings through group participation.

Regional Cooperation: Over the past 27 years, RIS has collaborated on technology- and GIS-related projects with the National Weather Service, Dallas County Elections, the U.S. Army Corps of Engineers, the Federal Emergency Management Agency, the Texas Natural Resources Information System, The Dallas Morning News, the Fort Worth Star-Telegram, the OneStar Foundation, and numerous cities and counties throughout the NCTCOG region. In the 2000s, six cable TV shows about the Tornado Damage Risk Assessment Study
performed by RIS appeared on the National Geographic, Discovery, History and Weather channels. The department has also won awards from ESRI, the Center for Digital Government, and the National Conference on Citizenship.

Much more information about the RIS department can be found on NCTCOG 50th Anniversary website at http://www.nctcog.org/50/. An extensive history of NCTCOG is featured on the website and new information is added each month.

**MISCELLANEOUS:**

**Item 13 Old and New Business**

President Smith announced that the NCTCOG Foundation meeting was being moved to the September Executive Board meeting.

**Item 14 Attendance and Calendar**

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

There being no other business, President Smith adjourned the meeting.

Approved by: 

Checked by:

___________________________________
Lissa Smith
President, North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

___________________________________
Mike Eastland, Executive Director
North Central Texas Council of Governments
TO: Mike Eastland  DATE: September 14, 2016
Executive Director

FROM: Monte Mercer  
Deputy Executive Director

SUBJECT: Conduct a Public Hearing Regarding the Annual Fiscal Program for Fiscal Year 2016-2017 and Consider a Resolution to Accept and Approve the Annual Fiscal Program

A public hearing regarding the FY 2016-2017 Annual Fiscal Program will be conducted and considered for approval by the Executive Board on September 22, 2016. An overview of the program was presented to the Personnel and Finance Committee as well as the Executive Board at the monthly meeting on August 25, 2016. Workforce funding changes from that presentation are summarized in Attachment A which have also been incorporated into the September presentation, specifically on slides 11 and 17.

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

- Total expenditures of $208,882,553
- Consists of state and federal grants that fund approximately 84% of programs with the remainder being local funding.
- Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program.
- Annual dues from the membership comprise less than 1% of the total budget. The per capita rate has not changed.
- Authorizes the Executive Director and designees to approve and accept any funding revisions for ongoing programs as well as to approve and accept funding for new programs once approved or ratified by the Executive Board.

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

I will be available at the Board meeting to answer any questions.
### Annual Fiscal Program for FY2016-2017

#### September Revisions

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<th></th>
<th>August</th>
<th>September</th>
<th>Change</th>
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<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State and Federal Grants</td>
<td>$169,158,242</td>
<td>$167,527,792</td>
<td>$(1,630,450)</td>
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<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Workforce Development</td>
<td>$65,935,743</td>
<td>$64,305,293</td>
<td>$(1,630,450)</td>
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</table>
WHEREAS, the North Central Texas Council of Governments’ Bylaws require the approval and adoption of an annual budget by the Executive Board, and

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

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

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

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1: The North Central Texas Council of Governments Executive Board approves the FY 2016-2017 Annual Fiscal Program in the amount of $208,882,553.

Section 2: The Executive Director and designees are authorized to receive federal, state and local funding for FY 2016-2017.

Section 3: The Executive Director and designees are authorized to approve and accept any and all funding revisions for ongoing programs.

Section 4: The Executive Director and designees are authorized to approve and accept funding for new programs subject to Executive Board approval or ratification.

Section 5: The Executive Director and designees are authorized to transfer funds between programs and line items as necessary as allowed by applicable state and federal laws, regulations, and grant requirements.

Section 6: The Executive Director and designees are authorized to execute contracts for goods and services up to $100,000 and to equip and provide facilities as allowed by applicable state and federal laws, regulations, and grant requirements.

Section 7: The Executive Director and designees are authorized to execute contracts for goods and services as approved and funded by the Public Employees Benefits Cooperative (PEBC) Board or the City Net Shared Services Board.

Section 8: This resolution shall be in effect as of October 1, 2016.

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro-Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
North Central Texas Council Of Governments
FY 2017 Proposed Budget

Executive Board Meeting
September 22, 2016
NCTCOG FY 2017 Proposed Budget
September Revisions

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<td>$64,305,293</td>
<td>$(1,630,450)</td>
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**Initiatives**

**Workforce Development - Childcare** - ($1.6 million decrease) due to a change in Childcare Funding.
NCTCOG FY 2017 Proposed Budget

<table>
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<th>Total Expenditures</th>
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<th>FY 2016</th>
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<td>68,219,788</td>
<td>(3,914,495)</td>
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<td>Environment &amp; Development</td>
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(1) Includes Public Affairs  
(2) Includes Direct Service Charges and Indirect Overhead
### Funding Sources

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<th>FY 2016</th>
<th>Change</th>
</tr>
</thead>
<tbody>
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<td>Local Contracts/Grants</td>
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</tr>
<tr>
<td>In-Kind Match Funds</td>
<td>18,523,867</td>
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</tr>
<tr>
<td>Membership Dues</td>
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– Answer any questions today.

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– Monitor FY 2016 budget year close out.

– Implement FY 2017 budget beginning October 1.

– Present status of programs and need for budget amendments throughout the year as new programs and funding become available.
Following is the full presentation
North Central Texas Council Of Governments
FY 2017 Proposed Budget*

Executive Board Meeting
September 22, 2016

*Revisions to the August Board Presentation have been incorporated, for detail of changes see slide 11 for Workforce Revenue and slide 17 for Workforce Expenditures.
NCTCOG FY 2017 Proposed Budget

• Characteristics of NCTCOG budgeting and contrasts with typical local government budgeting.
  – Funding is comprised primarily of grants and local contracts for services.
  – Each grant is a separate contract with its own grant period and funding amount. Grants can encompass more than one NCTCOG fiscal year.
  – Continuously evolving as program needs change and funding opportunities become available.
  – Scope of work, funding, and expenditure limitations are regulated by the individual grant or contract, rather than the planned program summary.

• High inter-departmental dependency and cooperation.
  – Common objectives (i.e. environmental, air quality and transportation programs).
  – Multi-disciplinary approach (i.e. operating departments, computer services, finance and accounting teams).
## NCTCOG FY 2017 Proposed Budget

Revised September 2016

<table>
<thead>
<tr>
<th>Funding Sources</th>
<th>FY 2017</th>
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### NCTCOG FY 2017 Proposed Budget

<table>
<thead>
<tr>
<th>STATE Area</th>
<th>FY 2017</th>
<th>% of Total Funding</th>
<th>FY 2016</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Texas Workforce Commission (TWC)</td>
<td>63,341,742</td>
<td>31.92%</td>
<td>67,053,810</td>
<td>(3,712,068)</td>
</tr>
<tr>
<td>Texas Department of Transportation (TxDOT)</td>
<td>37,074,125</td>
<td>18.69%</td>
<td>33,652,009</td>
<td>3,422,116</td>
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<tr>
<td>Texas Commission on Environmental Quality (TCEQ)</td>
<td>26,257,674</td>
<td>13.23%</td>
<td>23,418,043</td>
<td>2,839,631</td>
</tr>
<tr>
<td>Commission on State Emergency Communications (CSEC)</td>
<td>10,950,230</td>
<td>5.52%</td>
<td>11,021,810</td>
<td>(71,580)</td>
</tr>
<tr>
<td>Texas Department of Aging and Disability Services (DADS)</td>
<td>7,730,236</td>
<td>3.90%</td>
<td>7,744,740</td>
<td>(14,504)</td>
</tr>
<tr>
<td>Governor's Office (00G)</td>
<td>2,793,875</td>
<td>1.41%</td>
<td>974,020</td>
<td>1,819,855</td>
</tr>
<tr>
<td>Texas Department of Public Safety (DPS)</td>
<td>2,000,674</td>
<td>1.01%</td>
<td>4,273,146</td>
<td>(2,272,472)</td>
</tr>
<tr>
<td>Texas Department of Agriculture (TDA)</td>
<td>18,916</td>
<td>0.01%</td>
<td>18,916</td>
<td>-</td>
</tr>
<tr>
<td>State Energy Conservation Office (SECO)</td>
<td>-</td>
<td>-</td>
<td>197,000</td>
<td>(197,000)</td>
</tr>
<tr>
<td>Department of State Health Services (DSHS)</td>
<td>-</td>
<td>-</td>
<td>49,893</td>
<td>(49,893)</td>
</tr>
<tr>
<td>TOTAL STATE</td>
<td>$ 150,167,472</td>
<td>75.69%</td>
<td>$ 148,403,387</td>
<td>$ 1,764,085</td>
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</table>

<table>
<thead>
<tr>
<th>FEDERAL Area</th>
<th>FY 2017</th>
<th>% of Total Funding</th>
<th>FY 2016</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Transit Administration (FTA)</td>
<td>14,487,974</td>
<td>7.30%</td>
<td>12,489,193</td>
<td>1,998,781</td>
</tr>
<tr>
<td>Federal Emergency Management Agency (FEMA)</td>
<td>1,049,000</td>
<td>0.53%</td>
<td>1,515,000</td>
<td>(466,000)</td>
</tr>
<tr>
<td>Environmental Protection Agency (EPA)</td>
<td>814,104</td>
<td>0.41%</td>
<td>490,332</td>
<td>323,772</td>
</tr>
<tr>
<td>Federal Highway Administration (FHA)</td>
<td>417,009</td>
<td>0.21%</td>
<td>769,221</td>
<td>(352,212)</td>
</tr>
<tr>
<td>United States Department of Energy (US DOE)</td>
<td>266,716</td>
<td>0.14%</td>
<td>335,070</td>
<td>(68,354)</td>
</tr>
<tr>
<td>United States Department of Defense (DOD)</td>
<td>265,517</td>
<td>0.13%</td>
<td>258,686</td>
<td>6,831</td>
</tr>
<tr>
<td>United States Department of Commerce (US DOC)</td>
<td>60,000</td>
<td>0.03%</td>
<td>50,000</td>
<td>10,000</td>
</tr>
<tr>
<td>United States Department of Labor (US DOL)</td>
<td>-</td>
<td>-</td>
<td>155,778</td>
<td>(155,778)</td>
</tr>
<tr>
<td>Federal Aviation Administration (FAA)</td>
<td>-</td>
<td>-</td>
<td>49,584</td>
<td>(49,584)</td>
</tr>
<tr>
<td>TOTAL FEDERAL</td>
<td>$ 17,360,320</td>
<td>8.75%</td>
<td>$ 16,112,864</td>
<td>$ 1,247,456</td>
</tr>
</tbody>
</table>

| TOTAL STATE AND FEDERAL                             | $ 167,527,792 | 84.44%             | $ 164,516,251 | $ 3,011,541 |
State and Federal Grant Changes - $3.0 Million Net Increase primarily comprised of:

- **Transportation** - $7.7 million increase primarily comprised of:
  - Texas Department of Transportation (TXDOT) - ($3.42 million increase).
  - Texas Commission on Environmental Quality (TCEQ) - ($2.39 million increase).
  - Federal Transit Authority (FTA) - ($1.99 million increase).
  - Environmental Protection Agency (EPA) - ($323 thousand increase).
  - U.S. Department of Defense (DOD) - ($7 thousand increase).
  - Federal Highway Administration (FHA) - ($352 thousand decrease).
  - Department of Energy (DOE) - ($68 thousand decrease).
  - Federal Aviation Administration (FAA) - ($50 thousand decrease).

- **Workforce** - $3.9 million decrease\(^1\) primarily comprised of:
  - Texas Workforce Commission (TWC) - ($3.7 million decrease\(^2\)).
  - U.S. Department of Labor (DOL) - ($155 thousand decrease).

---

\(^1\) Previously $2.2 million decrease
\(^2\) Previously $2.08 million decrease
State and Federal Grant Changes - $3.0 Million Increase (Continued)

- **Emergency Preparedness** - $501 thousand decrease comprised of:
  - *Governor’s Office* - ($1.82 million increase).
  - *Texas Department of Public Safety* ($2.27 million decrease).
  - Department of State Health Services (DSHS) - ($50 thousand decrease).

* Change in grant administration of Homeland Security Grant Program (HSGP)

- **Environment & Development** - $222 thousand net decrease primarily comprised of:
  - Texas Commission on Environmental Quality (TCEQ) - ($441 thousand increase).
  - Federal Emergency Management Agency (FEMA) - ($466 thousand decrease).
  - State Energy Conservation Office (SECO) - ($197 thousand decrease).

- **Regional 9-1-1** - $72 thousand decrease, comprised of:
  - Commission on State Emergency Communications (CSEC) - ($72 thousand decrease).

- **Area Agency on Aging** - $15 thousand decrease comprised of:
  - Department of Aging and Disability Services (DADS) - ($15 thousand decrease).
Local Contracts & Training Revenue - $845 thousand increase primarily due to:

- Transportation - ($833 thousand increase).
- Research and Information Services - ($817 thousand increase).
- Regional Police Academy / Training & Development Institute - ($15 thousand increase).
- Environment and Development - ($455 thousand decrease).
- Emergency Preparedness - ($277 thousand decrease).
- Public Employee Benefits Cooperative - ($128 thousand decrease).

In-Kind Match Funds - $2.5 million increase due primarily to:

- Transportation - ($1.71 million increase).
- Area Agency on Aging - ($520 thousand increase).
- Workforce Development - ($441 thousand increase).
- Emergency Preparedness - ($183 thousand decrease).

Total Change to Funding - $6.3 Million Increase
# NCTCOG FY 2017 Proposed Budget

## Total Expenditures

<table>
<thead>
<tr>
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<th>FY 2016</th>
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<td>$86,506,330</td>
<td>$76,362,413</td>
<td>$10,143,917</td>
</tr>
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<td>Workforce Development</td>
<td>64,305,293</td>
<td>68,219,788</td>
<td>(3,914,495)</td>
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<td>Area Agency on Aging</td>
<td>15,051,499</td>
<td>14,578,959</td>
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<td>7,617,944</td>
<td>1,913,798</td>
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<td>Agency Administration</td>
<td>9,354,960</td>
<td>8,878,183</td>
<td>476,777</td>
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<td>Emergency Preparedness</td>
<td>5,558,736</td>
<td>6,526,938</td>
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| Less: Interdepartmental Charges (2)           | (10,472,788) | (9,486,892)  | (985,896)   |
| **Net Expenditures**                          | $198,409,765 | $192,107,391 | $6,302,374  |

(1) Includes Public Affairs  
(2) Includes Direct Service Charges and Indirect Overhead  

Revised September 2016
NCTCOG FY 2017 Proposed Budget
Total Expenditures

Transportation

– Total expenditures net increase of $10.1 million, primarily comprised of:

• Cooperative Vehicle Procurement - ($3.2 million increase).
• EPA DERA 2015 - ($2.6 million increase).
• AirCheck TX: 2016 State Funding - ($2.3 million increase).
• 2005-2006 Sustainable Development Infrastructure Projects - ($1.9 million increase).
• Traffic Signal Projects - ($1.36 million increase).
• Regional Goods Movement – ($856 thousand increase).
• Air Quality Initiatives - ($494 thousand increase).
• Regional Parking Analysis – ($400 thousand increase).
• JA/RC Projects - ($377 thousand increase).
• SH199 Feasibility Study – ($374 thousand increase).
• Air Quality Communications ($371 thousand increase).
• Roadway and Transit Technical Support – ($355 thousand increase).
• Disadvantaged Community/Employment/Minority Program – ($339 thousand increase).
• Environmental Justice Activities – ($245 thousand increase).
• Regional ITS - ($236 thousand increase).
• Transportation Project Programming – ($216 thousand increase).
Transportation (cont.)

- Total expenditures net increase of $10.1 million, primarily comprised of:
  - FTA Transit projects - ($2.1 million decrease).
  - Incident Management & Safety Patrols Pilot Program - ($1.2 million decrease).
  - North Texas Smartway Idle Reduction Project – ($781 thousand decrease).
  - Transit Bus Initiative - ($615 thousand decrease).
  - FTA New Freedom Projects - ($364 thousand decrease).
  - Land Use Transportation General – ($355 thousand decrease).
  - Regional Vanpool Program – ($259 thousand decrease).
NCTCOG FY 2017 Proposed Budget
Total Expenditures

Area Agency on Aging
- Total expenditures $473 thousand increase.
  - In-Kind ($520 thousand increase).
  - DADS funding and local contracts ($47 thousand decrease).

Workforce Development
- Total expenditures net decrease of $3.9 million\(^1\), primarily comprised of:
  - Workforce Innovations Opportunities Act (WIOA) - ($2.3 million decrease\(^2\)).
  - Childcare funding - ($717 thousand decrease\(^3\)).
  - Supplemental Nutrition Assistance Program (SNAP) – ($193 thousand decrease).
  - Trade Adjustment Assistance funding - ($152 thousand decrease).
  - Department Of Labor H 1B Grant - ($151 thousand decrease).
  - Local Innovation Partnership Grants - ($75 thousand decrease).
  - Long Term Unemployment - ($55 thousand decrease).
  - TWC Workforce Initiatives - ($35 thousand decrease).

\(^1\) Previously $2.3 million net decrease
\(^2\) Previously $2.4 million decrease (due to allocation)
\(^3\) Previously $908 thousand increase
Emergency Preparedness

- Total expenditures net decrease of $968 thousand, primarily comprised of:
  - The Homeland Security Grant Program (HSGP), which includes the Urban Area Security Initiative (UASI) and State Homeland Security Grant Program - ($920 thousand decrease).
  - CASA WX (Local) - ($269 thousand decrease).
  - Hazard Mitigation Program - ($237 thousand increase).

Environment & Development

- Total expenditures net decrease of $713 thousand, primarily comprised of:
  - * CTP Mapping Statement - ($465 thousand decrease).
  - * Stormwater Management Program - ($428 thousand decrease).
  - State Energy Conservation Office (SECO) - ($149 thousand decrease).
  - Transportation Department Support – ($97 thousand decrease).
  - Landscape - ($24 thousand decrease).
  - * Solid Waste Management Direct Projects- ($450 thousand increase).

* Primarily pass-through and contracts
Research & Information Services

- Total expenditures increase of $1.9 million, primarily comprised of:
  - Information Services (Network Support) - ($626 thousand increase).
    - Personnel - ($258 thousand).
    - Laserfiche - ($194 thousand).
    - Software support - ($97 thousand).
    - Webhosting - ($40 thousand).
    - Security - ($37 thousand).
  - Fee for Service - ($820 thousand increase), primarily
    - Aerial Photography - ($1.2 million increase).
    - One Star - ($250 thousand decrease).
    - CityNet - ($94 thousand decrease).
  - Various Departmental Support - ($456 thousand increase); primarily
    - Workforce - ($413 thousand increase).
    - Transportation - ($103 thousand increase).
    - Environment & Development - ($52 thousand decrease).
Agency Administration

- Total expenditures $477 thousand increase, primarily comprised of:
  - Agency Support - ($151 thousand increase).
    - Miscellaneous Services ($56 thousand increase)
    - Workforce Department ($54 thousand increase)
    - Facilities Management ($28 thousand increase)
    - Transportation Department ($13 thousand increase)
  - Information Services ($51 thousand increase)
  - Merit impact ($128 thousand increase)
  - Auditor (.5 FTE funding impact, $40 thousand increase)
  - Contracts / Contingency ($107 thousand increase)
Agency Management (1) net increase of $44 thousand.
Training & Development Institute net increase of $38 thousand.
Regional Police Academy net increase of $3 thousand.
Public Employee Benefits Cooperative decrease of $128 thousand.
Regional 9-1-1 net decrease of $64 thousand.
Criminal Justice Planning net decrease of $17 thousand.

Total Change to Total Expenditures $7.3 million increase.

(1) Includes Public Affairs
Personnel and Fringe Benefits

– 365 full-time positions
  • Net Increase of 12 full-time positions.

– 36 part-time positions.

– 8% healthcare increase.

– 3% merit pool.
## NCTCOG FY 2017 Proposed Budget

<table>
<thead>
<tr>
<th>Full-time Positions</th>
<th>FY 2017 Budget</th>
<th>FY 2016 Budget</th>
<th>Change</th>
</tr>
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<tbody>
<tr>
<td>Transportation</td>
<td>161</td>
<td>158</td>
<td>3</td>
</tr>
<tr>
<td>Workforce Development</td>
<td>40</td>
<td>40</td>
<td>-</td>
</tr>
<tr>
<td>Agency Administration</td>
<td>40</td>
<td>39</td>
<td>1</td>
</tr>
<tr>
<td>Research &amp; Information Services</td>
<td>35</td>
<td>29</td>
<td>6</td>
</tr>
<tr>
<td>Regional 9-1-1</td>
<td>26</td>
<td>24</td>
<td>2</td>
</tr>
<tr>
<td>Area Agency on Aging</td>
<td>21</td>
<td>22</td>
<td>1</td>
</tr>
<tr>
<td>Environment &amp; Development</td>
<td>13</td>
<td>13</td>
<td>-</td>
</tr>
<tr>
<td>Emergency Preparedness</td>
<td>11</td>
<td>11</td>
<td>-</td>
</tr>
<tr>
<td>Regional Police Academy</td>
<td>5</td>
<td>5</td>
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<tr>
<td>PEBC</td>
<td>5</td>
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<td>-</td>
</tr>
<tr>
<td>Agency Management(^{(1)})</td>
<td>5</td>
<td>5</td>
<td>-</td>
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<tr>
<td>Training &amp; Development Institute</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Criminal Justice Planning</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>365</strong></td>
<td><strong>353</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

\(^{(1)}\) Includes Public Affairs

Revised September 2016
Transportation +3
  Transportation Planner II +2
  Transportation Planner I

Agency Administration +1
  Auditor

Research & Information Services +6
  IT Manager +2
  Network Administrator
  Solutions Analyst
  Service Desk Technician
  Sr. Administrative Assistant

Regional 9-1-1 +2
  9-1-1 Network Engineer
  9-1-1 Contract Administrator

Area Agency on Aging -1
  Regional Ombudsman

Training & Development Institute +1
  TDI Training Support Specialist
Remaining Steps In Budget Process.

– Answer any questions today.
– Provide for public hearing and budget adoption resolution at September’s Board meeting.
– Prepare budget document for filing with the Board and state agencies.
– Monitor FY 2016 budget year close out.
– Implement FY 2017 budget beginning October 1.
– Present status of programs and need for budget amendments throughout the year as new programs and funding become available.
TO: Mike Eastland  
Executive Director

FROM: Monte Mercer  
Deputy Executive Director

SUBJECT: Resolution Ratifying Fiscal Year 2016 Contract Option and to Authorize Fiscal Year 2017 Contract Option with Gradient Solutions for Professional Advisory Services

The North Central Texas Council of Governments (NCTCOG) procured and awarded a professional advisory services contract to Gradient Solutions (formally Webb Watch Corporation) in October 2011. The contract was for three (3) years and included three (3) additional one (1) year options to renew.

Gradient Solutions has provided financial and programmatic advisory services in the design and review of the agency’s risk assessment; utilization of data analytics for trend analysis; recommendation of best practices in policies and procedures; leveraging technology to maximize efficiency and effectiveness; and assessing financial performance of major subcontractors. In addition, for new grant funding after December 26, 2014, new Federal regulations issued through the OMB Supercircular imposed additional ongoing procurement, auditing and reporting requirements, such as pre-award assessments, risk assessments, data transparency.

Gradient Solutions has performed satisfactorily under the agreement. Staff is requesting ratification of the Fiscal Year 2016 contract option in the amount of $60,000 and recommends exercising the third of three possible one (1) year options to renew. The amount payable to Gradient Solutions for services performed under the Fiscal Year 2017 contract option will not exceed $33,500, with total compensation under the six (6) year contract not to exceed $487,500. Upon completion of these services, staff will be reprocuring for another professional advisory services contract.

A draft resolution ratifying the Fiscal Year 2016 contract option and authorizing the Fiscal Year 2017 option with Gradient Solutions is attached for Executive Board consideration.

I will be available during the Board meeting to respond to questions.
RESOLUTION RATIFYING FISCAL YEAR 2016 CONTRACT AND AUTHORIZING FISCAL YEAR 2017 CONTRACT OPTION WITH GRADIENT SOLUTIONS FOR PROFESSIONAL ADVISORY SERVICES

WHEREAS, the North Central Texas Council of Governments conducted a procurement and awarded a professional advisory services contract to Gradient Solutions (formally Webb Watch Corporation) in October 2011; and,

WHEREAS, that contract included a three (3) year initial term with three (3) one (1) year options to renew; and,

WHEREAS, the Executive Board authorized the Fiscal Year 2015 option for Gradient Solutions; and,

WHEREAS, under the contract, professional advisory services were provided by Gradient Solutions for FY 2016; and,

WHEREAS, Gradient Solutions has performed satisfactorily under the contract and staff recommends that NCTCOG exercise its third of three available one (1) year contract renewal options with Gradient Solutions for Fiscal Year 2017 in the amount not to exceed $33,500; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED:

Section 1: The Executive Board ratifies the Fiscal Year 2016 Contract option in the amount of $60,000 with Gradient Solutions.

Section 2: A one (1) year contract option between NCTCOG and Gradient Solutions, for Fiscal Year 2017 in an amount not to exceed $33,500, be and is hereby approved. Total compensation for the six (6) year term is hereby amended to an amount not to exceed $487,500.

Section 3: The Executive Director or designee is authorized to execute a contract option for Fiscal Year 2017 with Gradient Solutions in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Arlington

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
The North Central Texas Council of Governments (NCTCOG) provides retirement plans for all regular full-time and regular part-time employees of the Agency through the provider ICMA-RC. In August 2016, NCTCOG issued an Invitation to Bid to secure retirement consultant services for retirement policy management, investment analytics, project evaluation, audit compliance, and related services. A total of sixteen responses were received for this solicitation. Following review, two firms were interviewed and The Bogdahn Group, LLC, is being recommended to provide these services. Staff is proposing an initial three-year contract term with three (3) optional one (1) year renewals. A statement of work outlining objectives and deliverables for each fiscal year will be developed prior to exercising a renewal option which includes the related services above with periodic updates during each year as well as an annual update.

International City Management Association Retirement Corporation (ICMARC) administers the Council’s 401(a) retirement plan. It is a defined contribution retirement plan, which provides retirement benefits for all full-time permanent employees. The council contributes an amount equal to twelve percent (12%) of the permanent full-time employees’ gross salaries. Full-time employees contribute an amount equal to six percent (6%) of gross salaries.

A draft resolution authorizing a contract with The Bogdahn Group, LLC, for retirement consultant services in an amount not to exceed $150,000 is attached for Executive Board consideration. I will provide a brief presentation on this item and be available to answer any questions prior to requesting Board approval.

MM:
Attachment
RESOLUTION AUTHORIZING CONTRACT WITH THE BOGDahn GROUP, LLC FOR RETIREMENT CONSULTANT SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a voluntary association of, by, and for local governments, and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG provides retirement plans for all regular full-time and regular part-time employees of the Agency and utilizes retirement consultant services for retirement policy management, investment analytics, project evaluation, audit compliance, and related services with periodic updates during each year as well as an annual update; and,

WHEREAS, NCTCOG issued an Invitation to Bid and in August 2016 and, following review, is recommending The Bogdahn Group, LLC, to provide retirement consultant services; and,

WHEREAS, NCTCOG staff is recommending an initial three-year contract term with three (3) optional one (1) year renewals; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and The Bogdahn Group, LLC, for retirement consultant services, in an amount not to exceed $150,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a contract with The Bogdahn Group, LLC, in the name of the North Central Texas Council of Governments.

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

____________________________________
Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro-Term, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

____________________________________
Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director
FROM: David K. Setzer  
Director of Workforce Development
DATE: September 14, 2016
SUBJECT: Resolution Authorizing an Increase to the Contract to ResCare Workforce Services for Delivery of Childcare Services

The North Central Texas Council of Governments (NCTCOG), in its capacity as Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (Workforce Board), contracts with ResCare Workforce Services for the delivery of child care services. The one (1) year contract with four (4) optional one (1) year renewals was authorized by the NCTCOG Executive Board in May 2015 in an amount not to exceed $40.0 million annually.

At this time, staff is projecting higher than anticipated carry over funds from FY 2016 to FY 2017 which if fully expended would exceed the current authorization of $40.0 million annually. As a result, staff recommends increasing the ResCare Workforce Services FY 2017 child care services contract to $42.5 million. A draft resolution authorizing a $2.5 million increase to the FY2017 child care services contract with ResCare Workforce Services, resulting in a revised not to exceed amount of $42.5 million, is attached for Executive Board consideration.

I will provide a brief presentation of this item and will be available to answer any questions prior to requesting board approval.
RESOLUTION AUTHORIZING AN INCREASE TO THE CONTRACT TO RESCARE WORKFORCE SERVICES FOR DELIVERY OF CHILDCARE SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) serves as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (Workforce Board); and,

WHEREAS, the NCTCOG Executive Board authorized a contract with ResCare Workforce Services in May 2015 for the delivery of child care services in the amount of $40.0 million for FY 2016 including four (4) one (1) year options to renew for $40.0 million annually; and,

WHEREAS, due to higher than anticipated carry over funds from FY 2016 to FY 2017, staff recommends increasing the FY 2017 contract with ResCare Workforce Services for the delivery of child care services to an amount not to exceed $42.5 million.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The contract for childcare services between NCTCOG and ResCare Workforce Services, for the FY 2017 term ending September 30, 2017, be increased by $2.5 million resulting in a revised not to exceed amount of $42.5 million.

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.

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director

FROM: Doni Green  
Director of Aging Programs

SUBJECT: Resolution Authorizing Contract with Quality Medical Supplies for Medical Equipment and Supplies

The North Central Texas Council of Governments (NCTCOG), in its capacity as the designated Area Agency on Aging, receives federal and state funding to provide medical equipment and supplies to clients of its care coordination and caregiver support coordination program. Through the Health Maintenance Program, Aging case managers purchase items necessary for the health and safety of their low-income consumers such as transfer benches, handheld showerheads, grab bars, and incontinence supplies.

For the past several years NCTCOG has purchased medical equipment and supplies from a single contractor, selected through a competitive bid process based on lowest cost and available product line.

NCTCOG recently sought bids for medical equipment and supplies and received one response—from its current contractor, Quality Medical Supplies (QMS). QMS has performed well under the terms of its current contract and is recommended for award. A draft resolution authorizing a contract with QMS for the period October 1, 2016 through September 30, 2017, with an option to renew for one (1) additional year is attached for Executive Board consideration. Funding under such contract shall be in an amount not to exceed $350,000 during the two-year period of performance.

I will be available September 22nd, should you or the Board have questions.

Thank you.

DG:ct
RESOLUTION AUTHORIZING CONTRACT WITH QUALITY MEDICAL SUPPLIES FOR MEDICAL EQUIPMENT AND SUPPLIES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

WHEREAS, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

WHEREAS, the North Central Texas Council of Governments’ Aging Program receives funds from the Texas Health and Human Services Commission that may be used to purchase medical equipment and supplies; and,

WHEREAS, NCTCOG recently engaged in a competitive procurement process for providers of medical equipment and supplies and Quality Medical Supplies (QMS) is being recommended for award; and

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1: A contract between NCTCOG and Quality Medical Supplies for medical equipment and supplies, in an amount not to exceed $350,000 during the maximum two (2) year term, 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.

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director

FROM: Doni Green  
Director of Aging Programs

SUBJECT: Resolution Authorizing FY2017 and 2018 Agreements for Aging Caregiver Services

The North Central Texas Council of Governments (NCTCOG), in its capacity as the designated Area Agency on Aging, receives National Family Caregiver (NFC) funds through the Older Americans Act to provide support services to family caregivers of older persons. A caregiver is a person who provides uncompensated care to a family member or friend age 60 and over, a person of any age who has Alzheimer’s disease, a grandparent who is at least 55 years old and has primary custody of grandchildren under the age of 18, or a person age 60 and over who is caring for an adult child who has severe disabilities. NCTCOG awards these funds to community-based providers for caregiver information, education, training, and mental health activities. Providers apply during a Request for Proposal process, through which a subcommittee of the Regional Aging Advisory Committee (RAAC) evaluates competitive proposals.

NCTCOG has approximately $145,000 per annum available in pass-through funding for caregiver information, education, training, and/or mental health services.

NCTCOG received nine competing proposals for FY2017 services from seven agencies, requesting $189,060 in funding. The RAAC Proposal Review Subcommittee reviewed all proposals and recommends that each agency be funded. These agencies include: Alzheimer’s Association—North Central Texas Chapter; Wellness Center of Collin County; Z-Quest; LifeRoads; Meals on Wheels Senior Services of Rockwall County; Meals on Wheels of Johnson and Ellis Counties; and Senior Connect.

A draft resolution authorizing agreements with the seven agencies listed herein for aging caregiver services, for a maximum two (2) year term and in a total amount not to exceed $362,000 is attached for Executive Board consideration. Exact funding awards to each agency will be determined by the Regional Aging Advisory Committee (RAAC) based on actual dollars received from the State for Fiscal Years 2017 and 2018. These agreements are “performance based,” and sub-recipients are paid at a unit rate for actual work performed.

I will be available at the September 22nd Board meeting, should you or the Board have any questions.

Thank you.

DG:ct
RESOLUTION AUTHORIZING FY2017 AND 2018 AGREEMENTS FOR AGING CAREGIVER SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

WHEREAS, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

WHEREAS, the North Central Texas Council of Governments is entrusted to allocate National Family Caregiver (NFC) funds through the Older Americans Act; and,

WHEREAS, NCTCOG conducted a Request for Proposals (RFP), to which seven (7) agencies submitted proposals requesting NFC funds; and,

WHEREAS, following evaluation, the Regional Aging Advisory Committee’s Proposal Review Subcommittee is recommending the following agencies for funding: Alzheimer’s Association—North Central Texas Chapter; Wellness Center of Collin County; Z-Quest.; LifeRoads; Meals on Wheels Senior Services of Rockwall County; Meals on Wheels of Johnson and Ellis Counties; and Senior Connect; and

WHEREAS, NFC funds awarded to each agency will be determined by the Regional Aging Advisory Committee (RAAC) based on actual dollars received from the State for Fiscal Years 2017 and 2018.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board hereby authorizes agreements for aging caregiver services to the agencies listed herein, for a maximum two (2) year term and in a total amount not to exceed $362,000.

Section 2. Staff is authorized to administratively adjust funding allocations to the agencies consistent with the recommendations of the Regional Aging Advisory Council (RAAC).

Section 3. 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 4. This resolution shall be in effect immediately upon its adoption.

____________________________________
Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Arlington

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

____________________________________
Kevin Strengt, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO:  Mike Eastland  
Executive Director  

FROM:  Doni Green  
Director of Aging Programs  

SUBJECT:  Resolution Authorizing Contracts with Instruction and Training Providers  

The North Central Texas Council of Governments (NCTCOG), in its capacity as the 14-county Area Agency on Aging (AAA), passes through funds to community-based organizations that conduct educational programs for professionals and volunteers who provide direct services to older adults. It supports such projects under the service category of Instruction and Training. NCTCOG currently has contracts with four such organizations that were solicited through a competitive procurement process, with periods of performance that terminate on September 30, 2016.

Aging has approximately $76,000 budgeted in FY 2017 for Instruction and Training services and anticipates a similar amount in FY 2018.

In June 2016, NCTCOG issued a request for proposals for Instruction and Training and subsequently received four proposals. These proposals reflected a broad range of funding requests, from $5,500 to $57,726, and totaled $105,226. NCTCOG staff convened a review committee, comprised of three members of its Regional Aging Advisory Committee (RAAC) and an Aging staff person, which recommended that the three respondents with the highest ratings be funded. In addition, the Proposal Review Subcommittee recommends annual funding in the following approximate amounts:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Recommended Funding Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellness Center of Collin County</td>
<td>$40,000</td>
</tr>
<tr>
<td>Good NEWS Living at Home/Block Nurse Program</td>
<td>$30,000</td>
</tr>
<tr>
<td>Mascari Corporation</td>
<td>$6,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$76,000</td>
</tr>
</tbody>
</table>

A draft resolution authorizing contracts with Wellness Center of Collin County, Good NEWS Living at Home/Block Nurse Program, and Mascari Corporation for Instruction and Training services, for maximum two (2) year terms and in a total amount not to exceed $160,000 is attached for Executive Board consideration.

I will be available at the September 22nd Board meeting, should you or the Board have any questions.

Thank you.

DG:ct
RESOLUTION AUTHORIZING CONTRACTS WITH INSTRUCTION AND TRAINING PROVIDERS

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

WHEREAS, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

WHEREAS, NCTCOG receives funding from DADS that may be used for Instruction and Training services, and;

WHEREAS, NCTCOG recently engaged in competitive procurement for Instruction and Training services for Fiscal Years 2017 and 2018 and received four (4) proposals in response; and

WHEREAS, the Regional Aging Advisory Committee (RAAC) Proposal Review Subcommittee evaluated all proposals and is recommending the three (3) highest rated be funded.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board hereby authorizes contracts with Wellness Center of Collin County, Good NEWS Living at Home/Block Nurse Program and Mascari Corporation for Instruction and Training services, for maximum two (2) year terms and in a total amount not to exceed $160,000.

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.

Lissa Smith, President
North Central Texas Council of Government
Mayor Pro Tem, City of Plano

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22nd, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
The North Central Texas Council of Governments’ Emergency Preparedness Department proposes to continue to assist the Office of the Governor Homeland Security Grants Division and the Urban Area Security Initiative in administering and planning these grant programs for the region and urban area. This is a continuation project.

This funding is a part of the 2016 Department of Homeland Security Appropriations Act. The Department of Homeland Security Homeland Security Grant Program includes provisions for funding assistance of approximately $1,500,000 to the Council of Governments to provide planning, equipment, training, and exercise assistance to the local governments. It will also support the regional Citizen Corps Program. Consequently, it effectively fills the gaps between needs and existing capabilities pertaining to prevention, preparedness, mitigation, response, and recovery activities. The performance periods for projects under this grant program are September 1, 2016 to August 31, 2019.

3008301 – 2016 SHSP Regional Planning Statement of Work
3023601 – 2016 SHSP CCP Coordinator, Training, and Equipment
3040301 – 2016 SHSP LETPA SWAT Joint Training
3059901 – 2016 SHSP Regional EOC Support Teams
3064301 – 2016 SHSP USAR Training, Equipment, Supplies, and Exercises
3067201 – 2016 SHSP Regional HazMat Training
3065301 – 2016 SHSP Incident Management Technology Integration
2945202 – 2016 SHSP Public Education Program Enhancement
3061401 – 2016 SHSP Regional Training and Exercise Program
3054601 – 2016 SHSP Regional Interoperable Communications Enhancements
2984202 – 2016 UASI – NCTCOG – Statement of Work
2984302 – 2016 UASI – NCTCOG – M&A
2984102 – 2016 UASI – NCTCOG – THIRA
2983902 – 2016 UASI – NCTCOG – UASI Citizen Corps Coordinator
The Office of the Governor Homeland Security Grants Division will enter into an Interlocal Cooperation Agreement with the North Central Texas Council of Governments for approximately $74,000 to manage and administer the 2016 Homeland Security Grant Program as outlined in the Statement of Work. The Emergency Preparedness Department annually leads the application process for the State Homeland Security Grant Program as outlined and accepted by the Regional Emergency Preparedness Advisory Committee, the Emergency Preparedness Planning Council, and the Executive Board. The Emergency Preparedness Department also provides technical assistance to local subgrantees, including grant rules, regulations, and guidance, and the web-based grant management systems. The performance period is September 1, 2016 to August 31, 2017.

Staff is seeking Executive Board approval to accept the 2016 Homeland Security Grant Funds and execute the necessary grant agreements for an amount of approximately $1,500,000 and to execute the Interlocal Cooperation Agreement for management and administration activities in the amount of approximately $74,000. These are included in the FY16 Emergency Preparedness Department budget. At this time, the grant program is 100% federally funded with no local cost-share or match requirements. A draft resolution is attached for Executive Board consideration.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by e-mail at mmcfadden@nctcog.org.

MMc: bh
Resolution Authorizing Acceptance of the FY2016 Homeland Security Grant Program (HSGP) Funds to Support Regional Activities

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is working with local governments and others in building regional emergency preparedness capacity; and,

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

WHEREAS, the Department of Homeland Security, in coordination with the State of Texas Office of the Governor, and North Central Texas Council of Governments seek to address regional priorities such as planning, equipment, training, exercise, citizen preparedness; and,

WHEREAS, North Central Texas Council of Governments is the appropriate agency of local governments to coordinate the aforementioned assistance, contract with the Urban Area for program implementation, and complete regional planning initiatives with city and county governments in North Central Texas.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to receive approximately $1,500,000 in FY2016 Homeland Security Funds to provide planning, equipment, training, citizen preparedness, and exercise assistance for the region and Urban Area, including funds for management and administration activities.

Section 2. An agreement between NCTCOG and the State of Texas Office of the Governor to manage and administer the FY 2016 Homeland Security Grant Program in an amount of approximately $74,000 be and is hereby approved.

Section 3. The NCTCOG Executive Board agrees that in the event of loss or misuse of State Homeland Security Program funds, NCTCOG will return the funds to the Office of the Governor in full.

Section 4. The Executive Director or designee is authorized to execute grant and contractual agreements consistent with the approval herein in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro-Tem, City of Plano
I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on September 22, 2016.

______________

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director  

DATE: September 14, 2016  

FROM: Michael Morris, P.E.  
Director of Transportation  

SUBJECT: Resolution Authorizing Amendment to Memorandum of Understanding with United States Army Corps of Engineers to Expedite Environmental Permitting  

On August 10, 2015, the Regional Transportation Council (RTC) programmed $500,000 in Regional Toll Revenue (RTR) funds to support ongoing efforts to expedite environmental permitting for priority transportation projects in the region. This funding is provided to continue successful efforts, which were initially supported with RTC Local funds and previous RTR funds. Over the last eight years, the North Central Texas Council of Governments (NCTCOG) and the United States Army Corps of Engineers (USACE) have coordinated implementation of this initiative, including issuance of approximately 110 expedited permits for priority projects, reduction in the amount of time to process permits, and identification of unnecessary permits that could be withdrawn.

NCTCOG will utilize additional funding to continue coordination with the USACE. The Executive Board previously authorized an agreement and subsequent amendments with USACE to expedite environmental permitting in an amount not to exceed $1,200,000 through December 31, 2016. RTR funds in the amount of $500,000 will be used to extend the agreement with the USACE for continuation of their efforts through December 31, 2019.

A draft resolution authorizing an amendment to the USACE Memorandum of Understanding to increase the not to exceed amount from $1,200,000 to $1,700,000 through December 31, 2019, is attached for the Executive Board’s consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

ND:al  
Attachment
RESOLUTION AUTHORIZING AMENDMENT TO MEMORANDUM OF UNDERSTANDING WITH UNITED STATES ARMY CORPS OF ENGINEERS TO EXPEDITE ENVIRONMENTAL PERMITTING

WHEREAS, the North Central Texas Council of Governments (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, the Executive Board authorized a Memorandum of Understanding (MOU) with the United States Army Corps of Engineers for a not to exceed amount of $1,200,000 through December 31, 2016 to secure expedited review of Section 404 permits; and,

WHEREAS, the RTC programed an additional $500,000 to continue this initiative to December 31, 2019; and,

WHEREAS, the United States Army Corps of Engineers desires to continue the program and extend the MOU with the NCTCOG.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board authorizes an amendment to the MOU with the United States Army Corps of Engineers to increase the not to exceed amount from $1,200,000 to $1,700,000 through December 31, 2019, to expedite environmental permitting.

Section 2. The Executive Director or designee is authorized to execute an amendment to the MOU with the United States Army Corps of Engineers in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  DATE: September 14, 2016
Executive Director

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Contract Amendments for the 2014 Cooperative Transit Vehicle and Inspection Services Procurements

The North Central Texas Council of Governments (NCTCOG) regularly procures Americans with Disabilities Act (ADA) accessible transit vehicles on behalf of small transit providers who operate public transportation services in the region. This effort assists in minimizing associated administrative costs, ensures Federal Transit Administration (FTA) compliance, provides value-added pricing, and encourages uniformity of vehicle types available across the region.

In July 2014, NCTCOG Executive Board approved a resolution authorizing the execution of two-year contracts with Creative Bus Sales for light-duty buses and small transit vehicles, National Bus Sales for medium-duty buses, and Transit Resource Center for required in-plant inspection services. The two-year contracts also included an option to purchase additional vehicles in the third year and related inspection services. Executive Board authorization is required to exercise these contract options.

Under this authorization, Creative Bus Sales has delivered forty-four (44) of the available fifty-seven (57) vehicles; National Bus Sales has delivered all eleven (11) vehicles; and Transit Resource Center has performed forty-two (42) of the available sixty-eight (68) in-plant inspections under the two-year base contract.

To meet the remaining needs of small transit providers, contract amendments are recommended to purchase vehicles available in the option year, and extend the contract for inspection services for a period of one year. The option year pricing was determined to be fair and reasonable based on below average pricing for vehicles in the current market. The amendment will allow for the manufacture and delivery of up to forty (40) vehicles from Creative Bus Sales; up to eight (8) vehicles from National Bus Sales; and up to thirty-eight (38) in-plant inspections. A combination of FTA funding, Transportation Development Credits (TDCs), and local matching funds will be used.

A draft resolution authorizing contract amendments with Creative Bus Sales, National Bus Sales and Transit Resource Center in order to exercise the contract options is attached for Executive Board consideration. The new not to exceed amounts for the contracts upon exercising the options are: $7,030,000 for Creative Bus Sales; $2,180,000 for National Bus Sales; and $18,000 for Transit Resource Center. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

Attachment 1 summarizes the number of vehicles and authorized amounts for the existing agreement as well as the option year.

KEM:
Attachments
RESOLUTION AUTHORIZING CONTRACT AMENDMENTS FOR THE 2014 COOPERATIVE
TRANSIT VEHICLE AND INSPECTION SERVICES PROCUREMENTS

WHEREAS, the North Central Texas Council of Governments (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, Enhanced Mobility of Seniors and Individuals with Disabilities and Bus and Bus Facilities Program funds in areas not served by existing transit authorities, as delegated by the Governor of the State of Texas; and,

WHEREAS, element 3.06 of the Fiscal Year (FY) 2016 and FY 2017 Unified Planning Work Program provides for NCTCOG to serve as the federal grantee for the FTA Urbanized Area Formula, Enhanced Mobility of Seniors and Individuals with Disabilities and Bus and Bus Facilities Program funds, and conduct cooperative vehicle procurements on behalf of subgrantees; and,

WHEREAS, on July 24, 2014, the NCTCOG Executive Board adopted a resolution authorizing contracts with Creative Bus Sales and National Bus Sales to design, manufacture, and deliver three types of American with Disabilities Act (ADA) accessible transit vehicles to support public transportation services related to the FTA grant programs; and,

WHEREAS, on July 24, 2014, the NCTCOG Executive Board adopted a resolution authorizing a contract with Transit Resource Center to provide In-Plant Inspection Services to ensure the transit vehicles are designed and manufactured according to federal standards; and,

WHEREAS, to meet the remaining needs of small transit providers in the region, it is necessary to purchase available vehicles in the option year; and, therefore necessary to amend the contract with Creative Bus Sales and National Bus Sales; and,

WHEREAS, it is necessary to extend the contract term for In-Plant Inspection Services to ensure the option year transit vehicles are designed and manufactured according to federal standards; and, therefore necessary to amend the contract with Transit Resource Center; and,

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board authorizes the execution of the option year and an increase of $2,600,000 to the original contract not to exceed amount of $4,430,000 for Creative Bus Sales to design, manufacture, and deliver light-duty and small duty transit vehicles, for an amount not to exceed $7,030,000.
Section 2. The Executive Board authorizes the execution of the option year and an increase of $900,000 to the original contract not to exceed amount of $1,280,000 for National Bus Sales to design, manufacture, and deliver medium-duty transit buses, for an amount not to exceed $2,180,000.

Section 3. The Executive Board authorizes an extension to the contract term and an increase of $4,000 to the original contract authorized not to exceed amount of $14,000 for Transit Resource Center to provide in-plant inspection services, for an amount not to exceed $18,000.

Section 4. The Executive Director or designee is authorized to execute contract amendments with Creative Bus Sales, National Bus Sales and Transit Resource Center, in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie
## 2014 Cooperative Vehicle Procurement Summary

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Deliverables</th>
<th>Two Year Contract Authorization</th>
<th>Option Year Contract Authorization</th>
<th>Amended Contract Not to Exceed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Approved July 24, 2014</td>
<td>Pending Approval</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vehicles</td>
<td>Base Contract Not to Exceed</td>
<td>Vehicles</td>
<td>Additional Funds</td>
</tr>
<tr>
<td>Creative Bus Sales</td>
<td>Mobility Ventures MV-1 (Small)</td>
<td>18</td>
<td>10</td>
<td>$2,600,000</td>
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<tr>
<td></td>
<td>StarTrans Senator II (Light)</td>
<td>39</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>National Bus Sales</td>
<td>Glaval Entourage (Medium)</td>
<td>11</td>
<td>8</td>
<td>$900,000</td>
</tr>
<tr>
<td>Transit Resource Center</td>
<td>TRC Inspection Services</td>
<td>68</td>
<td>38</td>
<td>$4,000</td>
</tr>
</tbody>
</table>
A bottleneck improvement for State Highway (SH) 161 between Belt Line Road and SH 183 in Irving opened to traffic in September 2015. This improvement consisted of shoulder restriping to enable three lanes of traffic during peak travel periods. The additional capacity provides congestion relief for travelers within and adjacent to this three-mile section. A key component to successfully utilize the shoulder is the staging of tow trucks to respond quickly to incidents and to provide the additional daily services required for opening and closing the shoulder. These services include; conducting a sweep of the shoulder for debris or vehicles prior to the lane opening, notifying TxDOT with confirmation the lanes are clear and ready to be opened, and coordinating with courtesy patrols on any motorist assistance incidents during the lanes operational periods.

The project is located within the city of Irving and the City ordinance requires the Irving Police Department to dispatch its contracted wrecker service provider. After conducting a competitive procurement, the City awarded the contract to United Road Towing Texas, Inc. on September 8, 2016 for a term of one-year with two, 2-year renewal options. The City included the scope of services to stage and operate the SH 161 pilot project into its procurement and has requested the North Central Texas Council of Governments (NCTCOG) enter into an agreement directly with URT in order to pay for these services.

Executive Board approval will be requested to enter into a contract with United Road Towing Texas, Inc. for an annual amount not to exceed $300,000 for a term of one-year, with four (4) one year optional annual renewals. The sources of funding will be 80 percent Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding and 20 percent state match provided by TxDOT.

It is proposed that a similar project with more advanced technology improvements will be constructed on US 75 from IH 635 to McKinney.

JD
RESOLUTION AUTHORIZING A CONTRACT WITH UNITED ROAD TOWING TEXAS, INC. FOR WRECKER SERVICES ON SH 161

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization for the Dallas-Fort Worth Metropolitan Area by the Governor 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, the RTC’s Freeway Incident Management (FIM) Training Program is designed to initiate a common coordinated response to traffic incidents that will build partnerships, enhance safety for emergency personnel, reduce secondary traffic crashes, improve efficiency of the transportation system, and improve air quality in the Dallas-Fort Worth region; and,

WHEREAS, the interim bottleneck improvement for SH 161 between Belt Line Road and SH 183 in Irving will continue to be open to traffic, whereby the inside shoulder will be restriped to enable three lanes of traffic during the peak periods to provide additional capacity and congestion relief during the peak periods; and,

WHEREAS, the City of Irving conducted a competitive procurement in 2016 for wrecker services and auto pound operation and selected United Road Towing (URT) Texas, Inc. as the authorized wrecker service required for any City of Irving dispatched tow requests through September 30, 2017; and,

WHEREAS, the RTC desires to provide for the staging of wrecker services with funding through the RTC-approved Texas Department of Transportation Congestion Management Partnership as part of the interim bottleneck improvement to provide quick response and removal of incidents along SH 161 in Irving through the City of Irving’s authorized tow provider.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and United Road Towing Texas, Inc., in an amount not to exceed $300,000, for a term of one year, with four (4) one year optional annual renewals, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a contract with United Road Towing Texas, Inc., in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Waxahachie
TO: Mike Eastland  
Executive Director  

DATE: September 14, 2016  

FROM: Michael Morris, P.E.  
Director of Transportation  

SUBJECT: Resolution Authorizing an Agreement with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC to Implement a Toll Discount Pilot Program to Travel Outside of the Peak Travel Period  

The North Central Texas Council of Governments has implemented Travel Demand Management (TDM) strategies within the Dallas-Fort Worth region for many years. These strategies include telecommuting, bicycling, varied work schedules, transit, carpools/vanpools, park-and-rides, and peak-period pricing. NCTCOG would like to partner with NTE Mobility Partners and LBJ Infrastructure Group to offer a TDM strategy to encourage commuters to travel outside of the peak period by receiving a 75 percent discount on the toll charged on the NTE and LBJ Express managed lane facilities. This initiative is part of the Regional Transportation Council TDM program. The program is called “Scoot Your Commute” and is expected to run August 2016 through October 2016. 

As part of this partnership, NCTCOG would pay 50 percent of the toll discount and NTE Mobility Partners and LBJ Infrastructure Group would pay the other 50 percent. The toll discount for this program is expected to cost approximately $40,000. This program will run for three months with one month to travel before the am peak period, one month to travel after the am peak period and one month to travel after the pm peak period. Executive Board approval will be requested to execute an agreement with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC for an amount not to exceed $20,000 ($16,000 Surface Transportation Block Grant Program [formerly known as Surface Transportation Program – Metropolitan Mobility] funds and $4,000 Regional Transportation Council Local funds). 

NB: 
Attachment
RESOLUTION AUTHORIZING AN AGREEMENT WITH NTE MOBILITY PARTNERS, LLC AND LBJ INFRASTRUCTURE GROUP, LLC TO IMPLEMENT A TOLL DISCOUNT PILOT PROGRAM TO TRAVEL OUTSIDE OF THE PEAK TRAVEL PERIOD

WHEREAS, the North Central Texas Council of Governments (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, the Regional Transportation Council is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions; and,

WHEREAS, Subtask 5.05 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning provides for implementation of the Regional Trip Reduction Program; and,

WHEREAS, on April 28, 2016, the NCTCOG Executive Board adopted a resolution authorizing the receipt of Surface Transportation Program – Metropolitan Mobility (STP-MM), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and associated local match funds for planning and implementation programs to be administered and managed by NCTCOG; and,

WHEREAS, NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC has implemented a toll discount pilot program to travel outside of the peak period; and,

WHEREAS, under this partnership, NTE Mobility Partners, LLC and LBJ Infrastructure Group will contribute $20,000 and RTC will contribute $20,000; and,

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC to implement a toll discount pilot program to travel outside of the peak period in an amount not to exceed $20,000 ($16,000 Surface Transportation Block Grant Program [formerly known as Surface Transportation Program – Metropolitan Mobility] funds and $4,000 Regional Transportation Council Local funds)
Section 2. The Executive Director or designee is authorized to execute a contract with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives

Since January 2014, the Executive Board has approved advertising funding annually for various transportation programs. Fiscal Year (FY) 2017 Advertising for Transportation Initiatives was included in the Executive Board approval for the FY 2016 and FY 2017 Unified Planning Work Program (UPWP) in May 2016.

Combining advertising efforts within the Transportation Department has resulted in, increased website traffic, greater public participation, and lower advertising rates. Additional benefits received include efficiencies with media outlets such as improved staff coordination, increased timeliness, broader audience reach including historically underserved populations, and cross program communication. Advertisements may be presented through print and online publications, radio and television spots, bill boards, social media, transit, and kiosks. FY 2017 advertising will support the following activities listed below.

The AirCheckTexas Program provides assistance to repair or replace older, higher polluting vehicles to bring them into compliance with emissions standards. It is supported under element 3.03 of the FY 2016 and FY 2017 UPWP and will be funded with Texas Commission on Environmental Quality Funds.

The Bike/Pedestrian Safety Program aims to educate on safety issues and mitigation strategies for motorists, cyclists, and pedestrians. It is supported under element 5.03 of the FY 2016 and FY 2017 UPWP and will be funded with Transportation Enhancement Funds and Regional Transportation Council (RTC) Local Funds.

The Congestion Demand Management Program is a voluntary educational program that promotes alternatives to driving alone (such as carpooling/vanpooling, transit, biking, walking and telecommuting) on a commute trip. This year-round, voluntary program is aimed at private and public employers in the region with 100 or more employees. The promoting of the Try Parking It website and Value Pilot Pricing Program are included in this effort. This effort is supported under element 5.05 of the FY 2016 and FY 2017 UPWP and will be funded with Surface Transportation Block Grant Program (STBG, formerly known as Surface Transportation Program –Metropolitan Mobility), Federal Highway Administration Funds, and RTC Local Funds and/or Transportation Development Credits (TDCs).

The Notifications of Opportunities for Public Input/Public Meetings aim to provide reasonable opportunities for the public to comment on the region’s transportation plans according to requirements of Moving Ahead for Progress in the 21st Century Act. Public meetings and other opportunities allow North Texans to learn about and provide input on transportation and air quality in the region and help set priorities for the future. This effort is supported under element 1.01 of the FY 2016 and FY 2017 UPWP and will be funded with Transportation Planning Funds.
The Ozone Season Emissions Reduction Campaign promotes transportation-related clean air strategies and activities in the Dallas-Fort Worth nonattainment area. Air North Texas is the ozone season emission reduction campaign and partnership that promotes a consistent and comprehensive message to the public about the importance of clean air and is a resource for clean air issues. It is supported under element 3.04 of the FY 2016 and FY 2017 UPWP and will be funded with Congestion Mitigation and Air Quality Improvement Program (CMAQ) Funds and TDCs.

The Vehicle Technologies Program aims to help minimize the region’s pollution related to mobile sources by implementing a variety of programs that enhance the use of cleaner, sustainable, more fuel-efficient vehicles, equipment, and technologies. Funds allocated for advertising will be utilized to help educate the public about various programs and initiatives related to vehicle technologies that reduce emissions. This effort is supported under element 3.03 and 3.04 of the FY 2016 and FY 2017 UPWP and will be funded with Environmental Protection Agency, CMAQ, and Department of Energy, RTC Local Funds, partner contributions, and TDCs.

The Procurement Outreach Program seeks to better engage with vendors and consultants with Disadvantaged Business Certification (DBE) or that may be eligible for DBE certification. This effort is supported under element 1.03 of the FY 2016 and FY 2017 UPWP and will be funded with STBG and RTC Local funds.

The Regional Freight Program will provide education on railroad safety and how to drive safely around freight vehicles. This program is supported under elements 5.06 and 5.08 of the FY 2016 and FY 2017 UPWP and will be funded with STBG, Texas Department of Transportation, and RTC Local funds.

The 511DFW Program provides the region with a single source of traveler information available to both agencies and the public. This program is supported under element 5.04 of the FY 2016 and FY 2017 UPWP and will be funded with STBG.

The DFW Connector Pilot Program will test strategies to increase TollTag usage in the DFW Connector corridor. Funds allocated for advertising will be utilized to help educate the public in the target region about the various strategies being implemented. This program is supported under element 5.05 of the FY 2016 and FY 2017 UPWP and will be funded with Regional Toll Revenue.

Staff is seeking Executive Board approval to spend up to $1,400,000 for the purchase and placement of FY 2017 Transportation Department advertising needs. A draft resolution authorizing the purchase and placement of Transportation Department advertising is attached for Executive Board consideration. A funding table detailing funding sources, funding amounts including, match sources and match amounts is provided in Attachment 1 to this letter. I will provide a brief presentation on this item and be available to answer any questions prior to requesting Board approval.

PB:mg
Attachments
RESOLUTION AUTHORIZING PURCHASE AND PLACEMENT OF ADVERTISING FOR TRANSPORTATION INITIATIVES

WHEREAS, the North Central Texas Council of Governments (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, Fixing America’s Surface Transportation Act (FAST Act) and the associated implementing regulations emphasize the importance of public involvement, including public meetings, in the transportation planning process and require adequate notice be given to the public of these activities; and,

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

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

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to enter into agreements with various multimedia outlets for the purchase and placement of new advertising for Fiscal Year 2017 Transportation Department initiatives in an amount up to $1,400,000.

Section 2. 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 3. This resolution shall be in effect immediately upon its adoption.

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
## Purchase and Placement of Advertising for Transportation Initiatives for FY 2017

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Funding Source</th>
<th>Funding Amount</th>
<th>Match Source</th>
<th>Match Amount</th>
<th>Total</th>
</tr>
</thead>
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<tr>
<td>AirCheckTexas</td>
<td>TCEQ</td>
<td>$250,000</td>
<td>NA</td>
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<tr>
<td>Bike/Pedestrian Safety Program(^)</td>
<td>TxDOT: Transportation Enhancement (TE)/State Farm Grants</td>
<td>$62,000</td>
<td>RTC Local</td>
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<td>Congestion Management Program</td>
<td>STP-MM</td>
<td>$150,000</td>
<td>TDCs(^)*</td>
<td>$30,000</td>
<td>$150,000</td>
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<td>Ozone Season Emissions Reduction Campaign</td>
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<td>TDCs(^)*</td>
<td>$40,000</td>
<td>$200,000</td>
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<td>Vehicle Technologies Program (i.e. Electric Vehicles Promotion, Idling Education, Clean Cities, Freight Efficiency Outreach)(^)</td>
<td>CMAQ/EPA/DOE</td>
<td>$166,500</td>
<td>RTC Local and/or In-Kind and TDCs(^)*</td>
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<td>Notifications of Opportunities for Public Input/Public Meetings</td>
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<td>Procurement Outreach(^)**</td>
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<td>Regional Freight(^)**</td>
<td>STP-MM</td>
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<td>S11DFW(^)**</td>
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<td>$1,369,700</td>
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<td>$1,369,700</td>
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</table>

\(^\) Some or all of the funding is pending agreement or extension of current agreement
\(^\)* 98,700 in TDCs are credits and cannot be used to pay for advertising. Amount in total column reflects the dollar amount available for this initiative
\(^\)** Includes or is a new program that has not been advertised before
TO: Mike Eastland  
Executive Director  

DATE: September 14, 2016  

FROM: Michael Morris, P.E.  
Director of Transportation  

SUBJECT: Resolution Endorsing Travel Outside of North America Requested by the United States Department of Transportation  

Hua Yang, Senior Transportation System Modeler, has been invited to be a part of a Needs Assessment Team sponsored by the United States Department of Transportation to take part in the International Forum on Innovation and Transformation of Urban Transport (September 19-20, 2016) in Beijing, China. As part of the United States-China Transportation Forum, and in conjunction with the recently executed Memorandum of Understanding between the Regional Transportation Council and the China Academy of Transportation Science (CATS), Ms. Yang will be speaking at the 2016 International Smart Urban Transport Conference (September 24-25, 2016) in Xi’an, China. Executive Board endorsement will be requested for Ms. Yang's travel to China for these conferences. Travel dates are anticipated to be September 18-27, 2016. Travel and accommodations in China will be fully covered by the United States Department of Transportation.

A draft resolution authorizing foreign travel for Hua Yang of the Transportation Department is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

KK:al  
Attachment
RESOLUTION ENDORSING TRAVEL OUTSIDE OF NORTH AMERICA REQUESTED BY THE UNITED STATES DEPARTMENT OF TRANSPORTATION

WHEREAS, the North Central Texas Council of Governments (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 North Central Texas Council of Governments’ Personnel Policy requires approval by the Executive Board for staff travel outside of North America; and,

WHEREAS, the International Forum on Innovation and Transportation of Urban Transport and the 2016 International Smart Urban Transport Conference will be held in China in September 2016; and,

WHEREAS, Hua Yang, of the Travel Demand Model and Forecasting Program in the Transportation Department, has been requested to be part of a Needs Assessment Team sponsored by the United States Department of Transportation; and,

WHEREAS, this conference provides an opportunity for an exchange of knowledge on subject matter of critical importance to this region.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. In accordance with NCTCOG’s personnel policy for travel, permission is granted for Hua Yang to travel outside of North America to be a part of a Needs Assessment Team sponsored by the United States Department of Transportation to take part in the International Forum on Innovation and Transformation of Urban Transport (September 19-20, 2016) in Beijing, China, and speak at the 2016 International Smart Urban Transport Conference (September 24-25, 2016) in Xi’an, China.

Section 2. The Executive Director or designee is authorized to execute all related travel documents, in the name of the North Central Texas Council of Governments.

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

____________________________________
Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

____________________________________
Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director

DATE: September 12, 2016

FROM: Edith Marvin, P.E.  
Director of Environment and Development

SUBJECT: Resolution Authorizing Contract with Halff Associates, Inc. for the Integrated Stormwater Management Program

The North Central Texas Council of Governments serves more than 100 local governments in the region which have state stormwater discharge permits. In order to serve them effectively, NCTCOG maintains a set of integrated Storm Water Management (iSWM) design manuals and related materials addressing construction and post construction requirements. The iSWM program has assisted NCTCOG’s local governments for almost 15 years in achieving their goals of water quality protection, streambank protection and flood control in addition to serving the communities with stormwater discharge permits.

In 2002, the North Central Texas Council of Governments (NCTCOG) along with more than 60 local governments, developers, and engineers developed the iSWM Program to proactively address stormwater measures related to construction and post-construction minimum control measures, flooding, streambank erosion issues, and as a resource to help meet state permitting requirements. Since the release of the iSWM Manuals, NCTCOG has been promoting their adoption by cities and counties in the region. In 2014, NCTCOG with the support of the iSWM Implementation Subcommittee and Public Works Council, developed a new implementation strategy for the use of iSWM by local governments.

The Public Works Council and iSWM Implementation Subcommittee provides oversight and policy guidance for this program, funding, and necessary updates. This subcommittee is comprised of local government and private sector professionals in the fields of public works, engineering, stormwater management, planning, and development. Our continued efforts in stormwater management provide an invaluable asset to our communities who face on-going challenges in the realm of public infrastructure and public safety.

The project consultant, chosen in 2009 to assist with this program, performed under a contract and contract extensions through April 2016. In order to ensure a competitive process and to continue providing projects desired by our member governments, NCTCOG required and initiated procurement of a professional services firm to assist with the Integrated Stormwater Management (iSWM) Projects. NCTCOG issued RFQ # NCT-2016-17 on August 1, 2016, to receive qualified responses from engineering consulting firms. NCTCOG received two (2) responses by the September 2, 2016, deadline.
The Consultant Selection Committee (CSC) met to review and evaluate the proposals and is recommending Halff Associates, Inc. to perform the required services. A draft resolution authorizing a contract with Halff Associates, Inc., for an initial three (3) year term with two (2) optional one (1) year renewals, in an amount not to exceed $500,000, is attached for Executive Board consideration. The funding to perform the needed projects generally totals approximately $70,000 annually, and has been capped at $100,000 annually.

I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.
RESOLUTION AUTHORIZING CONTRACT WITH HALFF ASSOCIATES, INC., FOR THE INTEGRATED STORMWATER MANAGEMENT PROGRAM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the integrated Stormwater Management (iSWM) Program was developed by NCTCOG and its member governments to provide assistance and guidance for development and redevelopment related storm water initiatives in North Central Texas; and,

WHEREAS, iSWM is coordinated by NCTCOG with guidance from the Public Works Council, who is advised by the iSWM Implementation Subcommittee, comprised of local government officials and private industry representatives; and,

WHEREAS, NCTCOG issued RFQ # NCT-2016-17 on August 1, 2016, to receive qualified responses from engineering consulting firms to assist with the Program and, following evaluation, the Consultant Selection Committee is recommending Halff Associates, Inc.; and,

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Halff Associates, Inc., for the Integrated Stormwater Management (iSWM) Program, for an initial three (3) year term with two (2) optional one (1) year renewals, in an amount not to exceed $500,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute contractual agreements with Halff Associates, Inc., in the name of the North Central Texas Council of Governments.

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

Lissa Smith, President
North Central Texas Council of Governments
Mayor Pro-Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie
TO: Mike Eastland  
Executive Director  
DATE: September 14, 2016  

FROM: Edith Marvin, P.E.  
Director of Environment and Development  

SUBJECT: Appointments to Department of Environment and Development Advisory Committees  

The Executive Board is being asked to consider appointments to the following advisory committees:

- **Public Works Council (PWC)** – Originating in 1977 as the Standard Specifications Advisory Committee, becoming the Public Works Advisory Committee in 1984, and evolving into the PWC in 2001, this committee is composed of public and private sector professionals with public works and development expertise. The current PWC structure is based on large jurisdiction and subregion representation. The subregions are intended to provide a linkage to the Council for all jurisdictions in the region and allow for subregional meetings to address localized issues.

- **Regional Codes Coordinating Committee (RCCC)** – The North Central Texas Council of Governments’ (NCTCOG) RCCC is comprised of area public and private code professionals that research and provide recommendations on the standardization of municipal construction codes.

- **Resource Conservation Council (RCC)** – Serving as NCTCOG’s solid waste advisory committee, the RCC provides support and advice on methods to conserve, recover, and recycle valuable resources and to provide proper handling and disposal of non-recoverable waste materials.

- **Water Resources Council (WRC)** – The WRC was established in 1979 to advise NCTCOG’s Executive Board on both technical and policy issues related to water resources matters. The WRC reviews day-to-day technical issues; oversees the water resources planning process; and performs technical review of water-related grant applications.

Please reference Attachment 1 for the listing of members recommended for appointment/reappointment as well as continuing members. We look forward to discussing these recommendations with the Executive Board.
### PUBLIC WORKS COUNCIL

(Chair and Vice Chair serve one year terms; other members serve two year terms)

**Chair:** Joe Trammel  
**Vice Chair:** Manny Palacios  
County Engineer  
Tarrant County

**Chair:** Joe Trammel  
**Vice Chair:** Manny Palacios  
County Engineer  
Tarrant County

<table>
<thead>
<tr>
<th>Public Sector Standing Member</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
</table>
| City of Arlington           | Keith Melton  
Director of Public Works and Transportation | **                                       |
| City of Arlington           | Walter "Buzz" Pishkur  
Director of Water Utilities | Walter “Buzz” Pishkur  
Director of Water Utilities |
| City of Carrollton           | Danny Stevens  
Manager, Streets, Drainage, and Traffic Operations | John Crawford  
Interim Director of Public Works |
| City of Dallas               | Tim Starr  
Assistant Director, Public Works | Tim Starr  
Assistant Director, Public Works |
| City of Dallas               | Kenneth Jones  
Senior Engineer | **                                       |
| City of Denton               | David Hunter  
Watershed Protection Manager | David Hunter  
Watershed Protection Manager |
| City of Fort Worth           | Greg Simmons  
Assistant Director, Transportation and Public Works | **                                       |
| City of Fort Worth           | Andy Cronberg  
Engineering Manager, Field Operations | John Kasavich  
Senior Professional Engineer |
| City of Frisco               | Perry Harts  
Stormwater Administrator | Paul Knippel  
Director of Public Works |
| City of Garland              | Michael Polocek  
Director of Engineering | Michael Polocek  
Director of Engineering |
| City of Grand Prairie        | Stephanie Griffin  
Floodplain Administrator/ Stormwater Utility Manager | **                                       |
| City of Irving               | Wayne Lee  
City Engineer | Wayne Lee  
City Engineer |
| City of McKinney             | Chris Browning (Interim: Paul Sparkman – Assistant Director of Public Works)  
Executive Director, Water Utilities and Infrastructure | Paul Sparkman  
Assistant Director of Public Works |
| City of Mesquite             | Tim James  
Director of Public Works | **                                       |

**Continuing – term ends 9.30.2017**
<table>
<thead>
<tr>
<th>Public Sector Standing Member</th>
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<tbody>
<tr>
<td>City of Plano</td>
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<tr>
<td>Gerald Cosgrove</td>
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<tr>
<td>Director of Public Works</td>
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<tr>
<td>City of Richardson</td>
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<tr>
<td>Jim Lockart</td>
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<tr>
<td>Assistant Director of</td>
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<tr>
<td>Engineering</td>
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<td>Tracy Homfeld</td>
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<td>Assistant Director of</td>
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<td>Gary Enna</td>
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<tr>
<td>Joe Trammel</td>
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<td>County Engineer</td>
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<th>Public Sector Subregional Representative</th>
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<tr>
<td>Denton/Lake Cities</td>
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<td>Justin Brown (Interim: Cody Collier –</td>
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<tr>
<td>Director of Public Works) Public</td>
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<td>DFW North</td>
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<tr>
<td>David Salmon</td>
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<td>City Engineer</td>
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<tr>
<td>East</td>
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<tr>
<td>John Wright</td>
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<tr>
<td>Public Works Director City of Lewisville</td>
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<td>East</td>
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<tr>
<td>Bobby Clay</td>
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<tr>
<td>Public Works Director City of Fate</td>
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<td>Mid-Cities</td>
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<tr>
<td>Hal Cranor</td>
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<tr>
<td>Director of Public Works City of Euless</td>
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<tr>
<td>Northeast</td>
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<td>Frank Jaromin</td>
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<tr>
<td>Director of Public Works Town of Prosper</td>
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<td>Northeast Dallas</td>
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<td>Jim Proce</td>
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<tr>
<td>Assistant City Manager City of Rowlett</td>
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<td>Northeast Tarrant</td>
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<tr>
<td>Jeremy Hutt</td>
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<tr>
<td>City Engineer</td>
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<tr>
<td>City of Colleyville</td>
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<tr>
<td>Northwest</td>
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<tr>
<td>Eric Tamayo</td>
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<tr>
<td>Public Works Director Town of Northlake</td>
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**Continuing – term ends 9.30.2017**
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<tr>
<td>Northwest Dallas</td>
<td>Keith Marvin (Interim: Mike Garza – Assistant Director of Public Works) Assistant Director of Public Works City of Coppell</td>
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<tr>
<td>Northwest Tarrant</td>
<td>Joseph Álvarez – Public Works Supervisor City of Westworth Village</td>
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<tr>
<td>South Tarrant</td>
<td>Sheyi Ipaye – City Manager City of Forest Hill</td>
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<tr>
<td>Southeast</td>
<td>Jeff Chambers – Director of Public Works City of Waxahachie</td>
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<tr>
<td>Southeast Dallas</td>
<td>Andrew Waits – Water and Wastewater Superintendent City of Lancaster</td>
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<tr>
<td>Southwest</td>
<td>David Disheroon – Public Works Director Johnson County</td>
<td>David Disheroon – Public Works Director Johnson County</td>
</tr>
<tr>
<td>Southwest Dallas</td>
<td>Mike Brownlee – Assistant Director of Public Works City of Duncanville</td>
<td>Elias Sassoon – Director, Public Works Department City of Cedar Hill</td>
</tr>
<tr>
<td>West</td>
<td>Manny Palacios – Transportation and Public Works Director City of Weatherford</td>
<td>Manny Palacios – Transportation and Public Works Director City of Weatherford</td>
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<tr>
<th>Private Sector</th>
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<tr>
<td>Associated General Contractors</td>
<td>Paul Causey – North Texas Area Manager Associated General Contractors of Texas</td>
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<tr>
<td>Council of Engineering Companies</td>
<td>Jerry Roberts – Vice President Halff Associates, Inc.</td>
<td>**</td>
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<tr>
<td>Associated General Contractors</td>
<td>Eric Johnson – General Plant Manager Austin Bridge and Road</td>
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<tr>
<td>Council of Engineering Companies</td>
<td>Brad Tribble – Senior Vice President Kimley-Horn</td>
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<tr>
<td>Texas Council of Engineering Laboratories/GeoProfessionals Serving Texas</td>
<td>Lyndon Cox – Senior Principal/Dallas Construction Services Department Manager Terracon Consultants</td>
<td>Lyndon Cox – Senior Principal/Dallas Construction Services Department Manager Terracon Consultants</td>
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**Continuing – term ends 9.30.2017**
REGIONAL CODES COORDINATING COMMITTEE

(Chair and Vice Chair serve one year terms; other members serve two year terms)

**Chair:** David Kerr  **Vice Chair:** Jack Thompson

Fire Marshal  Building Official
City of Plano  Town of Westover Hills

<table>
<thead>
<tr>
<th>Public Sector Member</th>
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<th>2017</th>
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<tbody>
<tr>
<td>City of Arlington</td>
<td>Rick Ripley  Building Official</td>
<td>**</td>
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<tr>
<td>City of Dallas</td>
<td>Ted Padgett  Assistant Chief, Fire Department</td>
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<tr>
<td>City of Dallas</td>
<td>Ed Dryden  Assistant Building Official</td>
<td>Ed Dryden  Assistant Building Official</td>
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<tr>
<td>City of Duncanville</td>
<td>Greg Contreras  Building Official</td>
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<tr>
<td>Town of Flower Mound</td>
<td>Danny Hartz  Building Official</td>
<td>Danny Hartz  Building Official</td>
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<tr>
<td>City of Fort Worth</td>
<td>Allison Gray  Assistant Director, Development Division</td>
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<tr>
<td>City of Fort Worth</td>
<td>Bob Morgan  Senior Fire Protection Engineer</td>
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<tr>
<td>City of Frisco</td>
<td>Steve Covington  Chief Building Official</td>
<td>Steve Covington  Chief Building Official</td>
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<tr>
<td>City of Frisco</td>
<td>Gilbert Urvina  Chief Plumbing Inspector</td>
<td>Gilbert Urvina  Chief Plumbing Inspector</td>
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<tr>
<td>City of Garland</td>
<td>Jim Olk  Building Official</td>
<td>Jim Olk  Building Official</td>
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<tr>
<td>Town of Highland Park</td>
<td>Gary Miller – City of Irving Planning and Inspections Director</td>
<td>Kirk Smith  Development Services Manager</td>
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<td>City of Mansfield</td>
<td>Judy Armstrong – Ellis County Director of County Development</td>
<td>Clayton Chandler  City Manager</td>
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<td>City of Mansfield</td>
<td>Paul Coker  Chief Building Official</td>
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<tr>
<td>City of Mesquite</td>
<td>Keith Smith  Building Official</td>
<td>Vacant – Will identify an interim.</td>
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<tr>
<td>City of North Richland Hills</td>
<td>Scott Williams – City of Grapevine Building Official</td>
<td>David Pendley  Chief Building Official</td>
</tr>
<tr>
<td>City of Plano</td>
<td>David Kerr  Fire Marshal</td>
<td>**</td>
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<tr>
<td>City of Plano</td>
<td>Selso Mata  Building Official</td>
<td>Selso Mata  Building Official</td>
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<tr>
<td>Town of Westover Hills</td>
<td>Jack Thompson – City of De Soto Building Official</td>
<td>Jack Thompson  Building Official</td>
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**Continuing – term ends  9.30.2017**
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<th>Private Sector Member</th>
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<tr>
<td>Associated General Contractors</td>
<td>Jack Baxley Executive Vice President TEXO</td>
<td>Jack Baxley Executive Vice President TEXO</td>
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<td>Associated General Contractors</td>
<td>Larry Bartlett Lead Plumbing Coordinator TDIndustries</td>
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<tr>
<td>International Association of Electrical Inspectors</td>
<td>Gary Jones Principal, Owner G. W. Jones Consulting</td>
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<td>American Institute of Architects, East</td>
<td>Bruce Rachel Architect Hensley Lamkin Rachel, Inc.</td>
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<tr>
<td>Construction Code Consultant</td>
<td>Stan Folsom Chief Executive Officer Systemhause</td>
<td>Stan Folsom Chief Executive Officer Systemhause</td>
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<td>Society of Fire Protection Engineers</td>
<td>Amy Porter Senior Fire Protection Engineer Jensen Hughes</td>
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<tr>
<td>Energy Specialist</td>
<td>Bahman Yazdani Associate Director Texas A&amp;M Energy Systems Laboratory</td>
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<td>David Lehde Director of Government Affairs Dallas Builders Association</td>
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<td>Tommy Ford President Tommy Ford Construction Company</td>
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<tr>
<td>Building Owners and Managers Association, Dallas</td>
<td>Joe Bass Senior Vice President – Development Hillwood</td>
<td>Joe Bass Senior Vice President – Development Hillwood</td>
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**Continuing – term ends 9.30.2017**
RESOURCE CONSERVATION COUNCIL

(Chair and Vice Chair serve one year terms; other members serve two year terms)

**Chair:** Stephen Massey  
Community Services Director  
City of Allen

**Vice Chair:** Cecile Carson  
Senior Director, Affiliate Development  
Keep America Beautiful

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<thead>
<tr>
<th>Public Sector Member</th>
<th>2016</th>
<th>2017</th>
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</table>
| City of Allen              | Stephen Massey  
Community Services Director | **                                                |
| City of Arlington          | Lorrie Anderle (Interim: Jennifer Shaver –  
Environmental Programs Coordinator)  
Recycling Coordinator | **                                                |
| City of Dallas             | Kelly High  
Director, Sanitation Services  
City of Dallas | Murray Myers  
Manager, Zero Waste  
City of Dallas |
| City of Denton             | A. Vance Kemler  
Director of Solid Waste | **                                                |
| City of Farmers Branch     | Shane Davis  
Environmental Services and Solid Waste Manager | **                                                |
| City of Fort Worth         | Valarie Familo (Interim: Robert Smouse –  
Assistant Director, Solid Waste Services)  
Senior Contract Compliance Specialist | **                                                |
| City of Garland            | Lonnie Banks  
Managing Director, Environmental Waste Services | Tiana Lightfoot Svendsen  
Environmental Outreach Coordinator |
| City of Grand Prairie      | Patricia Redfearn  
Solid Waste Manager | Patricia Redfearn  
Solid Waste Manager |
| City of Irving             | Brenda Haney  
Solid Waste Services Director | **                                                |
| City of Kennedale          | Bob Hart  
City Manager/Director of Economic Development Corporation | Bob Hart  
City Manager/Director of Economic Development Corporation |
| City of Lewisville         | Lisa Weaver  
Sustainability Manager | **                                                |
| Town of Little Elm         | Kevin Mattingly  
Director of Public Works | Kevin Mattingly  
Director of Public Works |
| City of Mansfield          | Howard Redfearn  
Environmental Manager | Howard Redfearn  
Environmental Manager |
| City of Mesquite           | Kathy Fonville  
Water Conservation and Recycling Coordinator | Kathy Fonville  
Water Conservation and Recycling Coordinator |

**Continuing – term ends 9.30.2017**
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<th>Public Sector Member</th>
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<tr>
<td>City of Plano</td>
<td>Robert Smouse (Interim: Steve Funk – EWS Superintendent) Environmental Waste Services Manager</td>
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<tr>
<td>City of Stephenville</td>
<td>Nick Williams Director of Public Works</td>
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<td>Collin County</td>
<td>Tammi Benners (Interim: Mike Everson – Road &amp; Bridge Superintendent) Office Coordinator</td>
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<tr>
<td>Dallas County</td>
<td>Anthony Jenkins (Interim: Rudy Phillips – Asst. Director of Environmental Health) Asst. Director of Environmental Health</td>
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<tr>
<td>Johnson County</td>
<td>James Terry – Denton County Senior Deputy Fire Marshal</td>
<td>David Disheroon Director of Public Works</td>
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<td>Hood County</td>
<td>Chad Davis County Engineer Wise County</td>
<td>Rick Crownover Director of Public Works City of Granbury</td>
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<td>Somervell County</td>
<td>David Alexander – Hunt County Assistant Emergency Management Coordinator</td>
<td>Chester Nolen City Administrator City of Glen Rose</td>
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<td>Robert Berndt Environmental Specialist</td>
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<tr>
<td>Educational</td>
<td>Michelle Hahn Operations/Energy Manager Plano ISD</td>
<td>Brandon Morton Sustainability Coordinator North Lake College</td>
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<td>Dennis McCreary Assistant Superintendent for Facilities, Planning, and Construction Northwest ISD</td>
<td>William Shenko Assistant Director of Facility Management Birdville ISD</td>
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<td>Cecile Carson Senior Director, Affiliate Development Keep America Beautiful</td>
<td>Cecile Carson Senior Director, Affiliate Development Keep America Beautiful</td>
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<td>Charles Whitaker Executive Director Environmental Co-op</td>
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<td>Zac Trahan Statewide Program Director Texas Campaign for the Environment</td>
<td>Corey Troiani Statewide Program Director Texas Campaign for the Environment</td>
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<td>Grace Darling Board Member Arlington Conservation Council</td>
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<tr>
<td>Private Sector</td>
<td>Greta J. Calvery Area Public Affairs Manager Waste Management</td>
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**Continuing – term ends 9.30.2017**
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<tbody>
<tr>
<td>Private Sector</td>
<td>Elizabeth Combs</td>
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<td>Public Relations and Recycling Coordinator</td>
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<td>Progressive Waste Solutions</td>
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<td>Cheri Reynolds Howard</td>
<td>Risa Weinberger</td>
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<td>Regional Business Development Manager</td>
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<td>Risa Weinberger &amp; Associates, Inc.</td>
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<td>Lora Hinchcliff</td>
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<td>Municipal Solutions Manager Living Earth</td>
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<td>Reid Donaldson</td>
<td>Vince Hrabal</td>
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<td></td>
<td>North Texas Municipal Water District</td>
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**Continuing – term ends 9.30.2017**
**WATER RESOURCES COUNCIL**

(Chair and Vice Chair serve one year terms; other members serve two year terms)

**Chair:** Ron McCuller  
Director of Public Works  
City of Grand Prairie

**Vice Chair:** Wayne Owen  
Planning Director  
Tarrant Regional Water District

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<tr>
<th>Public Sector Member</th>
<th>2016</th>
<th>2017</th>
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<tr>
<td>City of Arlington</td>
<td>Walter “Buzz” Pishkur Director of Water Utilities</td>
<td>Craig Cummings Assistant Director</td>
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<td>City of Dallas System</td>
<td>Zachary Peoples Assistant Director - Wastewater Operations City of Dallas</td>
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<td>Larry McDaniel General Manager Dallas County Park Cities Municipal Water District</td>
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<td>Greg Porter Deputy City Manager City of Cedar Hill</td>
<td>Jason Shroyer Assistant Director, Infrastructure &amp; Operations Services Town of Addison</td>
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<td>Todd Reck Water Utilities Director City of Irving</td>
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<td>City of Dallas System</td>
<td>Susan Alvarez Assistant Director – Floodplain &amp; Drainage Management City of Dallas</td>
<td>Susan Alvarez Assistant Director – Floodplain &amp; Drainage Management City of Dallas</td>
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<td>Jody Puckett Director, Water Utilities City of Dallas</td>
<td>Jody Puckett Director, Water Utilities City of Dallas</td>
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<td>City of Denton</td>
<td>Tim Fisher Assistant Director of Water Utilities City of Denton</td>
<td>Tim Fisher Water Utilities Division Manager City of Denton</td>
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<td>City of Fort Worth System</td>
<td>David Fain Director of Public Works City of Aledo</td>
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<td>Mike Curtis Managing Director, Development Services City of North Richland Hills</td>
<td>Mike Curtis Managing Director, Development Services City of North Richland Hills</td>
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<td>Sebastian “Buster” Fichera Assistant Director, Water Department City of Fort Worth</td>
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<td>Stacy Walters Regulatory/Environmental Coordinator City of Fort Worth</td>
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**Continuing – term ends 9.30.2017**
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<th>Region-At-Large Members (serve a one-year term)</th>
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<tr>
<td>NCTCOG Region-At-Large</td>
<td>Gabe Johnson</td>
<td>Director of Planning and Public Works City of Celina</td>
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<td>NCTCOG Region-At-Large</td>
<td>Michael Nieswiadomy</td>
<td>Department of Economics, University of North Texas</td>
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<td>NCTCOG Region-At-Large</td>
<td>Terry Kelley</td>
<td>General Manager Johnson County Special Utility District</td>
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<td>NCTCOG Region-At-Large</td>
<td>Robert Scott</td>
<td>Tarrant Coalition of Environmental Awareness</td>
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<td>NCTCOG Region-At-Large</td>
<td>Craig Schkade</td>
<td>Senior Development Manager Hillwood Development</td>
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<td>North Texas Municipal Water District</td>
<td>Donald Magner, Jr. Assistant City Manager/Director of Community Services City of Richardson</td>
<td>Donald Magner, Jr. Assistant City Manager/Director of Community Services City of Richardson</td>
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<tr>
<td>North Texas Municipal Water District</td>
<td>John Baker (Interim: Wes Kucera – Managing Director of Public Works) Managing Director of Public Works City of Garland</td>
<td>Wes Kucera Managing Director of Public Works City of Garland</td>
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<td>North Texas Municipal Water District</td>
<td>Elizabeth Turner Environmental Services Officer</td>
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<tr>
<td>Tarrant Regional Water District</td>
<td>Wayne Owen Planning Director</td>
<td>Wayne Owen Planning Director</td>
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<td>Trinity River Authority</td>
<td>Ron McCuller Public Works Director City of Grand Prairie</td>
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<td>Trinity River Authority</td>
<td>James Whitt Assistant Director of Public Works City of Euless</td>
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<td>Trinity River Authority</td>
<td>Fiona Allen Northern Regional Manager</td>
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<td>Glenn Clingenpeel Manager, Planning and Environmental Services</td>
<td>Glenn Clingenpeel Manager, Planning and Environmental Services</td>
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<tr>
<td>Upper Trinity Regional Water District</td>
<td>Kevin Mercer General Manager Denton County Fresh Water Supply District 6 &amp; 7</td>
<td>Kevin Mercer General Manager Denton County Fresh Water Supply District 6 &amp; 7</td>
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<tr>
<td>Upper Trinity Regional Water District</td>
<td>Larry Patterson Deputy Executive Director</td>
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**Continuing – term ends 9.30.2017**
Meeting Date: September 22, 2016
Department: Emergency Preparedness
Presenter: Molly McFadden, Emergency Preparedness Director
Subject: Status Report on National Preparedness Month

September is National Preparedness Month (NPM). This emergency preparedness awareness month is sponsored by the Ready Campaign in partnership with Citizen Corps. NPM is held each September and is designed to encourage Americans to take simple steps to prepare for emergencies in their homes, businesses, and communities. This year’s theme is “Don’t Wait. Communicate. Make Your Emergency Plan Today”.

Now is the time to be sure you can communicate during emergencies by having up-to-date contact information for those you may need to get in touch with during a disaster. Establish alternate methods of communication in case traditional means are not available.

Making a family emergency communication plan is a great way to prepare for disasters, but testing your plan is even better so you’ll be familiar with how to respond. It’s also one of the 10 Ways to Participate in America’s PrepareAthon! [https://community.fema.gov/about]. In addition to the overall theme, each week of NPM will also promote the following hazard focused themes:

- August 28 – September 3: Kickoff to National Preparedness Month
  - Find resources to promote NPM at [www.ready.gov/september]
- September 4 – 10: Preparing Family & Friends
  - Make a family emergency communication plan
- September 11 – 17: Preparing Through service
  - Honor 9/11 by getting involved in your community & planning with neighbors
- September 18 – 24: Individual Preparedness
  - Take individual steps to prepare for a disaster today like downloading the FEMA app.
- September 25 – 30: Lead up to National PrepareAthon! Day
  - Be counted and register your preparedness event for National PrepareAthon! Day

National PrepareAthon! Day culminates NPM on September 30, 2016. Individuals, families, organizations and businesses are encouraged to use America’s PrepareAthon! materials, available at [www.ready.gov/prepare] as you plan, host and support preparedness actions such as discussions, drills, exercises and training sessions, throughout the month and on September 30.
KnoWhat2Do, our regional public education campaign, exists to educate and empower people in the 16-county North Central Texas Council of Governments region about the tools and resources available to help them prepare for any number of threats specific to this region. We would like for the Executive Board to participate in preparedness activities and encourage local governments to increase preparedness at the citizen level by supporting National Preparedness Month.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by e-mail at mmcfadden@nctcog.org.

MMc: di
TO: NCTCOG Executive Board               DATE: September 13, 2016
FROM: Lucille Johnson
       Assistant to the Executive Director
SUBJECT: Status Report on NCTCOG’s 50th Anniversary Celebration

In continuation of the celebration of NCTCOG’s 50th anniversary and an overview of each NCTCOG Department, the Emergency Preparedness Department (EP) is presented this month. Molly McFadden, Director of EP and her staff will brief the Board on the department’s history and activities.

A history of NCTCOG is featured on the NCTCOG 50th Anniversary website at: http://www.nctcog.org/50/, with new information being added each month. The Board is encouraged to visit this site often throughout this year.
2016-17 NCTCOG Executive Board Calendar

October 27, 2016          Executive Board Meeting – NCTCOG Offices
November 11-13, 2016     North Central Texas “Big X” Exercise
November 17, 2016        Executive Board Meeting – NCTCOG Offices
December 15, 2016        Executive Board Meeting – NCTCOG Offices
January 26, 2017         Executive Board Meeting – NCTCOG Offices
February 23, 2017        Executive Board Meeting – NCTCOG Offices
March 23, 2017           Executive Board Meeting – NCTCOG Offices
April 27, 2017           Executive Board Meeting – NCTCOG Offices
May 25, 2017             Executive Board Meeting – NCTCOG Offices
June 22, 2017            Executive Board Meeting – NCTCOG Offices
July 27, 2017            Executive Board Meeting – NCTCOG Offices
August 24, 2017          Executive Board Meeting – NCTCOG Offices
September 28, 2017       Executive Board Meeting – NCTCOG Offices
October 26, 2017         Executive Board Meeting – NCTCOG Offices
November 16, 2017        Executive Board Meeting – NCTCOG Offices
December 21, 2017        Executive Board Meeting – NCTCOG Offices
## EXECUTIVE BOARD ATTENDANCE

### June 2016 - May 2017

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<tr>
<th>Name</th>
<th>June</th>
<th>July</th>
<th>August</th>
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**TOTAL PRESENT:** 13 11 11

**Attendance Code:**
- P = Present
- A = Absence
- NM = No meeting
TO: NCTCOG Foundation Board
FROM: Mike Eastland
Executive Director
SUBJECT: Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc.

The purpose of this item is to hold an annual meeting of North Central Texas Council of Governments Foundation, Inc., (Foundation) and provide an orientation to the members of the Board on the activities and status of the Foundation.

In 2002, the Executive Board of the North Central Texas Council of Governments (NCTCOG) authorized the creation of a non-profit corporation, the North Central Texas Council of Governments Foundation, Inc., which is a 501(c) (3) organization. The purpose of the Foundation is to supplement NCTCOG activities in order to provide broader service opportunities to NCTCOG’s constituents and the North Central Texas region. For example, the NCTCOG Foundation has been utilized in the past to apply for and receive grant funding that requires a 501(c) (3) status from both public and private sector entities. The Foundation has no employees and is managed and operated by NCTCOG staff.

The Executive Board of NCTCOG serves as the Board of the Foundation. The officers of the Executive Board (President, Vice-President, and Secretary/Treasurer) serve as officers of the Foundation. The Foundation must comply with the Texas Open Meetings and Public Information Act. The Foundation is authorized to create committees as necessary to assist in management, policy direction, and oversight. The Bylaws outline authorized and prohibited transactions, indemnification provisions of directors, officers, and employees, and financial management of the Foundation.

I will brief the Board and be available to respond to any questions the Board may have.

ME:sc
President Horn called the regular meeting of the North Central Texas Council of Governments Foundation, Inc. Board to order at 2:48 pm.

**Members of the Board Present:**
John Horn – President, County Judge, Hunt County  
Lissa Smith – Vice President, Mayor Pro Tem, City of Plano  
Tom Lombard – Secretary/Treasurer, Councilmember, City of North Richland Hills  
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite  
J.D. Clark, County Judge, Wise County  
Michael Glaspie, Councilmember, City of Arlington  
Kelly Allen Gray, Councilmember, City of Fort Worth  
Clay Jenkins, County Judge, Dallas County  
Lee Kleinman, Councilmember, City of Dallas  
Jeff Leach, State Representative  
Dan McClendon, Mayor Pro Tem, City of Burleson  
Bobbie Mitchell, Commissioner, Denton County  
Keith Self, County Judge, Collin County  
Kevin Strength, Mayor, City of Waxahachie  
Chris Watts, Mayor, City of Denton

**Members of the Board Absent:**
Laura Wheat, Mayor, Town of Westlake  
B. Glen Whitley, County Judge, Tarrant County  
Kathryn Wilemon – Past President, Councilmember, City of Arlington

**Members of the Staff Present:**
Mike Eastland, Executive Director  
Monte Mercer, Deputy Executive Director  
Tim Barbee, Chief Information Officer, Research and Information Services  
Doni Green, Director of Aging  
Michael Morris, Director of Transportation  
David Setzer, Director of Workforce Development  
Edith Marvin, Director of Environment and Development  
Molly McFadden, Director of Emergency Preparedness  
Christy Williams, Director of 9-1-1  
Lucille Johnson, Assistant to the Executive Director  
Stephanie Cecil, Administrative Assistant, EDO  
Dan Kessler, Assistant Director of Transportation  
Ken Kirkpatrick, Transportation Counsel

**ACTION:**

**Item 1** Approval of Minutes from the June 25, 2015 Foundation Board Meeting

President Horn asked for approval of the minutes from the June 25, 2015 NCTCOG Foundation Board, Inc. meeting.
Upon a Motion by Councilmember Lombard (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the minutes of the June 25, 2015 NCTCOG Foundation Board, Inc. meeting.

**Item 2 Resolution Approving the Receipt of Revenue for the Environmental Stewardship Program**

Michael Morris, Director of Transportation, requested that the NCTCOG Foundation, a 501(c) (3) non-profit, authorize the newly established Environmental Stewardship Program (see item 10 of this April 28, 2016 agenda) and approve the receipt of approximately $1.6 million from non-governmental and partner agencies for the program.

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

*See Foundation ExhibitE16-04-F02*

President Horn adjourned the meeting at 2:51 pm.

Approved by: 

Checked by:

______________________________________

Lissa Smith
President, North Central Texas Council of Governments
Mayor Pro Tem, City of Plano

______________________________________

Mike Eastland, Executive Director
North Central Texas Council of Governments