

2020-03-01-EDO

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — **March 26, 2020**

Meeting was held by Conference Call
Tejas Conference Room | 600 Six Flags Road
Arlington, Texas

President Clark called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:01 pm on March 26, 2020. Staff called the roll.

Members of the Board Present:

- | | |
|-----------------------|---------------------|
| 1. J. D. Clark | 8. Lee Kleinman |
| 2. Ray Smith | 9. Bobbie Mitchell |
| 3. Curtistene McCowan | 10. Andrew Piel |
| 4. Kevin Strength | 11. Tito Rodriguez |
| 5. Kelly Allen Gray | 12. Ken Shetter |
| 6. Chris Hill | 13. Richard Stopfer |
| 7. Bill Heidemann | 14. David Sweet |
| | 15. Glen Whitley |

Members of the Board Absent:

16. Gary Caplinger
17. Yvonne Davis
18. Clay Jenkins

Members of the Staff Present:

Mike Eastland, Monte Mercer, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Molly McFadden, Molly Rendon, David Setzer, Stephanie Cecil, Dan Kessler, Ken Kirkpatrick, James Powell.

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

President Clark asked if there was anyone that would like to speak to an item on the agenda. No one requested to speak about an item on the agenda.

ACTION:

Item 1 Approval of Minutes

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

Upon a Motion by Mayor Shetter (seconded by Mayor Heidemann), and unanimous vote of all members present, the Board approved the Minutes of the February Executive Board meeting.

Item 2 Resolution Amending NCTCOG Authorized Representatives for the Texas Local Government Investment Pool ("TexPool")

Molly Rendon, Director of Administration, recommended amending the NCTCOG authorized representatives with the Texas Local Government Investment Pool ("TexPool"). She explained that existing authorized representatives will remain unchanged and Mike Eastland, Executive Director and Molly Rendon, Director of Administration will be added as authorized representatives.

Exhibit: 2020-03-02-AA

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

Item 3 Resolution Adopting Rules to Ensure the Identification, Security, and Confidentiality of Electronic Bids or Proposals

Molly Rendon, Director of Administration, asked for approval of a Resolution adopting rules to provide an

electronic means of receiving and securing bids and proposals. She explained that Texas Local Government Code Section 252.0415 authorizes the receipt of bids or proposals through electronic transmission, provided the governing body first adopts rules. The rules must ensure the identification, security, and confidentiality of the electronic bids or proposals and that the electronic bids or proposals remain effectively unopened until the proper time.

Exhibit: 2020-03-03-AA

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

Item 4 Resolution Authorizing Contracts with Residential Repair Providers

Doni Green, Director of Aging, requested authorization of contracts for residential repair services with Lookup Properties, Inc. and Golden Years Renovations, LLC for maximum four-year terms in a cumulative amount not to exceed \$1,000,000. Lookup Properties, Inc. is the primary contractor and Golden Years Renovations, LLC is the secondary contractor. The contracts would be in effect for Federal Fiscal Year 2020, ending September 30, 2020, with an option to extend up to three consecutive years. She explained that the services provided are minor home modifications that are essential for residents' health and safety, such as construction of wheelchair ramps and handrails and installation of grab bars. NCTCOG controls expenses by serving as a payer of last resort (i.e., avoiding paying for repairs that are available through other programs) and requiring that case managers authorize each repair job based on available funds.

Exhibit: 2020-03-04-AG

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

Item 5 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation

Michael Morris, Director of Transportation, requested authorization to receive Surface Transportation Block Grant Program, Category 10, and associated matching funds in the amount of approximately \$5.1 million. (\$4,000,000 STBG + \$80,000 Category 10 + \$1,000,000 State match + \$20,000 RTC Local) and to enter into agreements with the Texas Department of Transportation. He explained that the RTC and the Board have previously approved these projects, however, FHWA has requested that NCTCOG work with the Texas Department of Transportation to receive and administer the awarded funding.

Exhibit: 2020-03-05-TR

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

Item 6 Resolution Endorsing INFRA Grant Applications Submitted to the United States Department of Transportation

Michael Morris, Director of Transportation, asked the Board to endorse two grant applications, in the amount of \$56.25 million, submitted under the FY 2020 Infrastructure for Rebuilding America (INFRA) Discretionary Grant Program. The following projects were submitted: North Texas Multimodal Operations, Velocity, Efficiency, and Safety (MOVES) Program, and the Hyperloop Certification Center. Final applications were due to USDOT on February 25, 2020 and the Regional Transportation Council endorsed the submittal of the applications.

Exhibit: 2020-03-06-TR

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

Item 7 Resolution Authorizing a Contract with AECOM Technical Services, Inc. (AECOM) to Conduct a Transit Planning Study in Southern Dallas County

Michael Morris, Director of Transportation, requested approval to enter into a consultant contract with AECOM in

an amount not to exceed \$440,000 (\$440,000 Federal Transit Administration (FTA) Surface Transportation Block Grant Program funds and 88,000 in Transportation Development Credits in lieu of local match) to conduct a Transit Planning Study in Southern Dallas County. He explained that NCTCOG is seeking planning expertise to develop a comprehensive approach to planning and implementing transit services outside of transit authority service areas in Southern Dallas County.

Exhibit: 2020-03-07-TR

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

Item 8 Resolution Authorizing a Contract with Cambridge Systematics, Inc. to Conduct a Transit Planning Study in Tarrant County

Michael Morris, Director of Transportation, requested approval to enter into a consultant contract with Cambridge Systematics, Inc. in an amount not to exceed \$745,000 (\$745,000 Federal Transit Administration (FTA) funds and utilizing \$149,000 in Transportation Development Credits in lieu of local match), to conduct a Transit Planning Study in Tarrant County. He explained that the agency is seeking planning expertise to develop a comprehensive approach to planning and implementing transit services outside of transit authority service areas in Tarrant County.

Exhibit: 2020-03-08-TR

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

Item 9 Resolution Authorizing a Contract with HDR Engineering, Inc. to Conduct a Transit Planning and Passenger Rail Corridor Study in Collin County

Michael Morris, Director of Transportation, asked the Board to authorize a consultant contract with HDR Engineering, Inc. to conduct a Transit Planning and Passenger Rail Corridor Study in Collin County in an amount not to exceed \$690,000. The consultant will develop a comprehensive approach for planning and strategic implementation of transit services, focusing on member and nonmember cities in Collin County. This will include investigation of mobility options along the Irving to Frisco Passenger Rail Corridor, with limits from downtown Irving to north Frisco, and additional analysis investigating passenger rail service to Celina, for a total of 37 miles. The transit planning portion of the study in Collin County is funded with federal Surface Transportation Block Grant (STBG) funds, utilizing Transportation Development Credits (TDCs) in lieu of local match. The Irving to Frisco Passenger Rail Corridor portion of the study is funded with Regional Toll Revenue (RTR) funds, no local match is required.

Exhibit: 2020-03-09-TR

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

Item 10 Resolution Authorizing an Agreement with McKinney Avenue Transit Authority for Transit Service between Uptown and Downtown Dallas

Michael Morris, Director of Transportation, requested approval to enter into an agreement with McKinney Avenue Transit Authority in an amount not to exceed \$650,000 in Regional Toll Revenue funds, previously authorized for transit projects, to support the Improved Service Frequency Plan for the McKinney Avenue Trolley and ensure enhanced connectivity between Uptown and Downtown Dallas. He explained that the requested funding includes the addition of a railcar and the funding has been approved by the Regional Transportation Council.

Exhibit: 2020-03-10-TR

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

Item 11 Resolution Authorizing a Contract with Intercomp Corporation for Commercial Vehicle Enforcement Portable Weighing Scales and Scale Training

Michael Morris, Director of Transportation, asked the Board to authorize a contract with Intercomp Corporation for the purchase of portable commercial vehicle weight enforcement scales and training in an amount not to exceed \$250,000. Because the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone, the agency is actively involved in the development and implementation of the State Implementation Plan for air quality. The Unified Planning Work Program provides for Traffic Incident Management training as part of the Congestion Management Operations Program. He explained that providing this equipment and training through the Commercial Vehicle Enforcement (CVE) Equipment and Training Program will assist by enforcing compliance with state laws regulating commercial vehicle weight. This is expected to reduce the number of commercial vehicle related crashes and to protect regional roadways from damage caused by overloaded and unsafe commercial vehicles.

Exhibit: 2020-03-11-TR

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

Item 12 Resolution Authorizing Personal Services Agreement with Sandra Wesch to Expedite Environmental and Design Review for Surface Transportation Projects

Michael Morris, Director of Transportation, requested authorization of a personal services agreement with Sandra Wesch over a four-year period for an average of 25 hours per week in an amount not to exceed \$700,000. Her services will support environmental clearance and design review for surface transportation projects. The current personal services agreement with Ms. Wesch expires March 31, 2020. The funding source is existing Regional Toll Revenue funds (\$600,000), and Regional Transportation Council (RTC) Local Funds (\$100,000) programmed by the RTC for environmental and planning support for surface transportation projects. These funds are in an existing funding agreement with the Texas Department of Transportation.

Exhibit: 2020-03-12-TR

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

Item 13 Resolution Authorizing a Denton Workforce Center Lease

David Setzer, Director of Workforce Development, asked the Board to approve a 10 year lease agreement with LAD Ventures, LLC, for a new Denton workforce center location that would have the capacity to accommodate approximately 21 Texas Workforce Commission Vocational Rehabilitation (VR) staff projected to integrate within the Denton facility. He explained that the current Denton workforce center does not have the space capacity to accommodate the anticipated VR staff and the lease expires on March 31, 2021.

Exhibit: 2020-03-13-WF

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

Item 14 Resolution Approving Materials Management Call for Projects Funding Recommendations and Authorizing Agreements with Subrecipients

Edith Marvin, Director of Environment and Development, explained that NCTCOG administers biennial solid waste pass-through grant funds provided by the Texas Commission on Environmental Quality (TCEQ) to provide solid waste management planning and technical assistance and to administer subrecipient grants that will implement the goals of *Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040*. She said that the Resource Conservation Council (RCC), NCTCOG's solid waste advisory committee, has recommended allocation of these solid waste funds in approximately \$1,141,698.80 for local implementation

grant projects. NCTCOG will seek final review and approval by TCEQ prior to entering into agreements with subrecipients. The RCC is recommending funding for sixteen projects in fifteen local governments, as follows:

Entity/Project Title	Funding Amount
City of Frisco – Enhancing Source Separated Cardboard Recycling	\$87,533.00
City of Plano – Reducing Recycling Contamination – Education Pilot	\$118,593.00
Hood County – Recycling Improvement Project	\$58,070.00
City of Dallas – Dallas Parks Treecycling Program	\$200,000.00
City of Mesquite – Expansion of City of Mesquite Compost Operation	\$148,289.00
City of Mansfield – HHW Hauling Trailer	\$15,000.00
City of Fort Worth – Special Events Collection Program Expansion	\$39,900.00
City of Princeton – Litter Reduction and Education Project	\$18,192.80
City of Heath – HHW Collection Program – Public Education and Totes	\$18,052.21
City of Rowlett – Solid Waste and Recycling Education Vehicle	\$48,172.00
City of Lewisville – Solar Powered Illegal Dumping Cameras	\$22,950.00
City of Garland – Recycling and Waste Minimization Technical Study	\$70,000.00
City of Southlake – Disaster Debris Management Plan	\$49,528.00
City of Fort Worth – Environmental Investigation Unit Cameras	\$79,200.79
City of Euless – Multi-City Disaster Debris Management Plan	\$125,000.00
City of Burleson – Disaster Debris Management Plan	\$43,218.00
Total	\$1,141,698.80

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

Item 15 Resolution Increasing Delegated Authority of the Executive Director to Ensure Continuity of NCTCOG Operations

Mike Eastland, Executive Director, explained that since the Governor issued a statewide disaster declaration related to the coronavirus (COVID-19) pandemic, the current uncertain and continually evolving circumstances may postpone or prevent meetings and other discussions necessary to operate the agency under normal business conditions. Staff is recommending increased delegated authority, for a limited time period, to execute all agreements necessary to ensure continuity of operations for the agency. The requested authority would remain in effect until terminated by the Board, or until the disaster declaration is lifted or expires. Any agreements executed in amounts greater than \$100,000 would be presented to the Board for endorsement within 60 days following the termination of authority by the Board of the lifting of the disaster declaration.

Exhibit: 2020-03-15-EDO

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

STATUS REPORTS:

Item 16 Status Report on NCTCOG Regional SolSmart Designation Application Submittal

Edith Marvin, Director of Environment and Development, briefed the Board on the Status of the SolSmart program, which is led by the International City/County Management Association (ICMA). The program is designed to recognize communities that have taken key steps to address local barriers to solar energy and to foster the growth of mature local solar markets. She explained that communities can receive awards of SolSmart Gold, Silver or Bronze. As a SolSmart Advisor, NCTCOG assisted five local cities to become SolSmart designated: Cedar Hill - Gold; Denton - Bronze; Kennedale - Silver; Lewisville - Bronze; and Plano - Bronze. In addition, grant funds have enabled the development of best practices, a website – www.gosolartexas.org, regional trainings and workshops, and other resources. NCTCOG staff intend to apply for regional SolSmart designation and hope that the activities that have been completed will warrant the Bronze SolSmart designation.

Item 17 Announcement of the President's 2020 Executive Board Nominating Committee

President Clark reminded the Board that Officers and Directors for NCTCOG's 2020-21 Executive Board will be elected at the Annual General Assembly Meeting on Friday, June 12, 2020. He explained that it is customary for the current President to serve as Chairman of a Nominating Committee, along with several of NCTCOG's past presidents, in order to qualify prospective nominees and prepare a slate to be submitted to the General Assembly. He provided a list of the recommended Nominating Committee members to the Board.

Exhibit: 2020-03-17-EDO

MISCELLANEOUS:

Item 18 Old and New Business


There was no old or new Business.

Item 19 Attendance and Calendar


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

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

Approved by:

DocuSigned by:

476B9E2277BD4F0...
J.D. Clark, President
North Central Texas Council of Governments
County Judge, Wise County

Checked by:

DocuSigned by:

A4E72C1BEF0F426...
Mike Eastland, Executive Director
North Central Texas Council of Governments