

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

Minutes — October 27, 2016

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:47 pm on October 27, 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
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
J.D. Clark, County Judge, Wise County
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
Ray Smith, Mayor, City of Prosper
B. Glen Whitley, County Judge, Tarrant County
Kathryn Wilemon, Councilmember, City of Arlington
Bruce Wood, County Judge, Kaufman County

Members of the Board Absent:

Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie
John Horn – Past President, County Judge, Hunt County
Chris Watts, Mayor, City of Denton

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
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
Heather Mazac, Compliance Legal Advisor, Administration
E.J. Harbin, Purchasing, Administration
Donato Perez, Planner, Transportation
Jenny Narvaez, Planner, Transportation
Berrien Barks, Planner, Transportation
Dana Buckholt, Operations Manager, Workforce
Chris Klaus, Senior Program Manager, Transportation

Debra Kosarek, Quality Assurance Manager, Workforce
James Powell, Assistant Counsel, Transportation
Molly Rendon, Assistant Director of Finance, Administration
Randy Richardson, Fiscal Analyst, Workforce
Shannon Stevenson, Program Manager, Transportation
Jamie Patel, Planner, Transportation

EXECUTIVE SESSION

After opening the regular session, President Smith immediately convened the Executive Session, pursuant to Sections 551.071 and 551.072 of the Texas Open Meetings Act to obtain legal advice and deliberate the purchase, exchange, lease, or value of real property. Representative Leach excused himself from the discussion because of a conflict of interest and left the meeting during the discussion.

REGULAR SESSION

President Smith closed the Executive Session and reconvened the Regular Session of the Board at 1:30 pm.

ACTION:

Item 1 Resolution on Matters Arising Out of Executive Session

President Smith entertained a motion for a possible action on matters arising out of the Executive Session. A motion was made to authorize a resolution giving the Executive Director authority to exercise certain actions associated with NCTCOG's office space lease. NCTCOG has a current lease with Uccello Immobilien GMBH for the Centerpoint I, II, and III buildings, for the existing office space, through March 31, 2023. An early termination option in the lease may be exercised on or before December 31, 2016, with an effective date of December 31, 2017. In order to consider this option and to provide direction in the event there is no December Board meeting, the Board gave the Executive Director the authority to take the following actions: continue the existing lease with no changes; extend the existing lease for 10 years with more favorable terms; or exercise the early termination provision and negotiate a lease for new office space (provided there was no December Board meeting and that any action be brought back to the Board for final approval).

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

See Exhibit E16-10-01

Item 2 Approval of Minutes

Upon a Motion by Judge Whitley (seconded by Councilmember Lombard), and unanimous vote of all members present, the Board approved the minutes of the September Executive Board meeting.

Representative Leach returned to the meeting. Dan McClendon & Katheryn Wilemon left the meeting.

Item 3 Resolution Authorizing a Request to the Economic Development Administration to Designate an Economic Development District for the North Central Texas Region

Lucille Johnson, Assistant to the Executive Director, asked the Board for authorization to submit a request and supporting materials (including proposed Bylaws) to the U. S. Economic Development Administration (EDA), for the formation of an Economic Development District (EDD) for the North Central Texas Region. She explained that in addition to authorization to submit the request for designation, the approval of this item also includes: designation of the name of the Economic Development District as the "North Central Texas Economic Development District (NCTEDD)"; approval of the Bylaws for the NCTEDD; and authorization to receive funds from the Economic Development Administration to organize and support the work of the NCTEDD.

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

See Exhibit E16-10-03

Item 4 Resolution to Review and Approve NCTCOG's Investment Policy

Monte Mercer, Deputy Executive Director, presented NCTCOG's Investment Policy for Board approval as required annually by the Public Funds Investment Act (PFIA) and explained changes in the authorized brokers/dealers list, which is updated each year based on the City of Arlington and City of Carrollton respective lists.

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

See Exhibit E16-10-04

Item 5 Resolution to Accept and Approve the Quarterly Investment Report

Monte Mercer, Deputy Executive Director, presented the Quarterly Investment Report for the quarter ending September 30, 2016. He also provided a supplementary schedule for the State's investment activity for Regional Toll Revenue funds and NTTA Hwy 161 funds.

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

See Exhibit E16-10-05

Item 6 Resolution Authorizing the Lease of Copiers and Related Services from Xerox

Monte Mercer, Deputy Executive Director, explained that the requested action would combine the agencies two active Xerox copier contracts, and provide the following benefits: increase administration and oversight efficiencies; result in significant savings (approximately \$65,160); and upgrade equipment and capabilities. The total sixty (60) month cost is \$1,129,020.

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

See Exhibit E16-10-06

Item 7 Resolution Authorizing a Contract with Woolpert, Inc. for High-Resolution Orthophotography and LiDAR Data

Tim Barbee, Director of Research & Information Services, requested authorization of a contract with Woolpert, Inc. for high resolution orthophotography, LiDAR and related services, in an amount not to exceed \$3,000,000. The project may include, upon request of the entities, portions of the Texoma Council of Governments, the Heart of Texas Council of Governments and the Texas Department of Transportation (TxDOT) Paris District. The project is funded 100% with local funds provided by the participants.

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

See Exhibit E16-10-07

Item 8 Resolution Authorizing FY2017 Purchase of Computer Hardware, Software and Information Technology Contract Services for the Agency

Tim Barbee, Director of Research & Information Services, asked the Board to approve the purchase of computer hardware, software and related services in the FY2017 Information Technology Infrastructure and Services Purchase Plan. The plan covers NCTCOG needs over the next 12 months and the purchase is in the amount of \$2,612,000. He explained that the NCTCOG Enterprise Information Technology environment includes support for 23 locations around the region, over 1,600 devices, over 300 applications and over 165 terabytes of electronic data.

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

See Exhibit E16-10-08

Item 9 Resolution Authorizing Submittal of Grant Application to the State Farm Good Neighbor Citizenship Company Grant Program

Michael Morris, Director of Transportation, explained that the 2017 Good Neighbor Citizenship Grant funded by the State Farm Companies Foundation and State Farm Insurance Company emphasizes auto and roadway safety. A request for approximately \$200,000 will be submitted to promote the implementation of a Driver Safety Social Marketing Campaign aimed at modifying negative driver behaviors. The grant is funded at 100 percent, therefore no local match is required.

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

See Exhibit E16-10-09

Representative Leach left the meeting.

Item 10 Resolution Authorizing an Agreement with the Texas Transportation Institute for Technical Assistance to Texas Department of Transportation - Dallas District

Michael Morris, Director of Transportation, told the Board that the FY2017 Unified Planning Work Program provides for corridor studies and environmental studies to support planning for various corridors. In 2012 and 2015, NCTCOG provided requested technical assistance to The Texas Department of Transportation, Dallas District, under subcontract with the Texas Transportation Institute. This action would continue these activities through an agreement in the amount of \$200,000 for FY 2017-18.

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

See Exhibit E16-10-10

Item 11 Resolution Approving Modifications to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning

Dan Kessler, Assistant Director of Transportation, presented an overview of the proposed changes to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning (UPWP), which were approved by the Regional Transportation Council in October. He explained that the UPWP is required by federal and State transportation planning regulations and provides a summary of the transportation and related air quality planning tasks to be conducted by Metropolitan Planning Organization (MPO) staff. New initiatives, project modifications, and funding adjustments have resulted in the need to amend the UPWP. He provided a detailed description of the changes to the Board as an attachment in the Agenda.

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

See Exhibit E16-10-11

Item 12 Resolution Authorizing a Continued Funding Partnership with Collin County

Michael Morris, Director of Transportation, recommended a continuation of the funding partnership with Collin County to exchange Low-Income Repair and Replacement Assistance Program/Local Initiative Projects (LIRAP/LIP) funds for approximately \$3.5 million in Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds (which includes \$515,294 in carryover from Fiscal Year 2016) with Transportation Development Credits as the local match. He explained that when program funding was severely restricted, Collin County took measures to opt out of LIRAP/LIP. In September of 2015, after full funding was restored, the Board authorized a

partnership with Collin County to exchange LIRAP funds for CMAQ funds in order to fully utilize all available nonattainment area revenue in the region. In exchange, Collin County LIRAP/LIP funding will be available for use in the other participating eight counties.

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

See Exhibit E16-10-12

Item 13 Resolution Authorizing Execution of a Contract for the 2016 Cooperative Transit Vehicle Security Camera Systems Procurement

Michael Morris, Director of Transportation, recommended Board approval of a contract to deliver and install camera systems to support onboard transit vehicle security, for a maximum two year term, in an amount not to exceed \$650,000. This project uses Federal Transit Administration funds, Transportation Development Credits, and local funds. He explained that following evaluation, a vendor selection committee recommended an award to Safety Vision, LLC. to purchase camera systems in the first year of the contract for up to 145 transit vehicles. The optional second year purchase would be for up to 50 transit vehicles.

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

See Exhibit E16-10-13

Item 14 Resolution Authorizing Consultant Contract with National Research Center, Inc., for a Regional Survey of Residents Regarding Bicycle Use

Michael Morris, Director of Transportation, explained that NCTCOG initiated procurement of a consultant to produce statistically valid survey results on bicycling and bicycle infrastructure in North Texas. The results of the survey would help guide future plans and projects that affect bicyclists. After review and evaluation of proposals, a consultant selection committee recommended the National Research Council, Inc. to perform the work, in a contract amount not to exceed \$125,000. In addition to regional and county-level surveys for the five core counties, city specific results for each of the partnering cities of Denton, Frisco, Garland, and Plano will also be gathered. This project is funded from a combination of Surface Transportation Program – Metropolitan Mobility (STP-MM) funds and local contributions provided by the Cities of Denton, Frisco, Garland, and Plano (\$70,000 STP-MM funds and approximately \$55,000 from the four participating cities listed).

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

See Exhibit E16-10-14

STATUS REPORTS:

Item 15 Status Report on Transportation Conformity Findings

Michael Morris, Director of Transportation, told the Board that in September, the Federal Highway Administration determined the 2016 Transportation Conformity for Mobility 2040: The Metropolitan Transportation Plan for North Central Texas (Mobility 2040) and the 2015-2018 Transportation Improvement Program for North Central Texas (TIP) meet all requirements for approval under the Clean Air Act Amendments of 1990. He explained that due to the ozone nonattainment status for the Dallas-Fort Worth region, both Mobility 2040 and the TIP must comply with federal air quality regulations and that, with this determination, projects in both programs may proceed.

Item 16 Status Report on The Big X Multi-Disciplinary, Multi-Jurisdiction Full Scale and Functional Exercise

Molly McFadden, Director of Emergency Preparedness, briefed the Board on preparations for the North Central Texas Regional Full-Scale (Big X) Exercise for November 11-13, 2016. She explained that the primary goal of the exercise is to increase proficiency levels in identified target capabilities and enhance the regional response to large-scale incidents. The exercise is designed to assess the ability to successfully respond to and manage

multiple terrorist events and other emergencies occurring simultaneously throughout the region. Dynamic and realistic exercise scenarios will provide training and a unique opportunity to evaluate a variety of regional emergency response capabilities, including: Explosive Ordnance Disposal (EOD), Hazardous Materials (HazMat), Special Weapons and Tactics (SWAT), Urban Search and Rescue (USAR), Community Emergency Response Teams (CERT), Wildland Fire, Emergency Management, Communications, and ESF-8 (Public Health and Medical) participants.

Item 17 Status Report on NCTCOG's 50th Anniversary Celebration

This item was postponed.

MISCELLANEOUS:

Item 18 New & Old Business

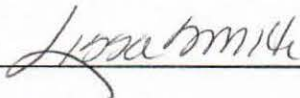
There was no new or old business.

Item 19 Attendance & Calendar

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

President Smith adjourned the meeting at 2:15 pm.

Approved by:



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

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments