

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

Minutes — January 28, 2016

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Horn called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 on January 28, 2016.

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
Kathryn Wilemon – Past President, Councilmember, City of Arlington
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
Jeff Leach, State Representative
Bobbie Mitchell, Commissioner, Denton County
Keith Self, County Judge, Collin County
Laura Wheat, Mayor, Town of Westlake

Members of the Board Absent:

Clay Jenkins, County Judge, Dallas County
Lee Kleinman, Councilmember, City of Dallas
Dan McClendon, Mayor Pro Tem, City of Burleson
Kevin Strength, Mayor, City of Waxahachie
Chris Watts, Mayor, City of Denton
B. Glen Whitley, County Judge, Tarrant County

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
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
James Powell, Assistant Counsel, Transportation
Karen Richard, Chief Human Resources Officer
Molly Rendon, Assistant Director of Finance, Administration
Shannan Ramirez, Chief Accounting Officer, Administration
Mark Brown, Program Manager, 9-1-1
Tamara Cook, Manager, Environment & Development Programs
LeAnna Russell, Technical Coordinator, 9-1-1
Jessie Shadowens, Special Projects Supervisor, Administration
Craig Johnson, Special Projects Management Analyst
Cori Reaume, Regional Training Center Administrator

Visitors Present:

Brian Bates, Captain, Mansfield Police Department
Tom McCarty, Gov Pay Net Sales, EWP
Melinda Richardson, Arlington, EWP
Sara Harris, HR Consultant, HR People Partners
Jody Puckett, Regional C Water Chair, Director of Development, City of Dallas
Charles Musy, Detention Supervisor, City of Carrollton
Deryl Corley, Court Administrator, Carrollton Municipal Court

REGULAR SESSION

ACTION:

Item 1 Approval of Minutes

President Horn stated that the first item on the agenda was approval of the minutes from the December 2015 Executive Board meeting.

Upon a Motion by Mayor Pro Tem Smith (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the minutes.

Item 2 Resolution to Accept and Approve the Quarterly Investment Report

Monte Mercer, Deputy Executive Director, presented the Quarterly Investment Report for the quarter ending December 31, 2015. 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 Clark (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the resolution as presented.

See Exhibit E16-01-2

Item 3 Resolution Authorizing Contract with Cornerstone OnDemand for Services to Participating Governmental Entities

Monte Mercer, Deputy Executive Director, reminded the Board that they previously approved a contract with Cornerstone OnDemand for a Learning Management System (LMS) to train and develop agency staff, with the option to extend training to participating governmental entities through NCTCOG's Regional Training Center (the Regional Training Center is now called the Training and Development Institute). Several local governments are interested in pursuing the LMS for the anticipated time and cost savings. To provide services to cities, NCTCOG will execute agreements with participating entities to purchase additional licenses through a contract with Cornerstone OnDemand for goods and services in an amount not to exceed \$350,000 annually. This will result in no net cost to NCTCOG.

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

See Exhibit E16-01-3

Item 4 Resolution Authorizing Contract with the Olsen Group for a Multi-Disciplinary, Multi-Jurisdictional Full-Scale Exercise

Molly McFadden, Director of Emergency Preparedness, recommended that a contract with The Olsen Group, Ltd., in an amount not to exceed \$500,000, be authorized to provide assistance and collaboration with NCTCOG Emergency Preparedness staff and regional stakeholders for a Homeland Security Exercise and Evaluation Program (HSEEP) compliant, full-scale, 16-county regional exercise. Funding is included in the 2015 State Homeland Security Grant Program, which is 100% funded with no local cost-share or match requirements. The

goal of the exercise is to increase proficiency levels in identified core capabilities, enhance multiagency/multidisciplinary response to large-scale incidents throughout the region, and to help NCTCOG member jurisdictions prepare for, respond to, and recover from the effects of natural and man-made emergencies and/or disasters.

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

See ExhibitE16-01-4

Item 5 Resolution Authorizing the Receipt of Surface Transportation Program - Metropolitan Mobility Funds for the Collin County Strategic Transportation Initiative

Dan Kessler, Assistant Director of Transportation, explained that in its final report, the Northeast Texas Rural Rail District (NETEX) Study, subsequently known as the Blacklands Corridor Feasibility Study, highlighted the need for additional strategic analysis of transportation issues in Collin County. The RTC programmed approximately \$1.4 million to conduct a follow-up study and directed staff to conduct a study of potential transportation alternatives in Collin County and to address interconnectivity issues between Collin County and western Hunt County on existing facilities. The study will identify potential projects to provide improved regional access and relieve anticipated overstressed portions of the transportation infrastructure within Collin County.

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

See ExhibitE16-01-5

Councilmember Kleinman entered the meeting.

Item 6 Resolution Authorizing Receipt of Funds for a Metropolitan Planning Organization Revolver Fund

Dan Kessler, Assistant Director of Transportation, explained that as originally authorized in October 2014, the MPO Revolver Fund would have been established with \$10 million in funds from the Texas Department of Transportation (TXDOT). TXDOT would collect the funds from local governments for specific projects, allocate state funds to those projects and send the local government contributions to NCTCOG to establish the Revolver Fund. This would enable NCTCOG to cash flow costs associated with federal and state programs administered by NCTCOG at the request of the Regional Transportation Council (RTC).

The RTC, TxDOT, and local governments have now determined that NCTCOG should receive funds directly from the participating local governments. This resolution authorizes NCTCOG to receive approximately \$10,000,000 from Dallas County, the City of Dallas, and other local governments, if necessary, to establish an MPO Revolver Fund. Reimbursements received as a result of payments from funds in the MPO Revolver will be credited back to the MPO Revolver upon receipt from the reimbursing entity. Funds received would be segregated in an account specifically for the MPO Revolver and interest will remain in the fund unless authorized for another purpose by the RTC and the Executive Board.

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 ExhibitE16-01-7

Item 7 Resolution Authorizing an Agreement with the City of Dallas and Dallas County Concerning the Fiscal Year 2016 Highway Traffic Patrol Program

Dan Kessler, Assistant Director of Transportation, explained that the Dallas County Highway Traffic Program is operated by the Dallas County Sherriff's Office to patrol limited-access highways in a portion of Dallas County. Dallas County, the City of Dallas and the Regional Transportation Council (RTC) have developed a strategy to address a Fiscal Year (FY) 2016 funding shortfall of approximately \$1,600,000 through a combination of financial contributions. Contributions include \$1,000,000 from the RTC (\$800,000 in Congestion Mitigation and Air Quality Improvement Program funds with a \$200,000 state match) and \$600,000 from the City of Dallas.

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

See ExhibitE16-01-7

Item 8 Resolution Authorizing a Consultant Contract for the North Central Texas Regional Joint Land Use Study

Dan Kessler, Assistant Director of Transportation, explained that NCTCOG served as the project sponsor for the 2008 Joint Land Use Study (JLUS) conducted for the Naval Air Station Fort Worth, Joint Reserve Base and surrounding communities. The purpose was to identify recommendations to promote community growth that supports and is compatible with military training and operations. NCTCOG has recently received funding from the Department of Defense Office of Economic Adjustment to support an update of the 2008 JLUS; and to include other significant military training facilities in the region. The Regional JLUS will seek to address encroachment issues while preserving military operation capabilities at a number of military facilities across North Texas. A Consultant Selection Committee has recommended AECOM to assist with the study for a contract amount not to exceed \$385,000.

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

See ExhibitE16-01-8

Item 9 Resolution Authorizing Agreement with Dennett Construction for 9-1-1 Offices and Lab Space

Christy Williams, Director of 9-1-1 Programs, explained that NCTCOG previously procured Architects for the design, development, and project administration for the build out of the 9-1-1 offices and lab space in CPIII. The Board previously approved up to \$350,000 for construction based on preliminary price estimates staff received in late 2014. Since the initial price estimates were received, increases in construction costs have resulted in a revised cost of approximately \$515,490 and, after evaluation, Dennett Construction is being recommended for a contract not to exceed that amount.

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 ExhibitE16-01-09

APPOINTMENTS:

Item 10 Appointments to the 9-1-1 Regional Advisory Committee

Christy Williams, Director of 9-1-1 Programs, explained that the 9-1-1 Regional Advisory Committee currently has four open seats and recommended the following appointments with a term of 3 years.

- Justice of the Peace #2 Craig Johnson, Wise County
- Major Pam Palmisano, Collin County (reappointment)
- Captain Brett Latta, Navarro County (reappointment)
- Dublin Police Chief Michael Jennings, Erath County

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

See ExhibitE16-01-10

Item 11 Appointments to the 2016 Emergency Preparedness Planning Council (EPPC)

Molly McFadden, Director of Emergency Preparedness, asked for approval of appointments to open seats on the Emergency Preparedness Planning Council (EPPC), as follows:

- Martin Woodruff, Mayor, Decatur
- Bruce Arfsten, Councilmember, Addison
- Joe Frizzell, Mayor Pro Tem, Midlothian
- David Kelly, Mayor, Colleyville
- Nancy Yingling, Councilmember, Coppell
- Steve Mason, Councilmember, Cedar Hill
- Perry Bynum, Councilmember, Euless
- Matthew Marchant, Mayor, Carrollton
- Tim Nelson, Councilmember, Frisco
- Rick Grady, Councilmember, Plano
- Marc Moon, Constable, Palo Pinto County
- Kelly Turner, Councilmember, Kennedale

Upon a Motion by Councilmember Wilemon (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the appointments as presented.

See Exhibit E16-01-11

Item 12 Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers

Councilmember Wilemon, Chair of the Appointments Committee, recommended approval of the following appointments and officers to the Regional Aging Advisory Committee (RAAC) to fill nine of 13 vacancies.

- Denton: Edgar Pilkington
- Ellis: Nanette McNatt
- Hood: Patsy Newsom
- Hunt: Sheryl Zehart
- Johnson: Martin Rechnitzer
- Parker: Shirley Leverett
- Rockwall: Gary Grant
- Somervell: Allen Sumners
- Wise: Kelly Jones

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 E16-01-12

STATUS REPORTS:

Item 13 Status Report on Region C Water Planning Group by Chair, Jody Puckett

Edith Marvin, Director of Environment and Development, introduced Jody Puckett, Chair of the Region C Water Planning Group to provide a briefing on the state of the 5-year 2016 Region C Water Plan that was approved by the Region C Water Planning Group (RCWPG) on November 9, 2015. The plan, along with others from regions across Texas, will be reviewed and combined into the 2017 State Water Plan, which is required by the Texas Legislature. The planning groups were selected by the Texas Water Development Board (TWDB) to help develop comprehensive state water plans for Texas through 2070. The area of Region C includes all or parts of 16 counties which overlap much of the upper portion of the Trinity River Basin. Region C Counties include Collin, Cooke, Dallas, Denton, Ellis, Freestone, Fannin, Grayson, Henderson (partial), Jack, Kaufman, Navarro, Parker, Rockwall, Tarrant, and Wise.

Ms. Puckett reported that state water planning efforts began with Senate Bill 1, which was passed by the 1997 Legislature and was spurred on by the 1996 drought. The Texas Water Development Board adopted water planning rules and set 16 regions for planning. The "Bottom Up" water planning process requires a report every 5 years. The current State Water Plan is due to the Governor and Legislature in 2017 to meet the State Water Plan schedule. The Region C Water Plan was submitted to Texas Water Development Board (TWDB) in November 2015. The TWDB will submit the State Water Plan to the Legislature in January 2017. The Regional Water Plan

contains: a description of the Region, the current population and water demand projections; currently available water supply; the identification of water needs; the identification, evaluation and selection of water management strategies (WMS), the impacts of the regional plan; drought responses, public participation, implementation and comparison to previous Regional Water Plan.

Summary of 2016 Region C Plan Presentation

- Population is projected to more than double over the next 50 years from nearly 6.5 million in 2010 to over 14.3 million by 2070
- Water demands in dry years will grow tremendously from just over 1.5 million acre-feet per year in 2011 to 2.9 million acre-feet per year by 2070
- Currently available water supplies are 1.7 million acre-feet per year
- Potential shortage of 1.2 million acre-feet per year by 2070 in new supplies are not developed.
- If new supplies are not developed based on a single year drought:
 - Regional income would reduce by over 34.6 billion
 - Regional employment would be reduced by over 373,000 jobs
 - Regional Population would be reduced by nearly 70,000 persons
 - An extended drought would have an even greater impact on the region
- Five Major new reservoirs are recommended
- The 2060 projected demand decreased 600,000 acre-feet per year from the 2011 Region C Plan
- The 2060 total municipal gallon per capita per day (gpcd) decreased 35 gpcd from the 2011 Region C Plan
- Total reuse and conservation supply will make up 41 percent of Region C's 2070 demand without conservation
- Recommended Water Management Strategies to meet demands
 - 37% currently available surface and groundwater
 - 27% conservation and reuse
 - 16% connection of existing supplies
 - 20% development of new supply (including reservoirs)
- Conflict between the Region C and Region D Initially Prepared Water Plans resolved by:
 - Region C moving the Marvin Nichols Reservoir as a designated strategy to the year 2070 and
 - Region C support of Region D in studying alternatives to Marvin Nichols

Councilmember Glaspie left the meeting.

Item 14 Status Report on Regional Landscape Initiative for Water Efficiency

Edith Marvin, Director of Environment and Development, briefed the Board on the regional landscape initiative. The initiative will develop a toolkit that could help municipalities increase outdoor water efficiency. The toolkit may include a voluntary water-efficient landscape ordinance and compilation of best management practices related to landscape standards for the region. Initiative development includes a proposed contract with Dallas Water Utilities, North Texas Municipal Water District, Tarrant Regional Water District, and Upper Trinity Regional Water District.

Item 15 Annual Update on the Electronic Warrant Payments Shared Services Program

Monte Mercer, Deputy Executive Director, briefed the Board on the Electronic Warrant Payments Program and distributed the 2015 Annual Fiscal Year Report. The warrant program is a NCTCOG Shared Services Program allowing participating entities to electronically accept warrant and some other related payments and fees. Begun in June of 2013 with five pilot entities, there are now 16 participating entities and 12 more are anticipated to be added in 2016. From June 2013 through October 2015, the program has collected and distributed almost \$2,100,000 in over 3,900 transactions.

MISCELLANEOUS:

Item Old and New Business


There was no old or new Business.

Item Attendance and Calendar

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

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

Approved by:



John Horn
President, North Central Texas Council of Governments
County Judge, Hunt County

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments