

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

Minutes — May 26, 2022

Transportation Council Room | 616 Six Flags Drive | Arlington, Texas

President Sweet called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on May 26, 2022.

**Members of the Board Present:**

- |                   |                     |
|-------------------|---------------------|
| 1. David Sweet    | 8. Carlos Flores    |
| 2. Andrew Piel    | 9. Clyde Hairston   |
| 3. Bill Heidemann | 10. Chris Hill      |
| 4. Ray Smith      | 11. Clay Jenkins    |
| 5. Alfonso Campos | 12. Cara Mendelsohn |
| 6. Rick Carmona   | 13. Bobbie Mitchell |
| 7. Jorja Clemson  | 14. Glen Whitley    |

**Members of the Board Absent:**

1. Kayci Prince
2. Glenn Rogers

**Members of the Staff Present:**

Mike Eastland, Monte Mercer, Molly Rendon, Tim Barbee, Doni Green, Edith Marvin, Phedra Redifer, Christy Williams, Jerri Watson, Maribel Martinez, Dan Kessler, Ken Kirkpatrick, James Powell, Charles Covert, Chris Klaus, Randy Richardson, Brian Lister, Donna Coggeshall

**Visitors Present:**

Victoria Johnson, Councilmember, Burleson

**REGULAR SESSION**

**PUBLIC COMMENT ON AGENDA ITEMS**

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

**ACTION:**

**Item 1 Approval of Minutes**

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

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

**Item 2 Resolution Authorizing a Contract with Xerox Financial Services for Copiers and Related Services**

Randy Richardson, Assistant Finance Director, requested Board authorization to enter contractual agreements with Xerox Financial Services for Copiers and Related Services for a maximum sixty (60) month term and in an amount not to exceed \$235,500 (excluding overage and price per page charges). This contract provides for five (5) copiers at NCTCOG Headquarters and seventeen (17) for the Workforce Centers. This amounts to a reduction of twenty-two (22) copiers in total which was made possible by decreased usage of these machines since the 2016 contract was approved. This results in significant cost savings while still meeting the business needs of the Agency.

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

**Item 3 Resolution Authorizing Supplemental Allocations for Aging Nutrition Services**

Doni Green, Director of Aging, requested Board authorization for the allocation of supplemental funds to eight (8) nutrition subrecipients that will exceed the terms of their performance-based agreements as follows:



She explained that the Board authorized pass-through funding of approximately \$3.7 M per annum to nutrition subrecipients in August 2019 with allocations based on estimated funding provided by the Texas Health and Human Services Commission (HHSC). Additionally in March 2021, the Board authorized supplemental allocations to all nutrition subrecipients with funding through Families First, CARES, and American Rescue Act. Funding for the allocation of supplemental funds to the eight (8) nutrition subrecipients is a result of unexpended CARES Act funds that must be expended during the current fiscal year.

Exhibit: 2022-05-03-AG

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

**Item 4 Resolution Authorizing Receipt of FY2020 Homeland Security Grant Funds (UASI) and a Contract with The Olson Group to Update the THIRA/SPR**

Maribel Martinez, Emergency Preparedness Manager, requested Board authorization for receipt of \$110,694.82 in FY2020 Homeland Security Grant Funds for the 2020 UASI – NCTCOG – THIRA/SPR project through contractual agreements with The Olson Group. The Dallas/Fort Worth/Arlington Urban Area Security Initiative (UASI), which is part of the Homeland Security Grant Program (HSGP), reallocated available FY2020 Homeland Security grant funds to NCTCOG to complete our regional Threats, Hazards, Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) which is required by FEMA to receive Homeland Security Grant funds. This new UASI funded contract will complete the other half of the FEMA requirements to update the THIRA and SPR and will not exceed \$110,694.82. The HSGP funds do not require a match or cost share.

Exhibit: 2022-05-04-EP

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

**Item 5 Resolution Authorizing a Lease Extension for the Cleburne Workforce Center**

Phedra Redifer, Director of Workforce Development, requested Board authorization for a 5-year lease extension with the Cleburne Workforce Center at a price per square foot of 9,300 not to exceed \$15.80 (including base rent, taxes, insurance, common area maintenance and tenant improvement (TI) amortization but excluding electric and janitorial amounts). The TI allowance provides for the following upgrades:

- New paint and flooring
- Automated door openers
- Dedicated office space to accommodate VR staff integration
- Required building modifications to meet Texas Accessibility Standards
- LED lighting to reduce electrical costs

She explained that staff agreed to a 5-year term instead of the standard 7 – 10-year lease extension options to allow for post-pandemic customer traffic patterns to stabilize and for staff to develop a strategic and comprehensive approach to where and how many stand-alone Centers are located throughout the 14-County region. A more

moderate lease extension term will provide optimal flexibility for staff to introduce a new service delivery model should the current Cleburne Center model not meet the needs of evolving Workforce Solutions customer engagement behaviors.

Exhibit: 2022-05-05-WD

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

**Item 6 Resolution Amending Contract Authorization for Natural Playground Enhancement Design Services**

Phedra Redifer, Director of Workforce Development, requested Board approval amending the contract with Green Space Learning for Natural Playground Enhancement Design Services by \$37,500, for a revised total amount not to exceed of \$187,500. She explained that the Board previously approved a resolution authorizing a contract with Green Space Learning for the provision of Natural Playground Enhancement Design Services, for a maximum one (1) year term and in an amount not to exceed \$150,000 in March 2022 that was to provide playgrounds with natural elements for up to thirty (30) Texas Rising Star Early Learning Programs and the participation was greater than anticipated. This amended contract amount will provide an additional seven (7) Texas Rising Star Early Learning Programs with playground enhancements this fiscal year and will assist in meeting specific Texas Rising Star assessment measures for improvement.

Exhibit: 2022-05-06-WD

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

**Item 7 Resolution Endorsing Fiscal Year (FY) 2022 Multimodal Projects Discretionary Grant (MPDG) Grant Applications Submitted to the United States Department of Transportation**

Dan Kessler, Assistant Director of Transportation, requested Board endorsement for the submittal of three grant applications to the USDOT under the MPDG Program in the amount of \$235.5 million, as detailed in Attachment 1. The Regional Transportation Council (RTC) approved the submission of the projects to USDOT under the MPDG Program.

2022-05-07-TR  
Attachment 1

**FY 22 Multimodal Projects Discretionary Grant (MPDG) Program  
Proposed NCTCOG Projects – Complete List & Attributes**

1										
PROJECT		SUBMITTAL			COST / FUNDING STATUS (in \$ millions)					
TITLE	DESCRIPTION/LIMITS	EAST/ WEST	BEFORE (Agency)	NOW (Agency)	TOTAL COST	FEDERAL			NON-FEDERAL	
						MPDG GRANT	EXISTING <sup>1</sup>	NEW (RTC) <sup>2</sup>	STATE <sup>3</sup>	LOCAL <sup>4</sup>
<b>IH 30 Downtown Dallas Canyon</b>	Reconstruct IH 30 corridor from IH 35E to IH 45 with a narrowed cross-section, modern design standards, and increased capacity to facilitate improved multimodal connectivity, restitch long-severed Downtown communities, and spur economic growth in an Opportunity Zone	EAST	INFRA 2021 (TxDOT w/ NCTCOG as co-sponsor)	INFRA/MEGA (TxDOT w/ NCTCOG as co-sponsor)	542.0	90.5	234.7		216.8	
<b>South Dallas County Inland Port Multimodal Connectivity</b>	Reconstruct Belt Line Road and Sunrise Road for improved Inland Port multimodal capacity & access to/from IH 35E, IH 45, & Loop 9; Add 5.1 miles of new shared-use path to link with existing Pleasant Run Road path; implementation pilot for Headlight construction management software	EAST	RAISE 2022 (NCTCOG)	INFRA/RURAL (NCTCOG)	82.525	45.0	8.0 <sup>A</sup>	12.53 <sup>A</sup>		16.995 <sup>A</sup>
<b>East Lancaster Avenue Complete Streets &amp; Transit Technology</b>	Reconstruct aging East Lancaster Avenue between Pine Street and IH 820 into a context-sensitive multimodal corridor, including accommodations for an integrated high-capacity bus transit service, to revitalize a critical economic and socially significant asset for east Fort Worth	WEST	INFRA 2021 (NCTCOG)	INFRA/MEGA (NCTCOG)	182.0	100.0	40.0 <sup>B</sup>		30.0 <sup>A</sup>	12.0 <sup>B</sup>

1. A. – \$8.0M STBG (Cat 7); B. – \$40.0M TxDOT Federal Funds (Cat 2)  
 2. A. – \$12.53M STBG (includes 4.27M TDCs)  
 3. A. – \$30.0M TxDOT State Funds (NEPA/Design, ROW, Non-Franchise Utilities, & Engineering/Inspection)  
 4. A. – \$5.1M Dallas County, \$2.645M City of Wilmer, \$7.65M City of Lancaster, \$1.0M Franchise Utilities; B. – \$10.0M City of Fort Worth (2022 Bond), \$2.0M Franchise Utilities/Water/Sewer

Exhibit: 2022-05-07-TR

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

**Item 8 Resolution Authorizing an Interlocal Agreement for the Dallas Area Rapid Transit and City of Garland Funding Partnership**

Dan Kessler, Assistant Director of Transportation, requested Board authorization to enter into an Interlocal Agreement with Dallas Area Rapid Transit and the City of Garland to facilitate the \$15 million in Regional Transportation Council (RTC) federal funding to be provided to DART, with \$15 million in DART local funds to be sent to the City of Garland consistent with the terms and conditions outlined in the RTC action on May 12, 2022. No funds will be returned to NCTCOG under this Agreement.

He explained that the RTC previously approved this partnership in September 2019, but since that time, the City of Garland has worked on a development plan in the area, which is part of, and adjacent to, the South Garland Transit Center. As such, Dallas Area Rapid Transit (DART), the City, and RTC staff have agreed to a three-party partnership to allow the City to use local funds from DART for the work.

Exhibit: 2022-05-08-TR

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

**Item 9 Resolution Approving the Metropolitan Planning Organization's Title VI Program and Language Assistance Plan Updates**

Ken Kirkpatrick, General Counsel, requested Board approval for the Metropolitan Planning Organization's (MPO) Title VI Program and Language Assistance Plan Updates which is required to be updated every three years by the Federal Transit Administration (FTA). The Title VI Program identifies actions the North Central Texas Council of Governments (NCTCOG) takes to ensure nondiscrimination based on race, color, and national origin, including limited English proficiency and is specific to its MPO responsibilities under federal law. The Title VI Program also includes information on how NCTCOG monitors its transit subrecipients for Title VI compliance.

The resolution was approved by the Board with an instruction to staff to conduct an inventory of local governments and transit authorities for transportation-related waivers or grandfathering of Americans with Disabilities Act requirements for projects receiving funds allocated by the Regional Transportation Council (RTC) and require a self-reporting disclosure of such for NCTCOG subrecipients of RTC allocated funds, and report such results back to the Executive Board and RTC and, if possible, add to this plan as a supplement.

Exhibit: 2022-05-09-TR

*Judge Jenkins entered the meeting.*

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

**Item 10 Resolution Authorizing Fiscal Year 2023-2024 Funding Initiatives Supporting Sustainable Environmental Excellence**

Edith Marvin, Director of Environment and Development, requested Board authorization to execute necessary agreements and to receive funds for the Fiscal Year 2023-2024 Initiatives Supporting Sustainable Environmental Excellence. She stated that NCTCOG is working with local governments, federal/state agencies, and other partners to implement the adopted vision and strategic plan towards Sustainable Environmental Excellence and explained that the continuation of programmatic initiatives will enable staff to build upon the successful accomplishments of the region.

Specific programmatic initiatives to be funded during 2023 and 2024 include:

- Water Quality Management Planning
- Watershed Nonpoint Source Pollutant Planning
- Regional Urban Stormwater Management Coordination
- Trinity River Corridor COMMON VISION Coordination
- Regional Public Works Council Initiatives
- Wastewater and Treatment Education Roundtable Initiatives
- Cooperative Technical Partnership Activities

- Center of Development Excellence Partnerships
- North Texas Regional Integration of Sustainability Efforts Coalition Initiatives
- Regional Codes Coordination
- Regional Energy Management
- Integrated Transportation and Stormwater Management Activities
- Community Development Block Grant Management

Exhibit: 2022-05-10-ED

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

**Item 11 Resolution Amending Authorization for Subrecipient Agreements for Integrated Watershed Based Planning for Regional Transportation and Stormwater Management in the Upper Trinity River Basin**

Edith Marvin, Director of Environment and Development, requested Board approval Amending Authorization for Subrecipient Agreements for Integrated Watershed Based Planning for Regional Transportation and Stormwater Management in the Upper Trinity River Basin. The agreement authorization for the following subrecipients: US Army Corps of Engineers, Tarrant Regional Water District, University of Texas at Arlington, and Texas A&M University (AgriLife and Texas Disaster Information System) to assist in carrying out the Integrated Transportation and Stormwater Management Project is revised in the amounts reflected in Attachment 1. This is a joint project between NCTCOG's Environment and Development and Transportation Departments and is funded jointly with Texas Water Development Board Flood Infrastructure Funds (FIF) and federal Surface Transportation Block Grant funds awarded by the Regional Transportation Council for a total project cost of \$6 million. NCTCOG has executed the necessary funding agreements for the State and federal funds to support this project.

**Attachment 1  
REVISED SUBRECIPIENT AWARDS FOR INTEGRATED WATERSHED BASED PLANNING FOR REGIONAL  
TRANSPORTATION AND STORMWATER MANAGEMENT IN THE UPPER TRINITY RIVER BASIN  
May 2022**

Entity	Revised Not to Exceed Amount
U.S. Army Corps of Engineers	\$800,000
Tarrant Regional Water District	\$2,000,000 <sup>(1)</sup>
Texas A&M AgriLife	\$200,000 <sup>(2)</sup>
Texas A&M Texas Disaster Information System	\$500,000 <sup>(1)</sup>
University of Texas at Arlington	\$200,000 <sup>(3)</sup>
	\$500,000
	\$700,000 <sup>(1)</sup>
<b>Total</b>	<b>\$2,200,000</b>
	<b>\$3,400,000</b>

- (1) Funding source expected to be evenly split between Texas Water Development Board and Surface Transportation Block Grant funds.  
 (2) Funding source expected to be Texas Water Development Board funds.  
 (3) Texas A&M Disaster Information System will be a subcontractor to University of Texas at Arlington.

Exhibit: 2022-05-11-ED

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

**Item 12 Resolution Amending Authorization of FY2022 Purchase of Computer Hardware, Software, and Information Technology Contract Services for the Agency**

Tim Barbee, Director of Research and Information Services, requested Board authorization amending the FY2022 purchase of computer hardware, software, and Information Technology contract services for the agency consistent with Attachment A, in a revised total amount not to exceed \$4,025,000. He explained that the original plan was

approved by the Board in September 2021 in the amount of \$3,375,000. Actual activity this year will result in an increase of \$650,000 in purchases and changes to vendor allocations. The \$650,000 increase is primarily related to the procurement of a Unified Communications as a Service (UCaaS) system to replace the existing NCTCOG phone system and associated services.

**Attachment A**

#	Category	Vendor(s)	Costs
<b>Updated Board Authorizations</b>			
1	<b>Client Devices and Accessories:</b> Includes the cost of all printers, computers, tablets, monitors, accessories, and associated warranties. These items are typically purchased off a cooperative purchasing contract.	CDWG, Dell, SHI	\$ 365,000.00
2	<b>Client Productivity Software and Software as a Service:</b> Includes the cost of client productivity and collaboration software or software as a service. This includes Adobe, Smartsheet, Zoom, and other productivity software. These items are typically purchased off a cooperative purchasing contract.	Carahsoft, CDWG	\$ 90,000.00
3	<b>Network, Internet, and Voice Equipment and Services:</b> Includes the cost of equipment for the network routers, switches, firewalls, access points, or enterprise voice and data network equipment and associated warranties and software maintenance. These items are typically purchased off a cooperative purchasing contract.	CDWG, DataVox, Flair Data Systems, SHI, SKC/AVISPL	\$ 385,000.00
4	<b>Data Center and Infrastructure Equipment:</b> Includes the cost of replacing, upgrading, or purchasing new data center server, storage, and data protection equipment, including any warranties or software maintenance contracts. These items are typically purchased off a cooperative purchasing contract.	FreeIT, UDI/Converged	\$ 500,000.00
5	<b>Cabling and Wiring Services:</b> Includes the cost of cabling services, installing patch panels and equipment racks, and testing existing cabling and wiring. This will be purchased off a cooperative purchasing contract.	NCS	\$ -
6	<b>Internet, Telephone, and Wide Area Network Services:</b> Includes the cost for Internet and telephone connectivity for the Agency and the cost of the wide area network connectivity required for the Workforce Department. This will be purchased off a state contract.	AT&T, CenturyLink, Spectrum, TxDIR	\$ 295,000.00
7	<b>Financial System Software Maintenance:</b> Includes the maintenance of Deltek financial software. This is a sole source purchase.	Deltek	\$ 150,000.00
8	<b>Onboard, Recruiting, and Performance Management Software:</b> Includes the annual subscription for the SilkRoad Technology software for personnell and performance management. The software is purchased direct.	SilkRoad Technology	\$ -
9	<b>Microsoft CRM Hosting:</b> Includes the hosting of our CRM environment based on identified business needs of the departments in the Agency	SHI	\$ 60,000.00
10	<b>Laserfiche Software and Support:</b> Includes the cost of Laserfiche software and maintenance, and the cost of support services for the Laserfiche software and related technologies. This will be purchased off a cooperative purchasing contract.	MCCi	\$ 200,000.00

11	<b>Website Licensing, Migrations and Support:</b> Includes the cost of licensing and related services for the main NCTCOG website and other websites on the Kentico platform. This will be purchased off a cooperative purchasing contract.	SHI	\$ 325,000.00
12	<b>Security Software, Services, and Hardware:</b> Includes funds for the maintenance, support, and associated services for security hardware and software. Typically purchased off a cooperative purchasing agreement.	SHI, Carahsoft, Future Com, Kudelski Security	\$ 605,000.00
13	<b>Microsoft Software Support Services:</b> Includes the cost of the Microsoft annual support contract, and consulting services on Microsoft technologies such as System Center Configuration Manager, SQL Database software, Office 365, and Windows Server. Typically purchased off a cooperative purchasing agreement.	Microsoft, Planet Technologies	\$ 150,000.00
14	<b>Unified Communications Software, Hardware, and Services:</b> Includes the cost of implementation, services, hardware, and subscriptions for replacing our current on-premise phone system with a Unified Communications as a Service (UCaaS) system. Typically purchased off of a cooperative purchasing agreement with a 36-48 month term.	8x8, Ring Central, SKC/AVISPL, CDWG, Avaya	\$ 900,000.00

Exhibit: 2022-05-12-RIS

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

**STATUS REPORTS:**

**Item 13 Status Report - Presentation of 2022 Current Population Estimates**

Brian Lister, Senior Research Data Analyst, provided a presentation on the *2022 Current Population Estimates* for the North Central Texas region. The report included estimated population totals for all cities over 1,000 in population, each county, the twelve-county metropolitan planning area, and the region. The U.S. 2020 Census base-year figures and revised estimates for 2021 were also provided as part of the presentation. NCTCOG's population estimates are often cited and are recognized for their coverage, timeliness, and uniqueness.

Exhibit: 2022-05-13-RIS

**MISCELLANEOUS:**

**Item 14 Old and New Business**

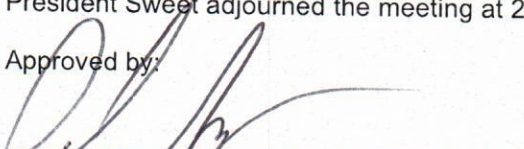
Mike Eastland reminded the Board of the upcoming General Assembly and polled their attendance plans. He also stated that the Executive Board Nominating Committee had met earlier today to nominate a slate of Officers and Board members to be voted on at the General Assembly.

**Item 15 Attendance and Calendar**

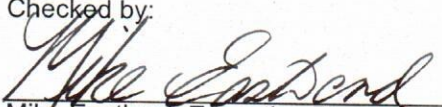
The Board was provided with a Calendar of meeting and a record of Attendance.

President Sweet adjourned the meeting at 2:02 p.m.

Approved by:

  
 David Sweet, President  
 North Central Texas Council of Governments  
 Rockwall County Judge

Checked by:

  
 Mike Eastland, Executive Director  
 North Central Texas Council of Governments