

RESOLUTION TO ACCEPT AND APPROVE THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR 2016

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

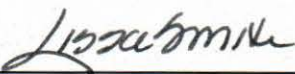
WHEREAS, NCTCOG's Comprehensive Annual Financial Report along with single audit reports for fiscal year ended September 30, 2016, are hereby submitted as audited by independent auditing firm Weaver & Tidwell, LLP; and,

WHEREAS, the Audit Committee of the Executive Board and the Executive Board have reviewed the documents.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

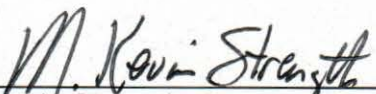
Section 1. The NCTCOG Executive Board hereby accepts and approves the Comprehensive Annual Financial Report along with single audit reports for fiscal year 2016.

Section 2. 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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

RESOLUTION SUPPORTING REGIONAL AMENDMENTS TO THE 2015 INTERNATIONAL SWIMMING POOL AND SPA CODE

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been active in promoting construction code uniformity in the region for more than four decades; and,

WHEREAS, code uniformity has been documented to lead to a decrease in confusion and delays for builders, developers, and architects; a decrease in costs to municipalities in the development of codes; and, ultimately a decrease in construction and insurance costs to consumers; and,

WHEREAS, the 2015 International Codes are the most current nationally recognized industry standard for buildings and construction; and,

WHEREAS, the 2015 International Swimming Pool and Spa Code is a voluntary code that local governments do not have to adopt; and,

WHEREAS, the Regional Codes Coordinating Committee (RCCC), through its respective code advisory board, has reviewed the 2015 International Swimming Pool and Spa Code and developed regional amendments to the code; and,

WHEREAS, the RCCC has approved regional code amendments to the 2015 International Swimming Pool and Spa Code.

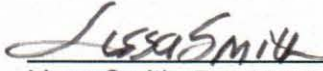
NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board firmly supports the current activities in promoting building code uniformity in the North Central Texas region.

Section 2. The NCTCOG Executive Board supports the RCCC's Regional Amendments to the 2015 International Swimming Pool and Spa Code.

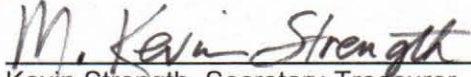
Section 3. The NCTCOG Executive Board directs staff to send the Regional Amendments to the 2015 International Swimming Pool and Spa Code to member governments with the associated recommended Guidance for cities to use when considering adopting their own codes.

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 Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

RESOLUTION AUTHORIZING RECEIPT OF GRANT FUNDS AND ADDITIONAL STAFF POSITION TO SUPPORT THE TARRANT COUNTY HAZARD MITIGATION ACTION PLAN (HAZMAP) UPDATE

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the NCTCOG is working with local governments and others in building regional emergency preparedness capacity; and,


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

WHEREAS, NCTCOG applied for grant funding under the Pre-Disaster Mitigation grant program totaling \$352,000, which includes a 25% local non-federal share of \$88,000 and a 75% federal share of \$264,000, to update the HazMAP for Tarrant County and the participating jurisdictions therein; and,

WHEREAS, NCTCOG intends to utilize a portion of these grant funds to support an additional full-time equivalent (FTE) staff position in the Emergency Preparedness Department to support this initiative.

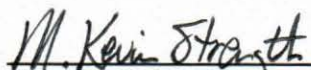
NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- SECTION 1.** NCTCOG is authorized to receive funds from FEMA, through the Texas Department of Emergency Management's Mitigation Section, in the amount of approximately \$264,000 to support the Tarrant County HazMAP update.
- SECTION 2.** The NCTCOG Executive Board authorizes one (1) new full-time equivalent (FTE) staff position for the Emergency Preparedness Department.
- SECTION 3.** These funds will be incorporated into the appropriate fiscal year budget.
- SECTION 4.** The Executive Director or designee is authorized to execute necessary agreements to carry out the initiatives described herein, including receipt of local funds, 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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

RESOLUTION AUTHORIZING THE RECEIPT OF FUNDS FOR PLANNING AND IMPLEMENTATION PROGRAMS FROM THE TEXAS DEPARTMENT OF TRANSPORTATION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

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

WHEREAS, on January 8, 2017, the RTC authorized the programming of Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Surface Transportation Block Grant Program (STBGP) funds and associated local match funds of approximately \$1,530,000 for planning and implementation programs to be administered and managed by NCTCOG.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to receive Congestion Mitigation and Air Quality Improvement Program funds and Surface Transportation Block Grant Program funds, and associated local match funds in the amount of approximately \$1,530,000 as reflected in Attachment 1.

Section 2. These funds are programmed for multiple fiscal years and shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.

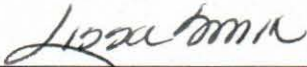
Section 3. The Executive Board accepts the fiduciary responsibility to administer the planning and implementation programs carried out with these funds.

Section 4. The Executive Director or designee is authorized to enter into agreements with the Texas Department of Transportation for each project specified in Attachment 1.

Section 5. NCTCOG is authorized to expend funds for the projects and in the amounts specified in Attachment 1.

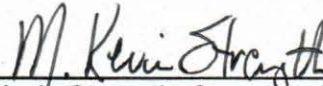
Section 6. The Executive Director or designee is authorized to enter into agreements with other partners to carry out these programs, including agreements for the receipt of local match.

Section 7. 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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

Program Title	Funding Source	Match Source	Total Funding Amount	Fiscal Year	Program Status
New Approval for FY2017-2018 Funds					
Preliminary Engineering for Veloweb Trail Connections	CMAQ	Local	\$625,000	2018	New
Regional Aerial Photography & Data Collection Program	STBGP	State	\$905,000	2017	New

TOTAL \$1,530,000

RESOLUTION AUTHORIZING AN AGREEMENT WITH THE CITY OF DALLAS AND DALLAS COUNTY CONCERNING THE FISCAL YEAR 2017 HIGHWAY TRAFFIC PATROL PROGRAM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

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

WHEREAS, Element 5.05 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program provides for Congestion Management Operations, including implementation of the Texas Department of Transportation Partnership for Congestion Management to rapidly clear collisions and stalled vehicles; and,

WHEREAS, the highway traffic program for FY2017 in Dallas County serves as one of the initiatives to reduce congestion, and a funding shortfall for the operation of this program has been identified; and,

WHEREAS, Dallas County, the City of Dallas, and the Regional Transportation Council have developed a partnership funding strategy to address the funding shortfall through a mix of financial contributions and cost savings; and,

WHEREAS, under this partnership, the City of Dallas will contribute \$600,000 and RTC will contribute \$3,000,000; and,

WHEREAS, under this partnership, the contributions will be adjusted by additional revenues generated from: 1) increased collection of traffic court fees and 2) potential partnerships with tow truck operators or others; and,

WHEREAS, under this partnership, any additional revenues generated will reduce each partner's contribution to the program; and,

WHEREAS, RTC has programmed \$3,000,000 for the benefit of Dallas County for the RTC's financial contribution to the Dallas County Highway Traffic Program; and,

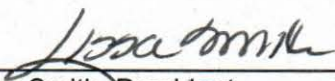
WHEREAS, Chapter 791 of the Government Code provides authority for NCTCOG and local governments to enter into agreements for the provision of governmental functions and services of mutual interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to enter into an agreement with the City of Dallas and Dallas County to provide up to \$3,000,000 (Congestion Mitigation and Air Quality Improvement Program funds and associated state match) for Fiscal Year 2017 for the RTC contribution for the Dallas County Highway Traffic Program. Dallas County will fund \$3,000,000 as well, and the City of Dallas will fund \$600,000.

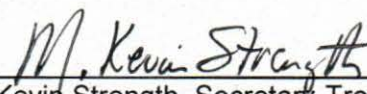
Section 2. The Executive Director or designee is authorized to execute this agreement on behalf of the North Central Texas Council of Governments.

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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

**RESOLUTION AUTHORIZING AN AGREEMENT WITH THE CITY OF FORT WORTH FOR
THE CITYWIDE ACTIVE TRANSPORTATION PLAN**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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 Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program Element 5.03 provides for bicycle and pedestrian planning activities; and,

WHEREAS, on January 12, 2017, the RTC approved the 2017-2020 Transportation Improvement Program Development Draft Final Listings which included funding for the City of Fort Worth Active Transportation Plan; and,

WHEREAS, under this partnership, the City is responsible for any cost overruns; and,

WHEREAS, Chapter 791 of the Government Code provides authority for NCTCOG and Local Governments to enter into Agreements for the provision of governmental functions and services of mutual interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:


Section 1. NCTCOG is authorized to enter into an agreement with the City of Fort Worth to develop a citywide active transportation plan.

Section 2. NCTCOG is authorized to receive approximately \$215,000 from the City of Fort Worth to support the citywide active transportation plan. These funds will serve as the local match to the \$250,000 in RTC Local funds allocated to this effort by the Regional Transportation Council.

Section 3. These funds shall be incorporated into the appropriate fiscal year budget and the Unified Planning Work Program.

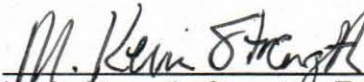
Section 4. The Executive Director or designee is authorized to execute an agreement with the City of Fort Worth on behalf of the North Central Texas Council of Governments.

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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

RESOLUTION APPROVING MODIFICATIONS TO THE FY2016 AND FY2017 UNIFIED PLANNING WORK PROGRAM FOR REGIONAL TRANSPORTATION PLANNING

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) 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 the North Central Texas Council of Governments and has been and continues to be the regional forum for cooperative decisions on transportation; and,

WHEREAS, federal law, Fixing America's Surface Transportation (FAST) Act, assigns the MPO the responsibility for carrying out the metropolitan planning process, in cooperation with the State and operators of publicly owned transit services; and,

WHEREAS, the FAST Act assigns the MPO the responsibility for development of a Unified Planning Work Program which addresses the planning priorities of the metropolitan area and describes the metropolitan transportation and related air quality planning activities to be undertaken and capital purchases to be made to support the planning process; and,

WHEREAS, project additions, a funding adjustment, and text updates have resulted in the need to amend the FY2016 and FY2017 Unified Planning Work Program; and,


WHEREAS, the proposed modifications to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning were approved by the Regional Transportation Council on February 9, 2017.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board approves Amendment #5 to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning.

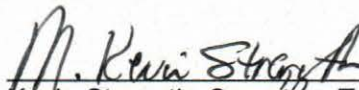
Section 2. The proposed FY2016 and FY2017 Unified Planning Work Program modifications include funds that have become available since the adoption of the FY2017 budget, and the FY2017 budget is hereby amended to incorporate the resources associated with the approval of this resolution.

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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

**RESOLUTION AUTHORIZING THE TRANSFER OF TRANSIT BUSES TO
OZARK REGIONAL TRANSIT**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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) funds in the Dallas-Fort Worth-Arlington and Denton-Lewisville Urbanized Areas for multiple funding programs, 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 public transit providers operating service in the Dallas-Fort Worth-Arlington and Denton-Lewisville Urbanized Areas, with responsibilities of administration, grant management and compliance for FTA programs; and,

WHEREAS, Ozark Regional Transit (ORT) is a public transportation provider in Northwest Arkansas and has identified an immediate need for transit vehicles; and,

WHEREAS, the Texas Department of Transportation (TxDOT) and FTA have expressed support to meet this expedited need for transit vehicles; and,

WHEREAS, NCTCOG intends to transfer three vehicles no longer required by NCTCOG, and for which NCTCOG is the lienholder, to ORT through a grantee-to-grantee transfer with FTA approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Director or designee is authorized to execute the necessary agreements to effectuate the transfer (permanent or temporary) of vehicles between NCTCOG, as an FTA grantee, and other FTA grantees including the release of liens as needed.

Section 2. The Executive Director or designee confirms that the following vehicles are no longer needed by NCTCOG and may be transferred to ORT with the remaining federal interest amount:

Year/Make/Model	VIN	Federal Interest
2015 Glaval Concorde II	3FRNF6FL9FV554732 ¹	\$ 119,666.99
2015 Glaval Concorde II	3FRNF6FL0FV554733 ²	\$ 111,210.31
2015 Glaval Concorde II	3FRNF6FL2FV554734 ³	\$ 67,013.52

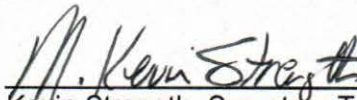
Section 3. For vehicles that have federal interest remaining when transferred as authorized above, the Executive Director or designee shall ensure that the receiving agency agrees to maintain the vehicles in accordance and in compliance with FTA requirements and that the transferred vehicles will be included in the receiving agency's equipment inventory records.

Section 4. This motion shall be in effect immediately upon 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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

¹ Federal funds utilized from NCTCOG grant with FTA (100% federal share)

² Federal funds utilized from NCTCOG grant with FTA and TxDOT (66% and 27% federal share)

³ Federal funds utilized from NCTCOG grant with TxDOT (56% federal share)

**RESOLUTION ACCEPTING THE AUDIT REPORT FROM WEAVER AND TIDWELL, LLP,
FOR AGREED UPON PROCEDURES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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 Unified Planning Work Program (UPWP) provides that consultant assistance may be requested to perform planning and implementation projects in the UPWP; and,

WHEREAS, NCTCOG's Transportation Department utilizes contracting procurement procedures in the selection and contracting with consultants to perform these activities; and,

WHEREAS, NCTCOG's Transportation Department's contracting procurement procedures have been approved by the Texas Department of Transportation (TxDOT); and,

WHEREAS, NCTCOG's Transportation Department's contracting procurement procedures requires an external audit of contracts in excess of \$250,000; and,

WHEREAS, the accounting firm of Weaver and Tidwell, LLP, performed an audit of the Transportation Department's consultant and subgrantee contracts in excess of \$250,000 that closed during Fiscal Years (FY) 2014 and 2015, to determine compliance with the department's contracting procedures; and,

WHEREAS, the audit consisted of a financial and non-financial review of a total of 14 contracts. Ten contracts were funded in whole or part through agreements with TxDOT and are required to be reviewed. Four contracts were funded through other federal or State sources and were selected through a random sample out of 12 contracts that the department desired to be reviewed, although not required under the contracting procedure; and,

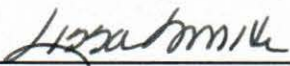
WHEREAS, Weaver and Tidwell, LLP, prepared a final report finding that no exceptions existed for any of the contracts reviewed.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG accepts the Agreed-Upon Procedures Audit Report, included as Attachment 1, prepared by Weaver and Tidwell, LLP, on Transportation Department consultant and subgrantee contracts in excess of \$250,000 for FY2014 and FY2015.

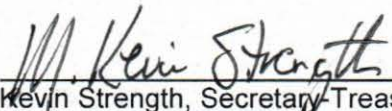
Section 2. The report shall be transmitted to TxDOT and other funding agencies as appropriate.

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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS

AGREED UPON PROCEDURES

SEPTEMBER 30, 2016



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Mr. Monte Mercer
Deputy Executive Director
North Central Texas Council of Governments
Arlington, Texas

We have performed the procedures listed below, which were agreed to by North Central Texas Council of Governments (the Council) in the engagement letter dated September 26, 2016, solely to assist the Council in verifying the invoices related to the Transportation consultant contracts listed in Schedule B of this report, are in compliance with the procedures listed in the attached Schedule A. The Council's management is responsible for the Council's compliance with those procedures. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those specified parties in this report. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached document either for the purpose for which this report has been requested or for any other purpose.

PROCEDURES PERFORMED AND FINDINGS

In accordance with your instructions, our procedures and findings on the vouchers selected from the selected contracts listed in Schedule B are as follows:

- A. We verified the consulting contracts listed in Schedule B contained documented and reviewed labor hours and rates by reviewing the Form 60 or applicable budget pages. From the vouchers selected, we reviewed invoices for proper documentation and approval of overhead rates, profit calculations, and new salary rates.

No exceptions were found as a result of applying those procedures.

- B. We performed a financial review of invoices related to the consulting contracts listed in Schedule B for evidence of verification and calculation of overhead rates as agreed upon in the contract.

No exceptions were found as a result of applying those procedures.

- C. We performed a financial review of invoices related to the consulting contracts listed in Schedule B for evidence of verification and calculation of allowable profit as agreed upon in the contract.

No exceptions were found as a result of applying those procedures.

- D. We reviewed documentation of final work product and final Payment Authorization Memos (PAM) to confirm that the process included proper verification from program management of project completion and/or product delivery to authorize final payment, including release of retainage when applicable.

No exceptions were found as a result of applying those procedures.

- E. For all contracts listed in Schedule B, we performed a financial review of invoices related to the consulting contracts listed in Schedule B for evidence of DBE (Disadvantaged Business Enterprises) participation as agreed upon in the contract.

No exceptions were found as a result of applying those procedures.

- F. We verified invoices related to the consulting contracts listed in Schedule B contained proper determination of allowable costs in accordance with OMB Circular A-87, *Cost principles for State, Local, and Indian Tribal Governments*.

No exceptions were found as a result of applying those procedures.

- G. We verified invoices related to the consulting contracts listed in Schedule B reflected travel costs as agreed upon in the contract (\$125 sustenance per day).

No exceptions were found as a result of applying those procedures.

We were not engaged to, and did not, conduct an examination, the objective of which would be the expression of an opinion on compliance. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Council's Executive Director, the Transportation department, management, and the Funding Agency, and is not intended to be and should not be used by anyone other than these specified parties.

Weaver and Tidwell, L.L.P.
WEAVER AND TIDWELL, L.L.P.

Fort Worth, Texas
February 10, 2017

**AGREED-UPON PROCEDURES
FOR THE
NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

We applied the following procedures to the contracts listed in Schedule B. If the contract had 5 or fewer total vouchers, then we applied these procedures to 100% of the vouchers. If the contract had more than 5 total vouchers, then we randomly sampled 15% of the vouchers and applied these procedures to the vouchers selected.

1. Documentation and review of labor hours and rates by reviewing Form 60 (or applicable budget pages) for proper documentation and approval of overhead rates, profit calculations, and new salary rates.
2. Verification and calculation of overhead rates as agreed upon in the contract.
3. Verification and calculation of allowable profit as agreed upon in the contract.
4. Documentation and review of final work product and final Payment Authorization Memos (PAM) to confirm that the process included proper verification from program management of project completion and/or product delivery to authorize final payment, including release of retainage when applicable.
5. Verification of Disadvantaged Business Enterprise Participation as agreed upon in contracts.
6. Determination of allowable costs per OMB Circular A-87 (2 CFR 225), *Costs Principles for State, Local and Indian Tribal Governments*.
7. Determination if travel costs are as agreed upon in the contract (\$125 sustenance per day).

**CONSULTING CONTRACTS
TO PERFORM
AGREED-UPON PROCEDURES**

<u>P/O Number</u>	<u>Project Name</u>	<u>Consultant</u>	<u>Beg Date</u>	<u>Ending Date</u>	<u>Close Out Date*</u>	<u>Project Mgr</u>	<u>Project Status</u>	<u>Audit Schedule</u>
TR-11-0354	Regional Traffic Signal Remitting Project	Kimley-Horn & Associates, Inc	10/11/2010	4/30/2014	7/10/2014	Natalie Bettger	Complete	Sep-16
19224	Transit Needs Assessment Planning Studies	Nelson/NYGAARD Consulting	9/17/2012	9/30/2013	1/30/2014	Jessie Huddleston	Complete	Sep-16
TR-11-0410	Regional Vanpool Program	DART Vanpool FY 12	10/1/2011	9/30/2012	4/12/2013	Sonya Landrum	Complete	Sep-16
19308	Regional Vanpool Program	DART Vanpool FY 13	10/1/2012	9/30/2013	11/18/2013	Sonya Landrum	Complete	Sep-16
19995	Regional Vanpool Program	DART Vanpool FY 14	10/1/2013	9/30/2014	10/27/2014	Sonya Landrum	Complete	Sep-16
TR-11-0355	Regional Traffic Signal Remitting Program	HDR Engineering	11/3/2010	6/9/2014	10/28/2014	Natalie Bettger	Complete	Sep-16
19808	Backlands Corridor Feasibility Study	Half Associates, Inc	9/10/2013	1/30/2015	2/16/2015	Chad McKeown	Complete	Sep-16
19809	2014 Transit Travel Survey	ETC Institute	9/3/2013	8/31/2015	10/9/2015	Kathy Yu	Complete	Sep-16
TR-12-0436	Photogramery Training and Technical Support	Dechant Consulting Services	9/30/2011	9/30/2014	5/15/2014	Ken Kirkpatrick	Complete	Sep-16
19297	Passenger Shuttle Services	City of Mesquite	3/3/2014	9/30/2015	7/22/2016	Jessie Huddleston	Complete	Sep-16
21054	Enhanced Mobility for Seniors and Individuals with Disabilities Program	City of Arlington	3/6/2014	7/29/2015	7/29/2015	Jessie Huddleston	Complete	Sep-16
TR-11-0346	Alternative Fuel Advanced Technology	P.A.M Transport	5/14/2010	1/29/2012	12/17/2013	Carrie Reese	Complete	Sep-16
20414	Highway Traffic Program FY 2013	Dallas County	10/2/2012	8/25/2014	8/26/2014	Natalie Bettger	Complete	Sep-16
20487	Highway Traffic Program FY 2014	Dallas County	12/19/2013	12/10/2014	12/10/2014	Natalie Bettger	Complete	Sep-16

**VOUCHER SELECTIONS
TO PERFORM
AGREED-UPON PROCEDURES**

P/O Number TR-11-0354
Project name Regional Traffic Signal Retiming Project
Consultant Kimley Horn & Assoc., Inc.
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	212085	12,969.22
2	213328	22,836.19
3	220458	85,626.04
4	228724	4,862.39
5	234271	41,037.61
6	246654	10,977.79
7	254751	16,562.13
8	261896	28,729.95
9	271403	8,439.08
10	280208	19,884.64
11	288210	22,292.56
12	293829	39,512.35
13	298152	51,651.13
14	306334	13,430.10
15	319527	40,268.60
16	324671	15,170.60
17	337415	108,432.63

P/O Number TR-11-0410
Project name Regional Vanpool Services FY 12
Consultant DART
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	231051	136,433
2	248200	140,614
3	274175	140,853

P/O Number 19224
Project name Transit Needs Assessment Planning Studies
Consultant Nelson NY GAARD
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	277223	20,677.90
2	296894	40,403.53

P/O Number 19224
Project name Transit Needs Assessment Planning Studies
Consultant Nelson NY GAARD
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	213047	18,809.64
2	214393	27,476.26
3	216042	57,260.11
4	220550	21,434.56
5	222753	28,687.94
6	226327	35,715.82
7	228673	20,174.47
8	230996	13,681.19
9	240022	30,781.07
10	258795	32,140.24
11	264590	49,644.20
12	269024	32,620.22
13	281809	4,534.52
14	294263	5,874.18
15	306343	17,396.47
16	317342	6,671.08
17	319526	48,144.47
18	328612	41,919.55
19	337403	90,200.07

P/O Number 19308
Project name Regional Vanpool Program FY 13
Consultant DART
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	288338	139,314.85
2	295623	128,149.86

P/O Number 19995
Project name Regional Vanpool FY 14
Consultant DART
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	317687	128,237.87
2	325651	124,689.65

**VOUCHER SELECTIONS
TO PERFORM
AGREED-UPON PROCEDURES**

P/O Number 19808
Project name Backlands Corridor Feasibility Study
Consultant Half Associates
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	313799	48,519.58
2	318709	64,485.87
3	328336	39,455.67
4	352802	19,380.29

P/O Number TR-11-0436
Project name Photogramery Training and Technical Support
Consultant Dechant Consulting Services
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	246123	47,690.00
2	309515	48,935.00

P/O Number TR-10-0346
Project name Alternative Fuel Advanced Technology Project
Consultant PAM Transport
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	212809	1,633,877.00

P/O Number 20414
Project name Highway Traffic Program
Consultant Dallas County
Sample Method 100%

Items sampled	Voucher #	Amount
1	337184	800,000.00

P/O Number 19809
Project name 2014 Transit Travel Survey
Consultant ETC Institute
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	325054	307,661.09
2	337405	105,331.12
3	376744	150,455.94

P/O Number 19297
Project name Passenger Shuttle Services
Consultant City of Mesquite
Sample Method Random (15%)

Items sampled	Voucher #	Amount
1	302908	39,474.39
2	358430	43,490.76

P/O Number 21054
Project name Enhanced Mobility for Seniors and Individuals with Disabilities Program
Consultant City of Arlington
Sample Method 100%

Items sampled	Voucher #	Amount
1	368823	654,818.00

P/O Number 20487
Project name Highway Traffic Program FY 2014
Consultant Dallas County
Sample Method 100%

Items sampled	Voucher #	Amount
1	347755	1,000,000.00

Resolution Appointing a Legislator as an Ex-Officio Member of the North Central Texas Council
of Governments Executive Board

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, HB 2160 was passed during the 82nd Session of the Texas State Legislature and requires a Council of Governments to offer a legislator a seat on its Executive Board; and,

WHEREAS, a legislator eligible to hold said seat must represent a Legislative District that is located in-whole or in-part in a county holding membership in the North Central Texas Council of Governments; and,

WHEREAS, said seat is ex-officio and non-voting; and,

WHEREAS, there is no provision for the assignment of this seat to another person or for an alternate to be named; and,


WHEREAS, the Executive Board has conducted an impartial lottery to determine the legislator to hold this seat, and,

WHEREAS, Senator/Representative Ron Simmons was selected through this lottery process.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

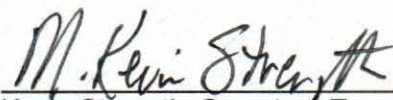
Section 1. Senator/Representative Ron Simmons is appointed to be a member of the NCTCOG Executive Board in accordance with HB 2160.

Section 2. Senator/Representative Ron Simi is to serve on the Executive Board until January 31, 2019.



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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

RESOLUTION ADOPTING FISCAL YEAR 2018 CRIMINAL JUSTICE GRANTS POLICIES AND PROCEDURES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG is responsible for reviewing and scoring local agencies' criminal justice grant applications; and,


WHEREAS, the Criminal Justice Division's Interlocal Cooperation Agreement with NCTCOG requires Criminal Justice Grants Policies and Procedures to be adopted by NCTCOG's Executive Board; and,

WHEREAS, the Criminal Justice Policy Development Committee (CJPDC), which is appointed by the Executive Board, reviewed, approved and recommended Executive Board adoption of the Fiscal Year 2018 Criminal Justice Grants Policies and Procedures on December 19, 2016.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

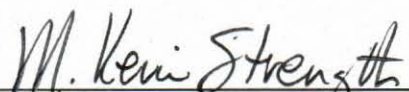
Section 1. The NCTCOG Executive Board adopts the Fiscal Year 2018 Criminal Justice Grants Policies and Procedures, included in Attachment 1.

Section 2. 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 February 23, 2017.



Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie