

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING
Minutes — March 22, 2018**

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Lombard called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:44 pm on March 22, 2018.

Members of the Board Present:

1. Tom Lombard – President, Councilmember, City of North Richland Hills
2. Kevin Strength – Vice President, Mayor, City of Waxahachie
3. J.D. Clark – Secretary/Treasurer, County Judge, Wise County
4. Lissa Smith – Past President, Previous Mayor Pro Tem, City of Plano
5. Douglas Athas, Mayor, City of Garland
6. Kelly Allen Gray, Councilmember, City of Fort Worth
7. Clay Jenkins, County Judge, Dallas County
8. Lee Kleinman, Councilmember, City of Dallas
9. Curtistene McCowan, Mayor, City of DeSoto
10. Bobbie Mitchell, Commissioner, Denton County
11. Nick Sanders, Mayor, Town of Trophy Club
12. Keith Self, County Judge, Collin County
13. Ray Smith, Mayor, City of Prosper
14. Kathryn Wilemon, Councilmember, City of Arlington
15. Paul Voelker, Mayor, City of Richardson

Members of the Board Absent:

16. Ron Simmons, State Representative
17. B. Glen Whitley, County Judge, Tarrant County
18. Bruce Wood, County Judge, Kaufman County

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 McFadden, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
Dana Buckholt, Operations Manager, Workforce
Lori Clark, Principal Planner, Transportation
Tamara Cook, Manager, Environment & Development
Sara Harris, Senior Program Manager, Administration
Chris Klaus, Senior Program Manager, Transportation
Debra Kosarek, Quality Assurance Manager, Workforce
Wesley Shimek, Planner, Transportation

REGULAR SESSION

ACTION:

Item 1 Approval of Minutes

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

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

Item 2 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation

Michael Morris, Director of Transportation, asked the Board to authorize the receipt of funds in the amount of approximately \$5,000,000 (\$4,010,000 in Surface Transportation Block Grant Program funds, \$990,000 in State match, and 10,000 in Transportation Development Credits) from the Texas Department of Transportation. This additional funding has been programmed for two projects: Implementation of Technology to Detect Auto Occupancy Verification and Regional Congestion Management and Data Collection.

Exhibit: 2018-03-02-TR

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

Item 3 Resolution Approving Modifications to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning

Dan Kessler, Assistant Director of Transportation, asked for approval of the third amendment to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning, which was approved by the Regional Transportation Council on March 8, 2018. He described the new initiatives, updates to existing projects, and funding adjustments that have resulted in the need to amend the Program. The Unified Planning Work Program is required by state and federal regulations and addresses the planning priorities, activities and capital purchases to be made to support the planning process.

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 the federal Fixing America's Surface Transportation (FAST) Act. The Regional Transportation Council (RTC) is the regional transportation policy body that carries out the metropolitan planning process, in cooperation with the State and operators of publicly owned transit services.

Exhibit: 2018-03-03-TR

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

Item 4 Resolution Authorizing an Agreement with the City of Granbury to Promote and Implement Clean Air Initiatives in Hood County

Michael Morris, Director of Transportation, explained that in January 2018, the Regional Transportation Council approved additional funding for clean air initiatives in Hood County. He asked for approval to enter into an agreement with the City of Granbury to promote and implement clean air strategies in Hood County and the surrounding communities, for an amount not to exceed \$150,000 of Surface Transportation Block Grant Program funds utilizing Transportation Development Credits as the local match.

Exhibit: 2018-03-04-TR

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

Item 5 Resolution Authorizing Personal Services Agreement with Sandra Wesch to Expedite Environmental and Design Review for Surface Transportation Projects

Michael Morris, Director of Transportation, asked for authorization to enter into a personal services agreement with Sandra Wesch, a recently retired NCTCOG employee in an amount not to exceed \$250,000 over a two-year period, with an option to renew for two additional one-year periods. The Scope of Services for Ms. Wesch is to assist in the development of the environmental documentation for the Collin County Outer Loop and High-Speed Rail between Dallas and Fort Worth, as well as other technical assistance as may be required for an average of 20 hours per week. This project will use existing Regional Toll Revenue funds from the regional account (i.e., not a county-specific account) programmed by the Regional Transportation Council for environmental and planning support for surface transportation projects.

Exhibit: 2018-03-05-TR

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

Item 6 Resolution Authorizing a Consultant Contract with Nelson\Nygaard Consulting Associates for the DART Red and Blue Line Corridors Transit-Oriented Development Parking Management Study

Michael Morris, Director of Transportation, asked for approval to enter into a consultant contract with Nelson\Nygaard Consulting Associates in an amount not to exceed \$275,000, to complete the DART Red and Blue Line Corridors Transit-Oriented Development (TOD) Parking Management Study. This project is funded with a portion (\$220,000) of the Federal Transit Administration (FTA) Planning Pilot for TOD grant awarded in October 2016 and \$55,000 in RTC Local funds. The study will conduct an occupancy count of select garages along the corridors and evaluate required parking minimums and utilization rates. The study will be used to develop planning recommendations for improved policies and practices for managing the supply of vehicle parking and would be used to enable more transit-oriented development and improve transit ridership.

Exhibit: 2018-03-06-TR

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

Item 7 Resolution Endorsing Access North Texas, the Coordinated Public Transit-Human Services Transportation Plan for North Central Texas

Michael Morris, Director of Transportation, asked the Board to endorse Access North Texas, the public transit-human services transportation plan that is required every four years by state and federal planning requirements. The plan serves as a guide for projects funded under federal transit programs that serve transit-dependent populations. Access North Texas was developed with the participation of elected officials, local government staff, transit riders, health and human service agencies, educational institutions, and businesses. The plan identifies the transportation needs of older adults, individuals with disabilities, individuals with lower incomes, and others with transportation challenges.

Exhibit: 2018-03-07-TR

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

Item 8 Appointment to the Regional Aging Advisory Committee (RAAC)

Doni Green, Director of Aging, asked the Board to appoint DeeAnn Strother to fill a vacant position representing Johnson County on the Regional Aging Advisory Committee (RAAC). RAAC is comprised of 28 members, with two representatives from each county in the 14-county service area adjacent to, but not served by, Dallas and Tarrant Counties, which have their own Area Agencies on Aging AAA. RAAC assists in the development and implementation of the AAA plan for persons sixty years old and over.

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

Item 9 Announcement of the President's 2018 Executive Board Nominating Committee

Mike Eastland, Executive Director, explained that the officers and Directors for the 2018-19 NCTCOG Executive Board will be elected at the Annual General Assembly Meeting on Friday, June 15, 2018. It has been customary for the current President to serve as Chairman of the Nominating Committee and to appoint several of NCTCOG's past presidents to serve on the Committee in order to qualify prospective nominees and prepare a slate to be submitted to the General Assembly. A listing of the past presidents selected to serve was provided to the Board.

STATUS REPORTS:

Item 10 Status Report on the Vocational Rehabilitation Integration within the Workforce Centers

Monte Mercer, Deputy Executive Director, briefed the Board on the current and projected integration of state Vocational Rehabilitation (VR) staff with Texas Workforce Commission (TWC) staff. The integration was based upon a TWC requirement that VR staff be integrated into the workforce centers. He explained that during FY 2017, VR staff were integrated within two of the regional workforce centers: Corsicana and Waxahachie. Current projections are that additional workforce centers will be integrated within the next twelve months. Plans include various office location changes and remodeling to accommodate the increase in staff.

Item 11 Status Report on Regional Police Academy Space Needs and Opportunity to Lease Additional Space

Monte Mercer, Deputy Executive Director, provided the Board with an update on the building remodel project in regards to the Regional Police Academy (RPA). He explained that the RPA has been in operation for 50 years and at the current location in CenterPoint I office complex for approximately 32 years. With limited facilities to support the number of recruits being trained, particularly as it relates to locker rooms, restrooms and classroom space, staff have been exploring additional facilities that would accommodate their needs. Various options have been explored and staff is considering a lease approximately one quarter mile from the NCTCOG main offices, which would provide additional space. Staff will continue working through lease negotiations and evaluating programmatic elements related to the new facility to determine the feasibility of leasing this property.

Item 12 Status Report on Regional Toll Revenue Funds, Regional Transportation Council Local Funds, and Regional Transportation Council Revolver Fund

Michael Morris, Director of Transportation, updated the Board on the status of the following programs:

- The Regional Transportation Council (RTC) Revolver Fund: Funding in this account, which has recently been received, should always have a value of \$10 million. It will be used to pay invoices where reimbursement will be placed back into the account.
- RTC Local funds: These revenues are a result of RTC actions and are managed by NCTCOG. Local funds are used to implement low cost projects or for leverage for additional funding.
- Regional Toll Revenue (RTR) funds: These funds are revenue sources that come from toll revenue in the region. NCTCOG Transportation and Administration Departments maintain a website that tracks RTR funds, which are managed by the Texas Department of Transportation. RTC policy requires that RTR funding recommendations be coordinated with the county from which the revenues are credited.

Item 13 Status Report on Proposed NCTCOG Bylaws Amendment

Mike Eastland, Executive Director, asked the Board to consider a proposed Bylaws amendment that would address the issue of a quorum for the purposes of a NCTCOG Executive Board meeting. He explained that Section XI (C) of the Bylaws requires any proposed amendments to the Bylaws to be submitted in writing to the Executive Board at least sixty days prior to consideration by the General Assembly, which is scheduled for June 15, 2018. The change would exclude the required Board position of ex-officio, non-voting member from the quorum requirement in order to address the occasional difficulty in obtaining a quorum during the Texas

Legislative Session. He presented a proposed bylaws Amendment to exclude the non-voting Executive Board members for purposes of determining a quorum. The Amendment will be considered for NCTCOG General Assembly action at its June 2018 meeting.

Exhibit: 2018-03-13-EDO

Item 14 Status Report on Contract with Workforce Board

President Lombard announced that this item would be taken in Executive Session to consult with and obtain legal advice from legal counsel, which is authorized under Section 551.071 of the Open Meetings Act. At 1:55 pm he called the Executive Session to order. No action was taken. At 2:20 pm. President Lombard reconvened the Executive Board Meeting.

MISCELLANEOUS:

Item 15 Old and New Business

There was no old or new Business.

Item 16 Attendance and Calendar

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

President Lombard adjourned the meeting at 2:20 pm, and immediately convened the Board of the North Central Texas Council of Governments Foundation, Inc.

Approved by:



Tom Lombard
President, North Central Texas Council of Governments
Councilmember, City of North Richland Hills

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments

North Central Texas Council of Governments Foundation, Inc.

616 Six Flags Drive, Arlington, TX, 76011

BOARD MEETING

Minutes — March 22, 2018

[Immediately Following the Executive Board Meeting]

President Lombard called the regular meeting of the North Central Texas Council of Governments Foundation Board, Inc. to order at 2:21 pm on March 22, 2018.

Members of the Board Present:

1. Tom Lombard – President, Councilmember, City of North Richland Hills
2. Kevin Strength – Vice President, Mayor, City of Waxahachie
3. J.D. Clark – Secretary/Treasurer, County Judge, Wise County
4. Lissa Smith – Past President, Previous Mayor Pro Tem, City of Plano
5. Douglas Athas, Mayor, City of Garland
6. Kelly Allen Gray, Councilmember, City of Fort Worth
7. Clay Jenkins, County Judge, Dallas County
8. Lee Kleinman, Councilmember, City of Dallas
9. Curtistene McCowan, Mayor, City of DeSoto
10. Bobbie Mitchell, Commissioner, Denton County
11. Nick Sanders, Mayor, Town of Trophy Club
12. Keith Self, County Judge, Collin County
13. Ray Smith, Mayor, City of Prosper
14. Kathryn Wilemon, Councilmember, City of Arlington
15. Paul Voelker, Mayor, City of Richardson

Members of the Board Absent:

16. Ron Simmons, State Representative
17. B. Glen Whitley, County Judge, Tarrant County
18. Bruce Wood, County Judge, Kaufman County

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Doni Green, Director of Aging
Michael Morris, Director of Transportation
Edith Marvin, Director of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel

NCTCOG FOUNDATION BOARD:

ACTION:

Item F01 Approval of the Minutes from the July 27, 2017 NCTCOG Foundation, Inc. Board Meeting

President Lombard stated that the first item on the agenda was approval of the minutes from the July 27, 2017 Foundation Board meeting.

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

Clay Jenkins left the meeting.

Item F02 Resolution Authorizing Submittal of Grant Applications to Enhance and Support the NCTCOG Aviation Careers Program

Michael Morris, Director of Transportation, asked the Board to authorize the submittal of grant applications requesting funds for the promotion and enhancement of aviation careers to include an aviation careers website and mentoring programs. He explained that proposals for approximately \$200,000 in grant funds will be submitted to 501(c)(3) nonprofits, including: Giving Guide (Communities Foundation of Texas), Boeing, Gulfstream Gives, American Honda Foundation, Engineering Information Foundation, Ford Motor Company Fund and Community Services, and others.


Exhibit: 2018-03-F02-TR

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

There being no other business, President Lombard adjourned the meeting at 2:25 pm.

Approved by:

Checked by:



Tom Lombard
President, North Central Texas Council of Governments
Councilmember, City of North Richland Hills



Mike Eastland, Executive Director
North Central Texas Council of Governments