



North Central Texas Council of Governments

TO: NCTCOG Executive Board **DATE:** September 15, 2016
FROM: Mike Eastland
 Executive Director
SUBJECT: Executive Board Meeting

Please note: The time and order of the meeting has changed for this month! The next regular meeting of the **NCTCOG Executive Board** will be:

DATE: September 22, 2016

Please RSVP to the Executive Director's office as soon as possible by return email or call (817) 695-9100.

REGULAR SESSION / EXECUTIVE SESSION

TIME: 12:00 noon – Open Regular Session

- Immediately Convene in **EXECUTIVE SESSION** for Executive Director's Performance Review (Lunch will be served during Executive Session)
- Close Executive Session
- Reconvene Regular Session for Consideration of Items Discussed During Executive Session (Possible Action)
- Regular Session Recess until 12:45 p.m., if necessary

12:45 p.m. – Reconvene Regular Session

NCTCOG FOUNDATION, INC. BOARD MEETING

TIME: Immediately Following the Executive Board Meeting
(All Executive Board Members are also Foundation Board Members)

PLACE: NCTCOG Offices
Centerpoint II Conference Center
616 Six Flags Drive
Arlington, TX 76011
Transportation Council Room

President Smith encourages you to attend this important meeting. We look forward to seeing you there!

ME:sc

**616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org**

North Central Texas Council of Governments

616 Six Flags Drive, Arlington, TX, 76011

EXECUTIVE BOARD AGENDA

September 22, 2016

12:00 Noon

Executive Board

____ Lissa Smith

____ Kelly Allen Gray

____ Keith Self

____ Tom Lombard

____ Clay Jenkins

____ Ray Smith

____ Kevin Strength

____ Lee Kleinman

____ Chris Watts

____ John Horn

____ Jeff Leach

____ Glen Whitley

____ Bruce Archer

____ Dan McClendon

____ Kathryn Wilemon

____ J. D. Clark

____ Bobbie Mitchell

____ Bruce Wood

Staff

____ Mike Eastland

____ Edith Marvin

____ Christy Williams

____ Monte Mercer

____ Michael Morris

____ Lucille Johnson

____ Tim Barbee

____ David Setzer

____ Stephanie Cecil

____ Doni Green

____ Molly McFadden

12:00 NOON: REGULAR SESSION Call to Order Time: _____

The Regular Session will immediately convene to Executive Session, where lunch will be served.

CONVENE EXECUTIVE SESSION Time: _____

The Executive Board will convene in Executive Session pursuant to Open Meetings Act Section 551.074 to deliberate regarding personnel matters.

Performance Review of Executive Director and Consideration of Compensation

CLOSE EXECUTIVE SESSION Time: _____

RECONVENE REGULAR SESSION Time: _____

____/____ Item 1. Consideration of Compensation of the Executive Director

RECESS UNTIL 12:45 Time: _____

12:45 PM: RECONVENE REGULAR SESSION Time: _____

Pledge to the United States and Texas Flags

ACTION:

Motion/ Second	Item	Name of Item
___/___	2	Approval of Minutes
___/___	3	Conduct a Public Hearing Regarding the Annual Fiscal Program for Fiscal Year 2016-2017 and Consider a Resolution to Accept and Approve the Annual Fiscal Program - Monte Mercer
___/___	4	Resolution Ratifying Fiscal Year 2016 Contract Option and to Authorize Fiscal Year 2017 Contract Option with Gradient Solutions for Professional Advisory Services - Monte Mercer
___/___	5	Resolution Authorizing Contract with The Bogdahn Group LLC for Retirement Consultant Services - Monte Mercer
___/___	6	Resolution Authorizing an Increase to the Contract to ResCare Workforce Services for Delivery of Childcare Services - David Setzer
___/___	7	Resolution Authorizing Contract with Quality Medical Supplies for Medical Equipment and Supplies - Doni Green
___/___	8	Resolution Authorizing FY2017 and 2018 Agreements for Aging Caregiver Service - Doni Green
___/___	9	Resolution Authorizing Contracts with Instruction and Training Providers - Doni Green
___/___	10	Resolution Authorizing Acceptance of the FY2016 Homeland Security Grant Program (HSGP) Funds to Support Regional Activities - Molly McFadden
___/___	11	Resolution Authorizing Amendment to Memorandum of Understanding with United States Army Corps of Engineers to Expedite Environmental Permitting - Michael Morris
___/___	12	Resolution Authorizing Contract Amendments for the 2014 Cooperative Transit Vehicle and Inspection Services Procurements - Michael Morris
___/___	13	Resolution Authorizing a Contract with United Road Towing Texas, Inc. for Wrecker Services on SH 161 - Michael Morris
___/___	14	Resolution Authorizing an Agreement with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC to Implement a Toll Discount Pilot Program to Travel Outside of the Peak Travel Period - Michael Morris

___/___ 15 Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives - Michael Morris

___/___ 16 Resolution Endorsing Travel Outside of North America Requested by the United States Department of Transportation - Michael Morris

___/___ 17 Resolution Authorizing Contract with Half Associates, Inc. for the Integrated Stormwater Management Program - Edith Marvin

APPOINTMENTS:

___/___ 18 Appointments to Department of Environment and Development Advisory Committees - Edith Marvin

STATUS REPORTS:

19 Status Report on National Preparedness Month - Molly McFadden

20 Status Report on NCTCOG's 50th Anniversary Celebration - Lucille Johnson

MISCELLANEOUS:

21 Old and New Business

22 Future Calendar and Attendance

Adjournment: _____

North Central Texas Council of Governments Foundation, Inc.

616 Six Flags Drive, Arlington, TX, 76011

BOARD MEETING

September 22, 2016

[Immediately Following the Executive Board Meeting]

Executive Board

_____ Lissa Smith	_____ Kelly Allen Gray	_____ Keith Self
_____ Tom Lombard	_____ Clay Jenkins	_____ Ray Smith
_____ Kevin Strength	_____ Lee Kleinman	_____ Chris Watts
_____ John Horn	_____ Jeff Leach	_____ Glen Whitley
_____ Bruce Archer	_____ Dan McClendon	_____ Kathryn Wilemon
_____ J. D. Clark	_____ Bobbie Mitchell	_____ Bruce Wood

Staff

_____ Mike Eastland	_____ Edith Marvin	_____ Christy Williams
_____ Monte Mercer	_____ Michael Morris	_____ Lucille Johnson
_____ Tim Barbee	_____ David Setzer	_____ Stephanie Cecil
_____ Doni Green	_____ Molly McFadden	

NCTCOG FOUNDATION BOARD:

Call to order time: _____

<u>Item #</u>	<u>Name of Item</u>
F1	Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc. - Mike Eastland
____/____	F2 Approval of Minutes for the April 28, 2016 NCTCOG Foundation Meeting

Adjournment: _____

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

Minutes - August 25, 2016

Transportation Council Room
616 Six Flags Drive, Arlington, Texas

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:48 pm on August 25, 2016.

Members of the Board Present:

Lissa Smith – President, Mayor Pro Tem, City of Plano
Tom Lombard – Vice President, Councilmember, City of North Richland Hills
John Horn – Past President, County Judge, Hunt County
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
Kelly Allen Gray, Councilmember, City of Fort Worth
Clay Jenkins, County Judge, Dallas County
Jeff Leach, State Representative
Dan McClendon, Mayor Pro Tem, City of Burleson
Keith Self, County Judge, Collin County
Ray Smith, Mayor, City of Prosper
Kathryn Wilemon, Councilmember, City of Arlington

Members of the Board Absent:

Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie
J.D. Clark, County Judge, Wise County
Lee Kleinman, Councilmember, City of Dallas
Bobbie Mitchell, Commissioner, Denton County
Chris Watts, Mayor, City of Denton
B. Glen Whitley, County Judge, Tarrant County
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
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
Karen Richard, Chief Human Resources Officer
Donna Coggeshall, Manager, Research and Information Services
Heather Mazac, Compliance Legal Advisor, Administration
Mindy Mize, Program Manager, Transportation
Carmen Morones, Human Resources Manager
Shannan Ramirez, Chief Accounting Officer, Administration
Shannon Stevenson, Program Manager, Transportation
Randy Richardson, Fiscal Analyst, Workforce Development
Richard Michael, Budget Manager, Administration
E.J. Harbin, Purchasing, Administration

REGULAR SESSION

ACTION:

Item 1 Approval of Minutes

President Smith stated that the first item on the agenda was approval of the minutes from the July 2016 Board meeting.

Upon a Motion by Judge Horn (seconded by Councilmember Archer), and unanimous vote of all members present, the Board approved the minutes of the July 2016 Executive Board meeting.

Item 2 Resolution Authorizing Contract with Mascari Corporation for Housing Navigator Services

Doni Green, Director of Aging, explained that the Texas Department of Aging and Disability Services (DADS) funds housing navigator services through NCTCOG's Aging Department program. NCTCOG has selected a qualified contractor for these services through a competitive procurement process that garnered only one proposal: from its current contractor, Mascari Corporation. Mascari Corporation has satisfied the terms of its current contract and would be awarded a contract in an amount not to exceed \$100,000.

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

See Exhibit E16-08-02

Item 3 Resolution Authorizing Contracts for Aging Case Management Services

Doni Green, Director of Aging, told the Board that NCTCOG, in its capacity as the Area Agency on Aging (AAA), receives funding from DADS to provide case management services in three programs: Title III-B care coordination, Title III-E caregiver support coordination, and nursing home relocation. Case managers assess clients in their home or nursing home and help arrange services. After evaluation of proposals received for these services, AAA recommends 2017 contracts with the following entities up to \$990,000 of available funds, and will continue to accept proposals from those qualified and willing to serve rural and underserved counties. In addition, one agency applied to provide nursing home relocation services exclusively and will be awarded a contract of up to a maximum \$90,000.

2017 Recommended Contractors:

- Bell-White, Shaneka (\$73/unit)
- Carr, Shoshana (\$73/unit)
- ComForCare (\$58/unit)
- Dodge, Roslyn (\$73/unit)
- Doyle, Jayne (\$73/unit)
- Griffith, Ulylesia (\$70/unit)
- James, Cathy (\$73/unit)
- McKnight, Sandra (\$73/unit)
- REACH Resource Centers on Independent Living (< \$90,000 during FY17)
- Mitchell-Wyatt, Kelli (\$73/unit)
- Morgan, Kim (\$55/unit)
- Pospisil, Amy (\$68/unit)
- Reconcile Case Management Services (\$73/unit)
- Sovereign Case Management Services (\$73/unit)
- Taylor, Gary (\$65/unit)
- Thompson, Chandra (\$73/unit)
- Tilley, Hollie (\$69/unit)

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

See Exhibit E16-08-03

Item 4 Resolution Authorizing Receipt of Funds from the Texas Commission on Environmental Quality for the AirCheckTexas Program

Dan Kessler, Assistant Director of Transportation, explained that NCTCOG initiated the Low Income Vehicle Repair Assistance, Retrofit and Accelerated Vehicle Retirement Program (LIRAP), also known as the AirCheckTexas Drive a Clean Machine Program, in 2002. The Dallas-Fort Worth nonattainment area will receive approximately \$21.6 million for continuation of the program for Fiscal Year 2017.

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 Exhibit E16-08-04

Item 5 Resolution Authorizing Submittal of Grant Application to the Department of Energy

Dan Kessler, Assistant Director of Transportation, explained that the US Department of Energy (DOE) has made funding available for projects that invest in advanced vehicle technologies, including the use of commercially available electric drive vehicles, alternative fuel vehicles and supporting infrastructure technologies. Work performed under this grant would support air quality initiatives currently listed in the Unified Planning Work Program for Regional Transportation Planning; the DFW Eight-Hour Ozone State Implementation Plan; and the NCTCOG hosted DFW Clean Cities Coalition, which seek to support petroleum reduction by using alternative fuels and other vehicle technologies.

The proposed project will provide incentives and education for electric vehicle implementation by workplaces, fleets, and the general public and will facilitate installation of charging infrastructure. NCTCOG will serve as the prime recipient of up to \$5,000,000 in federal DOE funds and be responsible for securing \$5,000,000 in match. Match is expected to be met through vehicles and equipment, industry and other external partners, and participating Clean Cities Coalitions.

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

See Exhibit E16-08-05

Item 6 Resolution Authorizing Execution of a Contract with a Vendor for Automated Vehicle Locator System Services

Dan Kessler, Assistant Director of Transportation, explained that because the Dallas-Fort Worth region is in nonattainment of the federal air quality standards for ozone, NCTCOG is actively involved in the development and implementation of air quality improvement plans. The Unified Planning Work Program for Regional Transportation Planning provides for activities to improve air quality by reducing vehicle and equipment emissions and implementing new technology. The Board previously reserved a portion of the Congestion Mitigation and Air Quality Improvement Program funds provided under the Clean Fleets North Texas program for purchase, installation, and operation of an automated vehicle locator system (AVLS) to facilitate monitoring of vehicle replacements purchased by the subrecipients of the program. This technology provides benefits to the subrecipients by streamlining and automating grant-required reporting, and allowing the development of policies to manage the AVLS devices over time, including proper disposition once grant obligations have been fulfilled. The Consultant Selection Committee reviewed and evaluated proposals and is recommending a contract with Marshall GIS in an amount not to exceed \$119,000. Transportation Development Credits will be used as the local match.

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

See Exhibit E16-08-06

Item 7 Resolution Authorizing Consultant Contract with Kapsch TrafficCom Transportation NA, Inc. to Implement the 511 DFW Traveler Information System and Information Exchange Network

Dan Kessler, Assistant Director of Transportation, explained that the Unified Planning Work Program for Regional Transportation Planning supports implementation of the 511DFW Traveler Information System – a real-time single source of traveler information available to agencies and the public. This project will provide for continued operation and recommended enhancements for the region’s 511DFW system. A Consultant Selection Committee reviewed and evaluated the proposals received for consultant assistance for Development, Operations and Maintenance Support of 511DFW and recommended Kapsch TrafficCom Transportation NA, Inc. for an amount not to exceed \$3,675,000 in Surface Transportation Block Grant Program funds, with state funds to support the match requirement.

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

See Exhibit E16-08-07

Item 8 Resolution Approving Disadvantaged Business Enterprise Participation Goal Update for Fiscal Years 2017-2019

Ken Kirkpatrick, Transportation Legal Counsel, explained that as a recipient of Federal Transit Administration funds, NCTCOG is required to update the Disadvantaged Business Enterprise (DBE) Participation Goal every three years and submit it for review and approval by federal funding agencies. NCTCOG underwent an analysis, consistent with federal guidance, to update the DBE goal for FY2017-FY2019. To meet federal requirements, NCTCOG published the proposed goal and supporting materials for review and comment from June 1, 2016, through July 21, 2016. Based on the analysis conducted and comments from the public and contractor community, staff recommends maintaining an overall DBE goal of 25 percent for US DOT-assisted contracts through NCTCOG’s Transportation Department.

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

See Exhibit E16-08-08

Councilmember Gray left the meeting.

Item 9 Resolution Authorizing Budget Increase for Consultant Contract with Kimley-Horn and Associates, Inc., for the Northwest Highway and Preston Road Area Plan

Dan Kessler, Assistant Director of Transportation, explained that the Northwest Highway and Preston Road Area Plan is examining future possible land development scenarios and their potential impact to the transportation network, in order to develop a vision and recommendations for future policy and public investment. The Board previously authorized a contract with Kimley-Horn and Associates to perform this work in an amount not to exceed \$350,000 (\$250,000 RTC Local and \$100,000 from the City of Dallas). Due to additional project meetings and data collection requested by the community and the City of Dallas, staff is requesting an increase of \$40,000 to the contract budget (using RTC Local funds) for a new, not to exceed total of \$390,000.

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

See Exhibit E16-08-09

Item 10 Resolution Approving Contract for Temporary Staffing Services with Robert Half International, Inc. through the Houston-Galveston Area Council Cooperative Purchase Program

Monte Mercer, Deputy Executive Director, told the Board that NCTCOG has periodically utilized temporary staffing services through Robert Half International, Inc. for technology related temporary staffing needs. In Fiscal Years 2016 and 2017, these staffing needs are anticipated to cause expenses for temporary staffing to exceed administrative authority. Robert Half is an approved contractor through the Houston-Galveston Area Council (H-

GAC) cooperative purchasing program. Staff requested Board approval for the continued use of Robert Half's temporary technology staffing services for Fiscal Years 2016 and 2017, through an Interlocal Agreement (ILA) with H-GAC, in an amount not to exceed \$200,000.

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 E16-08-10

STATUS REPORTS:

Item 11 Status Report on Fiscal Year 2017 Proposed Budget

Monte Mercer, Deputy Executive Director, presented an overview of the Fiscal Year 2017 Proposed Budget to the Board for their review. He summarized the main budget features, as:

- Total expenditures of \$210,513,003
- State and federal grants fund approximately 85% of programs - the remainder is local funding.
- Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program.
- Annual dues from the membership comprise less than 1% of the total budget and the dues per capita rate has not changed.

Item 12 Status Report on NCTCOG's 50th Anniversary Celebration

In continuation of the celebration of NCTCOG's 50th anniversary and an overview of each NCTCOG Department, Lucille Johnson introduced Tim Barbee, Director of the Research and Information Services (RIS) Department. Tim briefed the Board on the department's history and activities.

History: In 1989, known as the Regional Data Center department, with only seven employees, the Department was formed under the leadership of Bob O'Neal. In 1993, the name was changed to Research & Information Services (RIS). The department has grown to 28 employees and has been under the leadership of Director and Chief Information Officer Tim Barbee since 2006. In 1993, RIS began offering email to the agency, and in 1994 the agency got access to the Internet. Explosive growth of technology over the years has led to expansion of the departments responsibilities. The first website was launched in 1995 and RIS now manages over 30 websites, more than 165 terabytes of electronic data and a local and wide-area computer network which serves over 675 employees and contractors on more than 2,000 devices at 25 locations.

Demographic Research: The function of the department has traditionally been demographic research. The first Population Estimates publication in 1974 estimating the population of the 16-county region to be just over 2.8 million (slightly more than the population of Dallas County today). Since that time, Population Estimates have been produced annually, and the population of the region is estimated to be over 7 million today. At one time, RIS served as a local affiliate for the Census Bureau. In 2001, RIS combined its demographic research and GIS capabilities, offering the first interactive radius summaries of 2000 Census data via the agency's website. The demographic research program also includes development monitoring, employment estimates, land use and demographic forecasting. Demographic research serves as the foundation for a variety of collaborative projects both inside and outside the agency, including transportation and environmental planning, workforce development, emergency management, and economic development.

Arial Cooperative Purchase Program: In 1999, the department offered its first cooperative purchase of aerial imagery for the region, and has continued to do so every other year. Images are available for viewing, printing, and purchase via NCTCOG's interactive mapping site, www.dfwmaps.com and the latest version was launched in 2010. This project has set the standard for large regionally shared data purchases, allowing considerable cost savings through group participation.

Regional Cooperation: Over the past 27 years, RIS has collaborated on technology- and GIS-related projects with the National Weather Service, Dallas County Elections, the U.S. Army Corps of Engineers, the Federal Emergency Management Agency, the Texas Natural Resources Information System, The Dallas Morning News, the Fort Worth Star-Telegram, the OneStar Foundation, and numerous cities and counties throughout the NCTCOG region. In the 2000s, six cable TV shows about the Tornado Damage Risk Assessment Study

performed by RIS appeared on the National Geographic, Discovery, History and Weather channels. The department has also won awards from ESRI, the Center for Digital Government, and the National Conference on Citizenship.

Much more information about the RIS department can be found on NCTCOG 50th Anniversary website at <http://www.nctcog.org/50/>. An extensive history of NCTCOG is featured on the website and new information is added each month.

MISCELLANEOUS:

Item 13 Old and New Business

President Smith announced that the NCTCOG Foundation meeting was being moved to the September Executive Board meeting.

Item 14 Attendance and Calendar

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

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

Approved by:

Checked by:

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

Mike Eastland, Executive Director
North Central Texas Council of Governments



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Conduct a Public Hearing Regarding the Annual Fiscal Program for
Fiscal Year 2016-2017 and Consider a Resolution to Accept and Approve
the Annual Fiscal Program

A public hearing regarding the FY 2016-2017 Annual Fiscal Program will be conducted and considered for approval by the Executive Board on September 22, 2016. An overview of the program was presented to the Personnel and Finance Committee as well as the Executive Board at the monthly meeting on August 25, 2016. Workforce funding changes from that presentation are summarized in Attachment A which have also been incorporated into the September presentation, specifically on slides 11 and 17.

The program structure is similar to previous years with the following characteristics:

- Total expenditures of \$208,882,553
- Consists of state and federal grants that fund approximately 84% of programs with the remainder being local funding.
- Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program.
- Annual dues from the membership comprise less than 1% of the total budget. The per capita rate has not changed.
- Authorizes the Executive Director and designees to approve and accept any funding revisions for ongoing programs as well as to approve and accept funding for new programs once approved or ratified by the Executive Board.

As in all annual fiscal programs, there is the potential to expand and contract to accommodate state and federal funding authorizations and program initiatives. Therefore, the annual fiscal program will be modified by Executive Board authorizations and amendments as needed throughout the year.

I will be available at the Board meeting to answer any questions.

Annual Fiscal Program for FY2016-2017

September Revisions

	<u>August</u>	<u>September</u>	<u>Change</u>
Revenue			
State and Federal Grants	\$ 169,158,242	\$ 167,527,792	\$ (1,630,450)
<hr/>			
Expenditures			
Workforce Development	\$ 65,935,743	\$ 64,305,293	\$ (1,630,450)

**RESOLUTION TO ACCEPT AND APPROVE
THE ANNUAL FISCAL PROGRAM FOR FY 2016-2017**

WHEREAS, the North Central Texas Council of Governments' Bylaws require the approval and adoption of an annual budget by the Executive Board, and

WHEREAS, the budget is funded by federal and state programs and local contracts for services requested by member counties and cities, and

WHEREAS, these individual grants and contracts control funding and expenditure amounts, and

WHEREAS, the budget is comprised of programs and initiatives previously approved by the Executive Board and is amended throughout the year to reflect new and revised programs and initiatives, and

WHEREAS, the budget has been presented to the Executive Board, and a public hearing held for comments;

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1: The North Central Texas Council of Governments Executive Board approves the FY 2016-2017 Annual Fiscal Program in the amount of \$208,882,553.

Section 2: The Executive Director and designees are authorized to receive federal, state and local funding for FY 2016-2017.

Section 3: The Executive Director and designees are authorized to approve and accept any and all funding revisions for ongoing programs.

Section 4: The Executive Director and designees are authorized to approve and accept funding for new programs subject to Executive Board approval or ratification.

Section 5: The Executive Director and designees are authorized to transfer funds between programs and line items as necessary as allowed by applicable state and federal laws, regulations, and grant requirements.

Section 6: The Executive Director and designees are authorized to execute contracts for goods and services up to \$100,000 and to equip and provide facilities as allowed by applicable state and federal laws, regulations, and grant requirements.

Section 7: The Executive Director and designees are authorized to execute contracts for goods and services as approved and funded by the Public Employees Benefits Cooperative (PEBC) Board or the City Net Shared Services Board.

Section 8: This resolution shall be in effect as of October 1, 2016.

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 September 22, 2016.

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

**North Central Texas
Council Of Governments
FY 2017 Proposed Budget**

Executive Board Meeting
September 22, 2016

NCTCOG FY 2017 Proposed Budget September Revisions

	<u>August</u>	<u>September</u>	<u>Change</u>
Revenue			
State and Federal Grants	\$ 169,158,242	\$ 167,527,792	\$ (1,630,450)
Expenditures			
Workforce Development	\$ 65,935,743	\$ 64,305,293	\$ (1,630,450)

Initiatives

Workforce Development - Childcare - (\$1.6 million decrease) due to a change in Childcare Funding.

NCTCOG FY 2017 Proposed Budget

Total Expenditures	<u>FY 2017</u>	<u>FY 2016</u>	<u>Change</u>
Transportation	\$ 86,506,330	\$ 76,362,413	\$ 10,143,917
Workforce Development	64,305,293	68,219,788	(3,914,495)
Area Agency on Aging	15,051,499	14,578,959	472,540
Regional 9-1-1	10,848,230	10,911,810	(63,580)
Research & Information Services	9,531,742	7,617,944	1,913,798
Agency Administration	9,354,960	8,878,183	476,777
Emergency Preparedness	5,558,736	6,526,938	(968,202)
Environment & Development	3,652,878	4,365,784	(712,906)
Public Employee Benefits Cooperative	1,254,022	1,381,816	(127,794)
Agency Management ⁽¹⁾	1,200,936	1,156,834	44,102
Regional Police Academy	1,130,271	1,127,147	3,124
Training & Development Institute	302,618	264,618	38,000
Criminal Justice Planning	<u>185,038</u>	<u>202,049</u>	<u>(17,011)</u>
Total Proposed Expenditures	<u>\$ 208,882,553</u>	<u>\$ 201,594,283</u>	<u>\$ 7,288,270</u>
Less: Interdepartmental Charges ⁽²⁾	<u>(10,472,788)</u>	<u>(9,486,892)</u>	<u>(985,896)</u>
Net Expenditures	<u>\$ 198,409,765</u>	<u>\$ 192,107,391</u>	<u>\$ 6,302,374</u>

⁽¹⁾ Includes Public Affairs

⁽²⁾ Includes Direct Service Charges and Indirect Overhead

NCTCOG FY 2017 Proposed Budget

Funding Sources	<u>FY 2017</u>	<u>FY 2016</u>	<u>Change</u>
State and Federal Grants	\$ 167,527,792	\$ 164,516,251	\$ 3,011,541
Local Contracts/Grants	11,017,186	10,252,694	764,492
In-Kind Match Funds	18,523,867	16,022,604	2,501,263
Membership Dues	697,482	687,528	9,954
Training Revenues	<u>643,438</u>	<u>628,314</u>	<u>15,124</u>
Total	<u>\$ 198,409,765</u>	<u>\$ 192,107,391</u>	<u>\$ 6,302,374</u>

NCTCOG FY 2017 Proposed Budget

Remaining Steps In Budget Process.

- Answer any questions today.
- Provide for public hearing and budget adoption resolution at September's Board meeting.
- Prepare budget document for filing with the Board and state agencies.
- Monitor FY 2016 budget year close out.
- Implement FY 2017 budget beginning October 1.
- Present status of programs and need for budget amendments throughout the year as new programs and funding become available.

Following is the full presentation

North Central Texas Council Of Governments FY 2017 Proposed Budget*

Executive Board Meeting
September 22, 2016

*Revisions to the August Board Presentation have been incorporated, for detail of changes see slide 11 for Workforce Revenue and slide 17 for Workforce Expenditures.

NCTCOG FY 2017 Proposed Budget

- Characteristics of NCTCOG budgeting and contrasts with typical local government budgeting.
 - Funding is comprised primarily of grants and local contracts for services.
 - Each grant is a separate contract with its own grant period and funding amount. Grants can encompass more than one NCTCOG fiscal year.
 - Continuously evolving as program needs change and funding opportunities become available.
 - Scope of work, funding, and expenditure limitations are regulated by the individual grant or contract, rather than the planned program summary.
- High inter-departmental dependency and cooperation.
 - Common objectives (i.e. environmental, air quality and transportation programs).
 - Multi-disciplinary approach (i.e. operating departments, computer services, finance and accounting teams).

NCTCOG FY 2017 Proposed Budget

Funding Sources	<u>FY 2017</u>	<u>FY 2016</u>	<u>Change</u>
State and Federal Grants	\$ 167,527,792	\$ 164,516,251	\$ 3,011,541
Local Contracts/Grants	11,017,186	10,252,694	764,492
In-Kind Match Funds	18,523,867	16,022,604	2,501,263
Membership Dues	697,482	687,528	9,954
Training Revenues	<u>643,438</u>	<u>628,314</u>	<u>15,124</u>
Total	<u>\$ 198,409,765</u>	<u>\$ 192,107,391</u>	<u>\$ 6,302,374</u>

NCTCOG FY 2017 Proposed Budget

STATE	FY 2017	% of Total Funding	FY 2016	Change
Texas Workforce Commission (TWC)	63,341,742	31.92%	67,053,810	(3,712,068)
Texas Department of Transportation (TxDOT)	37,074,125	18.69%	33,652,009	3,422,116
Texas Commission on Environmental Quality (TCEQ)	26,257,674	13.23%	23,418,043	2,839,631
Commission on State Emergency Communications (CSEC)	10,950,230	5.52%	11,021,810	(71,580)
Texas Department of Aging and Disability Services (DADS)	7,730,236	3.90%	7,744,740	(14,504)
Governor's Office (00G)	2,793,875	1.41%	974,020	1,819,855
Texas Department of Public Safety (DPS)	2,000,674	1.01%	4,273,146	(2,272,472)
Texas Department of Agriculture (TDA)	18,916	0.01%	18,916	-
State Energy Conservation Office (SECO)	-	-	197,000	(197,000)
Department of State Health Services (DSHS)	-	-	49,893	(49,893)
TOTAL STATE	\$ 150,167,472	75.69%	\$ 148,403,387	\$ 1,764,085
FEDERAL				
Federal Transit Administration (FTA)	14,487,974	7.30%	12,489,193	1,998,781
Federal Emergency Management Agency (FEMA)	1,049,000	0.53%	1,515,000	(466,000)
Environmental Protection Agency (EPA)	814,104	0.41%	490,332	323,772
Federal Highway Administration (FHA)	417,009	0.21%	769,221	(352,212)
United States Department of Energy (US DOE)	266,716	0.14%	335,070	(68,354)
United States Department of Defense (DOD)	265,517	0.13%	258,686	6,831
United States Department of Commerce (US DOC)	60,000	0.03%	50,000	10,000
United States Department of Labor (US DOL)	-	-	155,778	(155,778)
Federal Aviation Administration (FAA)	-	-	49,584	(49,584)
TOTAL FEDERAL	\$ 17,360,320	8.75%	\$ 16,112,864	\$ 1,247,456
TOTAL STATE AND FEDERAL	\$ 167,527,792	84.44%	\$ 164,516,251	\$ 3,011,541

NCTCOG FY 2017 Proposed Budget Funding Changes

State and Federal Grant Changes - \$3.0 Million Net Increase primarily comprised of:

- **Transportation - \$7.7 million increase primarily comprised of:**
 - Texas Department of Transportation (TXDOT) - (\$3.42 million increase).
 - Texas Commission on Environmental Quality (TCEQ) - (\$2.39 million increase).
 - Federal Transit Authority (FTA) - (\$1.99 million increase).
 - Environmental Protection Agency (EPA) - (\$323 thousand increase).
 - U.S. Department of Defense (DOD) - (\$7 thousand increase).
 - Federal Highway Administration (FHA) - (\$352 thousand decrease).
 - Department of Energy (DOE) - (\$68 thousand decrease).
 - Federal Aviation Administration (FAA) - (\$50 thousand decrease).
- **Workforce - \$3.9 million decrease¹ primarily comprised of:**
 - Texas Workforce Commission (TWC) - (\$3.7 million decrease²).
 - U.S. Department of Labor (DOL) - (\$155 thousand decrease).

¹ Previously \$2.2 million decrease

² Previously \$2.08 million decrease

NCTCOG FY 2017 Proposed Budget Funding Changes

State and Federal Grant Changes - \$3.0 Million Increase (Continued)

- **Emergency Preparedness - \$501 thousand decrease comprised of:**
 - *Governor's Office - (\$1.82 million increase).
 - *Texas Department of Public Safety (\$2.27 million decrease).
 - Department of State Health Services (DSHS) - (\$50 thousand decrease).
 - * Change in grant administration of Homeland Security Grant Program (HSGP)
- **Environment & Development - \$222 thousand net decrease primarily comprised of:**
 - Texas Commission on Environmental Quality (TCEQ) - (\$441 thousand increase).
 - Federal Emergency Management Agency (FEMA) - (\$466 thousand decrease).
 - State Energy Conservation Office (SECO) - (\$197 thousand decrease).
- **Regional 9-1-1 - \$72 thousand decrease, comprised of:**
 - Commission on State Emergency Communications (CSEC) - (\$72 thousand decrease).
- **Area Agency on Aging - \$15 thousand decrease comprised of:**
 - Department of Aging and Disability Services (DADS) - (\$15 thousand decrease).

NCTCOG FY 2017 Proposed Budget Funding Changes

Local Contracts & Training Revenue - \$845 thousand increase primarily due to:

- Transportation - (\$833 thousand increase).
- Research and Information Services - (\$817 thousand increase).
- Regional Police Academy / Training & Development Institute - (\$15 thousand increase).
- Environment and Development - (\$455 thousand decrease).
- Emergency Preparedness - (\$277 thousand decrease).
- Public Employee Benefits Cooperative - (\$128 thousand decrease).

In-Kind Match Funds - \$2.5 million increase due primarily to:

- Transportation - (\$1.71 million increase).
- Area Agency on Aging - (\$520 thousand increase).
- Workforce Development - (\$441 thousand increase).
- Emergency Preparedness - (\$183 thousand decrease).

Total Change to Funding - \$6.3 Million Increase

NCTCOG FY 2017 Proposed Budget

Total Expenditures	<u>FY 2017</u>	<u>FY 2016</u>	<u>Change</u>
Transportation	\$ 86,506,330	\$ 76,362,413	\$ 10,143,917
Workforce Development	64,305,293	68,219,788	(3,914,495)
Area Agency on Aging	15,051,499	14,578,959	472,540
Regional 9-1-1	10,848,230	10,911,810	(63,580)
Research & Information Services	9,531,742	7,617,944	1,913,798
Agency Administration	9,354,960	8,878,183	476,777
Emergency Preparedness	5,558,736	6,526,938	(968,202)
Environment & Development	3,652,878	4,365,784	(712,906)
Public Employee Benefits Cooperative	1,254,022	1,381,816	(127,794)
Agency Management ⁽¹⁾	1,200,936	1,156,834	44,102
Regional Police Academy	1,130,271	1,127,147	3,124
Training & Development Institute	302,618	264,618	38,000
Criminal Justice Planning	<u>185,038</u>	<u>202,049</u>	<u>(17,011)</u>
Total Proposed Expenditures	<u>\$ 208,882,553</u>	<u>\$ 201,594,283</u>	<u>\$ 7,288,270</u>
Less: Interdepartmental Charges ⁽²⁾	<u>(10,472,788)</u>	<u>(9,486,892)</u>	<u>(985,896)</u>
Net Expenditures	<u>\$ 198,409,765</u>	<u>\$ 192,107,391</u>	<u>\$ 6,302,374</u>

⁽¹⁾ Includes Public Affairs

⁽²⁾ Includes Direct Service Charges and Indirect Overhead

NCTCOG FY 2017 Proposed Budget

Total Expenditures

Transportation

- **Total expenditures net increase of \$10.1 million, primarily comprised of:**
 - Cooperative Vehicle Procurement - (\$3.2 million increase).
 - EPA DERA 2015 - (\$2.6 million increase).
 - AirCheck TX: 2016 State Funding - (\$2.3 million increase).
 - 2005-2006 Sustainable Development Infrastructure Projects - (\$1.9 million increase).
 - Traffic Signal Projects - (\$1.36 million increase).
 - Regional Goods Movement – (\$856 thousand increase).
 - Air Quality Initiatives - (\$494 thousand increase).
 - Regional Parking Analysis – (\$400 thousand increase).
 - JA/RC Projects - (\$377 thousand increase).
 - SH199 Feasibility Study – (\$374 thousand increase).
 - Air Quality Communications (\$371 thousand increase).
 - Roadway and Transit Technical Support – (\$355 thousand increase).
 - Disadvantaged Community/Employment/Minority Program – (\$339 thousand increase).
 - Environmental Justice Activities – (\$245 thousand increase).
 - Regional ITS - (\$236 thousand increase).
 - Transportation Project Programming – (\$216 thousand increase).

NCTCOG FY 2017 Proposed Budget Total Expenditures

Transportation (cont.)

- **Total expenditures net increase of \$10.1 million, primarily comprised of:**
 - FTA Transit projects - (\$2.1 million decrease).
 - Incident Management & Safety Patrols Pilot Program - (\$1.2 million decrease).
 - North Texas Smartway Idle Reduction Project – (\$781 thousand decrease).
 - Transit Bus Initiative - (\$615 thousand decrease).
 - FTA New Freedom Projects - (\$364 thousand decrease).
 - Land Use Transportation General – (\$355 thousand decrease).
 - Regional Vanpool Program – (\$259 thousand decrease).

NCTCOG FY 2017 Proposed Budget Total Expenditures

Area Agency on Aging

- **Total expenditures \$473 thousand increase.**
 - In-Kind (\$520 thousand increase).
 - DADS funding and local contracts (\$47 thousand decrease).

Workforce Development

- **Total expenditures net decrease of \$3.9 million¹, primarily comprised of:**
 - Workforce Innovations Opportunities Act (WIOA) - (\$2.3 million decrease²).
 - Childcare funding - (\$717 thousand decrease³).
 - Supplemental Nutrition Assistance Program (SNAP) – (\$193 thousand decrease).
 - Trade Adjustment Assistance funding - (\$152 thousand decrease).
 - Department Of Labor H 1B Grant - (\$151 thousand decrease).
 - Industry-Recognized Skills Certificate Initiative - (\$108 thousand decrease).
 - Local Innovation Partnership Grants - (\$75 thousand decrease).
 - Long Term Unemployment - (\$55 thousand decrease).
 - TWC Workforce Initiatives - (\$35 thousand decrease).

¹ Previously \$2.3 million net decrease

² Previously \$2.4 million decrease (due to allocation)

³ Previously \$908 thousand increase

NCTCOG FY 2017 Proposed Budget Total Expenditures

Emergency Preparedness

- **Total expenditures net decrease of \$968 thousand, primarily comprised of:**
 - The Homeland Security Grant Program (HSGP), which includes the Urban Area Security Initiative (UASI) and State Homeland Security Grant Program - (\$920 thousand decrease).
 - CASA WX (Local) - (\$269 thousand decrease).
 - Hazard Mitigation Program - (\$237 thousand increase).

Environment & Development

- **Total expenditures net decrease of \$713 thousand, primarily comprised of:**
 - * CTP Mapping Statement - (\$465 thousand decrease).
 - * Stormwater Management Program - (\$428 thousand decrease).
 - State Energy Conservation Office (SECO) - (\$149 thousand decrease).
 - Transportation Department Support – (\$97 thousand decrease).
 - Landscape - (\$24 thousand decrease).
 - * Solid Waste Management Direct Projects- (\$450 thousand increase).

* Primarily pass-through and contracts

NCTCOG FY 2017 Proposed Budget

Total Expenditures

Research & Information Services

- **Total expenditures increase of \$1.9 million, primarily comprised of:**
 - Information Services (Network Support) - (\$626 thousand increase).
 - Personnel - (\$258 thousand).
 - Laserfiche - (\$194 thousand).
 - Software support - (\$97 thousand).
 - Webhosting - (\$40 thousand).
 - Security - (\$37 thousand).
 - Fee for Service - (\$820 thousand increase), primarily
 - Aerial Photography - (\$1.2 million increase).
 - One Star - (\$250 thousand decrease).
 - CityNet - (\$94 thousand decrease).
 - Various Departmental Support - (\$456 thousand increase); primarily
 - Workforce - (\$413 thousand increase).
 - Transportation - (\$103 thousand increase).
 - Environment & Development - (\$52 thousand decrease).

NCTCOG FY 2017 Proposed Budget Total Expenditures

Agency Administration

- **Total expenditures \$477 thousand increase, primarily comprised of:**
 - Agency Support - (\$151 thousand increase).
 - Miscellaneous Services (\$56 thousand increase)
 - Workforce Department (\$54 thousand increase)
 - Facilities Management (\$28 thousand increase)
 - Transportation Department (\$13 thousand increase)
 - Information Services (\$51 thousand increase)
 - Merit impact (\$128 thousand increase)
 - Auditor (.5 FTE funding impact, \$40 thousand increase)
 - Contracts / Contingency (\$107 thousand increase)

NCTCOG FY 2017 Proposed Budget Total Expenditures

Agency Management ⁽¹⁾ net increase of \$44 thousand.

Training & Development Institute net increase of \$38 thousand.

Regional Police Academy net increase of \$3 thousand.

Public Employee Benefits Cooperative decrease of \$128 thousand.

Regional 9-1-1 net decrease of \$64 thousand.

Criminal Justice Planning net decrease of \$17 thousand.

Total Change to Total Expenditures \$7.3 million increase.

(1) Includes Public Affairs

NCTCOG FY 2017 Proposed Budget

Personnel and Fringe Benefits

- 365 full-time positions
 - Net Increase of 12 full-time positions.
- 36 part-time positions.
- 8% healthcare increase.
- 3% merit pool.

NCTCOG FY 2017 Proposed Budget

Full-time Positions	FY 2017 <u>Budget</u>	FY 2016 <u>Budget</u>	<u>Change</u>
Transportation	161	158	3
Workforce Development	40	40	-
Agency Administration	40	39	1
Research & Information Services	35	29	6
Regional 9-1-1	26	24	2
Area Agency on Aging	21	22	(1)
Environment & Development	13	13	-
Emergency Preparedness	11	11	-
Regional Police Academy	5	5	-
PEBC	5	5	-
Agency Management ⁽¹⁾	5	5	-
Training & Development Institute	2	1	1
Criminal Justice Planning	<u>1</u>	<u>1</u>	<u>-</u>
Total	<u>365</u>	<u>353</u>	<u>12</u>

(1) Includes Public Affairs

NCTCOG FY 2017 Proposed Budget

Full-Time Positions

Transportation +3

Transportation Planner II +2
Transportation Planner I

Agency Administration +1

Auditor

Research & Information Services +6

IT Manager +2
Network Administrator
Solutions Analyst
Service Desk Technician
Sr. Administrative Assistant

Regional 9-1-1 +2

9-1-1 Network Engineer
9-1-1 Contract Administrator

Area Agency on Aging -1

Regional Ombudsman

Training & Development Institute +1

TDI Training Support Specialist

NCTCOG FY 2017 Proposed Budget

Remaining Steps In Budget Process.

- Answer any questions today.
- Provide for public hearing and budget adoption resolution at September's Board meeting.
- Prepare budget document for filing with the Board and state agencies.
- Monitor FY 2016 budget year close out.
- Implement FY 2017 budget beginning October 1.
- Present status of programs and need for budget amendments throughout the year as new programs and funding become available.



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

Date: September 14, 2016

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution Ratifying Fiscal Year 2016 Contract Option and to Authorize Fiscal Year 2017 Contract Option with Gradient Solutions for Professional Advisory Services

The North Central Texas Council of Governments (NCTCOG) procured and awarded a professional advisory services contract to Gradient Solutions (formally Webb Watch Corporation) in October 2011. The contract was for three (3) years and included three (3) additional one (1) year options to renew.

Gradient Solutions has provided financial and programmatic advisory services in the design and review of the agency's risk assessment; utilization of data analytics for trend analysis; recommendation of best practices in policies and procedures; leveraging technology to maximize efficiency and effectiveness; and assessing financial performance of major subcontractors. In addition, for new grant funding after December 26, 2014, new Federal regulations issued through the OMB Supercircular imposed additional ongoing procurement, auditing and reporting requirements, such as pre-award assessments, risk assessments, data transparency.

Gradient Solutions has performed satisfactorily under the agreement. Staff is requesting ratification of the Fiscal Year 2016 contract option in the amount of \$60,000 and recommends exercising the third of three possible one (1) year options for Fiscal Year 2017. The amount payable to Gradient Solutions for services performed under the Fiscal Year 2017 contract option will not exceed \$33,500, with total compensation under the six (6) year contract not to exceed \$487,500. Upon completion of these services, staff will be reprocurring for another professional advisory services contract.

A draft resolution ratifying the Fiscal Year 2016 contract option and authorizing the Fiscal Year 2017 option with Gradient Solutions is attached for Executive Board consideration.

I will be available during the Board meeting to respond to questions.

**RESOLUTION RATIFYING FISCAL YEAR 2016 CONTRACT AND
AUTHORIZING FISCAL YEAR 2017
CONTRACT OPTION WITH GRADIENT SOLUTIONS
FOR PROFESSIONAL ADVISORY SERVICES**

WHEREAS, the North Central Texas Council of Governments conducted a procurement and awarded a professional advisory services contract to Gradient Solutions (formally Webb Watch Corporation) in October 2011; and,

WHEREAS, that contract included a three (3) year initial term with three (3) one (1) year options to renew; and,

WHEREAS, the Executive Board authorized the Fiscal Year 2015 option for Gradient Solutions; and,

WHEREAS, under the contract, professional advisory services were provided by Gradient Solutions for FY 2016; and,

WHEREAS, Gradient Solutions has performed satisfactorily under the contract and staff recommends that NCTCOG exercise its third of three available one (1) year contract renewal options with Gradient Solutions for Fiscal Year 2017 in the amount not to exceed \$33,500; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED:

Section 1: The Executive Board ratifies the Fiscal Year 2016 Contract option in the amount of \$60,000 with Gradient Solutions.

Section 2: A one (1) year contract option between NCTCOG and Gradient Solutions, for Fiscal Year 2017 in an amount not to exceed \$33,500, be and is hereby approved. Total compensation for the six (6) year term is hereby amended to an amount not to exceed \$487,500.

Section 3: The Executive Director or designee is authorized to execute a contract option for Fiscal Year 2017 with Gradient Solutions in the name of the North Central Texas Council of Governments.

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 Arlington

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

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



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution Authorizing Contract with The Bogdahn Group, LLC for Retirement Consultant Services

The North Central Texas Council of Governments (NCTCOG) provides retirement plans for all regular full-time and regular part-time employees of the Agency through the provider ICMA-RC. In August 2016, NCTCOG issued an Invitation to Bid to secure retirement consultant services for retirement policy management, investment analytics, project evaluation, audit compliance, and related services. A total of sixteen responses were received for this solicitation. Following review, two firms were interviewed and The Bogdahn Group, LLC, is being recommended to provide these services. Staff is proposing an initial three-year contract term with three (3) optional one (1) year renewals. A statement of work outlining objectives and deliverables for each fiscal year will be developed prior to exercising a renewal option which includes the related services above with periodic updates during each year as well as an annual update.

International City Management Association Retirement Corporation (ICMARC) administers the Council's 401(a) retirement plan. It is a defined contribution retirement plan, which provides retirement benefits for all full-time permanent employees. The council contributes an amount equal to twelve percent (12%) of the permanent full-time employees' gross salaries. Full-time employees contribute an amount equal to six percent (6%) of gross salaries.

A draft resolution authorizing a contract with The Bogdahn Group, LLC, for retirement consultant services in an amount not to exceed \$150,000 is attached for Executive Board consideration. I will provide a brief presentation on this item and be available to answer any questions prior to requesting Board approval.

MM:
Attachment

**RESOLUTION AUTHORIZING CONTRACT WITH THE BOGDahn GROUP, LLC FOR
RETIREMENT CONSULTANT SERVICES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a voluntary association of, by, and for local governments, and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG provides retirement plans for all regular full-time and regular part-time employees of the Agency and utilizes retirement consultant services for retirement policy management, investment analytics, project evaluation, audit compliance, and related services with periodic updates during each year as well as an annual update; and,

WHEREAS, NCTCOG issued an Invitation to Bid and in August 2016 and, following review, is recommending The Bogdahn Group, LLC, to provide retirement consultant services; and,

WHEREAS, NCTCOG staff is recommending an initial three-year contract term with three (3) optional one (1) year renewals; and,.

WHEREAS, NCTCOG has complied

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and The Bogdahn Group, LLC, for retirement consultant services, in an amount not to exceed \$150,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a contract with The Bogdahn Group, LLC, in the name 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-Term, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

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



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

FROM: David K. Setzer
Director of Workforce Development

DATE: September 14, 2016

SUBJECT: Resolution Authorizing an Increase to the Contract to ResCare Workforce Services for Delivery of Childcare Services

The North Central Texas Council of Governments (NCTCOG), in its capacity as Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (Workforce Board), contracts with ResCare Workforce Services for the delivery of child care services. The one (1) year contract with four (4) optional one (1) year renewals was authorized by the NCTCOG Executive Board in May 2015 in an amount not to exceed \$40.0 million annually.

At this time, staff is projecting higher than anticipated carry over funds from FY 2016 to FY 2017 which if fully expended would exceed the current authorization of \$40.0 million annually. As a result, staff recommends increasing the ResCare Workforce Services FY 2017 child care services contract to \$42.5 million. A draft resolution authorizing a \$2.5 million increase to the FY2017 child care services contract with ResCare Workforce Services, resulting in a revised not to exceed amount of \$42.5 million, is attached for Executive Board consideration.

I will provide a brief presentation of this item and will be available to answer any questions prior to requesting board approval.

**RESOLUTION AUTHORIZING AN INCREASE TO THE CONTRACT TO RESCARE
WORKFORCE SERVICES FOR DELIVERY OF CHILDCARE SERVICES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) serves as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (Workforce Board); and,

WHEREAS, the NCTCOG Executive Board authorized a contract with ResCare Workforce Services in May 2015 for the delivery of child care services in the amount of \$40.0 million for FY 2016 including four (4) one (1) year options to renew for \$40.0 million annually; and,

WHEREAS, due to higher than anticipated carry over funds from FY 2016 to FY 2017, staff recommends increasing the FY 2017 contract with ResCare Workforce Services for the delivery of child care services to an amount not to exceed \$42.5 million.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The contract for childcare services between NCTCOG and ResCare Workforce Services, for the FY 2017 term ending September 30, 2017, be increased by \$2.5 million resulting in a revised not to exceed amount of \$42.5 million.

Section 2. The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name 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 the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

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



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Doni Green
Director of Aging Programs

SUBJECT: Resolution Authorizing Contract with Quality Medical Supplies for Medical Equipment and Supplies

The North Central Texas Council of Governments (NCTCOG), in its capacity as the designated Area Agency on Aging, receives federal and state funding to provide medical equipment and supplies to clients of its care coordination and caregiver support coordination program. Through the Health Maintenance Program, Aging case managers purchase items necessary for the health and safety of their low-income consumers such as transfer benches, handheld showerheads, grab bars, and incontinence supplies.

For the past several years NCTCOG has purchased medical equipment and supplies from a single contractor, selected through a competitive bid process based on lowest cost and available product line.

NCTCOG recently sought bids for medical equipment and supplies and received one response—from its current contractor, Quality Medical Supplies (QMS). QMS has performed well under the terms of its current contract and is recommended for award. A draft resolution authorizing a contract with QMS for the period October 1, 2016 through September 30, 2017, with an option to renew for one (1) additional year is attached for Executive Board consideration. Funding under such contract shall be in an amount not to exceed \$350,000 during the two-year period of performance.

I will be available September 22nd, should you or the Board have questions.

Thank you.

DG:ct

**RESOLUTION AUTHORIZING CONTRACT WITH QUALITY MEDICAL SUPPLIES
FOR MEDICAL EQUIPMENT AND SUPPLIES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

WHEREAS, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

WHEREAS, the North Central Texas Council of Governments' Aging Program receives funds from the Texas Health and Human Services Commission that may be used to purchase medical equipment and supplies; and,

WHEREAS, NCTCOG recently engaged in a competitive procurement process for providers of medical equipment and supplies and Quality Medical Supplies (QMS) is being recommended for award; and

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1: A contract between NCTCOG and Quality Medical Supplies for medical equipment and supplies, in an amount not to exceed \$350,000 during the maximum two (2) year term, be and is hereby approved.

Section 2: The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name 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 the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

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



September 22, 2016 – Item 8

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Doni Green
Director of Aging Programs

SUBJECT: Resolution Authorizing FY2017 and 2018 Agreements for Aging Caregiver Services

The North Central Texas Council of Governments (NCTCOG), in its capacity as the designated Area Agency on Aging, receives National Family Caregiver (NFC) funds through the Older Americans Act to provide support services to family caregivers of older persons. A caregiver is a person who provides uncompensated care to a family member or friend age 60 and over, a person of any age who has Alzheimer's disease, a grandparent who is at least 55 years old and has primary custody of grandchildren under the age of 18, or a person age 60 and over who is caring for an adult child who has severe disabilities. NCTCOG awards these funds to community-based providers for caregiver information, education, training, and mental health activities. Providers apply during a Request for Proposal process, through which a subcommittee of the Regional Aging Advisory Committee (RAAC) evaluates competitive proposals.

NCTCOG has approximately \$145,000 per annum available in pass-through funding for caregiver information, education, training, and/or mental health services.

NCTCOG received nine competing proposals for FY2017 services from seven agencies, requesting \$189,060 in funding. The RAAC Proposal Review Subcommittee reviewed all proposals and recommends that each agency be funded. These agencies include: Alzheimer's Association—North Central Texas Chapter; Wellness Center of Collin County; Z-Quest; LifeRoads; Meals on Wheels Senior Services of Rockwall County; Meals on Wheels of Johnson and Ellis Counties; and Senior Connect.

A draft resolution authorizing agreements with the seven agencies listed herein for aging caregiver services, for a maximum two (2) year term and in a total amount not to exceed \$362,000 is attached for Executive Board consideration. Exact funding awards to each agency will be determined by the Regional Aging Advisory Committee (RAAC) based on actual dollars received from the State for Fiscal Years 2017 and 2018. These agreements are "performance based," and sub-recipients are paid at a unit rate for actual work performed.

I will be available at the September 22nd Board meeting, should you or the Board have any questions.

Thank you.

DG:ct

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(817) 640-3300 FAX: 817-608-2372
www.nctcog.org**

**RESOLUTION AUTHORIZING FY2017 AND 2018 AGREEMENTS FOR
AGING CAREGIVER SERVICES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

WHEREAS, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

WHEREAS, the North Central Texas Council of Governments is entrusted to allocate National Family Caregiver (NFC) funds through the Older Americans Act; and,

WHEREAS, NCTCOG conducted a Request for Proposals (RFP), to which seven (7) agencies submitted proposals requesting NFC funds; and,

WHEREAS, following evaluation, the Regional Aging Advisory Committee's Proposal Review Subcommittee is recommending the following agencies for funding: Alzheimer's Association—North Central Texas Chapter; Wellness Center of Collin County; Z-Quest.; LifeRoads; Meals on Wheels Senior Services of Rockwall County; Meals on Wheels of Johnson and Ellis Counties; and Senior Connect; and

WHEREAS, NFC funds awarded to each agency will be determined by the Regional Aging Advisory Committee (RAAC) based on actual dollars received from the State for Fiscal Years 2017 and 2018.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board hereby authorizes agreements for aging caregiver services to the agencies listed herein, for a maximum two (2) year term and in a total amount not to exceed \$362,000.

Section 2. Staff is authorized to administratively adjust funding allocations to the agencies consistent with the recommendations of the Regional Aging Advisory Council (RAAC).

Section 3. The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

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 Arlington

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

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



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Doni Green
Director of Aging Programs

SUBJECT: Resolution Authorizing Contracts with Instruction and Training Providers

The North Central Texas Council of Governments (NCTCOG), in its capacity as the 14-county Area Agency on Aging (AAA), passes through funds to community-based organizations that conduct educational programs for professionals and volunteers who provide direct services to older adults. It supports such projects under the service category of Instruction and Training. NCTCOG currently has contracts with four such organizations that were solicited through a competitive procurement process, with periods of performance that terminate on September 30, 2016.

Aging has approximately \$76,000 budgeted in FY 2017 for Instruction and Training services and anticipates a similar amount in FY 2018.

In June 2016, NCTCOG issued a request for proposals for Instruction and Training and subsequently received four proposals. These proposals reflected a broad range of funding requests, from \$5,500 to \$57,726, and totaled \$105,226. NCTCOG staff convened a review committee, comprised of three members of its Regional Aging Advisory Committee (RAAC) and an Aging staff person, which recommended that the three respondents with the highest ratings be funded. In addition, the Proposal Review Subcommittee recommends annual funding in the following approximate amounts:

<u>Agency</u>	<u>Recommended Funding Level</u>
Wellness Center of Collin County	\$40,000
Good NEWS Living at Home/Block Nurse Program	\$30,000
Mascari Corporation	\$ 6,000
TOTAL	\$76,000

A draft resolution authorizing contracts with Wellness Center of Collin County, Good NEWS Living at Home/Block Nurse Program, and Mascari Corporation for Instruction and Training services, for maximum two (2) year terms and in a total amount not to exceed \$160,000 is attached for Executive Board consideration.

I will be available at the September 22nd Board meeting, should you or the Board have any questions.

Thank you.

DG:ct

RESOLUTION AUTHORIZING CONTRACTS WITH INSTRUCTION AND TRAINING PROVIDERS

WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

WHEREAS, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

WHEREAS, NCTCOG receives funding from DADS that may be used for Instruction and Training services, and;

WHEREAS, NCTCOG recently engaged in competitive procurement for Instruction and Training services for Fiscal Years 2017 and 2018 and received four (4) proposals in response; and

WHEREAS, the Regional Aging Advisory Committee (RAAC) Proposal Review Subcommittee evaluated all proposals and is recommending the three (3) highest rated be funded.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board hereby authorizes contracts with Wellness Center of Collin County, Good NEWS Living at Home/Block Nurse Program and Mascari Corporation for Instruction and Training services, for maximum two (2) year terms and in a total amount not to exceed \$160,000.

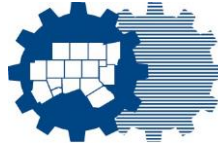
Section 2. The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

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

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22nd, 2016.

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



September 22, 2016 – Item 10

**North Central Texas Council of Governments
Executive Board**

Exhibit: **2016-09-10-EP**

Meeting Date: September 22, 2016

Department: Emergency Preparedness

Presenter: Molly McFadden, Emergency Preparedness Director

Subject: Resolution Authorizing Acceptance of the FY2016 Homeland Security Grant Program (HSGP) Funds to Support Regional Activities

The North Central Texas Council of Governments' Emergency Preparedness Department proposes to continue to assist the Office of the Governor Homeland Security Grants Division and the Urban Area Security Initiative in administering and planning these grant programs for the region and urban area. This is a continuation project.

This funding is a part of the 2016 Department of Homeland Security Appropriations Act. The Department of Homeland Security Homeland Security Grant Program includes provisions for funding assistance of approximately \$1,500,000 to the Council of Governments to provide planning, equipment, training, and exercise assistance to the local governments. It will also support the regional Citizen Corps Program. Consequently, it effectively fills the gaps between needs and existing capabilities pertaining to prevention, preparedness, mitigation, response, and recovery activities. The performance periods for projects under this grant program are September 1, 2016 to August 31, 2019.

3008301 – 2016 SHSP Regional Planning Statement of Work
3023601 – 2016 SHSP CCP Coordinator, Training, and Equipment
3040301 – 2016 SHSP LETPA SWAT Joint Training
3059901 – 2016 SHSP Regional EOC Support Teams
3064301 – 2016 SHSP USAR Training, Equipment, Supplies, and Exercises
3067201 – 2016 SHSP Regional HazMat Training
3065301 – 2016 SHSP Incident Management Technology Integration
2945202 – 2016 SHSP Public Education Program Enhancement
3061401 – 2016 SHSP Regional Training and Exercise Program
3054601 – 2016 SHSP Regional Interoperable Communications Enhancements
2984202 – 2016 UASI – NCTCOG – Statement of Work
2984302 – 2016 UASI – NCTCOG – M&A
2984102 – 2016 UASI – NCTCOG – THIRA
2983902 – 2016 UASI – NCTCOG – UASI Citizen Corps Coordinator

The Office of the Governor Homeland Security Grants Division will enter into an Interlocal Cooperation Agreement with the North Central Texas Council of Governments for approximately \$74,000 to manage and administer the 2016 Homeland Security Grant Program as outlined in the Statement of Work. The Emergency Preparedness Department annually leads the application process for the State Homeland Security Grant Program as outlined and accepted by the Regional Emergency Preparedness Advisory Committee, the Emergency Preparedness Planning Council, and the Executive Board. The Emergency Preparedness Department also provides technical assistance to local subgrantees, including grant rules, regulations, and guidance, and the web-based grant management systems. The performance period is September 1, 2016 to August 31, 2017.

Staff is seeking Executive Board approval to accept the 2016 Homeland Security Grant Funds and execute the necessary grant agreements for an amount of approximately \$1,500,000 and to execute the Interlocal Cooperation Agreement for management and administration activities in the amount of approximately \$74,000. These are included in the FY16 Emergency Preparedness Department budget. At this time, the grant program is 100% federally funded with no local cost-share or match requirements. A draft resolution is attached for Executive Board consideration.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by e-mail at mmcfadden@nctcog.org.

MMc: bh

Resolution Authorizing Acceptance of the FY2016 Homeland Security Grant Program (HSGP) Funds to Support Regional Activities

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is working with local governments and others in building regional emergency preparedness capacity; and,

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

WHEREAS, the Department of Homeland Security, in coordination with the State of Texas Office of the Governor, and North Central Texas Council of Governments seek to address regional priorities such as planning, equipment, training, exercise, citizen preparedness; and,

WHEREAS, North Central Texas Council of Governments is the appropriate agency of local governments to coordinate the aforementioned assistance, contract with the Urban Area for program implementation, and complete regional planning initiatives with city and county governments in North Central Texas.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** NCTCOG is authorized to receive approximately \$1,500,000 in FY2016 Homeland Security Funds to provide planning, equipment, training, citizen preparedness, and exercise assistance for the region and Urban Area, including funds for management and administration activities.
- Section 2.** An agreement between NCTCOG and the State of Texas Office of the Governor to manage and administer the FY 2016 Homeland Security Grant Program in an amount of approximately \$74,000 be and is hereby approved.
- Section 3.** The NCTCOG Executive Board agrees that in the event of loss or misuse of State Homeland Security Program funds, NCTCOG will return the funds to the Office of the Governor in full.
- Section 4.** The Executive Director or designee is authorized to execute grant and contractual agreements consistent with the approval herein 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 September 22, 2016.

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



September 22, 2016 – Item 11

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Amendment to Memorandum of Understanding with United States Army Corps of Engineers to Expedite Environmental Permitting

On August 10, 2015, the Regional Transportation Council (RTC) programmed \$500,000 in Regional Toll Revenue (RTR) funds to support ongoing efforts to expedite environmental permitting for priority transportation projects in the region. This funding is provided to continue successful efforts, which were initially supported with RTC Local funds and previous RTR funds. Over the last eight years, the North Central Texas Council of Governments (NCTCOG) and the United States Army Corps of Engineers (USACE) have coordinated implementation of this initiative, including issuance of approximately 110 expedited permits for priority projects, reduction in the amount of time to process permits, and identification of unnecessary permits that could be withdrawn.

NCTCOG will utilize additional funding to continue coordination with the USACE. The Executive Board previously authorized an agreement and subsequent amendments with USACE to expedite environmental permitting in an amount not to exceed \$1,200,000 through December 31, 2016. RTR funds in the amount of \$500,000 will be used to extend the agreement with the USACE for continuation of their efforts through December 31, 2019.

A draft resolution authorizing an amendment to the USACE Memorandum of Understanding to increase the not to exceed amount from \$1,200,000 to \$1,700,000 through December 31, 2019, is attached for the Executive Board's consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

ND:al
Attachment

**RESOLUTION AUTHORIZING AMENDMENT TO MEMORANDUM OF UNDERSTANDING
WITH UNITED STATES ARMY CORPS OF ENGINEERS TO EXPEDITE
ENVIRONMENTAL PERMITTING**

WHEREAS, the North Central Texas Council of Governments (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 Executive Board authorized a Memorandum of Understanding (MOU) with the United States Army Corps of Engineers for a not to exceed amount of \$1,200,000 through December 31, 2016 to secure expedited review of Section 404 permits; and,

WHEREAS, the RTC programed an additional \$500,000 to continue this initiative to December 31, 2019; and,

WHEREAS, the United States Army Corps of Engineers desires to continue the program and extend the MOU with the NCTCOG.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board authorizes an amendment to the MOU with the United States Army Corps of Engineers to increase the not to exceed amount from \$1,200,000 to \$1,700,000 through December 31, 2019, to expedite environmental permitting.

Section 2. The Executive Director or designee is authorized to execute an amendment to the MOU with the United States Army Corps of Engineers in the name 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 September 22, 2016.

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



September 22, 2016 – Item 12

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Contract Amendments for the 2014 Cooperative Transit Vehicle and Inspection Services Procurements

The North Central Texas Council of Governments (NCTCOG) regularly procures Americans with Disabilities Act (ADA) accessible transit vehicles on behalf of small transit providers who operate public transportation services in the region. This effort assists in minimizing associated administrative costs, ensures Federal Transit Administration (FTA) compliance, provides value-added pricing, and encourages uniformity of vehicle types available across the region.

In July 2014, NCTCOG Executive Board approved a resolution authorizing the execution of two-year contracts with Creative Bus Sales for light-duty buses and small transit vehicles, National Bus Sales for medium-duty buses, and Transit Resource Center for required in-plant inspection services. The two-year contracts also included an option to purchase additional vehicles in the third year and related inspection services. Executive Board authorization is required to exercise these contract options.

Under this authorization, Creative Bus Sales has delivered forty-four (44) of the available fifty-seven (57) vehicles; National Bus Sales has delivered all eleven (11) vehicles; and Transit Resource Center has performed forty-two (42) of the available sixty-eight (68) in-plant inspections under the two-year base contract.

To meet the remaining needs of small transit providers, contract amendments are recommended to purchase vehicles available in the option year, and extend the contract for inspection services for a period of one year. The option year pricing was determined to be fair and reasonable based on below average pricing for vehicles in the current market. The amendment will allow for the manufacture and delivery of up to forty (40) vehicles from Creative Bus Sales; up to eight (8) vehicles from National Bus Sales; and up to thirty-eight (38) in-plant inspections. A combination of FTA funding, Transportation Development Credits (TDCs), and local matching funds will be used.

A draft resolution authorizing contract amendments with Creative Bus Sales, National Bus Sales and Transit Resource Center in order to exercise the contract options is attached for Executive Board consideration. The new not to exceed amounts for the contracts upon exercising the options are: \$7,030,000 for Creative Bus Sales; \$2,180,000 for National Bus Sales; and \$18,000 for Transit Resource Center. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

Attachment 1 summarizes the number of vehicles and authorized amounts for the existing agreement as well as the option year.

KEM:
Attachments

RESOLUTION AUTHORIZING CONTRACT AMENDMENTS FOR THE 2014 COOPERATIVE TRANSIT VEHICLE AND INSPECTION SERVICES PROCUREMENTS

WHEREAS, the North Central Texas Council of Governments (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) Urbanized Area Formula, Enhanced Mobility of Seniors and Individuals with Disabilities and Bus and Bus Facilities Program funds in areas not served by existing transit authorities, 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 the FTA Urbanized Area Formula, Enhanced Mobility of Seniors and Individuals with Disabilities and Bus and Bus Facilities Program funds, and conduct cooperative vehicle procurements on behalf of subgrantees; and,

WHEREAS, on July 24, 2014, the NCTCOG Executive Board adopted a resolution authorizing contracts with Creative Bus Sales and National Bus Sales to design, manufacture, and deliver three types of American with Disabilities Act (ADA) accessible transit vehicles to support public transportation services related to the FTA grant programs; and,

WHEREAS, on July 24, 2014, the NCTCOG Executive Board adopted a resolution authorizing a contract with Transit Resource Center to provide In-Plant Inspection Services to ensure the transit vehicles are designed and manufactured according to federal standards; and,

WHEREAS, to meet the remaining needs of small transit providers in the region, it is necessary to purchase available vehicles in the option year; and, therefore necessary to amend the contract with Creative Bus Sales and National Bus Sales; and,

WHEREAS, it is necessary to extend the contract term for In-Plant Inspection Services to ensure the option year transit vehicles are designed and manufactured according to federal standards; and, therefore necessary to amend the contract with Transit Resource Center; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board authorizes the execution of the option year and an increase of \$2,600,000 to the original contract not to exceed amount of \$4,430,000 for Creative Bus Sales to design, manufacture, and deliver light-duty and small duty transit vehicles, for an amount not to exceed \$7,030,000.

- Section 2.** The Executive Board authorizes the execution of the option year and an increase of \$900,000 to the original contract not to exceed amount of \$1,280,000 for National Bus Sales to design, manufacture, and deliver medium-duty transit buses, for an amount not to exceed \$2,180,000.
- Section 3.** The Executive Board authorizes an extension to the contract term and an increase of \$4,000 to the original contract authorized not to exceed amount of \$14,000 for Transit Resource Center to provide in-plant inspection services, for an amount not to exceed \$18,000.
- Section 4.** The Executive Director or designee is authorized to execute contract amendments with Creative Bus Sales, National Bus Sales and Transit Resource Center, 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 this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on September 22, 2016.

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

2014 Cooperative Vehicle Procurement Summary						
Vendor	Deliverables	Two Year Contract Authorization Approved July 24, 2014		Option Year Contract Authorization Pending Approval		
		Vehicles	Base Contract Not to Exceed	Vehicles	Additional Funds	Amended Contract Not to Exceed
Creative Bus Sales	Mobility Ventures MV-1 (Small)	18	\$4,430,000	10	\$2,600,000	\$7,030,000
	StarTrans Senator II (Light)	39		30		
National Bus Sales	Glaval Entourage (Medium)	11	\$1,280,000	8	\$900,000	\$2,180,000
Transit Resource Center	TRC Inspection Services	68	\$14,000	38	\$4,000	\$18,000



September 22, 2016– Item 13

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing a Contract with United Road Towing Texas, Inc. for Wrecker Services on SH 161

A bottleneck improvement for State Highway (SH) 161 between Belt Line Road and SH 183 in Irving opened to traffic in September 2015. This improvement consisted of shoulder restriping to enable three lanes of traffic during peak travel periods. The additional capacity provides congestion relief for travelers within and adjacent to this three-mile section. A key component to successfully utilize the shoulder is the staging of tow trucks to respond quickly to incidents and to provide the additional daily services required for opening and closing the shoulder. These services include; conducting a sweep of the shoulder for debris or vehicles prior to the lane opening, notifying TxDOT with confirmation the lanes are clear and ready to be opened, and coordinating with courtesy patrols on any motorist assistance incidents during the lanes operational periods.

The project is located within the city of Irving and the City ordinance requires the Irving Police Department to dispatch its contracted wrecker service provider. After conducting a competitive procurement, the City awarded the contract to United Road Towing Texas, Inc. on September 8, 2016 for a term of one-year with two, 2-year renewal options. The City included the scope of services to stage and operate the SH 161 pilot project into its procurement and has requested the North Central Texas Council of Governments (NCTCOG) enter into an agreement directly with URT in order to pay for these services.

Executive Board approval will be requested to enter into a contract with United Road Towing Texas, Inc. for an annual amount not to exceed \$300,000 for a term of one-year, with four (4) one year optional annual renewals. The sources of funding will be 80 percent Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding and 20 percent state match provided by TxDOT.

It is proposed that a similar project with more advanced technology improvements will be constructed on US 75 from IH 635 to McKinney.

JD

RESOLUTION AUTHORIZING A CONTRACT WITH UNITED ROAD TOWING TEXAS, INC. FOR WRECKER SERVICES ON SH 161

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

WHEREAS, the RTC's Freeway Incident Management (FIM) Training Program is designed to initiate a common coordinated response to traffic incidents that will build partnerships, enhance safety for emergency personnel, reduce secondary traffic crashes, improve efficiency of the transportation system, and improve air quality in the Dallas-Fort Worth region; and,

WHEREAS, the interim bottleneck improvement for SH 161 between Belt Line Road and SH 183 in Irving will continue to be open to traffic, whereby the inside shoulder will be restriped to enable three lanes of traffic during the peak periods to provide additional capacity and congestion relief during the peak periods; and,

WHEREAS, the City of Irving conducted a competitive procurement in 2016 for wrecker services and auto pound operation and selected United Road Towing (URT) Texas, Inc. as the authorized wrecker service required for any City of Irving dispatched tow requests through September 30, 2017; and,

WHEREAS, the RTC desires to provide for the staging of wrecker services with funding through the RTC-approved Texas Department of Transportation Congestion Management Partnership as part of the interim bottleneck improvement to provide quick response and removal of incidents along SH 161 in Irving through the City of Irving's authorized tow provider.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A contract between NCTCOG and United Road Towing Texas, Inc., in an amount not to exceed \$300,000, for a term of one year, with four (4) one year optional annual renewals, be and is hereby approved.
- Section 2.** The Executive Director or designee is authorized to execute a contract with United Road Towing Texas, Inc., in the name 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 September 22, 2016.

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



September 22, 2016 – Item 14

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing an Agreement with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC to Implement a Toll Discount Pilot Program to Travel Outside of the Peak Travel Period

The North Central Texas Council of Governments has implemented Travel Demand Management (TDM) strategies within the Dallas-Fort Worth region for many years. These strategies include telecommuting, bicycling, varied work schedules, transit, carpools/vanpools, park-and-rides, and peak-period pricing. NCTCOG would like to partner with NTE Mobility Partners and LBJ Infrastructure Group to offer a TDM strategy to encourage commuters to travel outside of the peak period by receiving a 75 percent discount on the toll charged on the NTE and LBJ Express managed lane facilities. This initiative is part of the Regional Transportation Council TDM program. The program is called "Scoot Your Commute" and is expected to run August 2016 through October 2016.

As part of this partnership, NCTCOG would pay 50 percent of the toll discount and NTE Mobility Partners and LBJ Infrastructure Group would pay the other 50 percent. The toll discount for this program is expected to cost approximately \$40,000. This program will run for three months with one month to travel before the am peak period, one month to travel after the am peak period and one month to travel after the pm peak period. Executive Board approval will be requested to execute an agreement with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC for an amount not to exceed \$20,000 (\$16,000 Surface Transportation Block Grant Program [formerly known as Surface Transportation Program – Metropolitan Mobility] funds and \$4,000 Regional Transportation Council Local funds).

NB:
Attachment

RESOLUTION AUTHORIZING AN AGREEMENT WITH NTE MOBILITY PARTNERS, LLC AND LBJ INFRASTRUCTURE GROUP, LLC TO IMPLEMENT A TOLL DISCOUNT PILOT PROGRAM TO TRAVEL OUTSIDE OF THE PEAK TRAVEL PERIOD

WHEREAS, the North Central Texas Council of Governments (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 Regional Transportation Council is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions; and,

WHEREAS, Subtask 5.05 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning provides for implementation of the Regional Trip Reduction Program; and,

WHEREAS, on April 28, 2016, the NCTCOG Executive Board adopted a resolution authorizing the receipt of Surface Transportation Program – Metropolitan Mobility (STP-MM), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and associated local match funds for planning and implementation programs to be administered and managed by NCTCOG; and,

WHEREAS, NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC has implemented a toll discount pilot program to travel outside of the peak period; and,

WHEREAS, under this partnership, NTE Mobility Partners, LLC and LBJ Infrastructure Group will contribute \$20,000 and RTC will contribute \$20,000; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC to implement a toll discount pilot program to travel outside of the peak period in an amount not to exceed \$20,000 (\$16,000 Surface Transportation Block Grant Program [formerly known as Surface Transportation Program – Metropolitan Mobility] funds and \$4,000 Regional Transportation Council Local funds)

Section 2. The Executive Director or designee is authorized to execute a contract with NTE Mobility Partners, LLC and LBJ Infrastructure Group, LLC in the name 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 September 22, 2016.

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



September 22, 2016 – Item 15

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives

Since January 2014, the Executive Board has approved advertising funding annually for various transportation programs. Fiscal Year (FY) 2017 Advertising for Transportation Initiatives was included in the Executive Board approval for the FY 2016 and FY 2017 Unified Planning Work Program (UPWP) in May 2016.

Combining advertising efforts within the Transportation Department has resulted in, increased website traffic, greater public participation, and lower advertising rates. Additional benefits received include efficiencies with media outlets such as improved staff coordination, increased timeliness, broader audience reach including historically underserved populations, and cross program communication. Advertisements may be presented through print and online publications, radio and television spots, bill boards, social media, transit, and kiosks. FY 2017 advertising will support the following activities listed below.

The AirCheckTexas Program provides assistance to repair or replace older, higher polluting vehicles to bring them into compliance with emissions standards. It is supported under element 3.03 of the FY 2016 and FY 2017 UPWP and will be funded with Texas Commission on Environmental Quality Funds.

The Bike/Pedestrian Safety Program aims to educate on safety issues and mitigation strategies for motorists, cyclists, and pedestrians. It is supported under element 5.03 of the FY 2016 and FY 2017 UPWP and will be funded with Transportation Enhancement Funds and Regional Transportation Council (RTC) Local Funds.

The Congestion Demand Management Program is a voluntary educational program that promotes alternatives to driving alone (such as carpooling/vanpooling, transit, biking, walking and telecommuting) on a commute trip. This year-round, voluntary program is aimed at private and public employers in the region with 100 or more employees. The promoting of the Try Parking It website and Value Pilot Pricing Program are included in this effort. This effort is supported under element 5.05 of the FY 2016 and FY 2017 UPWP and will be funded with Surface Transportation Block Grant Program (STBG, formerly known as Surface Transportation Program –Metropolitan Mobility). Federal Highway Administration Funds, and RTC Local Funds and/or Transportation Development Credits (TDCs).

The Notifications of Opportunities for Public Input/Public Meetings aim to provide reasonable opportunities for the public to comment on the region's transportation plans according to requirements of Moving Ahead for Progress in the 21st Century Act. Public meetings and other opportunities allow North Texans to learn about and provide input on transportation and air quality in the region and help set priorities for the future. This effort is supported under element 1.01 of the FY 2016 and FY 2017 UPWP and will be funded with Transportation Planning Funds.

The Ozone Season Emissions Reduction Campaign promotes transportation-related clean air strategies and activities in the Dallas-Fort Worth nonattainment area. Air North Texas is the ozone season emission reduction campaign and partnership that promotes a consistent and comprehensive message to the public about the importance of clean air and is a resource for clean air issues. It is supported under element 3.04 of the FY 2016 and FY 2017 UPWP and will be funded with Congestion Mitigation and Air Quality Improvement Program (CMAQ) Funds and TDCs.

The Vehicle Technologies Program aims to help minimize the region's pollution related to mobile sources by implementing a variety of programs that enhance the use of cleaner, sustainable, more fuel-efficient vehicles, equipment, and technologies. Funds allocated for advertising will be utilized to help educate the public about various programs and initiatives related to vehicle technologies that reduce emissions. This effort is supported under element 3.03 and 3.04 of the FY 2016 and FY 2017 UPWP and will be funded with Environmental Protection Agency, CMAQ, and Department of Energy, RTC Local Funds, partner contributions, and TDCs.

The Procurement Outreach Program seeks to better engage with vendors and consultants with Disadvantaged Business Certification (DBE) or that may be eligible for DBE certification. This effort is supported under element 1.03 of the FY 2016 and FY 2017 UPWP and will be funded with STBG and RTC Local funds.

The Regional Freight Program will provide education on railroad safety and how to drive safely around freight vehicles. This program is supported under elements 5.06 and 5.08 of the FY 2016 and FY 2017 UPWP and will be funded with STBG, Texas Department of Transportation, and RTC Local funds.

The 511DFW Program provides the region with a single source of traveler information available to both agencies and the public. This program is supported under element 5.04 of the FY 2016 and FY 2017 UPWP and will be funded with STBG.

The DFW Connector Pilot Program will test strategies to increase TollTag usage in the DFW Connector corridor. Funds allocated for advertising will be utilized to help educate the public in the target region about the various strategies being implemented. This program is supported under element 5.05 of the FY 2016 and FY 2017 UPWP and will be funded with Regional Toll Revenue.

Staff is seeking Executive Board approval to spend up to \$1,400,000 for the purchase and placement of FY 2017 Transportation Department advertising needs. A draft resolution authorizing the purchase and placement of Transportation Department advertising is attached for Executive Board consideration. A funding table detailing funding sources, funding amounts including match sources and match amounts is provided in Attachment 1 to this letter. I will provide a brief presentation on this item and be available to answer any questions prior to requesting Board approval.

PB:mg
Attachments

**RESOLUTION AUTHORIZING PURCHASE AND PLACEMENT OF ADVERTISING FOR
TRANSPORTATION INITIATIVES**

WHEREAS, the North Central Texas Council of Governments (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, Fixing America's Surface Transportation Act (FAST Act) and the associated implementing regulations emphasize the importance of public involvement, including public meetings, in the transportation planning process and require adequate notice be given to the public of these activities; and,

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

WHEREAS, there has been significant regional interest to enhance coordination, communication, and awareness of various programs administered by NCTCOG; and,

WHEREAS, it has become beneficial for various NCTCOG Transportation Department program areas to administer and coordinate multimedia advertising in an effort to efficiently, effectively, and responsibly reach all audiences.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** NCTCOG is authorized to enter into agreements with various multimedia outlets for the purchase and placement of new advertising for Fiscal Year 2017 Transportation Department initiatives in an amount up to \$1,400,000.
- Section 2.** The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.
- 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 September 22, 2016.

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

Purchase and Placement of Advertising for Transportation Initiatives for FY 2017

Program Name	Funding Source	Funding Amount	Match Source	Match Amount	Total
AirCheckTexas	TCEQ	\$250,000	NA	\$0	\$250,000
Bike/Pedestrian Safety Program^	TxDOT: Transportation Enhancement (TE)/State Farm Grants	\$62,000	RTC Local	\$8,000	\$70,000
Congestion Management Program	STP-MM	\$150,000	TDCs*	\$30,000	\$150,000
Ozone Season Emissions Reduction Campaign	CMAQ	\$200,000	TDCs*	\$40,000	\$200,000
Vehicle Technologies Program (i.e. Electric Vehicles Promotion, Idling Education, Clean Cities, Freight Efficiency Outreach)^	CMAQ/EPA/DOE	\$166,500	RTC Local and/or In-Kind and TDCs*	\$32,700	\$170,500
Notifications of Opportunities for Public Input/Public Meetings	TPF	\$63,000	NA	\$0	\$63,000
Procurement Outreach**	STP-MM	\$4,000	RTC Local	\$1,000	\$5,000
Regional Freight**	STP-MM	\$104,000	TxDOT/RTC Local	\$26,000	\$130,000
511DFW**^	STP-MM	\$232,960	TxDOT	\$58,240	\$291,200
DFW Connector Pilot Program Campaign**^	RTR	\$40,000	NA	\$0	\$40,000
				Total	\$1,369,700

^Some or all of the funding is pending agreement or extension of current agreement

*98,700 in TDCs are credits and cannot be used to pay for advertising. Amount in total column reflects the dollar amount available for this initiative

**Includes or is a new program that has not been advertised before



September 22, 2016 – Item 16

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Endorsing Travel Outside of North America Requested by the United States Department of Transportation

Hua Yang, Senior Transportation System Modeler, has been invited to be a part of a Needs Assessment Team sponsored by the United States Department of Transportation to take part in the International Forum on Innovation and Transformation of Urban Transport (September 19-20, 2016) in Beijing, China. As part of the United States-China Transportation Forum, and in conjunction with the recently executed Memorandum of Understanding between the Regional Transportation Council and the China Academy of Transportation Science (CATS), Ms. Yang will be speaking at the 2016 International Smart Urban Transport Conference (September 24-25, 2016) in Xi'an, China. Executive Board endorsement will be requested for Ms. Yang's travel to China for these conferences. Travel dates are anticipated to be September 18-27, 2016. Travel and accommodations in China will be fully covered by the United States Department of Transportation.

A draft resolution authorizing foreign travel for Hua Yang of the Transportation Department is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

KK:al
Attachment

**RESOLUTION ENDORSING TRAVEL OUTSIDE OF NORTH AMERICA REQUESTED BY
THE UNITED STATES DEPARTMENT OF TRANSPORTATION**

WHEREAS, the North Central Texas Council of Governments (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 North Central Texas Council of Governments' Personnel Policy requires approval by the Executive Board for staff travel outside of North America; and,

WHEREAS, the International Forum on Innovation and Transportation of Urban Transport and the 2016 International Smart Urban Transport Conference will be held in China in September 2016; and,

WHEREAS, Hua Yang, of the Travel Demand Model and Forecasting Program in the Transportation Department, has been requested to be part of a Needs Assessment Team sponsored by the United States Department of Transportation; and,

WHEREAS, this conference provides an opportunity for an exchange of knowledge on subject matter of critical importance to this region.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. In accordance with NCTCOG's personnel policy for travel, permission is granted for Hua Yang to travel outside of North America to be a part of a Needs Assessment Team sponsored by the United States Department of Transportation to take part in the International Forum on Innovation and Transformation of Urban Transport (September 19-20, 2016) in Beijing, China, and speak at the 2016 International Smart Urban Transport Conference (September 24-25, 2016) in Xi'an, China.

Section 2. The Executive Director or designee is authorized to execute all related travel documents, in the name 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 September 22, 2016.

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



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 12, 2016

FROM: Edith Marvin, P.E.
Director of Environment and Development

SUBJECT: Resolution Authorizing Contract with Halff Associates, Inc. for the Integrated Stormwater Management Program

The North Central Texas Council of Governments serves more than 100 local governments in the region which have state stormwater discharge permits. In order to serve them effectively, NCTCOG maintains a set of *integrated* Storm Water Management (iSWM) design manuals and related materials addressing construction and post construction requirements. The iSWM program has assisted NCTCOG's local governments for almost 15 years in achieving their goals of water quality protection, streambank protection and flood control in addition to serving the communities with stormwater discharge permits.

In 2002, the North Central Texas Council of Governments (NCTCOG) along with more than 60 local governments, developers, and engineers developed the iSWM Program to proactively address stormwater measures related to construction and post-construction minimum control measures, flooding, streambank erosion issues, and as a resource to help meet state permitting requirements. Since the release of the iSWM Manuals, NCTCOG has been promoting their adoption by cities and counties in the region. In 2014, NCTCOG with the support of the iSWM Implementation Subcommittee and Public Works Council, developed a new implementation strategy for the use of iSWM by local governments.

The Public Works Council and iSWM Implementation Subcommittee provides oversight and policy guidance for this program, funding, and necessary updates. This subcommittee is comprised of local government and private sector professionals in the fields of public works, engineering, stormwater management, planning, and development. Our continued efforts in stormwater management provide an invaluable asset to our communities who face on-going challenges in the realm of public infrastructure and public safety.

The project consultant, chosen in 2009 to assist with this program, performed under a contract and contract extensions through April 2016. In order to ensure a competitive process and to continue providing projects desired by our member governments, NCTCOG required and initiated procurement of a professional services firm to assist with the Integrated Stormwater Management (iSWM) Projects. NCTCOG issued RFQ # NCT-2016-17 on August 1, 2016, to receive qualified responses from engineering consulting firms. NCTCOG received two (2) responses by the September 2, 2016, deadline.

**616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org**

The Consultant Selection Committee (CSC) met to review and evaluate the proposals and is recommending Halff Associates, Inc. to perform the required services. A draft resolution authorizing a contract with Halff Associates, Inc., for an initial three (3) year term with two (2) optional one (1) year renewals, in an amount not to exceed \$500,000, is attached for Executive Board consideration. The funding to perform the needed projects generally totals approximately \$70,000 annually, and has been capped at \$100,000 annually.

I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

/em

**RESOLUTION AUTHORIZING CONTRACT WITH HALFF ASSOCIATES, INC., FOR
THE INTEGRATED STORMWATER MANAGEMENT PROGRAM**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the integrated Stormwater Management (iSWM) Program was developed by NCTCOG and its member governments to provide assistance and guidance for development and redevelopment related storm water initiatives in North Central Texas; and,

WHEREAS, iSWM is coordinated by NCTCOG with guidance from the Public Works Council, who is advised by the iSWM Implementation Subcommittee, comprised of local government officials and private industry representatives; and,

WHEREAS, NCTCOG issued RFQ # NCT-2016-17 on August 1, 2016, to receive qualified responses from engineering consulting firms to assist with the Program and, following evaluation, the Consultant Selection Committee is recommending Halff Associates, Inc.; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Halff Associates, Inc., for the Integrated Stormwater Management (iSWM) Program, for an initial three (3) year term with two (2) optional one (1) year renewals, in an amount not to exceed \$500,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute contractual agreements with Halff Associates, Inc., in the name 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 September 22, 2016.

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



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: September 14, 2016

FROM: Edith Marvin, P.E.
Director of Environment and Development

SUBJECT: Appointments to Department of Environment and Development Advisory Committees

The Executive Board is being asked to consider appointments to the following advisory committees:

- **Public Works Council (PWC)** – Originating in 1977 as the Standard Specifications Advisory Committee, becoming the Public Works Advisory Committee in 1984, and evolving into the PWC in 2001, this committee is composed of public and private sector professionals with public works and development expertise. The current PWC structure is based on large jurisdiction and subregion representation. The subregions are intended to provide a linkage to the Council for all jurisdictions in the region and allow for subregional meetings to address localized issues.
- **Regional Codes Coordinating Committee (RCCC)** – The North Central Texas Council of Governments' (NCTCOG) RCCC is comprised of area public and private code professionals that research and provide recommendations on the standardization of municipal construction codes.
- **Resource Conservation Council (RCC)** – Serving as NCTCOG's solid waste advisory committee, the RCC provides support and advice on methods to conserve, recover, and recycle valuable resources and to provide proper handling and disposal of non-recoverable waste materials.
- **Water Resources Council (WRC)** – The WRC was established in 1979 to advise NCTCOG's Executive Board on both technical and policy issues related to water resources matters. The WRC reviews day-to-day technical issues; oversees the water resources planning process; and performs technical review of water-related grant applications.

Please reference Attachment 1 for the listing of members recommended for appointment/reappointment as well as continuing members. We look forward to discussing these recommendations with the Executive Board.

PUBLIC WORKS COUNCIL

(Chair and Vice Chair serve one year terms; other members serve two year terms)

Chair: Joe Trammel **Vice Chair:** Manny Palacios
 County Engineer Transportation and Public Works Director
 Tarrant County City of Weatherford

Public Sector Standing Member	2016	2017
City of Arlington	Keith Melton Director of Public Works and Transportation	**
City of Arlington	Walter “Buzz” Pishkur Director of Water Utilities	Walter “Buzz” Pishkur Director of Water Utilities
City of Carrollton	Danny Stevens Manager, Streets, Drainage, and Traffic Operations	John Crawford Interim Director of Public Works
City of Dallas	Tim Starr Assistant Director, Public Works	Tim Starr Assistant Director, Public Works
City of Dallas	Kenneth Jones Senior Engineer	**
City of Denton	David Hunter Watershed Protection Manager	David Hunter Watershed Protection Manager
City of Fort Worth	Greg Simmons Assistant Director, Transportation and Public Works	**
City of Fort Worth	Andy Cronberg Engineering Manager, Field Operations	John Kasavich Senior Professional Engineer
City of Frisco	Perry Harts Stormwater Administrator	Paul Knippel Director of Public Works
City of Garland	Michael Polocek Director of Engineering	Michael Polocek Director of Engineering
City of Grand Prairie	Stephanie Griffin Floodplain Administrator/ Stormwater Utility Manager	**
City of Irving	Wayne Lee City Engineer	Wayne Lee City Engineer
City of McKinney	Chris Browning (Interim: Paul Sparkman – Assistant Director of Public Works) Executive Director, Water Utilities and Infrastructure	Paul Sparkman Assistant Director of Public Works
City of Mesquite	Tim James Director of Public Works	**

**Continuing – term ends 9.30.2017

Public Sector Standing Member	2016	2017
City of Plano	Gerald Cosgrove Director of Public Works	**
City of Richardson	Jim Lockart Assistant Director of Engineering	**
Collin County	Tracy Homfeld Assistant Director of Engineering	Gary Enna Assistant Director of Public Works
Dallas County	John Mears Assistant Director of Public Works	John Mears Assistant Director of Public Works
Denton County	Michael Tubiolo Construction Manager	Fred Ehler Public Works Director
Tarrant County	Joe Trammel County Engineer	**

Public Sector Subregional Representative	2016	2017
Denton/Lake Cities	Justin Brown (Interim: Cody Collier – Director of Public Works) Public Works Director City of Corinth	Mike Brownlee City Engineer City of Corinth
DFW North	David Salmon City Engineer City of Lewisville	Keith Marvin Director of Public Services City of Lewisville
East	John Wright Public Works Director City of Greenville	Bobby Clay Public Works Director City of Fate
Mid-Cities	Hal Cranor Director of Public Works City of Euless	Mike Curtis Managing Director of Development Services City of North Richland Hills
Northeast	Frank Jaromin Director of Public Works Town of Prosper	Alan Fourmentin Assistant Director of Public Works City of Celina
Northeast Dallas	Jim Proce Assistant City Manager City of Rowlett	**
Northeast Tarrant	Jeremy Hutt City Engineer City of Colleyville	**
Northwest	Eric Tamayo Public Works Director Town of Northlake	**

**Continuing – term ends 9.30.2017

Public Sector Subregional Representative	2016	2017
Northwest Dallas	Keith Marvin (Interim: Mike Garza – Assistant Director of Public Works) Assistant Director of Public Works City of Coppell	**
Northwest Tarrant	Joseph Alvarez Public Works Supervisor City of Westworth Village	**
South Tarrant	Sheyi Ipaye City Manager City of Forest Hill	**
Southeast	Jeff Chambers Director of Public Works City of Waxahachie	**
Southeast Dallas	Andrew Waits Water and Wastewater Superintendent City of Lancaster	**
Southwest	David Disheroon Public Works Director Johnson County	David Disheroon Public Works Director Johnson County
Southwest Dallas	Mike Brownlee Assistant Director of Public Works City of Duncanville	Elias Sassoon Director, Public Works Department City of Cedar Hill
West	Manny Palacios Transportation and Public Works Director City of Weatherford	Manny Palacios Transportation and Public Works Director City of Weatherford

Private Sector	2016	2017
Associated General Contractors	Paul Causey North Texas Area Manager Associated General Contractors of Texas	**
Council of Engineering Companies	Jerry Roberts Vice President Half Associates, Inc.	**
Associated General Contractors	Eric Johnson General Plant Manager Austin Bridge and Road	**
Council of Engineering Companies	Brad Tribble Senior Vice President Kimley-Horn	**
Texas Council of Engineering Laboratories/ GeoProfessionals Serving Texas	Lyndon Cox Senior Principal/Dallas Construction Services Department Manager Terracon Consultants	Lyndon Cox Senior Principal/Dallas Construction Services Department Manager Terracon Consultants

**Continuing – term ends 9.30.2017

REGIONAL CODES COORDINATING COMMITTEE

(Chair and Vice Chair serve one year terms; other members serve two year terms)

Chair: David Kerr **Vice Chair:** Jack Thompson
 Fire Marshal Building Official
 City of Plano Town of Westover Hills

Public Sector Member	2016	2017
City of Arlington	Rick Ripley Building Official	**
City of Dallas	Ted Padgett Assistant Chief, Fire Department	**
City of Dallas	Ed Dryden Assistant Building Official	Ed Dryden Assistant Building Official
City of Duncanville	Greg Contreras Building Official	**
Town of Flower Mound	Danny Hartz Building Official	Danny Hartz Building Official
City of Fort Worth	Allison Gray Assistant Director, Development Division	**
City of Fort Worth	Bob Morgan Senior Fire Protection Engineer	**
City of Frisco	Steve Covington Chief Building Official	Steve Covington Chief Building Official
City of Frisco	Gilbert Urvina Chief Plumbing Inspector	Gilbert Urvina Chief Plumbing Inspector
City of Garland	Jim Olk Building Official	Jim Olk Building Official
Town of Highland Park	Gary Miller – City of Irving Planning and Inspections Director	Kirk Smith Development Services Manager
City of Mansfield	Judy Armstrong – Ellis County Director of County Development	Clayton Chandler City Manager
City of Mansfield	Paul Coker Chief Building Official	**
City of Mesquite	Keith Smith Building Official	Vacant – Will identify an interim.
City of North Richland Hills	Scott Williams – City of Grapevine Building Official	David Pendley Chief Building Official
City of Plano	David Kerr Fire Marshal	**
City of Plano	Selso Mata Building Official	Selso Mata Building Official
Town of Westover Hills	Jack Thompson – City of De Soto Building Official	Jack Thompson Building Official

**Continuing – term ends 9.30.2017

Private Sector Member	2016	2017
Associated General Contractors	Jack Baxley Executive Vice President TEXO	Jack Baxley Executive Vice President TEXO
Associated General Contractors	Larry Bartlett Lead Plumbing Coordinator TDIndustries	**
International Association of Electrical Inspectors	Gary Jones Principal, Owner G. W. Jones Consulting	**
American Institute of Architects, East	Bruce Rachel Architect Hensley Lamkin Rachel, Inc.	**
Construction Code Consultant	Stan Folsom Chief Executive Officer Systemhouse	Stan Folsom Chief Executive Officer Systemhouse
Society of Fire Protection Engineers	Amy Porter Senior Fire Protection Engineer Jensen Hughes	**
Energy Specialist	Bahman Yazdani Associate Director Texas A&M Energy Systems Laboratory	**
Dallas Builders Association	David Lehde Director of Government Affairs Dallas Builders Association	**
Dallas Builders Association	Tommy Ford President Tommy Ford Construction Company	**
Building Owners and Managers Association, Dallas	Joe Bass Senior Vice President – Development Hillwood	Joe Bass Senior Vice President – Development Hillwood

**Continuing – term ends 9.30.2017

RESOURCE CONSERVATION COUNCIL

(Chair and Vice Chair serve one year terms; other members serve two year terms)

Chair: Stephen Massey
Community Services Director
City of Allen

Vice Chair: Cecile Carson
Senior Director, Affiliate Development
Keep America Beautiful

Public Sector Member	2016	2017
City of Allen	Stephen Massey Community Services Director	**
City of Arlington	Lorrie Anderle (Interim: Jennifer Shaver – Environmental Programs Coordinator) Recycling Coordinator	**
City of Dallas	Kelly High Director, Sanitation Services City of Dallas	Murray Myers Manager, Zero Waste City of Dallas
City of Denton	A. Vance Kemler Director of Solid Waste	**
City of Farmers Branch	Shane Davis Environmental Services and Solid Waste Manager	**
City of Fort Worth	Valarie Familo (Interim: Robert Smouse – Assistant Director, Solid Waste Services) Senior Contract Compliance Specialist	**
City of Garland	Lonnie Banks Managing Director, Environmental Waste Services	Tiana Lightfoot Svendsen Environmental Outreach Coordinator
City of Grand Prairie	Patricia Redfearn Solid Waste Manager	Patricia Redfearn Solid Waste Manager
City of Irving	Brenda Haney Solid Waste Services Director	**
City of Kennedale	Bob Hart City Manager/Director of Economic Development Corporation	Bob Hart City Manager/Director of Economic Development Corporation
City of Lewisville	Lisa Weaver Sustainability Manager	**
Town of Little Elm	Kevin Mattingly Director of Public Works	Kevin Mattingly Director of Public Works
City of Mansfield	Howard Redfearn Environmental Manager	Howard Redfearn Environmental Manager
City of Mesquite	Kathy Fonville Water Conservation and Recycling Coordinator	Kathy Fonville Water Conservation and Recycling Coordinator

**Continuing – term ends 9.30.2017

Public Sector Member	2016	2017
City of Plano	Robert Smouse (Interim: Steve Funk – EWS Superintendent) Environmental Waste Services Manager	**
City of Stephenville	Nick Williams Director of Public Works	**
Collin County	Tammi Benners (Interim: Mike Evertson – Road & Bridge Superintendent) Office Coordinator	**
Dallas County	Anthony Jenkins (Interim: Rudy Phillips – Asst. Director of Environmental Health) Asst. Director of Environmental Health	**
Johnson County	James Terry – Denton County Senior Deputy Fire Marshal	David Disheroon Director of Public Works
Hood County	Chad Davis County Engineer Wise County	Rick Crownover Director of Public Works City of Granbury
Somervell County	David Alexander – Hunt County Assistant Emergency Management Coordinator	Chester Nolen City Administrator City of Glen Rose
Tarrant County	Robert Berndt Environmental Specialist	Robert Berndt Environmental Specialist

Other	2016	2017
Educational	Michelle Hahn Operations/Energy Manager Plano ISD	Brandon Morton Sustainability Coordinator North Lake College
Educational	Dennis McCreary Assistant Superintendent for Facilities, Planning, and Construction Northwest ISD	William Shenko Assistant Director of Facility Management Birdville ISD
Environmental	Cecile Carson Senior Director, Affiliate Development Keep America Beautiful	Cecile Carson Senior Director, Affiliate Development Keep America Beautiful
Environmental	Charles Whitaker Executive Director Environmental Co-op	**
Environmental	Zac Trahan Statewide Program Director Texas Campaign for the Environment	Corey Troiani Statewide Program Director Texas Campaign for the Environment
Environmental	Grace Darling Board Member Arlington Conservation Council	**
Private Sector	Greta J. Calvery Area Public Affairs Manager Waste Management	**

**Continuing – term ends 9.30.2017

Other	2016	2017
Private Sector	Elizabeth Combs Public Relations and Recycling Coordinator Progressive Waste Solutions	**
Private Sector	Cheri Reynolds Howard Regional Business Development Manager ECS Refining	Risa Weinberger Principal Risa Weinberger & Associates, Inc.
Private Sector	Lora Hinchcliff Municipal Solutions Manager Living Earth	Lora Hinchcliff Municipal Solutions Manager Living Earth
Private Sector	Reid Donaldson Senior Area Municipal Services Republic Waste	Vince Hrabal Municipal Services Manager Republic Waste
Private Sector	Robert Medigovich Waste Minimization/Recycling Consultant Community Waste Disposal, Inc.	Robert Medigovich Waste Minimization/Recycling Consultant Community Waste Disposal, Inc.
Special District	Jeff Mayfield Solid Waste System Officer North Texas Municipal Water District	Jeff Mayfield Solid Waste System Officer North Texas Municipal Water District

**Continuing – term ends 9.30.2017

WATER RESOURCES COUNCIL

(Chair and Vice Chair serve one year terms; other members serve two year terms)

Chair: Ron McCuller

Director of Public Works
City of Grand Prairie

Vice Chair: Wayne Owen

Planning Director
Tarrant Regional Water District

Public Sector Member	2016	2017
City of Arlington	Walter “Buzz” Pishkur Director of Water Utilities	Craig Cummings Assistant Director
City of Dallas System	Zachary Peoples Assistant Director - Wastewater Operations City of Dallas	**
City of Dallas System	Larry McDaniel General Manager Dallas County Park Cities Municipal Water District	**
City of Dallas System	Greg Porter Deputy City Manager City of Cedar Hill	Jason Shroyer Assistant Director, Infrastructure & Operations Services Town of Addison
City of Dallas System	Todd Reck Water Utilities Director City of Irving	Todd Reck Water Utilities Director City of Irving
City of Dallas System	Susan Alvarez Assistant Director – Floodplain & Drainage Management City of Dallas	Susan Alvarez Assistant Director – Floodplain & Drainage Management City of Dallas
City of Dallas System	Jody Puckett Director, Water Utilities City of Dallas	Jody Puckett Director, Water Utilities City of Dallas
City of Denton	Tim Fisher Assistant Director of Water Utilities City of Denton	Tim Fisher Water Utilities Division Manager City of Denton
City of Fort Worth System	David Fain Director of Public Works City of Aledo	**
City of Fort Worth System	Mike Curtis Managing Director, Development Services City of North Richland Hills	Mike Curtis Managing Director, Development Services City of North Richland Hills
City of Fort Worth System	Sebastian “Buster” Fichera Assistant Director, Water Department City of Fort Worth	**
City of Fort Worth System	Stacy Walters Regulatory/Environmental Coordinator City of Fort Worth	Stacy Walters Regulatory/Environmental Coordinator City of Fort Worth

**Continuing – term ends 9.30.2017

Region-At-Large Members (serve a one-year term)	2016	2017
NCTCOG Region-At-Large	Gabe Johnson Director of Planning and Public Works City of Celina	Gabe Johnson Director of Engineering and Public Works City of Celina
NCTCOG Region-At-Large	Michael Nieswiadomy Department of Economics, University of North Texas	Michael Nieswiadomy Professor of Economics University of North Texas
NCTCOG Region-At-Large	Terry Kelley General Manager Johnson County Special Utility District	Terry Kelley General Manager Johnson County Special Utility District
NCTCOG Region-At-Large	Robert Scott Tarrant Coalition of Environmental Awareness	Grace Darling Member, Tarrant Coalition of Environmental Awareness
NCTCOG Region-At-Large	Craig Schkade Senior Development Manager Hillwood Development	Craig Schkade Senior Development Manager Hillwood Development

Private Sector Member	2016	2017
North Texas Municipal Water District	Donald Magner, Jr. Assistant City Manager/Director of Community Services City of Richardson	Donald Magner, Jr. Assistant City Manager/Director of Community Services City of Richardson
North Texas Municipal Water District	John Baker (Interim: Wes Kucera – Managing Director of Public Works) Managing Director of Public Works City of Garland	Wes Kucera Managing Director of Public Works City of Garland
North Texas Municipal Water District	Elizabeth Turner Environmental Services Officer	**
Tarrant Regional Water District	Wayne Owen Planning Director	Wayne Owen Planning Director
Trinity River Authority	Ron McCuller Public Works Director City of Grand Prairie	**
Trinity River Authority	James Whitt Assistant Director of Public Works City of Euless	**
Trinity River Authority	Fiona Allen Northern Regional Manager	Fiona Allen Northern Regional Manager
Trinity River Authority	Glenn Clingenpeel Manager, Planning and Environmental Services	Glenn Clingenpeel Manager, Planning and Environmental Services
Upper Trinity Regional Water District	Kevin Mercer General Manager Denton County Fresh Water Supply District 6 & 7	Kevin Mercer General Manager Denton County Fresh Water Supply District 6 & 7
Upper Trinity Regional Water District	Larry Patterson Deputy Executive Director	**

**Continuing – term ends 9.30.2017



September 22, 2016 – Item 19

**North Central Texas Council of Governments
Executive Board**

Meeting Date: September 22, 2016
Department: Emergency Preparedness
Presenter: Molly McFadden, Emergency Preparedness Director
Subject: Status Report on National Preparedness Month

September is National Preparedness Month (NPM). This emergency preparedness awareness month is sponsored by the Ready Campaign in partnership with Citizen Corps. NPM is held each September and is designed to encourage Americans to take simple steps to prepare for emergencies in their homes, businesses, and communities. This year's theme is **"Don't Wait. Communicate. Make Your Emergency Plan Today"**.

Now is the time to be sure you can communicate during emergencies by having up-to-date contact information for those you may need to get in touch with during a disaster. Establish alternate methods of communication in case traditional means are not available.

Making a family emergency communication plan is a great way to prepare for disasters, but testing your plan is even better so you'll be familiar with how to respond. It's also one of the 10 Ways to Participate in America's PrepareAthon! <https://community.fema.gov/about>. In addition to the overall theme, each week of NPM will also promote the following hazard focused themes:

- August 28 – September 3: Kickoff to National Preparedness Month
 - Find resources to promote NPM at www.ready.gov/september
- September 4 – 10: Preparing Family & Friends
 - Make a family emergency communication plan
- September 11 – 17: Preparing Through service
 - Honor 9/11 by Getting involved in your community & planning with neighbors
- September 18 – 24: Individual Preparedness
 - Take individual steps to prepare for a disaster today like downloading the FEMA app.
- September 25 – 30: Lead up to National PrepareAthon! Day
 - Be counted and register your preparedness event for National PrepareAthon! Day

National PrepareAthon! Day culminates NPM on September 30, 2016. Individuals, families, organizations and businesses are encouraged to use America's PrepareAthon! materials, available at www.ready.gov/prepare as you plan, host and support preparedness actions such as discussions, drills, exercises and training sessions, throughout the month and on September 30.

KnoWhat2Do, our regional public education campaign, exists to educate and empower people in the 16-county North Central Texas Council of Governments region about the tools and resources available to help them prepare for any number of threats specific to this region. We would like for the Executive Board to participate in preparedness activities and encourage local governments to increase preparedness at the citizen level by supporting National Preparedness Month.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by e-mail at mmcfadden@nctcog.org.

MMc: di



North Central Texas Council of Governments

TO: NCTCOG Executive Board **DATE:** September 13, 2016

FROM: Lucille Johnson
Assistant to the Executive Director

SUBJECT: Status Report on NCTCOG's 50th Anniversary Celebration

In continuation of the celebration of NCTCOG's 50th anniversary and an overview of each NCTCOG Department, the Emergency Preparedness Department (EP) is presented this month. Molly McFadden, Director of EP and her staff will brief the Board on the department's history and activities.

A history of NCTCOG is featured on the NCTCOG 50th Anniversary website at: <http://www.nctcog.org/50/>, with new information being added each month. The Board is encouraged to visit this site often throughout this year.



North Central Texas Council of Governments

2016-17 NCTCOG Executive Board Calendar

October 27, 2016	Executive Board Meeting – NCTCOG Offices
November 11-13, 2016	North Central Texas “Big X” Exercise
November 17, 2016	Executive Board Meeting – NCTCOG Offices
December 15, 2016	Executive Board Meeting – NCTCOG Offices
January 26, 2017	Executive Board Meeting – NCTCOG Offices
February 23, 2017	Executive Board Meeting – NCTCOG Offices
March 23, 2017	Executive Board Meeting – NCTCOG Offices
April 27, 2017	Executive Board Meeting – NCTCOG Offices
May 25, 2017	Executive Board Meeting – NCTCOG Offices
June 22, 2017	Executive Board Meeting – NCTCOG Offices
July 27, 2017	Executive Board Meeting – NCTCOG Offices
August 24, 2017	Executive Board Meeting – NCTCOG Offices
September 28, 2017	Executive Board Meeting – NCTCOG Offices
October 26, 2017	Executive Board Meeting – NCTCOG Offices
November 16 , 2017	Executive Board Meeting – NCTCOG Offices
December 21, 2017	Executive Board Meeting – NCTCOG Offices

EXECUTIVE BOARD ATTENDANCE

June 2016 - May 2017

Name	June	July	August	September	October	November	December	January	February	March	April	May	TOTAL
Lissa Smith President	P	P	P										3
Tom Lombard Vice-President	P	P	P										3
Kevin Strength Secretary/Treasurer	P	P	A										2
John Horn Past President	P	P	P										3
Bruce Archer	A	P	P										2
J. D. Clark	P	A	A										1
Kelly Gray	A	A	P										1
Clay Jenkins	P	A	P										2
Lee Kleinman	A	P	A										1
Dan McClendon	P	A	P										2
Bobbie Mitchell	P	P	A										2
Keith Self	A	A	P										1
Ray Smith	P	P	P										3
Chris Watts	A	A	A										0
Kathryn Wilemon	P	P	P										3
Glen Whitley	P	P	A										2
Bruce Wood	P	P	A										2
Jeff Leach - Ex Officio, Non-Voting Member	P	A	P										2
TOTAL PRESENT	13	11	11										
Attendance Code:	P=Present A=Absence NM=No meeting												



**September 22, 2016 – Item F1
NCTCOG Foundation, Inc.**

North Central Texas Council of Governments

TO: NCTCOG Foundation Board

DATE: September 15, 2016

FROM: Mike Eastland
Executive Director

SUBJECT: Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc.

The purpose of this item is to hold an annual meeting of North Central Texas Council of Governments Foundation, Inc., (Foundation) and provide an orientation to the members of the Board on the activities and status of the Foundation.

In 2002, the Executive Board of the North Central Texas Council of Governments (NCTCOG) authorized the creation of a non-profit corporation, the North Central Texas Council of Governments Foundation, Inc., which is a 501(c) (3) organization. The purpose of the Foundation is to supplement NCTCOG activities in order to provide broader service opportunities to NCTCOG's constituents and the North Central Texas region. For example, the NCTCOG Foundation has been utilized in the past to apply for and receive grant funding that requires a 501(c) (3) status from both public and private sector entities. The Foundation has no employees and is managed and operated by NCTCOG staff.

The Executive Board of NCTCOG serves as the Board of the Foundation. The officers of the Executive Board (President, Vice-President, and Secretary/Treasurer) serve as officers of the Foundation. The Foundation must comply with the Texas Open Meetings and Public Information Act. The Foundation is authorized to create committees as necessary to assist in management, policy direction, and oversight. The Bylaws outline authorized and prohibited transactions, indemnification provisions of directors, officers, and employees, and financial management of the Foundation.

I will brief the Board and be available to respond to any questions the Board may have.

ME:sc

**616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org**

**North Central Texas Council of Governments Foundation, Inc.
BOARD MEETING**

Minutes — April 28, 2016
616 Six Flags Drive, Arlington, TX, 76011

President Horn called the regular meeting of the North Central Texas Council of Governments Foundation, Inc. Board to order at 2:48 pm.

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
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
Clay Jenkins, County Judge, Dallas County
Lee Kleinman, Councilmember, City of Dallas
Jeff Leach, State Representative
Dan McClendon, Mayor Pro Tem, City of Burleson
Bobbie Mitchell, Commissioner, Denton County
Keith Self, County Judge, Collin County
Kevin Strength, Mayor, City of Waxahachie
Chris Watts, Mayor, City of Denton

Members of the Board Absent:

Laura Wheat, Mayor, Town of Westlake
B. Glen Whitley, County Judge, Tarrant County
Kathryn Wilemon – Past President, Councilmember, City of Arlington

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
David Setzer, Director of Workforce Development
Edith Marvin, Director of Environment and Development
Molly McFadden, 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

ACTION:

Item 1 Approval of Minutes from the June 25, 2015 Foundation Board Meeting

President Horn asked for approval of the minutes from the June 25, 2015 NCTCOG Foundation Board, Inc. meeting.

Upon a Motion by Councilmember Lombard (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the minutes of the June 25, 2015 NCTCOG Foundation Board, Inc. meeting.

Item 2 Resolution Approving the Receipt of Revenue for the Environmental Stewardship Program

Michael Morris, Director of Transportation, requested that the NCTCOG Foundation, a 501(c) (3) non-profit, authorize the newly established Environmental Stewardship Program (see item 10 of this April 28, 2016 agenda) and approve the receipt of approximately \$1.6 million from non-governmental and partner agencies for the program.

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

See Foundation Exhibit E16-04-F02

President Horn adjourned the meeting at 2:51 pm.

Approved by:

Checked by:

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

Mike Eastland, Executive Director
North Central Texas Council of Governments