

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**  
**EXECUTIVE BOARD MEETING**  
 Minutes — September 24, 2020

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:04 pm on September 24, 2020. The Executive Board meeting on September 24, 2020 was conducted as a videoconference meeting. Members of the public who desired to view a livestream of the meeting were directed to a website. Members of the public wishing to provide comment on an Agenda item were directed to a toll-free phone number. Following conclusion of the public comment opportunity and Public Hearing in Item 2, the audio line was disconnected, and those individuals were directed to view the livestream.

Mike Eastland, Executive Director, called the roll and determined there was a quorum.

**Members of the Board Present:**

- |                       |                     |
|-----------------------|---------------------|
| 1. Ray Smith          | 8. Bill Heideman    |
| 2. David Sweet        | 9. Chris Hill       |
| 3. J. D. Clark        | 10. Clay Jenkins    |
| 4. Tammy Dana-Bashian | 11. Lee Kleinman    |
| 5. Kelly Allen-Gray   | 12. Bobbie Mitchell |
| 6. Gary Caplinger     | 13. Andrew Piel     |
| 7. Alfonso Campos     | 14. Ken Shetter     |

**Members of the Board Absent:**

15. Curtistene McCowan
16. Yvonne Davis
17. Glen Whitley
18. Kayci Prince

**Members of the Staff Present**

Mike Eastland, Monte Mercer, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Molly McFadden, David Setzer, Christy Williams, Lucille Johnson, Stephanie Cecil, Ken Kirkpatrick, James Powell

**REGULAR SESSION**

**Public Comment On Agenda Items**

At 1:16 pm, President Smith opened the public comment opportunity and explained that the public telephone line would be unmuted so that members of the public could comment on any item on the agenda. No one requested to speak to the Board. President Smith closed the public comment at 1:16 pm.

**ACTION:**

**Item 1 Approval of Minutes**

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

Upon a Motion by Mayor Heidemann (seconded by Judge Sweet), and unanimous vote of all members present, the Board approved the minutes of the August Executive Board meeting.

**Item 2 Conduct a Public Hearing Regarding the Annual Fiscal Program for FY 2020-2021 and Consider a Resolution to Approve and Adopt the Annual Fiscal Program**

Monte Mercer, Deputy Executive Director, asked the Board to adopt the FY 2020-2021 Annual Fiscal Program in the amount of \$240,400,289, including the receipt of federal, state and local funding. He explained that during the August Board meeting, a detailed presentation of the Annual Fiscal Program was presented during a Meeting of the Personnel and Finance Committee. He presented an overview of the program to the Executive Board.

President Smith opened the public hearing on the FY 2020-2021 Annual Fiscal Program and explained that the public telephone line would be unmuted so that members of the public could comment on this item. No one requested to speak to the Board.

Exhibit: 2020-09-02-AA

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

**Item 3 Resolution Authorizing Contract with Taurus Commercial, Inc. for General Contractor Services**

Monte Mercer, Deputy Executive Director, requested authorization for a contract with Taurus Commercial, Inc. for general contractor services to perform building renovations to the Regional Police Academy (RPA) and Suites 225 and 248 of the Research & Information Services area, both in the Centerpoint I building, in an amount not to exceed \$700,000. He explained that this is Phase II of building renovations for the Centerpoint Campus remodel.

Exhibit: 2020-09-03-AA

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

**Item 4 Resolution Authorizing a Partnership Planning and Technical Assistance Grant Application to the Economic Development Administration (EDA)**

Lucille Johnson, Assistant to the Executive Director, explained that this application for approximately \$420,000 to the Economic Development Administration (EDA). The amount includes \$210,000 from EDA and \$210,000 in-kind assistance from the North Central Texas Economic Development District (NCTEDD) Board members, for economic development work performed. The funding will support economic development planning, outreach efforts, and technical assistance. This work will be performed by the NCTEDD, which is managed and staffed by NCTCOG.

Exhibit: 2020-09-04-EDO

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

**Item 5 Resolution Authorizing the FY2021 Interlocal Agreement with the Office of the Governor Public Safety Office**

Kelly Schmidt, Criminal Justice Program Administrator, asked the Board to authorize the FY2021 Interlocal Agreement (ILA) with the Office of the Governor for Homeland Security Grants Division (HSGD) and Criminal Justice Division (CJD) services in the approximate total amount of \$250,000. She explained that the single ILA provides \$50,000 to the NCTCOG Emergency Preparedness Program to manage and administer the 2020 Homeland Security Grant Program and the 2021 Homeland Security Grant Program application process. The ILA also provides \$198,610.99 to the NCTCOG Criminal Justice Program to provide criminal justice planning and coordination activities for the following justice-related grant categories: General Victim Assistance Program, Child Sex Trafficking, Criminal Justice Program, Juvenile Justice Program, Sexual Assault Forensic Exam Ready Facilities Program, Truancy Prevention Program, and Violence Against Women Justice and Training Program.

Exhibit: 2020-09-05-CJ

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

**Item 6 Resolution Authorizing Transfer of Transportation Services from Senior Connect to STAR Transit**

Doni Green, Director of Aging, requested authorization to amend the agreement between NCTCOG and STAR Transit, for Title III-B transportation services under the Older Americans Act, to add direct services to Ellis, Kaufman and Rockwall counties, for a maximum four year term in an amount based on final allocations and

consistent with the approved funding formula. She explained that STAR Transit is currently providing transportation services to older Ellis, Kaufman, and Rockwall County residents under a subcontract with Senior Connect. Senior Connect intends to terminate these services as of September 30, 2020 and STAR Transit is willing to amend its agreement with NCTCOG to directly provide transportation services in Ellis, Kaufman, and Rockwall counties for the remainder of the existing contract term of up to four years.

Exhibit: 2020-09-06-AG

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

**Item 7 Resolution Authorizing a Contract with Trio Foods for Purchased Meals**

Doni Green, Director of Aging, asked the Board to authorize a contract with Trio Foods to provide cooperative purchasing of meals funded through federal and state grants for a maximum five-year term. She explained that Area Agency on Aging (AAA) receives federal and state grant funding for nutrition services and then funds Congregate and Home-Delivered Meals through a network of 12 subrecipients. AAA identified cooperative purchasing as a method to reduce the administrative burden of providing technical assistance and monitoring compliance with grant requirements for each individual subrecipient. The entities utilizing the cooperative purchasing contract will be individually responsible for payment.

Exhibit: 2020-09-07-AG

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

**Item 8 Resolution Amending Funding Formulas for Aging Nutrition and Transportation Services**

Doni Green, Director of Aging, asked the Board to approving amendments to the funding formula for aging nutrition and transportation services that would change the variable that measures the elder poverty rate. She reminded the Board that NCTCOG has been designated as the Area Agency on Aging (AAA) for State Planning Region 4A by the Texas Health and Human Services Commission (HHSC) and receives federal and state funding through Title III of the Older Americans Act to provide nutrition and transportation services to older adults in the designated region. She explained that allocation of nutrition and transportation funding to counties is determined by the Regional Aging Advisory Committee (RAAC) using a complex formula with many variables and is periodically reviewed. The formulas establish a base allocation amount and allocate the balance of funds based on demographic variables and productivity data. During the most current review, RAAC is recommended changes in the variable for the elder poverty rate. The current variable calculates the elder poverty rate by measuring the number of low-income people age 60 and over who live within each county relative to the total number of people within those same parameters living within the designated region. The proposed variable calculates the elder poverty rate in a county compared to the total elder poverty rates of all counties. The changes in formulas for funding categories, to be effective October 1, 2021, are as follows:

**Congregate Meals:**

- Allocate each county a base of \$15,000 per annum for overall nutrition services (i.e., congregate meals and home-delivered meals, combined).
- Allocate the balance of nutrition funding through a formula that has the following three variables:
  - All Title III-eligible meals provided to county residents during the prior three years, relative to those provided throughout the Aging service area, weighted at 70%.
  - The number of people age 60 and over who live within the county, relative to the number of people age 60 and over who live within the AAA service area, weighted at 10%.
  - ~~The number of low-income people age 60 and over who live within the county, relative to the number of low-income people age 60 and over who live within the AAA service area,~~ The county elder poverty rate, compared to the total elder poverty rates of all counties, weighted at 20%; and
- Assuming that regional funding levels for congregate meals are not reduced, limit reductions in funding to no more than 10% of the prior year's planning award.

### Home-Delivered Meals

- Allocate each county a base of \$15,000 per annum for overall nutrition services (i.e., congregate meals and home-delivered meals, combined).
- Allocate the balance of nutrition funding through three variables:
  - All Title III-eligible meals provided to county residents during the prior three years, relative to those provided throughout the Aging service area, weighted at 70%.
  - The number of people age 60 and over who live within the county, relative to the number of people age 60 and over who live within the AAA service area, weighted at 15%.
  - ~~The number of low-income people age 60 and over who live within the county, relative to the number of low-income people age 60 and over who live within the AAA service area, The county elder poverty rate, compared to the total elder poverty rates of all counties, weighted at 15%.~~
- Assuming that regional funding levels for congregate meals are not reduced, limit reductions in funding to no more than 10% of the prior year's planning award.

### Transportation

- Allocate each county a base of \$5,000 per annum.
- Allocate the balance through four variables:
  - Title III-eligible trips provided to county residents during the prior three years, relative to those provided throughout the Aging service area, weighted at 65%.
  - The number of people age 60 and over who live within the county, relative to the number of people age 60 and over who live within the Aging service area, weighted at 15%.
  - ~~The number of low-income people age 60 and over who live within the county, relative to the number of low-income people age 60 and over who live within the Aging service area, The county elder poverty rate, compared to the total elder poverty rates of all counties, weighted at 15%; and~~
  - The number of square miles within the county, relative to the number of square miles within the AAA service area, weighted at 5%; and
- Assuming regional funding levels for transportation services are not reduced, limit reductions in funding to no more than 10% of the prior year's planning award.

Exhibit: 2020-09-08-AG

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

### **Item 9 Resolution Endorsing Grant Application Submittal to the Meadows Foundation to Support the Development of a Greenhouse Gas Emissions Inventory and Serve on Behalf of Local Governments**

Michael Morris, Director of Transportation, explained that he and Edith Marvin, Director of Environment and Development, were jointly proposing this item. He asked the Board to endorse a grant application that was submitted to the Meadows Foundation on July 7, 2020 for approximately \$130,000 to support development of a regional Greenhouse Gas emission inventory and companion toolkit. He said that traditional transportation planning funds would be utilized to analyze emissions from on-road mobile sources as part of the program. In addition, he asked for authorization of a donation from Burlington Northern Santa Fe (BNSF), in the amount of \$25,000, to support this effort. He explained that transportation's FY2021 Unified Planning Work Program supports the development of a comprehensive multipollutant emission inventory that will help improve air quality. He pointed out that staff is already working on the creation of a regional Greenhouse Gas emission inventory program and that multiple local governments have come forward requesting development of a regional Greenhouse Gas Emissions Inventory. He apprised the Board that other grant applications are being submitted pursuing competitive funding and that local governments are pursuing other funding sources and may request NCTCOG to administer additional funds in the future to support this initiative.

Exhibit: 2020-09-09-TR

Upon a Motion by Judge Jenkins to amend the resolution to also approve the resubmittal of the application for a lower dollar amount if this request is unsuccessful (seconded by Judge Sweet), and unanimous vote of all members present, the Board approved the resolution as presented.

**Item 10 Resolution Approving an Agreement with FG Aledo Development, LLC d/b/a Morningstar Concerning Old Weatherford Road in Parker County to Assist the Aledo Independent School District**

Michael Morris, Director of Transportation, asked the Board to enter into an Agreement with FG Aledo Development, LLC d/b/a Morningstar and/or its related entities, in a total amount of \$10,500,000 in Regional Toll Revenue funds, for the design and construction funding strategy consistent with the terms and conditions approved by the RTC. He explained that the strategy was developed to address a variety of funding issues. Under the agreement, the RTC has agreed to fund the construction and right-of-way costs for the entire segment of Old Weatherford Road in exchange for this agreement and an anticipated obligation of approximately \$2.4 million from Morningstar. Councilmember Piel explained that he would abstain from this vote because Morningstar is a client.

Exhibit: 2020-09-10-TR

Upon a Motion by Mayor Heidemann (seconded by Judge Clark), and unanimous vote of all members present, except for Councilmember Piel, who abstained, the Board approved the resolution as presented.

**Item 11 Resolution Approving 2020 Emergency Preparedness Planning Council (EPPC) Bylaws Update**

Molly McFadden, Director of Emergency Preparedness, reviewed the proposed amendments to the Emergency Preparedness Planning Council (EPPC) Bylaws to improve the efficiency of the Council and allow virtual meetings and attendance and asked for Board approval. She explained that the amendments were approved by the EPPC, which serves in an advisory role to the NCTCOG Executive Board and has responsibility for providing policy direction and oversight functions for an integrated regional approach to emergency management planning and response systems. She described the changes, including the addition of sections on Quorum and Voting Procedures, Conflict of Interest and Compensation.

Exhibit: 2020-09-11-EP

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

**APPOINTMENTS:**

**Item 12 Appointments to Department of Environment and Development Advisory Committees**

Edith Marvin, Director of Environment and Development, asked the Board to approve the following appointments to Environment and Development advisory committees.

**PUBLIC WORKS COUNCIL**

(Chair and Vice Chair leadership positions are one-year terms; members serve two-year terms)

Chair: Keith Marvin, Director of Public Services, City of Lewisville

Vice Chair: Shawn Poe, Director of Engineering, City of Richardson

**Public Sector Standing Member**

City of Arlington	Christopher Funches, Civil Engineer
City of Carrollton	Jody Byerly, Director of Public Works
City of Dallas	Haytham Hassan, Senior Program Manager
City of Denton	Pritam Deshmukh, Deputy Director of Water/Wastewater Utilities
City of Fort Worth	Juan Cadena, Transportation & PW Senior Capital Projects Officer
City of Frisco	Dan Franke, ROW Manager, Senior Civil Engineer
City of Garland	Michael Polocek, Director of Engineering
City of Irving	David Springob, Engineer Manager
City of McKinney	Paul Sparkman, Assistant Director of Public Works
Collin County	Mark Hines, Assistant Director of Public Works
Dallas County	Cecelia Rutherford, Public Works Senior Project Manager
Denton County	Stephen Belknap, Engineer

Public Sector Subregional Representatives

Denton/Lake Cities	George Marshall, City Engineer, City of Corinth
East	Karl Zook, City Engineer, City of Forney
Mid-Cities	Caroline Waggoner, City Engineer, City of North Richland Hills
Northeast	Andrew Figueroa, Director of Public Works, City of Celina
Northeast Dallas	Amy Williams, Director of Engineering, City of Rockwall
Northwest	Joey Highfill, Public Works Director, Wise County
Southeast Dallas	Charles Brewer, Director of Public Works, City of Hutchins
Southwest	Jeremy Hutt, Director of Public Works, City of Cleburne
Southwest Dallas	Bryan Ramey, Director of Public Works, City of Duncanville
West	Manny Palacios, Transportation & PW Director, City of Weatherford

Private Sector

TX Council of Engineering Laboratories Geo- Professionals Serving TX	Lyndon Cox, Senior Principal/Dallas Construction Services Department Manager, Terracon Consultants
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**REGIONAL CODES COORDINATING COMMITTEE**

(Chair and Vice Chair leadership positions are one-year terms; members serve two-year terms)

Chair: David Kerr, Fire Marshal, City of Melissa  
Vice Chair: Jim Olk, Building Official, City of Garland

Public Sector Members

City of Dallas	Little David Session, Building Official
City of Dallas	Lt. Dwight Freeman, Dallas Fire-Rescue
City of Frisco	Philip Climer, Assistant Building Official
City of Garland	Jim Olk, Building Official
City of Irving	Wayne K. Snell, Jr., Director of Inspections
City of Lewisville	Jeremy Booker, Building Official
City of North Richland Hills	David Pendley, Chief Building Official
City of Plano	Selso Mata, Chief Building Official
City of Rockwall	Jeffrey Widmer, Chief Building Official
Town of Flower Mound	Joelle Hainley, Building Official
Associated General Contractors	Jack Baxley, Vice President of Governmental Affairs, TEXO
Construction Code Consultant	Stan Folsom, Executive Director, Systemhouse
Building Owners & Managers Association, Dallas	Joe Bass, Senior Vice President-Development, Hillwood

**RESOURCE CONSERVATION COUNCIL**

(Chair and Vice Chair leadership positions are one-year terms; members serve two-year terms)

Chair: Stephen Massey, Community Services Director, City of Allen  
Vice Chair: Kathy Fonville, Water Conservation & Recycling Coord., City of Mesquite

Public Sector Members

City of Benbrook	Amanda Valdez, Management Analyst
City of Dallas	Danielle McClelland, Div. Mgr. Zero Waste, Environ. Quality & Sustainability
City of Garland	Tiana Lightfoot Svendsen, Environmental Outreach Coordinator
City of Grand Prairie	Patricia Redfearn, Solid Waste Manager
City of Grapevine	Dewey Stoffels, Environmental Manager
City of Mansfield	Howard Redfearn, Environmental Manager
City of Mesquite	Kathy Fonville, Water Conservation & Recycling Coordinator
Dallas County	Rudy Phillips, Assistant Director of Environmental Health
Hood County	Rick Crownover, Director of Public Works, City of Granbury
Johnson County	Rick Bailey, County Commissioner
Tarrant County	Robert Berndt, Environmental Specialist

Other

Educational	Melanie Sattler, Assoc. Professor, Dept of Civil Engineering, UTA
Environmental	Cecile Carson, Sr. Dir., Affiliate Development, Keep America Beautiful
Environmental	Corey Troiani, Statewide Program Dir., TX Campaign for the Envir.
Private Sector	Risa Weinberger, Principal, Risa Weinberger & Associates, Inc.
Private Sector	Lora Hinchcliff, Municipal Solutions Manager, Living Earth
Private Sector	Vince Hrabal, Municipal Services Manager, Republic Services

Private Sector	Robert Medigovich, Waste Minimization Recycling Consultant Community Waste Disposal
Special District	Jeff Mayfield, Assist. Deputy Director-Solid Waste, North Texas Municipal Water District

**WATER RESOURCES COUNCIL**

(Chair and Vice Chair leadership positions are one-year terms; members serve two-year terms)  
Chair: Wayne Owen, Planning Director, Tarrant Regional Water District  
Vice Chair: Glenn Clingenpeel, Mgr. Technical Services & Basin Planning, Trinity River Authority

**Major Utility Providers**

City of Fort Worth	Stacy Walters, Regulatory Environment Administrator
Tarrant Regional Water Dist.	Wayne Owen, Planning Director
Trinity River Authority	Glenn Clingenpeel, Manager Technical Services & Basin Planning

**Major Utility Providers Customer Members-At-Large**

City of Dallas	Susan Wright, Assistant Dir. of Water Utilities
N. TX. Municipal Water Dist.	Wes Kucera, Managing Dir. of Water & Wastewater, City of Garland
N. TX. Municipal Water Dist.	Eric Robison, Assistant Dir. of Public Services, City of Richardson
Tarrant Regional Water Dist.	Craig Cummings, Dir. of Water Utilities, City of Arlington
Trinity River Authority	Patty Cleveland, Executive Director Northern Region, TRA
Upper Trinity Regional	Kevin Mercer, General Mgr. Denton County Fresh Water Supply Water Districts 6 & 7

**Utility Provider, Development Community or Industry Representative Region-At-Large**

Utility Provider	Mike Adams, Exec. Dir. of Engineering & Utilities, City of Midlothian
Utility Provider	Mike Curtis, Managing Dir. of Dev. Svcs., City of North Richland Hills
Utility Provider	Wilson Kakembo, Engineering Manager, Town of Addison
Utility Provider	Steve Pettit, Assistant Water Utilities Director, City of Irving
Utility Provider	Frank Pugsley, Dir. of Water & Wastewater Utilities, City of Denton

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

**MISCELLANEOUS:**

**Item 13 Old and New Business**

Mike Eastland mentioned that the new Board member orientation was successfully held by conference call earlier in the morning and that two members were able to attend.

**Item 14 Future Calendar and Attendance**

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

President Smith adjourned the meeting at 1:53 pm

Approved by:

DocuSigned by:



\_\_\_\_\_  
Ray Smith, President  
North Central Texas Council of Governments  
Mayor, Town of Prosper

Checked by:

DocuSigned by:



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Mike Eastland, Executive Director  
North Central Texas Council of Governments