

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — March 24, 2022

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

President Sweet called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on March 24, 2022.

Members of the Board Present:

- | | |
|-------------------|---------------------|
| 1. David Sweet | 7. Kevin Falconer |
| 2. Andrew Piel | 8. Clyde Hairston |
| 3. Bill Heidemann | 9. Chris Hill |
| 4. Ray Smith | 10. Clay Jenkins |
| 5. Rick Carmona | 11. Bobbie Mitchell |
| 6. Jorja Clemson | 12. Glen Whitley |

Members of the Board Absent:

1. Alfonso Campos
2. Michael Crain
3. Cara Mendelsohn
4. Kayci Prince
5. Glenn Rogers

Members of the Staff Present:

Monte Mercer, Molly Rendon, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Phedra Redifer, Lucille Johnson, Jerri Watson, Ken Kirkpatrick, James Powell, Charles Covert, Chris Klaus, Michael Bort, Prit Patel, Connor Sadro, Vickie Alexander, Richard Michael, Randy Richardson, Maggie Lira, Lisa Sack, Maribel Martinez, Clay Dilday

Visitors Present:

Roger Tovar, CPA, Sr. Manager – WhitleyPenn; Amanda Everly – AEMC, Fort Worth; Victoria Johnson, Councilmember, Burleson; Jordyn Senkirik, Chief of Staff | Representative Glenn Rogers

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

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

ACTION:

Item 1 Approval of Minutes

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

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

Item 2 Resolution to Accept and Acknowledge Receipt of the Annual Comprehensive Financial Report for Fiscal Year 2021

Mayor Falconer explained to the Board that the Audit Committee Meeting met prior to the Executive Board meeting and reviewed the Annual Comprehensive Financial Report (ACFR) and single audit reports for the fiscal year that ended September 30, 2021. He said that Roger Tovar, CPA, Sr. Manager with WhitleyPenn, presented the final reports to the Audit Committee that was scheduled for 11:15 a.m. The Committee had the opportunity to ask questions of Mr. Tovar or staff during the presentation as well as the opportunity to address the auditors independent of staffs' presence. Judge Sweet commended the staff for their work.

Exhibit: 2022-03-02-AA

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

Item 3 Resolution Authorizing Contracts for Contract Management Solution Services

Molly Rendon, Director of Administration, requested Board authorization to enter contract agreements with Agiloft, Cobblestone Software, Pantheon, Sysintellects, Sysoft and Vendor Panel for Contract Management Solution Services through the North Central Texas Council of Governments TXShare cooperative purchasing program for maximum five (5) year terms. These contracts will retain the services of firms that provide contract management services via a cooperative contract and allow entities to maintain and manage their contract maintenance needs.

A Request for Proposals, (RFP) #2022-004, for Contract Management Services was issued, reviewed, and evaluated by a committee which recommended awarding the above contracts.

Exhibit: 2022-03-03-AA

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

Item 4 Resolution Authorizing a Contract with Green Space Learning & Development for Natural Playground Enhancement Design Services

Phedra Redifer, Director of Workforce Development, requested Board authorization to enter into a contract with Green Space Learning & Development for Natural Playground Enhancement Design Services for a maximum one (1) year term and in an amount not to exceed \$150,000. She explained this service was offered to Texas Rising Star programs in FY 2021 and the need for playground enhancements was greater than anticipated, thus resulting in additional funding for FY 2022 that will enhance playgrounds with natural elements for up to thirty (30) Texas Rising Star Early Learning Programs.

A Request for Proposals, RFP 2022-011 for Natural Playground Enhancement Design Services, was issued and evaluated by a committee which recommended awarding the contract to Green Space Learning & Development.

Exhibit: 2022-03-04-WD

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

Item 5 Resolution Increasing Swagit Productions, LLC Contract Authorization Amount for Video Streaming Services

Michael Morris, Director of Transportation, requested Board approval for an increase of \$15,250 for the Swagit Productions, LLC contract with the North Central Texas Council of Governments to provide video streaming services through the remainder of the contract period (through April 3, 2023) for a new total not-to-exceed amount of \$76,250. He explained that the current contract was authorized by the Board in February 2018 in an amount not to exceed \$61,000 over a five-year period. These services are utilized for various regularly scheduled meetings held by NCTCOG, including meetings of the Executive Board, Regional Transportation Council, and the Workforce Development Board. The need for this increase was caused by a much higher than usual number of meetings which had to be hosted off-site.

Exhibit: 2022-03-05-TR

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

Item 6 Resolution Increasing Creative Bus Sales, Inc. Contract Authorization Amount for Purchase of Transit Vehicles for Small Transit Providers

Michael Morris, Director of Transportation, requested Board approval for an increase to the current contract authorization amount with Creative Bus Sales, Inc. for an additional amount of \$479,059 (\$479,059 Federal

Transit Administration (FTA) funds and 71,859 in Transportation Development Credits (TDCs) in lieu of local match) to the base contract and \$113,614 (\$113,614 FTA funds and 17,042 in TDCs in lieu of local match) to the option year, for a new total not-to-exceed amount of \$8,720,631 (\$6,847,342 base year and \$1,873,289 option year). He explained that the Board previously approved the contract in June 2021 to design, manufacture, and deliver light-duty buses and small transit vehicles in a base contract for fifty (50) light-duty buses and thirteen (13) small transit vehicles, for an amount of \$6,368,283 and an option for twelve (12) light-duty buses and five (5) small transit vehicles for \$1,759,675, for a total amount not to exceed \$8,127,958. He further explained that in November 2021, staff was notified of escalating price increases for all vehicles due to the pandemic and shortages affecting vehicle manufacturers and the need to purchase an additional vehicle to replace one involved in an accident. The FTA establishes Disadvantaged Business Enterprise (DBE) participation goals at the federal level for vehicle manufacturers which is outside of NCTCOG's DBE program.

Exhibit: 2022-03-06-TR

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

Item 7 Resolution Authorizing Agreements with Recipients for the North Texas Clean Diesel Project 2021 Call for Projects

Michael Morris, Director of Transportation, requested Board authorization to enter into contractual agreements with The City of Plano, Kenan Advantage Group, and Paccar Leasing Company for the North Texas Clean Diesel Project 2021 Call for Projects. This initiative, approved by the Regional Transportation Council (RTC), is funded from approximately \$1.5 million previously awarded from the Environmental Protection Agency (EPA) National Clean Diesel Funding Assistance Program to reduce emissions of ozone-forming nitrogen oxides from diesel-powered heavy-duty vehicles or equipment in the Dallas-Fort Worth 10-county ozone nonattainment area by replacing older, high-emitting vehicles, engines, or equipment with new, low-emitting vehicles, engines, or equipment, as well as installing locomotive idle-reduction technology and related infrastructure. Each recipient will provide a local contribution of at least 55 percent of the project cost as required by the EPA for replacement projects. The following table details the anticipated funding recipients and sources:

Agreement Recipient Name	CFP Source	EPA Funds		Local Contribution	
		Percent (No more than)	Amount (Not to exceed)	Percent (At least)	Amount (Approximately)
City of Plano	NTCDP	45%	\$185,786	55%	\$227,072
Kenan Advantage Group	NTCDP	45%	\$395,794	55%	\$483,748
Paccar Leasing Company	NTCDP	45%	\$367,024	55%	\$448,584

Exhibit: 2022-03-07-TR

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

Item 8 Resolution Authorizing Agreements with Dallas Area Rapid Transit and the Fort Worth Transportation Authority, dba Trinity Metro, for WrestleMania 38 Event

Michael Morris, Director of Transportation, requested Board authorization to enter into contractual agreements with Dallas Area Rapid Transit (DART), in an amount not to exceed \$200,000, and the Fort Worth Transportation Authority, dba Trinity Metro, in an amount not to exceed \$12,000, for WrestleMania 38 Event. DART and Trinity Metro will provide Trinity Railway Express (TRE) services for fans to ride transit to and from the event, as well as for emergency shuttle buses, if needed for this event, on Saturday and Sunday, April 2-3, 2022. The WrestleMania event organizers will provide the shuttle bus service from the CentrePort Station to AT&T Stadium for both days. Surface Transportation Block Grant Program funds and Regional Transportation Council Transportation Development Credits in lieu of local match will be used to pay the cost of WrestleMania fans riding the TRE during the event.

Exhibit: 2022-03-08-TR

Upon a Motion by Councilmember Clemson (seconded by Mayor Hairston), and unanimous vote of all members

present, the Board approved the resolution as presented.

Item 9 Resolution Authorizing Contracts with North Central Texas Council of Governments Traffic Incident Management Training Instructors

Michael Morris, Director of Transportation, requested Board authorization to enter contractual agreements for a Traffic Incident Management (TIM) Training Program in a total amount not to exceed \$50,000 in Congestion Mitigation and Air Quality Improvement Program funds. The goal of the TIM Training Program is to initiate a common, coordinated response to traffic incidents that will build partnerships, enhance safety for emergency personnel, reduce upstream traffic crashes, improve the efficiency of the transportation system, and improve air quality in the Dallas-Fort Worth region. Specific courses have been designed for both first responders and managers, and executive level policy makers.

A Request for Qualifications (RFQ) was issued, reviewed, and evaluated by the selection committee. The below attachment lists the qualified instructors for the TIM Training Program. Regional Transportation Development Credits will be used in lieu of local match.

**ATTACHMENT 1
NCTCOG TIM TRAINING PROGRAM QUALIFIED INSTRUCTORS**

	Instructor	Training Discipline	Title
1	Ronald Moore	Fire	Independent Fire Instructor
2	Daniel Plumer	Police	Lieutenant
3	Timothy Fornash	Police/Fire	Police Officer
4	Rick Chron	Tow Services	Retired General Manager
5	Anthony White*	Traffic Operations/TxDOT	Special Jobs Coordinator II
6	Kareem Williams	Traffic Operations/NTTA	Roadside Services Manager
7	John Key	Fire	Retired Fire Captain
8	John James	Tow Services	Dispatch Operations Manager

*Instructor has agreed to donate time and waive compensation for instructional services due to current employer.

Exhibit: 2022-03-09-TR

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

Item 10 Resolution Authorizing Interlocal Agreement for Landbanking to Support Critical Regional Infrastructure

Michael Morris, Director of Transportation, requested Board authorization to enter an Interlocal Agreement with the City of White Settlement for Landbanking to Support Critical Regional Infrastructure, approved by the Regional Transportation Council (RTC), in the amount of \$2.7 million. These funds supplement RTC's long-standing Landbanking Program and are authorized by the RTC for local governments to acquire parcels. Revenues generated from banked parcels (e.g., leasing for public/private sector use) are returned to NCTCOG, on behalf of the RTC, based on a negotiated split with the local government and are dedicated to the RTC Landbanking Program. There may be opportunities to seek grant funding to offset RTC and local government costs.

Exhibit: 2022-03-10-TR

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

Item 11 Resolution Authorizing Aging Contracts with In-Home Service Providers

Doni Green, Director of Aging, requested Board authorization to enter into contractual agreements with 2Gether Resources Group, Desert Sky Holdings, J & L Innovations, K J Quality Care, Koroheke Care, and Supportive In Home Care for in-home services, for maximum forty-two (42) month terms and in a cumulative amount not to

exceed \$800,000. She explained that the Area Agency on Aging (AAA) receives Title III-B funding through the Older Americans Act, a portion of which must be used to purchase in-home services for frail older adults. She further explained that NCTCOG had contracts with six in-home service providers – one that recently expired and the other five agencies unable to meet the needs of the clients, resulting in delayed or deferred services. Upon a competitive procurement for in-home services, applications were received and evaluated by a review committee which recommended awarding the above in-home service providers. The in-home service contracts will be in effect from April 1, 2022, through September 30, 2023, with the option to issue up to two one-year extensions.

Exhibit: 2022-03-11-AG

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

Item 12 Resolution Approving 2022 North Central Texas (NCT) Collaborative Adaptive Sensing of the Atmosphere (CASA WX) Executive Council Operating and Policy Bylaws

Maribel Martinez, Emergency Preparedness Manager, requested Board approval for the amended 2022 North Central Texas (NCT) Collaborative Adaptive Sensing of the Atmosphere (CASA WX) Executive Council Operating and Policy Bylaws. She gave an overview of the amended recommendations of the Council. She explained that the mission of the Council is to create and sustain a network of low elevation, high resolution radars for life safety, protection of property, and economic prosperity within the North Central Texas Council of Governments' region under the direction of the NCTCOG Executive Board.

Exhibit: 2022-03-12-EP

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

Item 13 Resolution Authorizing Submission of the North Central Texas Region's 2021-2026 Comprehensive Economic Development Strategies (CEDS) to the U.S. Department of Commerce Economic Development Administration (EDA)

Lucille Johnson, Assistant to the Executive Director, requested Board authorization for the submission of the 2021-2026 Comprehensive Economic Development Strategies to the Economic Development Administration. She explained that the North Central Texas Economic Development District (EDD) is required to update and submit a Comprehensive Economic Development Strategies (CEDS) to the Economic Development Administration (EDA) every five years. The purpose of the CEDS is to outline economic development guidelines, goals and initiatives that build on the region's assets, improve opportunities, and minimize threats so the region is globally competitive for economic development opportunities and able to recover from economic shocks. The CEDS is a central component of the requirement for Economic Development District designation and retention.

Prit Patel, Regional Economic Development Disaster Recovery Coordinator, gave a presentation outlining the work of the CEDS through Strengths, Weaknesses, Opportunities, and Threats (SWOT) analyses for the eight geographic clusters representing common regional locations and two industry clusters – the University and Workforce.

Exhibit: 2022-03-13-EDO

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

APPOINTMENTS:

Item 14 Appointment to the North Central Texas Economic Development District Board

Lucille Johnson, Assistant to the Executive Director, asked the Board to appoint Lancine Bentley to the NCTEDD Board to serve a three-year term and fill a vacant seat for a representative in cities less than 25,000. Ms. Bentley brings more than 20 years of experience in municipal government working in community development for the cities of Lake Dallas and Denton and is recommended by City Manager, Drew Corn. Ms. Johnson explained that

the NCTEDD Board functions as an advisory board to the NCTCOG Executive Board and guides the work of the region's Economic Development District.

Exhibit: 2022-03-14-EDO

Mayor Smith left the meeting and did not return.

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

Item 15 Appointment to the Collaborative Adaptive Sensing of the Atmosphere (CASA WX) Executive Council

Maribel Martinez, Emergency Preparedness Manager, asked the Board to approve the updated roster of Council membership for FY 2022 to include multiple jurisdictional representative changes; however, no new jurisdictions or agencies were added. She explained that the Collaborative Adaptive Sensing of the Atmosphere (CASA WX) Executive Council's mission is to create and sustain a network of low elevation, high resolution radars for life safety, protection of property and economic prosperity within the North Central Texas Council of Governments' region under the direction of the NCTCOG Executive Board.

Attachment

Collaborative Adaptive Sensing of the Atmosphere Executive Council (CASA WX)									
Position	Council Member				Alternate Member				
	Int.	Last Name	First Name	Title	Jurisdiction	Int.	Last Name	First Name	Jurisdiction
Chair		Everly	Amanda	Assistant EMC	City of Fort Worth				
Vice-Chair		Wheeler	Chase	EMC	City of Grand Prairie		Winfrey	Damara	Grand Prairie
		Block	Jason	EMC	City of Mesquite				
		TBD		EMC	DFW Airport				
		McCurdy	David	EMC	Tarrant County		Wessel	William	Tarrant County
		Hunter	Tonya	EMC	City of Midlothian		McClure	Jimmie Lou	City of Midlothian
		Jones	David	EMC	Town of Addison		Crist	Jonathan	Addison
		Gardner	Mistie	EMC	City of Garland				
		Hendrickson	Suzanne	EMC	City of Euless				
		Lahart	Brad	EMC	City of Denton				
		Allen	Will	EMC	City of Burleson				
		Houck	Larry	Emergency Management	City of Plano		Robinson	Nick	Plano
		Zhang	Yu	Associate Professor	UTA				
		Selman	Scotie	EM Program Director	UNT				
		Bradshaw	Tom	Meteorologist in Charge	National Weather Service		Scott	Brad	UNT
		Romero	Alberto	Meteorologist	Fox 4		Ryan	Ted	NWS
		Finfrock	David	Meteorologist	NBC 5		Capps	Kylie	Fox 4
		Hawila	Jesse	Meteorologist	WFAA 8		James	Brian	NBC 5
		Ray	Jeff	Meteorologist	CBS 11		Roberts	Kyle	WFAA 8
Staff		Rae	Scott	Data Applications Manager	NCTCOG		Jamison	Jeff	CBS 11
Staff		McFadden	Molly	EP Director	NCTCOG				
Staff		Martinez	Maribel	EP Manager	NCTCOG				
Staff		Forsyth	Candice	Sr. EP Specialist	NCTCOG				

Exhibit: 2022-03-15-EP

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

Item 16 Appointments to the Regional Aging Advisory Committee (RAAC)

Doni Green, Director of Aging, asked the Board to appoint the following to the Regional Aging Advisory Committee (RAAC):

- Denton County: Fred Rogers of Frisco (first-time nominee)
- Ellis County: Diana "Dani" Muckleroy of Ovilla (first-time nominee)

This Committee assists the Executive Board in the development and implementation of the Area Agency on Aging (AAA) plan for persons sixty years old and over in the 14 counties adjacent to Dallas and Tarrant Counties. The RAAC currently has 9 vacancies.

Exhibit: 2022-03-16-AG

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

STATUS REPORTS:

Item 17 Announcement of the President's 2022 Executive Board Nominating Committee

President Sweet presented a list of NCTCOG Past Presidents whom he has requested to serve on the 2022 Executive Board Nominating Committee. He explained that the current President serves as Chair of this Committee which is charged with qualifying nominees and recommending a slate of Officers and Board Members for 2022-2023. This recommended slate will be proposed for election at the Annual General Assembly Meeting to be held June 24, 2022, at the Hurst Conference Center.

MISCELLANEOUS:

Item 18 Old and New Business

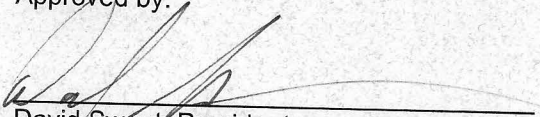
Monte Mercer, Deputy Executive Director, filling in on behalf of Mr. Eastland, recognized everyone on the Audit staff and commended them on their efforts relating to the Annual Comprehensive Financial Report (ACFR) and single audit reports for the fiscal year that ended September 30, 2021. Additionally, he reminded the Board of the upcoming General Assembly slated for June 24th.

Item 19 Attendance and Calendar

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

President Sweet adjourned the meeting at 1:58 pm.

Approved by:



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

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments