

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

Minutes — February 23, 2017

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 12:47 on February 23, 2017.

Members of the Board Present:

Lissa Smith – President Mayor Pro Tem, City of Plano
Tom Lombard – Vice President, Councilmember, City of North Richland Hills
Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie
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
Dan McClendon, Mayor Pro Tem, City of Burleson
Bobbie Mitchell, Commissioner, Denton County
Keith Self, County Judge, Collin County
Ray Smith, Mayor, City of Prosper
Chris Watts, Mayor, City of Denton
Kathryn Wilemon, Councilmember, City of Arlington
Bruce Wood, County Judge, Kaufman County

Members of the Board Absent:

J.D. Clark, County Judge, Wise County
Lee Kleinman, Councilmember, City of Dallas
Jeff Leach, State Representative
B. Glen Whitley, County Judge, Tarrant County

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Michael Morris, Director of Transportation
Edith Marvin, Director of Environment and Development
Molly McFadden, Director of Emergency Preparedness
David Setzer, Director of Workforce Development
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
Natalie Bettger, Senior Program Manager, Transportation
Mark Brown, Program Manager, 9-1-1
Tamara Cook, Manager, Environment & Development
Debra Kosarek, Quality Assurance Manager, Workforce
Heather Mazac, Compliance Legal Advisor, Administration
Kay O'Dell, Manager, Workforce Development
Molly Rendon, Assistant Director of Finance, Administration
Kelly Schmidt, Senior Criminal Justice Planner
Jing Xu, Senior Planner, Transportation
Sara Harris, Senior Program Manager, 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 January Board meeting.

Upon a Motion by Councilmember Gray (seconded by Judge Wood), and unanimous vote of all members present, the Board approved the minutes of the January 2017 Executive Board meeting.

Item 16 Status Report Regarding the Economic Development District Designation for North Central Texas

President Smith announced that the Board would take this status item out of order. Lucille Johnson, Assistant to the Executive Director, introduced Jorge Ayala, Economic Development Administration (EDA) who is the Regional Director for the Austin Region, which covers five States (Texas, Louisiana, Oklahoma, Arkansas and New Mexico). He congratulated NCTCOG for obtaining designation as a Regional Economic Development District (EDD) and provided a brief introduction to this new partnership between the Region, NCTOG and the EDA. EDD Designation required the fulfillment of rigorous requirements and represents the collaborative work of the regions counties, cities, economic development corporations, workforce development boards, chambers of commerce, higher education institutions, business owners, and other stakeholders in economic development, in conjunction with NCTCOG.

Item 2 Resolution to Accept and Approve the Comprehensive Annual Financial Report for Fiscal Year 2016

Monte Mercer, Deputy Executive Director, presented the Comprehensive Annual Financial Report (CAFR) and single audit reports for the fiscal year that ended September 30, 2016. He added that Mr. Brad Jay, Partner, Weaver and Tidwell, L.L.P., discussed the final reports with the Audit Committee. The report was free of findings or comments. He commended members of his staff, including Molly Rendon, Maggie Lira and Randy Stevenson. Councilmember Lombard remarked that the policies and procedures were very strong to result in a report free of findings. Mike Eastland congratulated Mr. Mercer and the staff for the good work.

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

Exhibit 2017-03-02-AA

Item 3 Resolution Supporting Regional Amendments to the 2015 International Swimming Pool and Spa Code

Edith Marvin, Director of Environment and Development, asked the Board to support the promotion of building code uniformity in the North Central Texas region through Regional Amendments to the 2015 International Swimming Pool and Spa Code; and to direct staff to send the Regional Code Amendments to member cities for consideration when adopting codes. She explained that the 2015 International Codes are the most current nationally recognized industry standards for buildings and construction. The Regional Codes Coordinating Committee (RCCC) developed the regional amendments to the 2015 International Swimming Pool and Spa Code, which is a voluntary code that local governments do not have to adopt.

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

Exhibit 2017-02-03-ED

Item 4 Resolution Authorizing Receipt of Grant Funds and Additional Staff Position to Support the Tarrant County Hazard Mitigation Action Plan (HazMAP) Update

Molly McFadden, Director of Emergency Preparedness, asked the Board to authorize one new full-time equivalent (FTE) staff position for the Emergency Preparedness Department. She explained that NCTCOG applied for grant funding under the Pre-Disaster Mitigation grant program in order to update the HazMAP for Tarrant County and its participating jurisdictions. The source of the federal portion of funds is FEMA, through the Texas Department of Emergency Management's Mitigation Section. The requested funds total \$352,000, which includes a 25% local non-federal share in the amount of \$88,000 and a 75% federal share in the amount of \$264,000. The 35 participating jurisdictions will equally share responsibility for the required match and have agreed to commit in-kind time and resources equaling 25% of total project cost. NCTCOG intends to utilize a portion of these grant funds to support an additional staff position for this initiative.

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

Exhibit 2017-02-04-EP

Item 5 Resolution Authorizing the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation

Michael Morris, Director of Transportation, explained that NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality because the Dallas-Fort Worth region is in nonattainment of the federal air quality standards. The Regional Transportation Council has approved Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds and Surface Transportation Block Grant Program (STBGP) funds for two new projects, which total approximately \$1,530,000, as follows:

- Completion of Preliminary Engineering to design Veloweb Trail Connections in Carrollton (\$500,000 CMAQ plus \$125,000 local match from partner agencies for a total of \$625,000).
- Implementation of a Regional Aerial Photography and Data Collection Program (\$724,000 STBGP funds plus \$181,000 State match for a total of \$905,000).

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

Exhibit 2017-02-05-TR

Item 6 Resolution Authorizing an Agreement with the City of Dallas and Dallas County Concerning the Fiscal Year 2017 Highway Traffic Patrol Program

Michael Morris, Director of Transportation, explained that because the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone, the current Unified Planning Work Program provides for Congestion Management Operations, including implementation of the Texas Department of Transportation Partnership for Congestion Management such as the Dallas County Highway Traffic Program. This program is designed to rapidly clear collisions and stalled vehicles and has an estimated 2017 program cost of \$6,600,000. To address a funding shortfall, Dallas County, the City of Dallas, and the Regional Transportation Council (RTC) have developed a funding strategy in which the financial contributions from the partners include a \$3,000,000 commitment from the RTC, \$3,000,000 from Dallas County, and a \$600,000 commitment from the City of Dallas. RTC will provide \$2,400,000 in Congestion Mitigation and Air Quality Improvement Program funds with a \$600,000 state match. Any additional revenues generated from increased collection of traffic court fees and potential partnerships with tow truck operators or others will reduce each partner's contribution to the program. This program was transmitted to United States Secretary of Transportation Elaine Chao as an example of a national protocol for safety, reliability, and community policing.

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

Exhibit 2017-02-06-TR

Item 7 Resolution Authorizing an Agreement with the City of Fort Worth for the Citywide Active Transportation Plan

Michael Morris, Director of Transportation, explained that the Regional Transportation Council (RTC) will assist the City of Fort Worth in developing a citywide active transportation plan, in accordance with the City's Comprehensive Plan and the Complete Streets Policy. The Plan would integrate the adopted Bike Fort Worth Plan, Walk Fort Worth Plan, Master Thoroughfare Plan, and The T Master Plan to create a seamless network of on and off-street pedestrian and bicycle facilities integrated with the public transportation and thoroughfare networks. The Plan is expected to be used as a pilot for the region. Funding will include \$250,000 in RTC Local funds and \$215,000 from the City of Fort Worth.

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

Exhibit 2017-03-07-TR

Item 8 Resolution Approving Modifications to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning (UPWP)

Dan Kessler, Assistant Director of Transportation, presented the proposed modifications to the FY2016 and FY2017 UPWP, which identifies the activities to be carried out between October 1, 2015, and September 30, 2017. He explained that the modification included new initiatives, a funding adjustment, and text updates to clarify project funding sources. The Regional Transportation Council approved the modifications at its February 9, 2017 meeting. Federal law (Fixing America's Surface Transportation (FAST) Act) assigns the MPO responsibility for carrying out the metropolitan planning process and for development of a UPWP that addresses the planning priorities of the metropolitan area, the metropolitan transportation and related air quality planning activities to be undertaken and the capital purchases needed to support the planning process.

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

Exhibit 2017-02-08-TR

Item 9 Resolution Authorizing the Transfer of Transit Buses to Ozark Regional Transit

Michael Morris, Director of Transportation, explained that in January 2017, Ozark Regional Transit (ORT) in Springdale, Arkansas experienced a fire that destroyed a majority of their fleet. NCTCOG is in possession of three non-Americans with Disabilities Act (ADA) accessible buses acquired in late 2015 when Texoma Area Paratransit System (TAPS) discontinued providing public transportation services. There has been no interest from small transit providers or transit authorities in the region or state who would be able to use them, since these vehicles do not comply with requirements in the urban portions of the region. ORT has confirmed that they are able to utilize the vehicles as soon as possible. The Texas Department of Transportation (TxDOT) Public Transportation Division and the FTA Region 6 Office have expressed support of this transfer effort and are working concurrently with staff to expedite the necessary approvals.

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

Exhibit 2017-02-09-TR

Item 10 Resolution Accepting the Audit Report from Weaver and Tidwell, LLP, for Agreed Upon Procedures

Michael Morris, Director of Transportation, explained that the accounting firm of Weaver and Tidwell, LLP, conducted an external audit of Transportation Department consultant and subgrantee contracts that closed during Fiscal Years 2014 and 2015 and were in excess of \$250,000. This review is a requirement of the Metropolitan Planning Organization's procurement policies under agreement with the Texas Department of Transportation. The audit consisted of a financial and non-financial review of Transportation Department consultant and subgrantee contracts to verify the Agency's adherence with invoice and contract compliance procedures. The report concluded that there were no exceptions in any of the above procedural areas for the contracts reviewed.

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

Exhibit 2017-02-10-TR

Item 11 Resolution Appointing a Legislator as an Ex-Officio Member of the North Central Texas Council of Governments' Executive Board

Mike Eastland, Executive Director, explained that House Bill 2160 (82nd Session) requires each Council of Governments to offer an ex-officio, non-voting seat on their Executive Board to a member of the legislature whose district is located wholly or partly within their region. The NCTCOG Executive Board previously adopted a resolution specifying the process for choosing a legislator to fill this seat. In accordance with the Board's process, letters were sent to each of the eligible legislators. The letter asked them to acknowledge their interest in holding the seat, with the understanding that a lottery would be conducted to assure an impartial selection. Five Legislators expressed an interest in holding the seat. Mike Eastland asked Dan McClendon, Mayor Pro Tem of the City of Burleson, to draw from among five numbers representing the five legislators. The number representing Representative Ron Simmons was chosen in the lottery and the Board appointed him, by resolution, to hold the seat through January 31, 2019.

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

Exhibit 2017-02-11-EDO

Item 12 Resolution Adopting Fiscal Year 2018 Criminal Justice Grants Policies and Procedures

Kelly Schmidt, Senior Criminal Justice Planner, presented the FY 2018 Criminal Justice Grants Policies and Procedures, which were reviewed and approved by the Criminal Justice Policy Development Committee (CJPDC). The required Policies and Procedures guide the review and scoring of criminal justice grant applications from local agencies. NCTCOG's Interlocal Cooperation Agreement with the Criminal Justice Division of the Texas Office of the Governor requires these policies and procedures to be adopted by the Board.

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

Exhibit 2017-02-12-CJ

Judge Jenkins left the meeting.

APPOINTMENTS:

Item 13 Appointments to the Criminal Justice Policy Development Committee (CJPDC)

Kelly Schmidt, Senior Criminal Justice Planner, asked the Board to appoint officers, make 10 new appointments and three reappointments to the CJPDC. Committee Members serve as the grant review and priority-setting committee for approximately \$24.7 million in law enforcement, courts, juvenile and victims' services funds.

Chair: Jewel West; Vice-Chair: Judge Craig Johnson

Proposed New Members:

- Rudy Acosta, Deputy Director of Probation Services, Dallas County Juvenile Department
- Cody Beauchamp, Judge, Municipal Court, City of Corsicana
- Theresa Donsbach, Executive Director, Youth and Family Counseling
- Mitch Galvan, Chief of Police, City of Granbury
- Dwayne Griffin, Chief Deputy, Somervell County Sheriff's Office
- Gary McHone, Assistant Chief of Police, Town of Prosper
- Julie Monge, Teen Court Coordinator / Juvenile Case Manager, Collin County

- Nikki Rosenboom, Victim Services Supervisor, City of Arlington
- Toby Ross, Director, Denton County CSCD
- Tony Simmons, Police Sergeant / Professional Standards Unit Supervisor, Town of Trophy Club

Reappointments:

- Brian Harvey, Chief of Police, City of Allen
- Curt Krohn, Senior Pastor, Faith Bible Church
- Jewel West, Director of Finance and Grant Management, Hunt County Rape Crisis Center-Children's Advocacy Center

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

Item 14 Appointments to the Emergency Preparedness Planning Council 2017 (EPPC)

Molly McFadden, Director of Emergency Preparedness, explained that the EPPC is responsible for providing policy direction and oversight to the development and maintenance of a coordinated and integrated regional approach to emergency management planning and response systems. She asked the Board to approve the proposed eight new members to the EPPC, as follows:

- Gerald Joubert, City of Forest Hill
- Nin Hulett, City of Granbury
- Carol Strain-Burk, City of Lancaster
- James Zander, City of Desoto
- TJ Gilmore, City of Lewisville
- Ron Jensen, City of Grand Prairie
- Mike Hunt, Kaufman County
- Adam McGough, City of Dallas

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

Exhibit 2017-03-0

Item 15 Appointment to the North Central Texas Economic Development District Board (NCTEDD)

Lucille Johnson, Assistant to the Executive Director, asked the Board to appoint one new member to the North Central Texas Economic Development District Board: Tina Stelnicki, City of Murphy Economic Development/Community Development Coordinator. She explained that if appointed, Ms Stelnicki will represent one of six seats for cities with populations less than 25,000.

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

STATUS REPORTS:

Item 16 Status Report Regarding the Economic Development District Designation for North Central Texas

This item was taken at the beginning of the meeting.

Item 17 Status Report on The Big-X, North Central Texas Full-Scale Exercise Completion

Molly McFadden, Director of Emergency Preparedness, briefed the Board on the Big-X Regional Full-Scale Exercise. The Big-X was a three-day exercise that took place on November 11-13, 2016. It included exercise play for 13 emergency response disciplines that encompassed 41 scenarios at 36 locations with over 1,500 total participants. Big-X 2016 officially concluded on January 25, 2017, with the After Action Report and Improvement Plan (AAR/IP) Conference. This conference brought all exercise planners and participating disciplines back

together to discuss the identified strengths and areas for improvement found during exercise conduct. The final Big-X AAR/IP was published on January 31, 2017 and the region will use this information to identify gaps and areas for improvement, to develop needed training, and as the basis for procuring equipment needed to fill gaps.

Item 18 Status Report on Emergency Management Working Group (EMWG) Upcoming SHSP Grant Projects

Molly McFadden, Director of Emergency Preparedness, briefed the Board on two EMWG State Homeland Security Program Grant Program (SHSP) projects. The second phase and final project of the FY15 Emergency Operation Center (EOC) SHSP grant supports a regional response team of professional emergency managers that can quickly mobilize to support jurisdictions in the North Central Texas region during disasters. The FY16 EOC SHSP grant will organize and conduct a regional response summit. The summit will assemble personnel from various functional and/or discipline-specific response teams. These teams will educate other regional response teams and groups on available mutual aid response assets and resources in the public, private and non-profit sectors.

MISCELLANEOUS:

Item 19 Old and New Business

There was no old or new Business.

Item 20 Attendance & Calendar

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

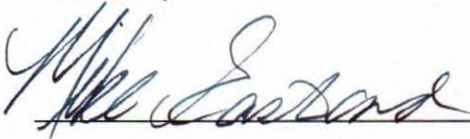
President Smith adjourned the meeting at 2:19 pm.

Approved by:



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

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments