

North Central Texas Council of Governments

TO: NCTCOG Executive Board **DATE:** January 16, 2025
FROM: Mike Eastland
Executive Director
SUBJECT: Executive Board Meeting

The next meeting of the **NCTCOG Executive Board** will be:

DATE: January 23, 2025

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

REGULAR BOARD MEETING

TIME: 12:00 noon – Lunch
1:00 p.m. – Executive Board Meeting: **Regular Session**

EXECUTIVE SESSION: *(Immediately following the regular meeting)*

The Board will convene in Executive Session to discuss personnel matters related to the Executive Director. Following the Executive Session, the Board will reconvene in regular session to consider any possible action.

PHYSICAL

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

Presiding officer will be physically present at this location, which shall be open to the public during open portions of the meeting.

METHOD: Via Videoconference

President Hill hopes each of you will plan to attend this important meeting. I look forward to seeing you there!

North Central Texas Council of Governments

EXECUTIVE BOARD AGENDA

January 23, 2025 | 1:00 pm

Physical Location of Meeting: NCTCOG Offices, Centerpoint II Conference Center
616 Six Flags Drive, Arlington, TX 76011, Transportation Council Room

Method of Meeting: Via Videoconference

The NCTCOG Executive Board meeting is posted as a videoconference meeting. The presiding officer shall be present at the physical location, which shall be open to the public during open portions of the meeting. Members of the public may attend in person or view the livestream via <http://nctcog.swagit.com/live>. The meeting will be recorded and posted later on NCTCOG's website <http://nctcog.swagit.com/executive-board/>

Executive Board

1. _____ Chris Hill
2. _____ Victoria Johnson
3. _____ Jennifer Justice
4. _____ Bill Heidemann
5. _____ David Bristol
6. _____ Carlos Flores
7. _____ T.J. Gilmore
8. _____ Bowie Hogg
9. _____ Rick Horne

Staff

10. _____ Brandon J. Huckabee
 11. _____ Clay Jenkins
 12. _____ Todd Little
 13. _____ Cara Mendelsohn
 14. _____ Bobbie Mitchell
 15. _____ Tim O'Hare
 16. _____ Kameron Raburn
 17. _____ Nick Stanley
 18. _____ Victoria Neave Criado
- _____ Mike Eastland _____ Jerri Watson
_____ Monte Mercer
_____ Sue Alvarez
_____ Tim Barbee
_____ Doni Green
_____ Maribel Martinez
_____ Michael Morris
_____ Phedra Redifer
_____ Randy Richardson
_____ Christy Williams

REGULAR SESSION: 1:00 pm

Call to order time: _____

Pledge to the United States and Texas Flags

Public Comment on Agenda Items (Must be physically present)

Members of the public may comment on any item(s) on today's agenda at this time. If speaking, please announce your name, city of residence and the agenda item(s) on which you are commenting. A maximum three (3) minutes is permitted per speaker. At the conclusion of this item, no further opportunities for public comment will be provided for the duration of the meeting.

CONSENT AGENDA ITEMS:

Motion/Second	Item #	Name of Item
_____/____	1	Approval of Minutes – November 21, 2024 Meeting
_____/____	2	Approval of Minutes – December 23, 2024 Meeting
_____/____	3	Resolution to Accept and Approve the Quarterly Investment Report - Randy Richardson
_____/____	4	Resolution Authorizing Contracts for Biosolid Recycling and Related Treatment Plant Services - Randy Richardson
_____/____	5	Resolution Authorizing Contract for Street Pavement Crack Sealing Services - Randy Richardson

- ___/___ 6 Resolution Authorizing Contracts for Water Storage Tank Inspection & Cleaning Services - Randy Richardson
- ___/___ 7 Resolution Authorizing Contract for Concrete Pavement Grinding Services - Randy Richardson
- ___/___ 8 Resolution Authorizing Contracts for Gunshot Detection Systems - Randy Richardson
- ___/___ 9 Resolution Authorizing Contract for Automatic Gate Maintenance & Repair Services - Randy Richardson
- ___/___ 10 Resolution Authorizing Contracts for Library Books & Print Periodicals - Randy Richardson
- ___/___ 11 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation - Michael Morris
- ___/___ 12 Resolution Authorizing Contract with Kimley-Horn and Associates, Inc. for Roadway Safety Audits and Safe Routes to School Plans - Michael Morris
- ___/___ 13 Resolution Authorizing Amendment to Contract with Media Valet, Inc. to Provide a Digital Asset Management System - Michael Morris
- ___/___ 14 Resolution Authorizing Regional Transportation Council Local Funds as a Temporary Backstop to Advance Mobility Enhancements in the Southern Dallas Inland Port - Michael Morris
- ___/___ 15 Resolution Authorizing Agreement with City of River Oaks for Advance Funding of Meandering Road Right of Way Acquisition - Michael Morris
- ___/___ 16 Resolution Authorizing Granbury Workforce Center Lease Extension - Phedra Redifer
- ___/___ 17 Resolution Authorizing Plano Workforce Center Lease Extension - Phedra Redifer
- ___/___ 18 This item was withdrawn.
- ___/___ 19 Resolution Adopting FY 2026 Criminal Justice Policies and Procedures - Kelly Schmidt
- ___/___ 20 Appointments to the Criminal Justice Policy Development Committee - Kelly Schmidt

___/___ 21 Appointment to the North Central Texas Economic Development District Board (NCTEDD) - Prit Patel

___/___ 22 Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers - Doni Green

ITEMS FOR INDIVIDUAL CONSIDERATION:

___/___ 23 Resolution Endorsing Submittal of Fiscal Year 2024 Federal-State Partnership for Intercity Passenger Rail Program Application to the Federal Railroad Administration - Michael Morris

___/___ 24 Resolution Accepting the Report from Patillo, Brown & Hill, L.L.P. for the Transportation Department's Agreed Upon Procedures - Michael Morris & Randy Richardson

___/___ 25 Resolution Authorizing a Contract with L3Harris Technologies, Inc. for Registered Apprenticeship Training Services - Phedra Redifer

26 Report on progress in the search being conducted by SGR to secure an Executive Director for NCTCOG - Judge O'Hare

MISCELLANEOUS:

27 Future Calendar and Attendance

EXECUTIVE SESSION:

Time: _____

The Executive Board will convene in Executive Session pursuant to Open Meetings Act Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

- Consideration to extend the announced retirement date of the Executive Director and employment terms and compensation

CLOSE EXECUTIVE SESSION Time: _____

RECONVENE REGULAR SESSION Time: _____

ACTION

Motion/Second	Item #	Name of Item
<u> </u> / <u> </u>	28	Possible Action Related to Matters Considered in Executive Session

Adjournment: _____

A closed executive session may be held on any of the above agenda items when legally justified pursuant to Subchapter D of the Texas Open Meetings Act (Texas Government Code Chapter 551).

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — November 21, 2024

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

The NCTCOG Executive Board meeting was conducted as a videoconference meeting that was live broadcast at <https://nctcog.swagit.com/live>. The presiding officer, President Hill, was present at the physical location, 616 Six Flags Drive, Arlington, Texas, which was open to the public during all open portions of the meeting.

President Hill called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on November 21, 2024. Mike Eastland took attendance and determined that a quorum was physically present.

Members of the Board Present:

- | | |
|---------------------|------------------------|
| 1. Chris Hill | 9. Brandon J. Huckabee |
| 2. Victoria Johnson | 10. Clay Jenkins |
| 3. Jennifer Justice | 11. Todd Little |
| 4. Bill Heidemann | 12. Cara Mendelsohn |
| 5. David Bristol | 13. Bobbie Mitchell |
| 6. Carlos Flores | 14. Tim O'Hare |
| 7. T.J. Gilmore | 15. Kameron Raburn |
| 8. Rick Horne | |

Members of the Board Absent:

1. Bowie Hogg
2. Nick Stanley
3. Victoria Neave Criado

Members of the Staff Present:

Mike Eastland, Monte Mercer, Susan Alvarez, Tim Barbee, Doni Green, Michael Morris, Phedra Redifer, Randy Richardson, Jerri Watson, Ken Kirkpatrick, James Powell, Michael Bort, Tom McLain, Chris Klaus, April Leger, Jessie Shadowens-James, Lori Clark, Donna Coggeshall, Jonathan Blackman, Carmen Morones, Natalie Bettger

Visitors Present:

Rob Barthen | GrantWorks; Tony Kay, Sr. Institutional Advisor | Mariner

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

President Hill 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.

CONSENT AGENDA ITEMS:

Items 1 - 12 were posted on the agenda as Consent Items.

Item 1 Approval of Minutes

Item 2 Resolution Authorizing Contracts for Fire Hydrant Painting Services

Item 2 was pulled from the Consent Agenda Items by Councilmember Mendelsohn for Individual Consideration.

- Item 3** **Resolution Authorizing Contract for Cool Pavement Material & Application Services**
Board authorization was requested to enter a five-year contract with Pavement Restoration, Inc., for categories 4 & 9 of the following Cool Pavement Material & Application Services utilizing the North Central Texas Council of Governments TXShare cooperative purchasing program:
- Service Category 1: Streetbond Durashield Pavement Coating (Material Only)
 - Service Category 2: Streetbond Durashield Pavement Coating (Material & Application)
 - Service Category 3: Pave Tech– Pollution-Remediating Polymerized Maltene Asphalt Rejuvenator (Material Only)
 - Service Category 4: Pave Tech – Pollution-Remediating Polymerized Maltene Asphalt Rejuvenator (Material & Application)
 - Service Category 5: Seal Master Solarpave Sealcoat (Material Only)
 - Service Category 6: Seal Master Solarpave Sealcoat (Material & Application)
 - Service Category 7: Cool Seal by Guardtop Solar Reflective Asphalt Based Sealcoat (Material Only)
 - Service Category 8: Cool Seal by Guardtop Solar Reflective Asphalt Based Sealcoat (Material & Application)
 - Service Category 9: Other Ancillary Material or Services
- Item 4** **Resolution Authorizing Contract for Concrete Pavement Panel Lifting Services**
Board authorization was requested awarding a contract to Nor Tex Concrete Lift & Stabilization, Inc., for Concrete Pavement Panel Lifting Services through the North Central Texas Council of Governments TXShare cooperative purchasing program. The contract will retain services offering Pavement Lifting Services, Ancillary Services, Maintenance, Equipment and Supplies for a maximum of five years.
- Item 5** **Resolution Authorizing Contract for Wayfaring Signage**
Board authorization was requested awarding a five (5) year term contract to CJ Horak Enterprises, Inc. dba Priority Signs for all categories for Wayfaring Signage through the North Central Texas Council of Governments TXShare cooperative purchasing program. The categories include fabrication, parks, stadium and campus signage, architectural signage, maintenance, repairs and installation, and other ancillary goods and services.
- Item 6** **Resolution Authorizing Contracts for Traffic Signal Maintenance & Repair Services**
Board authorization was requested to award contracts to AM Signal, LLC, GridMatrix, Inc., and Paradigm Traffic Systems, Inc., for Traffic Signal Maintenance & Repair Services through the North Central Texas Council of Governments TXShare cooperative purchasing program. The five-year contracts will cover Preventative Maintenance, Emergency & Non-Emergency Repair, Ancillary Services, Maintenance, and Equipment and Supplies.
- Item 7** **Resolution Authorizing Contract for Benefits Consulting Services**
The Public Employee Benefits Cooperative of North Texas (PEBC) requested board authorization for a five-year, \$1,800,000 contract with Holmes Murphy to provide benefits consulting services for its Employee Benefits Program. The PEBC offers medical, pharmacy, dental, vision, short-term disability, and life insurance coverage to its members, which include Dallas County, Denton County, North Texas Tollway Authority, Parker County, and Tarrant County.

Item 8 Resolution Authorizing an Agreement with Wise County Committee on Aging for Title III Federal Nutrition and Transportation Services

Board authorization was requested to enter a contractual agreement with Wise County Committee on Aging (WCCoA). This agreement would provide Title III nutrition and transportation services from January 1, 2025, through September 30, 2029. Under this performance-based contract, WCCoA will be paid on a unit rate basis for the actual work performed. The funding share for each county is determined by a productivity formula that was previously approved by the Executive Board. This formula considers factors such as the number of older adults living in the county, the number of low-income older adults, the prior three-year service units generated by the provider, and the county's square mileage (for transportation services only).

Item 9 Resolution Authorizing Contract with Half Associates, Inc. to Conduct the State Highway 10/Hurst Boulevard Corridor Redevelopment Plan

Board authorization was requested to enter a consultant contract with Half Associates, Inc., in an amount not-to-exceed \$350,000 in Regional Transportation Council (RTC) local funds, to develop a redevelopment plan for the State Highway 10/Hurst Boulevard Corridor. The plan will study the corridor and provide recommendations for land use redevelopment and multi-modal transportation improvements. The funding was approved by the RTC at its February 8, 2024 meeting. Half Associates, Inc. has committed to meeting a 32.0% Disadvantaged Business Enterprise (DBE) participation goal for this project, which matches the DBE goal identified for this type of procurement.

Item 10 Resolution Authorizing a Contract with Southwest Research Institute for the Data Exchange Platform

Board authorization was requested to enter a contract with Southwest Research Institute (SwRI) for the Florida Department of Transportation's (FDOT) Vehicle-to-Everything (V2X) Data Exchange Platform. SwRI will deploy FDOT's V2X Data Exchange Platform as the foundation to develop a regional data hub for the Dallas-Fort Worth (DFW) metroplex. SwRI has committed to a Disadvantaged Business Enterprise (DBE) participation goal of 14.1% for this procurement.

The project is divided into two phases:

Phase 1: Development (not-to-exceed amount of \$1,050,000)

- This phase includes developing the concept of operations, system requirements, high-level system design, test plan, deployment plan, and use cases. It also includes an option to extend for Phase 2.

Phase 2: Implementation (not-to-exceed amount of \$10,000,000)

- This phase involves operating and maintaining the data exchange, with possible future enhancements.
- Implementation will occur on an annual basis for up to six years
- Includes approximately \$600,000 in web hosting services provided by Amazon Web Services
- Optional annual renewals are contingent on successful completion of Phase 1 and availability of funding approved by the Regional Transportation Council and Executive Board.

The Regional Transportation Council (RTC) has approved \$3,270,000 in Surface Transportation Block Grant Program funds and Transportation Development Credits to be used in lieu of a cash match. Of this amount, \$1,064,000 is currently covered by an executed funding agreement with the Texas Department of Transportation (TxDOT) and can be used for Phase 1 development costs. The remaining \$2,206,000 is allocated in fiscal years 2025 and 2026 and will require a separate funding agreement with TxDOT to be authorized. Annual extensions for later years are subject to future RTC funding awards.

Item 11 Resolution Authorizing Contract with Kimley-Horn and Associates, Inc. to Develop Local Area Traffic Management Plans for the 2026 World Cup Event Locations

Board authorization was requested to enter a contractual agreement with Kimley-Horn and Associates, Inc., for the development of local area traffic management plans for 2026 World Cup event locations. The not to exceed amount of \$1,000,000 in Regional Transportation Council (RTC) Local funds was approved by the RTC on October 17, 2024. Utilizing existing traffic management plans, Kimley-Horn and Associates, Inc. will consolidate and draft local area traffic management plans for the Dallas Stadium in Arlington, the Fan Festival at Fair Park in Dallas, and potentially the International Broadcasting Center at the Kay Bailey Hutchinson Convention Center in Dallas. Kimley-Horn and Associates, Inc. is committed to a 32% Disadvantaged Business Enterprise (DBE) participation goal, which matches the DBE goal identified for this type of procurement.

Item 12 Resolutions Authorizing Contracts with Model 1 Commercial Vehicles, Inc. and EVEEO, Inc. for Electric Transit Vehicles for Small Transit Providers and In-plant Inspection Services

Board authorization was requested to enter contractual agreements with two vendors:

1. Model 1 Commercial Vehicles, Inc. for an amount not to exceed \$1,100,000 (\$880,000 in Rebuilding America's Infrastructure with Sustainability and Equity (RAISE) funds and \$220,000 in Regional Toll Revenue (RTR) funds for eight (8) electric light-duty transit vehicles.
2. EVEEO, Inc. for an amount not to exceed \$155,000 (\$124,000 in FTA funds and \$31,000 in RTR funds) for In-Plant Inspection Services.

In October 2024, the Executive Board had previously approved a contract with Model 1 Commercial Vehicles, Inc. for nineteen (19) light-duty cutaway transit vehicles for small transit providers. However, the earlier action did not include the eight (8) electric vehicles, as staff was still working with the Federal Transit Administration (FTA) to secure the necessary funding. The FTA has now agreed to provide authorization for NCTCOG to proceed with the purchase of the electric vehicles and in-plant inspection services. The funding agreement details are being finalized, and the FTA anticipates signing the agreement by the end of the calendar year.

Upon a Motion by Councilmember Horne (seconded by Mayor Gilmore), the Board unanimously approved the Consent Agenda Items 1, and 3 – 12 as posted. Exception item: Item 2 was pulled by Councilmember Mendelsohn for Individual Consideration.

ITEMS FOR INDIVIDUAL CONSIDERATION:

Item 2 Resolution Authorizing Contracts for Fire Hydrant Painting Services

Item 2 was pulled from the Consent Agenda by Councilmember Mendelsohn for Individual Consideration.

Board authorization was requested by Jonathan Blackman, Sr. Operations Manager of Administration, to award the following contracts for Fire Hydrant Painting Services through the North Central Texas Council of Governments TXShare cooperative purchasing program for a maximum five-year terms:

- NTX Sandblasting LLC (DBA Texas Sandblasting)
- Prestige Building Group LLC
- TJ's Professional Painting and Construction, LLC

Ms. Mendelsohn asked about the pricing and if it included preparation and painting of the hydrant. Mr. Blackman provided the attached pricing structure for each vendor in the Exhibit below.

EXHIBIT 1 - BID PRICE WORKSHEET		NTX Sandblasting, LLC			Prestige Building Group, LLC			TJ's Professional Painting and Construction, LLC		
Category 1: Fire Hydrant Painting Services (turnkey)										
Item	Description	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount
Includes all labor, tools, equipment, materials, supplies and incidentals for Fire Hydrant Painting as outlined										
1	Primer, One Color, Clear Coat Bidder Notes:	\$ 420.00	10%	\$378.00	\$ 100.00	0%	\$100.00	\$ 313.68	5%	\$298.00
								Mobilization Fee: \$600 per trip		
2	Primer, Two Colors, Clear Coat Bidder Notes:	\$ 455.00	10%	\$409.50	\$ 125.00	0%	\$125.00	\$ 347.37	5%	\$330.00
								Mobilization Fee: \$600 per trip		
Category 1: Fire Hydrant Painting Services Customer Supplies Materials to Contractor										
Item	Description	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount
Includes all labor, tools and equipment for Fire Hydrant Painting as outlined in Section 4: Specifications										
3	Bidder Notes:	\$ 400.00	10%	\$360.00	\$ 100.00	0%	\$100.00	\$ 280.00	5%	\$266.00
								Mobilization Fee: \$600 per trip		
4	Primer, Two Colors, Clear Coat Bidder Notes:	\$ 425.00	10%	\$382.50	\$ 125.00	0%	\$125.00	\$ 309.47	5%	\$294.00
								Mobilization Fee: \$600 per trip		
Category 2: Ancillary Goods and Service, Equipment & Supplies										
Item	Description	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount	Unit List Price (Each)	% Discount off Current List Unit Price	Unit Net Price After Discount
Describe Below:										
5		\$ -	0%	\$0.00	NO BID	0%	NO BID	\$ -	0%	\$0.00
		\$ -	0%	\$0.00	NO BID	0%	NO BID	\$ -	0%	\$0.00
		\$ -	0%	\$0.00	NO BID	0%	NO BID	\$ -	0%	\$0.00

Exhibit: 2024-11-02-AA

Judge O'Hare entered the meeting.

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

Item 13 Resolution Authorizing Master Services Agreement for NCTCOG's Retirement Plan Recordkeeper & Related Services

Monte Mercer, Deputy Executive Director, requested Board authorization to enter a five-year Master Services Agreement with Empower Retirement, LLC and its affiliates. Empower would serve as the new recordkeeper and provider of related services for NCTCOG's Retirement Plan.

Mr. Mercer explained that MissionSquare, formerly the International City Managers Association-Retirement Corporation, has been NCTCOG's Retirement Plan recordkeeper since 1986. As Plan Sponsor and Administrator, MissionSquare has provided NCTCOG employees with information, education, reporting, and optional investment/advisory services.

To ensure NCTCOG meets its long-term strategic needs and provides the best value to employees, the organization issued a Request for Proposals in October 2023 for recordkeeper and related services. After evaluating seven proposals and interviewing the top two firms, the selection committee recommended Empower Retirement, LLC. The committee cited Empower's positive reputation with governmental plans, user-friendly technology, participant engagement, financial education resources, competitive pricing, and overall firm stability as key factors in their decision. As a wholly owned subsidiary of Great-West Lifeco, Empower is the second largest retirement services provider in the U.S. by total participants, administering over \$1.6 trillion in assets and serving approximately \$18.6 million plan participants across 401(a), 401(k), 403(b), and 457 plans. Empower is compensated through fees paid by employees and retirees as Plan participants. Empower's plan administration fee is 0.034% annually. The transition from MissionSquare to Empower is expected to be an approximately 160 days process.

Mr. Mercer stated that the Finance Committee had received a thorough presentation on NCTCOG's Retirement Plan and been given the opportunity to ask staff questions. He then asked Councilmember Johnson, the committee chair, to speak about the meeting.

Ms. Johnson thanked the staff for their thorough work and for providing the chance to review the plan. Mr. Mercer and Mr. Eastland also expressed their appreciation for the team's efforts in the process.

Exhibit: 2024-11-13-AA

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

Item 14 Resolution Authorizing Grant Agreement for the Federal Highway Administration Charging and Fueling Infrastructure Corridor Program and Subrecipient Agreement with Pilot Travel Centers, LLC

Michael Morris, the Director of Transportation, requested Board approval to execute two agreements. The first is a grant agreement to receive \$70 million in federal funding from the Federal Highway Administration (FHWA) for the Charging and Fueling Infrastructure (CFI) Corridor Program. The second is a subrecipient agreement with Pilot Travel Centers, LLC, who will provide the required \$17.5 million in non-federal matching funds.

The federal funds are capped at 80% reimbursement, and Pilot Travel Centers, LLC will be responsible for any cost overruns. The subaward agreement will transfer implementation responsibilities and project risk to Pilot Travel Centers, LLC. NCTCOG will retain \$500,000 to support staff expenses for project management and administration.

In May 2023, the Regional Transportation Council (RTC) had previously approved the submission of the Texas Hydrogen and Electric Freight Truck Infrastructure (Tx-HEFTI) Project application. This project aims to build up to five hydrogen refueling stations and an electric truck charging hub in partnership with Pilot Travel Centers, LLC and PACCAR, Inc. However, PACCAR, Inc. has since withdrawn its interest in the proposal after the RTC and Board approval.

These refueling and charging stations will be constructed as a network at existing Pilot Travel Center locations, primarily serving freight vehicles along the interstates that form the Texas Triangle (I-35, I-45, and I-10). Two of the zones (Dallas and Fort Worth) are within the NCTCOG region, while the remaining three zones (Southeast, Southwest, and West) are located outside the NCTCOG service area and will be implemented in collaboration with regional and local agencies in those areas.

Exhibit: 2024-11-14-TR

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

Item 15 Resolution Approving Forecast 2050 Regional Population and Employment Forecasts for the Dallas-Fort Worth Metropolitan Planning Area

Dan Kessler, Assistant Director of Transportation, requested board approval of the Forecast 2050 Regional Population and Employment Forecasts for the Dallas-Fort Worth Metropolitan Planning Area. These forecasts, developed by NCTCOG's Research and Information Services Department in cooperation with the Transportation Department and local governments, support the development of the Metropolitan Transportation Plan and a wide variety of transportation and infrastructure studies conducted by NCTCOG, state/local planning agencies, and local governments across the region.

Exhibit: 2024-11-15-TR

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

MISCELLANEOUS:

Item 16 Attendance and Calendar

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

EXECUTIVE SESSION:

President Hill called the Executive Session to order at 2:23 pm, pursuant to the Open Meetings Act, Section 551.074, to deliberate regarding personnel matters, specifically, Item 17: Possible Action Related to Matters Considered in Executive Session.

President Hill adjourned the Executive Session at 3:03 pm.

RECONVENE REGULAR SESSION:

President Hill reconvened the regular session at 3:04 pm.

Item 17 Possible Action Related to Matters Considered in Executive Session

President Hill announced that no action was taken in the Executive Session. He stated that a committee comprised of Commissioner Mitchell, Councilmember Mendelsohn, Councilmember Johnson, Judge O'Hare and Judge Hill would meet to decide the firm they wanted to use for candidate selection of the Executive Director position based on Mr. Eastland's notice of intentions to retire at the end of March.

Additionally, President Hill and all the Board members congratulated Mr. Eastland on his retirement and thanked him for his legacy and service of 32 years with COG.

President Hill adjourned the meeting at 3:25 pm.

Approved by:

Checked by:

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

Mike Eastland, Executive Director
North Central Texas Council of Governments

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — December 23, 2024

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

The NCTCOG Executive Board meeting was conducted as a videoconference meeting that was live broadcast at <https://nctcog.swagit.com/live>. The presiding officer, President Hill, was present at the physical location, 616 Six Flags Drive, Arlington, Texas, which was open to the public during all open portions of the meeting.

President Hill called the special December meeting of the North Central Texas Council of Governments Executive Board to order at 8:30 am on December 23, 2024. Mike Eastland took attendance and determined that a quorum was physically present.

Members of the Board Present:

- | | |
|-------------------------|----------------------------|
| 1. Chris Hill | 8. Rick Horne (V) |
| 2. Victoria Johnson (V) | 9. Brandon J. Huckabee (V) |
| 3. Jennifer Justice | 10. Todd Little |
| 4. Bill Heidemann | 11. Cara Mendelsohn (V) |
| 5. David Bristol (V) | 12. Bobbie Mitchell (V) |
| 6. Carlos Flores (V) | 13. Tim O'Hare |
| 7. Bowie Hogg | 14. Nick Stanley (V) |

Members of the Board Absent:

1. T.J. Gilmore
2. Clay Jenkins
3. Kameron Raburn
4. Victoria Neave Criado

Members of the Staff Present:

Mike Eastland, Monte Mercer, Ken Kirkpatrick, James Powell, Tom McLain, April Leger

Visitors Present:

none

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

President Hill 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.

ITEMS FOR INDIVIDUAL CONSIDERATION:

- Item 1 Resolution Approving the Selection of an Executive Search Firm for Recruiting Services for the Executive Director Position and Authorizing the Executive Board President to Execute a Contract for Such Services**

President Hill convened this special meeting to approve the selection of an Executive Search Firm for the Executive Director position. He explained that at the previous Board meeting, he had appointed a subcommittee chaired by Judge O'Hare, and including Commissioner Mitchell, Councilmembers Mendelsohn and Johnson, as well as himself to review the Executive Search Firms that were potential candidates.

Judge O'Hare provided a report on the recent subcommittee meetings. Two meetings were held, during which the subcommittee discussed the possibility of hiring a search firm through a cooperative contract. They explored various options, including the timeframe and the likelihood of not finding a candidate before Mr. Eastland's scheduled end date. The members expressed a preference for Mr. Eastland to remain in his role rather than hiring an interim.

Judge O'Hare further explained that the subcommittee was impressed by Strategic Government Resources (SGR) and, once the search firm is approved, they plan to get started immediately. The estimated cost for

conducting the search is approximately \$29,000 exclusive of travel expenses. If the Board were to request extra services, SGR has stated that total costs would not exceed \$40,000. Judge O'Hare stated that the subcommittee wanted SGR to present them a list of viable candidates by mid-February 2025. The committee then would narrow the candidate pool for the Executive Board to interview and select a new Executive Director on February 27th following the Board's regular monthly meeting. He further stated that the subcommittee desired for Mr. Eastland to extend his retirement date if his replacement is not available by March 28th.

Councilmember Horne expressed concern that the February 27th timeline could not be met and that the search might cost more than \$40,000. Mr. Eastland stated that SGR had committed to the \$40,000 as a firm not to exceed amount. Councilmember Hogg asked how the remaining Board members would be updated about the status of candidates. Judge Hill stated that a status report would be added as an agenda item on future meetings during the selection process to allow for briefing and/or discussion to the Board. He also stated that any Board member is allowed to sit in on any of the subcommittee meetings for discussion.

Board approval was requested to select SGR as the executive search firm for the Executive Director position and to authorize the statement of work to serve as the contract for this engagement in an amount not to exceed \$40,000.

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

President Hill adjourned the meeting at 8:47 am.

Approved by:

Checked by:

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

Mike Eastland, Executive Director
North Central Texas Council of Governments



North Central Texas Council of Governments

Item 3

Exhibit: 2025-01-03-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution to Accept and Approve the Quarterly Investment Report

An Investment Report, as required by the Investment Policy, is submitted for management and Executive Board review. This Investment Report provides information on the investment activity for the quarter ended December 31, 2024.

The following schedule, which complies with NCTCOG's Investment Policy and the Public Funds Investment Act, shows the average rate of return, cumulative transactions, beginning and ending balances for this quarter.

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

RR

RESOLUTION TO ACCEPT AND APPROVE THE QUARTERLY INVESTMENT REPORT

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG's Quarterly Investment Report for the quarter ended December 31, 2024, is hereby submitted in accordance with the Public Funds Investment Act; and,

WHEREAS, the Executive Board has reviewed the document and finds it to be in compliance with the Act.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board accepts and approves the Quarterly Investment Report for the quarter ended December 31, 2024.

Section 2. This resolution shall be in effect immediately upon its adoption.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary/Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson

NCTCOG Quarterly Investment Report								
Fiscal Year 2025 Quarter 1								
Ended 12-31-2024								
Investment Portfolio Detail by Fund								
Description	Account #	Program	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	2200400001	General Fund	\$ 6,266,402.22	\$ 6,548,558.95	\$ (4,600,000.00)	\$ 44,588.28	\$ 8,259,549.45	3.93%
Logic	6049012001	General Fund	525.21	-	-	6.45	531.66	0.00%
TexStar	2200411110	General Fund	7,590,432.43	-	(296,593.98)	90,506.20	7,384,344.65	3.51%
General Fund			\$ 13,857,359.86	\$ 6,548,558.95	\$ (4,896,593.98)	\$ 135,100.93	\$ 15,644,425.76	7.44%
TexPool	2200400002	Solid Waste	\$ 1,987,497.65	\$ -	\$ (176,463.35)	\$ 23,770.44	\$ 1,834,804.74	0.87%
TexPool	2200400005	9-1-1 Operating ⁽¹⁾	20,102,081.42	-	-	240,859.43	20,342,940.85	9.67%
TexPool	2200400007	Transportation Revenue Center 5 Funds	14,283,825.51	-	(372,095.60)	171,054.68	14,082,784.59	6.70%
TexStar	2200400009	TWDB Commit G1001314 NCTCOG Grant	3,244,662.62	-	-	38,876.88	3,283,539.50	1.56%
TexStar	2200411111	Transportation ⁽²⁾	14,996,410.65	241,901.50	-	179,016.37	15,417,328.52	7.33%
TexStar	2200421009	Exchange Funds Principal Pooled ⁽³⁾	125,886,827.27	54,692.48	(1,496,389.44)	1,496,389.44	125,941,519.75	59.88%
TexStar	2200431009	Exchange Funds Earnings Pooled ⁽³⁾	12,134,240.22	1,496,389.44	-	150,673.36	13,781,303.02	6.55%
Special Revenue Fund			\$ 192,635,545.34	\$ 1,792,983.42	\$ (2,044,948.39)	\$ 2,300,640.60	\$ 194,684,220.97	92.56%
Total			\$ 206,492,905.20	\$ 8,341,542.37	\$ (6,941,542.37)	\$ 2,435,741.53	\$ 210,328,646.73	100.00%
Investment Portfolio Detail by Investment Type								
Description	Account #	Program	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	2200400001	General Fund	\$ 6,266,402.22	\$ 6,548,558.95	\$ (4,600,000.00)	\$ 44,588.28	\$ 8,259,549.45	3.93%
TexPool	2200400002	Solid Waste	1,987,497.65	-	(176,463.35)	23,770.44	1,834,804.74	0.87%
TexPool	2200400005	9-1-1 Operating ⁽¹⁾	20,102,081.42	-	-	240,859.43	20,342,940.85	9.67%
TexPool	2200400007	Transportation Revenue Center 5 Funds	14,283,825.51	-	(372,095.60)	171,054.68	14,082,784.59	6.70%
TexPool	2200400009	TWDB Commit G1001314 NCTCOG Grant	3,244,662.62	-	-	38,876.88	3,283,539.50	1.56%
TexPool			\$ 45,884,469.42	\$ 6,548,558.95	\$ (5,148,558.95)	\$ 519,149.71	\$ 47,803,619.13	22.73%
Logic	6049012001	General Fund	\$ 525.21	\$ -	\$ -	\$ 6.45	\$ 531.66	0.00%
TexStar	2200411110	General Fund	\$ 7,590,432.43	\$ -	\$ (296,593.98)	\$ 90,506.20	\$ 7,384,344.65	3.51%
TexStar	2200411111	Transportation ⁽²⁾	14,996,410.65	241,901.50	-	179,016.37	15,417,328.52	7.33%
TexStar	2200421009	Exchange Funds Principal Pooled ⁽³⁾	125,886,827.27	54,692.48	(1,496,389.44)	1,496,389.44	125,941,519.75	59.88%
TexStar	2200431009	Exchange Funds Earnings Pooled ⁽³⁾	12,134,240.22	1,496,389.44	-	150,673.36	13,781,303.02	6.55%
TexStar			\$ 160,607,910.57	\$ 1,792,983.42	\$ (1,792,983.42)	\$ 1,916,585.37	\$ 162,524,495.94	77.27%
Total			\$ 206,492,905.20	\$ 8,341,542.37	\$ (6,941,542.37)	\$ 2,435,741.53	\$ 210,328,646.73	100.00%

⁽¹⁾ North Central Texas Emergency Communications District Funds
⁽²⁾ Includes Permanent MPO Revolver Fund and Temporary MPO Revolver Fund
⁽³⁾ RTC Local Funds Pool

NCTCOG Quarterly Investment Report						
Fiscal Year 2025 Quarter 1						
Ended 12-31-2024						
Investment Portfolio Summary						
Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
General Fund	\$ 13,857,359.86	\$ 6,548,558.95	\$ (4,896,593.98)	\$ 135,100.93	\$ 15,644,425.76	7.44%
Special Revenue	192,635,545.34	1,792,983.42	(2,044,948.39)	2,300,640.60	194,684,220.97	92.56%
Total	\$ 206,492,905.20	\$ 8,341,542.37	\$ (6,941,542.37)	\$ 2,435,741.53	\$ 210,328,646.73	100.00%
Fiscal Year 2025 to Date						
Pool Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	\$ 45,884,469.42	\$ 6,548,558.95	\$ (5,148,558.95)	\$ 519,149.71	\$ 47,803,619.13	22.73%
Logic	525.21	-	-	6.45	531.66	0.00%
TexStar	160,607,910.57	1,792,983.42	(1,792,983.42)	1,916,585.37	162,524,495.94	77.27%
Total	\$ 206,492,905.20	\$ 8,341,542.37	\$ (6,941,542.37)	\$ 2,435,741.53	\$ 210,328,646.73	100.00%
Year to Date Interest						
Pool Description	Fiscal Year 2025			Fiscal Year 2024		
	General Fund	Special Revenue	Total	General Fund	Special Revenue	Total
TexPool	\$ 44,588.28	\$ 474,561.43	\$ 519,149.71	\$ 55,036.18	\$ 330,716.20	\$ 385,752.38
Logic	6.45	-	6.45	7.20	-	7.20
TexStar	90,506.20	1,826,079.17	1,916,585.37	166,483.28	512,897.73	679,381.01
Total	\$ 135,100.93	\$ 2,300,640.60	\$ 2,435,741.53	\$ 221,526.66	\$ 843,613.93	\$ 1,065,140.59
Interest Rate Averages						
Rate Description	December-2024	December-2023	FY 2025 Qtr 1	FY 2024 Qtr 1	FY 2025 thru December-2024	FY 2024 thru December-2023
90 Day T-Bill	4.2700%	5.2400%	4.4000%	5.2833%	4.4000%	5.2833%
TexPool	4.5610%	5.3694%	4.7347%	5.3669%	4.7347%	5.3669%
Logic	4.6928%	5.5411%	4.8377%	5.5480%	4.8377%	5.5480%
TexStar	4.5642%	5.3378%	4.7159%	5.3305%	4.7159%	5.3305%

All funds are invested in investment pools whose book and market value are the same.

Director of Administration

Randy Richardson Digitally signed by Randy Richardson
Date: 2025.01.12 19:21:47 -06'00'

NCTCOG Quarterly Investment

Period ending: December 31, 2024
Fiscal Year 2025
Quarter 1
Item #3

Investment Portfolio by Fund for period ending December 31, 2024

**NCTCOG Portfolio Balance
\$210,328,647**

<u>General Fund</u>	<u>Special Revenue Fund *</u>
Beginning Balance = \$13,857,360	Beginning Balance = \$192,635,545
Quarterly activity = 1,651,965	Quarterly activity = (251,965)
<u>Interest = 135,101</u>	<u>Interest = 2,300,641</u>
Ending Balance = \$15,644,426	Ending Balance = \$194,684,221

TexStar average rate for the quarter =4.7159%
TexPool average rate for the quarter =4.7347%

- ❖ *Special Revenue are Program specific funds (Transportation 82%, E&D and 9 -1-1)
- ❖ All elements necessary for compliance with the Investment reporting law are included in the attached report of this Board item.



North Central Texas Council of Governments

Item 4

Exhibit: 2025-01-04-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contracts for Biosolid Recycling and Related Treatment Plant Services

This is a request to award contracts for Biosolid Recycling and Related Treatment Plant Services through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Sludge Hauling Services
- Service Category 2: Land Application Services
- Service Category 3: Composting Services
- Service Category 4: Lagoon Mapping, Surveying and Cleaning Services
- Service Category 5: Heat Drying and Pelletizing Services
- Service Category 6: Stormwater/Freshwater Pond Services
- Service Category 7: Digester and Tank Cleaning Services
- Service Category 8: Other Related Services Not Listed

NCTCOG prepared and issued a Request for Proposals (RFP) 2024-099 for Biosolid Recycling and Related Treatment Plant Services with the proposals due on October 16, 2024. Three (3) proposals were received and publicly opened. One proposal was deemed non-responsive. The remaining two proposals were evaluated by a committee comprised of representatives from the cities of Little Elm and The Colony. Following evaluation, the Evaluation Committee is recommending contracts be awarded to:

- M28, LLC dba Pond Medic, LLC for Category 6
- Renda Environmental, Inc., for Categories 1, 2, 3 & 7

A draft resolution authorizing contracts with the aforementioned vendors for Biosolid Recycling and Related Treatment Plant Services for maximum five (5) year terms is attached for Executive Board consideration. If approved, the contracts will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendors.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACTS FOR BIOSOLID RECYCLING AND RELATED TREATMENT PLANT SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2024-099 for Biosolid Recycling and Related Treatment Plant Services was advertised and proposals received on October 16, 2024; and,

WHEREAS, the proposals were evaluated by a committee comprised of multiple member agencies; and,

WHEREAS, following evaluation, it is recommended that contracts be awarded to M28, LLC dba Pond Medic, LLC and Renda Environmental, Inc.; and,

WHEREAS, these contracts are intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2024-099.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Contracts between NCTCOG and M28, LLC dba Pond Medic, LLC and Renda Environmental, Inc, for Biosolid Recycling and Related Treatment Plant Services, for maximum five (5) year terms, be and are hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 5

Exhibit: 2025-01-05-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contract for Street Pavement Crack Sealing Services

This is a request to award a contract to ICOS Management LLC for Street Pavement Crack Sealing Services through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Hot Poured Polymer Material Only
- Service Category 2: Hot Poured Polymer Material & Application
- Service Category 3: Ready-Mixed Cold-Applied Material Only
- Service Category 4: Ready-Mixed Cold-Applied Material & Application
- Service Category 5: Thermoplastic Cold-Applied Material Only
- Service Category 6: Thermoplastic Cold-Applied Material & Application
- Service Category 7: Ancillary Service and Related Supplies

NCTCOG prepared and issued a Request for Proposals (RFP) 2024-107 for Street Pavement Crack Sealing Services with the proposals due on October 9, 2024. One (1) proposal was received and publicly opened. The proposal was evaluated by a committee comprised of representatives from the cities of Plano and Terrell. Following evaluation, the Evaluation Committee is recommending a contract be awarded to:

- ICOS Management LLC for Categories 1, 2, 3, 4, 5, & 6

A draft resolution authorizing a contract for Street Pavement Crack Sealing Services for a maximum five (5) year term is attached for Executive Board consideration. If approved, the contract will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendor.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACT FOR STREET PAVEMENT CRACK SEALING SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2024-107 for Street Pavement Crack Sealing Services was advertised and proposals received on October 9, 2024; and,

WHEREAS, the proposal was evaluated by a committee comprised of multiple member agencies; and,

WHEREAS, following evaluation, it is recommended that a contract be awarded to ICOS Management LLC; and,

WHEREAS, this contract is intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2024-107.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and ICOS Management, LLC., for Street Pavement Crack Sealing Services for a maximum five (5) year term, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 6

Exhibit: 2025-01-06-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contracts for Water Storage Tank Inspection & Cleaning Services

This is a request to award contracts for Water Storage Tank Inspection & Cleaning Services through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Water Storage Tank Inspection Services
- Service Category 2: Water Storage Tank Cleaning Services
- Service Category 3: Other Ancillary Goods or Services

NCTCOG prepared and issued a Request for Proposals (RFP) 2024-135 for Water Storage Tank Inspection & Cleaning Services with proposals due on October 16, 2024. Four (4) proposals were received and publicly opened. The proposals were evaluated by a committee comprised of representatives from the Town of Westlake and City of Allen. Following evaluation, the Evaluation Committee is recommending contracts be awarded to:

- Advanced Diving Services, Inc., for Categories 1 & 2
- Aqueous Infrastructure Management, for all Categories
- Hydra Dive Tech LLC., for all Categories
- JK Tank Services, LLC, dba Texas Tank Services for Categories 1 & 2

A draft resolution authorizing contracts with the aforementioned vendors for Water Storage Tank Inspection & Cleaning Services for maximum five (5) year terms is attached for Executive Board consideration. If approved, the contracts will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendors.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACTS FOR WATER STORAGE TANK INSPECTION & CLEANING SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2024-135 for Water Storage Tank Inspection & Cleaning Services was advertised and proposals received on October 16, 2024; and,

WHEREAS, proposals were evaluated by a committee comprised of multiple member agencies; and,

WHEREAS, following evaluation, it is recommended that contracts be awarded to Advanced Diving Services, Inc., Aqueous Infrastructure Management, Hydra Tech LLC., and JK Tank Services, LLC, dba Texas Tank Services; and,

WHEREAS, these contracts are intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2024-135.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Contracts between NCTCOG and Advanced Diving Services, Inc., Aqueous Infrastructure Management, Hydra Dive Tech LLC., and JK Tank Services, LLC, dba Texas Tank Services, for Water Storage Tank Inspection & Cleaning Services, for maximum five (5) year terms, be and are hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 7

Exhibit: 2025-01-07-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contract for Concrete Pavement Grinding Services

This is a request to award a contract to Precision Concrete Cutting, Inc. for Concrete Pavement Grinding Services through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Concrete Pavement Grinding Services
- Service Category 2: Other Ancillary Services

NCTCOG prepared and issued a Request for Proposals (RFP) 2024-138 for Concrete Pavement Grinding Services with the proposals due on October 23, 2024. Two (2) proposals were received and publicly opened. The proposals were evaluated by a committee comprised of representatives from the cities of Carrollton, White Settlement, and Frisco. Following evaluation, the Evaluation Committee is recommending a contract be awarded to:

- Precision Concrete Cutting, Inc for all Categories

A draft resolution authorizing a contract for Concrete Pavement Grinding Services for a maximum five (5) year term is attached for Executive Board consideration. If approved, the contract will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendor.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACT FOR CONCRETE PAVEMENT GRINDING SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2024-138 for Concrete Pavement Grinding Services was advertised and proposals received on October 23, 2024; and,

WHEREAS, the proposal was evaluated by a committee comprised of multiple member agencies; and,

WHEREAS, following evaluation, it is recommended that a contract be awarded to Precision Concrete Cutting, Inc.; and,

WHEREAS, this contract is intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2024-138.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Precision Concrete Cutting, Inc., for Concrete Pavement Grinding Services, for a maximum five (5) year term, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 8

Exhibit: 2025-01-08-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contracts for Gunshot Detection Systems

This is a request to award contracts for Gunshot Detection Systems through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Gunshot Detection Systems
- Service Category 2: Other Ancillary Services

NCTCOG prepared and issued Request for Proposals (RFP) 2025-003 for Gunshot Detection Systems with the proposals due on October 29, 2024. Eight (8) proposals were received and publicly opened. Two proposals were deemed non-responsive. The remaining six proposals were evaluated by a committee comprised of representatives from the cities of Grand Prairie and Cleburne. Following evaluation, the Evaluation Committee is recommending contracts be awarded to:

- HQE Systems, Inc for all Categories
- Eagle Protection Agency for all Categories
- Wytec International Inc for all Categories
- Climatec, LLC for all Categories

A draft resolution authorizing contracts with the aforementioned vendors for Gunshot Detection Systems for maximum five (5) year terms is attached for Executive Board consideration. If approved, the contracts will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendors.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACTS FOR GUNSHOT DETECTION SYSTEMS

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2025-003 for Gunshot Detection Systems was advertised and proposals received on October 29, 2024; and,

WHEREAS, proposals were evaluated by a committee comprised of multiple member agencies; and,

WHEREAS, following evaluation, it is recommended that contracts be awarded to HQE Systems, Inc., Eagle Protection Agency, Wytec International Inc., and Climatec, LLC; and,

WHEREAS, these contracts are intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2025-003.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Contracts between NCTCOG and HQE Systems, Inc., Eagle Protection Agency, Wytec International Inc., and Climatec, LLC for Gunshot Detection Systems, for maximum five (5) year terms, be and are hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 9

Exhibit: 2025-01-09-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contract for Automatic Gate Maintenance & Repair Services

This is a request to award a contract to Dallas Automatic Gate, Inc., for Automatic Gate Maintenance & Repair Services through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Automatic Gate Maintenance and Repair Services
- Service Category 2: Parts Service, Replacement, and Spare Parts
- Service Category 3: Other Ancillary Goods or Services

NCTCOG prepared and issued Request for Proposals (RFP) 2025-004 for Automatic Gate Maintenance & Repair Services with proposals due on November 13, 2024. One (1) proposal was received and publicly opened. The proposal was evaluated by a committee comprised of representatives from the cities of Frisco and McKinney. Although only one proposal was received in response to the RFP, the pricing has been reviewed and found to be competitive with current market rates and other cooperative purchasing agreements. Additionally, the respondent's references provided highly favorable feedback regarding their performance and reliability. Following evaluation, the Evaluation Committee is recommending a contract be awarded to:

- Dallas Automatic Gate, Inc., for all Categories

A draft resolution authorizing a contract with Dallas Automatic Gate, Inc., for Automatic Gate Maintenance & Repair Services for a maximum five (5) year term is attached for Executive Board consideration. If approved, this contract will be available through the TXShare cooperative purchasing program to agencies throughout the United States, covering services within the geographic regions served by the awarded vendor.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACT FOR AUTOMATIC GATE MAINTENANCE & REPAIR SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2025-004 for Automatic Gate Maintenance & Repair Services was advertised and proposals received on November 13, 2024; and,

WHEREAS, the proposal was evaluated by a committee comprised of multiple member agencies; and,

WHEREAS, following evaluation, it is recommended that a contract be awarded to Dallas Automatic Gate, Inc.; and,

WHEREAS, this contract is intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2025-004.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Dallas Automatic Gate, Inc. for Automatic Gate Maintenance & Repair Services for a maximum five (5) year term, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 10

Exhibit: 2025-01-10-AA

Meeting Date: January 23, 2025

Submitted By: Randy Richardson
Director of Administration

Item Title: Resolution Authorizing Contracts for Library Books & Print Periodicals

This is a request to award contracts for Library Books & Print Periodicals through the North Central Texas Council of Governments TXShare cooperative purchasing program.

The purpose of the contract(s) is to retain the services of one or more firms that offer:

- Service Category 1: Books
- Service Category 2: Periodicals

NCTCOG prepared and issued a Request for Proposals (RFP) 2025-007 for Library Books & Print Periodicals with the proposals due on December 4, 2024. Three (3) proposals were received and publicly opened. One proposal was deemed non-responsive. The remaining two proposals were evaluated by a committee comprised of representatives from the City of Southlake. Following evaluation, the Evaluation Committee is recommending contracts be awarded to:

- Just Right Reader, Inc., for Category 1
- Ingram Library Services LLC for Category 1

A draft resolution authorizing contracts with the aforementioned vendors for Library Books & Print Periodicals for maximum five (5) year terms is attached for Executive Board consideration. If approved, the contracts will be available through the TXShare cooperative purchasing program to agencies throughout the United States for services in the geographic regions served by the awarded vendors.

I will be available at the Executive Board meeting should you have any questions.

RR

RESOLUTION AUTHORIZING CONTRACTS FOR LIBRARY BOOKS & PRINT PERIODICALS

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, a Request for Proposals (RFP) 2025-007 for Library Books & Print Periodicals was advertised and proposals received on December 4, 2024; and,

WHEREAS, the proposals were evaluated by a committee comprised of individuals from a member agency; and,

WHEREAS, following evaluation, it is recommended that contracts be awarded to Just Right Reader, Inc. and Ingram Library Services, LLC; and,

WHEREAS, these contracts are intended to be utilized by NCTCOG member governments and other participating entities as part of NCTCOG's TXShare Cooperative Purchasing Program; and,

WHEREAS, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings for this procurement 2025-007.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Contracts between NCTCOG and Just Right Reader, Inc. and Ingram Library Services, LLC., for Library Books & Print Periodicals, for maximum five (5) year terms, be and are hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements to carry out this program, including agreements with member governments and other entities wishing to participate in NCTCOG's TXShare Cooperative Purchasing Program, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 11

Exhibit: 2025-01-11-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

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

The Executive Board periodically approves receipt of funding for continuation and enhancement of ongoing transportation and air quality initiatives and for new projects implemented and managed by the North Central Texas Council of Governments (NCTCOG) at the request of the Regional Transportation Council (RTC). The resolution approving receipt of revenue and execution of necessary agreements is included in agreements with the Texas Department of Transportation (TxDOT). This item allows planning and implementation programs in the region to be administered and managed by NCTCOG that focus on efforts such as congestion reduction, multi-modal transportation opportunities, and air quality.

The RTC approved the programming of funds for these projects at various times, and the latest approval dates are included in the attached table. In preparation for development and execution of FY2025 agreements, staff requests Executive Board authorization to receive funding for four additional projects totaling approximately \$3,800,000 (\$2,000,000 Surface Transportation Block Grant Program funds + \$1,800,000 in Regional Toll Revenue funds + 400,000 in RTC Transportation Development Credits in lieu of cash match). Attached is a table detailing the individual agreements and RTC's approval. The Executive Board originally approved funds for FY2025 projects on March 28, 2024, and June 27, 2024. This action is to add funds for additional FY2025 projects. Attachment 1 contains a table detailing the individual funding agreements. NCTCOG will coordinate with TxDOT to enter into agreements to receive these funds.

A draft resolution authorizing the receipt of funds for planning and implementation programs is attached for Executive Board consideration. I will be available to answer any questions prior to Board approval.

AL:tmb
Attachments

RESOLUTION AUTHORIZING AGREEMENTS FOR THE RECEIPT OF FUNDS FOR PLANNING AND IMPLEMENTATION PROGRAMS FROM THE TEXAS DEPARTMENT OF TRANSPORTATION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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, in April 2024 and December 2024 the RTC authorized the programming of Surface Transportation Block Grant Program, Regional Toll Revenue funds and associated cash match for planning and implementation programs to be administered and managed by NCTCOG.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to receive Surface Transportation Block Grant Program and Regional Toll Revenue funds in the amount of approximately \$3,800,000, as reflected in Attachment 1.

Section 2. These funds shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.

Section 3. The Executive Board accepts the fiduciary responsibility to administer the planning and implementation programs carried out with these funds.

Section 4. The Executive Director or designee is authorized to enter into agreements with the Texas Department of Transportation for each project specified in Attachment 1.

Section 5. NCTCOG is authorized to expend funds for the projects and in the amounts specified in Attachment 1. NCTCOG is responsible for 100 percent of project costs in excess of the authorized federal and regional funding amount for the individual projects in Attachment 1.

Section 6. The Executive Director or designee is authorized to enter into agreements with other partners to carry out these programs.

Section 7. This resolution shall be in effect immediately upon its adoption.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson

ATTACHMENT 1

Program Title (Non-Construction Projects)	RTC Approval Date	Funding Source	Total Funding Amount (TDCs not included in total)	Federal/Regional	Match Amount			Fiscal Year(s)*	Program Status
					State	Local	TDC^		
Planning Study to Support Regional School Transportation Safety and Crossing Guard Establishment	4/11/2024	RTR	\$ 1,250,000	\$ 1,250,000	\$0	\$0	0	2025	New
Regional Data Hub	12/12/2024	RTR	\$ 550,000	\$ 550,000	\$0	\$0	0	2025-2026	Ongoing
Staging of Tow Truck Operators-Limited Access Facilities in Dallas District	12/12/2024	STBG	\$ 800,000	\$ 800,000	\$0	\$0	160,000	2025-2026	Ongoing
System Manager Support Services	12/12/2024	STBG	\$ 1,200,000	\$ 1,200,000	\$0	\$0	240,000	2025-2026	Ongoing
			\$3,800,000	\$ 3,800,000	\$0	\$0	400,000		

* Fiscal Year denotes year in which funds are programmed in the Transportation Improvement Program. However, funds may be spent over multiple years depending on project requirements and schedules, pursuant to this authorization.



North Central Texas Council of Governments

Item 12

Exhibit: 2025-01-12-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Contract with Kimley-Horn and Associates, Inc. for Roadway Safety Audits and Safe Routes to School Plans

The North Central Texas Council of Governments (NCTCOG) is seeking consultant assistance for engineering expertise to conduct Road Safety Audits (RSAs) for select high-injury roadway corridors targeted by the regional Pedestrian Safety Action Plan and Roadway Safety Plan in various locations within four core counties of the Dallas-Fort Worth metropolitan region (Collin, Dallas, Denton, and Tarrant Counties). In addition, Safe Routes to Schools plans will be completed concurrently where schools are present near the high-injury RSA corridors. This supplemental planning is funded through a Safe Streets and Roads for All (SS4A) Planning Grant by the United States Department of Transportation's Federal Highway Administration (FHWA) and Regional Toll Revenue.

On September 13, 2024 NCTCOG issued a Request for Proposals (RFP) to solicit consultant assistance and six proposals were received in response to the RFP. The Consultant Selection Committee (CSC) met in person on October 30, 2024, to review and evaluate proposals. Based on the review and scoring of the proposals, the committee recommended Kimley-Horn and Associates, Inc. for the planning services. Executive Board approval will be requested to enter into a consultant contract with Kimley-Horn and Associates, Inc. in an amount not to exceed \$4,000,000. Kimley-Horn and Associates, Inc. has committed to meeting a minimum Disadvantaged Business Enterprise (DBE) participation goal of 32.0 percent for this study, which matches the DBE goal identified for this type of procurement.

A draft resolution is attached for Executive Board consideration to authorize NCTCOG to enter into a consultant contract with Kimley-Horn in an amount not to exceed \$4,000,000 to conduct the Roadway Safety Audits and Safe Routes to School Plans. I will be available to answer any questions the Board may have on this item.

KK:bw

**RESOLUTION AUTHORIZING CONTRACT WITH KIMLEY-HORN AND ASSOCIATES, INC.
FOR ROADWAY SAFETY AUDITS AND SAFE ROUTES TO SCHOOL PLANS**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

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

WHEREAS, the NCTCOG Pedestrian Safety Action Plan and the Roadway Safety Plan identify targeted corridors throughout the region for supplemental planning and further study to address safety issues; and,

WHEREAS, Subtask 5.07 of the Fiscal Year (FY) 2024 and FY2025 Unified Planning Work Program includes work program activities to identify and plan transportation safety improvements throughout the region; and,

WHEREAS, in June 2024, an agreement was executed between NCTCOG and the United States Department of Transportation's (USDOT) Federal Highway Administration (FHWA) for Safe Streets and Roads for All (SS4A) Grant funding to conduct supplemental planning that supports the regional Pedestrian Safety Action Plan and the Roadway Safety Plan; and,

WHEREAS, NCTCOG initiated a Request for Proposals to hire a consultant to conduct Roadway Safety Audits and Safe Routes to School plans in select high-injury corridors across the region; and,

WHEREAS, the NCTCOG Consultant Selection Committee recommended Kimley-Horn and Associates, Inc. to conduct the Roadway Safety Audits and Safe Routes to School plans; and,

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Kimley-Horn and Associates, Inc. to conduct Roadway Safety Audits and Safe Routes to School Plans in an amount not to exceed \$4,000,000 be and is hereby approved.

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.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 13

Exhibit: 2025-01-13-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Amendment to Contract with Media Valet, Inc. to Provide a Digital Asset Management System

In July 2021, the North Central Texas Council of Governments (NCTCOG) initiated procurement for a provider of a digital asset management system, and MediaValet, Inc. was selected to provide this system. This digital asset management system streamlines storage, retrieval, and use of digital image and video assets among staff of the Transportation Department and replaces/supplements use of the network for storing photo and video assets. It also allows for direct importing of assets into Adobe and Microsoft applications. Assets are more easily managed, including auto tagging, allowing for greater efficiencies for the department. Work utilizing this system is included in the Unified Planning Work Program under Task 1, Administration and Management. Purchase of the system is funded through the Transportation Management and Administration Allocation. NCTCOG is seeking a six-month extension of this current service and the use of up to \$15,184 in additional allocated funds to allow time to release a new procurement for this service.

Executive Board approval will be requested to amend the current contract with MediaValet, Inc. to add an additional \$15,184 to the original not-to-exceed amount of \$113,604 for a new total contract not-to-exceed amount of \$128,788. This will permit the contract with MediaValet, Inc. to be extended for approximately six months to continue to provide the system until a new procurement can be conducted. This is a purchase of a subscription, and as such, there are no subcontracting opportunities. The Disadvantaged Business Enterprise Participation is not applicable to this contracting method.

A draft resolution authorizing NCTCOG to enter into an amended contract with MediaValet, Inc. to extend the term for an additional six months and for an amended amount not to exceed \$128,788 for a web-based, digital asset management system is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

KB:kw
Attachment

RESOLUTION AUTHORIZING AMENDMENT TO CONTRACT WITH MEDIA VALET, INC. TO PROVIDE A DIGITAL ASSET MANAGEMENT SYSTEM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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, Task 1, Administration and Management, of the Fiscal Year (FY) 2024 and FY2025 Unified Planning Work Program includes a digital asset management tool; and,

WHEREAS, NCTCOG initiated a Request for Proposals on July 16, 2021, to procure a digital asset management system and selected MediaValet, Inc. and,

WHEREAS, the Executive Board approved a Contract with MediaValet, Inc. in an amount not to exceed \$113,604 over a three-year term; and,

WHEREAS, additional funds are needed to continue the contract with MediaValet, Inc. for an additional six months to allow time to release a new procurement; and,

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. An amendment to the contract between NCTCOG and MediaValet, Inc. to extend the term for six months and add \$15,184 in allocated funds to the original not-to-exceed amount of \$113,604 for a new total contract amount not to exceed \$128,788 be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a contract amendment with MediaValet, Inc. 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.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 14

Exhibit: 2025-01-14-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Regional Transportation Council Local Funds as a Temporary Backstop to Advance Mobility Enhancements in the Southern Dallas Inland Port

The North Central Texas Council of Governments (NCTCOG) received a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for enhancing mobility within the Southern Dallas County Inland Port area. The project focuses on access to the Dallas Veteran Affairs (VA) Medical Center and includes sidewalk construction, signal improvements, and additional transit service to connect people living and working within the Inland Port area to the Dallas Area Rapid Transit (DART) light rail system. Activities include the purchase of electric vehicles for STAR Transit to provide service within the Inland Port and bring riders in and out of the DART system. NCTCOG completed competitive procurement processes to acquire vehicles and necessary in-plant inspection services.

On November 24, 2024, the Executive Board approved a contract with Model 1 Commercial Vehicles for eight (8) light-duty electric transit vehicles in an amount not to exceed \$1,100,000. To retain negotiated contract prices and align inspections with manufacturing schedules, NCTCOG must proceed with these purchases as soon as possible. However, the Federal Transit Administration (FTA) has not yet executed a grant agreement for the 2021 RAISE award. On December 4, 2024, NCTCOG staff received pre-award authority from FTA to proceed with grant activities prior to the execution of the grant. To further mitigate risk, staff is requesting to utilize Regional Transportation Council (RTC) Local funds in an amount not to exceed \$1,004,000 as a temporary backstop to support contact obligations for the electric vehicle purchase and in-plant inspection services to prevent project delays and cost increases. The RTC approved these funds on December 12, 2024.

A draft resolution authorizing Regional Transportation Council (RTC) Local funds in an amount not to exceed \$1,004,000 as a temporary backstop to support contact obligations for the electric vehicle purchase and in-plant inspection services is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

HH
Attachment

**RESOLUTION AUTHORIZING REGIONAL TRANSPORTATION COUNCIL LOCAL FUNDS
AS A TEMPORARY BACKSTOP TO ADVANCE MOBILITY ENHANCEMENTS IN THE
SOUTHERN DALLAS INLAND PORT**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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 initiated a transit cooperative vehicle procurement, seeking qualified contractor(s) to design, manufacture, and deliver Americans with Disability Act assessable transit vehicles for small transit providers to support urban transportation services for the Fiscal Year (FY) 2021 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) project; and,

WHEREAS, Model 1 Commercial Vehicle, Inc. has been recommended by the Consultant Selection Committee to design, manufacture, and deliver eight (8) electric light-duty buses; and,

WHEREAS, NCTCOG initiated a Request for Proposal for In-Plant Inspection Services related to the transit cooperative vehicle procurement; and,

WHEREAS, EVVEO, Inc. has been recommended by the Consultant Selection Committee to provide In-Plant Inspection Services related to eight (8) electric light-duty transit vehicles; and

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Regional Transportation Council (RTC) Local funds in an amount not to exceed \$1,004,000 are authorized as a temporary backstop to support contract obligations for the electric vehicle purchase and in-plant inspection services.

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.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 15

Exhibit: 2025-01-15-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Authorizing Agreement with City of River Oaks for Advance Funding of Meandering Road Right of Way Acquisition

The cities of River Oaks and Fort Worth, in partnership with the North Central Texas Council of Governments (NCTCOG) and the Texas Department of Transportation (TxDOT) initiated work on the reconstruction of Meandering Road/LT JG Barnet in River Oaks and Fort Worth in 2014. The Regional Transportation Council (RTC) funded this project with federal funds in 2015 and there has been extensive planning, design, and public involvement to ensure its compatibility with the neighborhoods in River Oaks and Fort Worth impacted by the corridor improvements. Right-of-way acquisition began in the summer of 2024. This corridor is of strategic military importance to the region and specifically the Naval Air Station Joint Reserve Base Fort Worth as it serves as the path of access to the East Gate entrance at the Base. The current right-of-way cost in River Oaks is estimated at approximately \$950,000. While funding for the right-of-way is included in the project, the City of River Oaks is responsible for acquiring this right-of-way and cash flowing the purchase until federal reimbursement is received. The reimbursement process takes 90 to 120 days.

To reduce the financial burden of this project on the City of River Oaks, on December 12, 2024, the RTC approved \$950,000 in RTC Local funds to be provided to the City of River Oaks for this purpose. River Oaks will return the RTC Local funds to NCTCOG upon receipt of federal reimbursement.

A draft resolution authorizing an agreement with the City of River Oaks for advance right-of-way acquisition funding for the reconstruction of Meandering Road from Roberts Cut-Off in River Oaks to LT JG Barnett Road in Fort Worth for an amount not to exceed \$950,000 in RTC Local funds is attached for Executive Board consideration. I will be available to answer any questions the Board may have on this item.

DK:al
Attachment

RESOLUTION AUTHORIZING AGREEMENT WITH CITY OF RIVER OAKS FOR ADVANCE FUNDING OF MEANDERING ROAD RIGHT OF WAY ACQUISITION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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 RTC funded reconstruction of Meandering Road/LT JG Barnett in River Oaks and Fort Worth in 2015, a corridor which is of strategic military importance to the region and specifically the Naval Air Station Joint Reserve Base Fort Worth as it serves as the path of access to the East Gate entrance at the Base; and,

WHEREAS, on December 12, 2024, the RTC approved the use of \$950,000 in RTC Local funds to advance funding to the City of River Oaks for Meandering Road right-of-way acquisition to cash flow the purchase until federal reimbursement is received; and,

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, provides authority for NCTCOG to enter into agreements with the City of River Oaks for the provision of governmental functions and services of mutual interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to enter into an Agreement with the City of River Oaks for advance right-of-way acquisition funding for the reconstruction of Meandering Road from Roberts Cut-Off in River Oaks to LT JG Barnett Road to Fort Worth in an amount not to exceed \$950,000.

Section 2. NCTCOG is authorized to receive \$950,000 in funds from the City of River Oaks under the funding partnership.

Section 3. 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 4. This resolution shall be in effect immediately upon its adoption.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



North Central Texas Council of Governments

Item 16

Exhibit: 2025-01-16-WD

Meeting Date: January 23, 2025

Submitted By: Phedra Redifer
Director of Workforce Development

Item Title: Resolution Authorizing Granbury Workforce Center Lease Extension

The North Central Texas Council of Governments (NCTCOG), in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board, currently operates a workforce center located at 1030 Highway 377, Suite 202 in Granbury, Texas. The center encompasses 4,095 square feet of office space at a price of \$12.50 per square foot (excluding insurance, taxes, utilities, janitorial, and common area maintenance), and its two (2) year lease term is scheduled to end November 30, 2025.

Staff have been analyzing regional data including population growth, job growth, unemployment rates, poverty rates, and child care access to better understand how, where, and when customers are choosing to engage with and access Workforce Solutions programs and services from a short, mid, and long-term perspective.

NCTCOG staff recommends extending the current Granbury Center lease for two (2) years to allow for staff to develop a strategic and comprehensive approach to where and how many stand-alone Centers are located throughout the 14-County region. A more moderate lease extension term will provide optimal flexibility for staff to introduce a new service delivery model should the current Granbury Center model not meet the needs of evolving Workforce Solutions customer engagement behaviors.

The landlord, Memorial Mini Storage, has agreed to a two (2) year lease extension agreement for the current Granbury Workforce Center at an average price per square foot not to exceed \$14.50. The base rental rate excludes insurance, taxes, utilities, janitorial, and common area maintenance.

NCTCOG's real estate broker, Avison Young, performed a current market survey of other comparable properties (see Exhibit A) and confirmed the proposed rate for this Center is within the market price for the surrounding area.

Until the strategic and comprehensive service and program delivery plan for the NCTCOG region is determined, NCTCOG staff is recommending the lease extension due to the following:

- **Pricing:** Within market range of the Granbury area.
- **Location:** Favorable proximity to major roads and thoroughfares in Granbury.
- **Square Footage:** 4,095 square feet of useable office space.

A draft resolution authorizing a lease agreement with Memorial Mini Storage 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.

RESOLUTION AUTHORIZING GRANBURY WORKFORCE CENTER LEASE EXTENSION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG, in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board, currently has a lease agreement with Memorial Mini Storage, expiring November 30, 2025, for 4,095 square feet of office space for the operation of a workforce center located at 1030 Highway 377, Suite 202 in Granbury, Texas; and,

WHEREAS, the landlord has agreed to a two (2) year lease extension agreement for the current Granbury Workforce Center at an average price per square foot not to exceed \$14.50 that would exclude insurance, taxes, utilities, janitorial, and common area maintenance; and,

WHEREAS, NCTCOG staff recommend entering into a lease extension agreement at the current location due to the favorable price, location, and square footage.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A two (2) year lease extension for the current Granbury Workforce Center with Memorial Mini Storage at an average price per square foot not to exceed \$14.50 (excluding insurance, taxes, utilities, janitorial, and common area maintenance), be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a lease agreement with Memorial Mini Storage in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



Resolution Authorizing Granbury Workforce Center Lease Extension

Phedra Redifer | January 23, 2025



Background: Current Lease

- **Location:** 1030 Highway 377, Suite 202
- **Square Feet:** 4,095
- **Price Per Square Foot:** \$12.50
 - Base rent excludes insurance, taxes, utilities, janitorial, and common area maintenance
- **Lease Term:** Sixty (60) Months
- **Expiration:** November 30, 2025



Recommendation

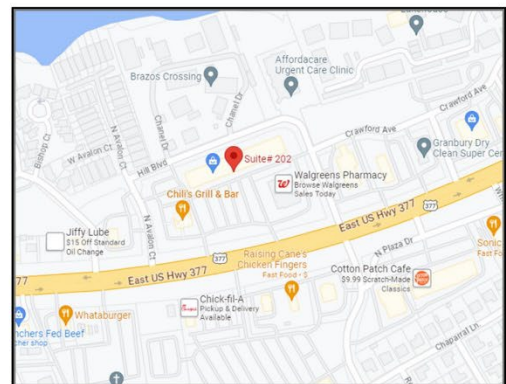
- Extend current lease for two (2) years
- Average price per square foot: not to exceed \$14.50
- Base rent excludes insurance, taxes, utilities, janitorial, and common area maintenance



3





Basis for Recommendation

- **Pricing:** Within market range for the Granbury area.
- **Proximity to major roads and thoroughfares**
- **Square Footage:** 4,095 square feet of usable office space
- **Recommended for approval by North Central Texas Workforce Development Board on January 7, 2025.**



4

Property Comparisons (Attachment A)

Building Picture	Building Name/Address	Bldg. Size (sf)	Avail Space (sf)	% Leased	Quoted Rental Rate (\$/sf)	Rate Type	Year Built	Comments
	Avalon Medical Park 805 Hill Boulevard	20,486	3,320	83.8%	\$30.00	NNN	2005	
	2214 E Highway 377	4,784	3,083	35.6%	\$22.00	NNN	2003	
	Pecan Reserve Business Center I 1315 Waters Edge Drive	15,000	3,408	77.3%	\$20.00	NNN	2006	
	Avalon Town Center 1030 E Highway 377	42,800	5,017	80.4%	\$14.50	NNN	2002	Flat for 2 years.

Average Rental Rate \$21.63



Questions?



North Central Texas Council of Governments

Item 17

Exhibit: 2025-01-17-WD

Meeting Date: January 23, 2025

Submitted By: Phedra Redifer
Director of Workforce Development

Item Title: Resolution Authorizing Plano Workforce Center Lease Extension

The North Central Texas Council of Governments (NCTCOG), in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board, currently operates a workforce center located at 1101 Resource Drive, Suite 100, in Plano, Texas. The center encompasses 13,194 square feet of office space at a price of \$9.38 per square foot (excluding insurance, taxes, utilities, janitorial, and common area maintenance), and its five (5) year lease term is scheduled to end on July 31, 2025.

Staff have been analyzing regional data including population growth, job growth, unemployment rates, poverty rates, and child care access to better understand how, where, and when customers are choosing to engage with and access Workforce Solutions programs and services from a short, mid, and long-term perspective.

NCTCOG staff recommends extending the current Plano Center lease for three (3) years to allow for staff to develop a strategic and comprehensive approach to where and how many stand-alone Centers are located throughout the 14-County region. A more moderate lease extension term will provide optimal flexibility for staff to introduce a new service delivery model should the current Plano Center model not meet the needs of evolving Workforce Solutions customer engagement behaviors.

The landlords, Blasingame Hill Country, LLC, 1100 Jupiter, LTD, and Harkfamptnrs, LLC, have agreed to a three (3) year lease extension agreement for the current Plano Workforce Center at an average price per square foot not to exceed \$10.19. The base rental rate excludes insurance, taxes, utilities, janitorial, and common area maintenance.

NCTCOG's real estate broker, Avison Young, performed a current market survey of other comparable properties (see Exhibit A) and confirmed the proposed rate for this Center is within the market price for the surrounding area.

Until the strategic and comprehensive service and program delivery plan for the NCTCOG region is determined, NCTCOG staff is recommending the lease extension due to the following:

- **Pricing:** Within market range of the Plano area.
- **Location:** Favorable proximity to major roads and thoroughfares in Plano.
- **Square Footage:** 13,194 square feet of useable office space.

A draft resolution authorizing a lease agreement with Blasingame Hill Country, LLC, 1100 Jupiter, LTD, and Harkfamptnrs, LLC 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.

RESOLUTION AUTHORIZING PLANO WORKFORCE CENTER LEASE EXTENSION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG, in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board, currently has a lease agreement with Blasingame Hill Country, LLC, 1100 Jupiter, LTD, and Harkfamptnrs, LLC, expiring July 31, 2025, for 13,194 square feet of office space for the operation of a workforce center located at 1101 Resource Drive, Suite 100 in Plano, Texas; and,

WHEREAS, the landlord has agreed to a three (3) year lease extension agreement for the current Plano Workforce Center at an average price per square foot not to exceed \$10.19 that would exclude insurance, taxes, utilities, janitorial, and common area maintenance; and,

WHEREAS, the NCTCOG staff recommend entering into a lease extension agreement at the current location due to the favorable price, location, and square footage.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A three (3) year lease extension for the current Plano Workforce Center with Blasingame Hill Country, LLC, 1100 Jupiter, LTD, and Harkfamptnrs, LLC, at an average price per square foot not to exceed \$10.19 (excluding insurance, taxes, utilities, janitorial, and common area maintenance), be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a lease agreement with Blasingame Hill Country, LLC, 1100 Jupiter, LTD, and Harkfamptnrs, LLC, in the name of the North Central Texas Council of Governments.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



Resolution Authorizing Plano Workforce Center Lease Extension

Phedra Redifer | January 23, 2025



Background: Current Lease

- **Location:** 1101 Resource Drive, Suite 100
- **Square Feet:** 13,194
- **Price Per Square Foot:** \$9.38
 - Base rent excludes insurance, taxes, utilities, janitorial, and common area maintenance
- **Lease Term:** Sixty (60) Months
- **Expiration:** July 31, 2025



Recommendation

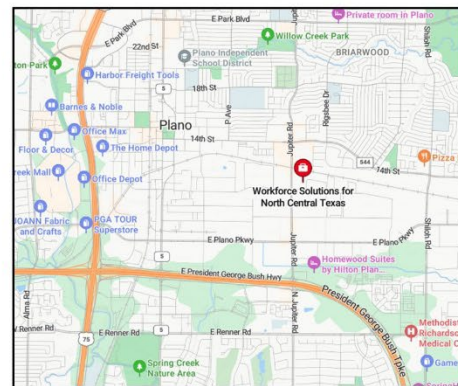
- Extend current lease for three (3) years
- Average price per square foot: not to exceed \$10.19
- Base rent excludes insurance, taxes, utilities, janitorial, and common area maintenance



3

Basis for Recommendation

- **Pricing:** Within market range for the Plano area
- **Proximity to major roads and thoroughfares**
- **Square Footage:** 13,194 square feet of usable office space
- **Recommended for approval by North Central Texas Workforce Development Board on January 7, 2025.**



4

Property Comparisons (Attachment A)

Building Picture	Building Name/Address	Bldg. Size (sf)	Avail Space (sf)	% Leased	Quoted Rental Rate (\$/sf)	Rate Type	Year Built	Comments
	Jupiter North Technology Park Building 2 1120 Jupiter Road	35,475	6,822	80.8%	\$13.75	NNN	1986	Same park as current location.
	Jupiter North Technology Park Building 1 1100 Jupiter Road	46,444	8,891	80.9%	\$13.50	NNN	1986	Same park as current location.
	Parkway Point 701 E Plano Parkway	12,675	6,350	49.9%	\$13.50	NNN	1984	
	Jupiter/190 Business Park 2600 Technology Drive	83,296	8,381 7,663	62.9%	\$13.00	NNN	1998	
	Jupiter North Technology Park Building 3 1101 Resource Drive	27,978	7,334	73.8%	\$9.75	NNN	1986	3% increase annually.

Average Rental Rate \$12.70



Questions?



North Central Texas Council of Governments

Item 19

Exhibit: 2025-01-19-CJ

Meeting Date: January 23, 2025

Submitted By: Kelly Schmidt
Criminal Justice Program Administrator

Item Title: Resolution Adopting FY 2026 Criminal Justice Policies and Procedures

The Office of the Governor's Public Safety Office (PSO) and the North Central Texas Council of Governments (NCTCOG) have an Interlocal Cooperation Agreement that includes a Statement of Work (SOW) specific to PSO's Criminal Justice Services. SOW deliverables outline NCTCOG's Criminal Justice services provided to units of local government, school districts, colleges and universities, and non-profit agencies.

Among many services, NCTCOG is responsible for reviewing and scoring local agencies' criminal justice grant applications. In this capacity, NCTCOG is required to adopt Policies and Procedures that guide the application process and define committee responsibilities. This document is attached for Executive Board review and approval.

On December 16th the Criminal Justice Policy Development Committee (CJPDC), appointed by the NCTCOG Executive Board, reviewed and approved FY 2026 Policies and Procedures and recommends Executive Board adoption.

The most significant changes include removing the grant adjustment notification policy (§4.5.6.3.) and revising committee make-up requirements to align with SOW requirements (§7.1.1.). These revisions are noted in the attached strike-through policy document. Other revisions include updates to grant period timeframes and date revisions.

A draft resolution adopting the FY 2026 Criminal Justice Program Policies and Procedures 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.

RESOLUTION ADOPTING FY 2026 CRIMINAL JUSTICE POLICIES AND PROCEDURES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG is responsible for reviewing and scoring local agencies' criminal justice grant applications; and,

WHEREAS, the Office of the Governor's Public Safety Office's Interlocal Cooperation Agreement with NCTCOG requires Criminal Justice Program Policies and Procedures to be adopted by NCTCOG's Executive Board; and,

WHEREAS, the Criminal Justice Policy Development Committee (CJPDC), which is appointed by the Executive Board, reviewed, approved, and recommended Executive Board adoption of the Fiscal Year 2026 Criminal Justice Program Policies and Procedures on December 16, 2024.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board adopts the Fiscal Year 2026 Criminal Justice Program Policies and Procedures, included in Attachment 1.

Section 2. This resolution shall be in effect immediately upon its adoption.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, Councilmember, City of Richardson



North Central Texas Council of Governments
Criminal Justice Program

Criminal Justice Policy Development Committee Policies and Procedures

INTRODUCTION

The following policies and procedures define rules and regulations governing certain application processes for the Office of the Governor's (OOG) Public Safety Office (PSO) programs. PSO has identified the following funding opportunities in which the North Central Texas Council of Governments (NCTCOG) will assist in the distribution of grant funds:

- Criminal Justice Program - Justice Assistance Grant (CJ-JAG)
- General Victim Assistance – Direct Services Program (GVA)
- Juvenile Justice and Delinquency Prevention Program (JJ)
- Truancy Prevention (TP)
- Violent Crimes Against Women Criminal Justice and Training Program – Domestic Violence, Sexual Assault, Dating Violence, and Stalking (VAW)

In addition, these policies and procedures govern the operation of NCTCOG's Criminal Justice Policy Development Committee (CJPDC) as outlined in the Interlocal Cooperation Agreement between PSO and NCTCOG.

NCTCOG shall provide general planning and coordination activities for issues related to criminal justice, juvenile justice, delinquency prevention, victims services, and related topics throughout the year. Such services may include providing feedback on, input to, or communicating PSO's real or proposed priorities.

1. COMPLIANCE WITH ADMINISTRATIVE RULES

- 1.1. All policies, rules, and regulations set forth in this document are in compliance with the Texas Administrative Code (TAC), Title 1, Part 1, Chapter 3.
- 1.2. Section 3.1 of the Texas Administrative Code; Applicability: Subchapters A through F of this chapter apply to all applications for funding and grants submitted to PSO. Subchapter A covers the general provisions for grant funding. Subchapter B addresses budget rules for grant funding. Subchapter D provides rules detailing the conditions PSO may place on grants. Subchapter E sets out the rules related to administering grants. Subchapter F specifies rules regarding program monitoring and audits.

2. NOTIFICATION OF FUNDING OPPORTUNITIES

OOG will post all Funding Announcements (FA) in the *Texas Register* and to the **OOG PSO eGrants Funding Schedule Calendar Opportunities webpage**. PSO will notify the COGs when FAs are posted in the *Texas Register*. NCTCOG will post PSO funding opportunities to its website and will distribute a notification of funding availability to regional database contacts. The NCTCOG notification will contain mandatory grant application workshop information, including the schedule and registration details.

OOG posts all FAs in the *Texas Register*. It is the applicant agency's responsibility to identify funding opportunities in which to apply.

NOTE – Section 2: Revised to match PSO eGrants verbiage.

3. APPLICATION WORKSHOP REQUIREMENT

- 3.1. NCTCOG's Criminal Justice Program staff will conduct mandatory Grant Application Workshops. Workshop schedules and registration details will be posted on NCTCOG's Criminal Justice Program website.

NCTCOG shall make the following available to current grantees, potential applicants, and other requestors at least 30 days prior to the PSO eGrants application deadline: local priorities related to criminal justice issues; local policies and procedures; criteria used in the scoring of applications including a copy of the scoring instrument; other relevant materials that affect NCTCOG's scoring process; and information related to the availability of training materials or other documents regarding PSO grant application creation available on the eGrants website. NCTCOG will direct potential applicants to the eGrants website and shall inform applicants/grantees to contact PSO personnel and/or the eGrants Helpdesk for assistance.

3.2. MANDATORY ATTENDANCE:

- 3.2.1. Grant application workshop attendance is mandatory for all ~~FY25~~ **FY26** applicants wishing to submit a new application, renewal application and/or a non-competing continuation application in CJ-JAG, GVA, JJ, TP and VAW.

NOTE – Section 3.2.1 and beyond: Dates/grant periods revised to coincide with FY26 grant process.

- 3.3. TECHNICAL ASSISTANCE: Applicants may request technical assistance from NCTCOG Criminal Justice Program staff during the development of applications prior to submission. PSO staff will also provide technical assistance on grant-related questions/issues. NCTCOG technical assistance is advisory in nature and is not intended to address all possible outcomes of the grant application process.

- 3.4. NCTCOG may require additional information be submitted directly to NCTCOG for scoring purposes. NCTCOG-required items may include but not be limited to the NCTCOG Addendum, applicable Cooperative Working Agreements and/or Letters of Intent.

Applications submitted on an incorrect NCTCOG Addendum will not be scored and will not be recommended for funding (for example: submitting a CJ-JAG project on a JJ addendum).

Applications submitted on an NCTCOG Addendum from prior grant cycles will not be scored and will not be recommended for funding.

- 3.5. DEADLINES: Application submission deadlines will be set by PSO and eGrants applications in all program categories will be submitted directly to PSO electronically.

eGrants submissions and all NCTCOG-required documents are due by the PSO-determined due date. Deadlines are final. No late eGrants applications or NCTCOG-required information will be accepted, without exceptions. There is no appeal process.

4. FUNDING GUIDELINES

4.1. LOCAL PRIORITIES AND STRATEGIC PLANNING:

- 4.1.1. Local needs and priorities will be identified through the strategic planning process, with guidelines set forth by PSO. The criminal justice needs relevant to the plan include but are not limited to criminal justice system improvements, juvenile justice system improvements, direct victim services, mental health, and substance abuse treatment. Local priorities will be presented to applicants during mandatory grant application workshops and will be incorporated into the scoring criteria.

Local needs and priorities for the strategic planning process may be gathered via electronic surveys, on-site meetings, or other reasonable methods.

For scoring purposes, CJPDC may identify specific issues related to the local priorities.

NCTCOG will evaluate, update and submit the Strategic Plan and an Executive Summary by a deadline set by PSO.

- 4.1.2. Grant application workshop attendees will be made aware of the importance of justice-related strategic planning. All strategic planning documents will be posted on NCTCOG's website.
- 4.2. APPLICANT ELIGIBILITY: Eligibility for funding is determined by PSO and applicant agencies must adhere to guidelines set forth by PSO in the FA as posted in the *Texas Register*. Funding allocated to NCTCOG's 16-county region may only serve the NCTCOG region. Therefore, applicants desiring to serve counties in other COG regions must submit a separate application to that COG and follow the policies and procedures set forth by each.
 - 4.2.1. Agencies receiving funds directly from their state association, from a PSO-designated fiscal agent or directly from PSO for select programs must apply directly through their state association, designated fiscal agent, or PSO and may not apply for funds allocated to NCTCOG's region. Examples include but are not limited to: Children's Advocacy Centers and Court Appointed Special Advocates projects.
 - 4.2.2. PSO will make the final determination as to which funding source is most appropriate for each application.
- 4.3. FUNDING LIMITATIONS: For the **FY25 FY26** grant cycle, the following guidelines apply to program categories prioritized by NCTCOG:
 - 4.3.1. Criminal Justice Program - Justice Assistance Grant (CJ-JAG):
 - 4.3.1.1. Non-Profit Applicant Agencies (including hospitals and faith-based organizations): A suggested cap of \$50,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized.
 - 4.3.1.2. Units of Local Government, ISDs, Native American tribes, Councils of Governments, State Agencies, Colleges and Universities:
 - 4.3.1.2.1. A suggested cap of \$100,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized that benefit one service area/jurisdiction.
 - 4.3.1.2.2. A suggested cap of \$160,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized that benefit two service areas/jurisdictions.*
 - 4.3.1.2.3. A suggested cap of \$240,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized that benefit three or more service areas/jurisdictions.*

* CJ-JAG collaboration projects may be subject to additional supporting documentation at the time of grant submittal. Supporting documents may include items such as Letters of Intent from all collaborators and Cooperative Working Agreements. CJ-JAG collaboration documents are due by the PSO-determined due date (see Section 3.5).
 - 4.3.2. Juvenile Justice & Delinquency Prevention Program: A suggested cap of \$100,000 has been placed on new and renewal applications being scored and prioritized.
 - 4.3.3. Truancy Prevention Program: A suggested cap of \$100,000 has been placed on new and renewal applications being scored and prioritized.

- 4.3.4. Violence Against Women Justice and Training Program: A suggested cap of \$150,000 has been placed on new and renewal applications being scored and prioritized.
- 4.3.5. General Victim Assistance Grant Program (GVA): Funding limits do not apply for new and renewal applications submitted in GVA.
- 4.3.6. Non-competing continuation projects in CJ-JAG, JJ, TP, VAW and GVA in year two or three for **FY25 FY26** may either continue in the cycle at the currently funded amount or submit the project as a “renewal”, follow applicable funding limitations and enter back in the competition to be scored.
- 4.3.7. All Program Categories: The CJPDC has the discretion to recommend an application at a reduced amount.

4.4. APPLICATION LIMITATIONS:

- 4.4.1. For the **FY25 FY26** grant cycle, an agency may submit two new, or two renewals, or one new and one renewal distinctly different project(s) to be scored in the following categories:

- Juvenile Justice
- Truancy Prevention
- Violence Against Women Justice and Training Program

- 4.4.2. Criminal Justice Program - Justice Assistance Grant:

For the **FY25 FY26** grant cycle, an agency may submit one new or one renewal non-collaborative CJ-JAG application to be scored and may also submit one new collaborative or one renewal collaborative CJ-JAG project to be scored. A *non-collaborative* project benefits a single entity or jurisdiction; a *collaborative* project benefits two or more entities or jurisdictions. Refer to Section 4.3.1 for suggested funding limit on collaborative projects.*

*EXCEPTION: The exception applies only to government entities. For cities and counties with distinct departments, each department may submit two new, or two renewals, or one new and renewal application(s) to be scored in Juvenile Justice and Violence Against Women. Distinct local government departments may submit one new OR one renewal AND one new collaborative or one renewal collaborative CJ-JAG application to be scored.

For example, a county's juvenile probation department, district attorney's office and sheriff's office may each submit up to two new, two renewals, or one new and renewal distinctly different application(s) in Juvenile Justice and Violence Against Women. These distinct departments may submit one new OR one renewal AND one collaborative CJ-JAG application to be scored.

A government entity is not limited in the number of their departments that apply.

- 4.4.3. General Victim Assistance Program: Per PSO, non-profit applicants are limited to a single application per agency, and all other eligible organizations are limited to one application per unit, district or division.

4.5. APPLICATION CYCLES:

- 4.5.1. Criminal Justice Program - Justice Assistance Grant (CJ-JAG) projects:

- 4.5.1.1. A three-year prioritization cycle applies to all new and renewal **FY25 FY26** CJ-JAG staffing-based projects.
- 4.5.1.2. A two-year prioritization cycle applies to all new and renewal **FY25 FY26** CJ-JAG evaluation projects.

- 4.5.1.3. A one-year prioritization cycle applies to all new **FY25 FY26** CJ-JAG equipment-only projects.
- 4.5.1.4. Agencies funded for a law enforcement patrol vehicle(s) in **FY23 FY24** CJ-JAG may not apply for an additional patrol vehicle(s) in the **FY24 FY25** and **FY25 FY26** CJ-JAG grant cycles. Agencies funded for a law enforcement patrol vehicle(s) in **FY24 FY25** CJ-JAG may not apply for an additional patrol vehicle(s) in the **FY25 FY26** and **FY26 FY27** CJ-JAG grant cycles.
- 4.5.1.5. An agency funded for equipment in **FY24 FY25**, including hardware and/or software, may not submit an application request for the same equipment in **FY25 FY26**.

Example 1: an agency funded for in-car computers in **FY24 FY25** may not apply for additional in-car computers in **FY25 FY26**.

Example 2: an agency funded for technology and associated maintenance agreements in **FY24 FY25** may not apply for funds to continue that technology in **FY25 FY26**.
- 4.5.1.6. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based CJ-JAG applications and a period of two years for CJ-JAG evaluation applications.
- 4.5.1.7. PSO will not make CJ-JAG funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.
- 4.5.1.8. For **FY25 FY26**, new and renewal CJ-JAG projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.
 - 4.5.1.8.1. Staffing-based CJ-JAG projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the CJ-JAG **FY24 FY25** staffing-based new or renewal project that received a lesser amount, if applicable.
- 4.5.2. Juvenile Justice & Delinquency Prevention (JJ) projects:
 - 4.5.2.1. A three-year prioritization cycle applies to all new and renewal **FY25 FY26** JJ staffing-based projects.
 - 4.5.2.2. A two-year prioritization cycle applies to all new and renewal **FY25 FY26** JJ evaluation projects.
 - 4.5.2.3. A one-year prioritization cycle applies to all new **FY25 FY26** JJ equipment-only projects.
 - 4.5.2.4. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based JJ applications and a period of two years for JJ evaluation applications.
 - 4.5.2.5. PSO will not make JJ funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.

4.5.2.6. For **FY25 FY26**, new and renewal JJ projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.

4.5.2.6.1. Staffing-based JJ projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the JJ **FY24 FY25** staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.3. Truancy Prevention (TP) projects:

4.5.3.1. A three-year prioritization cycle applies to all new and renewal **FY25 FY26** TP staffing-based projects.

4.5.3.2. A two-year prioritization cycle applies to all new and renewal **FY25 FY26** TP evaluation projects.

4.5.3.3. A one-year prioritization cycle applies to all new **FY25 FY26** TP equipment-only projects.

4.5.3.4. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based TP applications.

4.5.3.5. PSO will not make TP funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.

4.5.3.6. For **FY25 FY26**, new and renewal TP projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.

4.5.3.6.1. Staffing-based TP projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the TP **FY24 FY25** staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.4. Violence Against Women Justice and Training (VAW) projects:

4.5.4.1. A three-year prioritization cycle applies to all new and renewal **FY25 FY26** VAW staffing-based projects.

4.5.4.2. A two-year prioritization cycle applies to all new and renewal **FY25 FY26** VAW evaluation projects.

4.5.4.3. A one-year prioritization cycle applies to all new **FY25 FY26** VAW equipment-only projects.

4.5.4.4. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based VAW applications and a period of two years for VAW evaluation applications.

4.5.4.5. PSO will not make VAW funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.

4.5.4.6. For **FY25 FY26**, new and renewal VAW projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.

4.5.4.6.1. Staffing-based VAW projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the VAW **FY24 FY25** staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.5. General Victim Assistance (GVA) projects:

4.5.5.1. A three-year prioritization cycle applies to all new and renewal **FY25 FY26** GVA staffing-based projects.

4.5.5.2. A two-year prioritization cycle applies to all new and renewal **FY25 FY26** GVA evaluation projects.

4.5.5.3. A one-year prioritization cycle applies to all new **FY25 FY26** GVA equipment-only projects.

~~4.5.5.4. **FY25 GVA applications containing a renewal component AND a non-competing continuation component will inherit the prioritization cycle status of the most recently scored component.**~~

4.5.5.5. An applicant with an **FY25 FY26 GVA non-competing continuation component is allowed to submit for a new and distinctly different GVA component that is not currently funded. In this case, only the new component will be scored. **Should the NEW component be recommended for funding, the application will inherit the prioritization cycle status of the most recently-scored component.****

NOTE – Sections 4.5.5.4 and 4.5.5.5 combined for clarity. 4.5.5.5. will change to 4.5.5.4 and subsequent sections will be renumbered in final document.

4.5.5.6. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based GVA applications and a period of two years for GVA evaluation applications.

4.5.5.7. PSO will not make GVA funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.

4.5.5.8. For **FY25 FY26**, new and renewal GVA projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.

4.5.5.8.1. Staffing-based GVA projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the GVA **FY24 FY25** staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.6. All Funding Categories:

- 4.5.6.1. All final funding decisions are made by PSO, and an NCTCOG recommendation is not a guarantee of funding.
- 4.5.6.2. Applications funded by PSO out of prioritization order will be one-grant period commitments.

~~4.5.6.3. Grant Adjustment Policy: An authorized person for a funded project will notify NCTCOG in writing prior to submitting a grant adjustment request through OOG's eGrants system. Should NCTCOG staff determine the adjustment results in a deviation from the scope of services presented in the original application, the grant adjustment request may be forwarded to CJPDC for review. If CJPDC determines the change in budget or scope of the funded project impacts how the project would have been prioritized, the prioritization may be withdrawn, and future recommendations may be affected.~~

NOTE – Removed Section 4.5.6.3: This policy was created a number of years ago when the eGrants portal was launched. There's no need for grantees to notify COG staff prior to submitting a grant adjustment since eGrants automatically notifies COG of all adjustment requests.

5. APPLICATION REVIEW AND SCORING PROCESS

- 5.1. Applications will be scored by members of the CJPDC.
- 5.2. PROJECT SCORING CRITERIA: The CJPDC-approved scoring criteria will be used to evaluate each new and renewal application submitted for review.
- 5.3. MINIMUM SCORE: A minimum score of seventy (70) is required for a project to be recommended for funding in all program categories.
- 5.4. PROJECT SCORING PROCESS:
 - 5.4.1. Once PSO determines the eligibility of applications within a program category, applications will be forwarded to NCTCOG for scoring and prioritization.
 - 5.4.2. In the event in-person scoring sessions cannot be held, scoring will be conducted via a virtual platform. If a scoring session is held virtually, members are counted as present and may score applications via teleconference or video conference.
 - 5.4.3. In order to be able to score applications, each CJPDC member must participate in scoring training provided by NCTCOG Criminal Justice Program staff.
 - 5.4.4. When necessary, as a result of the number of submitted applications for review, scoring, and prioritization, NCTCOG staff will divide the CJPDC members into scoring teams. NCTCOG Criminal Justice program staff will attempt to divide members into teams with a system that maintains diversity of PSO multi-disciplinary representation of members and considers prior history of individual member's scoring average.
 - 5.4.5. Scores from each scoring team member will be recorded, totaled, and averaged with the other team member scores for each individual project. The average score for each application will be used to rank the applications from high to low which will determine the NCTCOG-recommended priority within each program category.
 - 5.4.6. In the event of a tie score when the projects are ranked, staff will delete a high score and a low score until the tie is broken. Projects will be placed on the priority list in the order of the tiebreaker score.

For example: Project 1 and Project 2 both have an average of 85.0000. After removing the high and low individual scores from each project, Project 1 now has an average of 84.333333 and Project 2 has an average of 86.55555. Project 2 will be listed above Project 1 on the priority ranking list.

- 5.5. NCTCOG will provide Vendor Hold technical assistance to grantees. At time of scoring/prioritization, NCTCOG staff will notify CJPDC of agencies that appear to have persistent vendor hold issues.

6. NCTCOG RECOMMENDATIONS FOR FUNDING

- 6.1. The CJPDC must make funding recommendations on applications based upon local criminal justice priorities identified in the NCTCOG's most recently completed strategic plan; any PSO-identified state priorities, the eligibility, reasonableness, and cost-effectiveness of the proposed project; and current NCTCOG policies and procedures. The CJPDC has the discretion to recommend an application at a reduced amount.

- 6.1.1. The CJPDC will make priority recommendations to NCTCOG's Executive Board. The Executive Board will make the final determination on the CJPDC priority lists.

- 6.1.2. Following Executive Board endorsement, applicants will be notified within fourteen (14) calendar days that their application was either "Recommended for Funding" or "Not Recommended for Funding" to PSO. Spreadsheets identifying the scores and priority ranking for each program category will be posted on the NCTCOG website, which will include the following statement:

"After the Criminal Justice Advisory Committee prioritizes the grant applications and the NCTCOG's governing body approves the priority listing, the NCTCOG submits the written priority listing to PSO. Based upon the NCTCOG's priority listing, PSO will verify the eligibility, reasonableness and cost-effectiveness strategy of the proposed project, and the availability of funding, and will render final funding decisions on these grant applications. The NCTCOG will notify grantees of any changes in the funding recommendations."

6.2. PRIORITY RANKING PROCEDURE:

- 6.2.1. NCTCOG staff will place all non-competing continuation projects in their priority ranking from the previous year in each program category. All applications will maintain their initial score until the prioritization period expires.
 - 6.2.2. New and renewal projects will be placed in priority (according to score, high to low) immediately following non-competing continuation projects in each program category.
 - 6.2.3. If a project is deemed ineligible by PSO, it will be noted as such on the priority ranking list. If a project is not recommended by CJPDC, it will be noted as such on the priority ranking list.
 - 6.2.4. In the event more than one agency applies for identical services serving the same geographical area and each receives a "recommended for funding" score, the CJPDC will determine if the geographic area to be served is sufficient to support more than one program. If not, the organization receiving the highest score will be recommended for funding and the lower-scored application(s) will not be recommended for funding.
 - 6.2.5. The CJPDC reserves the right not to recommend a project based upon chronic or egregious violations including but not limited to PSO monitoring reports verifying non-compliance, failure to complete PSO-required program progress reports and/or PSO-required financial reports, misuse of PSO funds, or at the discretion of the PSO.

- 6.2.6. In the event PSO provides NCTCOG with projected allocations for a project category, and if there are insufficient applications recommended for funding with a minimum score of 70 points to expend the allocation, the CJPDC may continue to recommend projects in ranking order until the funding is expended or a minimum score of 60 points is reached.
- 6.3. EX-PARTE CONTACT: Any form of contact between an applicant agency's representative, employee or contractor and a committee member in which the application or the scoring of the application is discussed is prohibited. Such contact should immediately be reported to NCTCOG's Criminal Justice Program staff. Such contact may result in an applicant agency not being recommended for future funding consideration.

7. CRIMINAL JUSTICE POLICY DEVELOPMENT COMMITTEE

- 7.1. MEMBERSHIP: The CJPDC is a multi-disciplinary representation of members from the North Central Texas region.
- 7.1.1. The representation must include ~~citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, non-profit organizations, municipalities, counties, prosecution or courts, and victim services,~~ **with at least one victim services member from a non-governmental agency. Each individual member may either represent one of the required disciplines or be classified as an "other" discipline.** No single ~~group~~ **discipline, including the "other" category,** may constitute more than one-third (1/3) of the Committee.
- NOTE – Section 7.1.1: Revised to align with new Interlocal Agreement requirement regarding committee make-up.**
- 7.1.2. Membership shall roughly reflect a county's percentage of the region's population. Every attempt will be made to have at least one representative from each of the region's 16 counties.
- 7.1.3. NCTCOG's Executive Board will appoint new members, to serve staggered three-year terms, ending December 31st of each calendar year, with a maximum committee size of fifty members. Every effort will be made to balance committee representation based on county population.
- 7.1.4. The Committee includes a permanent representative for each of the following agencies: City of Dallas and City of Fort Worth Police Departments; Dallas County and Tarrant County Sheriff's Offices; Dallas County and Tarrant County District Attorney's Offices; Dallas County and Tarrant County Juvenile Probation Departments; Dallas County and Tarrant County Community Supervision and Corrections Department (Adult Probation).
- 7.1.4.1. One alternate may be designated for the above referenced permanent representatives. If the designated alternate is scoring applications for a program category, the alternate must attend a CJPDC Scoring Training session and be present at the program category scoring review(s).
- 7.1.4.2. The permanent representative and designated alternate(s) for agencies listed in Section 7.1.4 may not share voting privileges simultaneously.
- 7.1.5. New member nominations may be solicited from a variety of sources, including elected officials, current members, strategic planning participants, and community contacts. Members in good standing may serve two consecutive 3-year terms.
- 7.1.6. During the last quarter of the calendar year, the Chairperson will appoint a Nominations Subcommittee to develop a list of candidates for the committee's consideration. This**

Subcommittee will include the Chair, or in the Chair's absence, the Vice-Chair and at least four (4) other Committee members.

NOTE – Section 7.1.6: Relocated from Section 7.2.1. Next three sections renumbered.

- 7.1.7. Appointed members are expected to participate in each meeting to carry out the grant review and prioritization process and other CJPDC business. Attendance issues may be grounds for removal. It is the responsibility of the member to notify NCTCOG staff in advance when unable to participate in CJPDC functions. NCTCOG staff will notify the Chair and Vice Chair of chronic non-participation issues. As directed, NCTCOG staff will contact the member regarding his/her intent to remain on CJPDC. Based on member's response to such inquiry, the member may be subject for removal from CJPDC.
- 7.1.8. Membership Ethics Subcommittee: NCTCOG Criminal Justice Program staff will assist the Chairperson in appointing no more than 10 current members to serve on this subcommittee. Each member of this subcommittee shall be familiar with best ethics practices and standards relating to moral turpitude. The subcommittee is responsible to assure that members of the CJPDC are ethically fit to serve. The subcommittee shall investigate and deliberate concerns regarding any members' fitness to serve from any source. The subcommittee shall make one of the following recommendations to the CJPDC if it finds grounds to sustain the ethical concern of the member: 1) censure of the member or 2) removal of the member from the CJPDC. The CJPDC shall approve, reject, or modify the subcommittee's recommendation.
- 7.1.9. A quorum is at least 50% of the Committee's active membership. A vote may be carried by a majority of those Committee members participating during a meeting at which a quorum is present.

7.2. OFFICERS & DUTIES:

~~7.2.1. During the last quarter of the calendar year, the Chairperson will appoint a Nominations Subcommittee to develop a list of candidates for the committee's consideration. This Subcommittee will include the Chair, or in the Chair's absence, the Vice-Chair and at least four (4) other Committee members.~~

NOTE – Section 7.2.1: Relocated to Section 7.1.6. Next four sections renumbered.

- 7.2.1. The Chair will:
- Preside at all meetings of the CJPDC
 - Call regular and special meetings of the CJPDC
 - Appoint temporary subcommittees at his/her discretion to perform specific tasks related to the business of the CJPDC
 - Appoint special subcommittees at his/her discretion
- 7.2.2. The Vice-Chair will: Act as the presiding officer during the absence or incapacity of the Chair and shall have all the duties, responsibilities, powers, and privileges of the Chair.
- 7.2.3. TERM OF OFFICE - Term of office for officers shall be limited to two one-year terms. He/she must be a Committee member and not a designated alternate and be recommended to NCTCOG's Executive Board for confirmation annually. A member elected to Chair or Vice Chair shall be allowed to remain on the committee in order to carry out the duties and term of the officer position.
- 7.2.4. VACANCY - In the event of a vacancy for the position of any officer, the Committee will recommend a replacement to the Executive Board no later than the next regular meeting following notification that such vacancy exists.

- 7.3. NCTCOG will ensure that all NCTCOG governing board meetings and meetings of the CJPDC (with a quorum present) at which PSO-related matters are discussed comply with the Texas Open Meetings Act, Texas Government Code Chapter 551.
- 7.4. Regular meetings will be held to review and modify the Policies and Procedures for a new grant cycle and to address other business the CJPDC deems necessary. Special sessions will be held for new member orientation, scoring training, and grant application team reviews.
- 7.5. In the event an in-person meeting cannot be held, meetings will be conducted via a virtual platform. If a meeting is held virtually, NCTCOG staff will conduct a roll call of members to track attendance and confirm a quorum. Participating members may vote via teleconference or video conference. Electronic voting by email will be deemed binding if a remote decision is needed.
- 7.6. NCTCOG will maintain a written record documenting all CJPDC proceedings related to PSO business. Processed minutes must be certified with the signature of a CJPDC member who attended the meeting.
- 7.7. NCTCOG shall retain the Records for a period of seven (7) years after the final payment by PSO under the terms of this Agreement with the following qualification: if any audit, claim, or litigation is initiated before the expiration of the seven-year period, the Records shall be retained until the audit, claim, or litigation is resolved or until the end of the regular seven-year period, whichever is later. At the end of the seven-year period, NCTCOG shall request disposition instructions for the Records from PSO and shall dispose of the Records in accordance with PSO's instructions.
- 7.8. CONFLICT OF INTEREST POLICY: NCTCOG shall ensure that members of NCTCOG's governing body, the CJPDC, and NCTCOG staff abstain from scoring and voting on any grant application, other than a grant application submitted by NCTCOG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity:
 - Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
 - Serves on any governing board that oversees the unit or division that would administer the grant, if awarded;
 - Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or
 - Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

If a CJPDC member has a conflict of interest regarding a particular grant application, NCTCOG will ensure the committee member abstains from voting, commenting, or otherwise influencing the prioritization process for that application. A CJPDC member with a conflict of interest regarding a particular grant application must vacate the room* whenever that application is presented to or reviewed by CJPDC, and the member must not take part in or be present for any discussion on the application with any other member of CJPDC.

*In the event a scoring session is held virtually, a CJPDC member with a conflict must leave the teleconference or video conference whenever that application is presented to or reviewed by CJPDC.

If any applicant, CJPDC member, NCTCOG personnel or other individual has reason to believe that favoritism or inappropriate actions were displayed during the scoring or prioritization of projects, NCTCOG shall ensure that the concerns are shared with PSO as soon as possible.

8. PUBLIC INFORMATION ACT REQUESTS

- 8.1. NCTCOG shall notify PSO of any Public Information Act or media request received by NCTCOG relating to any application for PSO funding or PSO funded grant program no later than one (1) business day after receiving the request. The notification shall include the name of the requestor, the date the request was received by NCTCOG, and a description of the information requested. NCTCOG shall give the PSO opportunity to review any OOG-originated materials and information prior to release, if requested by the PSO.

- 8.2. NCTCOG shall notify PSO as to its response to any Public Information Act or media request received by the NCTCOG relating to any application for PSO funding or PSO-related grant program no later than one (1) business day after providing its response to the requestor. The notification shall include a description of the response (or a copy of the response, if the request was made to the requestor in writing), the date the response was provided to the requestor, and the name of the NCTCOG staff person who responded to the request.



North Central Texas Council of Governments

Item 20

Exhibit: 2025-01-20-CJ

Meeting Date: January 23, 2025

Submitted By: Kelly Schmidt
Criminal Justice Program Administrator

Item Title: Appointments to the Criminal Justice Policy Development Committee

The Criminal Justice Policy Development Committee (CJPDC) assists the Executive Board in establishing criminal justice planning policy and priorities, reviews and prioritizes local requests for criminal justice funding, and encourages public awareness of criminal justice matters.

The Office of the Governor's Public Safety Office (PSO) and the North Central Texas Council of Governments (NCTCOG) have an Interlocal Cooperation Agreement that includes a Statement of Work (SOW) specific to PSO's Criminal Justice Division. SOW deliverables state committee membership must include representatives from the following disciplines: education, juvenile justice, law enforcement, mental health, prosecution or courts, and victim services, with at least one victim services member from a non-governmental agency. Each member may either represent one of the required disciplines or be classified as an "other" discipline. In addition, the SOW requires that no one discipline, including the "other" category, may constitute more than one-third (1/3) of the total membership.

Per the CJPDC's approved Policies and Procedures, membership reflects each county's percentage of the region's population. Every attempt has been made to have at least one representative from each of this region's 16 counties.

The CJPDC Nominations Subcommittee reviewed all nominations and presents for Executive Board approval eleven (11) new appointment recommendations. Additionally, of the continuing members, six (6) are recommended to be reappointed to another three-year term.

Per Policies and Procedures, officers' terms shall be limited to two one-year terms. The current Chair and Vice-Chair, Mr. Tony Simmons, classified as "other" (Denton County), and Ms. Felicia Oliphant, First Assistant District Attorney, Rockwall County District Attorney's Office, respectively, have completed their first one-year term. They are being recommended for an additional one-year term.

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

PRIMARY RESPONSIBILITY OF COMMITTEE

The Criminal Justice Policy Development Committee is appointed by and serves at the pleasure of NCTCOG's Executive Board. This Committee assists the Executive Board in establishing criminal justice planning policy and priorities, reviews requests for criminal justice funding, and encourages public awareness of criminal justice matters.

NUMBER OF COMMITTEE MEMBERS

Not more than 50

TERMS OF MEMBERSHIP

Terms of membership are based on three-year terms with approximately one-third of the membership appointed each year. There may be years when the one-third provision does not work because of early retirements from the Committee, reappointments, and members fulfilling one of the ten permanent positions.

STANDARD MEETING DATE

The Committee meets as needed, usually no more than six times a year.

SPECIAL REQUIREMENTS

Committee composition includes representation from the following disciplines per NCTCOG's Interlocal Agreement with the Office of the Governor's Public Safety Office:

- Education
- Juvenile Justice
- Law Enforcement
- Mental Health
- Prosecution or Courts
- Victim Services (at least one victim services member must be from a non-governmental agency)
- Other

Officers

Name		Title	Agency	Committee Status / County
Mr. Tony	Simmons	Retired	N/A	Chair – Denton County
Ms. Felicia	Oliphant	First Assistant District Attorney	Rockwall County District Attorney's Office	Vice Chair – Rockwall County

Proposed New Members:

Name		Title	Agency	Committee Status / County
Ms. Lindy	Beaty	County and District Attorney	Ellis County	Proposed New Member – Ellis County (Nominated by County Judge Todd Little)
Dr. Jaya	Davis	Professor	UTA Department of Criminology and Criminal Justice	Proposed New Member – Tarrant County (Nominated by Deborah Caddy – The Women's Center / Melissa Parsinen – UTA School of Social Work)
Ms. Danielle	Dulaney	Municipal Court Judge	City of Arlington	Proposed New Member – Tarrant County (Self-nominated)
Ms. Ronna	Huckaby	Chief of Mission	SafeHaven of Tarrant County	Proposed New Member – Tarrant County (Self-nominated)
Ms. Lauren	Lawrence	Assistant Criminal District Attorney	Tarrant County District Attorney's Office*	Proposed New Rep for Tarrant County District Attorney's Office
Mr. Arthur	McKnight Jr.	Division Manager of Grant Writing and Program Evaluation	Dallas County CSCD*	Proposed New Rep for Dallas County CSCD
Dr. Bill	Parker	Trustee, Place 7	Allen ISD	Proposed New Member – Collin County (Self-nominated)
Mr. Joseph	Russell	Judge, County Court at Law	Kaufman County	Proposed New Member – Kaufman County (Nominated by Jennifer Russell – Kaufman County Mental Health Courts Coordinator)
Mr. Noah	Simon	City Manager	City of Aledo	Proposed New Member – Parker County (Nominated by Mayor Nick Stanley – City of Aledo)
Mr. James	Songer**	Lieutenant	Dallas Police Department*	Proposed New Rep for Dallas Police Department
**Alternate for Lt. Songer: Lt. Jonathan Blanchard, Dallas PD				
Ms. Tiffany	Tate	CEO	The Family Place	Proposed New Member – Dallas County (Nominated by Jan Langbein – Genesis Women's Shelter & Support)

*Per CJPDC policies, these agencies shall have a permanent representative.

Reappointments

Name		Title	Agency	County
Ms. Sharon	Bradley	Director of Family and Social Services	Plano ISD	Collin County
Mr. Earnest	Jenkins Jr.	Lieutenant	University of North Texas at Dallas Police Department	Dallas County
Dr. Jill	Johansson-Love	Department Chair of Clinical Psychology Program	The Chicago School of Professional Psychology – Dallas Campus	Dallas County
Ms. Kelly	Pickens	Councilmember	City of Corinth	Denton County
Mr. Stephen	Sanders	Lieutenant	Waxahachie Police Department	Ellis County
Mr. David	Williams***	Lieutenant	Ennis Police Department	Ellis County

***Lt. Williams was with DeSoto PD (Dallas County) when appointed in 2022; changed employment to Ellis County agency in 2022. 2025 will begin second three-year term.

Continuing Members

Name		Title	Agency	County
Ms. Shelley	Aguirre	Deputy Assistant Director of Administrative Services	Tarrant County Juvenile Services*	Tarrant County
Ms. Farrah	Allen	Other	N/A	Collin County
Mr. Shade	Boulware	Assistant Superintendent of Leadership	Corsicana ISD	Navarro County
Mr. Trey	Brown	County Attorney	Somervell County	Somervell County
Ms. Kriste	Burnett	Other	Palo Pinto County	Palo Pinto County
Dr. Carlin	Caliman	Retired	N/A	Tarrant County
Dr. Julie	Childers	Deputy Director of Probation Services	Dallas County Juvenile Department*	Dallas County
Mr. Jon	Ciarletta	Lieutenant	Trophy Club Police Department	Denton County
Mr. Robert (Bob)	Dubey	Mayor	City of Richardson	Dallas County
Mr. Shawn	Fullagar	Chief of Police	Joshua Police Department	Johnson County
Mr. David	Golden	Retired	N/A	Collin County
Mr. Dan	Harris Jr.	Chief of Police	Stephenville Police Department	Erath County
Ms. Sara	Kochmann	Grant Manager / Writer	Dallas County District Attorney's Office*	Dallas County
Ms. Jenny	Krueger	CEO	Boys & Girls Clubs of Northeast Texas	Hunt County
Mr. Michael	Laughlin	Lieutenant	Dallas County Sheriff's Office*	Dallas County
Ms. Ellyce	Lindberg	Division Chief of Grand Jury and Intake Division / Assistant District Attorney	Dallas County District Attorney's Office	Dallas County
Ms. Angela	Love	Grants Specialist	Fort Worth Police Department*	Tarrant County
Ms. Megan	Mattison	Executive Director	Johnson County Family Crisis Center	Johnson County
Ms. Felicia	Oliphant	First Assistant District Attorney	Rockwall County District Attorney's Office	Rockwall County
Ms. Jessica	Redding	Records Manager	Tarrant County Sheriff's Office*	Tarrant County
Dr. Boston	Ross	Other	N/A	Collin County
Mr. Jeff	Segura	Assistant Director	Dallas County Pretrial Services	Dallas County
Ms. Disa	Shady	Supervisor, Quality Development & Victim Services	Tarrant County CSCD*	Tarrant County
Mr. Tony	Simmons	Retired	N/A	Denton County
Mr. Steve	Stanford	Assistant City Manager / Chief of Police	City of Bridgeport	Wise County
Dr. Mike	Tapia	Associate Professor – Department of Sociology and Criminal Justice	East Texas A&M University	Hunt County
Ms. Kathryn	Thompson	Executive Director	Children's Advocacy Center of Parker County	Parker County
Ms. Carrie	White	Chief of Police	Forney Police Department	Kaufman County
Mr. Patrick	Wiginton	Assistant Chief of Police	Granbury Police Department	Hood County
Dr. Richard	Williams	Accreditation and Compliance Specialist	Denton Police Department	Denton County
Mr. Edward	Wright	Assistant Chief of Police	North Richland Hills Police Department	Tarrant County
Mr. Kurtis	Young	Senior Director of Social Work, Behavioral Health Acute Care	Dallas County Hospital District - Parkland	Dallas County

*Per CJPDC policies, these agencies shall have a permanent representative.

Leaving Committee:

Name		Title	Entity	County
Mr. Lance	Arnold	Assistant City Manager / Chief of Police	City of Weatherford	Parker County
Ms. Betty	Arvin	Attorney, Tarrant County Magistrate	Tarrant County	Tarrant County
Ms. Lindy	Borchardt	Assistant Criminal District Attorney	Tarrant County District Attorney's Office	Tarrant County
Mr. Joey	Cagle	Captain / CID Investigator	Kaufman County Sheriff's Office	Kaufman County
Ms. Carnesha	Collins	Victim Services Coordinator	City of Arlington	Tarrant County
Mr. Julio	Gonzalez	Lieutenant	Dallas Police Department	Dallas County
Mr. H. Lynn	Hadnot	Director	Collin County Juvenile Services	Collin County
Ms. Shelby	Hopson	Victim Assistance Coordinator	City of Fort Worth	Tarrant County
Ms. Jan	Langbein	CEO	Genesis Women's Shelter & Support	Dallas County
Ms. Jennifer	Leslie	Division Manager – Grant Writer / Program Evaluator	Dallas County CSCD	Dallas County
Ms. Ann	Montgomery	County and District Attorney	Ellis County & District Attorney's Office	Ellis County



North Central Texas Council of Governments

Item 21

Exhibit: 2025-01-21-EDO

Meeting Date: January 23, 2025

Submitted By: Prit Patel
Senior Economic Development Manager

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

The North Central Texas Economic Development District (NCTEDD) Board functions as an advisory board to the North Central Texas Council of Governments (NCTCOG) Executive Board. The NCTEDD Board guides the work of the region’s Economic Development District, which is managed and staffed by NCTCOG. The region was designated as a District by the U. S. Economic Development Administration (EDA) in December 2016.

The NCTCOG Executive Board is being asked to make an appointment for a vacant seat on the NCTEDD Board. These appointments provide an opportunity to strengthen and diversify economic development representation on the NCTEDD Board.

Three-Year Term Appointment Request	Board Category
John Knight, Assistant Director of Economic Development, City of Red Oak	Ellis County

This District Board is organized in accordance with Federal Regulations, and its membership includes officials and/or employees of general-purpose local governments, educational institutions, private sector representatives, and other economic development stakeholders who must be residents of and/or work in State Planning Region 4 – the North Central Texas Region

As set forth in the bylaws of the District, approved by the NCTCOG Executive Board, the NCTCOG Executive Board will appoint up to 53 NCTEDD Board members, including:

- representatives from each of the 16 counties;
- 20 representatives from cities;
- 3 representatives from Workforce Solutions;
- 5 representatives from the Educational Sector; and
- 9 representatives from Principal Economic Interests (Chambers of Commerce, Economic Development Corporations, Labor Groups, Private Sector, and any other Principal Economic Interests organizations)

Each Board member serves a term of three years and may not serve more than three consecutive three-year terms, so long as they continue to meet qualifications for the category they represent.

I will be available at the Board meeting to answer questions, or Board members can contact me at 817-704-5666.

PRIMARY RESPONSIBILITY OF BOARD

The North Central Texas Economic Development District Board (EDD Board) is the primary policy advisory board to the NCTCOG Executive Board in fulfilling the responsibilities as the North Central Texas' Regional Economic Development District (the District) in state planning Region IV (NCTCOG's 16-county area). The EDD Board is responsible to ensure:

- a) the performance of any and all duties imposed on them collectively or individually by law, or by the District Bylaws;
- b) the development of plans, as well as an oversight and evaluation system for all Economic Development District programs;
- c) the attainment of effective outcomes consistent with Comprehensive Economic Development Strategy (CEDS) goals, objectives and performance standards approved by EDA;
- d) the effective administration of the EDA EDD required programs; and
- e) meetings take place at such times and places as required by the District Bylaws

NUMBER OF COMMITTEE MEMBERS: Up to 53 Member

APPOINTING AUTHORITY: NCTCOG Executive Board

TERMS OF OFFICE: Three-year terms

Each EDD Board member shall serve terms of three years. Upon expiration of their term, each member shall hold his/her term until they are reappointed or replaced by the NCTCOG Executive Board as established in the District Bylaws. EDD Board members may not serve more than three consecutive three-year terms, and only so long as they continue to meet qualifications for the category they represent.

STANDARD MEETING TIME, DATE, LOCATION: Quarterly (Meetings can be called more or less frequently as needed) 10:00 A.M. at NCTCOG/virtual.

SPECIAL REQUIREMENTS:

EDD Board membership shall include officials and/or employees of general-purpose local governments, educational institutions and private sector representatives, and they must be residents of and/or work in State Planning Region 4 – the North Central Texas 16-County Region.

**North Central Texas Council of Government's
NORTH CENTRAL TEXAS ECONOMIC DEVELOPMENT BOARD**

OFFICERS	NAME AND ORGANIZATION
Chair	Fred Schmidt, Economic Development Professional in Higher Education
Vice Chair	Kassandra Carroll, CECD, Economic Development Coordinator, City of Waxahachie
Secretary-Treasurer	Jim Wehmeier, Chief Executive Officer, City of Princeton Economic Development Corporation/Community Development Corporation

COUNTIES - 16 COUNTIES (1 SEAT EACH COUNTY)

1. **COLLIN:** Honorable Ron Simmons, Chairman of the Board for the Texas Mutual Insurance Company
2. **DALLAS:** Luis Tamayo, Director of Economic Development, Dallas County
3. **ERATH:** Jeff Sandford, Executive Director, Stephenville Economic Development Authority
4. **JOHNSON:** Mary Sarver, Mayor Pro Tem, City of Grandview
5. **KAUFMAN:** Stewart McGregor, Executive Director, Kaufman Economic Development Corporation
6. **NAVARRO:** John Boswell, Economic Development Director, Navarro County and City of Corsicana
7. **ROCKWALL:** Phil Wagner, President, Rockwall Economic Development Corporation
8. **TARRANT:** Maegan South, Economic Development Manager, Tarrant County
9. **WISE:** J.D. Clark, County Judge, Wise County
10. **PALO PINTO:** Nate Dyhre, Director of Economic Development, City of Mineral Wells
11. **PARKER:** Chris Strayer, Executive Director, Parker County Economic Development Corporation
12. **DENTON:** VACANT
13. **ELLIS:** VACANT
14. **HOOD:** VACANT
15. **HUNT:** VACANT
16. **SOMERVELL:** VACANT

CITIES - TOTAL OF 22 SEATS – SIX POPULATION CATEGORIES

>500,000 (2 SEATS) *2 cities, includes Dallas, Fort Worth*

17. Robert Sturns, Economic Development Director, City of Fort Worth
18. Gaby Castillo, Business Development Coordinator, City of Dallas

BETWEEN 250,000 - 500,000 (2 SEATS) *3 cities, includes Arlington, Irving, Plano*

19. Bryan Haywood, Economic Development Project Manager, City of Irving
20. Gus Garcia, Economic Development Director, City of Arlington

BETWEEN 100,000 - 250,000 (2 SEATS) *10 cities, includes Carrollton, Denton, Frisco, Grand Prairie, McKinney, Mesquite, Garland, Lewisville, Richardson, Allen*

21. Erica Sullivan, Economic Development Program Administrator, City of Denton
22. Michael Talley, Senior Vice President, City of McKinney Economic Development Corporation

BETWEEN 30,000 - 100,000 (6 SEATS) *28 cities, includes Euless, Flower Mound, Mansfield, North Richland Hills, Rowlett, Bedford, Burleson, Cedar Hill, Cleburne, Coppell, DeSoto, Duncanville, Farmers Branch, Grapevine,*

Greenville, Haltom City, Hurst, Keller, Lancaster, Little Elm, Midlothian, Rockwall, Southlake, The Colony, Waxahachie, Weatherford, Wylie, Prosper

23. Craig Hulse, Director of Economic Development, City of North Richland Hills
24. Mary Ann Moon, Executive Director of Prosper Economic Development Corporation
25. Cassandra Carroll, CECD, Economic Development Coordinator, City of Waxahachie
26. Jennette Espinosa, Executive Director, Little Elm Economic Development Cooperation
27. Shane Shepard, Economic Development Director, City of Lancaster
28. Chris Fuller, Deputy City Manager, City of Cleburne

<30,000 (8 SEATS) 122 cities

Collin County (*Anna, Blue Ridge, Celina, Fairview, Josephine, Lavon, Lowry Crossing, Lucas, Melissa, Murphy, Nevada, Parker, Princeton, Sachse, St. Paul*)

Dallas County (*Addison, Balch Springs, Cockrell Hill, Glenn Heights, Highland park, Hutchins, Seagoville, Sunnyvale, University Park Wilmer*)

Denton County (*Argyle, Aubrey, Bartonville, Copper Canyon, Corinth, Cross Roads, Double Oak, Hickory Creek, Highland Village, Justin, Krugerville, Krum, Lake Dallas, Northlake, Oak Point, Pilot Point, Ponder, Providence, Roanoke, Sanger, Shady Shores, Trophy Club*)

Ellis County (*Ennis, Ferris, Italy, Oak Leaf, Ovilla, Palmer, Red Oak*)

Erath County (*Dublin, Stephenville*)

Hood County (*Cresson, DeCordova, Granbury*)

Hunt County (*Caddo Mills, Commerce, Quinlan, West Tawakoni, Wolfe City*)

Johnson County (*Alvarado, Godley, Grandview, Joshua, Keene, Rio Vista, Venus*)

Kaufman County (*Combine, Crandall, Forney, Kaufman, Kemp, Maybank, Talty, Terrell*)

Navarro County (*Corsicana, Kerns, Rice*)

Palo Pinto County (*Mineral Wells*)

Parker County (*Aledo, Annetta, Hudson Oaks, Reno, Springtown, Willow Park*)

Rockwall County (*Fate, Heath, McLendon-Chisolm, Royse City*)

Somervell County (*Glen Rose*)

Tarrant County (*Azle, Benbrook, Blue Mound, Colleyville, Crowley, Dalworthington Gardens, Edgecliff Village, Everman, Forest Hill, Haslet, Kennedale, Lake Worth, Lakeside, Pantego, Pelican Bay, Richland Hills, River Oaks, Sansom Park, Watauga, Westlake, Westworth Village, White Settlement*)

Wise County (*Alvord, Aurora, Boyd, Bridgeport, Chico, Decatur, New Fairview, Newark, Rhome, Runaway Bay*)

29. Chris Dyser, Community Development Director, City of Balch Springs
30. John M. Smith, Town Administrator, Town of Hickory Creek
31. Chris Coffman, City Manager, City of Granbury
32. Kevin Holzbog, Executive Director, Decatur Economic Development Corporation
33. Jim Wehmeier, Chief Executive Officer, City of Princeton Economic Development Corporation/Community Development Corporation
34. VACANT
35. VACANT
36. VACANT

WORKFORCE SOLUTIONS (3 SEATS) *includes 1 seat for each of the three regional Workforce Solutions*

37. Richard Perez, Senior Research and Data Manager, Workforce Solutions Greater Dallas
38. Phedra Redifer, Executive Director, Workforce Solutions North Central Texas

39. VACANT (Workforce Solutions for Tarrant County)

EDUCATION SECTOR (5 SEATS) *includes Community Colleges, 4-Year Universities, Independent School Districts, Education Service Centers, Trade Schools, and other Educational Organizations*

40. Fred Schmidt, Director of Corporate Relations, University of Texas at Arlington
41. Ben Magill, Associate Vice Chancellor of Economic Opportunity, Dallas College
42. Dr. Suku Nair, Vice Provost for Research and Chief Innovation Officer, Southern Methodist University
43. VACANT
44. Dr. Rupa Iyer, Vice President of Research Innovation & Economic Development, Tarleton State University

PRINCIPAL ECONOMIC INTERESTS (9 SEATS) *includes staff from Chambers of Commerce, Economic Development Corporations, Labor Groups, Private Sector, and any other Principal Economic Interests organizations.*

45. Janie Havel, Economic Development and Tourism, Office of the Governor
46. Kevin Shatley, Director of Economic Development, Dallas Regional Chamber
47. Nika Reinecke, Principal at Envision Planning Group LLC
48. Leah Clark, Executive Director, Bridgeport Economic Development Corporation
49. Mickey Hillock, President, Hillock Foods, Inc.
50. Pamela Mundo, Founder and President of Mundo and Associates Consulting Firm
51. Taylor Shead, Chief Executive Officer, STEMuli Studios
52. Michael Grace, City of Duncanville Resident
53. VACANT



North Central Texas Council of Governments

Item 22

Exhibit: 2025-01-22-AG

Meeting Date: January 23, 2025

Submitted By: Doni Green
Aging Program Director

Item Title: Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers

The Regional Aging Advisory Committee assists the North Central Texas Council of Governments, in its capacity as the Area Agency on Aging (AAA), in representing the interests of older persons. RAAC is comprised of 28 members, with two representatives from each county in the 14-county service area.

RAAC currently has 15 vacancies. To fill these vacancies, NCTCOG solicited nominations and/or renominations from county judges, its local subrecipients, and staff.

The following persons have been nominated to serve on RAAC:

- Ellis County: Dani Muckleroy
- Hunt County: Berniece Reeves-Brown (new appointee)
- Johnson County: Dale Hannah
- Navarro County: Lynda Sloan
- Parker County: Kirsti Smith (new appointee)
- Parker County: Linda Authier (new appointee)
- Somervell County: Bob Miller
- Somervell County: Pat Bruce (new appointee)
- Wise County: Amy Pegues

A brief outline of the Committee's responsibilities and a membership chart are attached.

Per RAAC bylaws, the NCTAAA has convened a nominations subcommittee, which has met and recommended that the following members serve as officers during Calendar Year 2025.

- President: Karen Kiser of Rockwall County
- Vice-President: Lynda Sloan of Navarro County
- Secretary: Dani Muckelroy of Ellis County

We are seeking Board approval of the appointments and proposed officers for Calendar Year 2025.

Should you or the Executive Board have questions, I will be available to respond before or during the Board meeting. I may be contacted at 817-695-9193.

Thank you.

DG:ct

REGIONAL AGING ADVISORY COMMITTEE

PRIMARY RESPONSIBILITY OF COMMITTEE

The Regional Aging Advisory Committee is appointed by and serves at the pleasure of NCTCOG's Executive Board. This Committee assists the Executive Board in the development and implementation of the area agency on aging plan for persons sixty years old and over in the 14 counties adjacent to Dallas and Tarrant Counties. The Committee also reviews proposals for aging services through NCTCOG's Aging Program under Title III of the Older Americans Act. This program does not serve Dallas or Tarrant Counties, which have their own Area Agencies on Aging.

NUMBER OF COMMITTEE MEMBERS

28

TERMS OF MEMBERSHIP

Terms of membership are based on staggered three-year terms with approximately one-third of the membership appointed each year.

STANDARD MEETING DATE

The Committee meets quarterly.

SPECIAL REQUIREMENTS

- The composition of the Committee, according to funding agency guidelines and Committee bylaws, should include the following.
- More than 50 percent of the Committee includes older persons, older persons with the greatest economic or social need, older minority persons and participants in programs funded by the Area Agency on Aging.
- Each of the fourteen counties served by the Area Agency is represented by two persons from each county and may include local elected and appointed officials, older citizens and representatives of older persons.
- Additional persons may serve as ex-officio members because of their special knowledge or experience with aging matters. These resource members may include representatives from the Veterans Administration, State Citizen Advisory Council, and the Texas Silver-Haired Legislature.

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
 AREA AGENCY ON AGING**

**PROPOSED REGIONAL AGING ADVISORY COMMITTEE
 (Terms expiring December 31 of year indicated)**

COUNTY	2025	2026	2027
Collin	vacant	Dan Bollner	
Denton		Vacant	vacant
Ellis	Paula Baucum		Diana “Dani” Muckleroy
Erath	Dana Worrell		vacant
Hood		Debbie Temple	vacant
Hunt		Dr. Bruce Hargrave	Berniece Reeves-Brown
Johnson	Whitney Clotfelter		Dale Hannah
Kaufman	vacant	Pam Corder	
Navarro		Chelsea Couch	Lynda Sloan
Palo Pinto	Allan Sparkman	Dan Roberts	
Parker	Linda Authier	Kirsti Smith	
Rockwall	Karen Kiser		vacant
Somervell		Bob Miller	Pat Bruce
Wise	Debbie Bounds		Amy Pegues

All appointees appear in bold type. First-time appointees appear in shaded background.



North Central Texas Council of Governments

Item 23

Exhibit: 2025-01-23-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

Item Title: Resolution Endorsing Submittal of Fiscal Year 2024 Federal-State Partnership for Intercity Passenger Rail Program Application to the Federal Railroad Administration

In September 2024, the Federal Railroad Administration (FRA) announced a Notice of Funding Opportunity (NOFO) to solicit applications for approximately \$1.06 billion in Fiscal Year 2024 (FY 24) funding from the Federal-State Partnership for Intercity Passenger Rail (FSP) Program. Applications were due to the FRA by December 16, 2024, within three application tracks: (1) Project Planning, (2) Project Development, and (3) Final Design/Construction.

The North Central Texas Council of Governments (NCTCOG) applied within both the Project Planning and Project Development tracks regarding completion of double-tracking for the Trinity Railway Express (TRE) corridor between Dallas and Fort Worth. Projected in total to cost \$12 million, the application requests up to 80 percent in federal grant funds, or \$9.6 million, to be matched with 20 percent in non-federal funds consisting of \$2.4 million in combined Regional Toll Revenue (RTR) and Regional Transportation Council (RTC) Local funds. The non-federal funds would be used as a backstop in lieu of a partnership with Dallas Area Rapid Transit (DART) and Trinity Metro if the application is selected for funding. Accomplishing the proposed work would facilitate receipt of a letter of intent (LOI) from the FRA to fund the project's Final Design/Construction, estimated to cost \$310 million.

The RTC took action on December 12, 2024, to approve submittal of this application. If selected, NCTCOG will work with the FRA on the most efficient method for transferring awarded funds to the region. NCTCOG will perform all tasks required for the project through a coordinated process, which will involve affected railroad owners, operators, and funding partners, including TRE, Trinity Metro, DART, Amtrak, and the FRA.

A draft resolution endorsing submittal of FY2024 Federal-State Partnership for Intercity Passenger Rail Program Application to the Federal Railroad Administration 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.

JN:cc
Attachment

RESOLUTION ENDORSING SUBMITTAL OF FISCAL YEAR 2024 FEDERAL-STATE PARTNERSHIP FOR INTERCITY PASSENGER RAIL PROGRAM APPLICATION TO THE FEDERAL RAILROAD ADMINISTRATION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

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

WHEREAS, the Fiscal Year (FY) 2024 and FY2025 Unified Planning Work Program (UPWP) includes project development, technical support for transportation corridors, and surface access to aviation planning; and,

WHEREAS, in September 2024, the Federal Railroad Administration (FRA) announced the solicitation of projects for the FY 2024 Federal-State Partnership for Intercity Passenger Rail (FSP) Program; and,

WHEREAS, on December 12, 2024, the RTC approved the submittal of an application requesting \$9,600,000 in funding under the FY 2024 FSP Program, with a non-federal match comprised of \$2,400,000 in combined Regional Toll Revenue (RTR) and RTC Local funds.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board endorses submittal of one FY2024 FSP Program application to the FRA in the amount of \$9,600,000, as detailed in Attachment 1, which includes the use of RTR and RTC Local funds (\$2,400,000 combined) as local match, as a backstop in lieu of a partnership with Dallas Area Rapid Transit and Trinity Metro for such funds.

Section 2. NCTCOG is authorized to receive approximately \$9,600,000 in FY2024 FSP Program funds, and any required local matching funds as specified in Section 1.

Section 3. These funds shall be incorporated into the appropriate FY budgets, Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and other planning/administrative documents.

Section 4. The Executive Director or designee is authorized to execute necessary agreements including any agreements with the Texas Department of Transportation (i.e., RTR funds), Dallas Area Rapid Transit, and/or Trinity Metro for local match in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 5. This resolution shall be in effect immediately upon its adoption.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson

NCTCOG Approach to FSP Program Application

Complete Trinity Railway Express (TRE) Double-Tracking

Take project through outlined FRA Project Tracks:

- **Track 1 & 2 –**
Planning/design & project development for remaining single-track sections (*length ~ 8.41 miles*), including State Highway (SH) 360 & Interstate Highway (IH) 35E bridges.
- **Track 3 –**
Letter of Intent (LOI) to build all remaining single-track sections (*with IH 35E bridge as possible breakout project*).

Funding Request:

- Track 1 & 2 – Planning & Project Development: **\$12 Million** (\$9.6M FSP & \$2.4M RTC Local/RTR match)
- Track 3 (LOI) – Final Design & Construction: **\$310 Million**





North Central Texas Council of Governments

Item 24

Exhibit: 2025-01-24-TR

Meeting Date: January 23, 2025

Submitted By: Michael Morris, P.E.
Director of Transportation

Randy Richardson
Director of Administration

Item Title: Resolution Accepting the Report from Patillo, Brown & Hill, L.L.P. for the Transportation Department's Agreed Upon Procedures

The accounting firm of Patillo, Brown & Hill, L.L.P. conducted an external review of the Transportation Department's consultant and subgrantee contracts in excess of \$250,000 that closed during Fiscal Year 2023. This review is a requirement of the Transportation Department's Contractor Procurement Procedures, which serve as the Metropolitan Planning Organization's procurement policies. These policies have been approved by the Texas Department of Transportation (TxDOT) to support compliance with regulations guiding the use of federal funds.

The engagement consisted of a financial and non-financial review of Transportation Department consultant and subgrantee contracts to verify adherence with invoice and contract compliance procedures. A total of eight (8) contracts were selected through a random sample of 15 contracts that were closed during Fiscal Year 2023. They were funded by the following agencies:

- Five (5) contracts were funded in whole or in part through agreements with TxDOT.
- One (1) contract was funded through the Federal Transit Administration (FTA).
- One (1) contract was funded through the Environmental Protection Agency (EPA).
- One (1) contract was funded through the Texas Commission on Environmental Quality (TCEQ).

NCTCOG staff developed the list of seven (7) procedural areas that the reviewers were asked to test:

- A. Evidence of verification and calculation of allowable profit;
- B. Evidence of Disadvantaged Business Enterprise (DBE) participation;
- C. Proper verification of review of final work product to authorize final payment;
- D. Proper documentation and review of expenditures compared to agreed-upon budgets;
- E. Evidence of verification and calculation of overhead rates;
- F. Proper determination of allowable costs; and
- G. Verification of timely payment

Communications from the auditor's report are included as Attachment 1 to the resolution. The report indicates there were no exceptions in all seven (7) of the procedural areas for Fiscal Year 2023. The draft resolution accepting and approving the agreed-upon procedures is attached for Executive Board consideration. I will be available to answer any questions prior to requesting Board approval.

CB
Attachments

RESOLUTION ACCEPTING THE REPORT FROM PATILLO, BROWN & HILL, L.L.P. FOR THE TRANSPORTATION DEPARTMENT'S AGREED UPON PROCEDURES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, 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's Transportation Department utilizes contracting procurement procedures in the selection of and contracting with consultants to perform these activities; and,

WHEREAS, NCTCOG's Transportation Department's contracting procurement procedures have been approved by the Texas Department of Transportation (TxDOT); and,

WHEREAS, NCTCOG's Transportation Department's contracting procurement procedures require an external review of third-party contracts in excess of \$250,000; and,

WHEREAS, the accounting firm of Patillo, Brown & Hill, L.L.P. performed a review of the Transportation Department's consultant and subgrantee contracts in excess of \$250,000 that closed during Fiscal Year (FY) 2023, to determine compliance with the department's contracting procedures; and,

WHEREAS, the engagement consisted of a financial and non-financial review of a total of eight (8) contracts selected through a random sample of fifteen (15) contracts; and,

WHEREAS, Patillo, Brown & Hill, L.L.P. found zero exceptions.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board accepts the Agreed-Upon Procedures Report, included as Attachment 1 to this resolution, prepared by Patillo, Brown & Hill, L.L.P. on Transportation Department consultant and subgrantee contracts in excess of \$250,000 for FY2023.

Section 2. The report shall be transmitted to TxDOT and other funding agencies as appropriate.

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

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



PATTILLO, BROWN & HILL, L.L.P.
401 West State Highway 6
Waco, Texas 76710
254.772.4901 | pbhcpa.com

**INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED-UPON PROCEDURES**

Mr. Mike Eastland, Executive Director
North Central Texas Council of Governments
Arlington, Texas

We have performed the procedures enumerated below on the Transportation consultant contracts for North Central Texas Council of Governments (the "Council") with final payment dates from October 1, 2022 to September 30, 2023. The Council's management is responsible for its compliance with specified requirements for its Transportation consultant contracts.

The Council has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of assisting them in evaluating compliance with specified requirements for Transportation consultant contracts. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are described in Appendix A to this report.

We were engaged by the Council to perform this agreed-upon procedure engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, compliance with specified requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of The Council and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of Council's Executive Director, the Transportation department, management, and the Funding Agency, and is not intended to be, and should not be used by, anyone other than these specified parties.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
December 5, 2024

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque



Mr. Mike Eastland, Executive Director
North Central Texas Council of Governments
Arlington, Texas

Appendix A

Agreed-Upon Procedures and Findings

The Council provided us with a list of all transportation contracts with final payment dates from October 1, 2022 to September 30, 2023. The Council segregated these contracts into Tier 1 and Tier 2, and we randomly selected at least 50% of the contracts from each tier. The listing of contracts provided to us is presented in Appendix B, which also indicates which contracts we selected for further procedures.

For each of the selected contracts, the Council then provided us with a listing of vouchers paid under that contract. If the contract had 5 or fewer total vouchers, we selected 100% of the vouchers. If the contract had more than 5 total vouchers, then we selected 15% of the vouchers at random. The Council requested that the final voucher for each contract be included in the 15%. The vouchers selected for testing are listed in Appendix C.

Supporting documentation was provided by the Council for the selected contracts and vouchers. The procedures we applied to those contracts and vouchers, as well as the results of our procedures, are as follows:

Procedures Performed	Results
We performed a financial review of invoices related to the consulting contracts for evidence that total profit paid did not exceed amount agreed upon in contract.	No exceptions noted.
We performed a financial review of selected invoices for evidence that Disadvantaged Business Enterprise (DBE) participation substantially met or exceeded amount agreed upon in contracts and/or documentation of management decisions to approve activities with reduced DBE participation.	No exceptions noted.
We reviewed documentation of final work product and final Payment Authorization Forms (PAF) to confirm that the process included proper verification from program management of project completion and/or product delivery to authorize final payment, including release of retainage when applicable.	No exceptions noted.
We performed a financial review over selected vouchers for evidence that invoiced expenses agreed to Form 60 and/or other budget estimates.	No exceptions noted.
We performed a financial review of invoices related to the consulting contracts for verification and calculation of overhead rates as agreed upon in the contract and/documentation of management decisions to approve activities inconsistent with contract budgets.	No exceptions noted.
We verified selected invoices contain proper determination of allowable costs in accordance with 2 CFR Part 225, <i>Cost principles for State, Local, and Indian Tribe Governments</i> .	No exceptions noted.
We verified invoices had been paid timely and in accordance with prompt payment guidelines or documentation of delayed payment due to incomplete invoice submittal.	No exceptions noted.

Mr. Mike Eastland, Executive Director
North Central Texas Council of Governments
Arlington, Texas

Appendix B - Consulting Contracts and Selections for Testing

Selected For Testing	P/O Number	Funding Source	Tier	Project Name	Consultant	Agreement Number	Total Cost	Beginning Date	End Date
Yes	26785	TXDOT	1	511DFW Traveler Information System	Kapsch TrafficCom USA	TRN2498	6,020,352	4/28/2017	6/30/2023
Yes	31392	TXDOT	1	Hosted Website and Application Solution for www.tryparkingit.com	Agile Mile, Inc.	TRN5165	1,571,860	4/1/2019	8/31/2023
Yes	35654	TXDOT	1	Trinity Railway Express Shuttle for Continued Operations	Trinity Metro	TRN6819	290,000	10/1/2021	11/30/2022
Yes	35735	TXDOT	1	Intermodal Transportation Hubs for Colleges and Universities	Nelsonnygaard Consulting	TRN6791	347,880	3/3/2022	4/30/2023
Yes	37372	TXDOT	1	EV Charging Stations	Weatherford College	TRN6906	281,190	12/1/2022	7/24/2023
	34999	TXDOT	1	EJ Study for Toll Roads	Gram Traffic North Texas	TRN6681	318,050	8/17/2021	9/30/2022
	35584	TXDOT	1	Regional Traffic Signal Retiming Program	City Of Fort Worth	TRN6598	494,413	12/13/2022	2/28/2023
	34875	TXDOT	1	People Mover Test Track	Lea & Elliott, Inc.	TRN6667	1,048,222	6/29/2021	3/21/2023
	33647	TXDOT	1	Harry Hines Corridor Plan	Freese & Nichols	TRN6456	549,461	8/3/2020	8/31/2022
	34439	TXDOT	1	Help the North Texas Region Prepare for Automated Transportation & Related Technologies	Kittelson & Associates	TRN6551	974,887	1/5/2021	9/30/2022
Yes	33514	FTA	2	STAR Transit Pilot Taxi Voucher Program	KART/STAR Transit	TRN4905	318,600	10/1/2019	10/31/2022
Yes	35015	EPA	2	Clean Fleets North Texas 2020	City of Kennedale	TRN6671	165,000	7/24/2021	4/17/2023
Yes	35734	TCEQ	2	North Central Texas Clean School Bus Program	Cedar Hill ISD	TRN6818	257,648	1/10/2022	10/19/2022
	35719	EPA	2	North Texs Emmissions Reduction Project 2020	Bimbo Bakeries USA	TRN6792	172,264	1/12/2022	2/16/2023
	35169	FTA	2	Support Transit Accounting Models	BKD, LLP	TRN6653	260,620	8/30/2021	9/30/2023

Mr. Mike Eastland, Executive Director
North Central Texas Council of Governments
Arlington, Texas

Appendix C - Selected Vouchers to Perform Agreed-Upon Procedures

P/O Number: 33514
Project Name: STAR Transit Pilot Taxi Voucher Program
Consultant: KART/STAR Transit
Total Vouchers: 23
Sample Method: 15%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	666088	5,214.19
2	697818	5,287.10
3	736043	37,714.37
4	754293	31,280.37

P/O Number: 35015
Project Name: Clean Fleets North Texas 2020
Consultant: City of Kennedale
Total Vouchers: 1
Sample Method: 100%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	781748	165,000.00

P/O Number: 35654
Project Name: Trinity Railway Express Shuttle for Continued Operations
Consultant: Trinity Metro
Total Vouchers: 1
Sample Method: 100%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	791293	33,697.11
2	731568	145,708.08
3	745903	88,964.91
4	760079	21,629.90

P/O Number: 35734
Project Name: North Central Texas Clean School Bus Program
Consultant: Cedar Hill ISD
Total Vouchers: 1
Sample Method: 100%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	768771	190,000.00

P/O Number: 37372
Project Name: EV Charging Stations
Consultant: Weatherford College
Total Vouchers: 1
Sample Method: 100%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	789556	281,190.00

Mr. Mike Eastland, Executive Director
North Central Texas Council of Governments
Arlington, Texas

**Appendix C - Selected Vouchers to Perform Agreed-Upon Procedures
(Continued)**

P/O Number: 26785
Project Name: 511DFW Traveler Information System
Consultant: Kapsch TrafficCom USA, Inc
Total Vouchers: 82
Sample Method: 15%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	480781	162,486.33
2	508922	113,104.82
3	538912	57,419.30
4	551665	56,707.91
5	568218	40,477.80
6	613241	19,575.40
7	624447	47,398.74
8	655447	49,500.00
9	689669	67,529.08
10	714398	67,529.08
11	734644	69,892.58
12	766330	69,892.58
13	789546	69,892.58

P/O Number: 31392
Project Name: Hosted Website and Application Solution for www.tryparkingit.com
Consultant: Agile Mile, Inc.
Total Vouchers: 53
Sample Method: 15%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	551668	13,380.00
2	574255	38,270.00
3	628898	15,000.00
4	643772	29,380.00
5	673562	29,380.00
6	715267	29,380.00
7	773925	29,380.00
8	796244	29,380.00

P/O Number: 35735
Project Name: Intermodal Transportation Hubs for Colleges and Universities
Consultant: Nelsonnygaard Consulting
Total Vouchers: 14
Sample Method: 15%

<u>Item Selected</u>	<u>Voucher #</u>	<u>Amount</u>
1	721371	20,773.55
2	760219	9,572.46
3	628898	34,787.97



North Central Texas Council of Governments

Item 25

Exhibit: 2025-01-25-WD

Meeting Date: January 23, 2025

Submitted By: Phedra Redifer
Director of Workforce Development

Item Title: Resolution Authorizing a Contract with L3Harris Technologies, Inc. for Registered Apprenticeship Training 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, was awarded funding under the Texas Workforce Commission Request for Applications (RFA) for the Apprenticeship Texas Expansion Grant. The Expansion Grant provides funding for registered apprenticeship training and pre-apprenticeship training to help employers develop new apprenticeship programs and expand existing programs.

NCTCOG and L3Harris Technologies, Inc., previously entered into a contract under the Expansion Grant for pre-apprenticeship training services on May 3rd, 2024. L3Harris Technologies, Inc. successfully completed the pre-apprenticeship training services as outlined in their contract.

L3Harris Technologies, Inc. is now poised to start their Airframe Mechanic Registered Apprenticeship Program, increasing awareness and education about the program across the region to diverse candidate groups, and promoting sustainable career opportunities in the Aviation Manufacturing industry sector. NCTCOG staff recommends entering into a new contract with L3Harris Technologies, Inc. for registered apprenticeship training services in an amount not to exceed \$100,000.

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

RESOLUTION AUTHORIZING A CONTRACT WITH L3HARRIS TECHNOLOGIES, INC. FOR REGISTERED APPRENTICESHIP TRAINING SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG, in its capacity as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board was awarded funding under the Texas Workforce Commission Request for Applications (RFA) for the Apprenticeship Texas Expansion Grant; and,

WHEREAS, L3Harris Technologies, Inc. is looking to expand and provide apprenticeship training opportunities; and,

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

WHEREAS, NCTCOG staff recommend entering into a contract with L3Harris Technologies, Inc. for registered apprenticeship training services in a cumulative amount not to exceed \$100,000.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A contract between NCTCOG and L3Harris Technologies, Inc., for registered apprenticeship training services in an amount not to exceed \$100,000, be and is hereby approved.
- Section 2.** The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, in the name of the North Central Texas Council of Governments
- Section 3.** This resolution shall be in effect immediately upon its adoption.

Chris Hill, President
North Central Texas Council of Governments
County Judge, Collin County

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 23, 2025.

Jennifer Justice, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Richardson



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

L3Harris Technologies, Inc. Registered Apprenticeship Training Contract Recommendation

Background:

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, was awarded funding under the Texas Workforce Commission Request for Applications (RFA) for the Apprenticeship Texas Expansion Grant. The Expansion Grant provides funding for registered apprenticeship training and pre-apprenticeship training to help employers develop new apprenticeship programs and expand existing apprenticeship programs.

Information:

NCTCOG and L3Harris Technologies, Inc. entered into a contract under the Expansion Grant for pre-apprenticeship training services on May 3rd, 2024. L3Harris Technologies, Inc. successfully completed the pre-apprenticeship training services as outlined in their contract.

L3Harris Technologies, Inc. is now poised to start their Airframe Mechanic Registered Apprenticeship Program, increasing awareness and education about the program across the region to diverse candidate groups, and promoting sustainable career opportunities in the Aviation Manufacturing industry sector. As these services are outside of the scope of their existing contract, NCTCOG staff recommends entering into a new contract with L3Harris Technologies, Inc. for registered apprenticeship training services in a cumulative amount not to exceed \$100,000.

Recommendation:

The North Central Texas Workforce Board recommends that the North Central Texas Council of Governments authorizes a contract with L3Harris Technologies, Inc. for registered apprenticeship training services in a cumulative amount not to exceed \$100,000.

Approval Date: January 7, 2025



L3Harris Technologies, Inc. Registered Apprenticeship Training Contract Recommendation



Phedra Redifer, Executive Director | January 23, 2025

Apprenticeship Texas Expansion Grant Background

- In 2022, the North Central Texas Workforce Development Board was awarded an Apprenticeship Texas Expansion Grant (ATG) from the Texas Workforce Commission (TWC) in the amount of \$835,541.
- Funds are awarded through a TWC Request for Applications (RFA) to develop and expand Registered Apprenticeship Programs (RAPs).
- NCTCOG is the Administrative Entity, designated Grant Recipient, and Fiscal Agent for this award.
- Funding is available through April 2025.



Grant Partner: L3Harris Technologies, Inc.

- Current contract with L3Harris Technologies, Inc. for pre-apprenticeship services has been successfully completed
 - Onboarded four (4) pre-apprentices and fully-expended the contract in FY24
 - Multiple initiative showcase opportunities
- L3Harris Technologies, Inc. is seeking additional support to kick off their Airframe Mechanic apprenticeship program and hire new apprentices



Recommendation

The North Central Texas Workforce Development Board recommends that the North Central Texas Council of Governments approve authorizing a contract with L3Harris Technologies, Inc. for registered apprenticeship training services in a cumulative amount not to exceed \$100,000.



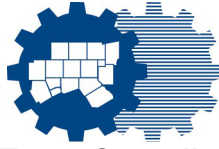
Questions?

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NCTCOG EXECUTIVE BOARD ATTENDANCE

June 2024 - May 2025

Name	June	July	August	September	October	November	December	January	February	March	April	May	TOTAL	
Chris Hill President	P	P	P	A	P	P	P							6
Victoria Johnson Vice President	P	P	P	P	P	P	V							7
Jennifer Justice Secretary/Treasurer	P	P	P	P	P	P	P							7
Bill Heidemann Past President	P	P	P	P	P	P	P							7
David Bristol	P	A	V	P	P	P	V							6
Carlos Flores	P	V	P	P	P	P	V							7
T.J. Gilmore	P	P	P	P	V	P	A							6
Bowie Hogg	A	V	P	V	P	A	P							5
Rick Horne	P	P	V	P	A	P	V							6
Brandon J. Huckabee	P	P	P	P	P	P	V							7
Clay Jenkins	P	P	P	A	A	P	A							4
Todd Little	P	P	P	P	P	P	P							7
Cara Mendelsohn	P	V	P	P	P	P	V							7
Bobbie Mitchell	P	P	P	P	V	P	V							7
Tim O'Hare	P	P	P	P	P	P	P							7
Kameron Raburn	A	P	P	P	P	P	A							5
Nick Stanley	A	P	P	V	P	A	V							5
Victoria Neave Criado - Ex Officio, Non-Voting Member	A	A	A	A	A	A	A							0
TOTAL PRESENT	14	16	17	15	15	15	14	0	0	0	0	0	0	106
Attendance Code:	P=Present A=Absent V=Virtual NM=No meeting *Check previous the posted attendance sheet for that month													



North Central Texas Council of Governments

2025 NCTCOG Executive Board Calendar

Regular Meetings start at **1:00 pm** unless otherwise posted
 Meeting Location: CenterPoint II, 616 Six Flags Drive, Arlington, Texas

February 27, 2025	Executive Board Meeting – NCTCOG Offices
March 27, 2025	Executive Board Meeting – NCTCOG Offices
April 24, 2025	Executive Board Meeting – NCTCOG Offices
May 22, 2025	Executive Board Meeting – NCTCOG Offices
June 13, 2025	<i>GENERAL ASSEMBLY</i>
June 26, 2025	Executive Board Meeting – NCTCOG Offices
July 24, 2025	Executive Board Meeting & NCTCOG Foundation Meeting – NCTCOG Offices
August 28, 2025	Executive Board Meeting – NCTCOG Offices
September 25, 2025	Executive Board Meeting – NCTCOG Offices
October 23, 2025	Executive Board Meeting – NCTCOG Offices
November 20, 2025	Executive Board Meeting – NCTCOG Offices
December 18, 2025	Executive Board Meeting – NCTCOG Offices