

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

Minutes — October 24, 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 1:01 pm on October 24, 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. Todd Little |
| 3. Jennifer Justice | 11. Cara Mendelsohn |
| 4. Bill Heidemann | 12. Bobbie Mitchell (V) |
| 5. David Bristol | 13. Tim O'Hare |
| 6. Carlos Flores | 14. Kameron Raburn |
| 7. T.J. Gilmore (V) | 15. Nick Stanley |
| 8. Bowie Hogg | |

Members of the Board Absent:

1. Rick Horne
2. Clay Jenkins
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, Jessie Shadowens-James, Chris Klaus, Emily Beckham, April Leger, Jennifer Oliver, Jon Blackman, Amanda Wilson, Marcie Bruner, Bobby Gomez, Carmen Morones

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.

CONSENT AGENDA ITEMS:

Items 1 - 14 were posted on the agenda as Consent Items.

Item 1 Approval of Minutes

Item 2 Resolution to Review and Approve NCTCOG's Investment Policy
Board approval was requested to approve NCTCOG's Investment Policy which includes a listing of authorized brokers that is updated annually. No changes were recommended.

- Item 3** **Resolution to Accept and Approve the Quarterly Investment Report**
 Board approval was requested to accept the Quarterly Investment Report for the quarter ended September 30, 2024. The report shows the average rate of return, cumulative transactions and beginning and ending balances for this quarter.
- Item 4** **Resolution Authorizing Contracts for Roadway Materials**
 Board authorization was requested to enter 5-year contracts with four vendors - Big City Crushed Concrete, Green Dream International, Innovative Roadway Solutions, and The Bargain Source – to provide a range of roadway materials through the TXShare cooperative purchasing program. The contracts will cover five service categories: Earthen Materials, Asphalt Materials, Concrete Materials, Winterization Materials, and Additional Ancillary Materials. These contract awards were recommended by a review committee comprising representatives from Ellis County, the City of University Park, and an external consultant, following a competitive Request for Proposals (RFP #2024-097).
- Item 5** **Resolution Authorizing a Contract for Electric Motors/Pumps Repair & Service**
 Board authorization was requested to enter a 5-year contract with Smith Pump Company, Inc. through the TXShare cooperative purchasing program. The contract would cover the following services:
- Category #1: Water and Wastewater Pumps & Equipment
 - Category #2: Electric Motors & Equipment
 - Category #3: Labor – Repairs
 - Category #4: Labor – Installation
 - Category #5: Ancillary Service, Maintenance, Equipment & Supplies
- A Request for Proposals was issued, and two (2) responsive proposals were received. After evaluation by a committee representing the cities of Azle and McKinney, Smith Pump Company, is the recommended vendor for award.
- Item 6** **Resolution Authorizing New Greenville Workforce Center Lease**
 Board authorization was requested for a new 5-year lease agreement with ARCO Holdings Group, LLC, for a Workforce Center located at 4601 King Street in Greenville, Texas. This new 2,290 square foot lease will replace the current Workforce Center on the 2nd and 3rd floors of the Greenville Exchange Building at 2500 Stonewall Street, which is set to expire on May 31, 2025. The new lease, which has an effective date of March 1, 2025, or upon substantial completion of tenant improvements, is priced at a rate not to exceed \$31.44 per square foot, including base rent and a tenant improvement allowance, but excluding taxes, insurance, common area maintenance, janitorial, and utilities. The current lease cannot be extended due to the building owner's need for space. The new lease was recommended for approval by the Executive Committee of the North Central Texas Workforce Development Board on October 15, 2024.
- Item 7** **Resolution Amending Contract Authorization with Lippert Components, Inc. for Registered Apprenticeship Training**
 Board authorization was requested to increase the contract amount with Lippert Components, Inc., by \$50,000 for a revised total amount not to exceed \$140,000. This funding will support the FastTrack Welding Registered Apprenticeship Program under the Texas Workforce Commission Expansion Grant. The program aims to raise awareness and provide education about sustainable career opportunities in advanced manufacturing to diverse candidate groups across the region. The additional funding was recommended and approved by the North Central Texas Workforce Development Board at its October 15, 2024, meeting.

Item 8

Resolution Endorsing Submittal of Application to FEMA for the GY2024 Regional Catastrophic Preparedness Grant Program (RCPGP) and Acceptance of Funding

Board endorsement was requested for the application submittal to the Federal Emergency Management Agency (FEMA) for the GY2024 Regional Catastrophic Preparedness Grant Program and acceptance of approximately \$1,492,902 in grant funding. The grant focuses on improving community resiliency in the region with special consideration for disadvantaged communities and will help build regional capacity to manage catastrophic incidents. The project will be completed in three phases: (1) increase awareness of locally significant threats and hazards (2) enhance emergency response and evacuation plans (3) host a two-day community resilience workshop to showcase deliverables, best practices, and areas for improvement. This grant is 100% federally funded with no local cost-share or match requirements, as part of the FEMA GY2024 Department of Homeland Security (DHS) Appropriations Act.

Item 9

Resolution Authorizing a Contract with The Olson Group for Homeland Security Exercise Consulting Services

Board authorization was requested to contract with The Olson Group, Ltd., for a regional full-scale Complex Coordinated Terrorist Attack (CCTA) exercise. This three-day exercise, scheduled for fall of 2025, will be funded by a homeland security grant not to exceed \$465,000. It will involve emergency management, transportation, fire, law enforcement, health/medical, communications, intelligence, volunteers, and other state and federal partners across multiple locations in the region. After a competitive bidding process with four responsive proposals, an evaluation committee with representatives from NCTCOG, Dallas, Arlington, and Midlothian recommended awarding the contract to The Olson Group, Ltd.

Item 10

Resolution Authorizing a Contract with Halff Associates, Inc., for the Transportation and Stormwater Infrastructure Project

Board authorization was requested to contract with Halff Associates, Inc., in an amount not to exceed \$2,177,620, for hydrologic and hydraulic engineering and transportation planning consulting services in support of the Transportation and Stormwater Infrastructure Project for the North Study Area in the upper Trinity Basin. Using the latest methods and technology, the work will conduct comprehensive flood studies in the North project area. Additionally, the work will identify strategies to seamlessly integrate transportation and stormwater infrastructure into local planning. A Request for Proposals was issued and four (4) responsive proposals were received. After evaluation by the committee, Halff Associates, Inc., is the recommended vendor for award. This is a joint project between NCTCOG's Environment and Development and Transportation departments.

Resolution Authorizing Agreements for Federal Transit Administration Funding

Board authorization was requested authorizing receipt of approximately \$10,954,574 in FY 2024 Urbanized Area Formula Program funds and approximately \$728,351 in FY 2024 Bus and Bus Facilities Program funds as outlined in Attachment 1 below:

ATTACHMENT 1

FISCAL YEAR 2024 FEDERAL TRANSIT ADMINISTRATION (FTA) FORMULA FUNDING

Urbanized Area Formula Program (Section 5307)

Designated Recipient	Federal Funds ¹	TDCs ²	Local Funds
North Central Texas Council of Governments: Dallas-Fort Worth-Arlington Urbanized Area ³	\$ 5,367,732	1,073,549	\$ -
North Central Texas Council of Governments: Denton-Lewisville Urbanized Area	\$ 165,830	33,166	\$ -
North Central Texas Council of Governments: McKinney-Frisco Urbanized Area	\$ 84,457	16,892	\$ -
Dallas-Fort Worth-Arlington Urbanized Area			
Subrecipient	Federal Funds	TDCs	Local Funds
Subrecipients ⁴ -City of Cleburne (Johnson County) -Community Services Inc. (dba. Community Transit Services) (Ellis & Navarro Counties) -Public Transit Services (Parker and Palo Pinto Counties) -Span Transit (Denton County) -STAR Transit (Kaufman, Rockwall, and Dallas Counties)	\$ 5,336,555	606,933	\$ 2,301,900
TOTAL	\$ 10,954,574	1,730,540	\$ 2,301,900

¹ Federal funds include both capital and operating projects, which have different match requirements
² Transportation Development Credits (TDCs) for "Strategic Awards to Small Transit Providers" are credits (not dollars) used to leverage federal funds in lieu of local cash match. The result is the capital portion of the project will be 100% federally funded
³ Funds used to support mobility management efforts, small transit provider needs, administration, and regional planning as directed in RTC actions
⁴ The award amount to each subrecipient to be determined by RTC action

Bus and Bus Facilities Program (Section 5339)

Dallas-Fort Worth-Arlington Urbanized Area			
Designated Recipient	Federal Funds	TDCs ²	Local Funds
North Central Texas Council of Governments: Administrative	\$ 115,002	23,001	\$ -
North Central Texas Council of Governments ¹	\$ 613,349	112,670	\$ -
TOTAL	\$ 728,351	145,671	\$ -

¹ Funding to be used towards the purchase of vehicles on behalf of NCTCOG subrecipients
² Bus and Bus Facilities funds (Section 5339) require a 20% match for administration, but only a 15% match for the purchase of ADA-compliant vehicles

Grand Total

Program	Federal Funds	TDCs	Local Funds
Urbanized Area Formula Program (Section 5307)	\$ 10,954,574	1,730,540	\$ 2,301,900
Bus and Bus Facilities Program (Section 5339)	\$ 728,351	145,671	\$ -
TOTAL	\$ 11,682,925	1,876,211	\$ 2,301,900

Additionally, authorization was requested to enter into a grant agreement for \$1,500,000 in Surface Transportation Block Grant Program funds with the Federal Transit Administration as outlined in Attachment 2 below. These funds will be matched with 200,000 Regional Transportation Council Transportation Development Credits.

ATTACHMENT 2

Program Name	Funding Source	Federal	Match Amount	
			Local	TDC
Regional Transit Coordination Program	STBG	\$ 1,000,000	\$0	200,000
Transit Driver Workforce Development and Training Program*	STBG	\$ 500,000	\$0	0
		\$ 1,500,000	\$0	200,000

* 100% federally funded per federal legislation.

Item 12

Resolution Endorsing Grant Applications to the Department of Defense for the Community Noise Mitigation Program

Board endorsement was requested for the submission of six grant applications totaling up to \$4,000,000 to the Department of Defense (DOD) for the Community Noise Mitigation Program. This program aims to help local governments affected by military fixed-wing aviation noise, by funding the installation of noise-mitigating insulation in eligible facilities, including schools near military bases transitioning to new aircraft models. Specifically, the Naval Air Station Joint Reserve Base Fort Worth (NAS JRB Fort Worth) is transitioning from F-16 to F-35 aircraft. Two nearby Independent School Districts (ISDs) – Lake Worth and White Settlement – have expressed interest in participating in the program. The grant applications will cover noise insulation construction in a total of six facilities within these two ISDs.

To meet the grant's pre-acoustical testing requirements for determining indoor noise levels, which are a prerequisite for eligibility and due to an unavoidable timing issue, NCTCOG entered into a \$112,000 personal services agreement with Richard Salz to complete this work prior to seeking Executive Board approval. NCTCOG now requests the Board's endorsement of this contract.

Additionally, to complete the grant application, NCTCOG developed construction cost estimates. Under the Executive Director's authority, NCTCOG contracted with Core Construction Services of Texas, Inc. (through a purchasing cooperative) for \$18,136 to provide this technical information and cost estimates. These contractors enabled NCTCOG to determine the appropriate funding amount to request in the grant applications.

This grant requires a 10% match. The Regional Transportation Council (RTC) has previously approved using 5% of the match from its Local funds allocated for the Regional Joint Land Use Study. The remaining 5% of the local match will be paid by the Lake Worth and White Settlement Independent School Districts.

Item 13

Resolution Authorizing Grant Agreement for the Federal Highway Administration Charging and Fueling Infrastructure Community Program

Board authorization was requested to execute a \$15 million grant agreement with the Federal Highway Administration (FHWA). This agreement would provide up to 759,471 regional Transportation Development Credits to cover development costs, plus a \$2,990,529 local match, to deploy up to 100 electronic vehicle charging stations at public-sector properties, filling gaps in the existing charging network as part of the Charging and Fueling Infrastructure Community Program. Any additional pass-through contracts and subawards needed to implement the project will be brought to the Executive Board for approval.

Item 14

Resolution Authorizing Agreements for Local Air Quality Planning Activities Funded with Texas Commission on Environmental Quality Rider 7 Funds

Board authorization was requested to execute two contracts for local air quality planning activities funded with Texas Commission on Environmental Quality Rider 7 funds:

1. A contract not to exceed \$80,000 with Kevin G. Overton to support the following activities in the cities of Fort Worth, Dallas, and Midlothian:
 - Collect and analyze PM_{2.5} data
 - Determine pollution levels, spatial and temporal variability
 - Distinguish between transported particles, background pollution, and local contributions
2. An agreement not to exceed \$320,000 with the Texas Transportation Institute (TTI) to:
 - Monitor PM_{2.5} and meteorological data at the respective monitoring stations
 - Aim to collect data for a consecutive year between October 2024 and October 2025.

The remaining funds will be used for staff activities.

Upon a Motion by Judge Little (seconded by Mayor Heidemann), to approve Consent Agenda Items 1 - 14, and unanimous vote of all members present, the Board approved the Consent Agenda Items as posted.

ITEMS FOR INDIVIDUAL CONSIDERATION:

Item 15

Resolution Authorizing Contracts with Model 1 Commercial Vehicles, Inc. and TRC Engineering Services, LLC for Transit Vehicles for Small Transit Providers

Michael Morris, Director of Transportation, requested Board authorization to enter contracts with the following:

1. Model 1 Commercial Vehicles, Inc. to design, manufacture, and deliver 19 light-duty cutaway buses, for a total amount not to exceed \$2,600,000
2. TRC Engineering Services, LLC to provide in-plant inspection services for a total amount not to exceed \$75,000

Both procurements will utilize Federal Transit Administration funds and Regional Transportation Council Transportation Development Credits (TDCs) in lieu of local cash match.

Exhibit: 2024-10-15-TR

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

Item 16

Resolution Authorizing Additional Staff Position for the Aging Department

Doni Green, Director of the Area Agency on Aging, requested the Board's authorization to convert a part-time Aging Department position into a full-time role. This new FTE would be responsible for providing direct services, such as dementia training and education, as well as administrative support for the ADPI and GILDS grants. Ms. Green confirmed that the FY2025 budget contained sufficient funds to support this staffing change.

Exhibit: 2024-10-16-AG

Councilmember Flores entered the meeting.

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

MISCELLANEOUS:

Item 17 FY 2024 Discretionary Grant Award Status

Randy Richardson, Director of Administration, provided an update on the status of FY2024 Discretionary Grant Awards. The report detailed the grant award amounts and their current status.

Mayor Bristol inquired about where to find information on the pending grant applications that have not yet been awarded, specifically for Congestion Relief projects under the Transportation department. He also requested details on the grants that have been pending since January. In response, Mr. Richardson stated that the information is compiled in a centralized database and that the information would be furnished to him.

Furthermore, Mayor Bristol asked about the status of the Advanced Transportation Technology and Innovation program application, to which Mr. Morris replied that the federal government has not yet selected the winning applicants, so that program remains pending.

Exhibit: 2024-10-17-AA

This item was a status report and did not require a vote.

Item 18 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 1:23 pm, pursuant to the Open Meetings Act, Section 551.074, to deliberate regarding personnel matters, specifically, Item 19: Performance Review of Executive Director and Consideration of Compensation.

President Hill adjourned the Executive Session at 3:00 pm.

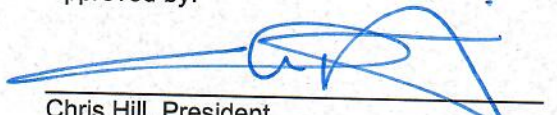
RECONVENE REGULAR SESSION:

President Hill reconvened the regular session at 3:01 pm.


Item 19 Performance Review of Executive Director and Consideration of Compensation

President Hill announced that no action was taken in the Executive Session and adjourned the meeting at 3:02 pm.

Approved by:


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

Checked by:


Mike Eastland, Executive Director
North Central Texas Council of Governments